

Privacy Notice for meetings of the Combined Authority

For the purposes of the Data Protection Act 2018 (“the DPA”), the ‘controller’ of personal data in this context is the West Yorkshire Combined Authority (“The Combined Authority”, “we”, “us”) of Wellington House, 40-50 Wellington St, Leeds LS1 2DE (Tel: 0113 251 7272). The Combined Authority is registered with the Information Commissioner’s Office with registration number ZA051694.

The Combined Authority will process this data for the purpose of fulfilling our obligations with regards to governance of the organisation and our commitment to transparency and adherence to the Local Government Transparency Code 2015.

The Combined Authority has a contract with Public-i for the provision of technical support, therefore Public-i also have access to the recordings.

There may be circumstances in which we may share or use certain information about you, which are:

1. If we have a legal obligation to do so or if we are required or requested to do so by a competent authority such as the police or a court;
2. If we need to use or disclose your information to obtain legal advice or in connection with legal proceedings;
3. If we need to share your information to protect your vital interests if you are unable to give us consent or it is unreasonable for us to ask for your consent in the circumstances (e.g. if you are injured).

The Combined Authority will place recordings of its meetings on our website for a period of 6 months at which point we will safely delete it. Public-i retain copies of the recordings for 2 years.

Under Combined Authority procedure rules, third parties are permitted to record such meetings. If you do not wish to be recorded, this must be established prior to the beginning of the meeting. Please refer to our code of practice for recording meetings of the Authority for more information on this, which can be found on our website [here](#).

Information provided to the Combined Authority will be processed on the basis of the performance of our official functions and to perform task in the public interest. We do not require separate consent to use such data for this purpose. However, as a data subject you have a number of rights under the DPA. These include the right to access the information which we hold about you. In some cases you may have a right to have your personal data rectified, erased or restricted, and to object to certain use of your data.

Should you wish to make such a request, please do so by contacting us at the address provided. This would not affect the legality of what we do with your personal data before you withdraw consent and would not stop us from continuing to use your data to the extent that we do not require your consent.

If you are unsatisfied with the manner in which we collect or handle your personal data you have a right to make a complaint to the Information Commissioner’s Office. Information about how to make complaints can be found on the ICO’s website at <https://ico.org.uk>