**Office of the Police and Crime Commissioner for Gwent**

**Communication and Engagement Privacy Notice**

Please note: This privacy notice is also available in Welsh.

**Who we are**

The Office of the Police and Crime Commissioner for Gwent (OPCC) provides support to the Police and Crime Commissioner (PCC) in carrying out his duties and responsibilities which include holding the Chief Constable for Gwent to account for the delivery of local policing, setting and updating a police and crime plan, setting the budget and the precept and engaging with the public and communities within Gwent.

The OPCC is the data controller for the personal information we process, unless otherwise stated.

You can contact us in a number of ways:

By email: Commissioner@gwent.police.uk

By telephone: 01633 642200

By post: Office of the Police and Crime Commissioner for Gwent

 Police Headquarters

 Llantarnam Park Way

 Llantarnam

 Cwmbran

 NP44 3FW

The Data Protection Officer (DPO) is Joanne Regan. She can be contacted via the details above. Please mark all correspondence for the attention of the DPO.

Our core data protection obligations and commitments are set out in our primary privacy notice.

The OPCC is a separate organisation to Gwent Police. For further information on Gwent Police and their DPO please visit their [website](https://www.gwent.police.uk/rqo/request/ri/request-information/).

**What information do we collect?**

We collect a range of information about you. This can include:

* your name, address and contact details, including email address, telephone number, date of birth, age and occupation.
* photographs.
* video footage.
* information you have provided via surveys.
* demographics data although this is anonymised – we are not able to identify you from it.
* case studies on you if you have been involved in a project that has been supported by the OPCC.

We collect this information in a variety of ways such as via email, letter, social media, directly from you, from forms you complete such as electronic forms for newsletters, surveys or face-to-face at events.

**Using your personal data**

We use your personal data for the following purpose(s):

* Managing, responding and recording enquiries from businesses, media and the general public.
* To ensure the safe delivery of events in conjunction with external organisations such as Gwent Police and Local Authorities.
* Conducting consultations which may use information to target specific groups of people.
* Collating information to run reports to monitor trends or identify key themes.
* Distributing information to you in a variety of formats that you have consented to receive.
* Communicating with you on social media.
* Communicating with you about matters of public interest.
* Creating a case study (with your consent) for a project you may have been involved in.
* In the case of photos and videos, with your consent we may use these to create communications products such as social media posts, leaflets and reports.

No automated decision making/profiling is undertaken with your data.

**What is the legal basis for processing your personal data?**

The legal basis for processing your personal information is:

* You or your legal representative have given consent.
* Where it is necessary to fulfil the tasks in the public interest or exercise of authority vested in the organisation.
* To comply with a legal obligation.

**Sharing your personal data**

Your information may be shared internally within the OPCC and with Gwent Police.

**International Transfers**

Our newsletter is produced via MailChimp, as such when you sign up to our newsletter, personal data in the form of your email address is stored on the MailChimp servers which are situation in the United States. For more information you can read the [MailChimp cookie statement.](https://mailchimp.com/legal/cookies/)

**How long do we keep your personal data?**

Personal Data is kept in kept in line with our [retention policy](https://www.gwent.pcc.police.uk/en/transparency/publications/records-management-policy-and-retention-and-disposal-schedule/).

**Your rights in relation to your personal data**

Under data protection law, you have rights we need to make you aware of. The rights available to you depend on our reason for processing your information.

* Your right of access.
* Your right to rectification.
* Your right to erasure.
* Your right to restriction of processing.
* Your right to object to processing.
* Your right to data portability.

Further information in relation to these rights can be found in our [general privacy notice.](https://www.gwent.pcc.police.uk/en/transparency/know-your-rights/your-information-rights/privacy-notice/)

**Changes to this Privacy Notice**

We keep our privacy notice under regular review to make sure it is up to date and accurate.

**If you are not satisfied**

The Information Commissioner's Office (**ICO**) regulates the processing of personal data. You can complain to the ICO if you are unhappy with how we have processed your personal data.

Information Commissioner’s Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: [www.ico.org.uk](http://www.ico.org.uk)

**Updated 4th August 2023.**