

Privacy Notice (How we use your information)

Kirklees Domestic Abuse Community Engagement Team (KDACET)

KDACET sits within the domestic abuse team in the communities service in Kirklees council.

We are a community-based service, working to increase understanding of all forms of domestic abuse by:

Working with community groups and leaders to understand the local picture of domestic abuse, raise awareness and overcome barriers.

Partnering with communities to develop collective responses to domestic abuse, including developing resources and interventions which will engage and involve communities and individuals.

Offering people who have experienced domestic abuse a variety of ways to share their stories with us so that we can influence and improve the way we deliver services.

The categories of information that we collect, process, hold and share include:

- **Personal information including:** Name,
Date of birth,
Address
Telephone number
Email address
- **Special Characteristics:** Personal data revealing racial or ethnic origin,
Personal data revealing religious or philosophical beliefs,
Data concerning health,
Data concerning a person's sex life; and,
Data concerning a person's sexual orientation
- Information on people affected by domestic abuse (including partners, family members, carers and children and young people in your care or with whom you have contact)
- Personal circumstances to understand their lived experience of domestic abuse – this may include relationship status, relationship history, incidents of domestic and sexual abuse, mental and physical health, accommodation, substance use history, immigration status and any other relevant information they may share.

Why we collect and hold this information

We use this personal data in order to:

- Enable us to carry out specific functions for which we are responsible;
- Assess the quality of our services;

- Evaluate and improve our performance;
- Evaluate your own personal experience and interaction that you have had with other agencies and organisations within the Kirklees area;
- To inform other agencies and organisations about the quality of the service they are providing;
- Derive quantitative and qualitative information from people's lived experience which will inform decisions about future delivery of services internal and external.

The lawful basis on which we use this information

We collect and process information about you under Article 6 of the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

6(1) (a) Consent: the individual has given clear consent for you to process their personal data for a specific purpose.

If we collect any Special category data (more sensitive data, such as your ethnicity or health), we will do this under Article 9(2)(a) The data subject has given explicit consent to the processing of those personal data for one or more specified purposes, except where Union or Member State law provide that the prohibition referred to in paragraph 1 may not be lifted by the data subject;

Storing this information

We will hold the information about you securely, and for no longer than reasonably necessary. We will hold any personal/identifiable information for 2 years in order to develop a feedback loop so that victims and survivors can be informed about what services have done in response. We will then dispose of your information by deleting all digital records and safely disposing of any written documents via Kirklees confidential waste.

Any information that is non-identifiable may be kept for the foreseeable future and be used for case studies.

Who we share this information with

We will not be sharing any personal/identifiable information with anybody. Unless there is an immediate risk to harm / safeguarding issue then we have a legal obligation to contact the relevant authorities.

We will be routinely sharing non-identifiable information with:

- Other services within Kirklees Council - Adults Social Care, Children's Social Care, Housing Solutions Service
- Other partners – West Yorkshire Police; Probation; Clinical Commissioning Group; Pennine Domestic Abuse Group; Community Rehabilitation Company; Change, Grow, Live delivering CHART Kirklees Integrated Substance Misuse Service; Kirklees Neighbourhood Housing; Connect Housing; Kirklees Rape and Sexual Abuse Counselling Centre; Victim Support; Womenscentre Calderdale and Kirklees; Yorkshire Children's Centre - Domestic Abuse Perpetrator Programme.
- Additional organisations involved in domestic abuse such as therapeutic services, refuges and charities.
- Publications used on our Social Media and Website platforms.

Why we share this information

We share information with partner agencies in order to improve and inform our service and that of other organisations that we work with.

We do not share personal information about you with anyone else without consent unless the law allows us to do so.

Further information

If you would like further information about how we manage your data, please see the [Kirklees Council privacy notice](#).

If you would like further information about this privacy notice, please contact: Jamie Wylde (jamie.wylde@kirklees.gov.uk)

If you have any worries or questions about how your personal data is handled, please contact the Data Protection Officer at DPO@kirklees.gov.uk or by ringing 01484 221000.

You can also complain to the ICO if you are unhappy with how we have used your data. You can contact the ICO via the ['Contact us' page on their website](#), or by ringing 0303 123 1113.