

Privacy Notice (How we use your information)

Prevent Referrals and Channel Cases

Channel is a multi-agency safeguarding programme run in every local authority in England and Wales.

It focuses on early intervention to protect vulnerable people from being radicalised and help them avoid being drawn into extremism and terrorism. A multi-agency panel meets regularly and includes representatives from a number of agencies including but not limited to NHS, social workers, children's and adults safeguarding, youth offending services, housing and the police. It provides a range of support such as mentoring, counselling and assistance with education, employment and training.

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

- Personal information:
 - Name
 - Address
 - Date of birth
 - Contact details
 - Parent/guardian details (if under 18)
 - Details of siblings
 - Online identifiers, such as twitter handles or other social media profiles

- Characteristics (such as gender, ethnicity and disability)
 - Gender
 - Nationality
 - Disability
 - Special Educational Needs
 - Sexual orientation
 - Religious or philosophical beliefs
 - Political opinions

- Other
 - Social care needs
 - Housing
 - Criminal history
 - Relevant Medical information

Why we collect and hold this information

We use this personal data in order to:

- Provide support, mentoring and counselling to individuals who are at risk of being radicalised and drawn into extremism.
- Protect vulnerable individuals.
- Provide assistance to individuals and support with education, employment and training.
- Provide a support plan aimed at mitigating the threat of terrorism/extremism.
- Ensure you are safeguarded from harm.
- Fulfil our legal obligation for the delivery of Channel duties.
- Enable us to carry out specific functions for which we are responsible.
- Evaluate and improve the Kirklees Channel Safeguarding Programme.
- Identify local trends and patterns to inform future practice and support.
- Derive statistics which inform decisions about future delivery of services.

The lawful basis on which we use this information

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) Your consent. You are able to remove your consent at any time. You can do this by contacting the Kirklees Prevent Team – Prevent@kirklees.gov.uk

6(1)(c) We have a legal obligation

6(1)(e) We need it to perform a public task.

These legal bases are underpinned by acts of legislation that dictate what actions can and should be taken by local authorities. This includes, but may not be limited to:

- The Counter Terrorism And Security Act 2015

In order to do this work, we also need to collect some special category data. This is personal data that needs more protection because it is sensitive. Under Article 9 of the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing special category information are:

9(2)(a) Your explicit consent. You are able to remove your consent at any time. You can do this by contacting the Kirklees Prevent Team – Prevent@kirklees.gov.uk

9(2)(g) Substantial public interest

How we store your personal information

Your information is safely stored on Kirklees Council's secure network drives.

Kirklees Council will hold the information about you securely, and for no longer than reasonably necessary. For the Channel Process this is dependent on the initial assessment of your vulnerability to radicalisation and extremism:

- a) If you are not deemed appropriate for Channel support the Council will destroyed any personal details within 4 weeks of this decision being reached. This enables us to correctly assess your vulnerability and reach the decision that you do not appear to be at risk of radicalisation.
- b) If you are deemed appropriate for Channel support but you decline this support, your data will be kept for 12 months. This is to allow time for tracking any further concerns about your vulnerability and through any patterns identified, consider you again for inclusion in the Channel programme.
- c) If you are deemed appropriate for Channel support and you agree to this support your data will be kept for 6 years and then destroyed. This is to allow time to monitor, track and evaluate the impact on you being part of the Channel Programme. It will enable us to apply learning and strengthen the programme to better suit individuals such as yourself.

Who we may share your information with

We may sometimes share the information we have collected about you where it is necessary, lawful and fair to do so. In each case we will only share the minimum amount of information, only when required, for the following reasons:

- To safeguard vulnerable children and young people;
- To develop national policies;
- To manage local authority performance;
- To identify and encourage good practice.

We may share this information with:

- Police
- Internal council departments: Childrens Social Care, Youth Justice Services, Adults Social Care, Education Safeguarding Service, Housing
- Local health partners: South West Yorkshire Foundation Trust (SWYFT), Calderdale & Huddersfield Foundation Trust (CHFT), Locala, CAMHS
- Home Office
- Other local authorities as appropriate

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

Your data protection rights

Under data protection law, you have a number of rights, including the right to have your records rectified and the right to ask for access to all the information the Council holds about you. These rights are listed in more detail on [Kirklees Council's data protection rights page](#).

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at Data.protection@kirklees.gov.uk if you wish to make a request.

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 the Kirklees Prevent Team – Prevent@kirklees.gov.uk

The Home Office have also issued a privacy notice for those involved in the Channel Programme which can be found here - [Home Office Channel Privacy Notice](#)

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.