

Pathways to work privacy policy

Who we are:

South Yorkshire Mayoral Combined Authority (SYMCA) is a public authority and the Data Controller for the information that is processed in relation to Pathways to Work. Legislation requires SYMCA to appoint a Data Protection Officer who is responsible for protecting individuals' personal data according to current legislation. You can contact the SYMCA Data Protection Officer via email at DPO@southyorkshire-ca.gov.uk

How we get your personal data:

Personal data is collected from participants who will receive Pathways to Work employment support. This could be through a variety of different programmes, depending on suitability. These include Connect to Work, UKSPF Skills and Employability and the Economic Inactivity Trailblazer.

How we will use your information:

SYMCA will process your personal information to provide relevant employment support services and for purposes such as eligibility checks, record keeping, and reporting.

Sharing your information:

We share personal data internally within SYMCA, with the Department for Work and Pensions and the Ministry of Housing, Communities and Local Government, so we can carry out our work. Internal sharing might include checking your eligibility for a service, ensuring you are signposted the most appropriate employment support or keeping accurate records. External sharing might be to funders, including the Ministry of Housing, Communities and Local Government (MHCLG), the Department for Work and Pensions (DWP) and sub-contractors for the purposes of audit and evaluations.

Data retention:

SYMCA will only retain your data for as long as necessary, but not beyond 31st March 2030.

How to find out more:

To find out more about how the SYMCA handle your data please visit our organisational Privacy and Terms here: <https://www.southyorkshire-ca.gov.uk/privacy-and-terms>