



Council Service:	Human Resources (HR)
The reasons we use your data	<ul style="list-style-type: none">• To employ staff• Statutory requirements e.g. reporting to Government• Service delivery• Service improvement and planning• Regulatory, licensing and enforcement functions• Prevention and detection of crime• Financial transactions• Research• Promoting access to work• Equality Monitoring
Why we are allowed to use your data	<p>Legal obligation and or performance of a public task under various UK laws including but not limited to:</p> <ul style="list-style-type: none">• The Employment Rights Act, 1996• The National Minimum Wage Act, 1998• The Working Time Directive, 1999• The Employment Relations Act, 1999• Health and Safety at Work, etc. Act 1974• The Equality Act 2010• The Public Sector Equality Duty• The Localism Act 2011
Who we can share your data with	<ul style="list-style-type: none">• Judicial Agencies e.g. Courts• Police• Adults & Childrens Social Care• Probation• Health Agencies including Occupational health providers• Education Providers• Government Departments e.g. HMRC, DWP, Education• Immigration Services• Disclosure & Barring Service• Regulatory Bodies• Pension Providers• Trade Unions• Elected Councillors and MPs (as your representative)• Commissioned partners e.g. staff benefit schemes• Employment Agencies• Contractors providing IT services



IPSWICH
BOROUGH COUNCIL

How long we keep your information for	In accordance with the Council's data retention policy
When computers make any decisions about you	Not Applicable
When your data gets sent to other countries	Not Applicable
How to exercise your rights	Please see www.ipswich.gov.uk/privacy