

UK Minority Ethnic and Global Majority Heritage Participation - Privacy Notice

This privacy notice is provided by the Archbishops' Council Central Secretariat to explain what to expect when we collect and process your personal information in accordance with the UK GDPR and the Data Protection Act 2018.

Data controller

The data controller is:

The Archbishops' Council
Church House
Great Smith Street
London
SW1P 3AZ

1. Why we collect and use your personal data

In April 2021 the Archbishops' Anti-Racism Task Force recommended that General Synod co-opt UKME/GMH candidates to serve as members of the General Synod for the 2021-2026 quinquennium, and also that UKME/GMH participant observers be elected to attend the House of Bishops. We are collecting your data so that these recommendations can be implemented. Your data will be used for the following purposes:

1. To elect participant observers to the House of Bishops, who will be nominated from and by an electorate of clergy who self-identify as UKME / GMH.
2. To co-opt clergy to the Lower Houses of the Convocations to serve as members of the General Synod for the 2021-2026 quinquennium.
3. To co-opt lay communicant Anglicans to the House of Laity to serve as members of the General Synod for the 2021-2026 quinquennium.

2. The categories of personal data we collect:

The information we process for these purposes is:

- Name
- Address and email address
- Diocese in which you reside
- In the case of clergy, the province in which you have authority to officiate, and your date of ordination or, in the case of persons with overseas permission to officiate (OPTO), the date on which OPTO was granted (
- The fact that you are UKME/GMH (this is "special category" information)
- If you stand for election, or are put forward for co-option, any personal statement that you wish to share with the electorate.

Special category data

- Religious belief (being a member of the clergy or a communicant Anglican reveals religious belief)
- If you include any data in your personal statement that is special category data

3. The lawful basis for using your information

We collect and use personal data under the following lawful bases:

Personal data

- Consent (Article 6(a))

You have the right to withdraw your consent at any time by using the contact details provided in Section 8 below, but if you do so you will be unable to vote, nominate or be nominated.

Special category data

- Explicit consent (Article 9(a))

You have the right to withdraw your consent at any time by using the contact details provided in Section 8 below, but if you do so you will be unable to vote, nominate or be nominated. .

4. Who we collect from or share your information with:

We collected your information from:

- you as the Data Subject;
- Where people have not indicated their province, we have gathered that from publicly available sources such as Crockford's Clerical Directory and diocesan websites.

We will not share your data with any other third parties except where specified here.

- With the following 3rd party processor to give you access to the electronic voting platform:
Civica Election Services

The Civica Privacy Notice can be found here: [Civica Election Services privacy policy | Civica](#)

- If you wish us to share your data with others in order to seek support for a nomination or for any other purpose relating to an election or co-option process, we will seek your consent before doing so.
- If you propose or second a candidate for election as a House of Bishops participant observer or for co-option to a Lower House of Convocation, your name and diocese will be made available to all electors.
- If you are yourself nominated, your data (except your address) will be made available to others involved in the election or co-option process.

5. Your personal data will not be sent to countries outside the UK.

6. How long do we keep your information?

We will keep your data for no longer than the duration of the General Synod that was inaugurated in November 2021 i.e. the 2021-2026 quinquennium.

7. Your rights

You have the following rights regarding your personal data:

- The right to be informed about any data we hold about you;
- The right to request a copy of your personal data which we hold about you;
- The right to withdraw your consent at any time;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for us to retain such data;

- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;

To exercise these rights, please contact the Data Protection Team using the contact information provided below. The NCIs Individual Rights Policy is available on request.

8. Complaints or concerns

If you have any queries regarding this processing activity, please contact, in the first instance, synod.cooption@churchofengland.org

If you have any concerns or queries about how the Central Secretariat handle your personal data, please contact the Data Protection Officer at:

gdpr@churchofengland.org

or online at: [National Church Institutions data protection | The Church of England](#) or Tel: 020 7898 1114.

You have the right to make a complaint at any time to the Information Commissioner online at: [Your personal information concerns | ICO](#), or by phone on 0303 123 1113 (local rate).