

Specific Privacy Notice

Current and prospective Core Participants

How we use your personal data

We, the Southport Public Inquiry, are the controller of the personal data that we process about you as a Core Participant or a prospective Core Participant in the Inquiry. This means that we are legally responsible for how we process personal data about you. It also means that we are required to comply with data protection laws when processing your personal data. This includes providing you with the details contained within this Notice of how we process your personal data, who we may share it with and your rights in relation to your personal data.

We have appointed a Data Protection Officer (“DPO”). If you have any questions about this Notice or how we process your personal data, please contact the DPO by e-mail at info@southport.public-inquiry.uk.

The Southport Inquiry are registered as a Controller with the Information Commissioner’s Office (ICO) our registration reference is ZB914958.

What personal data do we process about you?

As a Core Participant or a prospective Core Participant, we process the personal data that is provided to us by you or other providers of evidence as part of your application for designation as a Core Participant and / or other personal data that we may obtain from you on an ongoing basis during the course of the proceedings of the Inquiry will include personal data and special category personal data (also referred to as sensitive processing).

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Types of personal data we process may include:

- Personal details such as name, contact information (address, telephone number) and date of birth.
- Employment details
- Sound recordings and visual images
- Finance details
- Complaint / incident details
- Intelligence material
- Case material

Special category personal data (also referred to as sensitive processing) may include personal data revealing:

- Racial or ethnic origin
- Political opinions
- Religious, cultural or philosophical beliefs
- Physical or mental health
- Sex life or orientation
- Criminal conviction and/or involvement in criminal proceedings.

The inquiry will only use the minimum amount of relevant personal information necessary.

Why do we process this personal data about you?

We process such personal data:

- for the purposes of the proceedings of the Inquiry in accordance with the terms of reference and the legislation applicable to inquiries, including the Inquiries Act 2005 (“2005 Act”) and the Inquiry Rules 2006 (“2006 Rules”);
- to permit the Chair to determine whether to designate you as a Core Participant (with your consent);

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- to permit the Chair to determine your application for an award for assistance with the costs of legal representation which are to be incurred;
- to permit the Solicitor to the Inquiry to determine your application for an award for assistance with the costs of legal representation which have already been incurred;
- to publish your designation as Core Participant on the Inquiry's website;
- as part of streaming the proceedings of the Inquiry on the website and/or YouTube to ensure the Inquiry is accessible and transparent as possible;
- to prepare, deliver and publish the report of the Inquiry; and
- when disclosing or publishing evidence and documents given, produced or provided to the Inquiry.

What is our legal basis for processing your personal data?

Data protection laws require us to have a legal basis for processing your personal data. Our legal bases for processing your personal data are that it is necessary:

- for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Chair of the Inquiry in accordance with the 2005 Act;
- to comply with legal obligations to which we are subject regarding the proceedings of an inquiry contained in the 2005 Act and the 2006 Rules; and
- our legitimate interests of maintaining security at the Inquiry.

Our legal basis for processing your special category data and personal data relating to criminal convictions and offences are as follows:

- it is necessary for reasons of substantial public interest; and
- it is authorised by domestic law by virtue of the 2005 Act.

Data protection laws require further substantial public interest conditions for our processing special category and criminal convictions and offences data. Our

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processing is necessary for statutory and government purposes as part of the exercise of functions conferred on the Chair of the Inquiry by the 2005 Act and the 2006 Rules.

Who do we share your personal data with?

We may disclose your personal data to the following organisations for the purposes described in this Notice:

- your legal representative;
- expert witnesses appointed by the Inquiry;
- our service providers, including our IT service and document management system providers, for the purposes of storing, reviewing and analysing documents and information;
- our solicitors, professional advisers and consultants for advice on matters concerning the Inquiry;
- the public via the Inquiry's website, YouTube and/or similar video hosting platforms or within the report of the Inquiry, subject to appropriate redactions being made;
- the press and other interested parties, subject to appropriate redactions being made;
- the Police or other law enforcement agency to assist with a criminal investigation; and
- the National Archive.

The Southport Inquiry takes steps to ensure that the disclosure of personal data, however obtained, complies with the provisions of the Data Protection Act 2018 and UK GDPR. This includes ensuring that any disclosures are necessary and proportionate and the appropriate safeguards are in place.

Will your personal data be sent outside the UK?

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We will not be sharing personal data outside of the UK but any information published on our website or YouTube and/or similar video hosting platforms will naturally be accessible outside of the UK.

How do we keep your personal data secure?

Your personal data will be processed securely. We have put in place appropriate technical and security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal information to only those within the inquiry that have a business need to know.

How long do we keep your personal data?

We can keep your personal data for as long as we need to for the purposes described in this Notice, including to meet any legal requirements. To determine the appropriate retention period for personal data, we consider the amount, nature and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we handle and use your personal data and whether we can achieve those purposes through other means, and the applicable legal or other requirements.

At the end of the Inquiry any personal data we still hold about you will be deleted. The exception to this is if this data is to form part of the historic record of the Inquiry, in which case it will be transferred to the National Archive.

What rights do you have in relation to your personal data that we process?

It is important that the personal data that we process about you is accurate and current. Please keep us informed of any changes by contacting our DPO. Under certain circumstances, the law gives you the right to:

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- Access a copy of your personal data and to check that we are processing it in accordance with legal requirements.
- Correct any inaccurate or complete any incomplete personal data that we process about you.
- Delete your personal data where there are no grounds for us continuing to process it. You also have the right to ask us to do this where you object to us processing your personal data.
- Restrict our processing of your personal data, for example, if you contest the accuracy of your personal data.
- Object to us processing your personal data where we rely on public task or legitimate interests.
- Obtain and reuse the personal data that we hold about you for your own purposes in certain circumstances

When you make a request, we may ask you for specific information to help us confirm your identity to ensure your right to access this information. This is another appropriate security measure to ensure personal information is not disclosed to any person who has no right to receive it.

You will not need to pay a fee when you make any of the above requests, but we may charge a reasonable fee or refuse to comply if your request for access is clearly unfounded or excessive.

You will not be subject to decisions that will have a significant impact on you based solely on automated decision-making.

To exercise any of these rights, please contact our DPO at info@southport.public-inquiry.uk.

Complaints

The Southport Inquiry strives to meet the highest standard when processing personal data. We take complaints very seriously. If you have any concerns about the way we have handled your data please bring it to the attention of our DPO.

You have the right to make a complaint to the Information Commissioner's Office

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("ICO"), the UK regulator for data protection, about how we process your personal data. The ICO's contact details are as follows:

Telephone: 0303 123 1113

Website: <https://ico.org.uk/concerns/>

If you would like to receive this Notice in alternative format, for example, audio, large print or braille, please contact us.

Updates

We keep this privacy notice under regular review. If we plan to use personal data in a different way than we have outlined then we will update this notice before we start any new processing. We will provide you with an updated version when we are required to do so by law.

Last updated June 2025