



**BEDFORD**  
BOROUGH COUNCIL

## **Data Protection Privacy Statement – Domestic Abuse Multi-Agency Risk Assessment Conference (MARAC)**

In order to deliver services to the citizens and communities in Bedford Borough, it is necessary for the Council to collect, gather and process personal data about residents, staff and other individuals. Bedford Borough Council is committed to protecting your personal data when you use its services and/or correspond with it.

The Council has registered as a Data Controller with the Information Commissioner's Office. This registration can be viewed on the [ICO website](#) (opens in a new window) Registration Number Z5916725.

As a Data Controller, the Council sets out the purposes and methods for processing information and ensures safeguards over any personal and special category information it processes.

The sections below explain the arrangements we have in place to protect the information entrusted to the Council.

In relation to Domestic Abuse Multi-Agency Risk Assessment Conference (MARAC) Bedford Borough Council will process your personal data for the following processing purposes:

The information will be processed in order to put safety plans in place to protect those who are experiencing and impacted by domestic abuse, safeguard children who are within the family and are also classed as victims of domestic abuse and to address and deter perpetrator behavior to reduce the risks of further crime and disorder being committed locally.

It is processing this personal data by virtue of the following Lawful Basis:

One or more of these basis may apply:

Consent of the data subject, Legitimate Interest, Protecting the Vital Interests of a Data Subject or Other Person, Performance of a task carried out in the Public Interest, Safeguarding Vulnerable Adults and Children.

Personal data provided for Domestic Abuse Multi-Agency Risk Assessment Conference (MARAC) may be shared with, or obtained from the following organisations (in addition to any other disclosure required by a Court of Law or in response to a valid request by, normally, a law enforcement agency:

Bedford Borough Council will share relevant and proportionate data for the purposes outlined above with the following agencies who are core agencies at the Domestic Abuse Multi Agency Risk Assessment Conference:  
Bedford Hospital – Community Midwife Team &  
Adult Safeguarding  
BLMK Integrated Care Board

**Bedfordshire Probation Service**  
**Bedfordshire Police**  
**Bedfordshire Victim Support**  
**Bedford Borough Council – Children’s Social Care**  
**Bedford Borough Council – Adult Safeguarding Team**  
**Bedford Borough Council – Early Help Team**  
**Bedford Borough Council – Housing Options Team**  
**Bedford Borough Council - Community Safety Partnership**  
**CCS 0-19 Services**  
**East London Foundation Trust Mental Health Services (ELFT)**  
**Early Childhood Partnership (ECP)**  
**BPHA**  
**IMPAKT Resettlement Project**  
**Pathway 2 Recovery (ELFT)**  
**Stonewater Housing Association - Refuge provider**  
**Bedford Women's Centre**

**The processing of your personal data will be restricted in time to:**

**All MARAC client records will be held in the secure system and archived 7 years after the last MARAC meeting making them unavailable to the MARAC partner agencies. If a referral is received after a file has been archived the historical information will be made available again and re-archived 7 years from the date of the last MARAC meeting. Client records will be kept in the archive for 68 years in accordance with Bedford Borough Council’s protocol for Children’s Service record retention.**

**Your personal data will be held by/for the Council within the UK or the EU.**

**Please see details below in respect of any other reason we will be using your information:**

**We may also share your personal information with other third parties where it is lawful for us to do so. This may include, for example, sharing;**

- in order to find and stop crime and fraud**
- if there are serious risks to the public, our staff or to other professionals**
- to protect a child or vulnerable adults**

**The data may be used by the sharing partner agencies in different ways: the Police may determine if any of the details reach the threshold to initiate or contribute to a Police investigation. Children's Services and Adult Social Care may also consider if these details reach the threshold for a referral to their service in order to protect children, young people and vulnerable adults.**

**Information about cases brought to MARAC is held on a secure system shared by the partner agencies. The partner agencies are joint data controllers for information held on this system and shared as part of the MARAC process. Partner agencies (including Bedford Borough Council directorates) may also record information on their own systems and they will be independent data controllers for this information.**

**We have a range of measures to protect the personal data you provide. These include: cyber**

security; physical security of the Council's buildings and training on Data Protection for staff.

Bedford Borough Council is the Data Controller processing your information, who can be contacted as follows:

Information Governance  
Bedford Borough Council  
Borough Hall  
Cauldwell Street  
Bedford MK42 9AP  
Email: [dpo@bedford.gov.uk](mailto:dpo@bedford.gov.uk)  
Telephone: 01234 267422

If you wish to enquire about your rights as a data subject, whether you wish to request a copy of your own information that Bedford Borough Council holds, request for data portability; rectification or erasure of your data for any reason or objection to any processing, please contact the Council's GDPR Data Protection Officer:  
email: [dpo@bedford.gov.uk](mailto:dpo@bedford.gov.uk)

Alternatively if you are unhappy in the way Bedford Borough Council has handled the processing of your information in any way, you have the right to contact the UK's Supervisory Authority: The Information Commissioner's Office who can be contacted:

By webform: <https://ico.org.uk/global/contact-us/email/>

By email: [casework@ico.org.uk](mailto:casework@ico.org.uk) or,

By  
telephone: 0303 123 1113

#### Changes to this Notice

We keep this Privacy Notice under regular review and we will place any updates on its Internet site. This Notice was last updated August 2022.