

Sector Talent Boards and Hubs privacy notice

Key information

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1. About this notice

This privacy notice explains how the Greater London Authority (GLA) collects, uses and protects personal information submitted by individuals applying to become members of one of [London's Sector Talent Boards](#).

The information you provide through the Sector Talent Board Application Form will be used for the purposes of:

- Assessing applications for membership of the Built Environment, Creative Industries and Life Sciences Sector Talent Boards.
- Managing the recruitment and appointment process.
- Undertaking due diligence and reference checks where required.
- Corresponding with applicants regarding their application.
- Supporting the operation, governance and future recruitment of the Sector Talent Boards.
- Monitoring diversity, representation and participation across the Boards.
- Meeting the GLA's legal, governance and public accountability requirements.

This privacy notice should be read alongside the Sector Talent Board Recruitment Pack and Application Form. Find out more about [applying to become a Sector Talent Board member](#).

2. Who we are and what we do

The Greater London Authority (GLA), also known as City Hall, is London's regional government and the home of the Mayor of London, the London Assembly and the staff who support them. Find out more about [who we are](#).

For the purposes of relevant data protection legislation, the GLA is the data controller for personal information it processes.

3. How we use your personal information

The GLA collects personal information from individuals who apply to become Sector Talent Board members. Personal information is treated confidentially and is used only for purposes connected to the recruitment, appointment, and administration of the Sector Talent Boards.

We will use the information provided for the following:

Recruitment and selection

- Information supplied through your application form will be used to assess your suitability against the published Sector Talent Board membership criteria and board composition requirements.
- Applications will be reviewed by GLA officers and relevant Recruitment Panels established for each Sector Talent Board. The process may include shortlisting, interviews, reference checks, and other due diligence activities where appropriate.

Appointment and governance

If appointed, your information may be used to:

- Contact you regarding meetings, events and Board activity.
- Manage Board membership and governance arrangements.
- Maintain records relating to appointments, attendance and participation.
- Support periodic membership reviews and future reappointment processes.

Research, monitoring and evaluation

The GLA may analyse information provided by applicants to understand:

- Representation across sectors.
- Diversity of applicants and appointed members.
- Effectiveness of recruitment activity.
- Future workforce and skills engagement opportunities.

Any information used for reporting or publication will normally be aggregated or anonymised so individuals cannot be identified.

Future engagement

- The GLA may contact applicants regarding future opportunities relating to skills, workforce development, employer engagement, Sector Talent Boards or related programmes where appropriate.

Additional requirements

From time to time, there may be other purposes we need to process your data. This includes any other purpose that may be required that promotes the robust evaluation and continuous improvement of Skills and Employment funding policy, and ensures we achieve maximum value for money for the taxpayer. We will only process your data where data protection legislation allows us to do so.

4. What types of personal data we will be using

The categories of your personal data that we will be using for this project are:

- Name
- Email address
- Telephone number
- Job title
- Employer name
- Employer London office address
- Approximate size of London workforce
- Professional profile information (including LinkedIn profiles, websites, published profiles or similar professional information)
- Information contained within your application responses
- Information concerning conflicts of interest, political appointments or other relevant roles
- Reference details supplied by you

If successful, additional equality, diversity and inclusion monitoring information may be collected separately to support the GLA's commitment to fair and representative appointments.

You should note that our use of your personal data is limited to processing for the purposes listed above in relation to you in your role as an applicant.

5. Why we handle personal information

Under the UK GDPR and Data Protection Act 2018, the GLA will rely on the lawful bases of: -

- **Consent** - Article 6(1)(a)) – because the applicant has clearly given consent for us to use their information for a specific purpose.

- **Public Task** - (Article 6(1)(e)) - because the processing is necessary for us to perform a task in the public interest.

6. Who we share your personal data with

We will only share personal information where it is necessary to administer the Sector Talent Board recruitment and governance process.

Your information may be shared with:

- Relevant GLA officers involved in recruitment and administration of the Sector Talent Boards.
- Recruitment Panel members¹ responsible for assessing applications and recommending appointments.
- External organisations or contractors providing recruitment, governance, administration or technical support services to the GLA.
- Referees identified by you as part of the application process.
- Relevant auditors, regulators or public bodies where required by law.
- We require all organisations processing personal information on our behalf to do so securely and in accordance with data protection legislation.
- Information will not be published in a way that identifies applicants unless required for governance purposes or with the individual's knowledge.

7. How long we will keep your personal data

We will keep your personal data in its original format for a maximum of seven years, from the close of the project, at which point it will be securely destroyed in line with employment legislation. The GLA may conduct reviews every three years to test if it is necessary to still retain this data.

The GLA will retain personal information relating to Sector Talent Board recruitment for as long as necessary to administer the recruitment process, appointments and associated governance requirements.

Where individuals are appointed to a Sector Talent Board, relevant information may be retained for the duration of membership and for a period thereafter to support governance, audit and accountability requirements.

Information no longer required will be securely deleted or destroyed.

8. Your data protection rights

Under certain circumstances, you have the right:

- to ask us for access to information about you that we hold
- to have your personal data rectified if it is inaccurate or incomplete

- to request the deletion or removal of personal data where there is no compelling reason for its continued processing
- to restrict our processing of your personal data (i.e. permitting its storage but no further processing)
- to object to direct marketing (including profiling) and processing for the purposes of scientific/historical research and statistics
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you.

If you need to contact us regarding any of the above, please email: sectortalent@london.gov.uk

Find more information about your data protection rights on the [Information Commissioner's website](#).

9. Withdrawal of consent and complaints

If you as an applicant decide you do not want your data to be used, you can notify the GLA and withdraw from further involvement. No further data will be collected/linked on that employer beyond that point.

Following the introduction of the Data Use and Access Act (DUAA) 2025, the GLA is required to have a data protection complaints process in place.

If you wish to raise a complaint about how we have handled your personal data, please contact the GLA's Data Protection Officer with the full details of your issue by email at Data.Protection@london.gov.uk

Alternatively, you have the right to [raise any concerns with the Information Commissioner's Office \(ICO\)](#) via their website.

10. Changes to our privacy notice

We may need to update this privacy notice periodically, so we recommend that you revisit this information from time to time.

This version was last updated in July 2026 and will be updated again in January 2027, following the end of the second phase of the competition.

11. Other formats and languages

For a large print, Braille, disc, sign language video or audio-tape version of this document, or a summary in your language, please contact us:

- **Address:** Greater London Authority, City Hall, Kamal Chunchie Way London E16 1ZE
- **Telephone:** 020 7983 4000
- **Email:** [use our contact us form](#).

You will need to supply:

- your name
- your postal address
- the format and title of the publication you require.

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