



# Water Management Consortium

## Privacy Notice (Recruitment)

The Water Management Consortium consists of four Drainage Boards working in consortium who are all Data Controllers and can be contacted at the address below:

Wellington House  
Manby Park  
Manby, LOUTH  
Lincolnshire  
LN11 8UU  
Tel: 01507 328095

The Boards have a Data Protection Officer who can be contacted at the address above or on the following emails:

Lindsey Marsh Drainage Board – [governance@lmdb.co.uk](mailto:governance@lmdb.co.uk)

Doncaster East Internal Drainage Board - [governance@deidb.co.uk](mailto:governance@deidb.co.uk)

Trent Valley Internal Drainage Board - [governance@tvidb.co.uk](mailto:governance@tvidb.co.uk)

Isle of Axholme and North Nottinghamshire Water Level Management Board -  
[governance@ioadb.co.uk](mailto:governance@ioadb.co.uk)

We are collecting personal data and special category data in order to fill a vacancy within the organisation. This data is being collected using one of the following legal basis:

- You have given us your consent to do so;
- We require the information to comply with a legal obligation, e.g. to check eligibility to work in the UK;
- Contract, we require the information prior to entering into a contract with you.

The information collected includes:

- Your name, address, contact details, including email and telephone numbers;
- Details of qualifications, skills, employment history and references;
- Whether or not you have a disability for which the organisation needs to make reasonable adjustments during the recruitment process; and
- Information about your entitlement to work in the UK.

We will only ask for information we need to enable us to make a decision about whether or not to offer you a position. We are required by law to check some of the information requested, i.e. your eligibility to work in the UK. Failure to provide this information may restrict our ability to do this.

If you give us personal information about a third party (e.g. referees) you are required to inform them of what information you have given us and provide them with our contact details.

Your correspondence will indicate which Board is collecting your personal data and will be shared with/processed by other members of the Water Management Consortium in line with our Data Sharing Agreement.

Your information will not generally be shared with third parties but may on occasion be shared with carefully selected human resources consultants, solicitors and recruitment agencies who assist us with the recruitment process. The Board will ensure that the relevant agreements are in place for

*Lindsey Marsh Drainage Board  
Isle of Axholme and North Nottinghamshire Water Level Management Board  
Trent Valley Internal Drainage Board  
Doncaster East Internal Drainage Board*

sharing this information. Your data may also be used in order to prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation.

Your data will be held for a period of 12 months in case there are future employment opportunities for which you may be suited. For successful candidates a new privacy notice will be issued with your Contract.

You have the right to access your data and to rectify mistakes. In some circumstance you may also have the right to request we erase your data, restrict our processing, object to processing or move your data. Please contact the Data Protection Officer for further information or go to the Data Protection pages of our websites where your rights are explained in more detail (<https://wmc-idbs.org.uk/>).

If you would like to receive an explanation of your rights in paper format please contact the Data Protection Officer.

Any complaints regarding your data should be addressed to the Data Protection Officer in the first instance.

If the matter is not resolved, you can contact the Information Commissioner's Office at:

Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 0303 123 1113.