

Youth Guarantee Trailblazer Privacy Notice

This privacy notice explains how the Liverpool City Region Combined Authority (LCRCA) collects, uses, and shares personal data for the Youth Guarantee Trailblazer (YGT) Programme, which is funded by the Department for Work and Pensions (DWP).

What is the Youth Guarantee Trailblazer?

The YGT is a pilot initiative supporting young people aged 16–24 across the Liverpool City Region to access education, training, or employment. It is part of a broader commitment to ensure no young person is left behind.

When we collect and use your personal information, we need to follow the law. The main laws are the [Data Protection Act \(DPA\)](#) and the [UK General Data Protection Regulation \(UK GDPR\)](#).

How we collect your personal information

We collect your personal information, where the law allows it, or where we have a legal obligation to do so. This information enables us to deliver and evaluate the YGT Programme effectively.

Legal Basis for Processing Your Data

We process your personal data in accordance with:

- **UK General Data Protection Regulation (UK GDPR)**
- **Data Protection Act 2018**

The lawful bases for processing include:

- **Public task** – Article 6(1)(e): necessary for the performance of a task carried out in the public interest or official authority.
- **Legal obligation** – Article 6(1)(c): necessary to comply with a legal obligation.
- **Consent** – Article 6(1)(a): where you have given clear consent.



What Personal Data We Collect

We may collect:

- Name, date of birth, contact details
- Education and employment history
- Support needs and barriers to participation
- Outcome, destination or progression data

How We Collect Your Data

Your data may be collected:

- Directly from you
- From delivery and Local Authority partners
- From the Department for Work and Pensions (DWP)

How We Use Your Data

Your data will be used to:

- Deliver tailored support and guidance
- Monitor progress and outcomes
- Evaluate programme effectiveness
- Report anonymised data to government departments and funding bodies

Who We Share Your Data With

We may share your data with:

- Other services within LCRCA
- Delivery partners and training providers
- Department for Work and Pensions (DWP)
- Local authorities and youth support services
- Research and evaluation partners (for statistical and research purposes)

Data Retention

We will retain your personal data for up to 7 years from the end of the financial year in which you leave the programme. In some cases, anonymised data may be retained indefinitely for research and statistical purposes, with appropriate safeguards.

Your Rights Under UK GDPR

You have the right to:

- Be informed about how your data is used
- Access your data
- Rectify inaccurate or incomplete data
- Erase your data (“right to be forgotten”) under certain conditions
- Restrict processing
- Data portability
- Object to processing
- Challenge automated decision-making and profiling

Withdrawing Consent

If we rely on your consent to process your data, you may withdraw it at any time by contacting LCRCA and DWP.

Complaints - The right to lodge a complaint with a supervisory authority

You have the right to lodge a complaint regarding the processing of your personal data to the UK’s supervisory authority, the Information Commissioner, who can be reached using the details below:

Information Commissioner’s Office (ICO)

Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

<https://ico.org.uk>

0303 123 1113



**LIVERPOOL
CITY REGION**
COMBINED AUTHORITY

METRO MAYOR
LIVERPOOL CITY REGION

YOUTH GUARANTEE

Funded by **UK Government**

Contact Us

For questions or concerns about your data:

Data Protection Officer

Liverpool City Region Combined Authority

1 Mann Island, Liverpool, L69 3HN

0151 330 1679

DPO@liverpoolcityregion-ca.gov.uk