

PRIVACY NOTICE – Coronavirus Extremely Vulnerable (Shielded) Individual Support

Who is the Data Controller for the information I provide?

Halton Borough Council is the Data Controller for the personal information you provide.

We collect and hold information about you in order to

We'll use the personal information you provide through this service to help make sure that people with a medical condition that makes them extremely vulnerable to coronavirus get the support they need.

We'll use it to check your needs against data provided to us by the Government and the NHS, and to contact you with further advice or information.

We'll also use it to get in touch with you so we can get your feedback on the service and support you have received.

What legal basis allows you to use my information?

Under the General Data Protection Regulation (GDPR), we are processing this information on the basis that we're carrying out a task in the public interest and to protect the vital interests of people more vulnerable to coronavirus.

Do I have to provide this information and what will happen if I don't?

Your information has been provided to us by the Government and/or the NHS. You have the right to ask for your information to be deleted by contacting Halton Borough Council on 0151 907 8363 or email covid-19sihub@halton.gov.uk However in the instance you ask for your information to be deleted we will no longer be able to provide you with individual support as set out for the Extremely Vulnerable.

Who will my information be shared with?

We will share relevant parts of your information with the relevant Government departments, NHS bodies and other public sector and private sector organisations - depending on what's necessary to get people the support they need.

We may use your data to produce anonymised information and share this information with the government and/or NHS to improve services, understand changing patterns of support needs or identify new support needs. The data we share for this purpose won't identify you personally.

How long will you keep this information for and why?

We will only keep your personal information for as long as we need it:

- To make sure that you get the support you need if you are a person with a medical condition which makes you vulnerable
- To make sure this service is meeting overall demand from vulnerable people
- To help with the overall government response to coronavirus

How will my information be stored?

We're committed to doing all that we can to keep your information secure. Your information will be stored on a centrally held Halton Borough Council Database on a secure network. We have set up systems and processes to prevent unauthorised access to or disclosure of the data we collect about you.

Will this information be used to take automated decisions about me? *No*

Will my data be transferred abroad and why? No

What rights do I have when it comes to my data?

Right to be informed – through this Privacy Notice

Right to rectification – you have the right to have personal data rectified if it is inaccurate or incomplete.

Right to erasure – you have the right to have personal data erased and to prevent processing however the right to erasure does not apply in some circumstances.

Right to restrict processing – you have the right to block or suppress processing of your data, however this right does not apply in some circumstances.

Right to data portability – you have the right to obtain and reuse your data for your own purposes (copy or transfer personal data to another environment) in certain circumstances

Right to object to processing (to certain types of processing only)

Rights related to automated decision making and profiling.

Right of Access - you have the right under the Data Protection Act 1998 (General Data Protection Regulation 2018) to request a copy of your information and to know what it is used for and how it has been shared. This is called the right of subject access. To request a copy of your data or ask questions about how it is used download a copy of our form from

<https://www4.halton.gov.uk/Pages/councildemocracy/Data-Protection.aspx> and send it to Information Governance Service, Halton Borough Council, Service Improvement Division, Municipal Building, Widnes, WA8 7QF. Or email informationgovernanceservice@halton.gov.uk

Source of data (if not from individual)

Using data provided by the Government Digital Services (GDS) and the NHS we are aware of the information related to all those people deemed Extremely Vulnerable (Shielded) requiring support.

Who can I complain to if I am unhappy about how my data is used?

You can complain directly to the Council's Data Protection Officer by writing to:

Data Protection Officer, Information Governance Service, Halton Borough Council, Municipal Building, Widnes WA8 7QF' or by email to informationgovernanceservice@halton.gov.uk

You also have the right to complain to the Information Commissioner's Office using the following details: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. Telephone: 08456 30 60 60 or 01625 54 57 45. Website: www.ico.org.uk