

COVID-19 (Coronavirus) Community Response Privacy Notice

Last updated: 08 April 2020

Introduction

This privacy notice explains how the Council uses your data to help coordinate the community response to COVID-19 (Coronavirus).

Who will be using your data?

Nottinghamshire County Council will be the data controller for the data you provide to us.

We are working in partnership on the COVID-19 Community Response with other local agencies (including the NHS) who we may get your information from in order to provide a consolidated list of agencies and individuals in Nottinghamshire who need help or can provide support to those that need help.

This privacy notice will be periodically updated to reflect any changes to the COVID-19 community response coordination effort which impacts the collection or use of personal data.

What personal data do we use?

- Name and Contact Details (email address and telephone number)
- Date of Birth
- Address
- Details of support needs, if applicable
- Details of DBS check, if applicable

What types of special category personal data do we need from you?

- Physical and mental health details, if applicable

Why do we use your data?

- If you are requesting support: to help advise you, or people supporting you, on the most appropriate community, voluntary and other organisation(s) to meet your needs
- If you are offering support: to help connect you with community groups you can join or individuals you can support
- To support service planning and improvement.

What legal reasons allow us to use your data in this way?

Our legal basis for processing your personal data is that it is necessary to perform a task in the public interest.

Our legal basis for processing your special category personal data is that it is necessary to perform a task with substantial public interest.

Who may we share your data with or receive it from?

Your details will be shared with Nottinghamshire Councils and Nottinghamshire CVS organisations for the purpose of co-ordinating and providing appropriate services to meet the needs of people in the community. We will also share your data where we are required to do so by law, to safeguard public safety, and in risk of harm or emergency situations.

Any information which is shared will only be shared on an appropriate and need to know basis to provide support services in respect of COVID-19. Only the minimum information for the purpose will be shared.

We may share your data with or receive it from:

- NHS agencies (GPs, Hospitals)
- Health organisations
- Welfare organisations and care providers
- Voluntary and community organisations
- Service Providers
- Education providers (including Schools & Academies)
- Government organisations
- The Police
- Prisons and probation services
- Courts
- Housing associations
- Fire & Rescue services
- Other customers and service users
- Family Members
- Carers and Guardians
- Members of the public (referrer)
- The Disclosure and Barring Service
- Other identity verification services
- Religious organisations

If you are registering details on behalf of a group to offer services in the community, details will be included in a publicly searchable database unless you opt to make

them not publicly available. The details will still be viewable by the County Council and partner organisations (typically other Councils) who may signpost to, or contact your group, regarding the support it can offer.

If you are registering your details as an individual volunteer, your details will not be publicly available. They will be available to the Council and partner organisations (typically other Councils) who may signpost to, or contact you, regarding the support you can offer.

How long is your data kept for?

We will keep your information for as long as it necessary, taking into account of Government advice and the on-going risk presented by COVID-19. As a minimum the information outlined in this privacy notice will be kept for the duration of the COVID 19 response and, after that, in accordance with the Council's retention schedule – see [here](#).

What will happen if you do not provide or we cannot obtain the data needed or we cannot share it?

We could not provide this service.

Does the service make decisions using fully automated processes?

No.

What rights do you have over this use of your data?

- To be informed about how we use your personal data
- To access a copy of your personal data
- To have us rectify or correct your personal data
- To restrict our processing of your personal data
- To object to the use of your personal data
- To have your personal data erased

Some of these rights are subject to exceptions. Please refer to the [County Council's privacy statement](#) part 10 for further details.

Contact the Data Protection Officer:

If you have any concerns about how the Council is using your data, you can contact the Council's Data Protection Officer by writing to:

DPO@nottsc.gov.uk

Or

Data Protection Officer
Nottinghamshire County Council
County Hall
West Bridgford
Nottingham
NG2 7QP

Please see the County Council's privacy statement for further information:
<http://www.nottinghamshire.gov.uk/global-content/privacy>

Contact details of the Information Commissioner's Office:

If you are unhappy with how your data has been processed by the Council or you feel your data protection rights have been breached, you have the right to complain to the Information Commissioner's Office at:

www.ico.org.uk

Or

Wycliffe House
Water Lane
Wilmslow
SK9 5AF

Please note that the the Information Commissioner's Office will expect you to raise any data protection issues with the County Council for us to resolve directly, before you contact them.