

CORONAVIRUS (COVID-19) PANDEMIC - PRIVACY NOTICE

This privacy notice explains how the Council will collect, use and protect your data during the Coronavirus (COVID-19) pandemic.

This privacy notice operates alongside the Council's corporate and service specific [privacy notices](#). These notices provide more information on how we collect, use and protect your data generally, as well as your rights as a data subject.

Personal information

We are usually allowed to use your information because we are complying with a specific public task or because the service we are providing is set out in law.

On 20 March 2020, the Secretary of State for Health and Social Care under the Control of Patient Information Regulations 2002 ("the COPI Regulations") issued a COPI Notice to individual healthcare organisations, arm's length bodies and local authorities to support the processing and sharing of information to help the COVID-19 response.

This means that if we already hold information regarding your vulnerability as defined in the current guidance from the Government and Public Health England, we will process and may share this information with external organisations for emergency planning purposes and/or to protect your vital interests.

If you are a volunteer, we will use and share your personal information with external organisations so that they can communicate with you in order to provide Suffolk's Home but Not Alone service.

We are also part of the *My Care Record* approach which is supporting the work of health and care organisations across the East of England as they respond to the pandemic. For example, through ensuring doctors, nurses and co-ordination staff at places you may receive advice or treatment can see important information from your patient record, making it easier and faster for them to deliver effective care. For more information, including the Privacy Notice, please visit the *My Care Record* [website](#).

What information are we collecting and processing?

We may process personal information relating to:

- NHS data on patients who need to be shielded because they are clinically vulnerable – we compare the full list of these patients against the daily updates we receive from the Government in order to put required support for individuals and families in place
- Incoming Local Authority Dataset (collected centrally by the Government Digital Service) - provided to us on an ongoing basis for the specific purpose of enabling us to ensure required support gets to those individuals identified as vulnerable in Suffolk
- Data provided to us by other service providers for the specific purpose of enabling us to ensure that support gets to those individuals identified as vulnerable in Suffolk
- Register of Volunteers

- Communications from us to you, to help us match requests for volunteer support with people in our community able to help

Our processing activities may include the following information about you:

- name, address, contact details (email and telephone number)
- date of birth
- medical history and GP contact details
- health indicators (mental health status, physical activity status)
- names and contact details for members of your family and support network
- information about your support needs
- unique IDs
- skills

Lawful bases - our lawful bases for processing your personal information are:

- where processing is necessary in order to protect the vital interests of yourself or another person (Article 6(1)(d) and 9(2)(c) GDPR);
- where processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in us (Article 6(1)(e) GDPR), pursuant to the Civil Contingencies Act 2004 and Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005 (exercise of functions in an emergency), Local Government Act 2000 (the promotion of the economic, social and environmental well-being of the Borough) and the Care Act 2014 (the promotion and support of an individual's wellbeing);
- where processing is necessary for the reasons of substantial public interest (Article 9(2)(g) GDPR);
- where processing is necessary in the interests of public health (Article 9(2)(i) GDPR).

Your rights

You have several rights regarding your personal data. For more information please see our corporate and service specific [privacy notices](#).

How long do we keep your information?

Following notification from the Government that the duty on the Council to support vulnerable people in relation to Covid-19 no longer applies, we will hold your data for up to three months, or longer if there is still a need to provide support to vulnerable individuals.

Independent advice

If you would like independent advice on this privacy notice or other matters about personal information, you can contact the Information Commissioner's Office at:

Wycliffe House

Water Lane

Wilmslow

SK9 5AF

Telephone: 0303 123 1113

Website: <https://ico.org.uk/global/contact-us>