

COVID-19 Unpaid Carers PPE Privacy Notice

Summary

This privacy notice explains what personal information is collected, what it is used for and who it is shared with. It also describes why we require your data, and the legal basis on which we does this.

This privacy notice relates to how Tameside Council will use your information in relation to the COVID-19 Unpaid Carers PPE Programme. It provides additional information that specifically relates to this particular approach, and should be read together with Tameside MBC [Corporate Privacy Notice](#), which provides more detail.

Purpose(s)

We collect and obtain your personal information for the following purpose(s):

- To assess your eligibility for supported PPE and supporting stock management records.

Categories of Personal Data

In order to carry out these purposes we collect and obtain the following categories of personal data:

- Name
- Address
- Postcode
- Date of Birth
- GP Practice
- Telephone Number (s)
- Email Address

Legal Basis for Processing

The legal basis which we rely on to use the information is:

UK GDPR Article 6:

(1)(c) To do so is necessary because of a legal obligation that applies to the Council

(1)(e) To do so is necessary for the performance of a task carried out in the public interest, or in the exercise of official authority

UK GDPR Article 9:

(2)(g) Processing is necessary for reasons of substantial public interest

(2)(i) Processing is necessary for reasons of public interest in the area of public health

We will rely on consent to share your information with the Carers Centre and your GP Practice.

Information Sharing

We will only share your information when necessary and when the law allows us to, and we will only share the minimum information we need to. We may share your information with:

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- Tameside Carers Centre
- GP Practice
- Tameside and Glossop Clinical Commissioning Group (CCG)

In certain cases we may also share your information with other individuals and organisations. For example, if you make a complaint to your Councillor, or if the sharing would help with a safeguarding issue, or help prevent a crime. Sometimes, we might share your information without your knowledge. The Council will never sell your information to anyone else.

How long will we keep your information?

Your information will be retained in line with our Retention Schedule.

Data Transfers beyond European Economic Area

We do not transfer any of your personal information outside the European Economic Area ('EEA').

Your rights

Information about exercising your rights can be found on the council's website [Exercising Your Individual Rights](#).

Security

We use appropriate technical, organisational and administrative security measures to protect any information we hold in our records from loss, misuse, and unauthorised access, disclosure, alteration and destruction. We have written procedures and policies which are regularly audited, and the audits are reviewed at senior level.

Data Protection Officer

You can contact the Council's Data Protection Officer at information.governance@tameside.gov.uk or by calling 0161 342 8355.

Automated Decisions

No automated decisions are made throughout this process.

Updates

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details on our [Data Protection](#) page.

Complaints

If you are unhappy with the way in which your information has been handled you should contact the Council's Data Protection Officer (see above) so that we can try and put things right.

Alternatively, if we have not resolved your complaint, you can refer the matter to the Information Commissioner's Office (ICO), which is the UK's independent body set up to uphold information rights, and they can investigate and adjudicate on any data protection related concerns you raise with them.

Website: www.ico.org.uk

Telephone: 0303 123 1113

By Post: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.