

Privacy notice (enhanced) for applications for self-isolation payment due to the coronavirus pandemic

Your Privacy Information

Please read this in conjunction with the Council's general Privacy Information that can be found here: <http://www.southglos.gov.uk/privacy>

Your Information

This privacy notice explains how South Gloucestershire Council (as the Data Controller) will collect, use and protect personal data specifically with regards to your application for a self-isolation payment due to the coronavirus pandemic.

We may collect your:

- Full name
- Date of birth
- Sex
- NHS Number
- Home postcode and house number
- Mobile phone number
- Telephone number
- E-mail address
- Coronavirus test result and test date
- Details of Covid-19 symptoms
 - Start date of symptoms
 - Nature of symptoms
- Vulnerability status
 - Clinically
 - Extremely

We have made sure we will use your information according to the UK Data Protection laws by establishing the following lawful conditions:

- GDPR Article 6 (1)(e) - 'processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller'.

When we collect data about your health, we also rely on the following lawful conditions:

- GDPR Article 9 (2) (i) - 'processing is necessary for reasons of public interest in the area of public health, such as protecting against serious cross-border threats to health or ensuring high standards of quality and safety of healthcare', and
- Data Protection Act 2018 – Schedule 1, Part 1, (3) (a) – necessary for reasons of public interest in the area of public health.

How we'll use your information

Personal information is shared across organisations for the purpose of responding to the critical public health crisis in respect of the Covid-19 pandemic. The personal data in respect of your application will be processed for the Track and Trace support Payment scheme. Before a payment is made, your eligibility will be checked and varied. This will include checking that you are receiving at least one of the following benefits:

- Universal Credit
- Working Tax Credits
- Income-related Employment and Support Allowance
- Income-based Jobseeker's Allowance
- Income Support
- Pension credit
- Housing Benefit

And verifying your self-isolation status with the NHS Test and Trace data via Public Health England.

Who we can share your information with

As part of the application process we may need to check data against the following:

- Other Council Services
- Northgate Public Services, who are working with us to deliver this service
- Public Health England, NHS Test and Trace data
- Department of Work and Pensions (DWP)

We will also need to provide information to HMRC about any payments we make.

We may share your information with others outside of the Council where the law allows us to, e.g. regulators and other public organisations for the detection and prevention of crime, including fraud.

How long we'll keep your information

We'll keep your information securely stored for 7 years and then it will be destroyed securely.

Transferring your information overseas

Your information will not be transferred and stored in countries outside the UK.

Your rights

You have a number of rights relating to your information e.g. to see what we hold about you, to ask us to share it with another party, ask us to update incorrect or incomplete details, to object to or restrict processing of it or to make a complaint about how we are handling it.

If you have any worries or questions about how your personal information is handled please contact our Data Protection Officer at DPO@southglos.gov.uk or write to us at Data Protection Officer, PO Box 1953, The Council Offices, Badminton Road, Bristol, BS37 0DB and we will be pleased to help you.

For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner's Office (ICO) via their contact page or call them on 0303 123 1113.