Isle of Anglesey County Council

Service Children and Family

How we use your personal information

You have a right to know about the way information about you is used by us. Please read the following information as it refers to additional rights which you should know about.

Isle of Anglesey County Council is the data controller for your information. This means that the Council protects your information and decides on how it is used. The legal term for using information is processing. Also, the legal term for information about you is personal data.

The Council will use your personal information to assess and children and families, monitor their progress, provide them with care and support, report on performance of the services, assess the quality of our services and evaluate and improve policies in the services.

This is the intended purpose of processing. The information will not be used for purposes that are not compatible with why it is gathered in the first instance.

The Council will not use your information for automated decision making or profiling. Profiling means any form of automated processing of your personal data to evaluate or analyse or predict things about you. This could include your economic situation, health, personal preferences, interests or behaviour.

The Council will not transfer your personal information to another country.

The Council collects and uses your personal information because it has a legal duty or right to do so; or to perform a public interest task; or because you have given your consent. The legal term for this is called legal basis of processing.

In this instance, the Council is using your personal information because it has a legal duty or right under Social Services and Well-Being Act 2014.

The Council will collect and share information with public bodies that contains some personal data. Please note that the Council will collect and share data with the Auditor General for Wales’ (AGW’s) in connection with his audit work and studies. Data sharing will also take place pursuant to the duty at Section 33 of the Local Government (Wales) Measure 2009.

Where necessary and lawful, or when required by legal obligation, we may share information with: Contractors, associates or representatives of the person whose personal data we are processing, current past and prospective employers, next of kin, healthcare, social and welfare organisations, educators and examining bodies, providers of goods and services, financial organisations, government agencies, debt collection and tracing agencies, service providers, local and central government, ombudsman and regulatory authorities, press and the media, professional advisers and consultants, courts and tribunals, trade unions, political organisations, professional advisers, credit reference agencies, professional bodies, survey and research organisations, police forces, housing associations and landlords, voluntary and charitable organisations, religious organisations, students and pupils including their relatives, guardians, carers or representatives, data processors, other police forces, regulatory bodies, courts, prisons, customs and excise, international law enforcement agencies and bodies, security companies, partner agencies, approved organisations and individuals working with the police, licensing authorities, healthcare professionals, law enforcements and prosecuting authorities, legal representatives, defence solicitors, police complaints authority, the disclosure and barring service (DBS) and local commissioned services.
Retention Period
The information you supply will be kept for as long as is required, and will be destroyed securely. The retention periods are set out in the Council’s list of retention periods, known as a retention schedule. For further information please contact the Data Protection Officer.

Your Legal Rights
You have legal rights, and it is important that you know what they are. Unless subject to an exemption under the GDPR:

You have the right to obtain confirmation that information about you is being used. The Council will provide confirmation if you ask for it.

You have the right to obtain a copy of your personal data. You will be provided with copies of your personal data within the statutory period of one month (or if providing your personal data is a complex matter, this will be done as soon as is reasonable within 3 months). Your personal data will be provided to you free of charge, however, if your request is deemed manifestly unfounded or excessive, a reasonable fee will be charged. You ask to obtain your personal data by contacting the Council’s Data Protection Officer.

You have the right to have information about you corrected. This is known as the right of rectification. You have the right to ask that your personal data is rectified if it is incorrect or incomplete. This will be done within 1 month, or if your request is complex, within 3 months.

The right to have personal data erased. You have a right to have personal data erased in specific circumstances:

- Where the personal data is no longer necessary in relation to the purpose for which it was originally collected/processed;
- If you withdraw your consent;
- When you object to the Council’s processing and there is no overriding legitimate interest for continuing the processing;
- If the personal data was unlawfully processed;
- When the personal data has to be erased in order to comply with a legal obligation; or
- When the personal data is processed in relation to the offer of information society services to a child, for example an “app” developed specifically for children.

The right to restrict processing. Where it is claimed that data is inaccurate or the right to erasure has been exercised you can require the Council to restrict processing until verification checks have been completed.

The right to object. In addition to the right to object to your information being used for direct marketing, you have the right to object to processing based on the performance of a task in the public interest/exercise of official authority (including profiling), and processing for purposes of scientific/historical research and statistics.

The right to withdraw your consent at any time. This means that if the Council uses your consent to process your personal data, which it may do from time to time, you may be able to withdraw it. This does not change the lawfulness of processing that happens before you withdraw consent.

Rights in relation to automated decision making. You have the right not to be subject to decisions based solely on automated processing, including profiling, which produces legal effects on you or affects you in a significant way.

How to contact us
Please contact our Data Protection Officer by email, post or telephone if you have any queries about this privacy notice or the information we hold about you. The Council’s Data Protection Officer (DPO) can be contacted by email: DPO@anglesey.gov.uk or SDD@ynysmon.gov.uk. We hope that our DPO can resolve any query or concern you may raise about our use of your personal information. The General Data Protection Regulation also gives you the right to lodge a complaint with a supervisory authority where you work, normally live or where any alleged infringement of data protection laws occurred. The supervisory authority in the UK is the Information Commissioner who may be contacted at https://ico.org.uk/concerns

Information Commissioner’s Office,
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF
Email: casework@ico.gsi.gov.uk
Telephone: 0303 123 1113.

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