

Family Hubs Consultation Privacy Notice

version v1.0

Changes to this notice

We keep this Privacy Notice under regular review and we will place any updates on this web page. This Notice was last updated on 16 February 2023.

Worcestershire County Council and Worcestershire Children First are carrying out public engagement in early 2023 to inform our approach to Family Hubs. Family Hubs aim to provide joined-up help, support and services to children, young people and families from pregnancy through to the age of 19 years old (or 25 for young people with special educational needs and disabilities).

This privacy notice should be read in addition to Worcestershire County Council's [Full Privacy Notice](#).

The privacy notice will cover:

- [Purpose for processing](#)
- [Personal information collected and lawful basis](#)
- [Who we may share your information with](#)
- [How long we will hold your information](#)
- [Your information rights](#)

Purpose for processing

We will use the personal data we collect in order to

- Help us shape the final Family Hub model(s) for your area
- Ensure the services that are important to your local area are available when and where they are needed
- Gather statistical information which will inform decisions and future delivery of services
- To enable us to make contact with the winner of the prize draw

Personal data collected and lawful basis

The personal data we will collect as part of this consultation is:

- Your location (area in Worcestershire you live in)
- Your characteristics, including ethnicity
- Services you have used
- Contact information where responders wish to provide more views/opinions on the services available
- Contact information for responders wishing to enter the prize draw

The legal bases for processing this personal data are:

- Consent (UK GDPR Article 6(1)(a))
- Necessary for a public task or in the exercise of official authority (UK GDPR Article 6(1)(e))

The special category (ethnicity data) conditions for processing are:

- Consent (UK GDPR Article 9(2)(a))
- Necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes (UK GDPR Article 9(2)(f) and Data Protection Act 2018 Schedule 1 paragraph 4)

The legislation we rely on when using your personal data to meet our public tasks include, but is not limited to:

- Equality Act 2005 and 2010
- Public Sector Equality Duty 2011
- Local Government Act 1999 section 3, as amended by the Local Government and Public Involvement in Health Act 2007 section 137

Who we may share your information with

Anonymised and aggregated responses will be shared with our partners developing the Family Hub. These include:

- Your District Council
- Worcestershire County Council
- Worcestershire Children First
- Health and Care Services
- West Mercia Police
- Herefordshire and Worcestershire Fire and Rescue Service
- Cranstoun
- Action for Children
- Voluntary and Community Organisations

Findings will also be presented at the Early Help Partnership Board.

Personal data will only ever be shared when it is strictly necessary to help us provide effective services and you may have the right to refuse. We will not pass it onto any other parties unless required to do so by law, or in all reasonable circumstances the disclosure is fair and warranted for the purposes of processing, or subject to a data protection exemption.

Sometimes the law requires that we may have to pass your details on to a third party, for example, to prevent crime.

How long we will hold your information

We will hold the information about you securely, and for no longer than reasonably necessary. We will hold your personal data for 6 months in order to assess and analyse the responses we receive.

Your contact information will be securely deleted as soon as the outcome of the prize draw is known.

Your contact information will be securely deleted 3 months after the focus groups you sign up for are completed.

More information about our retention periods can be found in our [summary Disposal Schedule](#). Please note stated retention periods may be subject to any legal holds imposed under the Inquiries Act 2005 that may concern the information and override standard retention periods.

Your information rights

You are entitled to a copy, or a description, of the personal data we hold that relates to you, subject to lawful restrictions. Please go to our [Make a Data Protection Request webpage](#) to find out how to make a request.

You may be entitled to rectification, restriction, objection, and erasure of your personal information depending on the service and legal basis. Please in the first instance contact dataprotection@worcestershire.gov.uk to exercise these Information Rights or call the main Worcestershire County Council contact telephone number of **01905 765765**.

Please see our overarching Privacy Notice (<http://www.worcestershire.gov.uk/privacy>) for further contact details and if you have a complaint about your information rights.