

Privacy Notice for Healthy Child Service data dashboard evaluation survey

This privacy notice was completed in June 2022 and will be regularly reviewed. When we use your personal data, CYC complies with data protection legislation and is the registered 'Controller'. Our data protection notification is registered with the Information Commissioner's Office (ICO) – reference **Z5809563**.

Why is information being collected?

The Local Authority has a duty to evaluate the work that it funds. This survey has been developed by the Local Authority to understand from professional stakeholders the effectiveness of the implementation to date of the Healthy Child Service 'Data dashboard'. Participation in the survey is voluntary and you may opt out of answering some or all of the questions. You can withdraw your consent at any time by emailing rob.newton@york.gov.uk

What information will be collected?

We will collect information about your roles, your wider team or organisation, and your experiences and perceptions of the data dashboard so far, including both quantitative and narrative data about your experiences.

Participation is voluntary and you can choose to not answer any of the questions.

What will we do with the information?

We are using the information you give us with your consent. You can withdraw your consent at any time by contacting Rob Newton, Social Mobility Project Manager rob.newton@york.gov.uk Mob: 07789653669

The data we receive from this survey will be shared with Nesta under our ongoing partnership agreement. Nesta's privacy notice can be found at <https://www.nesta.org.uk/privacy-notice/> Nesta will analyse the results used to inform our project evaluation. The information we collect will be included in presentations, statistics and reports. Any presentations, reports and statistics for publication or use outside of the authorised council or Nesta staff, will be anonymised and cannot be linked back to you, your family or individuals. Reports containing anonymous information may also be shared with the general public and other organisations.

We will protect it and make sure nobody has access to it who shouldn't and we will not keep it for longer than is necessary.

We will use Survey Monkey to process responses, you can find out how they use your information, at http://www.surveymonkey.com/mp/legal/privacy-policy/?ut_source=footer

We will not use the information for any other purpose than set out in this privacy

notice and will not disclose to a third party i.e. other companies or individuals, unless we are required to do so by law for the prevention of crime and detection of fraud, or, in some circumstances, when we feel that you or others are at risk.

You can find out more about how the City of York Council uses your information at <https://www.york.gov.uk/privacy>

You can find out more about how Nesta uses your information at <https://www.nesta.org.uk/privacy-notice/>

Storage of information

We will keep the information you give us in CYC's and Nesta's secure network drive and make sure it can only be accessed by authorised staff.

How long will we keep the information?

We will keep the information you give us for up to three years and then will securely and confidentially destroy it.

Where required or appropriate, at the end of the retention period we will pass onto the City Archives any relevant information.

Further processing

If we wish to use your personal information for a new purpose, not covered by this Privacy Notice, we will provide you with a new notice explaining the purpose prior to commencing the processing and the processing conditions. Where and whenever necessary, we will seek your consent prior to the new processing.

Your rights

To find out about your rights under data protection law, you can go to the Information Commissioners Office (ICO): <https://ico.org.uk/for-the-public/>

You can also find information about your rights at <https://www.york.gov.uk/privacy>

If you have any questions about this privacy notice, want to exercise your rights, or if you have a complaint about how your information has been used, please contact us at information.governance@york.gov.uk on 01904 554145 or write to: Data Protection Officer, City of York Council, West Offices, Station Rise, York YO1 6GA.