

## **ECC Service Specific Privacy Notice – Layout for Website**

### **What service is being provided?**

Family Group Conference – supporting families to use all the ideas and strengths of the family network to come up with solutions to the difficulties and challenges being experienced, and share ideas on ways to keep children in the family safe in the future.

### **What personal data do we need from you?**

Name and Contact Details  
Family Details  
Case File Information  
Visual images, Personal Appearance and Behaviour  
NHS Number

### **What ‘special types’ of personal data do we need from you?**

Physical or Mental Health details  
Racial or Ethnic origin  
Religious or other beliefs of a similar nature  
Offences (including alleged offences)  
Criminal proceedings, outcomes and sentences

### **Who will be using your personal data?**

The **Data Controller** is Essex County Council

The Data Protection Officer for Essex County Council can be contacted at [dpo@essex.gov.uk](mailto:dpo@essex.gov.uk).

Servelec is a **Data Processor** supporting this purpose through their system Mosaic.

### **What will it be used for and what gives us the right to ask for it and use it?**

Delivering this service to you  
Planning and improving the service  
Preventing or detecting of fraud or crime  
Research – using only anonymised data unless we specifically ask for your consent

If we cannot use your data we are unable to provide the service.

Our legal basis for using your personal data is necessary for a task in the public interest.

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We offer this service to support families to identify their own solutions to the challenges they are facing which is in the interests of your family and others.

Our legal basis for using your special personal data is Health and Social care support

### **Who else might we share your data with?**

Your family network and your social workers.

If you are receiving support from Childrens Social Care then the NHS may share your NHS number with us. This is so that the NHS and Childrens Social Care are using the same number to identify you whilst providing your care. By using the same number the NHS and Childrens Social Care can work together more closely to support you and your family.

We will use the NHS Number in an integrated care record system across a number of support services including GP's, hospitals, community matrons, district nurses and social care practitioners.

For more information see <http://www.mycarerecord.org.uk/resources>.

### **Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?**

Your information may need to be shared with family members who are located overseas. If this is the case, we will seek your permission to send the data overseas.

### **How long will your data be kept?**

We will stop using your data after we cease to deliver any services to you and your family

Your data will be deleted following a review after 35 years.

### **Our use of your data will be subject to the following legal rights:**

- Your Right to be Informed
- Your Right to Access your personal data
- Your Right for us to Rectify your personal data
- Your Right to Restrict our processing of your personal data

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### We may also receive personal information about you from others:

This is who is giving us your personal data:

Your Family Network or your social workers

### Link to a relevant other privacy notice

<https://www.servelecgroupp.com/terms-of-use/>

### Visit the following links for more information about Privacy Law, our obligations and your Rights:

[The ICO Guide to the General Data Protection Regulation 2016](#)

[The General Data Protection Regulation 2016](#)

**If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:**

Postal Address	Data Protection Officer, Information Governance Team, Essex County Council, County Hall, Market Road, Chelmsford, Essex, CM11QH
Email	<a href="mailto:dpo@essex.gov.uk">dpo@essex.gov.uk</a>
Phone Number	0333 013 9824

**If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:**

Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Online Form	<a href="https://ico.org.uk/concerns/handling/">https://ico.org.uk/concerns/handling/</a>
Phone Number	0303 123 1113