



BMBC PRIVACY NOTICE

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At BMBC we are committed to protecting and respecting your privacy. This Privacy Notice tells you what you can expect when the Council collects your personal information. This notice applies to information the Council collects in relation to the use of data collected to support and manage COVID-19 outbreaks in the local community.

Stage one: Who are we?

We are Barnsley Metropolitan Borough Council (BMBC) Public Health and we are committed to protecting and improving the health and wellbeing of Barnsley residents by working collaboratively to support individual behaviour change to improve healthy life expectancy and reduce health inequalities. Our priority areas are set out in BMBC's Public Health Strategy 2018- 2021.

BMBC Public Health, in conjunction with Barnsley & Rotherham Integrated Laboratory Service, are facilitating the provision of a community swabbing service to support Covid-19 outbreaks across a range of community settings. Barnsley & Rotherham Integrated Laboratory Service will be responsible for processing and analysing the results of COVID 19 PCR tests, with support from BMBC.

Where BMBC manages or has oversight over a Lateral Flow Testing (LFT) site under the Community Testing arrangements, trained staff at the site will be responsible for processing and analysing the results of COVID 19 assisted lateral flow testing in line with the Community Testing Agreement with the Department of Health and Social Care.

Stage two: What type of information we will collect from you

- Personal Information e.g. your name, mobile telephone no, gender, name of outbreak setting, i.e. the name of the company you work for or the name of the school you attend

We will not collect any information from you that we do not need to provide and oversee this service to you.

Stage three: Why do we need your personal information

We will use your information to:

To support COVID-19 outbreaks in the local community through the provision of an effective results' management service which will support contact tracing.

Stage four: How we will collect your personal information

In this case of an outbreak in a setting, your personal information will be collected and returned to BMBC via a spreadsheet which will be completed on your behalf by the named representative from your company, organisation or school.

Where a Community Testing LFT site is used, the individual will be required to fill in an online form as part of the booking process.

Where Home Testing Kits are collected as part of the Community Collect scheme, no personal data will be collected by BMBC during the collection process.

Stage five: Our Legal Basis for processing your information

Personal Data:

We collect and use your information under the "public task" category set out in the GDPR because we are doing it in the exercise of official authority to perform a specific task in the public interest that is set out in law.

Article 6 (1) (c) - processing is necessary for compliance with a legal obligation to which the controller is subject

The legal obligations are set out in the various Coronavirus Regulations 2020

Special Category Data:

Where we are processing special category data, our lawful basis for processing is also that we are carrying out a "public task" and our special category condition for processing in compliance with Article 9 of the GDPR is:

Article 9 (2) (b) - processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law in so far as it is authorised by Union or Member State law or a collective agreement pursuant to Member State law providing for appropriate safeguards for the fundamental rights and the interests of the data subject.

Stage six: Why we may need to share your information

The Council will not share your information with anyone without consent unless the law and/or our policies allow us to do so for example, in the following circumstances:

- the law states that we can
- there is a risk of serious harm or threat to life
- we are directed by a court of law

Stage seven: Who we may share your information with

BMBC Public Health works closely with other partner organisations. There may be times when we need to share your information so that we can all work together for your benefit and to make sure you receive the help you need. Where there is a need identified, your information may be shared with:

- Barnsley & Rotherham Integrated Laboratory Service
- Barnsley Hospital National Federation Trust
- SWYPFT
- RightCare Barnsley
- NHS Barnsley Clinical Commissioning Group
- Barnsley Healthcare Federation

Personal information and the results of your Covid 19 test will be shared with Public Health England and your employer/named representative within the outbreak setting to ensure that COVID 19 outbreaks are managed effectively and to support contact tracing within the local community. Anyone who receives information from us is also under a legal duty to keep your information secure and confidential.

Stage eight: How long will your information be kept?

Your information will be kept according to the dates specified within our retention schedule. For more information on our retention schedule please visit our privacy promise at <https://www.barnsley.gov.uk/services/information-and-privacy/your-privacy/>

Stage nine: What will happen if you fail to provide personal information?

If the requested information is not provided, this may lead to delays in the communication of your COVID 19 test result which may affect outbreak management processes and contact tracing in the local community.

Stage ten: How to access and control your personal information

The Council has a Data Protection framework in place to ensure the effective and secure processing of your information. For details on how your information is used, how we maintain the security of this and your rights to access the information we hold about you, please refer to the [Barnsley Metropolitan Borough Council privacy notice](#)

Should you need to contact the Council to discuss how we use your information, please contact our Customer Feedback and Improvement Team by email at informationrequests@barnsley.gov.uk or by telephone on 01226 773555 and ask to speak with the above Team. If you are not satisfied with our response you may contact our Data Protection Officer on DPO@barnsley.gov.uk.

If you are not satisfied with the way we have handled your information, the Information Commissioners Office (ICO) is the UK's independent authority upholding information rights in the public interest and can be contacted at www.ico.org.uk