



Lewes District Council



Working in partnership with Eastbourne Homes

Privacy Notice for East Sussex Wellbeing and Employment

Why we are collecting your data

The Wellbeing and Employment Service is designed to support the establishment and enhancement of coordinated local services to provide wellbeing and employment support to those who are homeless or at risk of homelessness in East Sussex, helping to bridge the gap between health and housing, and move clients into a stronger position to be able to sustain long term tenancies.

Lewes District Council and Eastbourne Borough Council are data controllers and collect your personal data in order to provide the East Sussex Wellbeing and Employment support service you have requested from us.

We will only collect the personal data from you to deliver the following:

- Delivering support services for wellbeing and employment
- Deliver support for special needs to you or any member of your household
- Conduct surveys in order to monitor or improve our services
- Monitoring services to ensure they are delivered in a fair and equitable way
- Monitoring services to support future service development and delivery

What is the legal basis for processing this data?

The lawful basis we rely on for using your personal information is article 6(1)(a) of the UK GDPR, which permits the processing. This is where you have given your consent to the processing of your personal data for one or more specific purposes.

Where we need to process 'special category' data, such as health information you give us the lawful basis is provided by UK GDPR article 9(2)(a), which means we need your consent.

Who will your information be shared with?

- NHS
- Thrive Tribe / One You East Sussex / Man Vs Fat
- Public Health England
- SPFT – Sussex Partnership Foundation Trust
- ESTAR – Employability for Supported and Temporary Accommodation & Refugees
- Health in Mind

- Change, Grow, Live / STAR
- Homeworks
- SCDA – Sussex Community Development Association
- Age UK
- RSI – Rough Sleepers Initiative
- RRP – Rapid Rehousing Programme
- LWT – Live, Work, Thrive
- Southdown Health Centre

Where we need to disclose sensitive information such as medical details to a third party, we will only do so once we have obtained your explicit consent, or where we are legally required to. We may disclose information when necessary to prevent risk of harm to an individual.

The councils are required by law to protect the public funds they administer. We may use any of the information you provided for the prevention and detection of fraud. We may also share information with other bodies that are responsible for auditing or administering public funds, including the Cabinet Office to assist in the prevention and detection of fraud.

Providing accurate information

It is important that we hold accurate and up to date information about you in order to assess your needs and deliver appropriate services. If any of your details change please tell us as soon as possible so that we can update your records.

We will not

- Use your information for marketing or sales purposes without your prior explicit consent.
- Send or store your data abroad.
- Make decisions about you based on automated processing.

How long will we hold your data for?

We will keep your data for 6 years from when you stop using the Wellbeing and Employment programme.

Consent to take part in the programme can be withdrawn at any time.

Your rights

You are entitled to request a copy of any information about you that we hold.

If the information we hold about you is inaccurate you have a right to have this corrected and you have the right to request completion of incomplete data.

You have the right to request that we stop, or restrict the processing of your personal data, in certain circumstances. Where possible we will seek to comply with your request, but we may be required to hold or process information to comply with a legal requirement.

You have the right to object to the processing of your personal data in certain circumstances. We may still be required to hold or process information if there are legitimate grounds for doing so.

If you are dissatisfied with how the councils have used your personal information you have a right to complain to the Information Commissioner's Office at casework@ico.org.uk

Identity of Data Protection Officer

Oliver Dixon, Head of Legal

Contact details

Eastbourne Borough Council, Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG

Email: accesstoinformation@lewes-eastbourne.gov.uk

Tel: 01323 410000