



Privacy Notice for the Covid-19 Supermarket Referral Scheme

Notice given pursuant to article 13 of the General Data Protection Regulation

Background

Lewes District Council and Eastbourne Borough Council are taking part in a scheme run by the Department for Environment, Food and Rural Affairs ('Defra') in conjunction with Tesco plc to support certain vulnerable individuals in accessing supermarket deliveries during the Covid-19 pandemic.

This privacy notice provides the basis on which we will use the personal data supplied by those individuals who are eligible for the scheme, wish to make use of it and are willing to have their relevant personal details passed to Defra for that purpose.

Detailed information about the scheme and how Defra will use the personal data that we pass to them is given in Defra's own privacy notice which they will email to all customers who have asked to be nominated.

How we use your personal information

If you contact us and it appears that, as a non-shielded vulnerable person, you qualify for Defra's supermarket referral scheme, we will explain the scheme and ask if you wish to make use of it. Should you wish to do so, we will then record your relevant personal information and pass it to Defra.

Legal basis for processing

Our legal basis for collecting, storing and then referring your personal information to Defra is that this activity is necessary for the performance of a task carried out in the public interest, namely the offer of assistance with supermarket deliveries to those who are eligible for the scheme described above.

With whom we may share your personal information

It is necessary for us to share your data with Defra since they are administering the scheme. In turn, Defra will make your personal details available to Tesco plc for the purposes set out in the separate privacy notice they will send you.

How long we will keep your personal information

We will keep your information for no longer than is necessary for the purposes of operating the referral scheme. We currently envisage this being a maximum of 18 months but this may be extended, depending on the duration of the Covid-19 crisis and the need to continue with the scheme.

What will happen if you don't provide your personal information?

You are under no obligation to use the supermarket referral scheme, but if you do wish to use it, we must record and pass on your personal information to Defra. Without it, they and Tesco plc cannot assess your eligibility or offer you a delivery.

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 the erasure of your personal data in certain circumstances ('right to be forgotten'). 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 we have used your personal information, please contact our Data Protection Officer (see below). You also have a right to complain to the Information Commissioner's Office via [this link](#).

Identity of data controller

For the recording of your personal information, its storage and referral to Defra, the data controller is Lewes District Council and Eastbourne Borough Council, whose postal address is:

Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG.

Identity of DPO

Our designated Data Protection Officer, pursuant to article 37 of the General Data Protection Regulation, is Oliver Dixon, Senior Lawyer. He can be contacted at accesstoinformation@lewes-eastbourne.gov.uk.