

COMMUNITY GLUE

Privacy Notice for Participants in Community Profiling

Please read these carefully

This Privacy Notice provides information on how and why Community Glue CIC collects and uses participant's personal information when you take part in one of our community insight profiles.

Community Glue CIC (Community Glue) is the Data Controller of any data that you supply for this research. This means that we are responsible for looking after your information and using it lawfully. We will make the decisions on how your data is used and for what reasons.

Why do we need your data?

Oxford City Council and Oxfordshire County Council Public Health are working on a project with community partners to find out more about health and wellbeing in places across the county. Two of these areas are within Osney St. Thomas and Hinksey Park wards. We have been asked to find out more about the following:

1. What kind of things (like organisations, services, and people in the community) support health and wellbeing in these areas?
2. What causes the biggest problems/barriers to people's health and wellbeing and what would help improve these?

Data will be used to compile our report and associated documentation. Individuals will not be identified. We may use illustrative quotes that will not name individuals.

Community Glue's legal basis for collecting this data is:

The basis for processing data includes:

- **Legitimate interests:** the use of your Personal Data is considered to be in our legitimate interests, and those of Oxford City Council (which has commissioned this project).

Your consent is an ethical requirement.

Community Glue's legal basis for processing your Personal Data (or information) is as set out in Art 6 UK GDPR.

Special Category Data:

Community Glue may ask you for sensitive data such as: racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, data concerning health or sexual life, genetic/biometric data. This is defined by law as Special Category Data. If Community Glue requests this data it can only be used because one of the following processing exemptions applies as set out in Art 9 UK GDPR:

- You consent to share this information

We will only collect this information with participants' consent.

What type of personal data will Community Glue use?

- Name or nickname.
- Contact details (physical address, phone number, email and social media title).
- Demographic information (age, ethnicity, health and disability, sex and gender, place of residence).
- Whether or not you would like to be involved in different aspects the project.

Who will Community Glue share your data with?

Staff at Oxford City Council and Oxfordshire County Council may have access to your data during the process of data collection and analysis.

De-identified data may be stored on Google and Dropbox.

Will Community Glue transfer my data outside of the UK?

Google and Dropbox both store data outside the UK, principally in the United States

What rights do I have regarding my data that Community Glue holds?

- You have the right to be informed about what data will be collected and how this will be used
- You have the right of access to your data
- You have the right to correct data if it is wrong
- You have the right to ask for your data to be deleted
- You have the right to restrict use of the data we hold about you
- You have the right to data portability
- You have the right to object to Community Glue using your data
- You have rights in relation to using your data in automated decision making and profiling.

Your rights will depend on the legal ground used to process your data

Where did Community Glue source my data from?

You provided it to us.

Are there any consequences of not providing the requested data?

There are no consequences of not providing data for this project. It is purely voluntary. If you like to withdraw part way through the research, you can contact us using the details below. If you would like more information about this, you should feel free to contact the team.

Will there be any automated decision making using my data?

There will be no use of automated decision making in scope of UK Data Protection and Privacy legislation.

How long will Community Glue keep your data?

We will store your name and contact details until the end of the project in January 2024. We will store de-identified information (our notes of what you told us in face-to-face conversations) until we have written our report and the project has finished. We will store anonymised data (from an online survey) until we have written our report and the project has finished

Who can I contact if I have concerns?

In the event of any questions about the research study, please contact the Directors of Community Glue CIC: email: info@communityglue.org.uk, text: 07724864580, address: West Oxford Community Centre, Oxford OX2 0BT