

**Sefton Council.
Extra Care Housing Policy
Consultation.
Privacy Notice.**

Sefton Council would like to tell you about our Privacy Notice for the consultation about the Extra Care Housing Allocations Policy.

This privacy notice is for the Extra Care Housing Allocations Policy Consultation. It will explain **what we do with the personal information we collect.**

In this questionnaire we will collect information about:

- IP addresses (this is a computer code to show what computer the information comes from).
- Equality questions.

What personal information we collect.

In this consultation we collect

- IP address.
- Postcode (first 3 or 4 letters and numbers only)
- Age.
- Sexuality.
- Gender.
- Disability.
- Religion.
- Race or ethnicity.

Why we collect and use this information.

Sefton Council are asking people to have their say about the Extra Care Housing Allocations Policy Consultation.

The information you provide will help the Council to produce a final draft version of the Extra Care Housing Allocations Policy for approval by Sefton Cabinet.

All comments will help to form part of the report presented to cabinet using an appendix which will highlight key issues and responses.

IP addresses that identify computers.

- The IP addresses are collected to make sure only one response per resident is received.
- Once this is checked the IP address information is deleted.

Postcode

We are collecting this information to see if there are any locally held views relating to an area of Sefton. It will also inform us of locations whereby responses are not provided. This will then give us evidence to produce reports and target specific areas if required. This will be retained until the data has been fully analysed and a full report completed.

Personal information.

- Your name.
- Email address.
- Contact number.

Equalities Questions.

These are collected to show what groups of people are responding to the questionnaire.

This also lets us know if we need to use different ways to contact groups of people who are not responding.

How long we keep your information.

The IP address will be deleted immediately after the checks are done.

The equalities and postcode information will be kept until the information has been looked at and a report written.

How we use the information and who we share the information with.

The information collected in this questionnaire will only be used as numbers in the report.

No information is collected that tells us who you are.

Storing the information.

All information is kept safe.

Sefton Council follows the laws around data protection.

The laws.

We need to make sure we

- Only ask the questions we need to in the questionnaire.
- Ask the equalities questions.

The law says we must ask and act on this information.

It helps us to know what groups of people are responding to the questionnaire.

It also helps us to know that we are not missing groups of people.

The lawful basis upon which we use this data:

Article 6 of the UK General Data Protection Regulation 6(1)(e) – The processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

A pledge from the Sefton 2030 vision was to work together to ensure Sefton people have housing choice across all types and tenures across the Borough. One housing option that will support this is Extra Care Housing.

Extra care housing is a specialist housing provision that combines accommodation with care and support services designed to offer safe, private, and secure accommodation.

The aim of the policy is to promote independence and well-being; facilitate a balanced, vibrant, and sustainable community for residents with care and support needs within the setting of extra care housing which will play a key role in preventing and avoiding admissions to residential care and hospitals and contribute to our preventative agenda.

The policy will aim to support statutory guidance issued by the Secretary of State for Housing, Communities and Local Government in which Local housing authorities are required to have regard to this guidance in exercising their functions under Part 6 of the Housing Act 1996.

The Council also asks equality monitoring questions to help it comply with the Equality Act 2010 to help us understand who is responding to the survey and to help us

ensure that there is equality of opportunity for protected groups of people.

Confidential.

Your answers will not tell us who you are.

The answers will be collected to help us know what people think.

Who will we share this information with?

Your information will not be shared with any other organisations.

Asking to see your personal information.

You can ask to see what personal information we keep about you.

Be aware there are some rules about why some information cannot be shared.

You can refuse to answer any questions in the questionnaire.

If you want to ask to see your personal information you can. Use the Council [website to complete a request form](#).

Or you can call Sefton Council on

0345 140 0845

Contacts

For more information about this privacy notice please contact:

Adult Social Care

0151 934 2888

Sefton's Data Protection Officer

info.information@sefton.gov.uk

0345 140 0845

Contact for the Supported Living consultation is

yourseftonyoursay@sefton.gov.uk

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