

## **PRIVACY STATEMENT**

### **Scrutiny Committee consultation regarding coronavirus**

**22 May to 1 June 2020**

By agreement with the Chairman of Council and Chief Executive

#### **How we will use your data**

All of the information that you provide will be treated as confidential and will only be used for research purposes. All information will be received using a dedicated response email address [scrutiny@scilly.gov.uk](mailto:scrutiny@scilly.gov.uk) and the information held on the council's secure network as provided by Cornwall Council.

Your data will be held solely for the purposes of the Scrutiny Committee and the only person who will see your data is the council's Officer: Policy & Scrutiny. The Scrutiny Committee makes recommendations to Full Council based on its activity.

Summary data and conclusions from the engagement will be published with the Committee's agenda for 10 June 2020. The committee's work is intended to inform development of the 'recovery phase' following declaration of a major incident by the Council on 24 March 2020.

Individuals will not be identified or identifiable at any point during the evaluation of the consultation. The results of the consultation will be prepared as a set of common themes and concerns that will be reported anonymously to a Scrutiny Committee Special Meeting on 10 June 2020. The results of the consultation will not be used by the Committee to pursue and champion individual concerns. Common themes and concerns may inform improvements in current and future service delivery and with regard to strategic aims.

Your participation is voluntary. You are entitled to ask that part, or all, of the record of your involvement in the public engagement be deleted or destroyed.

#### **Retention of the data**

Your personal data will be held only for the purposes of the Scrutiny Committee meeting on Wednesday 10 June. Deletion of personal data will be concluded by 18:00 on Friday 12 June 2020.

#### **Your rights**

We are committed to protecting your personal information and respecting your privacy. Personal information is defined as any details that will enable you to be identified, such as ID numbers, telephone numbers, address, email address etc.

For further information the council's Data Protection Policy [here](#). This comprehensively covers the rights for access, rectification and erasure among other aspects.

## **Complaints**

Please be aware that we take your concerns about privacy seriously and we make every reasonable effort to respect it.

The council has a formal complaints process. If you have a complaint regarding the use of your personal information, please contact the Data Protection Officer.

E-mail [dpo@scilly.gov.uk](mailto:dpo@scilly.gov.uk)

## **Consent**

For us to take note of your views we need your consent to share your data so that your feedback can support the Committee's discussion and recommendations.

We are committed to protecting your personal information and respecting your privacy. Personal information is defined as any details that will enable you to be identified, such as ID numbers, telephone numbers, address, email address etc.

Your comments will not be identified as belonging to you. Instead they will be combined with those gathered from other respondents and analysed as part of a group. We do not use any of the information you provide for direct marketing or other non-research activities.

## **Contacting us**

If you have any questions about this consultation please email [bob.dawson@scilly.gov.uk](mailto:bob.dawson@scilly.gov.uk)

Alternatively you can write to: Bob Dawson, Council of the Isles of Scilly, St Mary's, Isles of Scilly, TR21 0LW