

Privacy Notice

CYPS Contracts



North Yorkshire
County Council

This Privacy Notice is designed to help you understand how and why NYCC's Children and Young People's Service contracts team processes your personal data. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).

Who are we?

North Yorkshire County Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR). CYPS contracts team use data about you, collected from other services, in order to commission services for you

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Data Protection Officer
Veritau Ltd
County Hall
Racecourse Lane
Northallerton
DL7 8AL
01609 53 2526

What personal information do we collect?

In order to deliver our contract Service the Council will need to collect both personal and special category data, for example:

Personal data collected:

- Name
- Address
- Date of birth
- Telephone number
- E-mail address
- Name of foster carer(s) *(if applicable)*
- Address of foster carer(s) *(if applicable)*

Special category data collected:

- Ethnicity or race
- Physical or mental health information
- Religion
- Sexual orientation
- Criminal history
- Any additional needs you may have

- Social care support outcomes

Why do we collect your personal information?

We need to collect this information to carry out the following tasks:

- To commission services for you.
- Supporting children and monitoring their progress.
- Providing children with pastoral care.
- Service improvement and benchmarking.
- Maintain a contract register.

Who do we share this information with?

In the course of performing our duties, we may share your information with a number of agencies who are key to delivering our service.

Within North Yorkshire County Council, we receive your information from teams within CYPS. We share information with the Procurement team in order to help us get value for money.

Agencies we share information with:

- We may need to share your information with education and care placement providers in order for them to be able provide the service we have commissioned them for. These providers will also receive a specific contract to provide the service.

How long do we keep your information for?

The following table details the retention periods for records relating to the CYPS contracts service:

Data held	Retention period
Contracts	Current year plus 6 at termination of contract.
	Records relating to a child in care - 75 years from the date of birth of the child

What is our lawful basis for processing your information?

With regard to personal data:

Article 6(1)(e) – Public task (DPA Section 8 – Public interest or Official authority)

With regard to special category data:

Article 9(2)(h) – Provision of health and social care

The legislations, policies and guidance that relate to this service include, but are not limited to:

- Children Act 1989
- Children Act 2004

For More information about how the County Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).