

Age programme has agreed to share some basic information about individuals who have used the programme to see how well our service works in providing advice to people who are homeless or at risk of homelessness and would benefit from advice on their housing options, aids and adaptations and income maximisation.

We hope that through studying your records and those of others receiving the service, we can make this service better for others in future. This Fair Processing Notice is relevant to people who have engaged in the programme in the Local Age UKs listed below and have given consent to data sharing.

- 1. Age UK Carlisle & Eden
- 2. Age UK Sheffield
- 3. Age UK Shropshire, Telford & Wrekin
- 4. Age UK South Lakeland

The first principle of the Data Protection Act 2018 requires that the processing of data must be fair, lawful and transparent. To meet this requirement Age UK (the national charity hereafter referred er a duty to supply you with a Fair Processing

Notice.

In a sharing context, a Fair Processing Notice should at least tell a data subject:

The identity of the organisation who controls the data that is being shared
Who your information is shared with
Why your information is going to be shared

If you have received the service (No Place like Home Programme) via your local Age UK:

The organisation controlling the data that you have supplied is your local Age UK

The organisation with whom your information will be shared will be:

- a) Age UK National responsible for management of the programme and reporting to the funder <a href="https://www.ageuk.org.uk/">https://www.ageuk.org.uk/</a>
- b) Santander Bank funder of the programme <a href="https://www.santander.co.uk/">https://www.santander.co.uk/</a>
- c) Imogen Blood & Associate Ltd. the independent evaluator of the programme

The reason your data is being shared with the organisations listed above in points a) to c) is to report on the programme, see how well the service works in providing housing advice to people, as well as to improve the service for others in the future.



The funder of the programme is the only partner we will be sharing your non-identifiable data with in an anonymised report format.

All members of staff employed by the funder of the programme will be bound by confidentiality clauses in their employment contracts which means that information that you provide must be held in confidence and not shared with anyone else unless:



made available on Age UK National website. No information about individuals will be published.

How long will my data be stored?

Your local Age UK will retain your personal data for a minimum of 6 years. Both internal Age UK and external quality standards require I&A records to be held for a minimum of 6 years, for quality assurance purposes and as required by our insurers.