Privacy Notice and Freedom of Information Requests

Islington Safeguarding Children Partnership (ISCP)

Purpose of this notice
This notice explains how personal information may be handled in connection with the work of the ISCP and how requests for recorded information relating to the Partnership will be considered.

Privacy Notice

Islington Safeguarding Children Partnership (ISCP) is committed to protecting personal information and ensuring that it is handled appropriately and in accordance with applicable data protection legislation, including the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

The Partnership brings together organisations with statutory responsibilities for safeguarding and promoting the welfare of children.

Data collection

Personal information may be collected and processed where this is necessary for safeguarding purposes and for the Partnership and its partner organisations to carry out their statutory functions. The information processed will depend on the circumstances and may include names, contact details and other information relevant to safeguarding children.

Use and sharing of personal information

Personal information will only be used where there is an appropriate purpose and lawful basis for doing so. Information may be shared between relevant partner organisations and other authorised bodies where this is necessary and lawful, including for safeguarding purposes.

Data retention

Personal information will only be retained for as long as necessary for the purpose for which it was collected and in accordance with applicable legal, regulatory and records-management requirements.

Relationship with Islington Council

The ISCP is hosted by Islington Council, which provides administrative and other support to the Partnership. The Partnership also makes use of relevant Council training, guidance and policies.

Hosting or providing administrative support to the Partnership does not, by itself, determine responsibility for information under data protection legislation or whether particular information is held by the Council for the purposes of the Freedom of Information Act 2000. This will depend on the circumstances in which the information is processed or held.

Further information about how Islington Council handles personal information is available in the Council's corporate privacy notice.

Freedom of Information Requests

The Freedom of Information Act 2000 (FOIA) provides a general right of access to recorded information held by public authorities, subject to the provisions and exemptions contained within the Act.

ISCP is a statutory partnership established under the safeguarding arrangements provided for by the Children Act 2004. ISCP is not itself listed as a public authority for the purposes of FOIA.

However, organisations participating in the Partnership may themselves be public authorities subject to FOIA. Information relating to the work of ISCP may therefore fall within FOIA where a partner organisation holds that information for its own purposes.

When is information considered to be held?

Section 3(2) of the Freedom of Information Act 2000 provides that information is held by a public authority if:

- it is held by the authority otherwise than on behalf of another person; or
- it is held by another person on behalf of the authority.

Whether information relating to ISCP is held by one of its partner organisations for the purposes of FOIA will therefore depend upon the circumstances in which that particular information is held.

Held solely on behalf of ISCP	Held for the partner's own purposes
Where a partner organisation holds information solely on behalf of ISCP, that information may not be regarded as being held by the partner organisation for the purposes of FOIA.	Where a partner organisation holds information for its own purposes, or to any extent on its own behalf, it may be considered to hold that information for FOIA purposes. Any relevant exemptions would then be considered in the usual way.

ISCP documents held by partner organisations

The fact that a document relates to ISCP, was produced by ISCP, or is stored on the systems of a partner organisation does not, on its own, determine whether that information is held by the partner organisation for FOIA purposes. The circumstances in which the information is held must be considered.

For example, information may be held solely to provide administrative support to the Partnership. Alternatively, a partner organisation may hold or use the same information in connection with its own statutory functions or responsibilities.

Requests should therefore be considered on a case-by-case basis in accordance with section 3(2) of FOIA.

Making a Freedom of Information request

If you are seeking information relating to the work of ISCP, you may wish to contact the relevant partner organisation where you believe that organisation holds the information for its own purposes.

Where a partner organisation receives an FOI request, it will consider whether it holds the requested information for the purposes of FOIA and, where appropriate, whether any exemptions apply.

The fact that information relates to the Partnership does not, by itself, mean that it falls either inside or outside the scope of FOIA.

Further information about Freedom of Information rights is available from the Information Commissioner's Office.