

Freedom of Information records

Purpose	As a public authority, the CCG has a duty to respond to requests made under the Freedom of Information Act 2000 (FOIA), Environmental Information Regulations 2004 (EIR), and the Re-Use of Public Sector Information Regulations 2015 (RPSI).
Type of information Used	Identifiable: Personal (name and either email or postal address only)
Legal basis	GDPR Article 6(1)(c) 'processing is necessary for compliance with a legal obligation to which the controller is subject' Relevant legislation: FOIA, EIR and RPSI.
How we collect (the source) and use the information	<p>We will only collect identifiable information such as name and contact details provided by individuals making requests under the Freedom of Information Act 2000 (FOIA), Environmental Information Regulations 2004 (EIR) and the Re-Use of Public Sector Information Regulations 2015 (RPSI). This information will only be used to respond to such requests and in correspondence with individuals following appeals.</p> <p>The personal data we process is provided by applicants who wish to exercise their right to use the above legislation in order to access information held by or on behalf of the CCG.</p> <p>Where the individual is making a request under the Re-Use of Public Sector Regulations 2015, by law we also require the name of the organisation and the re-use purpose.</p> <p>Subject to duty to disclose in the public interest information could identify individuals or include sensitive information for example executive pay.</p>
How long we will keep the information	Retention is aligned to the Leeds CCG Retention and Disposal Schedule and managed through the Asset Register; further details will be made available on request.
Who we will share the information with (recipients)	This information is not shared outside of the CCG.