Service Name: Blue Badge Service

Our core data protection obligations and commitments are set out in the council’s Primary Privacy Notice and on our website at Data Protection legislation.

This notice provides additional privacy information for Salford Council Blue Badge service.

The Blue Badge service is designed to enable disabled people who have a condition which impacts their mobility to access goods and services, by allowing them to park close to their destination.

Salford City Council is committed to ensuring that we are transparent about the ways in which we use your personal information and that we have the right controls in place to ensure it is used responsibly and is kept safe from inappropriate access, theft or misuse.

This notice explains how we use your personal information and tells you about your privacy rights and how the law protects you.

Purpose

We collect information and process it to provide and manage the blue badge service to eligible citizens. If you apply for a Blue Badge, we collect and use your personal data in order to check your eligibility and to process your application.

If you do not provide your data, we will not be able to process your application.

Categories of personal data

In order to carry out these purposes we collect and obtain the following categories of personal data:

- National Insurance number
- Full name (forename and surname)
- Surname at birth
- Country of birth
- Photo
- Home address
- Primary contact number
- Secondary contact number
- Email address
- Blue Badge number
- Date of birth
- Date of death (where applicable)
- Reason for cancellation i.e. revoked, stolen etc.
- Eligibility e.g. PIP, DLA, Walking ability etc – could contain Special Category Data
- Gender
- Vehicle registration
- Driving licence number

The law treats some types of personal information as 'special' because the information requires more protection due to its sensitivity. We may use information about your health to assess your eligibility to be issued with a blue badge.
Legal basis for processing
The legal basis for processing your personal information as follows:

Legal obligation: the processing is necessary for the council to comply with the law.
Public task: the processing is necessary for the council to perform a task in the public interest or for our official functions, and the task or function has a clear basis in law.
Also, to comply with the Chronicly Sick and Disabled Persons Act 1970, Salford City Council has a statutory obligation to maintain a register of the holders of badges issued by the authority.

For collecting and using your special category data we rely on the following exemption:

- processing is necessary for the provision of health or social care or treatment or the management of health or social care systems and services.

Information sharing/recipients
We may share personal information about you with the following types of organisations:

- The providers of the national Blue Badge service who are Northgate, Valtec, APS and GDS Notify
- Other internal council departments such as finance for budget purposes
- Internal teams to carry out an Independent Mobility Assessment (IMA), if required
- For legal purposes, where necessary for the prevention of crime

We will share personal information with law enforcement or other authorities if required to do so by applicable law.

Data Transfers beyond European Economic Area (EEA)
We do not transfer any of your personal information outside the European Economic Area (‘EEA’).

Automated Decisions
Any decisions made by using a computerised system or program that does not involve a human being, and that legally affects you, is described here:

When completing the online application in some circumstances this will automatically qualify you for a blue badge dependent on the information you enter on the form.

Data retention
After we deliver a service to you, we have to keep your information as a business record of what was delivered. The type of service you receive will determine how long we have to keep your information. Your records will be retained as per the following:

- 3 years after expiry or cancellation of the badge.
- 3 years for unsuccessful applications.

Your rights
You may exercise the rights listed below in relation to the council's use of your personal information.

To find out more about how these rights apply in particular circumstances, please refer to our Guide to exercising you Rights or alternatively visit the Information Commissioner's web site at
If you wish to exercise your rights (as outlined above) or to raise a concern about the handling of your personal information by the council, please contact our Information Governance Team.

**Updates**

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details [Data Protection Legislation](https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/)