

# Privacy notice for Coram's research on Family Group Conferencing at Pre-Proceedings

## Our contact details

Name: Coram Impact and Evaluation

Address: Coram Campus, 41 Brunswick Square, London WC1N 1AZ

Phone Number: 020 7520 0300

E-mail: [research@coram.org.uk](mailto:research@coram.org.uk)

## 1. Introduction

The research evaluates the use of Family Group Conferencing (FGC) in 21 local authorities<sup>1</sup> in England. FGC is a type of decision making used in children's social care in the UK and internationally. Coram was funded by Foundations (previously What Works for Children's Social Care) to carry out the evaluation between 2019 and 2022.

The organisations behind the research – Foundations, Coram, Daybreak and your local authority – are committed to protecting the privacy and security of participants' personal data. Coram and the local authorities are the data controllers for this research.

The purpose of this privacy notice is to explain what personal data we collect as part of the research.

## 2. Personal information we collect

For this research, we collect and process the following information for families entering pre-proceedings in the 21 local authorities between September 2020 and June 2022<sup>2</sup>:

- Data shared with us by local authorities:
  - Local authority ID number for family
  - Local authority ID number for child
  - Parent/carer phone number(s)

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<sup>1</sup>Bath and North East Somerset, Birmingham, Bromley, Derbyshire, Knowsley, Lambeth, Lancashire, Leicestershire, Lewisham, Middlesbrough, North East Lincolnshire, Northamptonshire, Nottingham City, Plymouth, Redcar and Cleveland, Rotherham, Salford, Sheffield, Shropshire, Southampton, Sunderland.

<sup>2</sup>Precise recruitment dates varied between local authorities – this is the maximum window across all 21.

- Whether the child moved outside of the local authority since September 2020)
- Mover destination (local authority name, abroad, or unknown)
- Mover comments
- Date of birth of child
- Sex of child
- Ethnic group of child
- Whether the child's mother had previously had a child taken into care
- Postcode
- Local authority
- Randomisation outcome: intervention group or control group
- Date of randomisation
- Whether FGC in fact took place or not in the period (month to month: most recent quarter)
- Date of FGC meeting
- Why FGC was not received (intervention group) or why FGC was received (control group)
- Number of family network that attended FGC
- Number of family network that attended FGC remotely
- Whether the FGC was externally commissioned or in-house
- Whether the FGC coordinator was an employee of the local authority
- Whether the FGC coordinator was trained to Daybreak standards
- Stage of court proceedings
- Date court proceedings issued
- Date of letter informing families that local authority will not pursue court proceedings
- Date of court ruling or date of section 20 agreement
- Nature of court ruling(s) (or section 20)
- Start date of living arrangement
- Nature of living arrangement
- End date of living arrangement (and subsequent episodes up until June 2022)
- Start date of legal status
- End date of legal status (and subsequent episodes up until June 2022)
- Comments on data quality
- If parents/carers, children, or social workers agree to take part in an interview, answers you give to interview questions, which would be recorded with your permission, and may include information about your behaviour and emotions you are experiencing
- How involved parents/carers have felt in planning their child(ren)'s care in the two months since pre-proceedings were issues (text response to research question)
- Data shared with us by Daybreak:
  - Legal Gateway Meeting date
  - Date Family Randomised
  - Date Family Name sent to FGC Manager

- Date Pre-proceedings letter issued
- Date Referral received by FGC Service
- Date Referral allocated to Coordinator
- Date Coordinator first contacted referrer
- Date Coordinator first contacted main carer
- Did the Family agree to an FGC
- Date when FGC date set
- Date FGC held
- If the FGC did not happen please state the reason
- Date that plan was distributed to all participants
- FGC Review required
- Date Review happened
- Attendance at FGC meetings
  - Children (In person)
  - Children (Remotely)
  - Mother (In Person)
  - Mother (Remotely)
  - Father (In Person)
  - Father (Remotely)
  - Other Maternal Family (In Person)
  - Other Maternal Family (Remotely)
  - Other Paternal Family (In Person)
  - Other Paternal Family (Remotely)
  - Other family network members (In Person)
  - Other family network members (Remotely)
  - Professionals (In Person)
  - Professionals (Remotely)
  - Total attendees
  - Did any of the children have an advocate/support person
  - Did any vulnerable family member have an advocate/support person

### **3. How we get the personal information and why we have it**

This personal information is provided to us by local authorities at three time points throughout the study (March 2021, September 2021, and June 2022).

Details about FGC delivery are provided to us by the organisation Daybreak.

We used parent contact details from the local authorities to send the following text message:

'Hi, you may remember our information sheet about our study about how local councils work with families. Please reply with how your council has worked with you in planning your child(ren)'s care in the last two months, on a scale of 1 to 10. 1 means completely included, 10 means completely excluded. We will send you a reminder in a week unless you reply STOP. Thank you.'

We want to process this data for research purposes, and because councils have a duty to give families the information needed to enable them to take part in decisions, and to do this, they need evidence like this. Our main research question is: does Family Group Conferencing relative to care as usual, when used at pre-proceedings stage, change the proportions of children in 22 local authorities in England who are in care or living with parents or in kinship care, twelve months after the pre-proceedings letter?

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

**(e) We need it to perform a public task.**

The additional condition for processing the special category data on ethnic group is **GDPR Article 9.2(j) & Data Protection Act 2018.**

No personal or special category data, which can be attributed to a natural person, will be kept upon the completion of this project. All data will be converted into anonymous, statistical data which cannot be used to identify individuals who have participated in this programme. The anonymous, statistical data will be archived, and potentially used in the future to inform the improvement of public and/or charitable services.

We will share this data with Foundations (the funder) for the purpose of archiving. This data may be used for other research projects in future.

## **4. How we store your personal information**

Your information is securely stored.

We keep the personal data outlined above for 12 months after project end, defined as date of publication of main results (June 2023). We will then securely dispose of your information by deleting your personal data from our files.

The anonymous, statistical data will be archived within Foundation's data archive which is held by the Office for National Statistics Secure Research Service (ONS SRS). This is for the anonymous information to be used by us and future ONS accredited researchers for new research to be conducted. For further information about Foundation's data archive please see their data archive pages which can be accessed [here](#).

## **5. Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [research@coram.org.uk](mailto:research@coram.org.uk) or 020 7520 0377 if you wish to make a request.

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [christine@coram.org.uk](mailto:christine@coram.org.uk).

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>