



Evaluation of Age Friendly Island Information Sheet Volunteers under 50



The Big Lottery Fund and Age UK Isle of Wight are asking you to take part in our research study about Ageing Better. 'Age Friendly Island' is a programme of local activities for older people to engage them in the local community.

Please read the following information carefully as it gives you the details of this research, why we would like you to take part, and what you will be asked to do if you agree to take part.

Larger print versions of this document are available on request.

What is the purpose of the study?

The Big Lottery Fund and Age UK Isle of Wight are carrying out an evaluation of Age Friendly Island to understand what difference it has made for older people.

Who is carrying out this study?

This study is being conducted by Age UK Isle of Wight, as lead partner of the Age Friendly Island programme and our local evaluation partners, the National Development Team for Inclusion (NDTi), a not for profit organisation.

Why am I being asked to be involved?

We are asking you to be involved in the study because you are volunteering at activities run by Age Friendly Island. An important part of the programme is finding out what makes a difference in improving social isolation and improving older people's lives. We want to find out whether it has made a difference to you.

What are you asking me to do?

We are asking you to complete a questionnaire including questions about your background (for example, age and gender) and feelings about older people. If you agree, we would also like you to complete the survey in about 6 months. This will help us to see if anything changes for you. The follow up survey will be provided to you at the appropriate time.

The survey contains questions for a wide range of people, so if you cannot answer a question please just leave it, and go to the next one. The decision about what to share, or not share, is yours.

How long with the questionnaire take?

The survey will take about 15 minutes to complete each time.

Are there any benefits of taking part?

There are no direct benefits to you from taking part in this survey. However, the information you give us will help us understand more about intergenerational relationships on the Island and what is or isn't working to provide older people with support. We hope that the results from this survey will help improve support and activities in the future.

Do I have to take part?

You do not have to take part. If you choose not to participate, your participation in the project will still continue. If you do take part, you can stop the survey at any time without giving a reason. If you cannot or do not want to answer a question please just say so.

After completing the survey you can change your mind at any point and ask for your information to be removed from the study, contact Martin Goodall on 01983 525282, giving the name you provided on the questionnaire, and the data you have supplied will be destroyed.

What are the risks of taking part?

Some of the questions we ask might be upsetting to answer; you do not need to answer any question that you don't want to answer.

YOUR DATA PROTECTION RIGHTS

How we collect and use your personal information

The Big Lottery Fund and Age UK Isle of Wight are the data controllers for the personal information you give in this survey and we have asked NDTi to collect and process an anonymised form of this information on the Fund's and Age UK Isle of Wight's behalf.

Age UK Isle of Wight and their local project delivery partners will perform the survey data collection with you and will send survey information in a form by which you cannot be identified to NDTi for storage on their systems until June 2022.

Age UK Isle of Wight and will retain your personal information, including your sensitive personal information, to understand who they are working with, improve the reach of their services, to keep in contact with you and conduct follow-up surveys.

The legal basis for collecting and processing your personal data is the consent that you have provided. The legal basis for collecting and processing the sensitive personal data is on the basis of the explicit consent you have provided.

Your responses will remain completely confidential. Before we review the survey results we will remove names and other information that might identify you, your friends or family, or other people. Anonymous information will be used for reports, publications and presentations. The results of the evaluation will be shared through national reports and via social media. You will not be identifiable in this information.

However, if while answering the survey there appears to be a risk of serious harm to you or anyone else, we will have to ask for help and this may involve giving identifying information to support services.

Your data protection rights and how we protect your personal information

The rights you have are set out in data protection legislation, which is designed to protect and support the personal data rights for everyone in the UK. Your rights include:

- **the right to be informed** about who is collecting and processing your data, we set this out above;
- **the right of access**, to understand what information about you is being used and how; and
- **the right to withdraw consent**, at any time you can ask us to delete your personal information and no longer be included in the survey.

Your data protection rights and how we protect your personal information (continued)

Your replies to the survey will be stored securely by Age UK Isle of Wight. Your personal information will not be shared with anyone else and it will be securely destroyed on 31st March 2020.

The information may be shared with Ecorys and NDTi in a non-identifiable form for the purposes of evaluation.

We will not move or share information about you outside the EU and it will be held securely at all times.

If there are any problems with our handling of your data we will notify you and the organisation that is responsible for regulating this where we are legally required to do so.

There are other rights not listed here and exemptions may apply. For more details see here: <https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/> or contact our Data Protection Officer.

How to contact us

For more information about how and why the Big Lottery Fund and Age UK Isle of Wight use your personal data or to exercise your data protection rights please contact either:

The Big Lottery Fund's Data Protection Officer at the Big Lottery Fund at 1 Plough Place, London, EC4A 1DE or dataprotection@biglotteryfund.org.uk;

or

Age UK Isle of Wight Data Protection Officer at: HR Team, Age UK Isle of Wight, 147 High Street, Newport, Isle of Wight PO30 1TY or hrrsupport@ageuk.org.uk

Your right to complain

If you are unhappy about how your personal data has been used please contact either the Big lottery Fund or Age UK Isle of Wight using the contact details above.

You can also contact the Information Commissioner's Officer via their website via: www.ico.org.uk/concerns

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

Any questions?

If you have any questions or would like some assistance to take part in the research, please ask a staff member or contact your local project.

If you have any complaints about this study, then please contact Martin Goodall on 01983 525282.

If you agree to take part please complete the informed consent form and return it to your project leader. Please keep this sheet for your information and future reference.

Thank you.