

Privacy notice

Homes for Ukraine

The following is to explain your rights and give you the information you are entitled to under UK data protection legislation.

1. The identity and contact details of the Ministry of Housing, Communities and Local Government (MHCLG) and our Data Protection Officer

MHCLG is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk

2. What personal data we are collecting and why

Your personal data is being collected to help us improve the service through your feedback, insights and experience of the scheme.

The following personal data is being collected for this purpose:

- Name
- Email address
- Name of Local Authority

3. Lawful basis for processing the data

The data protection legislation sets out when we are lawfully allowed to process your data. The lawful basis that applies to this processing is processing personal data in user research is "**legitimate interests**". This means that processing is lawful if it is necessary for the purposes of the legitimate interests pursued by the data controller or a third party, provided these interests are not overridden by the interests or fundamental rights and freedoms of the data subject that it is necessary for the performance of a task carried out in the public interest.

Consent: You have given (or will be giving) clear consent for us to process your personal data for research purposes.

4. With whom we will be sharing the data

The data will be able to be accessed by those employed by MHCLG. This may include third party contractors working on the Homes for Ukraine programme.

5. For how long we will keep the personal data, or criteria used to determine the retention period.

Your personal data will be held for 2 years.

6. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have rights that affect what happens to it. You have the right to:

- a. know that we are using your personal data
- b. see what data we have about you
- c. ask to have your data corrected, and to ask how we check the information we hold is accurate
- d. complain to the ICO (see below)

In some circumstances you may also have the right to withdraw your consent to us having or using your data, to have all data about you deleted, or to object to particularly types of use of your data. We will tell you when these rights apply.

7. Sending data overseas

Your personal data will not be sent overseas.

8. Automated decision making

We will not use your data for any automated decision making.

9. Storage, security and data management

Your personal data will be stored in the third-party software used by the department, such as Consent Kit and Citizen Space. If you take part in our user research your personal data may be used internally and will be stored on our secure Sharepoint or on Excel documents.

10. Complaints and more information

When we ask you for information, we will keep to the law, including the Data Protection Act 2018 and UK General Data Protection Regulation.

If you are unhappy with the way the Department has acted, you can [make a complaint](#).

If you want to make a Subject Access Request, another request in relation to your rights, or If you are not happy with how we are using your personal data, you should first contact dataprotection@communities.gov.uk

If you are still not happy, or for independent advice about data protection, privacy and data sharing, you can contact:

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

Telephone: 0303 123 1113 or 01625 545 745
<https://ico.org.uk/>