

Privacy Notice for HomeLink

**Scheme operated by
Nottingham City Homes**



**Nottingham City Council
Information Compliance**

May 2020

We will use the information provided by you for administration of HomeLink activities. The basis under which the Council uses personal data for this purpose is that this is necessary for the performance of a task carried out in the public interest by the Council or in the exercise of official authority vested in the Council.

The information provided by you includes the following special categories of personal data, racial, ethnic origin, religion, medical information, sexual orientation and criminal offences (that are not legally spent under the Rehabilitation of Offenders Act 1974).

Information in these categories is used by the Council on the basis that such use is necessary for reasons of substantial public interest, and in accordance with the provisions of the Data Protection Act 2018.

You need to provide this information if you wish to enter into a contract with NCC for the purpose of obtaining a council house tenancy.

The information that you have provided will be kept for whilst your application is active or the application is terminated, and/or if you enter into a contract for a council tenancy until 6 years after the tenancy is terminated.

In order to provide the HomeLink service to you we may need to share your personal data with the HomeLink partners.

The information provided by you may also be used for the purpose of any other function carried out by the Council. Information about these functions and the legal basis on which information is used for them can be found at <http://www.nottinghamcity.gov.uk/privacy-statement/>

The Data Controller is Nottingham City Council, Loxley House, Station Street, Nottingham NG2 3NG

The Data Protection Officer is Naomi Matthews. You can contact the data protection officer at the above address or data.protectionofficer@nottinghamcity.gov.uk

The new data protection law known as the General Data Protection Regulation provides for the following rights as prescribed by the legislation:

- A right to request a copy of your information
- A right to request rectification of inaccurate personal data
- A right to request erasure of your data known as ‘the right to be forgotten’
- A right to in certain circumstances to request restriction of processing
- A right in certain circumstances to request portability of your data to another provider
- A right to object to processing of data in certain circumstances
- A right regarding automated decision making including profiling

Please note that if you are unhappy with a decision regarding the handling of your data you have the right to complain to the Information Commissioner’s Office at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. See also the Information Commissioners website at <https://ico.org.uk/your-data-matters/>

For more information about these rights please refer to our detailed privacy statement at <https://www.nottinghamcity.gov.uk/privacy-statement>