

Right to Buy Team Legal Services Strategy and Resources PN-128

June 2020

We will use the information provided by you to process your application to purchase a property under the Governments Right to Buy scheme within Part V of the Housing Act 1985 (amended by the Housing Act 2004). We also obtain information from Nottingham City Homes who manage your tenancy and therefore any data recorded as part of your tenancy with them will be available to us.

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.

You need to provide this information if you wish to enter into a contract with Nottingham City Council for the purpose of purchasing your property through the Right to Buy scheme.

The information that you have provided will be kept for 40 years, which assist us with referring to old applications to confirm previous tenancies in order to increase the discount entitlement if applicable.

As part of our commitment to tackling crime such as money laundering or other fraudulent activities, we work with other departments within Nottingham City Council where information is shared. We will be sending you an additional information form which will be used in this way.

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 at 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> .