

Privacy Notice for Predictive Model Building with University of Nottingham



**Nottingham City Council
Information Compliance**

**Service Area: Analysis & Insight
Directorate: Finance and resources
PN-0298**

03/2023

Predictive Model Building with University of Nottingham

Nottingham City Council has received funding from Department for Levelling Up, Housing and Communities (DLUCH) to develop a predictive model for identifying households at risk of homelessness.

The Council proposes to hire an expert from University of Nottingham to evaluate, develop and refine the Council's work on the predictive model for identifying households at risk of homelessness.

The Council will provide the Analyst with supervised access to pseudonymised data sourced and stored securely on the Council's computer network. The data used to develop the predictive model will relate to individuals affected by unemployment and financial instability, mental and physical health problems, involvement in crime and antisocial behaviour, domestic abuse and poor family relationships, children at risk of abuse and exploitation, poor school attendance, substance misuse and insecure housing.

The Council and the University of Nottingham Analyst will use the data to develop and train an intelligent predictive model (driven by algorithms) for identifying households at risk of homelessness.

Once the Council has developed the model it will not implement it until there has been further consideration of privacy implications and consultations with all interested parties.

Nottingham City Council, is the data controllers for the personal data (or personal information) that we process about you. When we process personal information relating to you, we will only do so when it is necessary and where we have a lawful reason to do so.

We will use the information provided by you for a number of reasons, depending on the service or reasons for interacting with you. This includes:

- providing and coordinating targeted interventions for families with complex interconnected problems.

When we process your personal information, we will comply with data protection legislation and enable you to exercise your rights contained within the legislation.

What personal information will the Council process?

The council uses information that we collect about you to fulfil the purposes and objectives around developing a statistical model for identifying households at risk of homelessness: (this may include all, or some of the following, depending on the service)

- First name
- Surname
- DOB
- Unique reference number
- Address
- Family make up

The information we process about you may include the following 'special categories of personal data':

- Physical or mental health

The Council held datasets used in developing the statistical model include children's social care, Early Help, Education, Housing, Revenues & Benefits, Welfare Rights and Youth Justice. The Council also uses data from Nottinghamshire Police, Nottingham City Care, Nottingham Futures, Change Grow Live and Department of Work and Pensions.

Lawful basis for processing

The basis under which we use your personal information for these purposes is that it 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

This is a result of the powers or duties contained in:

- The Children Act 1989 (Part III, sections 17 and 47)
- The Children Act 2004 (section 10 and section 11)
- Education Act 2002 (section 175)
- Education Act 1996 (section 13)
- School Standards and Framework Act 1998 (sections 117-124)
- UK General Data Protection Regulations
- Data Protection Act 2018
- Child Care Act 2006
- Apprenticeships, Skills, Children and Learning Act 2000
- Section 1, Localism Act 2011
- Local Government Act 1972
- Crime and Disorder Act 1998 (section 115)

The condition under which we process 'special categories of personal data' is that such use is necessary for reasons of substantial public interest for safeguarding of children and individuals at risk and in accordance with the provisions of the UK General Data Protection Regulation and the Data Protection Act 2018.

The information being processed may also include personal data relating to criminal offences. The condition under which this information is processed is under official authority vested in the council and for safeguarding of children and individuals at risk.

Will my information be shared with other organisations or used for other purposes?

The Council will only share your personal information with other departments within the Council and with other organisations when it is necessary to provide the services to you, and when we have a lawful reason to do so. The Council may also share your information when we are obliged to by law.

In relation to this project, the Council will share pseudonymised information with a data analysis expert from the University of Nottingham for the purposes of building a predictive statistical model around identifying homelessness risks.

The information may also be used for the purpose of any other function carried out by the Council. This may include sharing your information across the Council, or with external organisations. 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 information will only be used for another purpose where it is lawful to do so.

Do I have to provide the information?

You are not obliged by statute or contract to provide the information that is specified here.

How long will the Council retain the data for?

The information that you have provided will be kept for 6 years (subject to review) in line with its retention schedule in the Information Asset Register.

The Council publish the Information Asset Register (IAR); this outlines the retention periods for the personal data we process. You can find this IAR on our website <https://geoserver.nottinghamcity.gov.uk/information-asset-register/>

Information Rights

The UK 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

However, Nottingham City Council can restrict the above rights in certain circumstances for example to avoid obstructing an investigation, avoid prejudicing the prevention, detection, investigation or prosecution of criminal penalties or to protect the rights and freedoms of others.

Data Protection Officer

The Data Protection Officer is Naomi Matthews. You can contact the data protection officer at:

Loxley House,
Station Street,
Nottingham,
NG2 3NG

or at data.protectionofficer@nottinghamcity.gov.uk .

Information Commissioner's Office

The Information Commissioner's Office (ICO) website provides guidance on data protection and privacy matters, you can visit the website at www.ico.org.uk. You also have the right to complain to the ICO if you consider that the Council have processed your personal data incorrectly or that we have breached our obligations to you. You can contact the ICO at:

Wycliffe House,
Water Lane
Wilmslow,
Cheshire
SK95AF

www.ico.org.uk

Further Information

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