

Voluntary Right to Buy Midlands Pilot

Ministry of Housing, Communities and Local Government Privacy Notice

The following information is for all tenants participating in the Voluntary Right to Buy Midlands Pilot.

HOW ARE WE USING YOUR INFORMATION?

If you have applied through your housing association to take part in the Voluntary Right to Buy Midlands pilot, housing associations will share your personal information with the Ministry of Housing, Communities and Local Government (MHCLG). Your information will be used by us to administer the pilot (for example, to make payments, to monitor progress, and to prevent fraud), and for research purposes.

HOW IS THIS INFORMATION PROVIDED?

Your housing association will enter your data into MHCLG's IT systems. They may also provide some of your data directly to a third party provider, who will use their own systems to collect and store your data. Either way, MHCLG is responsible for ensuring that all data we receive from your housing association is processed in line with Data Protection legislation.

WHY IS YOUR INFORMATION BEING SHARED?

Your data will be shared with MHCLG and its agents, who will use it for a variety of different purposes, including:

- For research purposes, to measure the effectiveness of the policy, and monitor its implementation and impact;
- For operational purposes, for example to administer payment of the discount, and to monitor how much public money we are spending;
- For the purposes of combatting fraud, and for auditing purposes.

We (or an agent acting on our behalf) may also contact you to request additional data.

HOW DOES THIS AFFECT YOU?

The information shared with us by your housing association will be anonymised wherever possible, and handled with care in accordance with the law. We are collecting and sharing your information to help us understand better the social housing market and inform social housing policy, particularly around the Voluntary



Right to Buy. It will not affect your benefits, services or treatments that you get under the pilot. Some of your data may be linked to your data in other systems, for instance data you supplied when you entered the ballot to participate in the pilot.

YOU HAVE THE RIGHT TO:

- a. know that we are using your personal data
- b. have the process explained
- c. see what data we have about you
- d. have your data corrected if incorrectly recorded, and to ask how we check the information we hold is accurate
- e. object to the way in which we process your data
- f. complain to the Information Commissioner's Office (ICO). Details can be found below.

IF YOU WANT TO KNOW MORE...

The processing of your data must have a lawful basis which, in this case, is that the processing is necessary for the performance of a task carried out in the public interest to meet a function of the Crown, a Minister of the Crown or a government department. Data providers do not require the consent of tenants to provide the information but you do have the right to know how and for what purpose your data is being collected, held and used. In addition, you have the right to obtain confirmation that your data is being processed, and to access your personal data. You also have the right to have any incorrect personal data corrected.

The information collected by the Department relates to your tenancy, the dwelling you are living in or buying, your household, your income, and your employment. Some of the information may have already been provided by you as a tenant, for example when signing the new tenancy or buying your property; other information will have been gathered from you at through the application process. Data collected will be held for as long as necessary for this purpose. When no longer needed, data will be destroyed in a safe manner.

We are aware that some of the data collected is particularly sensitive, for example, your ethnic group, age, and details of any disability you may have. Please rest assured that all of your data will be treated by MHCLG and its agents in accordance with Data Protection requirements and guidelines, and that any sensitive data will only be used anonymously.

Data on the pilot will be published by MHCLG in aggregate form as part of an independent evaluation after the pilot completes. This data will be anonymised to minimise the risk of identification.



FURTHER QUESTIONS AND COMPLAINTS

If you have any questions on how your data is being used, or if you wish to request a copy of the information that MHCLG hold about you, please contact the Department's Data Protection Officer at: dataprotection@communities.gsi.gov.uk. You can also contact the Department's Data Protection Officer if you are unhappy with any aspect of this privacy notice, or how your personal information is being processed. If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO): <https://ico.org.uk/concerns/>.