

# Private Sector Housing Privacy Notice



**Oldham**  
Council

Date and version

May 2018 - Version 1

## What this privacy notice is for

Our core data protection obligations and commitments are set out in the council's primary privacy notice at [www.oldham.gov.uk/dataprotection](http://www.oldham.gov.uk/dataprotection)

This notice provides additional privacy information for:

- Landlords, Tenants and Residents in Oldham who engage or participate in private sector initiatives, schemes, surveys, consultations or policies for the purpose of formulating or delivering intervention strategies within the borough.
- Land Owners, Developers, Investors seeking interest or have an interest in Oldham and therefore come into contact with private sector initiatives, schemes, surveys, consultations or policies for the purpose of formulating or delivering interventions strategies within the borough

## Updating our privacy notices

We may update or revise our privacy notices at any time so please refer to the version published on our website for the most up to date details

## What we use your information for

We collect or obtain your personal information for the following purpose(s):

- To analyse and monitor Oldham Council's private rented market trends to inform strategies, policies and action plans
- To evaluate feedback from stakeholders on the Council's performance, specifically relating to Private sector policies and initiatives, and in particular how they may affect the most vulnerable individuals in the borough

## What categories of personal information we use

Personal information can be anything that identifies and relates to a living person. This can include information that when linked with other information, allows a person to be uniquely identified. For example, this could be your name and contact details.

The law treats some types of personal information as 'special' because the information requires more protection due to its sensitivity. This information consists of:

- Racial or ethnic origin
- Sexuality and sexual life
- Religious or philosophical beliefs
- Trade union membership
- Political opinions
- Genetic and bio-metric data
- Physical or mental health
- Criminal convictions and offences

In order to carry out these purposes we collect and obtain the following personal information.

Category of personal data	Special/ Sensitive
Personal Details (e.g. name, address, contact details)	
Date of Birth	
Gender	Yes
Physical or mental health	Yes
Demographic (financial information, household composition/information, employment status, racial and ethnic origin)	Yes
Criminal convictions and offences	Yes
Social circumstance/status	

## Legal basis for processing

The legal basis for processing and or sharing your personal information is:

- a) Consent to participate in consultation or research
- b) Where we have a legal obligation or it is a either the public or our legitimate interest
- c) Consent to receive private sector housing assistance
- d) Marketing purposes, where we have asked and you have consented to receive electronic marketing information about our services (you may withdraw your consent at any time)

Examples of legislation that support this are listed below:

- The Housing Act 1988
- The Housing Act 1996
- The Housing Act 2004
- The Deregulation Act 2015
- The Landlord and Tenant Act 1985
- The Immigration Act 2016
- The Public Services (Social Value) Act 2012
- Equality Act 2010
- The Care Act 2014
- The Homelessness Reduction Act 2017

If you fail to provide certain information when requested, we may not be able to perform the contract we have entered into with you (insert example here), or we may be prevented from complying with our legal obligations to provide advice and assistance in relation helping you find a home in the private sector. Failure to provide certain information also prevent us from acting on your behalf with regards to contractual disputes.

## Information sharing/recipients

We may share personal information about you with the following organisations/types of organisations to determine market trends and development of initiatives:

- Other parts of the Council
- Healthcare, Social and Welfare organisations
- Providers of goods and services
- Service Providers
- Local and Central Government
- Survey and research organisations
- Data processors
- Healthcare professionals

Identifiable Personal Information could be shared under the following circumstances:

- Safeguarding, if something you tell us raises a safeguarding concern
- You raise a specific personal issue or concern that requires addressing
- You ask us to share your personal details

As well as information collected directly from you, we also obtain or receive information from:

- Other parts of the Local Authority, Partners or NHS Oldham for safeguarding purposes as outlined above
- HM Treasury, Ministry for Housing, Communities and Local Government and Homes England for contract monitoring purposes

## **Data Transfers beyond European Economic Area**

We do not transfer any of your personal information outside the European Economic Area ('EEA').

## **Automated Decisions**

All the decisions we make about you involve human intervention.

## **How long we keep your data**

We will only keep your personal information for as long as the law specifies or where the law does not specify this, for the length of time determined by our business requirements. This ranges from three to six years depending on the nature of the data collected.

## **Where can I get advice**

More information on how to seek advice in order to exercise your rights, raise a concern or complain about the handling of your personal information by the council can be found in the council's privacy notice which can be found at [www.oldham.gov.uk/dataprotection](http://www.oldham.gov.uk/dataprotection)