**Private Sector Housing – Privacy Notice**

 **The reasons why we process your data:**

* Enforcing health & safety standards in private rented accommodation
* Investigating breaches of legislation across all tenures of property.
* Issuing HMO licences
* Issuing and managing housing grants/loan for home improvements
* Facilitating in the installation of disabled adaptations in residential homes

**How we collect your data:**

* Telephone calls
* Online form
* Manual forms
* In Person
* Email
* Letters

**The lawful basis for processing your data:**

* Public Task
* Substantial public interest

**The type of personal data we process:**

* Name
* Address
* Email Address
* Telephone Number
* Date of Birth
* Gender
* Marital status
* Dependants
* Financial circumstances
* Support needs
* Housing Requirements
* Video and/or photographic evidence

**Special (Sensitive) category data:**

* Race
* Ethnic Origin (including Nationality)
* Health and medical information
* Disability

**Lawful Basis for Processing Special Categories of Personal Data:**

* Reasons of substantial public interest (with a basis in law)
* Explicit Consent

**Processing of personal data relating to criminal convictions and offences:**

Criminal offence data will be processed under additional conditions within schedule 1, Part 3 of The Data Protection Act 2018, Paragraph 36 - extension of substantial public interest

**Sharing your data:**

* Sovereign
* SOHA
* Green Square Accord
* Home Group
* Silva
* A2 Dominion
* Bromford Housing
* Sanctuary Housing
* Thame & District Southern Housing Group
* Catalyst Housing
* Aster Housing
* Stonewater
* Clarion Housing
* BPHA
* Hanover Housing
* Sage Housing
* Vale of Aylesbury
* One Housing
* L and Q
* YMCA
* Mears Group PLC
* Flexible Homes Improvement Loans Ltd
* Oxfordshire County Council
* Other council departments.

**Automated decision making :**

Non-Applicable

**How long we keep your data:**

* 6 Years