

## **UK Community Renewal Fund Privacy Notice**

This Privacy Notice is designed to help you understand how and why the Business and Environmental Services directorate processes your personal data. This notice should be read in conjunction with the Council's [Privacy Notice](#) and the [Ministry of Housing, Communities and Local Government's Privacy Notice](#)

### **Who are we?**

North Lincolnshire Council and the Ministry of Housing, Communities and Local Government (MHCLG) will be acting as joint 'Data Controllers' as defined by Article 4(7) of the UK General Data Protection Regulation (UK GDPR). The Business Development directorate are administering the UK Community Renewal Fund on behalf of North Lincolnshire Council.

The Council's Data Protection Officer is Phillipa Thornley. Phillipa can be contacted at:

Data Protection Officer  
North Lincolnshire Council  
Church Square House  
30-40 High Street  
Scunthorpe  
North Lincolnshire  
DN15 6NL

[customerservice@northlincs.gov.uk](mailto:customerservice@northlincs.gov.uk)

01724 297000

The MHCLG's Data Controller can be contacted at: [dataprotection@communities.gov.uk](mailto:dataprotection@communities.gov.uk)

### **What personal information do we collect?**

- Name
- Contact telephone number
- Email address
- Postal address

### **Why do we collect your personal information?**

Your personal data is being collected as an essential part of the UK Community Renewal Fund bidding process, so that the MHCLG and North Lincolnshire Council can contact you regarding your bid and for monitoring purposes. The MHCLG and North Lincolnshire Council may also use it to contact you about matters specific to the Fund.

North Lincolnshire Council and MHCLG may wish to publicise the use of this fund which may include the name of your organisation.

## Who do we share this information with?

As part of the process of selecting and monitoring the UK Community Renewal Fund North Lincolnshire Council will share your data with MHCLG. MHCLG will share your personal data with relevant government departments including:

- Department for Work and Pensions (DWP)
- Her Majesty's Treasury (HMT)
- Cabinet Office
- Office of the Secretary of State for Scotland
- Office of the Secretary of State for Wales
- Northern Ireland Office
- Department for Education
- Department for Business, Energy and Industrial Strategy (BEIS)
- Department for Environment, Food and Rural Affairs (DEFRA)
- Department of International Trade

The data may also be shared with departments in the Devolved Administrations, and contractors where they are used for monitoring purposes, to evaluate the programme. Their contract will set out what they are permitted to do with personal data.

## How long do we keep your information for?

Your personal data will be held by both NLC and the MHCLG for up to two years from the closure of the bidding process. This is currently estimated to be July 2023. As part of the monitoring process, the MHCLG and NLC will contact you regularly to ensure our records are up to date.

Data Held	Retention Period
Name, Contact telephone number, Email address, Postal address	Estimated July 2023 for successful bids and unsuccessful bids
Finance information	Retained for 6+1 years

## What is our lawful basis for processing your information?

North Lincolnshire Council will process all data according to the provisions of the Data Protection Act 2018 and the UK General Data Protection Regulation 2018 (UK GDPR) and all applicable laws and regulations relating to processing of Personal Data and privacy, including, where necessary, the guidance and codes of practice issued by the Information Commissioner and any other relevant data protection regulations (together "the Data Protection Legislation (as amended from time to time)").

The Data Protection Legislation sets out when we are lawfully allowed to process your data.

The lawful basis that applies to this processing is Article 6 (1) (e) of the UK GDPR; that processing is necessary for the performance of a task carried out in the public

interest or in the exercise of official authority vested in the controller; data being processed belongs to business contacts processed during the routine course of business of a government department.

**For more information about how North Lincolnshire Council uses your data, including your privacy rights and the complaints process, please see our [Council Privacy Notice](#).**