

Homes for Ukraine Privacy Notice

South Gloucestershire Council (the council) provides services for local communities and the people who live in them. Undertaking this work means that it is necessary to collect and use information about the people we provide services to and keep a record of those services. Because we collect and use personal information about individuals we must make sure that they know what we intend to do with their information and who it may be shared with.

How we use your personal information for Homes for Ukraine Scheme

We have summarised in this Privacy Notice the ways in which we use your personal information in relation to the UK Homes for Ukraine scheme. This information should be read in conjunction with the council's [general Privacy Notice](#)

Who we are, what we do

The council has committed to support Ukrainian people and their sponsors through the UK Government's Homes for Ukraine scheme.

This [scheme](#) will support Ukrainian people with housing, education, health and integration into the community, as well as supporting the people who volunteer to sponsor Ukrainian people and their families.

What and whose personal information do we process?

If you are Ukrainian or a person/family sponsoring a Ukrainian person, the types of information the council holds and processes about you will typically include, but is not limited to:

Ukrainian People

- Name
- Address
- Contact details including telephone number, email address,
- Date of birth
- Visa / Passport Information
- Family members' information, including any children
- Disability and health information
- Ethnicity
- Information relating to any safeguarding concerns

- The name of a school any children will be attending
- Religion

Sponsors

- Name
- Address
- Details of family members that live at the property
- Contact details including; telephone number, email address
- Information relating to any safeguarding, security checks and home assessments required for your suitability to provide support
- Bank details to process the monthly thank you payment.

This information is required in order to ensure that provision is put in place and people are supported appropriately

Where does the service get my information from?

As part of the Homes for Ukraine scheme, South Gloucestershire Council (as a host Local Authority), receives information from the Home Office on each person being welcomed into South Gloucestershire.

If you are a Sponsor, we will receive your information from your application form and any additional information we capture from you when we discuss your application.

What will we do with your personal information?

We will undertake an assessment to establish what support we can put in place for you and your family; as well as assessing the Sponsor household.

We will keep a record of the support that we will be providing to you and may undertake regular reviews to establish whether the programme is working for you, or whether we need to change anything to help you.

This will include developing post arrival support plans involving organisations such as health and support services.

What is the legal basis for the use of this information?

Our lawful basis for processing personal information in order to provide you with support at home services and to meet the requirements of the UK General Data Protection Regulation (UK GDPR) is as follows:

Personal Information

Article 6 (1)(c) - Legal obligation: to comply with our legal obligations in relation to providing housing, education, benefit support etc.

Article 6(1)(e) - to perform a task in the public interest or for our official functions to provide the appropriate level of support for every person relocated into our area.

Special Category Information

Article 9 2(g) - to process special category information such as race, ethnicity, health to fulfil our legal and statutory obligations as detailed above for reasons of substantial public interest.

Does the service share my personal information with any other organisation?

Your information may be shared with internal departments within the council and external partners, depending on the support that you require.

These external agencies may include:

- Government Agencies
- Health Services
- Police
- Schools
- Registered Social Landlords
- Other Local Authorities
- Local Voluntary Organisations and faith groups

How long will my information be kept?

The council will hold your personal data only for the period that is necessary to provide you with the support you need. Personal data shall be retained for up to 2 years upon closure of the scheme, unless the Department for Levelling Up, Communities and Housing and the Home Office identify that continued retention is necessary beyond 2 years of closure.

Your rights

You have a number of qualified rights relating to your information e.g. to see what we hold about you, ask us to update incorrect or incomplete details, to object to or restrict processing of it or to make a complaint about how we are handling it.

Contact information

If you have any worries or questions about how your personal information is handled or wish to exercise your rights please contact our Data Protection Officer at

DPO@southglos.gov.uk or write to us at Data Protection Officer, PO Box 1953, The Council Offices, Badminton Road, Bristol, BS37 0DB and we will be pleased to help you.

For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner's Office (ICO) via their [contact page](#) or call them on 0303 123 1113.