



Department for
Business, Energy
& Industrial Strategy

Social Housing Decarbonisation Fund Wave 2.1 Privacy Notice

This notice sets out how the Department for Business, Energy, and Industrial Strategy (BEIS) will use your personal data relating to the Social Housing Decarbonisation Fund Wave 2.1 (SHDF – Wave 2.1), and your rights. It is made under Articles 13 and/or 14 of the UK General Data Protection Regulation (UK GDPR). This notice relates to data collected under SHDF – Wave 2.1, operated by successful applicants to the scheme and funded by BEIS.

Your data

The data

We (BEIS), and BEIS' delivery and research partners, will process the following personal data:

Households offered installations under SHDF – Wave 2.1

- address and details of the property receiving SHDF – Wave 2.1 installations
- details about the SHDF – Wave 2.1 installations at the property, including type, size, cost, and installer details
- address and details of properties offered, but not receiving, SHDF – Wave 2.1 installations
- your name and contact details (address, email and phone number)

- if relevant, the amount of funding the household contributed towards SHDF - Wave 2.1 installations

Installers

- your name and contact details (business contact address, business email address and business phone number)
- relevant accreditation and registration information, such as Trustmark or MCS license numbers, and Companies House Company Registration Numbers
- details of SHDF installations delivered (including cost and address)
- whether directly contracted or sub-contracted by a Social Housing Landlord to install SHDF – Wave 2.1 installations

Registered Providers of social housing and Registered Charities

- names and business contact details (address, email, and phone number) of Social Housing Landlords, their employees, and their delivery partners, involved in preparing and submitting an application under SHDF – Wave 2.1
- names and business contact details (address, email, and phone number) of employees of Social Housing Landlords, and their delivery partners involved or proposed to be involved in the implementation of an application if it is successful

Purpose

We process your personal data to support the delivery and administration of SHDF – Wave 2.1.

We obtain your personal data from Grant Recipients of SHDF – Wave 2.1. Data may also be obtained from TrustMark, Ofgem, other government departments and from other organisations administering central or local government schemes that support energy efficiency or low-carbon heating measures.

Delivery and administration of the scheme may require linking of your data to other datasets held by BEIS.

Your data may also be used for statistical, research, or fraud prevention purposes.

BEIS will conduct an evaluation of the scheme to understand its impacts and effectiveness. This may include you being contacted by BEIS or its research partners to take part in research. Where this evaluation research involves processing of personal data in addition to that already collected for delivery of the Scheme, you will be given the opportunity to opt-in to that research at the point of contact (relying on consent). This processing will be the subject of a separate Privacy Notice. In practice this means that our evaluation contractor may call, email or write to you to invite you to take part in a survey or interview, as well as provide you with more information about what the research will involve.

Legal basis of processing

The legal basis for processing your personal data is:

- **Public task**

Processing is necessary for the performance of a task carried out in the public interest. The public tasks are outlined above and include the delivery, administration, audit and evaluation of SHDF – Wave 2.1.

This data will be used to ensure use of public funds has delivered value for money, and realised intended benefits, including to inform policy making in the fields of energy efficiency, fuel poverty, and health. It will also support BEIS' functions relating to carbon reductions under the Climate Change Act 2008.

Recipients

Your personal data will be shared with:

- the Department for Business, Energy, and Industrial Strategy
- appointed delivery and research partners for SHDF – Wave 2.1
- BEIS contractors and other government departments

Your personal data is shared to support in the delivery, administration, and evaluation of the scheme, for statistical, research and fraud prevention purposes, and to inform the development of government policy.

We may share your data if we are required to do so by law, for example by court order or to prevent fraud or other crime.

Personal data collected by BEIS will be securely stored on their IT (Information Technology) infrastructure and will therefore also be shared with their data processors Microsoft and Amazon Web Services.

Retention

Your personal data will be stored securely by BEIS for a maximum period of 7 years following the close of the Scheme or, if later, the completion of installations funded under the Scheme, for the delivery, administration and evaluation of the scheme, as well as for fraud prevention purposes.

Your rights

You have the right to request information about how your personal data are processed, and to request a copy of that personal data.

You have the right to request that any inaccuracies in your personal data are rectified without delay.

You have the right to request that any incomplete personal data are completed, including by means of a supplementary statement.

You have the right to request that your personal data are erased if there is no longer a justification for them to be processed.

You have the right in certain circumstances (for example, where accuracy is contested) to request that the processing of your personal data is restricted.

You have the right to object to the processing of your personal data where it is processed for direct marketing purposes.

You have the right to object to the processing of your personal data.

You have the right to request a copy of any personal data you have provided, and for this to be provided in a structured, commonly used, and machine-readable format.

How to make a request

If you wish to make a request associated with any of the rights listed above, contact BEIS using the contact details at the bottom of this notice.

International transfers

As personal data collected by BEIS will be stored on their IT infrastructure and shared with their data processors Microsoft and Amazon Web Services. Your data may be transferred and stored securely outside the UK and European Economic Area. Where that is the case, it will be subject to equivalent legal protection through the use of Model Contract Clauses.

Contact details

Once your personal data has been shared with BEIS or with its delivery partners, BEIS will become a data controller for that personal data. If you wish to make a request associated with any of the rights listed above and in relation to personal data shared with BEIS or with BEIS delivery partners/agents, you may contact BEIS using the following contact details.

BEIS Data Protection Officer
Department for Business, Energy, and Industrial Strategy
1 Victoria Street
London
SW1H 0ET
Email: dataprotection@beis.gov.uk

Complaints

If you consider that your personal data has been misused or mishandled, you may make a complaint to the Information Commissioner, who is an independent regulator. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
0303 123 1113
casework@ico.org.uk

Any complaint to the Information Commissioner is without prejudice to your right to seek redress through the courts.