

RESIDENT ENGAGEMENT PRIVACY NOTICE

This privacy notice is designed to help you understand how and why Northamptonshire Partnership Homes (NPH) processes your personal data. This notice should be read in conjunction with our General/ corporate Privacy Statement ([Link](#))

Who are we?

NPH is a 'data controller' as defined by Article 4(7) of the UK General Data Protection Regulation (UK GDPR). NPH is registered with the Information Commissioner's Office as a Data Controller (Reference ZA092170) and we are the data controller for the purposes of managing personal data associated with your engagement with us.

What personal information do we collect?

For the processing to which this notice relates to be carried out we use the following information:

- personal information: your name and contact details.
- special category personal information: information about physical health but this will only be collected with your explicit consent (if required to facilitate your participation in events)

There may be occasions where we may include a prize draw for those involved in an engagement activity. If the prize is a monetary award, we will collect the banking details of those who won to facilitate the payment of the prize. Once payment has been made, the banking details will be securely deleted from our systems.

Why do we collect your personal information?

We collect and process your personal information in order to contact you to inform you of opportunities to get involved or participate in:

- Upcoming meetings
- Drop in sessions
- Documents to feedback on

What is our lawful basis for processing your information?

NPH relies on the following lawful basis to process your personal data:

- UK GDPR Article 6 (1) (e) - 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

- UK GDPR Article 9(2)(a) is being relied upon to process your special category data, this is where you have given your explicit consent to process your health data and bank details.

Who do we obtain your information from?

The information we process will be obtained directly from you from tenancy records or from the form you completed when you expressed an interest in participating in engagement sessions or from telephone or face to face discussions or from emails in which you provide this information.

Who do we share this information with?

We do not intend to share your information with anyone within or outside of NPH. In certain cases we may also share your information with other individuals and organisations. For example, if you make a complaint to your Councillor, or if the sharing would help with a safeguarding issue or help prevent a crime.

How long do we keep your information for?

Information is retained in accordance with the provisions of the Data Retention and Destruction Policy. We will keep your information for different periods of time, depending on what we are using it for. We only keep your information for as long as we need to, after which it will be reviewed for secure deletion, archiving or retention.

For more information about how we use and protect your data, your privacy rights and the complaints process, please see our Corporate Privacy Statement ([link](#)) or contact the Data Protection team on dataprotectionNPH@nph.org.uk or on 0300 330 7003. You can also write to the DPO by post at Northamptonshire Partnership Homes, One Angel Square, Angel Street, Northampton, NN1 1DE.