

Privacy Notice relating the Homes for Ukraine scheme (for hosts)

Service description

This privacy notice explains how Canterbury City Council will use your personal data to support the Government's Home for Ukraine scheme.

Processing activity

We use your personal information to:

- support the delivery of the Homes for Ukraine Scheme
- deal with expressions of interest from you to become a host
- ensure sponsors and their households undertake vetting (DBS) checks and enhanced checks where necessary
- ensure sponsors and their households undertake safeguarding checks where necessary
- contact you regarding your application e.g. missing information, clarification on information provided, to arrange visit etc
- offer you services to prepare your home for hosting e.g. fire checks, gas safety checks
- share relevant information with Kent County Council to complete further checks to ensure suitability

Information requirements

We will collect the following personal information when you provide it to us or receive from the Home Office or Department of Levelling Up, Communities and Housing or Kent County Council:

- Personal information e.g. your name, address, date of birth, age, sex, details of property, district or borough council, confirmation of vetting and safeguarding checks.
- Contact details e.g. your email address, telephone number.
- Information relating to individuals living in the same household e.g. descriptions listed in personal information, contact details.

We also collect the following 'special category data' (personal data which is more sensitive and is treated with extra care and protection) when you provide it to us:

- Information about you and your circumstances e.g. are you or an individual living in the same household being supported or receiving a service from Adult Social Services or Children's Services.

Other information relating to vetting and safeguarding checks (including outcomes or flags) will also be collected by us or be provided by the Home Office or Department of Levelling Up, Communities and Housing.

Lawful bases

Our **lawful bases** for processing your personal information are:

- Public Task (A6(1)(e))
- Substantial Public Interest (A9(2)(g)) as supplement by DPA2018 s10(3) and Schedule 1 Part 2 Para 6

Your rights

Your rights depend on the lawful basis we are relying on. More information is [available here](#).

Data Processors

Canterbury City Council uses the following data processors:

- [Google LLC](#), a company compliant with Privacy Shield

Data sharing

In the course of working with you, we may collect information from, or share it, with some of the following third parties (non-exhaustive list):

- The Home Office
- Department for Levelling Up, Housing and Communities
- Kent County Council

Each organisation listed above will ensure they have the relevant agreements in place to be able to process your personal information.

This data sharing enables us to ensure the delivery of the Homes for Ukraine Scheme.

We will share personal information with law enforcement or other authorities if required by applicable law or in connection with legal proceedings.

Please refer to the Kent & Medway Information Agreement for further details on our sharing arrangements.

Retention

We will only hold your personal information for as long as necessary. Personal data shall be retained for 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 before 2 years of closure.

More information

Please refer to our Corporate Privacy Notice at www.canterbury.gov.uk/privacy for further details of how we process your personal information and your rights.