

UK Community Renewal Fund: Privacy Notice

Data controller:	Greater Manchester Combined Authority, Broadhurst House, 56 Oxford Street, Manchester M1 6EU
ICO registration reference:	Z5119967
Customer enquiries contact details:	officeofdpo@greatermanchester-ca.gov.uk
Data Protection Officer:	Phillipa Nazari, Greater Manchester Combined Authority

This Privacy Notice sets out how the Greater Manchester Combined Authority (GMCA) will use information in its role as Lead Authority for Greater Manchester, for the UK Community Renewal Fund.

Who are we?

The Greater Manchester Combined Authority (GMCA) is made up of the ten Greater Manchester councils, the Greater Manchester Fire and Rescue Service, and the Mayor of Greater Manchester. We work with other local services, businesses, communities, and other partners to improve the city-region.

What is the UK Community Renewal Fund?

The UK Community Renewal Fund (CRF) comprises £220 million of investment across the UK and will be the pre-cursor to the UK Shared Prosperity Fund to be launched in 2022. The CRF aims to support people and communities most in need across the UK to pilot programmes and new approaches and will invest in skills, community and place, local business and supporting people into employment.

Where Mayoral Combined Authorities exist, UK Government has assigned them as Lead Authorities. Greater Manchester Combined Authority has been identified by UK Government as the Lead Authority for Greater Manchester. The role of the Lead Authority is to invite bids from a range of Project Applicants, appraise and prioritise projects up to a maximum of £3m per place and submit a shortlist to UK Government who will select projects based on the published assessment criteria.

What personal data we will be collecting?

As part of the application process for UK Community Renewal Fund, we will be collecting the following data from applicants:

- Applicant name
- Bid Manager Name and position
- Contact telephone number
- Email address
- Postal address
- Senior Responsible Officer contact detail

Why are we collecting your personal data?

Your personal data is being collected as an essential part of the UK Community Renewal Fund bidding process. Your personal data will help make sure your application is reviewed appropriately and to ensure that we contact the right people regarding the outcomes of the process.

We will contact all Project Applicants to let them know whether their project has been shortlisted and submitted to UK Government, shortly after the deadline of 18 June 2021.

The GMCA will then share the applications of successful projects with the Ministry of Housing, Communities & Local Government (MHCLG part of UK Government).

They will make the final decision regarding the funding of the application. These will be chosen in late July 2021 and the results will be published on the MHCLG website.

We will be required to issue grant agreements to successful bidders once funding has been agreed by UK Government, and then undertake monitoring and assurance activity which will require additional data from Project Applicants. This additional data will be decided by MHCLG and further details of this will be provided to the successful Project Applicants.

How will your personal data be used?

Applications will be collected via The Chest the GMCA will use these to undertake the initial part of the application process.

As a Lead Authority for the CRF, we will be required to appraise and prioritise applications and submit a shortlist to UK Government.

We will also use your personal data for contact purposes.

Legal basis for processing your personal data

GMCA will process all data according to the provisions of the Data Protection Act 2018 and the UK General Data Protection Regulation 2018 (UK GDPR).

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.

As part of the Application Form you will be asked to confirm that that you accept the uses of your personal data, as outlined here and restated on the Application Form. Although the word “Consent” is used on the Application Form, this is not a reference to a lawful basis to use your data.

Who will we be sharing the data with?

We will be required to shortlist projects for each area and share the shortlisted project applications with MHCLG, for MHCLG to undertake their own assessment of the provided shortlisted projects and select successful projects.

The shortlisting process will include an appraisal & prioritisation of the applications to create the shortlist. To do this the GMCA may work with representatives from some of the Greater Manchester Local Authorities. They will have access to your personal data as part of the appraisal team.

How long will we keep the personal data for?

If your bid is successful, your personal data will be passed on to MHCLG. MHCLG will handle your data in accordance [with their own Privacy Notice](#).

Should your bid be unsuccessful, the GMCA will erase your personal data by September 2021.

How will we ensure the security of your data?

The GMCA is committed to the security of the information we collect and we use reasonable measures to prevent unauthorised access to that information. We are required to demonstrate that our solutions meet the required levels of personal,

procedural, policy, data and technical security. We will only process personal information for the purposes it has been collected or subsequently authorised.

Sending data overseas

Your personal data will not be sent overseas.

Automated decision making

We will not use your data for any automated decision making.

The identity of the data controller and contact details of our Data Protection Officer

GMCA has been designated as a 'Lead Authority' in Great Britain for the UK Community Renewal Fund. As such, GMCA has been asked to run a local bidding process and submit a shortlist for consideration to MHCLG.

For the purposes of this initial local bidding process, all personal data used up to the submission of the shortlist, the GM will be a joint data controller with MHCLG. This is for all UK Community Renewal Fund related Personal Data collected with the relevant forms as part of this process.

Once the successful applications have been identified by MHCLG this is considered the second part of the process. Any data collected by the GMCA for monitoring purposes or to evaluate the programme will be on behalf of MHCLG who will be considered the sole Data Controller for this data.

You can access the [MHCLG Privacy Notice](#) online.

GMCA's Data Protection Officer can be contacted via email:

OfficeOfDPO@greatermanchester-ca.gov.uk.

The Ministry of Housing, Communities and Local Government (MHCLG) is a data controller for all UK Community Renewal Fund related personal data collected with the relevant forms submitted to MHCLG, and the control and processing of Personal Data. Their Data Protection Officer can be contacted at dataprotection@communities.gov.uk

What rights do individuals have?

The GMCA must comply with the UK General Data Protection Regulations (UK GDPR) and the Data Protection Act 2018.

Under data protection law, your rights include:

- Your right of access - You have the right to ask us for copies of your personal information.
- Your right to rectification - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.
- Your right to restriction of processing - You have the right to ask us to restrict the processing of your information in certain circumstances.
- Your right to object to processing - You have the right to object to the processing of your personal data in certain circumstances.
- Your right to data portability - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

If you wish to make a request, please contact us at:

Email: officeofdpo@greatermanchester-ca.gov.uk

Post: Office of the DPO GMCA,

Tootal Buildings,

56 Oxford Street,

Manchester, M1 6EU

How can I make a complaint?

If you are not satisfied with how the GMCA is using the information we hold about you please contact our Data Protection Officer by emailing

officeofdpo@greatermanchester-ca.gov.uk.

If you are still not satisfied with the GMCA's response to any request to exercise your individual rights or if you believe that the GMCA is not processing your personal data in accordance with the law, you can contact the Information Commissioners' Office:

Post: Information Commissioner's Office,

Wycliffe House,

Water Lane,

Wilmslow,

SK9 5AF

Telephone: 0303 123 1113