

Resettlement Scheme Privacy Notice

This Privacy Notice explains what you need to know about how Worcestershire County Council (the Council) will use your information for Resettlement Schemes. Further information about how the Council processes your data can be found in our [Full Privacy Notice](#).

The Privacy Notice will cover:

- [Purpose for processing](#)
- [Personal data collected and lawful basis](#)
- [Who we may share your information with](#)
- [How long we will hold your information](#)
- [Your information rights](#)

Purpose for Processing

We will use your information when you participate in the Resettlement Scheme so that we can offer you services to settle and integrate into Worcestershire. This is part of the UK Government's national resettlement scheme for refugees.

We will use this information to:

- Enable us to fulfil our task to provide support as funded by the Home Office
- Provide you with the services you need
- Help us develop and improve our services and performance
- Produce reports for Government departments
- Prevent and / or detect crime or fraud, including as part of the National Fraud Initiative (NFI)

We may not be able to provide you with a product or service if we do not have enough information and, in some instances, your consent to use that information.

Personal data collected and lawful basis

The service processes personal data relevant to individual cases which includes:

- Full name,
- Date of birth,
- Contact details (for example phone number, address, and email address)
- Biographical details including marital status, religion, ethnic origin, gender
- National Insurance (NI) number
- Country of birth
- Languages spoken

- Next of kin / emergency contact details
- Arrival date in the UK
- Financial information
- Specific needs assessment
- Details of your education, skills and employment
- Information about your need for resettlement

We aim to keep your information accurate and up to date. You can help us to do this at any time by letting us know if any of the information you have given us changes, such as your address.

The legal bases for our processing of personal data are:

- necessary for the performance of a task carried out in the public interest or in the exercise of our official authority under legislation including:
 - Nationality Immigration and Asylum Act 2002 section 59(1)(e)
 - Immigration and Asylum Act 1999
- consent of the data subject, in regard to sharing information with voluntary groups

Where we process information that is considered to be more sensitive and requires more protection, including your racial/ethnic origin, political opinions, religious/philosophical beliefs, sexual orientation and information regarding your physical and mental health) we also meet one of the special category personal data conditions:

The special category condition for processing any special category personal data is:

- necessary for reasons of substantial public interest (statutory etc and government purposes)
- explicit consent of the data subject, in regard to sharing information with voluntary groups

How long we will hold your information

We will not keep your information longer than it is needed. In some instances, the law sets the length of time information has to be kept. We may keep your data longer if we need to retain it for legal, regulatory, evidential or best practice reasons. We will dispose of all records in a secure way, whether they are on paper or electronic. More information about our retention periods can be found in our [summary Disposal Schedule](#).

Who we may share your information with

We may need to share your data with other organisations. These may include but not be limited to:

- Home Office
- NHS Organisations
- Police
- Ofsted
- Cabinet Office
- Other local authorities
- Other Worcestershire County Council services
- If you have given your consent, we may also share information with the local volunteer group set up to support the resettlement programme:
 - Malvern Welcomes Refugees
 - Droitwich Welcomes Refugees
 - Wyre Forest Refugee Support Group

- Evesham Vale Welcomes Refugees
- Bromsgrove and Redditch Welcomes Refugees

Your information rights

You are entitled to a copy, or a description, of the personal data we hold that relates to you, subject to lawful restrictions. Please go to our [Make a Data Protection Request webpage](#) to find out how to make a request.

You may be entitled to rectification, restriction, objection, and erasure of your personal information depending on the service and legal basis. Please in the first instance contact dataprotection@worcestershire.gov.uk to exercise these Information Rights or call the main Worcestershire County Council contact telephone number of **01905 765765**.

Please see our overarching Privacy Notice (<http://www.worcestershire.gov.uk/privacy>) for further information about your rights, contact details and if you have a complaint about your information rights.