

East Ayrshire Council Privacy Notice

Find out how East Ayrshire Council uses personal data by checking the Council's website at the following address:

[Privacy statement · East Ayrshire Council \(east-ayrshire.gov.uk\)](http://east-ayrshire.gov.uk)

Our website contains information about the different ways in which the Council uses personal data.

This Privacy Notice provides more information about just one of those processes.

Title of Process	Homes for Ukraine Sponsorship Scheme and Scotland's Super Sponsor Scheme
Why does the Council process personal data?	<p>The purpose of the Homes for Ukraine Sponsorship Scheme and the Scottish Super Sponsor Scheme is to assist with the humanitarian response to the situation in Ukraine and ensure displaced people from Ukraine are matched with accommodation/housing in Scotland and provided with appropriate welfare and support services, necessary information will also be gathered relating to their housing requirements.</p> <p>The purpose of the Homes for Ukraine scheme is to let individuals offer accommodation to displaced people from Ukraine by allowing them to sponsor individuals or families to stay with them.</p> <p>The purpose of the Warm Scottish Welcome Scheme (Scotland's Super Sponsor Scheme) as part of the UK Government's Homes for Ukraine is to provide accommodation and care to displaced people of Ukraine in Scotland by removing the need for applicants to be matched to a named individual before they are cleared to travel to the UK through the visa system.</p> <p>Personal data will be shared with Local Authorities via the Scottish Government. East Ayrshire Council will become responsible for providing services to and prioritise interventions and minimise harm to the most vulnerable and where necessary share/transfer this data to other service providers as they would with existing processes as part of their functions.</p>

	<p>The Scottish Government will provide us with host's information as part of the Homes for Ukraine Sponsorship Scheme and the Scotland's Super Sponsor Scheme. We will use their information to carry out checks on their accommodation and process enhanced Disclosure Scotland checks. We need this information to provide the host and the displaced people from Ukraine with support and access to public services. We also use host information to verify their identity where required, contact them by post, email or telephone and to maintain our records.</p>
<p>What personal data is used?</p>	<p>The data to be transferred from the Scottish Government for the Homes for Ukraine Sponsorship Scheme will include:</p> <ul style="list-style-type: none"> • Application reference number • Address of sponsor property • Sponsor contact information • Name, sex and date of birth of the displaced person <p>The data to be transferred from the Scottish Government for the Scotland's Super Sponsor Scheme will include:</p> <ul style="list-style-type: none"> • Date and point of arrival • Visa application number • Names and ages of family members • Mobility assistance required • Information about pets and number of pets they are travelling with • Pregnancy status <p>Additional information required by East Ayrshire Council will include bank account details to make payments to the sponsor and to provide financial support to displaced people from Ukraine.</p>
<p>What makes it lawful for the Council to process this personal data?</p>	<p>UK GDPR Article 6(1)(e) – the 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. With regards to sensitive personal data, the processing is necessary for reasons of substantial public interests as per Article 9(2)(g) of the UK GDPR.</p>
<p>Where does the Council obtain personal data from?</p>	<p>Scottish Government, the sponsor and directly from the displaced people from Ukraine.</p>

<p>Where does the Council keep personal data?</p>	<p>Data will be held on East Ayrshire Council secure network drives.</p>
<p>How long does the Council keep personal data?</p>	<p>Each relevant service area will have their own retention schedules. Personal data will not be retained or processed for longer than is necessary to carry out the scheme.</p>
<p>Who does the Council share personal data with?</p>	<p>Data may be shared internally with services, these include but not limited to;</p> <ul style="list-style-type: none"> • Housing and Communities • Education Services • Environmental Health • Health and Social Care Partnership • Finance • Vibrant Communities <p>Your information is also analysed internally to help us improve our services.</p> <p>We may have to share your information with other organisations in order to provide multi-agency support, for example, the Scottish Government and NHS Scotland. We may also share information with some other agencies and external parties depending on your individual circumstances. These include but not limited to :</p> <ul style="list-style-type: none"> • Advocacy Services • Chief Veterinary Officer • Community Connectors • Department of Work and Pensions • Dentists • Disclosure Scotland • Financial Services e.g, banks • Fire Service • GPs • Police Scotland • Private Landlords • Social Security Scotland • Translators • Voluntary Organisations • Utility Companies • UK Government <p>We are legally obliged to safeguard public funds so we are required to verify and check your details internally for fraud prevention. We may share this information with other public bodies (and also receive information from</p>

	<p>these other bodies) for fraud checking purposes.</p> <p>We are also legally obliged to share certain data with other public bodies, such as HMRC and will do so where the law requires this. We will also generally comply with requests for specific information from other regulatory and law enforcement bodies where this is necessary and appropriate.</p>
Who do I contact about my personal data?	<p>The Council has a Data Protection Officer to make sure it is complying with data protection laws.</p> <p>They can be contacted at: Data Protection Officer, East Ayrshire Council, London Road, Kilmarnock, KA3 7BU Email: information.governance@east-ayrshire.gov.uk Telephone: 01563576094</p>