

Privacy Notice – Process Evaluation of the Home Building Fund - Infrastructure Loans



Important details about GC Insight

GC Insight is an advisory, research and evaluation consultancy working for government, publicly funded and other organisations. We primarily operate as a Data Processor – however, on occasion, we may operate as Data Controller (either singularly or jointly) depending on the nature of our work.

- Company number | 3162288
- Address | GC Insight, Lee House, Great Bridgewater Street, Manchester, M1 5JW
- Phone | 0845 644 3023
- Email | enquiries@gcinsight.co.uk
- Information Commissioner's Office Registration no | ZB696723

Our commitment to your privacy

GC Insight Ltd takes your privacy very seriously and we are committed to protecting your personal information and the information you provide whilst conducting research with us. Please read this Privacy Notice carefully and contact us with any questions.

We are committed to meeting relevant laws, codes, registrations and standards

			
	Data Protection Act 2018		Information Commissioner's Office Registration no ZB696723
	Market Research Society (MRS) Code of Conduct		Cyber Essentials

As a Market Research Society Company Partner, you can trust that your personal information will be treated with respect, and it will only be used for the purposes that we inform you about.

It is not our aim to sell or promote anything. We conduct market research using scientific methods and we commit, in obtaining your co-operation, not to mislead you about the nature of the research or how the findings will be used. You can verify that we are a bona fide market research consultancy by contacting the Market Research Society (MRS) on freephone 0500 396 999.

Purpose

Background

The Home Building Fund - Infrastructure Loan (HF-IL) is a £1.5billion fund available from Homes England for housing developers to apply for whilst preparing land for homes. The loans cover infrastructure and enabling costs. GC Insight is an independent evaluator who has been commissioned to undertake a process evaluation to understand the set up and launch of the fund and reflect on early delivery.

In order for us to evaluate how well the fund has been delivered, we are undertaking interviews with stakeholders and fund recipients. This involves processing personal data, and this privacy notice sets out what data we intend to process and how we will protect it.

Data controller and data processors

For the purposes of this project:

- Homes England is the data controller
- GC Insight is the data processor

Type of data that will be processed

For this project, we will process the following types of personal:

- Simple data including your name, email address, organisation name and your role.
- Behavioural data including your thoughts and opinions on the fund.
- Financial data including financial data on the fund.

How we get the personal data we process

Your personal information is provided through the following ways:

- Homes England has shared your contact details and project information / loan information with us.
- Additional personal data will be obtained during the interview that you have been invited to participate in.

The legal bases for processing your personal data

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- Legitimate Interest: your contact and fund related details were shared with us by Homes England as they require us to process your personal data to legitimately understand how the Fund is currently working and what the areas for improvement are.

- Public task: is the appropriate lawful basis for research and evaluation completed by Homes England as it is necessary for us to evaluate the performance and impact of the tasks we complete using our official authority.
- Consent: explicit consent will be sought from you prior to starting an interview, during which we will collect additional personal data such as your thoughts and opinions of the Fund. You can withdraw your consent at any time by informing the interviewer or emailing dataprotection@gcinsight.co.uk.

How we will use your personal data

Your personal data will be used in the following ways:

- Data will be aggregated and reported to Homes England. Given the small number of projects involved, it will be impossible to anonymise who has said what, however at interview you will have the chance to say if anything needs to be kept confidential.
- Automated profiling will not take place.
- Your data may be linked to other Fund data.
- Your details may be kept to recontact you about follow-up research and for quality control purposes where we may telephone you to validate your responses.
- The report will be published online at gov.uk.

Will we share your personal data?

Your personal data will be shared with the following third parties:

- Our sub-processors who may carry out some of the processing on GC Insight's behalf, and under GC Insight control. An example of this might include the service provider who hosts our survey platform, IdSurvey
- We may share your data with a third party purely for the purpose of delivering a function on our behalf. They will have access to personal information to perform the function, but will not use it for any other purpose.

Any third party must process the personal information as set out in this Privacy Policy and as permitted by the UK's Data Protection Act/laws.

How we will keep your personal data

Your information will be securely stored. We will protect the confidentiality of your information in accordance with our normal data handling procedures and all legal requirements. We will not use it for any purposes other than those which are set out in this Notice. We are committed to keeping personal data secure and take all reasonable technical and organisational measures to protect personal data from loss, misuse or alteration.

The length of time we hold your personal information varies depending upon the type of information and its use. We will hold your personal information on our systems only for as long as necessary to provide research services to our clients, and will anonymise data where possible, securely deleting personal data associated with it at the earliest possible point. For this project, we intend to keep your personal until the end of the evaluation which is expected to be March 2026. We will then dispose of your information by secure digital deletion.

Where your personal data will be processed

Your data will not be transferred or stored outside the UK or European Economic Area.

Your Rights

Co-operation in research is voluntary at all times regardless of what the research is about or who our client is. You are entitled at any stage to ask that your personal data, or part or all of the record of your survey responses, be destroyed or deleted and we will carry out such a request. This can be requested during the interview itself or afterwards. You have the right to access any personal data that we process relating to you. We may ask for verification of your identity before releasing any information to you.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us:

0845 644 3023	dataprotection@gcinsight.co.uk	GC Insight Lee House 90 Great Bridgewater Street Manchester M1 5JW

You can also complain to the ICO if you are unhappy with how we have used your data:

0303 123 1113	https://www.ico.org.uk	Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF