

Housing White Paper Consultation Privacy Notice

On this page:

- [How we collect information about you](#)
- [Types of information we collect](#)
- [How we use the information about you](#)
- [Who we may share your personal information with](#)
- [Publication of your information](#)
- [How long do we store the information about you](#)
- [Where we store your personal information](#)
- [Cookies](#)
- [Your rights and how to exercise them](#)
- [Complaints](#)
- [Changes to this Privacy Notice](#)

This privacy notice covers the public consultation on the Housing White Paper which is administered by the Strategic Housing and Regeneration Team within Strategic Policy, Planning and Performance (SPPP).

SPPP is registered as a 'Controller' under the Data Protection (Jersey) Law 2018 (the "Data Protection Law"), as we determine the purpose and means of processing personal information collected about you, if you decide to use this service.

As a Government department, we generally process and hold your information in order to provide public services and meet our statutory obligations. This notice explains in more detail how we use and share your information in order to provide the service described above.

For information on how the department uses your personal data for other services, please see the Government's privacy policies [here](#).

We will continually review and update this privacy notice to reflect changes in our services and feedback from service users, as well as to comply with changes in the law.

1. How we collect information about you

Information about you will, in most cases, be collected directly from you. This may be done in any of the following ways:

- by completing the Housing White Paper survey questions as part of the consultation on gov.je.
- by mailing or emailing us directly.
- by participating in the social media discussions.
- by meeting with the Housing and Regeneration team representatives.
- by talking to tenants and landlords during in-person meetings e.g. Town Hall.
- by talking to landlords, tenants, and other interested in RTL individuals during the outreach sessions.
- by discussions with third sector organisations' representatives.

2. Types of information we collect

The types of personal data collected will vary depending on what information you volunteer and the information we need in each circumstance. However, we have listed below the most common categories of information we may collect about you:

- **Contact Details** – e.g. Name, Address, Email address.
- **Technical Metadata** – e.g. Usage data on software, systems and the internet.
- **Publicly available information** – e.g. Information collated from public reports and data feeds, which may include information on individuals.
- **Voluntary Information** – e.g. unsolicited information you may provide to us when you engage with us.

3. How we will use the information about you

We need to collect and hold information about you, in order to carry, out the associated public functions of the Housing White Paper Survey. Our legal basis for processing personal data in most cases is that it is necessary in relation to the exercise of SPPP’s function, as a function of the States (Schedule 2 para 4(c) of the Data Protection Law).

We have set out in further detail below why we use your personal data in each instance.

Data Collected:	Used for:	Legal Basis:
Data used to inform the Government of Jersey from answers provided via the Housing White Paper web survey		
<i>Contact Details; Organisation Details; Voluntary Information</i>	<i>Answer your query or investigate your complaint, analyse your feedback or manage our relationship with you. Policy development to inform the service specification for the next phase of delivery.</i>	<i>Public functions: The processing is necessary for the exercise of any function of Crown, the States or any public authority (Data Protection (Jersey) Law 2018, Schedule 2, paragraph 4b)</i>
<i>IP Address and web browser data</i>	<i>Collected by the survey tool used – will be deleted/redacted.</i>	<i>Public functions: The processing is necessary for the exercise of any function of Crown, the States or any public authority (Data Protection (Jersey) Law 2018, Schedule 2, paragraph 4b)</i>
<i>Opinions and answers to postcard questions</i>	<i>Collected by the survey tool, email, postcards, letters, internet comments</i>	<i>Public functions: The processing is necessary for the exercise of any function of Crown, the</i>

	<p><i>and direct discussions – will be deleted/redacted.</i></p> <p><i>Sentiment report development to facilitate next step in policy development. The report will be available to public.</i></p>	<p><i>States or any public authority (Data Protection (Jersey) Law 2018, Schedule 2, paragraph 4b)</i></p>
--	--	--

4. Who we may share your Personal Information with?

4.1. Other Data Controllers

Only names, addresses, contact details and content of your replies may be shared, with no sharing of personal data.

We may also disclose information to other public authorities where it is necessary, either to comply with a legal obligation, or where required under other legislation. Examples of this include, but are not limited to: where the disclosure is necessary for the purposes of the prevention and/or detection of crime; for national security purposes; for the purposes of meeting statutory obligations; or to prevent risk of harm to an individual, etc.

In some instances, this data sharing may require us to transfer your personal data outside Jersey and the EEA, however, we shall only do this with the necessary safeguards in place and where it is lawful because it is necessary and proportionate for the proper discharge of our statutory functions.

4.2. Service Providers

Your personal data may be processed on our behalf by certain third parties who provide service to us, so that they can provide those services. We have strict contracts in place with these service providers to ensure they process your data only on our instructions and with appropriate security in place. The categories of third parties who may receive your personal data in order to provide us with a service are:

- Email and data storage providers such as Microsoft
- Website hosting provider – gov.je
- Citizens Space platform – the Online Survey provider.

At no time will your information be passed to organisations for marketing or sales purposes or for any commercial use without your prior express consent.

5. How long do we store the information about you?

We will keep your information accurate and up to date for 5 years. Please find a link to our retention schedule for more detail about how long we retain your information: [SPPP Retention Schedule.pdf \(gov.je\)](#)

6. Where do we store the information about you?

Government of Jersey systems store data in Jersey, the UK, and the European Union. The UK has been granted adequacy status by the European Commission and personal data stored there will be protected to the same standards as personal data held in Jersey and the EU.

7. Cookies and the gov.je website

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. Please see the gov.je privacy notice for details of the cookies used on gov.je websites.

8. Your rights

Please see the Government of Jersey website here <https://www.gov.je/Government/dataprotection/Pages/ChangingPersonalData.aspx> for details of your rights under the Data Protection Law and how to exercise them.

9. Complaints

If you have an enquiry or concern regarding processing your personal data you can contact the Data Governance Officer at r.young3@gov.je.

If you wish to make a complaint about how your personal data is processed, you can contact the Government's [Data Protection Officer](mailto:DPO@gov.je) at DPO@gov.je

If you believe that SPPP has contravened the Data Protection Law and the contravention affects your data protection rights, you have the right to make a complaint at any time to the Jersey Office of the Information Commissioner (JOIC), (<https://jerseyoic.org/>).

We would, however, appreciate the chance to deal with your concerns before you approach the JOIC, so please contact us in the first instance.

10. Changes to this Notice

We may, from time to time, revise this privacy to ensure it remains up to date. It is advisable to check it regularly to keep aware of any changes.

This version was last updated on 26 June 2023.