

Young People's Rough Sleeping Census Pilot – Your Privacy

This leaflet explains how and why we collect and use the information asked of you in this survey. Taking part in the census survey is entirely voluntary.

As part of the Life Off The Streets programme in London, we (Depaul UK and London Councils) are conducting research to better understand young people's experience of rough sleeping in London. Through this pilot, which is being conducted throughout Bromley, Camden and Lambeth, we hope to learn about young people's experience in the boroughs, as well as about how we can undertake a London-wide census in 2025. By improving our understanding of young people's experiences, we hope to advocate for better services for young people across the city.

Depaul UK are 'data controllers' for the data collected through the survey. If you have any questions about how we handle the information from this survey, please e-mail dataprotection@depaulcharity.org.uk.

1. What kind of information we will ask for?

The survey asks for information about your experiences of rough sleeping over the last three months.

One of the reasons for conducting the research is to assess the accuracy of the data on CHAIN – the multiagency database for recording information about people sleeping rough in London. So we can see if your information is on CHAIN, at the end of the survey we'll ask for your name and date of birth. You do not need to provide this information if you'd prefer not to. If you do, we will not use it for any other purpose and will not add you to the database.

Participating in this survey is entirely voluntary, and if you do take part, you do not have to answer all of the questions if there is information you would prefer not to give to us.

2. How will we use this information?

What you tell us will only be used for the purpose of researching homelessness.

The worker or volunteer conducting this survey will submit the information you provide into an electronic form that is sent directly to Depaul UK. Your answers will not be accessible to the worker or volunteer after the survey is submitted. If you would like this information to be used for another purpose, e.g. your support, please let them know as they will need to make a separate record of it.

3. Will this be shared with others?

The information provided in this survey comes directly to us at Depaul UK. In order to check if your information is on CHAIN, we will send an encrypted list of survey participants' names and dates of birth to a dedicated person at Homeless Link – the organisation that manages the database. They will run a report to check who is on the database and who isn't and send this back to us. We will make a note of which young people are on CHAIN then delete all identifying information from our dataset.

We will then check the data to make sure it contains no identifying information before sending the pseudonymised information to an appointed researcher who will produce a report. The data will be considered pseudonymised once any personal or identifying information has been removed.

Our report will present the information we collect as statistics and it will be impossible for you to be identified. We will let the local authority know what we have found in your borough, but will not identify you in any way.

The report will also share what we have learnt through delivering the pilot to inform the London-wide census. This element of the report will not make reference to specific services or young people.

4. Our lawful basis for using your information

We are conducting this survey on the basis of **legitimate interest** and because there is a **substantial public interest** in conducting research to improve the understanding of the experiences of young people who are rough sleeping in London.

5. How long do we hold on to your information?

We will cross-check personal information with CHAIN and remove anything that may directly identify you within 30 days. We will hold on to the remaining pseudonymised data for a minimum of 2 years from the date you completed this survey, but we may extend this period if needed for further research. Any data stored beyond 30 days will not include any personal information.

6. Your information rights

It is very unlikely that we will be able to identify you from your survey responses. In some rare cases, however, this may be possible, for example if your situation is particularly unique, and with your help. If this is the case, under some circumstances, by law, you have the right to:

- **Request access to your personal data** (also known as a "data subject access request"). This enables you to receive a copy of the personal information we hold about you.
- **Ask us to correct personal data** if it's inaccurate.
- **Ask us to erase your personal data** from our files and systems but only where there is no good reason for us continuing to hold it.
- **Object to us using your personal data** for this purpose.
- **Ask us to restrict or suspend the use of your personal data**, for example if you want to stop us from deleting it.
- **Ask us to transfer your personal data** to another person or organisation.

If you want to do any of the above or have any questions relating to this survey, please email Depaul UK at dataprotection@depaulcharity.org.uk.

You can also make complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues:

Address: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Telephone: 0303 123 1113

Created 28.05.2024