

Net Zero Carbon Programme: Demonstrator Churches grants scheme - Privacy Notice 2024

This privacy notice is provided by the Net Zero Carbon Programme to explain what to expect when we collect and process your personal information in accordance with the UK GDPR.

Data controller(s)

The data controller is:

The Archbishops' Council
Church House
Great Smith Street
London
SW1P 3AZ

For further information on the Archbishops' Council please go to:

<https://www.churchofengland.org/about/leadership-and-governance/national-church-institutions>

1. Why we collect and use your personal data

Personal information is collected for the following purpose/s:

- To contact you in relation to your Demonstrator Church grant nomination or grant applications to our stage one or stage two support grant.

2. The categories of personal data we collect:

The information we process for this [purpose/these purposes] is:

- *Name*
- *Email address*
- *Job Title*
- *Phone Number*

We may also indirectly process the following "special categories" of:

- *religion;*
- *health;*

3. The lawful basis for using your information

We collect and use personal data under the following lawful bases:

Personal data

- Legitimate Interest

Special categories & criminal information

- Consent

Legitimate Interests Assessment

Because we consider that we have a legitimate interest in processing your personal data, we have undertaken a Legitimate Interests Assessment which sets out why we consider such processing is justified.

We have a specific purpose with a defined benefit	For the specific purpose of managing nominations, application assessments and ongoing grant management in relation to Net Zero Carbon Demonstrator Churches grants. The defined benefit is the chance seek or receive support from the Net Zero Carbon Demonstrator Churches grant scheme.
The processing is necessary to achieve the defined benefit.	Without contact with the church, we cannot do the above.
The processing legitimately overrides the interests of the data subject and any risks to their rights or freedoms.	We consider that the processing meets this test and is proportionate to the necessity to manage and distribute our grants.

For a copy of the full Legitimate Interest Assessment, please contact James Miles (contact details in section 8 below).

4. Who we collect from or share your information with:

We do not collect personal details from third parties. Any nomination submitted by a diocese will include personal contact details, and any application sent to a church for Stage One and Stage Two support grants will be sent via the diocese.

Once your information has been collected by an NCI, it may be used by other NCIs, where necessary and lawful, to provide a complete service. It is for this reason that we link your information together, for example, to save providing information more than once.

We will not share your data with any other third parties except where specified here:

- Third parties specifically tendered for and in Service Level Agreements or contracts with the Demonstrator Grants programme to deliver fundraising consultancy or technical advisory support related to a PCC's Demonstrator Churches grant project.

5. Your personal data will not be sent to countries outside the EAA.

Generally, personal data will not be sent to countries outside of the UK. For churches in the Diocese of Europe, The Diocese of Man, and those churches within the Diocese of Salisbury who are located within the Channel Islands, your personal details may be shared with service providers in the locality of the country or Crown Dependency where the church is located, to enable the necessary the delivery of fundraising consultancy or technical advisory support related to a PCC's Demonstrator Churches grant project. Where data is shared, further consent will be collected from the applicants to allow for this, and will be only done in accordance with EU GDPR regulations; the Isle of Man Data Protection Act 2018; the Data Protection (Bailiwick of Guernsey) Law 2017; and the Data Protection Authority (Jersey) Law 2018 and the Data Protection (Jersey) Law 2018 ('the DPJL').

6. How long do we keep your information?

We will keep your information for seven years after the demonstrator grant programme has ended so that the grant and attached details are available to our auditors on request. We estimate that this will be no later than December 2032.

7. Your rights

You have the following rights regarding your personal data:

- The right to be informed about any data we hold about you;
- The right to request a copy of your personal data which we hold about you;
- The right to withdraw your consent at any time (if applicable);
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for us to retain such data;
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of your personal data (if applicable);
- The right to obtain and reuse your personal data to move, copy or transfer it from one IT system to another (if applicable).

To exercise these rights, please contact the Data Protection Team using the contact information provided below. The NCIs Individual Rights Policy is available on request.

8. Complaints or concerns

If you have any queries regarding this processing activity, please contact, in the first instance, James Miles, james.miles@churchofengland.org

If you have any concerns or queries about how the Cathedral and Church Buildings team handle your personal data, please contact the Data Protection Officer at:

gdpr@churchofengland.org

or online at: [National Church Institutions data protection | The Church of England](#)

or Tel: 020 7898 1030.

You have the right to make a complaint at any time to the Information Commissioner online at: [Your personal information concerns | ICO](#), or by phone on 0303 123 1113 (local rate).