Data Protection Privacy Statement – UK Shared Prosperity Fund and Rural England Prosperity Fund Grants

In order to deliver services to the citizens and communities in Bedford Borough, it is necessary for the Council to collect, gather and process personal data about residents, staff and other individuals. Bedford Borough Council is committed to protecting your personal data when you use its services and/or correspond with it.

The Council has registered as a Data Controller with the Information Commissioner's Office. This registration can be viewed on the ICO website (opens in a new window) Registration Number Z5916725.

As a Data Controller, the Council sets out the purposes and methods for processing information and ensures safeguards over any personal and special category information it processes.

The sections below explain the arrangements we have in place to protect the information entrusted to the Council.

In relation to UK Shared Prosperity Fund related personal data required by the Department for Levelling Up, Housing and Communities (DLUHC), DLUHC is a data controller. For more information on the DLUHC's processing of personal data for the UKSPF, please refer to the **UK Shared Prosperity Fund: privacy notice**.

In relation to UK Shared Prosperity Fund (UKSPF) and Rural England Prosperity Fund (REPF) Grants administered and provided by Bedford Borough Council. Bedford Borough Council will process your personal data for the following processing purposes:

- **managing and processing applications for UKSPF and REPF grants**
- **conducting necessary background check to identify and prevent fraud**
- **corresponding with applicants as well as ongoing correspondence with successful applicants awarded UKSPF and REPF grants**
- **monitoring and evaluating UKSPF and REPF projects**
- **sharing UKSPF beneficiary data and providing project updates to the UK Government's Department for Levelling Up, Housing and Communities (DLUHC)**

It is processing this personal data by virtue of the following Lawful

Basis: **Performance of a task carried out in the public interest.**

Personal data provided for UKSPF and REPF Grant applications for services administered and/or provided by Bedford Borough Council may be shared with, or obtained from the following organisations (in addition to any other disclosure required by a Court of Law or in response to a valid request by, normally, a law enforcement agency:

Relevant council officers, service areas, Parish Councils, Borough Councilors, the Department of Levelling Up, Housing and Communities (DLUHC), the Department for Environment, Food and Rural Affairs (DEFRA) and their contractors

The processing of your personal data will be restricted in time to:

The UKSPF and REPF Grants are based on a financial year but data is stored beyond the financial year in the event of a repeat contribution to a local organisation in the future and for reporting to DLUHC and DEFRA.

Your personal data will be held by/for the Council within the UK or the EU.

The information you have provided is a statutory or contractual requirement: this is something we have to do. Please see details below, including any consequences if we do not receive the information:

Bedford Borough Council will be unable to determine eligibility for a grant or administer and report on the grant.

We have a range of measures to protect the personal data you provide. These include: cyber security; physical security of the Council's buildings and training on Data Protection for staff.

Bedford Borough Council is the Data Controller processing your information, who can be contacted as follows:

Bedford Borough Council
Borough Hall
Cauldwell Street
Bedford
MK42 9AP
Email: dpo@bedford.gov.uk

If you wish to enquire about your rights as a data subject, whether you wish to request a copy of your own information that Bedford Borough Council holds, request for data portability; rectification or erasure of your data for any reason or objection to any processing, please contact the Council's GDPR Data Protection Officer email: dpo@bedford.gov.uk or send to the above address.

The Department for Levelling Up, Housing and Communities (DLUHC) will also be a Data Controller for all UKSPF-related Personal Data collected in this application and submitted to DLUHC, and for the control and processing of Personal Data.

Alternatively, in the event that you remain dissatisfied with the way Bedford Borough Council has handled the processing of your information (i.e. after liaising with the Council to find a satisfactory solution), you have the right to contact the UK's Statutory Authority: The Information Commissioner's Office (ICO) who can be contacted by using the details displayed at the bottom of the page entitled

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Personal information and your rights | Bedford Borough Council on our website under the “Challenging the response” heading.

Changes to this Notice: We keep this Privacy Notice under regular review; this Notice was last updated in August 2025.