



Wirral Council

Lisa Newman
Head of Operational Housing
Services
PO Box 290
Brighton Street
Wallasey
CH27 9FQ

www.wirral.gov.uk

Date:

Your Ref:
Our Ref: HST/Developers List
Service: Housing Services

Housing Standards Team
Developers List Service

RESPONSIBLE DEVELOPERS UNDERTAKING

Name.....

Address.....

.....

Company Name.....

Company Postal address

.....

Email address

Contact No(s)

*delete as necessary

*I/we agree to give Wirral Council the following undertaking

*I/we have the necessary funding, knowledge and experience to acquire and refurbish a vacant property to a lettable standard within a six month period; with a view to achieving re-occupation at the earliest opportunity.

If successful in acquiring vacant premises through the Housing Standards Team's Developers List service, *I/we agree to:-

1. Undertake the necessary refurbishment works
 - Internal works to a lettable standard (within 6 months)
 - External works as necessary following advice from the Housing Standards Team (as soon as reasonably practical) thus ensuring any negative impact the vacant property is having on the neighbourhood is addressed.

2. On completion of the necessary works*I/we intend to:-
 - Let the property
 - Reside in the property
 - Dispose of the property

Name.....

Signed.....

As you are no doubt aware the Housing Standards Team continues to monitor the progress of all properties which are sold through the Developers List and we value your co-operation with this process.

Failure to adhere to this undertaking will result in your removal from the Developers List service; as the service can only continue to be successful for all parties if used responsibly.

Housing Standards Team
PO Box 290
Brighton Street
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tel: 0151 691 8132
email: emptyproperties@wirral.gov.uk

Privacy Notice – Housing Services

This Privacy Notice explains how we use any personal information you provide to Housing Services and any contact you have with the Council

We respect your right to privacy and are committed to maintaining it. We only collect, store and process your personal information in accordance with the relevant laws and regulations

You don't need to take any action but our Privacy Policy will help you better understand why and how we use your personal information to provide you with good customer service

Information collected

Housing Services hold a wide variety of different categories of data depending on the relationship the Council has with you and the services you are using and may include as applicable:

Name

Address

Address of property which service request relates to.

Contact details (phone numbers, email address etc)

Date of Birth

Gender

Benefit status/information

Financial information

Job status

Advocate/carer/agent details

Health, social care or other need relating to support via a housing service

Property improvement/adaptation/repair scheme detail

Offending History/Previous convictions

Disabilities

Legal basis for collecting information

As part of a public body the legal basis for Housing Services processing data includes:

A task carried out in the public interest

Contract and/or

Consent

Reasons for data collection

Housing Services collect data for a range of reasons to ensure that housing services and the housing stock in the borough meet the needs of a wide range of households and that housing services enable residents to access accommodation and are able to live and remain in safe, secure and appropriate housing. Data is also used for adapting and improving housing stock to meet the needs of the occupiers, supporting residents to access housing provision, influencing the development of new homes, improving housing conditions in the borough to protect residents, ensuring housing meets the specific needs of diverse households and to influence the design of housing support

services. Data will also be used to inform service users of changes to service provision including the introduction of new services and may seek views from service users and potential service users.

How we collect data

The vast majority of the data held by Housing Services is collected directly from you, face to face, over the telephone, in writing or through the provision of required documentation; however, some of the data is collected in other ways including:

Partner agencies that share information to provide a joined up service

When members of the public report issues to us

When the emergency services, including law enforcement agencies and Probation Services share information to safeguard residents

How we protect your data

Your information will be held in a secure way, whether it is on paper or in electronic form and it will only be available to those who have a right to see it.

People we share data with

Housing Services shares data with others to enable a requested or statutory service to be provided where this needs to be done to meet a legal duty, or is in the public interest or we have obtained your consent

How long we keep your data?

For as long as it is necessary to perform the function that it was originally collected. After this function has been performed all data is kept unused for a period of time as detailed in the Council's Retention and Destruction policy, prior to being securely destroyed

Your data rights

You have a range of rights relating to your personal data including:

the right to:

- access your personal information in the majority of circumstances,
- update inaccurate data,
- restrict processing of any inaccurate data.
- object to certain processing such as direct marketing
- data portability in cases where consent is given
- erase data
- withdraw your consent when it has previously been given
- complain about data handling

Automated decision making and profiling

We do not carry out 'automated decision making' using your data but we do sometimes carry out profiling to ensure services are targeted at the correct service users

Complaints

We try to resolve an initial complaint directly and informally however you can ask to have any complaint dealt with through the Councils formal complaints procedure.



Equality Watch

Evaluation Form (Information will be kept confidential)

Section A: Personal Information (Please note completing this section is optional)

Your Gender:

- Male
 Female

(please tick one box)

YES/NO Is your gender identity the same as the gender you were assigned at birth? (please delete as appropriate)

Your Age: Please state your date of birth []

Your Ethnicity: (Please tick one box or state your ethnicity)

A. White

- English
 Other British
 Irish
 Any other White background (please state)

B. Mixed

- White & Black Caribbean
 White & Black African
 White & Asian

Any other Mixed background (please state)

C. Asian or Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian background (please state)

D. Black or Black British

- Caribbean
- African
- Any other Black background (please state)

E. Other Ethnic Group

- Arab
- Gypsy / Romany / Irish Traveller
- Any other Ethnic Group (please state)

Your Disability: Do you consider yourself to be a disabled person?

YES/NO (please delete as appropriate)

Your Sexual Orientation:

- Heterosexual
- Lesbian or Gay
- Bisexual

(please tick one box)

Your Religion or Belief:

What is your religion?

- None
- Christian (including Church of England, Catholic, Protestant & all other Christian denominations)
- Buddhist
- Hindu
- Jewish

- Muslim
- Sikh
- Any other religion (please state)

Or, what is your belief?

- Humanist
- Atheist
- Agnostic
- Pagan
- Any other belief (please state)

Any further comments on the above ratings?

Thank you for taking the time to complete this form. Your comments are valued.