

# EVALUATION OF THE GREEN HEAT NETWORK FUND

## Privacy Notice for GHNF Interview Participants

### About the Evaluation

The Department for Energy Security and Net Zero (DESNZ) has commissioned an evaluation of the Green Heat Network Fund Main Scheme. This evaluation is being carried out by the research company RSM UK Consulting LLP, along with its subcontractors: CAG Consulting; ACE Research (at the Association for Decentralised Energy); and Winning Moves. The evaluation will provide a comprehensive assessment of the Green Heat Network Fund's processes, impact, and value for money. This privacy notice is led by RSM but relates to the entirety of the research teams' evaluation activity.

As a stakeholder within the Green Heat Networks sector or applicant to the Green Heat Network Fund, we would like to understand your perspective and experiences of the Green Heat Network Fund. Before you decide whether to take part, it is important you understand why the research is being carried out and what it will involve. Please take your time to read this information. Please ask the research team if you have any questions or if you would like any further information (contact details are included at the end of this Privacy Notice).

Your contact details have been provided by DESNZ to us for us to get in touch with you.

### Why take part in this research

The information collected in this evaluation will be used to help refine and improve current support for Green Heat Networks, as well as help shape ongoing government policy for this sector. If you participate, your answers will provide insight into your own experiences of the Fund, the potential improvements that could be made, and the role that the Fund has had in enabling your project.

### Right to Privacy

If you take part in the research, your privacy will always be protected. The research team is independent of government. All personal data (e.g. contact details and survey and interview responses) will be stored securely. Save for the very limited reasons below, it will not be shared with anyone outside the research team in a form that could identify personal data.

We may have to share your personal data with:

- RSM UK Holdings Limited and persons, bodies corporate or partnerships controlled (directly or indirectly) by it (i.e. the other members of the group which RSM UK Consulting LLP forms part);
- Our auditors, insurers or if required by law or regulation; or
- Third party service providers that provide the necessary IT systems and software for us to be able to work.

We take the security of the personal data we hold seriously. Policies and procedures are in place to safeguard it from loss, misuse and improper disclosure.

We also have procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so.

All our third-party service providers and the entities in the RSM UK group are required to take appropriate security measures to protect your personal data in line with our policies (or equivalent policies). We do not allow our third-party service providers to use your personal data for their own purposes. We only permit them to process your personal data for specified purposes and in accordance with our instructions.

We will remove any personal details like your name from the interview notes and recordings. Any other identifying information will be minimised. The reports we provide to DESNZ will only provide summaries of information, disguising any details which may reveal your identity or the identity of people you speak about.

A summary of participant responses, in which all personal data identifying information has been removed, will be retained by us. Unless legally required otherwise, this personal data will be destroyed approximately six months after the project completes.

Participants have the right to withdraw their consent and be removed from the active research. All data collected will be treated in compliance with the UK General Data Protection Regulations (UK GDPR).

### **What will we do with the information?**

The data from this interview, combined with the research from our other research activities will be used to produce a report for DESNZ. We may decide to use quotes from your interview responses and, if we do this, we will not use your name or other identifying personal data about you. In situations where non-personal data information in the reporting specifically identifies an organisation, we will provide draft text to you for approval.

### **What do you need to do next?**

If you would like to participate, please indicate your consent to participate via email. If you agree to participate, your data will be collected and used on the basis of that consent.

If you do not wish to participate, you do not need to take any further action.

### **Contact details**

If you have any practical questions about the research or want to make a complaint, please contact the research manager – Daniel Johnston – RSM

Email:	<a href="mailto:Daniel.Johnston@rsmuk.com">Daniel.Johnston@rsmuk.com</a>
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We have also appointed a Privacy Officer to deal with questions relating to this policy who can be contacted at: [david.punt@rsmuk.com](mailto:david.punt@rsmuk.com).

You are entitled to:

- Request access to your personal data.
- Request the correction or erasure of your personal data.
- Object to the processing of your personal data.
- Request a restriction of processing of your personal data.
- Request the transfer of your personal data to you or to a third party.
- Withdraw consent at any time, where we are relying on consent to process your personal data.

To exercise any of the above rights please contact our Privacy Officer. We may need to request specific information from you to help us to confirm your identity and ensure your right to access your personal data (or to exercise any of your other rights). This is a security measure to ensure that personal data is not disclosed to any person who has no right to receive it. We may also contact you to ask you for further information in relation to your request to speed up our response.

If you are concerned about an alleged breach of privacy law or any other regulation by us please contact our Privacy Officer who will ensure that your complaint is investigated.

You also have the right to complain to the Information Commissioner's Office, the UK supervisory authority for data protection issues.