

Data Protection Privacy Notice

Service: Finance

Team: Corporate counter fraud and compliance

Processing activity: Investigation of cases of alleged fraud across EDDC service areas, Corporate counter fraud work

The Data Controller

East Devon District Council's Finance Service

Address: Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.

Contactable by emailing stopfraud@eastdevon.gov.uk or by calling 01395 517494.

The Data Controller's Representative

Simon Davey: Strategic Lead, Finance

Contactable by emailing sdavey@eastdevon.gov.uk or by calling 01395 517494

The Data Protection Officer

Henry Gordon Lennox

Contactable by emailing dataprotection@eastdevon.gov.uk or by calling 01395 517401.

Obtaining your personal information

Your information may be referred to us by another service area within the council, DWP, HMRC, your current or previous employers, Landlords/agents, Courts, Enforcement Agencies or other local authorities. Information will be provided to us about you in your capacity as an EDDC Service user (including tenants), Council Tax payer, benefit applicant, insurance claimant, employee or as a supplier of goods and services

The information that we receive about you may include your name, address, phone numbers, email addresses, date of birth, National Insurance Number, Sex, household composition, Employment and pay details, Department for Work and Pensions (DWP) benefits information, bank account details, disability and some medical information, household income and expenditure, rent payments

Use of your personal information

We are using your personal information for the purpose of preventing and investigating potential fraud and on the basis of Public task and our legal obligation under the Fraud Act 2000, Theft Act 1968, Freedom of Information Act 2000, Human Rights Act, Police and Criminal Evidence Act 1984, CPIA, Regulation of Investigatory Powers Act 2000, Prevention of Social Housing Fraud Act 2013, Proceeds of Crime Act 2002, Money Laundering Regulations 2003 and 2007, Serious Crime Act 2007

Where we process special category data relating to health or disability, without explicit consent, this will be where it is necessary for the purposes of carrying out our obligations in the field of social security and social protection law in so far as it is authorised by Union or Member State law or a collective agreement pursuant to Member State law providing for appropriate safeguards for the fundamental rights and the interests of the data subject

Who will receive or see my personal information?

Your personal information will be available to be seen by those within the relevant service area within support services (such as the Legal, HR, Insurance and wider Finance Teams and third party payment handler) where necessary to carry out the purpose.

We may also share information with our corporate safety officer when our staff safety is viewed as being at risk. Information may also be shared with partner agencies during safeguarding investigations and for fraud identification and prevention.

We may share information with other service areas within the Council including Housing in order to verify housing applications and offers and to process Right to Buy applications in compliance with our duties under Housing and Right to Buy legislation. We may also share information where with other services such as Environmental Health, Planning enforcement and Building Control to ensure compliance with relevant legislation and regulation.

Externally, we may share information with Enforcement Agents, Welfare Service Agents, HMRC, DWP, Data Tank, NAFN (National Anti-Fraud Network), other Councils, other housing providers. The information that we will share includes your name, contact details, date of birth, national insurance number and any other identifying factors to minimise the risk of collateral intrusion. The data is shared to prevent and detect crime; to conduct investigations into allegations of Fraud; and to alert other agencies who may be at risk of fraud. We also share data with the Cabinet office in connection with the National Fraud Initiative.

Your personal information will be stored securely and will not be accessible to anyone else, including other services within the Council, unless detailed above.

Retention

All your personal information will be held by us only for as long as is necessary and then in accordance with any legal requirements imposed upon us and the Council's retention schedule. For more information please go to our website to view our [Retention schedule](#)

Transferring personal information outside of the EU

Your personal information will not be transferred outside the EU or to any international organisations by the Council. It should be noted that the Council has no control over those accessing its online public registers nor what someone does with any information they obtain from them.

Your rights

Whatever our use of your personal information you have the right of access to that personal information (this means confirmation that we are using your personal information, access to it as well as other detail) and the right to seek rectification if the information is inaccurate.

As we are processing your personal data on the basis of legal obligation and public task you also have the right to object and the right to restrict processing and where we are processing special category data with your consent, you have the right to withdraw your consent.

Also, if you object to our use of your personal information and there is no overriding legitimate interest for us to continue using it or we have used your personal information unlawfully or it is no longer necessary for us to have the personal information, the right to erasure is also available to you.

Details on each of these rights and to how you exercise can be found on our website in the [Your Rights](#) pages

Complaints

If you are dissatisfied with the way the Council has used your personal information then you may wish in the first instance to make a complaint to the Data Protection Officer. This can be done by;

Writing to: Data Protection Officer, Information and Complaints, East Devon District Council, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.

Alternatively, or if you remain dissatisfied following your complaint to the Data Protection Officer, you may lodge a complaint with The Information Commissioner. The Information Commissioner is the UK's independent body set up to uphold information rights. The ICO can help and advise you on all matters relating to data protection.

Information Commissioner's Office

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113

Information Commissioner's Office [website](#)