

Privacy notice – Financial services

Lawful basis for processing your data

Processing your data is necessary for the council to fulfil its contractual obligations for the purchase and supply of goods and services or to perform a task carried out in the public interest or in the exercise of its official authority in accordance with Article 6(1)(b) and (c) of the General Data Protection Regulations (GDPR).

How we process and share your data

Unless otherwise agreed with you, Wyre Council (the data controller) will only collect the minimum personal data required to deliver our services to you. This may include the payment of invoices received from our suppliers or to request payment for council services you have requested. The information collected may include your name, address, contact telephone numbers and bank account details where required. The information collected will not include any special category personal information, or information relating to criminal convictions or offences.

The information provided may be shared with Her Majesty's Revenue and Customs, who have demonstrated that they have a lawful and legitimate interest in this information, for the purposes of carrying out an inspection on our accounts. Your information may also be shared with our external auditors, to fulfil our legal obligations to be audited on our accounts.

We may also lawfully disclose information to other public sector agencies to prevent or detect fraud or other crime. The council also participates in the National Fraud Initiative (NFI) data matching exercise carried out by the Cabinet Office to assist the prevention and detection of fraud against the council and organisations within the public sector. The use of data by the Cabinet Office in this data matching exercise is carried out with statutory authority under part 6 of the Local Audit and Accountability Act 2014.

How long will we keep your personal data?

We will retain your personal data for six years plus current following the date of your last transaction, following which your personal data will be deleted and any paper copies shredded.

What are your rights?

You have the right to request access to the information that we hold about you. To make a request for this information, please contact our Information Governance Manager.

In addition to the above, you may also have the right to:

- in certain circumstances to have inaccurate personal data rectified, blocked, erased or destroyed
- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means and
- data portability

If you wish to execute any of these other rights, please contact the councils Data Protection Officer.

How to contact us

If you have any questions about how we handle your personal data, please contact the council's Data Protection Officer; Joanne Billington on 01253 887372 or visit www.wyre.gov.uk for further information.

You also have the right to contact the [Information Commissioner](#) if you are unhappy with how we are handling your personal data.