

# Stirling Council

## Privacy Notice

Find out how Stirling Council uses personal data by checking the Council's website at the following address: <http://www.stirling.gov.uk/dataprotection>

Our website contains a Register of Data Processing which lists all the different ways in which the Council uses personal data.

This Privacy Notice provides more information about just one of those processes.

<b>Title of Process</b>	<b>Drug Related Deaths – review and learning</b>
<b>Why does the Council process personal data?</b>	As part of the Forth Valley Alcohol & Drug Partnership, the Council receives reports from the Police (via NHS) relating to drug related deaths. Reports are reviewed at a joint agency meeting, to allow services to reflect on any potential learning and to amend processes as necessary.
<b>What personal data is used?</b>	Personal data relating to any individual within Forth Valley who has died of drug related issues.  Reports may contain anonymised personal data about friends and family. Reports are anonymised by the Police before they are passed to the Council.
<b>What makes it lawful for the Council to process this personal data?</b>	We are processing this data as part of our “public task”. That is, processing is necessary for the performance of a task carried out in the public interest by the Council.  As a Public Authority, this task is undertaken to identify learning that may be in the wider public interest. There is also a Scottish Government mandate / directive to better understand and respond to local drug related deaths.
<b>Where does the Council obtain personal data from?</b>	From Police Scotland via the NHS. Police Scotland reports shared with NHS and partners in line with agreed Information Sharing Protocol
<b>Where does the Council keep personal data?</b>	GCSX secure email account. The data is not saved and not required to be kept. Reports are deleted after associated meeting.

<b>How long does the Council keep personal data?</b>	Deleted after meeting so kept for approximately 4 weeks.
<b>Who does the Council share personal data with?</b>	No-one
<b>Who do I contact about my personal data?</b>	<p>The Council has a Data Protection Officer to make sure it is complying with data protection laws.</p> <p>The Council's Data Protection Officer is Kevin O'Kane, Audit Manager.</p> <p>He can be contacted at: Data Protection Officer, Stirling Council, Teith House, Kerse Road, Stirling FK7 7QA Email: <a href="mailto:dataprotection@stirling.gov.uk">dataprotection@stirling.gov.uk</a> Telephone: 01786 404040</p>