

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.

Title of Process	Reablement / Rehabilitation review meetings
Why does the Council process personal data?	We process personal data in order to provide reablement and rehabilitation services. Data is processed as part of the Regulation of Care.
What personal data is used?	We process personal data about service users. We collect information that is required to provide services.
What makes it lawful for the Council to process this personal data?	We need to process personal data because it is necessary to comply with a contract with the service user.
Where does the Council obtain personal data from?	Personal data is collected via the care needs assessment by the Adult Assessment team.
Where does the Council keep personal data?	Personal data is kept in an electronic format, except the personal service user folder when it is in the service user home.
How long does the Council keep personal data?	Personal data is retained for 5 years from last action or 3 years from death of adult
Who does the Council share personal data with?	Personal data is not shared with anyone outside the Council.

Who do I contact about my personal data?

The Council has a Data Protection Officer to make sure it is complying with data protection laws.

The Council's Data Protection Officer is Kevin O'Kane, Audit Manager.

He can be contacted at:

Data Protection Officer, Stirling Council, Teith House,
Kerse Road, Stirling FK7 7QA

Email: dataprotection@stirling.gov.uk

Telephone: 01786 404040