

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	Research Access Requests
Why does the Council process personal data?	The data is processed to enable Organisation Development & Change to provide opportunities for external students and other bodies to undertake research and continuous learning within the Local Authority.
What personal data is used?	The name, student number, email address, contact address of each research applicant.
What makes it lawful for the Council to process this personal data?	We process this personal data required for a "public task" in the public interest.
Where does the Council obtain personal data from?	From the applicant.
Where does the Council keep personal data?	Network drive
How long does the Council keep personal data?	Checked annually and deleted as necessary.
Who does the Council share personal data with?	This data is not shared.

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