

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	Supporting Offenders – Case management
Why does the Council process personal data?	<p>Personal data is process for the Management of Offenders within the community or a prison when a community or custody disposal is received after an offender is guilty at Court. This includes:</p> <ul style="list-style-type: none"> • CPO Level 2 (Supervision and/or requirements) • Throughcare • Parole • Parole Life Licence • Custody with Extended Sentence • Custody with Supervised Release Order
What personal data is used?	<p>The Data Subjects are Offenders Current/previous offending history Address DOB Current circumstances Historical family background Health (physical or mental) Racial or ethnic origin Sexual life - Dependent upon nature of the offence</p>
What makes it lawful for the Council to process this personal data?	<p>We process this personal data as it is necessary to help us comply with a statutory obligation.</p>
Where does the Council obtain personal data from?	<p>Internal Court Reports Courts (any in the UK, depending upon where the offence was committed) Data Subject (at interview)</p>

	<p>Different organisations</p> <p>Court</p> <p>Prison</p>
Where does the Council keep personal data?	Data is stored in paper format and electronically on the council network
How long does the Council keep personal data?	There are agreed retention rules in place for this personal data. Retention rules are dependent on the type of case.
Who does the Council share personal data with?	<p>NHS – if there is any health issues including alcohol/drugs or mental health issues.</p> <p>MAPPA – if the service user is an RSO</p> <p>Police/Visor – if the service user is an RSO</p> <p>Prison – if a service user is in custody/about to leave custody</p> <p>Other local authority Criminal Justice Services</p>
Who do I contact about my personal data?	<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: dataprotection@stirling.gov.uk Telephone: 01786 404040</p>