

Stirling Council

Privacy Notice

Find out how Stirling Council uses personal data by checking the Council's website at the following address:

<https://www.stirling.gov.uk/council-democracy/access-to-information/data-protection/>

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	Right to Buy Scheme
Why does the Council process personal data?	Personal data is processed to enable tenants to apply to purchase the council house they are renting under the 'Right to Buy' scheme.
What personal data is used?	Personal data relating to the tenancy and any joint purchaser for the purpose of processing the application.
What makes it lawful for the Council to process this personal data?	The Council is processing personal data necessary for Right to Buy legislation. This is covered by the GDPR Article 6(1)(c) - processing is necessary for compliance with a legal obligation to which the controller is subject.
Where does the Council obtain personal data from?	Data requested and supplied by the person making the application to be considered to purchase their Council house under the Right to Buy scheme.
Where does the Council keep personal data?	Northgate housing database; electronic records on housing directory; paper records.
How long does the Council keep personal data?	Tenant files and tenancy agreements are destroyed 5 years after the ending of the tenancy.
Who does the Council share personal data with?	Personal data is shared with housing associations, and other local authorities.

	<p>We are legally obliged to safeguard public funds so we are required to verify and check your details internally for fraud prevention. We may share this information with other public bodies (and also receive information from these other bodies) for fraud checking purposes.</p> <p>We are also legally obliged to share certain data with other public bodies, such as HMRC and will do so where the law requires this. We will also generally comply with requests for specific information from other regulatory and law enforcement bodies where this is necessary and appropriate.</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>They 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>