

Perth and Kinross Council Privacy Notice

Name of Processing Activity- Macmillan Improving the Cancer Journey

Date notice written- 2023-08

1. Why is this information being processed?

The information provided by you will be used by Perth & Kinross Council to provide you with support and signpost you to other services which can help you.

2. Who is processing this information?

The personal information you've provided will be processed by Perth and Kinross Council, 2 High Street, Perth, PH1 5PH, enquiries@pkc.gov.uk, 01738 475000.

3. Why is it lawful for the Council to process this information?

The Council is permitted to process your personal data in this way under the terms of Article 6(1)(e) of the UK General Data Protection Regulation (GDPR) "*processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority*". The relevant legislation in this case is the Social Work (Scotland) Act 1968, which places a duty on local authority to promote social welfare in their area.

4. Will any sensitive personal information (Special Category Data or information about criminal convictions etc.) be processed?

Yes.

If so, why is it lawful for the Council to process this information?

The processing of information about e.g. medical conditions is lawful under the terms of Article 9(2)(g) of the GDPR "*processing is necessary for reasons of substantial public interest, on the basis of domestic law*" with reference to Schedule 1, Part 2, 6 (2) of the Data Protection Act 2018. It is in the public interest for the authority to comply with its obligations under the Social Work (Scotland) Act 1968.

5. Will this information be shared?

Details of your referral will be recorded on Macmillan's web-based system. Your personal information will not be further disclosed to third parties unless it's necessary for us to do so in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law.

6. How long will this information be kept for?

Personal information held on Perth and Kinross Council systems in relation to support you are offered will usually be kept for 5 years, unless other social work services received mean that it needs to be kept for longer. After this it will be deleted.

7. Personal Information Rights

Individuals have rights in relation to the information the Council holds about them, including the right to request a copy of their information. You can find out more about your [Personal Information Rights](#) on our website or by contacting the Council's Information Governance team at the address below.

8. Data Protection Officer

The Council has a Data Protection Officer who you can contact in the first instance if you have any questions or complaints about how we are processing your personal information.

Please contact; Data Protection Officer, 2 High Street, Perth, PH1 5PH, DataProtection@pkc.gov.uk, 01738 475444.

9. Information Commissioner's Office

If you want to complain about how the Council has processed your information you have the right to contact the Information Commissioner's Office (<https://ico.org.uk/> 0303 123 1113).

10. Information Governance Team

If you have any questions about how the Council processes your information, or if you would like a copy of this notice in another language or format, please contact the Information Governance team;

Information Governance

Legal and Governance Services

2 High Street

Perth

PH1 5PH

Email: DataProtection@pkc.gov.uk

Telephone:01738 477933