Privacy Notice for National Fraud Initiative

Service description

Canterbury City Council is legally obligated to participate in the National Fraud Initiative (NFI).

Processing activity

Canterbury City Council will share information with the Cabinet Office for the prevention and detection of fraud. We may receive information back from the NFI to maintain the accuracy of our records.

Information requirements

This information may include:

- From Council Tax records:

  Council Tax account reference, Unique Property Reference Number (UPRN), primary liable parties title and name, full name, date of birth, phone numbers and email addresses, property address, bank or building society details. In relation to any other liable party, their title and name, and date of birth.

  Information about Council Tax band, discounts, exemptions or reductions and whether the property is empty, any correspondence address.

- From Council Tax reduction scheme records:

  Council Tax account reference, UPRN, and property address, reduction start and end dates, Council Tax Band, Council Tax amount, reduction amount.

  I relation to the claimant and any partners, title and name, National Insurance Numbers (NINOs), dates of birth. Income from earnings, pensions, Pension Credit, Income Support, Job Seekers Allowance, Employment Support Allowance and savings. Also, whether the claimant is a student.

- From records relating to Trade Creditors:

  Creditor reference, site ID, creditor name, company registration number, address, UPRN, telephone numbers, bank or building society details, creditor type, general ledger code, VAT registration number.

- From records relating to Trade Creditors history:

  Creditor reference, site ID, creditor name, suppliers invoice number, internal invoice number, invoice date, payment date, invoice amount, VAT amount, method of payment, payment reference number, comments, general ledger code, credit note, prepayment.

- From the Electoral Register:

  Electoral Register reference number, title and name, address, date of birth or date of attainment, full name.

- From tenant records:

  Current tenants
  Tenant status, name, address, UPRN, telephone numbers and email addresses, date of birth, NINO,

tenant reference, Housing Benefit reference, right to buy indicator, stage of right to buy application, tenancy start and end date, number of bedrooms.

Former tenants

Tenant status, name, address, UPRN, telephone numbers and email addresses, date of birth, NINO, tenant reference, Housing Benefit reference, right to buy indicator, stage of right to buy application, tenancy end date, number of bedrooms, right to buy completion date, right to buy discount.

- From records relating to the housing waiting list:

  Waiting list reference number, name, address, UPRN, date of birth, NINO, Housing Benefit reference, application start and end date.

- From records relating to our payroll (employee information):

  Employee reference number, employee post number, department, title and name, address, UPRN, NINO, date of birth, phone numbers and email addresses, passport number, date employment started and ended, full or part time, agency or contractor, agency name, gross pay to date, standard hours per week, date last paid, teacher, bank or building society details.

- From records relating to a resident's parking permit:

  The permit reference number, title and name, address, UPRN, date of birth, NINO, phone numbers and email addresses, permit start and end date, permit type, vehicle registration number.

- From records relating to holders of a current Hackney Carriage Licence or Private Hire Licence (together "Taxis"):

  The licence reference number, title and name, address, UPRN, date of birth, phone numbers and email addresses, NINO, licence start and expiry dates.

The above can include data which is special category data such as:

- Within Council Tax Reduction data, information about household members health,
- Within transport passess and permits, information about the holders health.

Lawful bases

Our **lawful basis** for processing your personal information is:

- Legal Obligation

Per the Local Audit and Accountability Act 2014 s33 and Sch 9 Para 2(1) which satisfies UK General Data Protection Regulation 2016 A6(1)(c), and the purpose satisfies A6(3) per Data Protection Act 2018 s15(2)(a) & Sch 2 Part 1 Para 2(1)(a) and Para 5(2)

In relation to any Special Category Data, the lawful basis is UK GDPR A9(2)(g) per Data Protection Act 2018 s10(3) and Sch 1 Part 2 Para 6(2)(a).

Data Processors

No data processors are employed by Canterbury City Council in relation to the sharing of this information.

Data sharing

Canterbury City Council is legally obliged to share data with the Cabinet Office as part of the National Fraud Initiative.

Retention

Your data is retained for the original purpose it was gathered; the separate copy relating to sharing is retained for 24 months and then destroyed.

Your rights

Your rights depend on the lawful basis we are relying on. More information is available here.

As the purpose for processing satisfies the circumstance provided in Data Protection Act 2018 Sch 2 Para 2 and Para 5(2) the application of certain provisions of the UK GDPR may be disapplied to prevent them from interfering with the purposes of the processing. This can include our duties as a Data Controller, and your rights as a Data Subject.