



Tenant Participation Strategy Development Consultation

Privacy Notice

Data Controller

The Data Controller of the information being collected is Clackmannanshire Council.

Data Protection Officer details

The Data Protection Officer can be contacted at Kilncraigs, Greenside Street, Alloa, FK10 1EB, e: dpo@clacks.gov.uk

Purpose

Your information is being collected to use for the following purposes:

- To engage with tenants and gain their views on Clackmannanshire Council's Housing Service.

Legal basis

The Legal Basis for collecting the information is:

- Consent, where the legal basis for processing is either performance of a contract or legal obligation, please note the following consequences of failure to provide the information:

Not applicable.

Information sharing

Your information will be shared with the following recipients or categories of recipient:

Not Applicable

Where the information is held

Your information will be transferred to and stored in the following countries and the following safeguards are in place:

Not Applicable

Retention

The retention period for the data is:

3 months to allow the Housing Service to contact any tenant or resident who wishes to be involved in tenancy participation.

Automated decision making

The following automated decision-making, including profiling, will be undertaken:

Not applicable

Data subject rights

Please note that you have the following rights:

- to withdraw consent at any time, where the legal basis specified above is consent;
- to lodge a complaint with the Information Commissioner's Office;
- to request access to your personal data;
- to data portability, where the Legal basis specified above is i) consent or ii) performance of a contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.

If you wish to exercise any of your rights, please contact the Data Protection Officer.

Right to complain

If you are unhappy with the way the Council have processed your personal data you have the right to complain. Any complaints regarding your data should be addressed to the Data Protection Officer. If the matter is not resolved, you can contact the Information Commissioner's Office.

The address and contact details for the Information Commissioner's Officer are:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow, Cheshire
SK9 5AF
T: 0303 123 1113 (local rate) or 01625 545 745
Web: www.ico.gov.uk