

## PRIVACY NOTICE REVENUES, BENEFITS & BLUE BADGE

The Isle of Wight Council is committed to keeping your personal information safe and processing it in accordance with our obligations under the General Data Protection Regulation. We will keep your information accurate and up to date and we will not keep your information longer than necessary.

The Isle of Wight Council is the data controller for all personal information that it processes. The council's Data Protection Officer can be contacted by email [dpo@iow.gov.uk](mailto:dpo@iow.gov.uk) or in writing to Data Protection Officer, Corporate Information Unit, County Hall, High Street, Newport, IW PO30 1UD.

This Privacy Notice explains how Revenues & Benefits, & Blue Badge use your personal information and the ways in which we protect your privacy. This notice applies to all personal data collected for or on behalf of the Council.

### Purpose of processing and legal basis for processing your personal information

- for the billing, collection and enforcement of local taxation (Council Tax and Business Rates)
- to administer the Housing Benefit and Local Council Tax Support Scheme payable to people on a low income
- to administer the Business Improvement District Levy (BIDS)
- to administer Blue Badge applications

### How we use your information

To enable the Isle of Wight Council to carry out its legal obligations or comply with a statutory function it is necessary for us to collect personal information from you. This includes contact details, financial information, and employment data.

### Who we share your information with

Those that we may share your information with include the following, depending on which service you are in contact with. Data sharing will only take place for the purpose that it has been provided and will be limited to what is necessary.

#### • Isle of Wight Council Services

Council Tax  
Housing Benefit & Local Council Tax Support  
Business Rates  
Blue Badge  
Legal Services  
Electoral Registration  
Adult Services  
Shared Lives  
Leaving Care Team  
Housing  
Customer Accounts  
Parking Services  
Children Services

#### • Public sector agencies

Local Government  
Office of National Statistics  
Other Local Authorities

The Isle of Wight Council is required by law to protect the public funds it manages. The council may share information provided to us with other bodies responsible for auditing or administering public funds, in order to prevent and detect fraud. The Cabinet Office is responsible for carrying out data matching exercises and we are required to provide particular sets of data to the Minister for the Cabinet Office for matching for each exercise, as detailed on the governments [National Fraud Initiative \(NFI\)](#) web pages.

We share Council Tax and Benefit information with the Office of National Statistics for the UK Census. Information on how they process personal information is available on their [website](#).

#### • External Organisations

Mountbatten Isle of Wight

Blind Society  
NHS Cancer Specialists  
NRS Healthcare  
Bristow & Sutor Enforcement Services  
Rundles & Co Ltd Enforcement Services  
Experian

- **Registered Social Landlords** - we may share details with the relevant Housing Association

### **Retention period or criteria used to determine the retention period**

We will retain your personal information only for as long as it is needed for the purpose for which it was collected. Further details can be found in the councils [Retention Policy](#).

### **Your Legal Rights**

You are entitled to request access to and a copy of any information we hold about you. Please contact the Corporate Information Unit at the details shown below. You can ask us to stop processing or to remove your personal data, although this may delay or prevent us delivering a service to you. We will try to meet your request but we may be required to hold or process information to meet our legal duties.

If you find that the information that the Council holds about you is no longer accurate, you have the right to ask to have this corrected. We may not always be able to change or remove the information. However, we will correct factual inaccuracies and may include your comments in the records.

Some of the rights are complex, and there are circumstances where your rights will not apply, for example the right to erasure will not apply if your personal data is required to comply with a legal obligation. It is recommended that you read the relevant guidance notes on the ICO's website for further information.

### **Queries and Complaints**

If you would like further information about this privacy notice or have a complaint about the processing of your personal data, please contact us by email to [dpo@iow.gov.uk](mailto:dpo@iow.gov.uk) or in writing to Data Protection Officer, County Hall, High Street, Newport, IW PO30 1UD.

If you remain dissatisfied following an internal complaint, you can lodge a complaint with the Information Commissioner at [www.ico.org.uk](http://www.ico.org.uk)

The Council's overarching privacy notice can be viewed here [www.iow.gov.uk/Council/OtherServices/Website/Privacy](http://www.iow.gov.uk/Council/OtherServices/Website/Privacy)