

## **Corporate Fraud Team Fair Processing Notice**

North Ayrshire Council has an obligation to their tenants and residents, through the single outcome agreement, to make North Ayrshire a working, safer and healthier environment to work, live and visit.

The Corporate Fraud Team was set up in February 2015 to tackle fraudulent and corrupt activity within and against North Ayrshire Council.

Investigating officers have the authority to question those suspected of committing an offence and collect data which may be used to corroborate events.

As our officers go about their work in and around the community, they may wear body worn-recording devices. This is for the prevention and detection of crime and for the personal safety of our officers.

Officers may use audio recording equipment to record employee, suspect or witness interviews.

### **The type of information gathered includes:**

- CCTV images
- Audio recordings
- Name
- Address
- Date of birth
- National insurance number
- Household composition
- Financial / income details
- Entitlement criteria
- Any other information considered relevant to the matter under investigation.

### **What we do with your data:**

- Data is stored in a secure location, and where no criminality is suspected/detected, will be deleted after a period of 2 years
- Where criminality is suspected/detected, data will be retained for as long as is considered necessary for evidential purposes and for legal requirements to be met
- CCTV footage is stored in a secure location and, where no criminality is suspected/detected, will automatically be deleted by our system after a period of 31 (thirty one) days
- Where criminality is suspected/detected, CCTV footage will be retained for as long as is considered necessary for evidential purposes and for legal requirements to be met.

### **Who has access to your data:**

- Your personal Data is protected by the Data Protection Act
- Your data may be shared without your consent with the police, government departments and other local authorities with regulatory powers for the prevention or detection of crime,

the apprehension or prosecution of offenders, or the assessment or collection of any tax or duty or of any imposition of a similar nature

- You can read more about how we handle your data and how to contact our Data Protection Officer in our Privacy Policy.

If you require any further information please contact the Corporate Fraud Team on 01294 324593.