



Dumfries and Galloway Council Tackling Poverty Participatory Budgeting (PB) Privacy Notice

Who are we?

Dumfries and Galloway Council are the data controller of your personal information. This means we decide why and how we will process your personal information. This privacy notice will provide you with the information you need to know about what we will do with the personal information you provide us with.

Why are we collecting your personal information and why?

The Council is collecting your organisations:

- Name
- Address
- Named person contact details:
 - Telephone number
 - E-mail address
- Organisations bank details:
 - Bank account number
 - Branch sort code
 - Name on Bank Account
 - Branch Address

We are collecting the information above to ensure that we have all the necessary information available to:

- enable you to participate fully in the Tackling Poverty PB process
- enable Dumfries and Galloway Council to effectively include your organisation in every stage of the PB process.

What is the legal ground for collecting your personal information?

The legal grounds for collecting your information is for consent. Without your details / information above we will not be able to:

- Effectively promote your Group and PB project proposal
- Provide you and the public with progress information.
- Process any funding payments required as a direct result of the public vote
 - Your bank details will only be shared with the Finance Department of Dumfries and Galloway Council



Who will we share your personal information with and why?

We will not share your contact details with any other organisation and will only use them for the purposes described above.

How long will we keep your personal information for?

Your information will be held in the Council for 5+ years.

What are your rights?

You have the right to:

- **Be informed** about how your personal information will be used
- **Access** your personal information
- **Withdraw consent** where the legal ground for collecting your personal information is consent
- **Rectify** your personal information, which means they have the right to request the Council to correct any inaccuracies.
- **Request deletion** of your personal information where the Council no longer has a legal ground to hold your information.
- Request that the processing of your personal information is **restricted**
- **Data portability**, this means you can securely move your personal information from one IT place to another
- **Object** to the Council processing your personal information
- Know when the processing of your personal information is **subject to automated-decision making and profiling**

What are your responsibilities to protect your personal information?

It would be helpful if you change your telephone number, email or house address, to contact us and we can update your personal information.



Our contact details

Dumfries and Galloway Council
 Communities Business Management
 Municipal Chambers
 Buccleuch Street
 DG1 2AD

contact@dumgal.gov.uk
 0303 333 3000

The contact details of the Council's Data Protection Officer

Data Protection Officer
 Council Headquarters
 English Street
 DG1 2DD

dataprotection@dumgal.gov.uk
 01387 260315

Declaration of consent

I confirm I have been made aware of my rights in accordance with the General Data Protection Regulation (2018) and the Data Protection Act (2018).

I give my consent for Dumfries and Galloway Council to process my personal information for the reasons explained in this privacy notice:

Information	Detail	Date
Named Contact		
Telephone Number		
E-mail address		
Organisation Address		Authorising Signature
Bank account details	Submitted separately	