

# Privacy Notice

## *Local Taxation*



**This Privacy Notice is designed to help you understand how and why Ryedale District Council's processes your personal data in relation to Local Taxation. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).**

### **Who are you?**

Ryedale District Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR).

The Council has appointed **Veritau Ltd** to be their Data Protection Officer. Their contact details are:

Data Protection Officer  
Veritau Ltd  
County Hall  
Racecourse Lane  
Northallerton  
DL7 8AL  
[DPA@ryedale.gov.uk](mailto:DPA@ryedale.gov.uk) // 01609 53 2526

### **What Personal Data of mine do you collect?**

The personal data we collect where necessary includes: names, addresses, contact details, banking information, employment information, entitlement to benefits, date of birth, family and household information, and credit referencing data.

The Council may also process relevant medical data if necessary for the calculation of tax deductions.

### **What is the purpose of collecting my Personal Data?**

The data is used to effectively administer Council Tax and Non Domestic Rates, which includes collection and application of various reductions.

### **Who do you share this data with?**

As a governed authority, we have a duty to protect the public funds we administer and to this end, information collected may be shared for the prevention and detection of fraud.

We may also share data with other bodies responsible for auditing or administering public funds as well as internal departments within the council.

This service is delivered jointly with Scarborough Borough Council (SBC) which means that any information you provide the Council may also be accessed by SBC officers. For more information about how SBC handles your data please see their privacy notice on their website: <https://www.scarborough.gov.uk/node/6096>

### How long do you keep this data for?

Data held	Retention period
<b>Council Tax Records</b>	The Council keeps all information dating back to April 1993. So that when a property is re-banded we can work out all the people entitled to a refund, contact them and pay it back.
<b>Non-Domestic Rates Records</b>	Current financial year + 10 Years

### What is your lawful basis for processing this data?

The Council processes personal data in relation to taxation, in accordance with legal obligations to which the Council is subject or because processing is necessary for performance of a task carried out in the public interest.

The Council processes certain special categories of personal data, such as medical data, because processing is necessary for the performance of a task of substantial public interest.

**For more information about how the Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).**