

**Borough Council of King's Lynn and West Norfolk**

**Privacy Policy**

**Corporate Projects – Major Housing Programme**

Borough Council of King's Lynn and West Norfolk ("The Council") takes the safety of your personal information very seriously and will only ever process your information in accordance with the law, this includes the General Data Protection Regulations and any other relevant legislation.

You have a right to know how the Council processes your data and the purpose of that processing.

In relation to the Corporate Projects Department, your data and personal information will be processed in accordance with the following:

**The reasons we use your data**

The Council may use your data for any of the following purposes:

- 1. Statutory requirements i.e. reporting to Government**
- 2. Financial transactions i.e. buying/selling of homes**
- 3. Service Delivery**
- 4. Service improvement and planning**
- 5. Health & Safety**
- 6. Research purposes including consultations**
- 7. All lawful purposes, including but not limited to the prevention and detection of crime, including fraud and money laundering**

**Why we are allowed to use your data**

The Council has a legal obligation to use your data in order to fulfil a public task. These obligations come from various UK laws including but not limited to:

- 1. The Data Protection Act 1998**
- 2. The General Data Protection Regulations 2016**
- 3. The Local Government Finance Act 2012**
- 4. The Equality Act 2010**
- 5. The Localism Act 2011**

In some instances, the Council may use your express consent as a means of processing your personal data. The Council will always ask for your permission before doing so. An example of this is in the case of consultations.

### **Who we can share your data with**

In some circumstances, it will be necessary to share your information with other departments of the Council or with external third parties, these are:

- 1. Police**
- 2. Government Departments such as MHCLG, Homes England etc.**
- 3. Other departments within the Council and County Council**
- 4. Contractors, development partners or investment partners**
- 5. Contractors providing housing services (plumbers, maintenance men, gardeners etc.) and IT services**
- 6. Consultants including but not to limited estate agents, block management companies etc**
- 7. Registered Providers of Social Housing i.e. Freebridge Community Housing, West Norfolk Housing Company,**
- 8. Provider of private rental market housing - West Norfolk Property Ltd**
- 9. Elected Members and MPs**
- 10. Members of the Norfolk Fraud Hub and National Fraud Initiative**

### **When your data gets sent abroad**

Not applicable

### **When Computers make any automated decisions about you**

Not applicable

If you wish to see more information about the way in which the Council uses your data, you can access our [Privacy Policy](#) and our [Data Protection](#) policy