



Blackburn with Darwen Council

Privacy Notice

Council Tax, Business Rates, Housing Benefit and Council Tax Support

We will use the information you provide to administer Council Tax, Business Rates, Housing Benefit and the Council Support scheme.

We may check information you have provided or information about you that has been submitted by a third party.

Why we need it

The Council uses your personal information in order to:-

- Administer and enforce Council Tax under the Local Government Finance Act 1992;
- Administer and enforce National Non Domestic Rates under the Local Government Finance Act 1988;
- Administer Housing Benefit and Council Tax Support under the Housing Benefit Regulations 2006, the Social Security Administration Act 1992; and,
- The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 and Council Tax Support Scheme Blackburn with Darwen BC 2018.

What we do with it

Your personal information will be treated as confidential but it may be shared with other Council services in order to:

- Check the accuracy, which means that we may check your information with other sources within the council, or with other councils and Government Departments;
- Prevent crime and detect fraud; and,
- Collect debt, and for audit purposes.

We may also pass information to a third party to verify data, prevent or detect crime and protect public funds. This may include checking with other sources within the Council, The Pension Service, Job Centre Plus, HM Revenues & Customs and the Valuation Office Agency.

What you can expect from us

Blackburn with Darwen Council will use the information you have supplied in accordance with General Data Protection Regulations. We will only share your information where there is a legal obligation to do so or on accordance with the consent submitted on your declaration form. We will **not** disclose your personal information to third parties for marketing purposes.

How long we keep your information

We will keep your information for as long as it is required by us or other regulatory bodies in order to comply with legal and regulatory requirements or for other operational reasons. In most cases this will be a minimum of six years.

To obtain details of any personal data we have about you, please contact the Council's Data Protection Officer (DPO):

The DPO, BWDBC, Town Hall, King William Street, Blackburn, BB1 7DY.

Email: accesstoinformation@blackburn.gov.uk