

Privacy Notice – National Fraud Initiative

Who we are?

We are Tayside Contracts, a commercially based local authority trading organisation providing key front-line services throughout the Tayside area of Scotland. Tayside Contract's registered office is at 1 Soutar Street, Dundee, DD3 8SS.

We are a 'data controller' under Data Protection Legislation and our ICO registration number is Z7308719.

We are not required to appoint a Data Protection Officer, however the responsible person for data protection within Tayside Contracts is Novella Tringham. Her contact details can be found at the bottom of the page.

Why are we providing this information?

Tayside Contracts is committed to protecting the privacy of the people whose personal information we hold and to meeting our data protection obligations. The purpose of this privacy notice is to inform you of our statutory requirement to share your personal information with external bodies under the National Fraud Initiative

Tayside Contracts is required by law to protect the public funds it administers. We may share information we hold with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud.

On behalf of the Auditor General for Scotland, Audit Scotland appoints the auditor to audit the accounts of this authority. Audit Scotland also assists appointed auditors by conducting a National Fraud Initiative which is a data matching exercise, carried out for the purpose of the prevention and detection of fraud.

Data matching involves comparing computer records held by one body against computer records held by the same or another body. Computerised data matching allows potentially fraudulent claims and payments to be identified. Where a match is found it indicates that there may be an inconsistency which requires further investigation. No assumption can be made as to whether there is fraud, error or other explanation until an investigation is carried out.

The use of data by Audit Scotland in a data matching exercise is carried out with statutory authority. This is the lawful basis of processing your data under data protection legislation.

Data matching by Audit Scotland is subject to a Code of Data Matching Practice. This may also be found at www.audit-scotland.gov.uk.

What information do we share about you?

The information we share with Audit Scotland is HR and Payroll related employment information. This includes:

- your name, address and contact details, including email address and telephone number
- details of your employment history, hours of work and remuneration
- information about your entitlement to work in the UK

How do we collect this information?

Information processed for the purposes of NFI is already held by us. This information may have been provided by you, for example in job application forms or other forms of assessment throughout the course of your employment, or generated by us, for example for processing salary payments.

Who has access to your data?

For the purpose of this exercise there are 3 key contacts within Tayside Contracts responsible for NFI who will have access to your data. Audit Scotland and other external bodies who participate in data matching may also have access to your data.

What if you do not provide personal data?

For the purpose of this exercise, you are not required to provide us with any information in addition to what we already hold. We do not require your consent to carry out this exercise, however, if you require further information, please contact Novella Tragham at GDPR@tayside-contracts.co.uk or on (01382) 834114.

For further information on Audit Scotland's legal power and the reasons why it matches particular information, see the fair processing notice at <http://www.audit-scotland.gov.uk/our-work/national-fraud-initiative>