

# Privacy Notice

## **Privacy Notices - How we use Your Personal Information**

Northumberland County Council Pension Fund is part of Northumberland County Council. The Council is required by law to protect the public funds it manages. We will treat any information we process about you as confidential. We may share information you give us or information we hold about you with other organisations that inspect and manage public funds to prevent and detect crime or fraud if we are required to by law. This also includes:

**The (Local Government Pension Scheme) LGPS National Database** - this is to be used initially to prevent double payment of deaths grants and ensure correct payment of benefits.

**Tell Us Once** - This Fund participates in the Government's 'Tell Us Once' Service and will now be directly informed of the death of anyone receiving a pension from us if this service is used.

### **National Fraud Initiative - What is it?**

The NFI is a data matching exercise which is designed to help detect fraud from public funds. The Cabinet Office is responsible for carrying out data matching exercises.

Data matching involves comparing computer records held by one body against other computer records held by the same or another body to see how far they match. This is usually personal information. Computerised data matching allows potentially fraudulent claims and payments to be identified. Where a match is found it may indicate that there is 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.

We participate in the Cabinet Office's National Fraud Initiative: a data matching exercise to assist in the prevention and detection of fraud. We are required to provide particular sets of data to the Minister for the Cabinet Office for matching for each exercise, as detailed on the [National Fraud Initiative](#) website.

The use of data by the Cabinet Office in a data matching exercise is carried out with statutory authority under Part 6 of the Local Audit and Accountability Act 2014. It does not require the consent of the individuals concerned under the Data Protection Act 1998.

Data matching by the Cabinet Office is subject to a [Code of Practice](#).

View further information on the Cabinet Office's legal powers and the reasons why it matches particular information on the [Fair Processing](#) section of their website. For further information on data matching at this authority contact Kevin McDonald (Group Assurance Manager), Internal Audit, Shared Internal Audit & Risk Management Services, Northumberland County Council/North Tyneside Council, Quadrant (East), Cobalt Business Park, North Tyneside, NE27 0BY.

### **How does the NFI affect you?**

If you are paid a LGPS pension from Northumberland County Council your pension information will be matched nationally to help detect and prevent fraud.

### **Data Protection**

Northumberland County Council is committed to complying with the Data Protection Act 1998. The following link will take you to Northumberland County Council's [Data Protection page](#).

### **A Subject Access request - What is it?**

If you wish to make a request to find out what information is held about you, you can make a subject access request. The following link to Northumberland County Council's website will explain the procedure to follow if you would like to make a [Subject Access Request](#).

### **Changing and Sharing Information**

Changing your name, address bank or building society account or want some information? Please contact us.

To safeguard all of our members and comply with the Data Protect Act 1998 we will ask for certain information about you. Once we know who you are, we will amend your details accordingly or provide the information you require. We will only accept changes personally from you and we will

only disclose information directly to you. We will not take changes or disclose any personal information to a third party.

**How to find out more**

If you would like to know more about what information we hold about you, or the way we use your information please either, contact **[pensions@northumberland.gov.uk](mailto:pensions@northumberland.gov.uk)**, or write to the Northumberland County Council Pension Fund, County Hall, Morpeth, Northumberland, NE61 2EF.