



## SERVICE SPECIFIC PRIVACY NOTICE

### Application for Taxi Driver Covid 19 Grant

Blackburn with Darwen Borough Council's core data protection obligations and commitments are set out in the council's [Primary Privacy Notice](#)

This service specific privacy notice provides additional privacy information for:  
Applicants that apply for a discretionary grant related to:  
**Taxi Driver Covid 19 Grant**

#### **Purpose(s)**

We collect and obtain your personal information for the following purpose(s):  
Service Delivery – to allow us to deliver an appropriate discretionary grant funding based on eligibility criteria

#### **Categories of personal data**

In order to carry out these purposes we collect and obtain:

Business Address  
Contact Number  
Email Address  
Applicant First name  
Applicant Second name  
Applicant contact number  
Applicant email address  
Applicant National Insurance Number  
Applicant BWD taxi driver licence number  
Applicant BWD taxi vehicle licence number  
Applicant bank details (Name/Account/Sort code)  
Evidence of banking information  
Supporting documents receipts/invoices  
Covid 19 impact on trading details  
Evidence of trading since September 2020

#### **Legal basis for processing**

The legal basis for processing your personal data is:  
Article 6(1)(e) Task in the public interest  
Article 6(1)(a) Consent

#### **Information sharing/recipients**

We share information gathered on this application with the Department for Business Energy and Industrial Strategy (BEIS) for the purpose of logging grants paid to local business by local authorities centrally. Applicants should also be aware that BEIS may also contact them directly to discuss how any grant awarded to them has impacted their continued business operations.

### **Automated Decisions**

All the decisions we make about you involve human intervention.

### **Data retention/criteria**

We will retain this information for the following period;  
Current Year +6

### **Rights of individuals**

If you have any queries relating to the way we are processing your information, you may contact the Council's [Data Protection Officer](#)

These queries may be regarding (but not limited to);

- exercising your rights in relation to the following:
  - access to personal data
  - right to rectification
  - right to erasure (The right to be forgotten, unless there is a legal obligation to refuse this request)
  - right to restriction of processing
  - right to data portability
  - right to object to profiling
- raising a concern with us, or
- guidance on making a complaint to the Information Commissioner

### **Updates to this Privacy Notice**

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details [Primary Privacy Notice/service specific](#)