

















	CORPORATE PAYMENTS	Is the data collected direct from the citizen?	Is the data about the citizen collected from a third party?
Why we collect information about you?	To process payments made by our customers for services provided by the Council		
What is the legal basis for us collecting your information?	Contract with the person for services provided. Financial regulations.		
What information do we collect about you?	Name, Address, bank account and bank card details, contact details including email addresses		
Who do we share the information with?	Other Council Departments including Finance and Customer services, Enforcement Agents, Trading Standards, Government Departments such as the Court Service (HMCTS), Tribunal Services, Insolvency services, Valuation Office Agency, HMRC, the Police and advice agencies where allowed by law.		
Is any information transferred to or stored in servers based outside the European Economic Area?	No		
How long do we keep your information?	Current year plus 6 years		
Who do we collect information from?	The customer making the payment along with our Payment Software services provider.		
What are the consequences if we don't collect the data?	The customer will have no proof of payment and payments may not be made meaning that the customer is then chased for debt owed.		
Are any decision about you made by automatic means?	No	