



# Privacy Notice – Safe and Together Case Discussion Forum

Date notice written: November 2025

## Why is this information being processed?

The information provided by you will be used by Perth and Kinross Council as part of a Safe and Together Case Discussion Forum. The Safe and Together Model aims to help change the conversation about how practitioners work with families impacted by domestic abuse perpetrators' behaviours.

Perth and Kinross Council have adopted and embedded the Safe and Together Model and staff are expected to work in accordance with this model when working with individuals or families affected by Domestic Abuse.

The Safe and Together Case Discussion Forum provides advice and support to staff to enable them to fulfil their statutory duties in relation to providing a social work service for children and families impacted by domestic abuse, ensuring that children and parents are safe and that risk is managed appropriately.

## Who is processing this information?

The personal information you have provided will be processed by Perth and Kinross Council, Council Building, 2 High Street, Perth, PH1 5PH. Email [Enquiries@pkc.gov.uk](mailto:Enquiries@pkc.gov.uk) or telephone 01738 475000.

## Why is it lawful for the Council to process this information?

The Council is permitted to process your personal data in this way because it is lawful for them to do so under Article 6(1)(e) of the UK General Data Protection Regulation – “...processing is necessary...in the exercise of official authority vested in the controller”. In this case, the official authority is set out in the Children (Scotland) Act 1995 section 22, which places a duty on the Local Authority to ‘promote the welfare of children in their area who are in need; and so far as is consistent with that duty, promote the upbringing of such children by their families, by providing a range and level of services appropriate to the children’s needs.’

## Will any sensitive personal information (Special Category Data or information about criminal convictions etc) be processed?

Yes.

### **If so, why is it lawful for the Council to process this information?**

This processing is lawful under Article 9(2)(h) of the UK General Data Protection Regulation, with reference to Schedule 1, Part 1, Section 2 (1) of the Data Protection Act 2018 - “..... processing is necessary for the provision of health or social care or treatment or.... the management of health or social care systems and services”.

### **Will this information be shared?**

Yes, if your case is discussed at the Forum, which will be done anonymously, this means that your information may be shared with other organisations including Police Scotland and Women’s Aid. Information will be shared only in so far as necessary to enable staff to obtain advice and support in relation to families impacted by domestic abuse and will be anonymised. It is possible that information shared may result in individuals becoming unintentionally identifiable. All participants agree that in such an event, confidentiality shall be maintained, and such information shall not be discussed out with the forum nor acted on in any way.

Your personal information will not be disclosed to third parties unless it’s necessary for us to do so in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law. The Council may check information provided by you, or information about you provided by a third party, with other information held by us.

### **How long will this information be kept for?**

Personal information held on Perth and Kinross Council systems in relation to discussion at the Forum will be kept for the appropriate retention period for the involvement you have had with Services for Children, Young People and Families. After this it will be deleted.

### **Personal information rights**

Individuals have rights in relation to the information the Council holds about them, including the right to request a copy of their information. You can find out more about your [personal information rights](#) on our website or by contacting the Council’s Information Governance Team at the address below.

### **Data Protection Officer**

The Council has a Data Protection Officer who you can contact in the first instance if you have any questions or complaints about how we are processing your personal information.

Please contact by writing to the Data Protection Officer, Perth and Kinross Council, Council Building, 2 High Street, Perth, PH1 5PH, by emailing [DataProtection@pkc.gov.uk](mailto:DataProtection@pkc.gov.uk) or by telephoning 01738 475444.

## **Information Commissioner's Office**

If you want to complain about how the Council has processed your information you have the right to contact the [Information Commissioner's Office](#) via their website or by telephoning 0303 123 1113.

## **Information Governance Team**

If you have any questions about how the Council processes your information, or if you would like a copy of this notice in another language or format, please contact the Information Governance Team:

Information Governance  
Legal and Governance Services  
2 High Street  
Perth  
PH1 5PH

Email [DataProtection@pkc.gov.uk](mailto:DataProtection@pkc.gov.uk)

Telephone 01738 477933