

# Privacy Notice

*North Yorkshire Pension Fund*



**North Yorkshire  
County Council**

**This Privacy Notice is designed to help you understand how and why North Yorkshire County Council processes your personal data in relation to the North Yorkshire Pension Fund. This notice should be read in conjunction with the County Council's [Corporate Privacy Notice](#) and Employment Privacy Notice.**

## **Who are we?**

The North Yorkshire Pension Fund (NYPF) is responsible for the administration of the Local Government Pension Scheme (LGPS). The service is carried out by North Yorkshire County Council (NYCC) and for the purposes of the Data Protection Act 2018 NYCC is the Data Controller.

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Data Protection Officer  
Veritau Ltd  
County Hall  
Racecourse Lane  
Northallerton  
DL7 8AL  
01609 53 2526

## **What personal information do we collect?**

The types of data we hold and process will typically include:

- Contact details, including name, address, telephone numbers and email address.
- Identifying details, including date of birth and national insurance number.
- Information relating to your benefits in the Fund, including length of service or membership and salary.
- Other information in relation to your membership of the Fund or to enable the calculation or payment of benefits, for example bank account details.
- Information about your family, dependents or personal circumstances, for example, marital status and information relevant to the distribution and allocation of benefits payable on death.
- Information about your health, for example, to assess eligibility for benefits payable on ill health, or where your health is relevant to a claim for benefits following the death of a member of the Fund.
- Information about a criminal conviction if this has resulted in you owing money to your employer or the Fund and the employer or Fund may be reimbursed from your benefits.

Name and type of service/adviser	Reasons for sharing data
<p><b>Aon Hewitt</b></p> <p><i>Scheme Actuary* and Scheme Benefits Consultant</i></p> <p><a href="#">Aon Hewitt's Privacy Notice</a></p>	<p>To calculate the value of the scheme's assets and liabilities, to set employer contribution rates, to calculate specific benefits or to advise on scheme administration functions</p> <p>(*An adviser on financial questions involving probabilities relating to mortality and other contingencies)</p>
<p><b>Prudential</b></p> <p><i>Scheme AVC Provider*</i></p>	<p>To facilitate the creation and maintenance of individual member's AVC accounts</p> <p>(*The NYPF is required by law to have an Additional Voluntary Contributions (AVC) provider. The NYPF partners with Prudential to provide AVC options to its members. Through that arrangement, Prudential hold and process your data in order to administer your AVC account.)</p>
<p><b>Citibank</b></p> <p><i>Overseas Payments Provider</i></p>	<p>To transmit payments to scheme members with non-UK bank accounts</p>
<p><b>Local Government Association</b></p> <p><i>LGPS National Insurance Database</i></p>	<p>To enable the NYPF to identify if its members have benefits in other LGPS schemes to ensure that appropriate benefits are paid</p>
<p><b>Department for Work and Pensions</b></p> <p><i>DWP Tell Us Once Service</i></p>	<p>To enable the NYPF to be notified of the death of a scheme member</p>
<p><b>Accurate Data Services</b></p> <p><i>Life Existence Checks</i></p> <p><i>Address tracing</i></p>	<p>To enable the NYPF to be notified of the death of a scheme member</p> <p>To enable the NYPF to pay pension benefits to a scheme member</p>
<p><b>ITM</b></p> <p><i>Guaranteed Minimum Pension (GMP) reconciliation service</i></p>	<p>To enable the NYPF to reconcile GMPs with HMRC</p>
<p><b>Government Actuary's Department</b></p> <p><i>National LGPS Cost</i></p>	<p>To facilitate the calculation of the triennial assessment of the cost of the LGPS on a national basis as per the Public Service Pensions Act 2013</p>
<p><b>Other LGPS administering authorities</b></p>	<p>To determine pension benefit entitlements</p>

<i>Scheme managers of other LGPS funds</i>	
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We obtain some of this personal data directly from you. We may also obtain data from your employer (for example, salary information) and from other sources including public databases

### **Why do we collect your personal information?**

NYPF collects and processes this data in order to provide you and your beneficiaries with pension benefits. We will also use this personal data for statistical and financial modelling and reference purposes (for example, when we assess how much money is needed to provide members' benefits and how that money should be invested), and to comply with our legal obligations.

### **Who do we share this information with?**

From time to time we will share your personal data with third parties, including our contractors, advisors, dispute resolution and law enforcement agencies and insurers in order to comply with our obligations under law, and in connection with the provision of services that help us carry out our duties, rights and discretions in relation to the Fund.

We are also required in certain circumstances to share your information with government organisations such as Her Majesty's Revenue and Customs (HMRC) and the Department for Work and Pensions (DWP) so that they can monitor our performance and ensure that public funds are safeguarded.

We will share your data with any persons in connection with any transfer of employment under TUPE (Transfer of Undertakings (Protection of Employment) regulations) that results in a transfer to another pension scheme.

In order to comply with statutory and contractual obligations, the NYPF may share or disclose your information with any of the following recipients as may be necessary to administer the scheme:

### **How long do we keep your information for?**

In order to make pension payments to members and subsequent beneficiaries, the fund has determined that it must retain a member's data for 50 years following the death of the last beneficiary.

NYPF will retain as much information as is necessary to enable any future queries regarding benefits to be answered fully and accurately.

### **What is our lawful basis for processing your information?**

GDPR Article 6(1)(b) The processing of your personal information is necessary for the performance of a contract to which you are party (employment contract).

GDPR Article 9(2)(b) The processing of your special category data is necessary for the carrying out of obligations and exercising specific rights of the data controller or of the data subject in the field of employment.

The legal basis for our use of your personal data will generally be one or more of the following:

- a) we need to process your personal data to satisfy our legal obligations as the Administering Authority of the Fund;
- b) we need to process your personal data to carry out a task in the public interest or in the exercise of official authority in our capacity as a public body;
- c) we need to process your personal data for the legitimate interests of administering and managing the Fund and liabilities under it, calculating, securing and paying benefits and performing our obligations and exercising any rights, duties and discretions the Administering Authority has in relation to the Fund;
- d) we need to process your personal data to meet our contractual obligations to you in relation to the Fund (for example, under an agreement that you will pay additional voluntary contributions to the Fund), or to take steps, at your request, before entering into a contract.

**For more information about how the County Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).**