

PRIVACY NOTICE

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AN.

Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

- The processing of your application for a zoo Licence
- The determination of your application for a zoo Licence
- The issue of any zoo Licence Granted
- Inclusion on the Register of zoo Licences available for public inspection
- Ensuring compliance with the terms of your zoo Licence
- The processing of any complaints made in respect of your zoo Licence
- The determination of any complaints made in respect of your zoo Licence

Your Information is:

Being collected by Aberdeenshire Council

The legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Legal Obligations	X	Processing is necessary for one of the Conditions in Part 2 of Schedule 1 to the Data Protection Act 2018 referring to substantial public interest in terms of paragraph 6 thereof as processing is necessary for the exercise of a function conferred on a person by an enactment or rule of law	X

Where the legal basis for processing is either Performance of a contract or Legal obligation, please note the following consequences of failure to provide the information:

If you fail to provide the information required on the attached application form, Aberdeenshire Council may not be in a position to accept the application as a competent application. This means that your application cannot be processed and will be returned to you.

Your information will be shared with the following recipients or categories of recipient:

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| <ul style="list-style-type: none">• <i>Police Scotland</i>• <i>Scottish Fire & Rescue Service</i>• <i>Environmental Health</i>• <i>Planning Services</i>• <i>Some information will also be shared with the Public via the Register of Venison Dealer's Licences</i> | <ul style="list-style-type: none">• <i>The Council's nominated vets</i>• <i>Building Standards</i>• <i>The Scottish Government</i>• <i>Civic Licensing Standards Officers</i> |
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Your information will be transferred to or stored in the following countries and the following safeguards are in place:

NOT APPLICABLE

The retention period for the data is:

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| <ol style="list-style-type: none">(1) Where an application for the grant or renewal of a zoo licence is refused by the Business Services' Licensing Sub-Committee (or relevant Area Committee) information relating to that licence, permit or permission will be retained for a period of five years from the date of refusal and thereafter will be destroyed(2) In any other case, information relating to a zoo licence will be retained for a period of five years from the date the licence, permit or permission ceases to have effect and will thereafter be destroyed |
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The following automated decision-making, including profiling, will be undertaken:

Not Applicable

Please note that you have the following rights:

- to withdraw consent at any time, where the legal basis specified above is consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- To object, where the legal basis specified above is:
 - (i) Performance of a Public Task; or
 - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.