



From mountain to sea

## 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 1AY. Email: [dataprotection@aberdeenshire.gov.uk](mailto:dataprotection@aberdeenshire.gov.uk)

Your information is being collected to allow Aberdeenshire Council to make payments to you.

The Legal Basis for collecting the information is:

Personal Data	
Task carried out in the public interest	X

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

Buchan Area Office colleagues to process the application and communicate the outcome, Finance colleagues to process relevant forms and payment(s) as required, HM Revenue and Customs, National Fraud Initiative
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Your information will be transferred to or stored in the following countries and the following safeguards are in place:

<i>Not Applicable</i>
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The retention period for the data is:

7 Years
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The following automated decision-making, including profiling, will be undertaken:

<i>Not applicable</i>
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Please note that you have the following rights:

- 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 request rectification or erasure of your personal data, as so far as the legislation permits.