



From mountain to sea

# Privacy Notice

## PRS Advertising Aberdeenshire

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 use for the following purposes:

- To allow Private Sector Landlords who meet and agree to specific criteria to advertise their vacant properties on the Housing Options area of the Council website (PRS Letting Aberdeenshire advertising space) in order to match their vacant properties with members of the public exploring their housing options in Aberdeenshire.

Your information is:

Being collected by Aberdeenshire Council	X
Has been provided to Aberdeenshire Council by	N/A

*Please pick the applicable option*

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Consent		The data subject has given explicit <b>consent</b> to the processing	
Performance of a Contract	X	Processing is necessary for the purposes of carrying out the obligations of the controller or of the data subject in the field of employment, social security social protection law	
Legal Obligations			
Vital Interests		Processing is necessary to protect the <b>vital interests</b> of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent	
Task carried out in the Public Interest		Processing relates to personal data which are made <b>public</b> by the data subject	
Legitimate Interests <sup>1</sup>		Processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity	

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	Processing is necessary for reasons of <b>substantial public interest</b>	
	Processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of <b>health or social care</b> or treatment, or the management of health or social care systems	
	Processing is necessary for reasons of public interest in the area of <b>public health</b>	
	Processing is necessary for archiving purposes in the <b>public interest</b> , scientific or historical research purposes or statistical purposes	

*Please tick all that apply*

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:

Information is required to ensure that those advertising properties as a Registered Landlord meet all the legal requirements of a private landlord. Failure to provide this information, could mean that the Council would be unable to verify details and agree to the advertising of your property.

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

The landlord contact name, telephone number and email address provided with the advert for your properties will be shared with those accessing the PRS Letting Aberdeenshire advertising space along with the specific address of your advertised property and general information about the property.

Information provided concerning the safety of your property and your registration with the Local Authority will also be shared between other council services such as the Housing Landlord Registration Team

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

*Not Applicable*



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The retention period for the data is:

Advertising will be reviewed weekly from the date of the advert being deemed as live. Information will be deleted from the website after notification of removal from advertising.

Additional information used for background processing will be retained for 5 years post the removal of the public advert.

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 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.