



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 use for the following purposes:

- Purpose 1 To provide a consumer advice and assistance service
- Purpose 2 Regulatory and law enforcement activities including prosecution of offenders
- Purpose 3 Crime prevention
- Purpose 4 Carrying out surveys
- Purpose 5 Research, education and public awareness campaigns
- Purpose 6 Protecting residents against fraud and financial harm

Your information is:

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

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		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	x	Where processing of an individual's personal data is for the purpose of meeting a legal obligation of the data processor.	
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	x	Processing relates to personal data which are made <b>public</b> by the data subject	
		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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Legitimate Interests <sup>1</sup>	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:

*Persons acting in the course of their trade or business are under an obligation to provide assistance and information when officers are exercising a power for which they are duly authorised. An offence is committed if this requirement is breached. This does not require a person to answer any question or give information which may incriminate them.*

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

*Other parties involved in Service Requests, Local Authorities, Other law enforcement agencies such as Police & HMRC, Crown Office and Procurator Fiscal Service, Trading Standards Scotland, Citizens Advice, Food Standards Scotland, UK and Scottish Government departments such as Advice Direct Scotland, Office for Product Safety and Standards and Competition and Market Authority, Chartered Institute of Trading Standards.*

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:

*6 years from closed date.*

<sup>1</sup> Please see the Privacy Notice Guidance for details of limited use of this ground for processing personal data



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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 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.