

## **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](mailto:dataprotection@aberdeenshire.gov.uk)

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

The consideration and determination of your nomination to a Community Council under Aberdeenshire Council's Scheme for the Establishment of Community Councils

Your Information is collected by Aberdeenshire Council on behalf of the relevant Community Council under the Council's Scheme for the Establishment of Community Councils

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

The Legal Basis for collecting the information is Legal Obligation

Where the legal basis for processing is either Performance of a contract or Legal Obligation, please note the following consequences:

**Any person is entitled to see the nomination papers of a validly-nominated candidate at a public election. E-mail addresses and telephone numbers will be redacted before being viewed by any member of the public.**

Your information will only be used for the purposes of your nomination and election to the Community Council concerned and your email will be provided to the Community Council secretary immediately following the election.

Your information will not be transferred to or stored in any other country.

The retention period -The nomination papers will be retained for the period that the Community Councillors are in office and a further two years and will then be destroyed.

No automated decision-making, including profiling, will be undertaken:

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.