Aberdeenshire COUNCIL

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

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

- to share local information about services, opportunities and events of relevance to the Kincardine and Mearns area of Aberdeenshire with local stakeholders by email

Your information is:

Being collected by Aberdeenshire Council

The Legal Basis for collecting your details is:

Personal Data	**Special categories of personal data**
Consent	The data subject has given explicit ***consent*** to the processing

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

Aberdeenshire Council employees in the Kincardine and Mearns Area Office

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:

We will retain your contact details until you withdraw your consent or until we are no longer using email addresses to share local information.

Aberdeenshire COUNCIL

From mountain to sea

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.

Where the Legal Basis for processing is Consent, please confirm that you have been provided:

- ☐ why your information is being collected;
- ☐ the purposes for your information being collected;
- ☐ full information about the intended processing;
- ☐ details of any sharing of your information;
- ☐ details of the security for transferring your information to any country outside the EEA;
- ☐ the applicable retention period;
- ☐ details of any automated decision-making or profiling applied to your information; and
- ☐ details of your rights.

I understand that I have the right to withdraw this consent at any time by contacting

kincardineandmearns@aberdeenshire.gov.uk