



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 1AM.

Email: dataprotection@aberdeenshire.gov.uk.

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

- To enable Aberdeenshire Council Private Sector Housing service to provide services under the Councils Scheme of Assistance Policy in helping to repair maintain or adapt your property.

Your information is:

Being collected by Aberdeenshire Council

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Consent		The data subject has given explicit consent 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, and social security and social protection law	
Legal Obligations			
Vital Interests		Processing is necessary to protect the vital interests 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 public by the data subject	
	x	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 ¹	Processing is necessary for reasons of substantial public interest	
	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 health or social care or treatment, or the management of health or social care systems	
	Processing is necessary for reasons of public interest in the area of public health	
	Processing is necessary for archiving purposes in the public interest , scientific or historical research purposes or statistical purposes	

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:

Without the required information we would not be able to provide information, advice and financial assistance to repair, maintain or adapt your property under our legal obligation to provide this assistance through our Scheme of Assistance policy created under [section 72 of the Housing Scotland Act 2006](#).

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

Your personal data may be disclosed to NHS Scotland, any contractors you ask us to contact on your behalf in connection with following through your query, other Aberdeenshire Council Departments and any other agency which are involved or may become involved, in the processing of the application as well as elected members where they are required to determine the application; Aberdeenshire Council may also share your personal data with other local authorities in Scotland where it is necessary to do so in furtherance of your application.

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



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

Not Applicable

The retention period for the data is:

The information provided will typically be held for the duration of the application process and will thereafter be archived for 10 years following completion of the adaptation.

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;
- 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;