



From mountain to sea

Privacy Notice

Adult and Older People Services

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:

- Assessing, arranging, providing and reviewing Adult and Older People Social Work and Social Care services.
- Data collection for the purpose of statistical reporting.
- Collecting and processing financial information.
- To allow to make payments to you, if and when they become due
- To allow to collect payments from you, if and when they become due.

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		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	x		
Vital Interests		Processing is necessary to protect the vital interests of the data subject or of another natural person where the data subject is	x



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		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	
Legitimate Interests		Processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity	
		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	x
		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:

Aberdeenshire Council has a duty of care and failure to provide relevant information may affect the type of care or support you receive.



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

Where relevant:

- Department for Work and Pensions (DWP)
- National Health Service (NHS)
- Relevant Local Authorities
- Her Majesty's Revenues and Customs (HMRC)
- Approved Care and Support Service Providers
- Regional Communication Centre (RCC)
- Relevant Third Sector Organisations
- Care Inspectorate
- Higher Education Establishments
- Police Scotland
- Scottish Fire and Rescue
- Scottish Government
- Audit Scotland, including National Fraud Initiative
- Financial Institutions
- Spikes Cavell
- Sheriff Officers
- Debt Collection Agencies

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:

- The data provided may be held for a period of 3 to 100 years depending on its nature. Further details can be requested from Aberdeenshire Council.

Payments

- 7 years

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;



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- 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.