

# 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 allow Aberdeenshire Council to make payments to you.

The Legal Basis for collecting the information is:

<b>Personal Data</b>	
Task carried out in the Public Interest	X

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

Aberdeenshire Council Senior Management Team, Members of the Area Manager's Office, Legal and Finance Services, and Aberdeenshire Councillors. Details from your application may also be made public through our corporate communications team.

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:

7 Years

The following automated decision-making, including profiling, will be undertaken:

*Not applicable*

Please note that you have the following rights:

- 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 request rectification or erasure of your personal data, as so far as the legislation permits.