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

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

- The processing of your application for a Street Trader's Licence
- The determination of your application for a Street Trader's Licence
- The issue of any Street Trader's Licence Granted
- Inclusion on the Register of Street Trader's Licences available for public inspection
- Ensuring compliance with the terms of your Street Trader's Licence
- The processing of any complaints made in respect of your Street Trader's Licence
- The determination of any complaints made in respect of your Street Trader's Licence

Your information is:

Being collected by Aberdeenshire Council

The legal Basis for collecting the information is:

Personal Data		**Special categories of personal data**	
Legal Obligations	X	Processing is necessary for one of the Conditions in Part 2 of Schedule 1 to the Data Protection Act 2018 referring to substantial public interest in terms of paragraph 6 thereof as processing is necessary for the exercise of a function conferred on a person by an enactment or rule of law	X

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:

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

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

- *Police Scotland*
- *Environmental Health*
- *Some information will also be shared with the Public via the Register of* Street Traders *Licences*
- *Planning*
- *Roads Service*
- *Trading Standards*
- *Civic Licensing Standards Officers*

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:

(1) Where an application for the grant of a licence, permit or permission is refused by the Business Services' Licensing Sub-Committee (or relevant Area Committee) information relating to that licence, permit or permission will be retained for a period of five years from the **date of refusal** and thereafter will be destroyed

(2) In any other case, information relating to a licence, permit or permission will be retained for a period of five years from the date the licence, permit or permission **ceases to have effect** and will thereafter be destroyed

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, <u>where the legal basis specified above is consent</u>;
- 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.