



From mountain to sea

Privacy Notice – Sport & Physical Activity

Some personal data is collected and stored by Aberdeenshire Council when you undertake activities run by the Sport & Physical Activity section of Aberdeenshire Council. The reasons for holding this information are detailed below. Most information is held by Aberdeenshire Council, who are both the Data Controller and Data Processor.

Information gathered through the Macmillan Move more project is held on a database hosted by Substance, based in the UK, and therefore the Data Controller of the information being collected is Substance. Data will be processed by Aberdeenshire Council SP&A staff and therefore, Aberdeenshire Council is the Data Processor.

The Data Protection Officer for Aberdeenshire Council can be contacted at Town House, 34 Low Street, Banff, AB45 1AM.

Email: dataprotection@aberdeenshire.gov.uk

Your information is:

Being collected by Aberdeenshire Council
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Your information is being collected to use for the following purposes:

- Full name, date of birth, address and contact details (email, mobile or landline phone no) are collected from members and customers who partake in all sporting activities which include for example: use the gym, swimming lessons, holiday programmes etc; those who are eligible for discounted access or have season passes; regarding membership arrangements or any issues relating to their bookings or classes and facilitate on-line bookings.
- The age is collected from the customer to ensure the correct age related charge is being applied, or age restricted products are not sold.
- Gender and age information is collected for equity and performance
- Medical details are collected, on a self declaration basis where customers have conditions we may need to be aware of when under our direct supervision.
- Bank details are collected from members to facilitate the payment of Direct Debit agreements and / or on-line payments to allow Aberdeenshire Council to collect payments from you, if and when they become due.
- If an NEC card is required we will collect Passport number, Driving License number or other such reference number as formal proof of identity.



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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	
Legitimate Interests ¹	X	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	
		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	

Please tick all that apply

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:

Failure to provide the minimum information described above would result in you not receiving the service you require.

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 shared with the following recipients or categories of recipient:

Scottish Government for the National Entitlement Card where appropriate.
Your information will be passed to Aberdeenshire Council finance department in relation to raising direct debits and levying hire charges.
Where customers have entered in to specific agreements information may be shared with NHS Grampian or Macmillan Move More.

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

The United Kingdom, Ireland and the Netherlands – safeguarded by the GDPR regulations.
The United States of America (Formstack) – safeguarded by the Privacy Shield Programme.

The retention period for the data is:

N/A

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

N/A

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.