

## Dumfries and Galloway Council Fishing Licence Privacy Notice

### Who are we?

Dumfries and Galloway Council are the data controller of your personal information. This means we decide why and how we will process your personal information. This privacy notice will provide you with the information you need to know about what we will do with the personal information you provide us with.

### Why are we collecting your personal information ?

The Council is collecting your name, address, date of birth, telephone number and email address to be able to process your application for a Fishing Licence. This will allow us to assess your application and contact you throughout the season with regards to any changes in regulation and to ensure prompt returns of catch statistics.

### What is the legal ground for collecting your personal information?

The legal ground for collecting your information is a **Legal Basis**. We are required to notify the Scottish Government and local Fishery Board, on request, who holds a Licence to allow them to carry out their Statutory functions under the Salmon and Freshwater Fisheries (Consolidated) (Scotland) Act 2003. Without your personal information we would be unable to process your Application.

### Who will we share your personal information with and why?

We will share your information with your notified referees to get supporting references for your application. We may also require to share your information with the Police to ensure there are no convictions or cautions which would prohibit the issuing of a Licence to you. If you are successful in being issued with a Licence, we will share your information with the local Fishery Board and any local Fishing Association for the purpose of ensuring only Licensees are fishing.

If you are successful in being issued with a Licence, your information may also be included in a report to the Common Good Sub-Committee to make them aware of who has been issued with a Licence; Committee reports are available to the public on the Council website.

### How long will we keep your personal information for?

Your information will be held in the Council for a period of up to 3 years.

### What are your rights?

You have the right to:

- **Be informed** about how your personal information will be used
- **Access** your personal information
- **Withdraw consent** where the legal ground for collecting your personal information is consent
- **Rectify** your personal information, which means they have the right to request the Council to correct any inaccuracies.
- **Request deletion** of your personal information where the Council no longer has a legal ground to hold your information.
- Request that the processing of your personal information is **restricted**
- **Data portability**, this means you can securely move your personal information from one IT place to another
- **Object** to the Council processing your personal information
- Know when the processing of your personal information is **subject to automated-decision making and profiling**

### What are your responsibilities to protect your personal information?

It would be helpful if you change your telephone number, email or house address, to contact us and we can update your personal information.

### Our contact details

Dumfries and Galloway Council  
Council Headquarters  
English Street  
DG1 2DD

[contact@dumgal.gov.uk](mailto:contact@dumgal.gov.uk)

030 3333 3000

### The contact details of the Council's Data Protection Officer

Data Protection Officer  
Council Headquarters  
English Street  
DG1 2DD

[dataprotection@dumgal.gov.uk](mailto:dataprotection@dumgal.gov.uk)

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