

**PRIVACY NOTICE**

**MEMBERS OF COUNCIL**

**Data Collection and Privacy Notice**

Aston University (“the University”) processes personal data as a “Data Controller” as defined in the Data Protection Act 2018 (“the DPA”) and the GDPR as retained in UK law by the Data Protection, Privacy and Electronic Communications (Amendments etc) (EU Exit) Regulations 2019 (“the UK GDPR”). This notice relates to information about you which will be collected by the University and processed as described below. This notice may be updated at any time. The most up to date version of this privacy notice is published on the University’s website.

**What we collect**

The personal data which we process includes details about you such as your name, address, date of birth and contact details (including your email address and telephone number). We may also process information about your health and disability status, ethnicity, sexual orientation, gender reassignment or religion, if you have provided these. This is classed as which is classed as Special Category Data under the DPA.

**Your rights**

The DPA and the UK GDPR give you the right to know what information is processed about you or the child and how it is processed. You also have the following rights (limited in certain circumstances):

- to access your personal information;
- to rectify inaccurate information;
- to restrict processing of your information; and
- to object to processing of your information.

**Data transfers to other countries**

Your personal data may be transferred to countries outside the European Union for the purposes described above. The University will only transfer personal data outside the European Union where adequate safeguards are in place.

**Office for Students**

We will process your personal data in order to comply with the regulations set out by the Office for Students (“OfS”). This will include the processing of your name and date of birth.

We will also process your personal data in respect of listing the companies and/or charities for which you are a member. This is to ensure compliance with the regulations set out by the OfS. Please be aware that it is a requirement for the University to process this information once per year in accordance with the OfS regulations.

This processing is necessary on the grounds of the University fulfilling its legal obligations.

**Declaration of Interests**

We will process your personal data in respect of any declaration of interests you have made to the University.

This processing is necessary on the grounds of the University’s legitimate interests.

**Compliance with Applicable Laws**

The University is required to comply with applicable laws which includes equality and diversity legislation under the Equality Act 2010, health and safety law, the prevention of fraud and bribery and compliance with counter-terrorism legislation. The University will process your personal data to ensure that it complies with the appropriate legislation.

This processing is necessary on the grounds of the University fulfilling its legal obligations. The processing of Special Category Data is necessary on the grounds of the University fulfilling its legal obligations and complying with laws which are in the public interest.

**Security**

Your safety and security is very important to the University. We will therefore process your personal data, including images captured by CCTV, to ensure that the University’s premises remain safe and secure.

This processing is necessary on the grounds of the University’s legitimate interest.

**Emergencies**

There may be circumstances where the University needs to contact an emergency contact that you have specified or the emergency services, for example, in the event of accidents, illness or concerns regarding your wellbeing.

This processing is necessary on the grounds of vital interests. The processing of Special Category Data is necessary on the grounds of the University protecting your vital interests.

**Compliance with NHS Test and Trace**

If you attend Aston's campus, we are required to process your personal data to comply with the requirements of NHS Test and Trace (or any superseding or replacing framework). Your data may be shared with Public Health England (or any successor body) and other public bodies in order to fulfil these obligations.

We will process your personal data for this purpose on the grounds of our legal obligation. Special Category Data will be processed on the grounds of substantial public interest.