

PRIVACY NOTICE – (BIODIVERSITY NET GAIN) HABITAT BANKS

Processing your information

In order to deal with your request we will need to obtain some information from you to establish how we can help you and what advice to give.

Purpose of processing

Your information will be used by Mid Devon District Council (MDDC) for the purpose of dealing with your request. You will be required to provide your name, address the site address and contact details. Your information will be used to contact you and to provide advice in relation to the request. If you provide consent we may contact you in respect of feedback on our services.

Data Controller

Planning Services, Mid Devon District Council, Phoenix House, Phoenix Lane, Tiverton EX16 6PP

Data Protection Officer

Data Protection Officer, Data Protection Office, Mid Devon District Council, Tiverton EX16 6PP email dpo@middevon.gov.uk

Information security and data sharing

Your information is stored securely within the planning system. Your information (excluding personal contact numbers, email address and signatures) can be shared with other statutory consultees such as Devon County Council, MDDC Legal Services and MDDC Forward Planning.

Accuracy of your information

We will process the information given at the time of your request.

Retention

All requests Habitat Banks are held as sensitive information on a secure System, and will not be deleted. They are held as information under the Town and Country Planning Act 1990.

Transferring Data outside of the EU

Your information will not be transferred outside the EU by MDDC.

Individual rights

You have certain rights under the Data protection Act and the EU General Data protection Regulations (GDPR). These can be found on the ICO website [Individual rights | ICO](#)

Complaints

If you are dissatisfied with the service that you have received in relation to your land and wish to make a complaint, you should write to Customer Services, Mid Devon District Council, Phoenix House, Phoenix Lane, Tiverton EX16 6PP

Alternatively you can email customerservices@middevon.gov.uk Visit our website for more information [How our complaints procedure works - MIDDEVON.GOV.UK](http://MIDDEVON.GOV.UK)