

## **Data Protection Privacy Notice – Representations**

### **Why are we processing your information?**

All representations received in respect of Development Plan Documents and Supplementary Planning Documents will be processed in accordance with the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Planning) (England) Regulations 2012.

### **What will your information will be used for?**

Your information will be used by Mid Devon District Council for preparing Development Plan Documents and Supplementary Planning Documents. Any representations received will be published on the Council's website and this includes your name and address. Personal email addresses, signatures and contact numbers will be redacted from public viewing, but we will hold this information on our consultation database.

### **Who will your data be shared with?**

Your information will not be shared with any other person or organisation outside of Mid Devon District Council (except as required by The Planning and Compulsory Purchase Act 2004 and The Town and Country Planning (Local Planning) (England) Regulations 2012). This may include data being shared with the Programme Officer and The Planning Inspectorate (where appropriate) as part of an Independent Examination into a Development Plan Document.

### **The Data Controller**

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

### **The Data Processor**

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

### **Information Security**

Your information is stored securely and will not be shared with any other person or organisation outside of Mid Devon District Council (except as required by The Planning and Compulsory Purchase Act 2004 and The Town and Country Planning (Local Planning) (England) Regulations 2012). This may include data being shared with the Programme Officer and The Planning Inspectorate (where appropriate) as part of an Independent Examination into any Development Plan Document.

### **Accuracy of your Information**

The Council will process the information given at the time your representation is received. If your information is not accurate then you can call us on 01884 255255.

### **Retention**

Representations submitted will be held for six years from the date of expiry of relevant Development Plan Documents or Supplementary Planning Documents. After this time we will ensure your information is deleted securely.

### **Transferring Data outside of the EU**

Your information will not be transferred outside of the EU by Mid Devon District Council, however anyone who has access to the internet can view the planning representations received.

### **Complaints**

If you are dissatisfied with the service that you have received in relation to your Planning Representation 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](mailto:customerservices@middevon.gov.uk). Please visit our website for more information: [How our complaints procedure works – MIDDEVON.GOV.UK](http://www.middevon.gov.uk/how-our-complaints-procedure-works)