

# Privacy Notice – Planning Online

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Bristol City Council is the data controller for the purposes of the Data Protection Act 1998 and other regulations including the General Data Protection Regulation (Regulation (EU) 2016/679), which means it determines what your data is used for and why it is collected. The purpose of this privacy notice is to tell you about what information we collect about you when you use our service, how we use that information and who we may share it with.

The contact details of the data controller are  
Bristol City Council, Development Management, City Hall, PO Box 3176, Bristol BS3 9FS  
[development.management@bristol.gov.uk](mailto:development.management@bristol.gov.uk)

## **What data we need to collect and the legal basis for processing it:**

To deliver our service we will collect your name, address, and email address.

We collect this data to enable us to perform our statutory duty under the Town & Country Planning Act 1990.

We have a legal duty to make comments submitted in relation to planning applications available for public inspection. The regulations also allow this information to be made available on our website.

Your name, postal address and comment will be made available on our website. Your email address will not be published.

If you don't allow us to use your data this will mean that the comment is anonymous, and cannot be considered.

## **How long we will keep your data for:**

We will hold this information in our database for a period of 4 years from the date of the planning decision.

However, your comment will be removed from the website following the issue of the planning decision. It will be made available again, should any appeal be submitted, and removed following the appeal decision.

If you have registered with Planning Online to receive email alerts, your details will be retained to deliver this service. At any time you can de-register, and delete your details.

## **Why we need to collect your data:**

The information you have provided will be stored on a database and used

- To assess the application, and take into account where you are in relation to the application.
- To let you know if the application is to be considered at Committee, or is significantly amended or withdrawn.
- To advise you of the decision.

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- To advise you of any subsequent appeal.
- To advise you of any further application.

## **Who we share your data with and why:**

The information you have provided will be shared with other Bristol City Council departments, when undertaking statutory and non-statutory consultation, for example, Transport Development Management.

If an appeal is made against our decision, the information you have provided will be shared with The Planning Inspectorate. This is to enable the Inspector to take account of your comment, when deciding the appeal.

Your name, address and comment will be shared publicly via Planning Online.

You should be aware that it may be possible for your address to be browsed through internet browsers and search engines.

## **Your rights as a data subject:**

You have the right to ask for access to your data and where data is found to be inaccurate to have that data corrected. In certain circumstances you have the right to have data held about you erased, or the use of it restricted. You may be able to object to processing and may also have the right to have your data transferred to another data controller.

You also have a right of complaint to the Information Commissioner's Office (ICO) at [www.ico.org.uk](http://www.ico.org.uk) if you think we have not dealt with your information in a proper manner.

You can ask to see what information we hold about you and have access to it. You can do this by contacting:

Senior Data Protection Officer  
Bristol City Council  
ICT Commissioning and Information Governance  
P O Box 3176  
BRISTOL  
BS3 9FS  
[Data.protection@bristol.gov.uk](mailto:Data.protection@bristol.gov.uk)

Other questions about the data being processed may also be sent to the above address.

## **Fraud Prevention and Detection:**

Bristol City Council is required by law to protect the public funds it administers. It may share information provided to it with other bodies responsible for auditing, administering public funds, or where undertaking a public function, in order to prevent and detect fraud. For more information visit

[www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection](http://www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection).

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Date: May 2018