

# Gloucester City Council

## Privacy Notice relating to Local Plans

### Why we collect information about you?

- Prior to submitting a local plan (such as the Joint Core Strategy and district level local plans) for independent examination the Town and Country Planning (Local Planning) (England) Regulations 2012 requires councils to publish local plans they propose to submit, together with a statement of representations procedure. Councils may also consult on earlier stages of local plan preparation as they consider appropriate.
- We collect information from you when you make representations in respect of such local plan publications/consultations.
- Your contact information is also kept on a consultation database where you have asked us to contact you either in respect of further stages of the plan (for example its submission and adoption) or generally (for example when we consult on future iterations or reviews of the plan).
- You can withdraw such requests at any time by emailing [info@jointcorestrategy.org](mailto:info@jointcorestrategy.org) (in relation to the Joint Core Strategy) or [cityplan@gloucester.gov.uk](mailto:cityplan@gloucester.gov.uk) (in relation to the Gloucester City Plan), and we will stop contacting you save to the extent we are required to otherwise contact you by legislation.

### What information do we collect about you?

- Name, postal address, organisation, email address, telephone number(s), planning agent (if applicable).
- Your response to local plan consultations.
- Your representations made in respect of local plan publications.

### Who do we share the information with?

- The information that you provide is separated into two types of data
  - a) personal data
  - b) your consultation response/local plan publication representation.
- Responses to consultations are used to inform future stages of plan making and ultimately in summary form become evidence for public examination of plans.
- Representations to local plan publications will be part of the local plan examination. These will be shared on the council's website. Any published responses/representations will include your name, but all the other personal data will be redacted.
- Your personal information is shared between the JCS authorities, the appointed Planning Inspector, their Programme Officer and the Secretary of State.
- They will use this information to contact you regarding your consultation responses/representations both generally (unless you have not asked to be so notified) and where statutorily required under the Town and Country Planning (Local Planning) (England) Regulations 2012.
- The examination is held in public (either in person which is open to the public, virtually which is live streamed, or a blend of the two) and your personal data and

your representation may be shared at the examination where it is necessary to do so. Where the examination is held virtually, in whole or in part, the hearing sessions will not be recorded.

## **Is any information transferred to or stored on servers based outside the European Economic Area?**

The information is stored on servers based in the UK.

## **How long do we keep your information?**

- Consultation responses are retained for the length of the plan making process.
- Responses will be removed from the Council's website upon adoption of the plan subject to the expiry of any legal challenge periods.
- Responses and contact details of people who submit a response to local plan consultations/local plan publications will be retained for 6 years unless we are requested to remove them by the consultee.
- Copies of the local plan are archived permanently in the public interest, anonymised consultation responses may be contained in the documentation.

## **Who do we collect information from?**

We only collect personal data about you from you.

## **What are the consequences if we do not collect the data?**

The councils have a statutory planning obligation to consult on local plans as set out in The Town and Country Planning (Local Planning) (England) Regulations 2012. If you withdraw consent to the council(s) holding your personal data before the plan is submitted to the Secretary of State your comments will not be taken into account and we will not be able to advise you of any future consultations. If you withdraw your consent after the plan has been adopted your comments will need to be retained as evidence

## **Are any decision about you made by automatic means?**

No automated decisions are made about you.