Watford Local Plan Privacy Notice

This privacy notice is here to help you understand how Watford Borough Council's Planning Policy team processes your personal data. This is information that relates to you.

This notice should be read in conjunction with the Privacy Notice for Planning, Building Control and Local Land Charges and Planning Inspectorate Privacy Notice.

Why are we processing your information?

As the Local Planning Authority, the Council is required by law to produce, and keep up to date, a Local Plan. Your personal data is considered as part of the process of the development and finalisation of the drafting of the plan. The Council is required under planning regulations to publish a detailed statement on representations received after each consultation stage. Individuals' names and organisation names may be published within these reports for reasons of transparency. These reports are required to be submitted to the Secretary of State as part of the plan Examination process.

What data will the Council collect?

The Council must collect the following personal information to conduct the consultation and, where required by planning legislation, keep you informed about future stages of plan preparation:

- Name
- Address
- Email address
- Telephone number

We collect the above with your consent. You are not required to provide your personal data, but if you do not, then we cannot take in to account any response from you.

Optional data

To monitor what parts of our community we have reached through this consultation, we are asking respondents to provide some basic demographic information.

The following demographic questions are optional and will not be made public:

- Age range
- Ethnicity
- Employment
- Gender
- Sex

- Religion
- Disability

This information is collected with your explicit consent.

What is the Council's legal basis to collect and make use of your information

We process your 'ordinary' personal data with your consent. The demographic data is collected and used with your explicit consent. If you wish to withdraw consent, please email us at localplan@watford.gov.uk.

Data Sharing

Some of your personal data may be shared with the Secretary of State and Planning Inspectorate as above.

Our consultation platform is provided by a third-party - PlaceMaker by Urban Intelligence, on the instruction of Watford Borough Council. The platform helps us manage and deliver our public consultations. When you register with the consultation platform or submit a consultation response, your personal information may therefore be shared with and processed by our software provider on our behalf. The provider will only process your information for the purposes of providing the consultation service and in accordance with our instructions and applicable data protection law. We remain responsible for ensuring that your personal information is handled appropriately and securely.

Urban Intelligence will process your information in accordance with their polices and privacy notice: https://www.urbanintelligence.co.uk/privacy-policy

Transfers outside of the United Kingdom

The PlaceMaker by Urban Intelligence platform requires members of the public who wish to respond to the consultation, to authenticate (prove) who they are. The platform uses Google's 'Firebase' authentication service and involves limited personal data to be transferred to Google (in the United States) for authentication purposes. Your data is adequately protected during transfer and when in the United States as the parties transferring and receiving your information take part in the UK Extension to the EU-US Data Privacy Framework.

Retention

Information collected and used for the purpose of the plan development is kept for the duration of the process plus five years (or until the Local Plan is reviewed, whichever is longer).

Your rights

You have the right to:

1) Secure access to your information
2) Rectify inaccurate information
3) Erase information
4) Complain to us or to the Information Commission.

If you wish to exercise a right or to complain please email WatfordDP@hertfordshire.gov.uk

If you complain we will investigate it. After that if you are still dissatisfied you may contact the Information Commission.