

## **Website consultation**

### **Data Protection – what you need to know:**

#### **Data Controller**

Lichfield District Council of the District Council House, Frog Lane, Lichfield Staffs WS13 (telephone number 01543 308000) is what is known as the 'controller' of your personal data.

#### **Data Protection Officer**

Our 'Data Protection Officer' is currently Bal Nahal. She can be contacted at the address and via the number given above.

#### **Purpose of processing**

As an organisation we process your personal data to enable us to register you as a consultee and to receive and consider your views on our local plan consultations. We also process your information to enable us to let you know about any future consultations.

#### **Legal basis**

Our legal basis for processing your personal data will be either that it is necessary to do so to perform a task carried out in the public interest or it is the exercise of official authority by us.

#### **Recipients**

We will share your information with officers within the local plans team. Your name and views will be made available to the public and possibly the Planning Inspectorate.

#### **Retention**

We will store your information for upto 30 years.

#### **Your rights -in brief**

If we process your personal data you may, depending on your circumstances have a right of access to it; to correct inaccurate information; to restrict our processing of it or to have your personal data erased. If you wish to exercise a right please contact the spatial policy and delivery team. The spatial policy and delivery team can be contacted

via email: [developmentplans@lichfielddc.gov.uk](mailto:developmentplans@lichfielddc.gov.uk) or by telephone 01543 308000 or Spatial Policy and Delivery, Economic Growth, Lichfield District Council, District Council House, Frog Lane, Lichfield, WS13 6YZ.

## **Complaints**

Please speak to a member of the local plans team or our Data Protection Officer in the first instance but if you have any concerns about the way we have processed your personal information then you can contact the Information Commissioner. They can be contacted at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF <https://ico.org.uk/concerns/>