

Local Plans Team- privacy information for the public

Lichfield District Council ('the Council') will process your personal data in accordance with the Data Protection Act 1998 and (when in force) the General Data Protection Regulation ('GDPR').

We are required to provide certain information to you:

Data Controller

The Council is the Data Controller. Our address is Frog Lane, Lichfield, Staffs, WS13 6YY, telephone 01543 308 000 email developmentplans@lichfielddc.gov.uk

We are represented by a Data Protection officer who can be contacted via the above details.

Why we process your information.

To fulfil our statutory duty and help us deliver sustainable development.

What entitles us to process your personal information.

Processing is necessary for the performance of a task (general development management) carried out in the public interest or in the exercise of official authority vested in the Council.

Who might see your personal data (recipients)?

We may share your information with officers of the Council employed to work in other service areas, the Inspector and the public may view.

How long do we store your data for?

It is impossible to state a definite retention period. The Council will have received and recorded your personal data for a particular purpose(s). When the Council no longer needs your data for these purposes it will either be destroyed or deleted.

Your rights

Access - you have a right to know if we are processing your data. We will tell you either way. If we are processing your data you have further rights such as to be provided with a copy of it.

Rectification – if we are holding inaccurate information you can ask us to correct it.

Erasure- in certain circumstances you can ask us to destroy or delete your information

Restriction – in certain circumstances you can ask us to put a hold on the processing of your information

Objection – again you can ask us to stop processing your personal data.

Complaints

If you are unhappy with the way we process your personal data then please speak to us in the first instance. Notwithstanding this you have the right to complain to the Information Commissioner. Their contact details can be accessed by clicking here: <https://ico.org.uk/>