**Planning Development, Enforcement and Pre-Application – Privacy Notice**

 **The reasons why we process your data:**

* Investigate alleged breaches of planning regulations
* Comments, representations, allegations, complaints, and questions received
* Process applications of one form or another, including maintaining the Planning Register.
* Investigating and making of Tree Preservation Orders
* Process High Hedge applications and hedgerow removal notice applications
* Respond to your request for pre application planning advice

**How we collect your data:**

* Emails
* Post
* In person
* Letters
* Online forms
* Telephone Calls

**The lawful basis for processing your data:**

* Public Task

**The type of personal data we process:**

* Name
* Address
* Email Address
* Telephone Number
* Agent contact details (if applicable)
* Land Ownership (Certificate)
* Financial Information
* Photos and Images
* Company House Records

**Special (Sensitive) category data:**

* Ethnic Origin (including Nationality)
* Religion
* Health (mental or physical)

**Lawful Basis for Processing Special Categories of Personal Data:**

Substantial Public Interest

**Processing of personal data relating to criminal convictions and offences:**

Criminal offence data will be processed under additional conditions within schedule 1, Part 3 of The Data Protection Act 2018, Paragraph 36 - extension of substantial public interest

Preventing or detecting unlawful acts

**Sharing your data:**

* We may be required to share some documentation with the Planning Inspectorate or the Courts system
* Other Council departments
* Oxfordshire County Council
* District Councillors
* Other statutory consultees e.g. Environment Agency
* Local Government Ombudsman

**Automated decision making :**

Non-Applicable

**How long we keep your data:**

Planning applications and enforcement documents are kept permanently