

Planning

Information collected

If you make a planning application we need to process some of your personal information. This includes yours' and your agents name, address and contact details. We publish some of this information online (although telephone numbers and email addresses are redacted).

When you make a comment or objection to a planning application or Local Plan consultation we will ask for your name, address and contact details. Some of this information will be made available to the public such as your address, however we will not publish your name or personal contact details (email, phone contacts).

Agencies we might share your information with

We consult widely depending on the scale and complexity of the application and may share your information with the following:

- Environment Agency
- Highways England
- Natural England
- Historic England
- Essex County Council Highways
- Essex Wildlife Trust/EECOS
- LLFA/SUDS Team (flooding and drainage)
- Essex County Council Education
- National Health Service
- Parish Councils
- Civica (our preferred IT software application for planning applications)
- Surrounding neighbours
- Civic Societies
- Neighbourhood Planning Groups
- Planning Inspectorate (information on applications forms and comments shared for appeals)
- Police and the Courts (for enforcement, all details are kept confidential. However, if an offence occurs we may need to share information with the police. Also, if cases go to court then the details of any person involved in the breach of planning will be shared and may be given to the press. If a person who reports a complaint about someone needs to give evidence, which is rare, then their details will be made known in court.)

Purpose for processing

The law concerning planning applications is derived from the Town and Country Planning Act 1990 and the The Town and Country Planning (Development Management Procedure) (England) Order 2015. The Procedure Order prescribes what we must do as part of applications including the provision of a public register of applications.

The requirement to consult statutory consultees on the Local Plan are contained in the Town and Country Planning (Local Planning) (England) Regulations 2012.

Length of time we keep your information

As data related to Statutory Planning Policy consultations forms part of the public record, it will be retained for 15 years before it is archived/stored permanently. Anyone registered on the Local Plan Consultation database without a logged representation will automatically be requested to confirm their wish to remain on the database periodically, and records will no longer be retained where they do not opt in.

Updates to this privacy notice

We will continually review and update this privacy notice to reflect changes in our processes and procedures, as well as to comply with changes in the law. When such changes occur, we will revise the "last updated" date at the bottom of this notice. We encourage you to periodically review this notice and to be informed of how Colchester Borough Council is protecting your information.

The privacy notice was last updated on 10/06/2019.