



## **Planning Application Data Processing Notice**

### **The Controller and Data Protection Officer processing your information**

The States of Alderney are the controller and processor of this data. This information is handled by the States of Alderney Planning team, who are contactable on:

01481 820030 or [planning@alderney.gov.gg](mailto:planning@alderney.gov.gg)

If you have any concerns as to how your data is processed or wish to enquire more about your rights you can contact the Data Protection Officer on:

01481 820049 or [dp@alderney.gov.gg](mailto:dp@alderney.gov.gg)

### **Why your personal information is required and processed**

The information is collected as part of your statutory requirements under 'Building & Development Control (Alderney) Law, 2002'. Failing to provide the personal data required will prevent your planning application from being processed. Building on Alderney without the correct permit could result in legal action with possible financial fines.

Your personal information is lawfully processed under paragraph 5 (exercise of functions by a public authority and tasks carried out in the public interest) and paragraph 8 (performing a duty under an enactment) of Schedule 2, Parts I and II of the Data Protection Law.

### **Who will have access to your personal information**

This information will be held and processed by the States of Alderney Planning team.

The planning application and any plans will be available to the public in the planning office.

Your planning application will also be published on the website, although your personal information will be redacted.

You have access to your information, under the Right of Access.

Your information may be accessed by the DPO or civil servants fulfilling rights under the Data Protection laws.

Your information will NOT be transferred to any third parties, unauthorised jurisdictions nor used for direct marketing purposes.

## **How long is your information kept**

Your successful planning application information is stored securely indefinitely in digital format. The paper version of the application will be kept securely for a minimum of seven years after your permit has expired, which may be extended if any legal reasons occur. The data may be used for statistical analysis, although your information will be anonymised.

## **Your Rights**

Under 'The Data Protection (Bailiwick of Guernsey) Law, 2017' you have a number of rights with regard to your personal data, although not all these will be relevant to this application.

### **Right to data portability**

### **Right of access**

### **Exception to right of portability or access involving disclosure or another individual's personal data**

**Right to object to processing** for direct marketing purposes, on grounds of public interest or for historical or scientific purposes

### **Right to rectification**

### **Right to erasure**

### **Right to restriction of processing**

### **Right to be notified of rectification, erasure and restrictions**

### **Right not to be subject to decisions based on automated processing**

**Right to make a complaint** to the Data Protection Officer and failing this to the supervisory authority (The Office of the Data Protection Commissioner).