



Planning and Transport Policy Privacy Notice

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This Privacy Notice was last updated in September 2023. It is regularly reviewed and may be updated or revised at any time. Please refer to this page for the most up-to-date information [Planning and Transport policy privacy notice \(wigan.gov.uk\)](https://www.wigan.gov.uk/planning-and-transport-policy-privacy-notice).

It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes.

1. INTRODUCTION

Our core data protection obligations and commitments are set out in the Council's Primary Privacy Notice.

This notice provides additional privacy information for **the Planning and Transport Policy Service**. The Wigan Council Planning and Transport Policy Service may need to collect your personal data to enable you to participate fully in public consultations on the Development Plan (Local Plan and Neighbourhood Plans), Supplementary Planning Documents and other planning guidance, and planning and transport strategies, policies and proposals.

2. WHAT PERSONAL INFORMATION DO WE COLLECT

In order to carry out our obligations as a Planning and Transport Policy Service, we may collect the following types of personal information:

- Name
- Contact address
- Telephone number
- Email address
- Signature

Please note that this is not an exhaustive list.

3. HOW WE USE PERSONAL INFORMATION

Your data will be used to contact you regarding your comments on the Development Plan, Supplementary Planning Documents and other planning guidance, and planning and transport strategies, policies and proposals. If you have indicated that you wish to be kept informed of the progress of the Development Plan, Supplementary Planning Documents and other planning guidance, and planning and transport strategies, policies and proposals, your contact details will be used for this purpose.

Please note: Your comments and your name and/or organisation name may be made public, including being published online but other personal information will

remain confidential. In relation to development plans, subject to the above safeguards, all comments will be made public and those submitted at the Publication, or Proposed Submission, stage will be submitted to the Secretary of State, who will appoint a Planning Inspector to undertake a Public Examination of the development plan. Your comments will be passed to the Planning Inspector, along with the Development Plan and other relevant supporting evidence.

Your comments will be considered by the independent Planning Inspector as part of the Public Examination. You may be invited by the Inspector to discuss your comments at a Hearing Session. If you chose not to provide your data for this purpose, or ask us to erase your data, you will be unable to participate in the Development Plans, Supplementary Planning Documents and other planning guidance, and planning and transport strategies, policies and proposals processes.

The following information will be used to ensure that the consultation is accessible to all, this personal data will not be published alongside your consultation but is required to be obtained through the Equality Act 2010:

- Details of any accessibility requirement
- Date of birth
- Sex and gender identity
- Sexual orientation
- Racial and ethnicity data

4. LEGAL BASIS FOR PROCESSING

The legal basis we rely on for processing your personal information is:

- It is necessary for us to comply with a legal obligation
- You have given consent

5. WHO DO WE SHARE PERSONAL INFORMATION WITH

In addition to the general reasons for data sharing outlined in [Wigan Borough Council Primary Privacy Notice](#), we may share information with the following:

- Objective Corporation Ltd who provide IT services to Wigan Council. Objective Corporation Ltd are based in Australia and also has IT support teams in USA and New Zealand. Your data will be protected by equivalent privacy law protections to those in the UK.
- Your comments at the Proposed Submission, or Publication, stage will be shared with the independent Planning Inspector appointed by the Secretary of State to carry out the Public Examination.
- In relation to joint development plans, your comments will also be shared with the other district or districts concerned and/or the combined authority to which the development plan covers, where necessary, including when the combined authority is coordinating the consultation on behalf of the council and other districts. They will be shared for the purpose of preparing that development plan and for no other purpose, unless subsequently authorised by you.

We will never sell your data. However, it will be shared with third parties to:



- Use your information for marketing or sales purposes without your prior explicit consent.
- Send or store your data abroad unless it meets the requirements of the Data Protection regulations
- Make decisions about you based on automated processing.

6. HOW LONG DO WE KEEP PERSONAL INFORMATION

Your data will be used until the Development Plans, Supplementary Planning Documents and other planning guidance, and planning and transport strategies, policies and proposals you commented upon is adopted by Wigan Council. Your comments will be deleted six years after the Development Plans, Supplementary Planning Documents and other planning guidance, and planning and transport strategies, policies and proposals are adopted.

Repeat consultations: During this period your details will be held on our Local Plan database, and we may contact you during consultation on other Development Plans, Supplementary Planning Documents and other planning guidance, and planning and transport strategies, policies and proposals by email.

We will contact you periodically to check whether you wish to remain on our database.

7. AUTOMATED DECISIONS

All the decisions we make about you will involve human intervention.

8. COOKIES

To find out how we use cookies, please see [Cookies \(wigan.gov.uk\)](https://www.wigan.gov.uk/cookies).

9. YOUR RIGHTS

More information on how to seek advice in order to exercise your rights, raise a concern or complain about the handling of your personal information by the council can be found in [Wigan Borough Council Primary Privacy Notice](#).