

Local Development Plan (LDP) – Privacy Notice

The Councils' [The Local Development Plan](#) sets out policies and proposals for the use, development and protection of land within East Renfrewshire. The current Plan was adopted on 25 June 2015 and is in the process of being replaced. You can find further details about the LDP process at www.eastrenfrewshire.gov.uk/LDP2

Purpose

Consultation is a statutory duty of the Local Authority for the Local Development Plan

A report will be produced summarising all the comments made in the representations, and our responses to them, and then submitted to the Scottish Government.

The report will be independently examined by a Reporter appointed by the Scottish Government. The Reporter requires a list of contact details for everyone who has made comments to the plan in case they want to discuss matters with them or request additional information.

The Reporter will contact you to make you aware of the outcome of this examination.

Lawful basis for processing

Data Protection Legislation sets out the lawful basis for processing personal data and for the purposes of the LDP Consultation our lawful basis for processing personal data is:

1. Legal Obligation – the processing is necessary for the Council to comply with the law
2. Public Task – the processing is necessary to perform a task in the public interest or for the official functions, and the task or function has a clear basis in law

The information is required by the Council in order to carry out its duties under the Local Government Scotland Act 2003 and Town and Country Planning (Scotland) Act 1997 as amended by the Planning etc. Scotland Act 2006.

What personal data will we collect?

As part of the preparation of LDP you may provide us with information about you. This may be either because you want to be informed about updates to the LDP or because you have submitted comments at some stage in the Development Plan Process. Information that we may collect will be:

- Name
- Address
- Email address
- Telephone number
- Comments

Where you have asked to be informed on the Local Development Plan (LDP)

Should you wish to be kept informed about the LDP you should send an email to LDP@eastrenfrewshire.gov.uk providing your contact details to enable us to keep you updated

At any time you may ask for your details to be removed should you no longer wish to be sent updates.

Who is your information shared with?

You may have submitted comments supporting or objecting to something in the LDP. Your comments will be shared with the Planning and Environmental Appeal Division (DPEA) as part of the Proposed Plan examination process under the Planning etc. (Scotland) Act 2006.

Any documents, plans, photographs and other papers that you submit to accompany your comments may also be made available online.

We will carry out a check of the information you submit before sharing or publishing any documents in order to limit the level of personal information to the minimum necessary to properly consider your points of view.

This will be limited to your name and the content of your representation. We will ensure that your personal data is held safely and securely. We will only use your other contact information such as address, email and phone number so that we can keep in touch with you throughout the process.

Retention of information

We will destroy this information within 6 months after the adoption of the Plan (anticipated June 2021). If you do not want us to keep your personal details for this purpose, you will have to withdraw your representation to the Local Development Plan.

Full details of how long the Council retains personal data can be found in the Council's [Retention Schedule](#).

Your information rights

Depending on why we need to process your information you will have rights to how your information is used. These will be detailed in our [Privacy Policy](#) published on our website.

If you have concerns about the processing of your personal data, by the council, you may contact the Data Protection Officer at dpo@eastrenfrewshire.gov.uk.

For independent advice about data protection, privacy and data sharing, visit the Information Commissioner's Office website at <https://ico.org.uk/your-data-matters/>.