

Privacy Notice Planning Support Services – Request for copies of planning documents and history

Who we are:

Planning Support Services and Planning Enforcement
Town Hall
Maidenhead

Customer Contact Centre on 01628 683800

The lawful basis for processing personal data:

The Town and Country Planning (Use Classes) Order 1987

The Town and Country Planning (Applications) Regulations 1988

The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012

The Planning (Listed Buildings and Conservation Areas) Regulations 1990

The Town and Country Planning (Development Plan) Regulations 1991

The Town and Country Planning General Regulations 1992

The Town and Country Planning Appeals (Determination by Inspectors) (Inquiries Procedure) Rules 1992

The Town and Country Planning (Modification and Discharge of Planning Obligations) Regulations 1992

The Highways (Inquiries Procedure) Rules 1994

The Town and Country Planning (General Permitted Development) (England) Order 2015

The Town and Country Planning (Crown Land Applications) Regulations 1995

The Units of Measurement Regulations 1995

The Hedgerows Regulations 1997

The Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999

The Town and Country Planning Appeals (Determination by Inspectors) (Inquiries Procedure) (England) Rules 2000

The Town and Country Planning (Hearings Procedure) (England) Rules 2000

The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2000

The Town and Country Planning (Enforcement Notices and Appeals) (England) Regulations 2002

The Town and Country Planning (Enforcement) (Written Representations Procedure) (England) Regulations 2002

The Town and Country Planning (Enforcement) (Determination by Inspectors) (Inquiries Procedure) (England) Rules 2002

The Town and Country Planning (Enforcement)(Inquiries Procedure)(England) Rules 2002

The Town and Country Planning (Local Development) (England) Regulations 2004

The Town and Country Planning (General Development Procedure) (Amendment) (England) Order 2005

The Town and Country Planning (Major Infrastructure Project Inquiries Procedure) (England) Rules 2005

The Town and Country Planning (General Development Procedure) (Amendment) (England) Order 2006

The Planning (Applications for Planning Permission, Listed Buildings and Conservation Areas) (Amendment) (England) Regulations 2006

Town and Country Planning (Control of Advertisements) Regulations 2007

The Town and Country Planning (General Permitted Development) (Amendment) (No. 2) (England) Order 2008

The Town and Country Planning (Fees for Applications and Deemed Applications) (Amendment) (England) Regulations 2008

The Town and Country Planning (General Development Procedure) (Amendment) (England) Order 2009

The Town and Country Planning (Development Management Procedure) (England) Order 2010

The Town and Country Planning (Fees for Applications and Deemed Applications) (Amendment) (England) Regulations 2010

The Town and Country Planning (General Development Procedure) (Amendment) (England) Order 2010

The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2011

The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012

The Town and Country Planning (Development Management Procedure) (England) (Amendment No. 3) Order 2012

The Town and Country Planning (Development Management Procedure) (England) (Amendment) Order 2012

The Town and Country Planning (Compensation) (England) Regulations 2012

The Town and Country Planning (Appeals) (Written Representations Procedure and Advertisements) (England) (Amendment) Regulations 2013

The Planning (Listed Buildings and Conservation Areas) (Amendment No. 2) (England) Regulations 2013

The Planning (Listed Buildings and Conservation Areas) (Amendment No. 2) (England) Regulations 2013

The Town and Country Planning (Hearings and Inquiries Procedure) (England) (Amendment) Rules 2013

The Town and Country Planning (Section 62A Applications) Procedure and Consequential Amendments) Order 2013

The Town and Country Planning (Fees for Applications Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2013

The Town and Country Planning (Development Management Procedure and Section 62A Applications) (England) (Amendment) Order 2013

The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) (Amendment) (No. 2) Regulations 2014

The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2014

The Town and Country Planning (Compensation) (England) (Amendment) Regulations 2014

The Town and Country Planning (Hearings and Inquiries Procedure) (England) (Amendment and Revocation) Rules 2015

The Town and Country Planning (General Permitted Development) (England) Order 2015

The Town and Country Planning (Use Classes) (Amendment) (England) Order 2015

The Town and Country Planning (Compensation) (England) Regulations 2015

The Town and Country Planning (Environmental Impact Assessment) (Amendment) Regulations 2015

The Town and Country Planning (Section 62A Applications) (Procedure and Consequential Amendments) (Amendment) Order 2015

The Town and Country Planning General (Amendment) (England) Regulations 2015

The Planning (Listed Buildings and Conservation Areas) (Amendment) (England) Regulations 2015

The Town and Country Planning (General Permitted Development) (England) (Amendment) Order 2016

The Infrastructure Planning Fees (Amendment) Regulations 2017

The Town and Country Planning (General Permitted Development) (England) (Amendment) Order 2017

The Town and Country Planning (Compensation) (England) (Amendment) Regulations 2017

The Town and Country Planning (General Permitted Development) (England) (Amendment) Order 2018

The Town and Country Planning (Section 62A Applications) (Hearings) Rules 2013

The Countryside and Wildlife Act 1981

Town and Country Planning Act 1990

Planning Act 2008

Rights of Way Act 2000

Enterprise and Regulatory Reform Act 2013

Environment Act 1995

Human Rights Act 1998

Localism Act 2011

Highways Act 1980

Banking and Financial Dealings Act 1971

Electronic Communications Act 2000

Data Protection Act 1998

Copyright, Designs and Patents Act 1988

How do we collect information:

Personal data is supplied by Solicitors acting on behalf of house purchasers either by post, email or electronically via the Council's online form.

We are also provided with names and addresses from service users requesting property history, copies of planning and enforcement documents or general planning and enforcement advice either by post, email or electronically via the Council's online form.

What type of information is collected:

We are provided with names and addresses of potential house purchasers from the acting Solicitor.

We are provided with name, address, email address and telephone numbers from anyone requesting property history, copies of planning documents or general planning advice.

How we use the information you have provided:

Requests for copies of planning decision notices and enforcement notices are recorded in an access database and held in the Council's email system. Copies are required as part of a house purchase.

Anyone requesting the history of a property or general advice will supply their name, address and contact details in order for us to respond. These details are retained in the Council's email system.

Who has access to the information about you:

The information stored in the Council's access database is available to Planning Support Services staff and ICT support staff.

Who we may share your information with:

This information is used by Planning Support Services and the Enforcement team solely for the purposes set out above.

How long we store your information:

Personal details recorded on the Council's access database are stored permanently.

Does your service utilise automated decision making? – No