

## **Medstead and Four Marks Neighbourhood Plan**

### **Data Management Policy**

#### **The reasons we use your data**

- Neighbourhood Plan process

To register interest in self-build and information used to provide info regarding available plots.

As part of the Neighbourhood Plan examination.

#### **Why we are allowed to use your data**

Legal obligation or public task under various UK laws including but not limited to: -

- The Town & Country Planning Act 1990
- The Town and Country Planning (Local Planning) (England) Regulations 2012
- Planning (Listed Buildings and Conservation Areas Act) 1990
- Planning Act 2008

#### **Categories of personal data being processed**

Name, address, email address, contact number, , financial information, photos and land ownership.

#### **Special categories of personal data being processed**

Not applicable.

#### **Lawful basis for processing special category data**

Not applicable.

#### **Who else might we share your data with?**

- Relevant EHDC departments
- Other local authorities, as part of the M&FMNP's 'Duty to Cooperate'
- Councillors of Medstead and Four Marks Parish Councillors
- Published on the Medstead and Four Marks Parish Councils' websites (redacted)
- Regulatory bodies
- Secretary of state
- Nominated examiners
- Statutory consultees of the M&FMNP

- Government departments

## How long will your data be kept?

Please refer to the M&FMNP retention schedule

Class	Recommended Retention
<b>. Housing provision</b>	
. Allocations	Destroy - 7 years from closure
. Assessment - housing needs	Destroy - 7 years from closure
<b>. Forward planning</b>	
. Housing development	Permanent – offer to archivist
. Neighbourhood Plan	Permanent – offer to archivist
. . Planning - consultation	Destroy 15 years after decision. Offer controversial or high profile schemes to Archivist
. . Planning – land use proposals	Destroy 15 years after decision. Offer controversial or high profile schemes to Archivist

## Will your data be stored outside of the UK?

No.

## Will computers make any decisions about you?

No