

Stirling Council

Privacy Notice

Find out how Stirling Council uses personal data by checking the Council's website at the following address: <http://www.stirling.gov.uk/dataprotection>

Our website contains a Register of Data Processing which lists all the different ways in which the Council uses personal data.

This Privacy Notice provides more information about just one of those processes.

Title of Process	Planning Applications
Why does the Council process personal data?	We process personal data to assist in the determination of planning applications.
What personal data is used?	Applicants, agents, contributors, Community Councils. Name, Address, Email Address, Phone Number (Mobile and Landline).
What makes it lawful for the Council to process this personal data?	The processing of personal data is necessary to comply with a statutory obligation or to perform a "public task" carried out in the public interest – Town and Country Planning (Scotland) Act 1997 as amended, Town and Country Planning (Listed Buildings and Conservation Areas)(Scotland) Act 1997, Planning etc. (Scotland) Act 2006
Where does the Council obtain personal data from?	Collected from letters, emails, telephone calls, application forms, drawings etc. submitted to the Council. Some of the personal data does originate with a different organisation. This is in circumstances where a planning application is submitted online via the Scottish Government Planning Portal.
Where does the Council keep personal data?	In paper format, and in electronic format on the council network.

<p>How long does the Council keep personal data?</p>	<p>Some details are retained on the Planning register permanently, or in Stirling Council Archives.</p> <p>Data protection legislation says that personal data should be kept no longer than necessary.</p>
<p>Who does the Council share personal data with?</p>	<p>No one.</p> <p>Information about planning applications is made available to the public via the Public Access system.</p>
<p>Who do I contact about my personal data?</p>	<p>The Council has a Data Protection Officer to make sure it is complying with data protection laws.</p> <p>The Council's Data Protection Officer is Kevin O'Kane, Audit Manager.</p> <p>He can be contacted at: Data Protection Officer, Stirling Council, Teith House, Kerse Road, Stirling FK7 7QA Email: dataprotection@stirling.gov.uk Telephone: 01786 404040</p>