

# South Warwickshire Local Plan Privacy Policy

For the purposes of the South Warwickshire Local Plan, Stratford-on-Avon and Warwick District Council are joint data controllers.

## **Our contact details**

### Stratford District Council

*Address:* Elizabeth House, Church Street, Stratford-upon-Avon,  
Warwickshire, CV37 6HX

*Phone Number:* 01789 267575

*E-mail:* [swlp@stratford.gov.uk](mailto:swlp@stratford.gov.uk)

### Warwick District Council

*Address:* Town Hall, Parade, Royal Leamington Spa,  
Warwickshire, CV32 4AT

*Phone number:* 01926 450000

*Email:* [swlp@warwickdc.gov.uk](mailto:swlp@warwickdc.gov.uk)

## **The type of personal information we collect**

We currently collect and process the following information:

- Personal identifiers – this may include first name, last name, username or similar identifier, title, date of birth, gender
- Contact details – this may include postal address, email address, contact telephone number or numbers.

We do not collect any Special Category Personal Data. However, you may choose to provide information relating to your race or ethnicity, religious or philosophical beliefs, sex life, sexual orientation, political opinions, trade union membership, information about your health and general biometric data within your consultation response. Where this information is a vital aspect of the consultation response we will only use the information for the purpose above on the basis that the information is

necessary for reasons of substantial public interest for the purpose of conducting statutory consultations.

Where Special Category Personal Data is provided but is not a vital aspect of the consultation response, we will only use this information for the purpose above with your express consent. You can withdraw this consent at any time, using the contact details above.

## **How we get the personal information and why we have it**

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- For the purpose of registering your views in respect of the South Warwickshire Local Plan.
- For the purpose of allowing us to keep you informed on the progress of the South Warwickshire Local Plan.
- For the purpose of informing you of future consultations you may be interested in.

We use the information that you have given us in order to

- Analyse the consultation response data gathered
- Keep you informed of subsequent consultations or stages of the South Warwickshire Local Plan.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- **We need it to perform a public task.**
- **Your consent. Some of the information you might provide may be optional, including any Special Category Personal Data as outlined above. You are able to remove your consent for us to use this data at any time. You can do this by contacting:**

[swlp@stratford.gov.uk](mailto:swlp@stratford.gov.uk)

[swlp@warwick.gov.uk](mailto:swlp@warwick.gov.uk)

You may unsubscribe to being contacted in respect of future consultations and progress updates on the South Warwickshire Local Plan at any time, using the contact details above. However, if you have already submitted a response to any aspect of the South Warwickshire Local Plan, this

response and associated data will be retained for the purpose of the public task of fulfilling our statutory duties.

## **How we store your personal information**

Your information is securely stored on the servers of one or both of the Councils, based at the addresses given above.

We keep your personal data for only as long as it is necessary to fulfil the purposes it was collected for, including for any legal, or reporting requirements.

We will retain your data for 6 years after adoption of the South Warwickshire Local Plan. We will then dispose your information by erasing the digital files from the servers.

## **Your data protection rights**

We may share any information between Warwick District Council and Stratford District Council, as data controllers listed on this notice. Each Council has its own privacy notice which should be read in conjunction with this notice, and are available following the links below:

[Stratford District Council Privacy Notice](#)

[Warwick District Council Privacy Notice](#)

## **How to complain**

If you have any concerns about our use of your personal information, you can make a complaint to us:

Stratford District Council: [data.protection@stratford-dc.gov.uk](mailto:data.protection@stratford-dc.gov.uk)

Warwick District Council: Data Protection Officer –  
[DPO@warwickdc.gov.uk](mailto:DPO@warwickdc.gov.uk) or 01926 456114

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House

Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>