

# National Infrastructure Planning's Privacy Notice

## Introduction

The Planning Inspectorate is an executive agency, sponsored by the [Ministry of Housing, Communities & Local Government](#) and the [Welsh Government](#). The fundamental values of the Planning Inspectorate are our commitment to openness, transparency and impartiality in the conduct of our business and we are committed to proactively publishing information which we hold.

We have duties and responsibilities under the [Planning Act 2008](#) and its procedural rules in relation to nationally significant infrastructure projects.

This Privacy Notice explains the types of personal information we may collect about you when you interact with us, what we do with your personal information and why we publish your personal information on the National Infrastructure Planning website. It also explains what rights you have and how we will protect your data, and keep it safe.

## What sort of personal information do we collect?

When you take part in the national infrastructure consenting process or contact us for advice, we collect personal information such as your name, address, telephone number, email address and your views on national infrastructure project applications. If you choose to tell us about sensitive matters, for example your health, religion or political opinion, we will also collect this sensitive personal information.

## Cookies

You can find out more about cookies [here](#).

## What personal information do we publish on the National Infrastructure Planning website?

A record of all advice given by us, including the name of the person requesting the advice, is published in our [Register of advice](#).

We publish your representations but we redact certain personal details – telephone numbers, addresses, email addresses, signatures and sensitive personal information before doing so.

We also publish consultation reports, development consent applications and other documents prepared by applicants and others to enable public participation in the national infrastructure consenting process. We also publish the inspectors' recommendation reports once the relevant Secretary of State has made the final decision on a project. We don't redact any personal information in documents produced by applicants where this would hinder the effective examination of a national infrastructure project application (such as names and addresses in the Book of Reference).

## Why do we publish your personal information and what legal basis do we rely on for doing so?

We have statutory functions and duties under the [Planning Act 2008](#) and its procedural rules which require us to make certain documents and information, which may include personal information, publicly available. We do this by publication on the National Infrastructure Planning website.

Processing your personal information in this way is necessary for the performance of a task carried out in the public interest, ie the effective examination of national infrastructure projects. When we process any sensitive personal information this is on a similar basis, because it's necessary for

reasons of substantial public interest.

### **How do we protect your personal information?**

Your data is held on secure servers.

### **How long will we keep your personal information?**

We will keep your personal information for 20 years and review it in line with our document retention policy. However, we only publish personal information on the National Infrastructure Planning website as long as it is necessary to enable the effective examination of national infrastructure project applications.

### **Who do we share your personal information with?**

We provide your information to the relevant government department that makes the final decision on the projects that we handle:

- Department for Business, Energy and Industrial Strategy
- Department for Transport
- Department for Environment, Food & Rural Affairs
- Ministry of Housing, Communities & Local Government

We may use other companies' services to process data on our behalf in respect of applications, such as for the cloud hosting of our website and the printing and distribution of our hard copy correspondence. Contracts are in place to ensure that your personal information is processed only as instructed by us and that appropriate security measures are applied.

### **Your rights**

Data Protection legislation provides a number of rights in respect of your personal information. Typically, when processing personal information on the basis of fulfilling a public task (as is the case when we are administering and making recommendations on National Infrastructure planning applications) these are:

- the right to be informed
- the right of access
- the right to rectification
- the right to object, and
- the right to restrict processing.

We do not use automated decision making or profiling. As our processing is on the basis of fulfilling a public task, the right to data portability and the right to erasure do not apply. Your other rights may also not be absolute and as our processing is not dependent on consent, your withdrawal of this is not normally applicable.

### **Transfer of data overseas**

The information that we publish on the National Infrastructure Planning website is available worldwide. We do not otherwise transfer your information outside of the EEA.

### **More information and any questions?**

We hope this Privacy Notice is helpful in setting out the way we handle your personal information. If you have any questions that haven't been covered, please contact the Planning Inspectorate's Data Manager at [dataprotection@pins.gsi.gov.uk](mailto:dataprotection@pins.gsi.gov.uk)

Data Manager  
The Planning Inspectorate  
Temple Quay House  
Temple Quay  
Bristol  
BS1 6PN  
Telephone: 0303 444 5000

Alternatively, you can contact our sponsor's Data Protection Officer directly - please make clear that your query relates to the Planning Inspectorate - at [data.protection@communities.gsi.gov.uk](mailto:data.protection@communities.gsi.gov.uk)

Data Protection Officer  
MHCLG  
2 Marsham Street  
London  
SW1P 4DF  
Telephone: 0303 444 0000

If you are still unhappy with our response or feel that your data has not been handled correctly, you have the right to lodge a complaint with the Information Commissioner's Office. You may also contact them for independent advice about data protection, privacy and data sharing:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Telephone: 0303 123 1113 (local rate)

01625 545745 (if you prefer to use a national rate)

+44 1625 545 700 (if you are calling from outside the UK)

Fax: 01625 524510

<https://ico.org.uk/global/contact-us/>

Members of the public based in Wales or Welsh speaking members of the public may wish to contact the Wales office where calls in Welsh are welcomed:

Information Commissioner's Office - Wales

2<sup>nd</sup> Floor

Churchill House

Churchill Way

Cardiff

DF10 2HH

Telephone: 029 2067 8400

Fax: 029 2067 8399

Email: [wales@ico.org.uk](mailto:wales@ico.org.uk)

We keep our privacy notice under regular review. This notice was last updated on 5 June 2018.