

Local Development Plan (LDP) – Privacy Policy

As part of the preparation of our LDP you may provide us with information about you. This may be either because you want to be informed about updates to the LDP or because you submit comments at some stage in the Development Plan Process.

This policy explains how we will deal with your information:

Where you ask to be updated on the Local Development Plan (LDP), we are happy to do so, but will require your consent.

Your information will not be shared with anyone, and will only be used for the purpose of keeping you informed about the LDP.

We will keep your contact information confidential for the duration of the process. We will then destroy this information within 6 months after the adoption of the Plan.

You can give us your consent, if you haven't already done so by sending an email stating, "I give permission to North Ayrshire Council to hold my data for the purpose of Local Development Plan Consultation" to ldp@north-ayrshire.gov.uk.

Or alternatively you can ask for your details to be removed if you previously gave us your details and no longer wish to be sent updates.

You may at some stage in the preparation of the LDP submit comments supporting or objecting to something. We will process this data on the basis that it is part of our statutory duty to produce a Local Development Plan.

We need to inform you that in order for us to process your representation we must keep your contact details as once the consultation period has ended, we will produce a report summarising all representations and our response to them. We will then submit this to the Scottish Government.

The report will be independently examined by an appointed Reporter. The Reporter needs a list of contact details for everyone who has made comments to the plan in case they want to discuss matters with them or request additional information.

We will contact you to make you aware of the outcome of this examination or if the reporter requires further information regarding your response.

Your comments will be shared with the Planning and Environmental Appeal Division (DPEA) as part of the Proposed Plan examination process under the Town and Country (Scotland) Planning Act 1997 (as amended by the Planning (Scotland) Act 2019). Any documents, plans, etc. that you submit to accompany your comments may also be made available online.

*We will carry out a check of the information you submit before sharing or publishing any documents in order to limit the level of personal information to the minimum necessary to properly consider your points of view. **This will be limited to your name and the content of your representation.** We will ensure that your personal data is held safely and securely.*

We will only use your other contact information such as address, email and phone number so that we can keep in touch with you throughout the process.

We will destroy this information within 6 months after the adoption of the Plan.

If you do not want us to keep your personal details for this purpose, you will have to withdraw your comments to the Local Development Plan.

Further details about your information rights can be located in our Privacy Policy:

<https://www.north-ayrshire.gov.uk/privacy-policy.aspx>