

Planning Control – and associated application

Planning Control is the process of managing the development of land and buildings. The information that is required as part of a planning application, consent submission, prior approval submission or certificate of lawfulness is determined primarily by the Town and Country Planning Act 1990 (as amended) and the Town & Country Planning (Development Management Procedure) Order 2015 (as amended).

This legislation requires Oadby and Wigston Borough Council to make details of applicants and proposals for planning permission publicly available. These details include some personal information, such as names and addresses.

You need to be aware that when you make a submission to us, the application, plans and any related documents or comments that you send to us are permanently kept as part of the public record. We have a statutory duty to make them available for any member of the public to see – this is viewable on the Council's website (www.oadby-wigston.gov.uk). The website also includes planning application documents and consultation responses received electronically. To request information relating to a specific planning application, please contact the Customer Service Team on (0116) 2888961.

The information that you provide with a planning application (or associated applications) will be processed by Oadby and Wigston Council, which is the 'data controller' for the purposes of the Data Protection Act.

The information that you provide for a planning application (or associated applications), including personal data, will be used to deal with your planning application.

Planning legislation requires Oadby and Wigston Borough Council to make details of applicants and proposals for planning permission available for public inspection. They are available on the Council's website.

The name of the owner of a property or land, plus the address of that property or land, must be publicly available. Oadby and Wigston Borough Council is required to publish any comments (with the name of the person making the comment) received on planning applications, and they may be reported to the Council's Planning Committee in summary form. All comments received are also available for inspection by the public, applicants and Councillors.

Please note: Details such as signatures, personal telephone numbers and personal email addresses are redacted before being published on the internet.

The retention of the data that is provided to the 'Planning' section will be determined by Oadby and Wigston Borough Councils retention policy. A copy of the retention schedule is available on the Council's website.

Information collected:

- Name
- Address
- Contact details
- Signature
- Details relating to the planning application - As set out in the local and national policy guidelines

Agencies we might share the information with:

- Police / Fire
- Other Local / County Council authorities
- Regulatory bodies
- National government bodies
- Local groups of interest – IE Local cultural Society, Community groups.
- Internal departments
- Judicial Agencies e.g. Courts
- Contractors/ partners providing services on our behalf
- Funding bodies

Purpose for processing:

- To adequately deal with the processing of an application
- Service delivery
- Legislative compliance

Lawful basis for processing:

- Contract
- Legal Obligation
- Public Task