

### 1. Purpose of the processing and the legal basis for the processing:

---

SESplan uses the information provided by you as part of your registration on the SESplan Consultation Portal to undertake processes required in the production of the Strategic Development Plan.

We have a statutory function to produce a Strategic Development Plan for South East Scotland under the terms of the Planning etc. (Scotland) Act 2006 and associated legislation.

### 2. Please describe the categories of personal data processed by your Service or service:

---

The personal information we gather and use includes name and contact details.

### 3. Any recipient or categories of recipients of the personal data:

---

We share your information with the Planning and Environmental Appeals Division of Scottish Government (DPEA) as part of the formal examination of the Strategic Development Plan. The information is also shared with Objective (a 3<sup>rd</sup> party software provider) who provide the online portal which allows us to store and process the information.

### 4. The source the personal data originates from and whether it came from publicly accessible sources (including information gathered about third parties e.g. where we have gathered information about a third party during discussions with a service user):

---

By registering on the SESplan Consultation Portal, you provide us with personal information which allows us to identify which representation/s you have made and means that SESplan or the DPEA can contact you in the future regarding your representation/s.

### 5. The legitimate interests of the controller or third party, where applicable:

---

Not applicable

**6. Whether the provision of personal data is part of a statutory or contractual requirement or obligation and possible consequences of failing to provide the personal data:**

---

If we did not request and use this information then it would not be possible for us to register your representation as part of the Strategic Development Plan consultation process. As a minimum we need the name of the person making the representation and some form of contact details in order for it to be registered.

**7. The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences:**

---

Not applicable

**Contact**

---

SESplan

West Lothian Civic Centre

Howden South Road

Livingston

EH54 6FF

[contactus@sesplan.gov.uk](mailto:contactus@sesplan.gov.uk)

01506 282883

[www.sesplan.gov.uk](http://www.sesplan.gov.uk)