

# Building Regulations

This Privacy Notice tells you what to expect when North East Lincolnshire Council (NELC) in partnership with ENGIE collects and uses your personal data in accordance with the Data Protection Act / General Data Protection Regulation.

<b>Data Controller</b>	North East Lincolnshire Council and ENGIE
<b>Our contact details:</b>	Building Control Service, Origin 2, Origin Way, Europarc, Grimsby, North East Lincolnshire, DN37 9TZ.  Email: <a href="mailto:bc@nelincs.gov.uk">bc@nelincs.gov.uk</a>  Telephone: 01472 326289 – option 2
<b>The purpose we are processing your personal data for is</b>	To administer Building regulations and the reporting of dangerous structures, including <ol style="list-style-type: none"><li>1. Pre-submission advice and other general advice;</li><li>2. Building Regulation applications</li><li>3. Disabled persons applications</li><li>4. Approved Inspectors register;</li><li>5. Competent Persons register;</li><li>6. Enforcement;</li><li>7. Dangerous buildings and structures;</li><li>8. Safety at Places of Sport;</li><li>9. Event Safety; and</li><li>10. Demolitions.</li></ol>
<b>Using your personal information for other purposes</b>	We will not process your personal data for any other purpose than that for which it was collected, without first providing you with information on that other purpose and seeking your consent if applicable; except were we are required to disclose your personal data in accordance with legislation for example in relation to the prevention and detection of crime, counter terrorism, safeguarding, legal proceedings or to protect interests of you or another.

<b>Organisations acting on our behalf to process your personal data</b>	No organisations are instructed to act on our behalf.
<b>The fair and lawful basis we are processing your personal data on is</b>	<p><b>For Pre-submission advice and other general advice, the processing of personal data is on the basis of:</b></p> <ul style="list-style-type: none"> <li>• You giving consent to the processing of your personal data (Article 6 1 a),</li> </ul> <p><b>For the undertaking of Statutory Duties, the processing of personal data is on the basis of:</b></p> <ul style="list-style-type: none"> <li>• Necessary for compliance with a legal obligation (Article 6 1 c).</li> </ul>
<b>Am I required to provide the Council with my personal data</b>	<p>We need your personal data to allow us to provide services and meet statutory duties in relation Building regulation activities and the reporting of dangerous structures.</p> <p>If you do not provide us with your personal details then we may not be able to provide the services you require, and if your data is required by law we may take appropriate action to obtain it.</p>
<b>Does the Council’s processing of my personal data involve automated decision-making, including profiling?</b>	No
<b>Can I withdraw my consent for processing</b>	<p>You can withdraw your consent for the processing of your personal data in relation to Pre-submission advice and other general advice at any time, however by doing this it will mean we will no longer be able to help you.</p> <p>You cannot withdraw your consent for processing when that processing required to meet a legal obligation.</p>
<b>Who we will share your personal data with</b>	<p>When appropriate, we will share your personal data with:</p> <ol style="list-style-type: none"> <li>1. Statutory consultees (as defined by Building Act 1984 and associated codes of practice</li> </ol>

	<p>and guidance such as Fire and Rescue services, Water Authority);</p> <ol style="list-style-type: none"> <li>2. Other local authorities;</li> <li>3. Government bodies (i.e. VOA, HSE);</li> <li>4. Bodies with an enforcement role;</li> <li>5. Courts, tribunals and panels;</li> <li>6. Legal representatives.</li> </ol> <p>Please note, to meet legal obligations some personal data will be published in the public domain;</p>
<b>Transfers of personal data to a third country</b>	There are no routine transfers of personal data to a third country.
<b>How long we will retain your personal data for</b>	We follow national guidance for the retention of Building regulation and the reporting of dangerous structures, this can be indefinitely.
<b>What are my rights in relation to my personal data?</b>	<p>You have the right to access the personal data we hold about you; to request we rectify or erase your personal data; to object to or restrict processing in certain circumstances; and a right of data portability in certain circumstances.</p> <p>More information on your rights can be found on our website:  <a href="https://www.nelincs.gov.uk/council-information-partnerships/information-governance/data-protection/">https://www.nelincs.gov.uk/council-information-partnerships/information-governance/data-protection/</a></p>
<b>Who can I complain to?</b>	<p>If you are dissatisfied with how we have processed your personal data you can contact the Data Protection Officer to request an internal review.</p> <p>If you are dissatisfied with the outcome of the internal review, they have the right to appeal directly to the Information Commissioner for an independent review.  <a href="https://ico.org.uk/concerns/">https://ico.org.uk/concerns/</a></p>
<b>Contact details for our Data Protection Office</b>	<p>Email: <a href="mailto:Transparency@nelincs.gov.uk">Transparency@nelincs.gov.uk</a>  Tel: (01472) 323372  Postal: North East Lincolnshire Council, Municipal Offices, Town Hall Square, Grimsby, North East Lincolnshire, DN31 1HU</p>