

Fair Processing Notice

The Committee for Environment & Infrastructure (E&I) aim to allow the public to make comments on proposed amendments to the Island Development Plan, and as such, the Committee will ask that individuals complete this survey regarding their views. This survey will include basic personal data for contacting individuals for further discussion.

The Controller of the personal data you provide through this survey is the Committee for Environment & Infrastructure (E&I) who will process your data in line with their public task and official authority.

The results of this survey will be collected for the purposes detailed above and will be reviewed by authorised officers. For further information on how the Committee may process your personal data please visit www.gov.gg/dp or by contacting those listed in this notice.

The Data Protection Law

The Controller acknowledges its obligations as per the Data Protection Law (Bailiwick of Guernsey) 2017, Law, which provides several requirements in terms of processing activities involving personal data. The Controller further acknowledges the general principles of processing as well as the rights of a data subject. More information relating to these provisions are provided within this fair processing notice or by visiting www.gov.gg/dp.

The Controller acknowledges that all processing of personal data must be lawful, fair, and undertaken with transparency. Appendix A (see below) explains the processing undertaken in connection with the survey. All of the personal data set out within Appendix A is collected directly from yourself. The data will be stored securely, and appropriate organisation and technical safeguards will be implemented.

At no time will the Controller request any Special Category Data from yourself however if you provide such information voluntarily, then it will be processed in accordance with the Data Protection Law (see Appendix A).

In order to collect the personal data detailed above, the Controller will utilise the services made available by a third-party supplier, Citizen Space. In order for Citizen Space to support and maintain the surveys which are hosted on their platform, there may be instances where they require access to the information you submit in response to this survey. This access will be limited to only that which is necessary to provide the support and maintenance required for the Controller to carry out their duties.

The Controller has implemented strict protocols which ensure that the personal data processed in connection with the surveys is not retained past the point in time where it is no longer required for the purpose for which it was originally processed. Where the Controller no longer requires your personal data for this purpose, this information will be erased or destroyed in a

safe and secure manner. If you wish to receive further information regarding how long your personal data will be retained, please contact those listed in this notice.

The Controller also maintains that any published material associated with the data collected as part of this activity will be anonymised in accordance with the Data Protection Law.

In addition to the personal data which the Controller will be collecting and processing for the purpose of this public consultation, as set out in Appendix A, Citizen Space will collect and retain a copy of your IP address. Citizen Space may process your IP Address in order to produce aggregated data around location trends for all responses to this survey and also to prevent you from submitting more than one response to the survey, thus ensuring the results remain an accurate reflection of the public's views on this subject matter.

Whilst Citizen Space may allow the Controller to view your IP address, the Controller does not actively process this information and it is securely destroyed as soon as the survey has ended and prior to the analysis of any submitted responses. For more information on how Citizen Space will process your personal data, please see their privacy policy at www.delib.net/legal/privacy_notice.

Through its use of the services provided by Citizen Space, the Controller may be required to transfer personal data to Member States of the European Union and also the United States of America. Any transfer of your personal data outside of the European Union will be subject to EU standard contractual clauses in order to ensure that your personal data is processed in a confidential and secure manner in accordance with the provisions of the Law and the GDPR.

The States of Guernsey Corporate Communications team ('Comms') will assist and advise the Controller throughout the duration of this processing activity. The Controller will only provide Comms with access to your personal data where there is a legitimate and lawful purpose for this access to be given in accordance with Schedule 2 of the Law and our internal policies and directives.

The States of Guernsey have a professional relationship with a third-party supplier, Agilisys Guernsey Ltd., who provide support to and carry out maintenance on the IT infrastructure of the organisation. For Agilisys to carry out the function they are contracted to provide, there will be instances where they may have sight of your personal data. The Controller will only provide Agilisys with access to your personal data where there is a legitimate and lawful purpose for this access to be given in line with Schedule 2 of the Law and our internal policies and directives.

Contact Details

The contact details for the Controller are as follows:

The Committee *for* Environment & Infrastructure

Tel: +44 (0)1481 220404

Email: environment&infrastructure@gov.gg

The contact details for the Data Protection Officer are as follows:

The States of Guernsey Data Protection Team

Tel: 01481 22002

Email: data.protection@gov.gg

Personal Data	Data Sharing	Purpose for processing	Lawful basis for processing
<p>Basic personal data:</p> <ul style="list-style-type: none"> • Full name • Contact Details <p>Any other information you voluntarily provide to the Controller through the submission of your feedback.</p>	<p>As your personal data is stored on our IT infrastructure, and, when appropriate, shared with data processors, it may be transferred and stored securely outside of the Bailiwick. Where that is the case, it will be subject to equivalent legal protection through an adequacy decision or reliance on Standard Contractual Clauses.</p>	<p>The Controller requires this personal data to facilitate the purpose detailed above; namely, to review and assess information provided by individuals in relation to making representations.</p>	<p>The Data Protection (Bailiwick of Guernsey) Law, 2017, Schedule 2, Condition 5 of the Law:</p> <p><i>The processing is necessary for the exercise or performance by a public authority of _</i></p> <p><i>(a) A function is of a public nature, or</i></p> <p><i>(b) A task carried out in the public interest.</i></p>