

Privacy Notice

Arun District Council collects information about you in order to process your application for a road closure.

What information is being collected

We will be asking you for your:

- name, address, telephone number and email address
- your position held within the organisation applying for the road closure
- the details of your event

Why we collect this information

Arun District Council can, with the agreement of the relevant traffic authority, make a road closure order under Section 21 of the Town Police Clauses Act 1847.

We therefore ask for details of your event to enable us to process your application in accordance with the law. We ask for your name, address, telephone number and email address so we can keep in touch with you as we process your application.

Who we might share your information with

We will pass your details on to Sussex Police, West Sussex County Council, the Fire and Rescue Service, Stage Coach, SECamb and NSL Services as they act as consultees to inform the processing of your application. We will redact your telephone number and email address from this consultation exercise.

Your details will also be shared with other internal departments at Arun District Council where they need to know this to support the processing of your application.

What we do with your information

We use the information in your application so we can determine whether to grant you a road closure order.

How long we keep your information

Once we have determined your application, we will keep the information for two years.

What rights do you have

You do have some legal rights in respect of the personal information we collect from you. Please see our website for further details <https://www.arun.gov.uk/privacy-policy>

If you have a concern about the way we are collecting or using your personal data you should raise your concern with us in the first instance.

Our Group Head of Council Advice & Monitoring Officer, Liz Fatcher, has been appointed as Arun's Data Protection Officer. Liz can be reached by telephone on 01903 737610 or email: liz.fatcher@arun.gov.uk