

## **Privacy Policy**

This Privacy Policy lets you know what happens to any personal data that you provide to us, or any that may we collect about you.

This policy applies only to personal information processed by or on behalf of Alternative Use Boston Projects Limited (AUBP).

We may collect information from you when you visit our website, fill out a feedback form at a consultation event or online, or otherwise provide us with comments, or contact us by post, telephone or email.

**Use the links below to find out more about how we use your personal information:**

[About us and how to contact us](#)

[What personal information do we collect, and why?](#)

[Who we share personal information with](#)

[How long do we keep your information for?](#)

[Requesting your rights](#)

### **About us and how to contact us**

We are Alternative Use Boston Projects Limited. You can contact us at [consultation@bostonaef.co.uk](mailto:consultation@bostonaef.co.uk). Our address is 26 Church Street, Bishop's Stortford, Hertfordshire, CM23 2LY.

### **What personal information do we collect, and why?**

You are not obliged to provide us with personal data; however, if you do not, we will not be able to contact you with any updates. You may provide us with feedback without providing us with your personal data.

We collect your name, job title or role, email or postal address, as well as any other information which you supply to us.

We use the data we collect about you to:

- keep you updated in respect of AUBP projects, where you have given us your consent to contact you about these;
- respond to any questions you may have for us;
- consider and use your feedback in relation to specific developments as part of the Development Consent Order Process.

Responding to your questions and using your feedback are both carried out on the basis of our legitimate interests in progressing our developments in accordance with the legal framework and taking into consideration feedback from relevant stakeholders, and carrying out our business in an efficient manner.

We may use your personal data in connection with any complaints received or in respect of reviewing any legal rights or obligations, in our legitimate interests to resolve any dispute.

### **Who we share personal information with**

We use data processors to manage our data and to carry out consultations. We will have in place an agreement with our processors which will restrict how they are able to process your personal information.

We may also share your information where necessary with our consultants and other professional advisors.

We may share data with local authorities or the Planning Inspectorate where necessary in relation to the Development Consent Process. We may also share information with other supervisory authorities or law enforcement bodies where required to do so by law.

We may share your personal data with a prospective purchaser or purchaser of any part of our business, on the basis of our legitimate interests and the interests of our purchaser, so that they can appropriately value the business and assess any risks and continue processing your data for related purposes after the acquisition.

**How long do we keep your information for?**

We will keep your information until a reasonable period after the Development Consent Order is granted, not to exceed 2 years.

**Your rights**

You have a number of rights under European data protection legislation. The rights you have in relation to the processing described in this privacy policy are:

Your right	What does it mean?	Limitations and conditions of your right
<b>Access</b>	Subject to certain conditions, you are entitled to have access to your personal data (this is more commonly known as a “data subject access request”).	If possible, you should specify the type of information you would like to see to ensure that our disclosure is meeting your expectations. We must be able to verify your identity. Your request may not impact the rights and freedoms of other people, eg privacy and confidentiality rights of other staff.
<b>Data portability</b>	Subject to certain conditions, you are entitled to receive the personal data which you have provided to us and which is processed by us by automated means, in a structured, commonly-used machine readable format.	This right only applies if the processing is based on your consent or on our contract with you and when the processing is carried out by automated means (ie not for paper records). It covers only the personal data that has been provided to us by you.
<b>Inaccurate personal or incomplete data</b>	You may challenge the accuracy or completeness of your personal data and have it corrected or completed, as applicable.	You have a responsibility to help us to keep your personal information accurate and up to date. Please notify us of any changes regarding your personal data as soon as they occur.
<b>Objecting to or restricting our data processing</b>	Subject to certain conditions, you have the right to object to or ask us to restrict the processing of your personal data.	As stated above, this right applies where our processing of your personal data is necessary for our legitimate interests. You can also object to our processing of your personal data for direct marketing purposes.
<b>Erasure</b>	Subject to certain conditions, you are entitled to have your personal data erased (also known as the “ <i>right to be forgotten</i> ”), eg where your personal data is no longer needed for the purposes it was collected for, or where the relevant processing is unlawful.	We may not be in a position to erase your personal data, if for example, we need it to (i) comply with a legal obligation, or (ii) exercise or defend legal claims.

<b>Withdrawal of consent</b>	As stated above, where our processing of your personal data is based on your consent you have the right to withdraw your consent at any time.	If you withdraw your consent, this will only take effect for future processing.
------------------------------	---	---

You may request any of the rights outlined above by emailing [consultation@bostonaef.co.uk](mailto:consultation@bostonaef.co.uk).

Please contact us if you have any concern about how your personal information is processed at [consultation@bostonaef.co.uk](mailto:consultation@bostonaef.co.uk) and we will try to resolve your concerns. However, if you consider that we are in breach of our obligations under data protection laws, you may lodge a [complaint](#) with the Information Commissioner’s Office.