

Use of your personal data

In order to satisfy our duties under the Mobile Homes Act 2013, we (Woking Borough Council) need to collect your personal data. We will use your personal data to licence your caravan site and, if necessary, to enforce the conditions of the licence. We will not use it for any other purposes unless the law allows us to do so. If you do not provide your personal data we might not be able to issue a licence.

In order to fulfil our statutory duties, the name of the organisation you register under as well as its address will be displayed on a public register. The entirety of the personal data you are providing will be accessible by Idox Software, who provide the software on which personal data relating to Environmental Health is stored. It will not be shared with any other organisations unless the law allows us to do so.

We will hold your personal data for no longer than 13 years after the licence expires, is suspended or is revoked. You can ask us to access or to rectify the personal data we have about you by contacting us.

More information on how we collect and use your personal data and the control you have over it is available on our website:

woking.gov.uk/dataprotection

You can also find out more by contacting our Data Protection Officer:

dataprotectionofficer@woking.gov.uk
01483 755855