

Privacy Notice for Building Control

Updated: 06 May 2026
Reviewed: 06 May 2026

The reason we use your data

We use your information:

- to process Building Control applications
- to provide Building Control training and events
- to provide Building Control technical advice
- to carry out site inspections
- to manage Dangerous Structure Reports

What Information we collect

We collect the following personal information:

- Name, address and contact details of the applicant/owner
- Name, address and contact details of the agent/architect
- Name, address and contact details of the main contractor/Builder
- Name, address and contact details of specialist designers/contractors

Purpose

We collect your personal information because:

We have a duty under the Building Act 1984 to keep records of all applications for building works that fall under the Building Regulations 2010 (as amended). This record must include the name of the person who made the application or has an application made on their behalf.

We also use data for:

The administration and enforcement of the Building Regulations 2012 (as amended)

The administration of The Building Act 1984 in relation to Demolition of buildings within the Rother District Council.

The administration and enforcement of The Building Act 1984 in relation to Dangerous Structures

Who we can share your data with

We can share your data with:

- event providers
- internal departments
- other local authorities
- property owners

Externally we may share your application with:

East Sussex Fire and Rescue, East Sussex County Council, the Health and Safety Executive, the Highways Authority, Southern Water, British Gas Transco, Southern Electricity, British Telecom and EDF Energy

When computers make any decisions about you

Not applicable

How long we keep your data for

We keep records in line with the Council Retention Schedule. This mean some records may be kept permanently.

Requesting access to your personal data

Under data protection legislation, you have the right to request access to the information that we hold about you. To make a request for your personal information please contact the Council's Data Protection Officer at dataprotection@rother.gov.uk.

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have personal data rectified, blocked, erased or destroyed
- claim compensation for damages caused by a breach of the data protection regulations

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us