

‘West Yorkshire Mass Transit Spatial Development Framework Joint Development Plan Document Regulation 18 Consultation’ Privacy Notice

For the purposes of the Data Protection Act (2018) and the General Data Protection Regulations (GDPR), the ‘controller’ of the personal data which you provide is the West Yorkshire Combined Authority (“the Combined Authority”, “we”, “us”) of Wellington House, 40-50 Wellington St, Leeds LS1 2DE (Tel: 0113 251 7272). The Combined Authority is registered with the Information Commissioner’s Office with registration number ZA051694.

The Combined Authority is collecting this data and will process it for the purpose of identifying and understanding feedback that is relevant to the ‘West Yorkshire Mass Transit Spatial Development Framework Joint Development Plan Document’ being consulted on through a Regulation 18 consultation in January and February 2026.

The purpose is to collect views and levels of support on how the joint Development Plan Document, and supporting documents, set out the plan for development around West Yorkshire Mass Transit. The results will be used to help evaluate how sufficiently the joint Development Plan Document sets out priorities and strategic objectives put forward by the five Local Planning Authorities as part of this consultation.

The Combined Authority will collect and share data including name, organisation name, contact details including email and phone numbers, demographic data, and comments, feedback and/or opinions obtained during the consultation with:

Arup Group Ltd and Jacobs UK Ltd who are data processors and will provide analysis of the data for the Combined Authority for the purpose stated above.

- Arup Group Limited is registered with the Information Commissioner’s Office with registration number 1312454.
- Jacobs UK Ltd is registered with the Information Commissioner’s Office with registration number 02594504.

The five West Yorkshire Local Authorities who are working in partnership as independent data controllers, alongside the Combined Authority on the consultation:

- Bradford Council is registered with the Information Commissioner’s Office with registration number Z6583017.
- Calderdale Council is registered with the Information Commissioner’s Office with registration number Z7465567.
- Kirklees Council is registered with the Information Commissioner’s Office with registration number Z575071X.

- Leeds City Council is registered with the Information Commissioner’s Office with registration number Z5943577.
- Wakefield Council is registered with the Information Commissioner’s Office with registration number Z6372834.

The Planning Inspectorate and the appointed Programme Officer, if the SDF is submitted for independent examination.

- The Planning Inspectorate is registered with the Information Commissioner’s Office with registration number Z7123035.

Questions regarding some of your personal data and some special category data are Asked in Section Five: About You as we recognise that the needs of different customer groups can vary and we are committed to improving transport services for all customers within the region. This information will not be processed or published alongside your comments or submissions. In addition, the Your Voice website will capture your IP address when you complete an online survey, however we will not process this data further.

To make a formal representation, you must provide your name, address, and a contact detail. This is because planning regulations require the Councils to make representations available for public inspection and to notify respondents of future stages in the plan making process. Formal representations must include names and contact details and will be uploaded to the websites of the five Local Planning Authorities due to planning regulations, and may be uploaded online under the Town and Country Planning (Local Planning) (England) Regulations 2012. Anonymous comments or comments marked “private” or “confidential” cannot be accepted. Under UK GDPR Article 6(1)(e), this information is collected under public task, linked to statutory planning.

The information that is available for public inspection and may be published online includes your name, address, and the content of your comment. We will not publish your email address, telephone number, signature, or other personal information that is not required by law.

Where you request a response to a question from the project team, we will share your question with Arup and Jacobs, and the five Local Planning Authorities. We will only share your name and contact information if this is necessary to answer your question,

We will not share your information with any other organisation or third-party other than those named above. However, there may be other circumstances in which we may share or use certain information about you, which are:

- if we have a legal obligation to do so or if we are required or requested to do so by a competent authority such as the police or a court;
- if we need to use or disclose your information to obtain legal advice or in connection with legal proceedings;

- if we need to share your information to protect your vital interests if you are unable to give us consent or it is unreasonable for us to ask for your consent in the circumstances (e.g. if you are injured).

We will retain your information for the duration of the project in accordance with our information retention policy and on the expiration of such period we will safely delete it.

Information provided to the Combined Authority will be processed on the basis of Article 6(1)(e) of the UK GDPR which states that processing is necessary for the purposes of a task carried out in the public interest.

As a data subject you have a number of rights under the DPA. These include the right to access the information which we hold about you. In some cases you may have a right to have your personal data rectified, erased or restricted, and to object to certain use of your data.

This would not affect the legality of what we do with your personal data before you make such a request and would not stop us from continuing to use your data to the extent that we do not require your consent. It would stop us from further using data for purposes which require your consent (e.g. marketing).

If you are unsatisfied with the manner in which we collect or handle your personal data you have a right to make a complaint to the Information Commissioner's Office. Information about how to make complaints can be found on the ICO's website at <https://ico.org.uk>

We act in accordance with our corporate privacy notice, which provides further information on personal data processing and how to contact us to make a request: <https://www.westyorks-ca.gov.uk/footer/privacy-notice-and-cookie-policy/>.

The Combined Authority's Data Protection Officer can be contacted at DPO@westyorks-ca.gov.uk