



**APPLICATION FOR PERMIT TO USE
BYWAYS OPEN TO ALL TRAFFIC:**

MR45A Snodland, NS245 & NS221, Luddesdown and RS221 & Chapel Lane (part) Halling

KH94 Bredhurst

KH219 Lenham

Name:

Address:

Mobile telephone number:

Telephone number:

E.Mail:

Driving license number:

Motorcycle rider

Quadricycle rider

4 x 4 driver

(Please tick)

Vehicle make, type and registration number:

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Are you a member of a club, organisation or company?

Yes / No

If yes, please state which:

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I have read and agree to comply with the terms and conditions of the permit system.

Signature of applicant:	
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Date of application:	
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Please send (via post) to: Kent County Council,
Public Rights of Way,
1st Floor, Invicta House,
County Hall,
Maidstone,
Kent ME14 1XX

For office use only.

Date received		Date permit sent		Permit number	
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Your details will be used for the purposes of administering the Traffic Regulation Order Permit Scheme only. Please refer to the privacy notice at the end of this form for full details.

Terms and conditions

1. The use of the BOATs subject to the access by permit scheme by vehicles is regulated by Road Traffic Regulation Act 1984 Orders made in accordance with the Road Traffic Regulation Act 1984. Contravention of a Traffic Regulation Order is an offence punishable by fine and / or penalty points.
2. Both the driver/rider and vehicle must be fully road legal: ie taxed, insured, licensed, holding a current MOT certificate.
3. Both the permit and Identification must be carried when using BOATs covered by the permit system.
4. Public vehicle access is **strictly** limited to the routes of the BOATs only.
5. Access to the routes is controlled by vehicle barriers. The barriers are secured by a combination lock. The combination will be provided to permit holders and those exempted in the Experimental Traffic Regulation Order.
6. The use of the BOATs should be avoided during wet weather.
7. The combination must not be provided, by permit holders, to other individuals or groups. Other individuals may apply in their own right.
8. The combination will be changed from time to time. Permit holders will be notified of the change of combination.
9. Always open and close barriers to access the BOATs.
10. If permit holders vehicles are seen off the route of the BOAT their permit will be withdrawn. Additionally Kent Police will be notified.
11. Permit holder co-operation is requested in preventing deliberate acts of trespass into areas beside the BOATs, irresponsible vehicle use and antisocial behaviour. Please report the details of vehicles seen being driven irresponsibly off the route of the BOATs to:
 - **Kent report line 03000 41 71 71**
 - **Kent Police 101.**

Public Right of Way Privacy Notice

Last Updated: 23rd April 2018

This notice explains what personal data (information) we hold about you, how we collect, how we use and may share information about you. We are required to give you this information under data protection law.

Who are we?

Kent County Council (KCC) collects, uses and is responsible for certain personal information about you. When we do so we are regulated under the General Data Protection Regulation which applies across the European Union (including in the United Kingdom) and we are responsible as 'controller' of that personal information for the purposes of those laws.

The personal information we collect and use

Information collected by us

In the course of processing applications for a byway permit to allow use of a car, motorbike or horse drawn vehicle on the restricted byways in Kent, we collect the following personal information when you provide it to us:

- Name
- Contact details (postal address, email address and telephone number)
- Your driving license number (if applicable)

How we use your personal information

We use your personal information to issue a permit to you granting access to the requested restricted byway.

How long your personal data will be kept

We will hold your personal information until either party (KCC or the data subject) withdraws access to the byway.

Reasons we can collect and use your personal information

The lawful basis on which we collect and use your personal data is that 'processing is necessary for compliance with a legal obligation'. The provision of your personal data is required from you to enable us to grant you a permit to access the restricted byway you have requested as per the Road Traffic Regulation Act 1984.

As we have a statutory basis for collecting your personal data if you do not provide it, we are unable to grant the permit.

Who we share your personal information with

We routinely share your personal data with Kent Police through a secure sharing protocol as per the Kent and Medway Information Sharing Agreement, for the purposes of enforcing and administering the permit system.

We will share personal information with law enforcement or other authorities if required by applicable law.

Your Rights

Under the GDPR you have a number of rights which you can access free of charge which allow you to:

- Know what we are doing with your information and why we are doing it
- Ask to see what information we hold about you
- Ask us to correct any mistakes in the information we hold about you
- Object to direct marketing
- Make a complaint to the Information Commissioners Office

Depending on our reason for using your information you may also be entitled to:

- Ask us to delete information we hold about you
- Have your information transferred electronically to yourself or to another organisation
- Object to decisions being made that significantly affect you
- Object to how we are using your information
- Stop us using your information in certain ways

We will always seek to comply with your request however we may be required to hold or use your information to comply with legal duties. Please note: your request may delay or prevent us delivering a service to you.

For further information about your rights, including the circumstances in which they apply, see the guidance from the UK Information Commissioners Office (ICO) on individuals' rights under the General Data Protection Regulation.

Keeping your personal information secure

We have appropriate security measures in place to prevent personal information from being accidentally lost, or used or accessed in an unauthorised way. We limit access to your personal information to those who have a genuine business need to know it. Those processing your information will do so only in an authorised manner and are subject to a duty of confidentiality.

We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

Who to Contact

Please contact the Information Resilience and Transparency Team at data.protection@kent.gov.uk to exercise any of your rights, or if you have a complaint about why your information has been collected, how it has been used or how long we have kept it for.

You can contact our Data Protection Officer, Benjamin Watts directly, at dpo@kent.gov.uk or you can write to the Data Protection Officer, Sessions House, Maidstone, Kent ME14 1XQ.

The General Data Protection Regulation also gives you right to lodge a complaint with a supervisory authority. The supervisory authority in the UK is the Information Commissioner who may be contacted at <https://ico.org.uk/concerns> or telephone 0303 123 1113.

For further information visit <https://www.kent.gov.uk/about-the-council/about-the-website/privacy-statement>