

Privacy Notice for the Consultation on Notice to Quit periods

For this consultation, the Department has specifically asked respondents not to submit any sensitive personal data or information. There is no obligation to provide any personal details in responding to this consultation questionnaire. Any information you provide will be controlled and processed in line with Data Protection Legislation by the Department.

A summary of the questionnaire responses will be published. Individual statements will not be published, and the published material will reflect the opinions of respondents in general terms.

For more information about what we do with personal data please see our consultation privacy notice.

Your response, and all other responses to this consultation, may also be disclosed on request in accordance with the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIR); however, all disclosures will be in line with the requirements of the Data Protection Act 2018 (DPA) and the UK General Data Protection Regulation (UK GDPR).

If you want the information that you provide to be treated as confidential it would be helpful if you could explain to us why you regard the information you have provided as confidential, so that this may be considered if the Department should receive a request for the information under the FOIA or EIR.

Privacy Notice – Consultations (DfC)

Data Controller Name: Department for Communities (DfC)

Address: Causeway Exchange, 1-7 Bedford Street, BELFAST, BT2 7EG

Email: prs@communities-ni.gov.uk

Telephone:

02890829129

Data Protection Officer Name: Karen McMullan

Telephone: 02890829200

Email: DPO@Communities-ni.gov.uk

Being transparent and providing accessible information to individuals about how we may use personal data is a key element of the [Data Protection Act \(DPA\)](#) and the UK General Data Protection Regulation (UK GDPR). The Department for Communities (DfC) is committed to building trust and confidence in our ability to process your personal information and protect your privacy.

Purpose for processing

The Department is publishing draft Private Tenancies (Notice to Quit) Regulations (NI) 2025, associated guidance and an Equality Impact Assessment for consultation. The aim of the consultation is to seek evidence to inform the final drafting of Regulations on circumstances where longer notice to quit periods would not apply.

We will process personal data provided in response to consultations for the purpose of informing the development of our policy, guidance, or other regulatory work in the subject area of the request for views. We will publish a summary of the consultation responses and, in some cases, the responses themselves but these will not contain any personal data. We will not publish the names or contact details of respondents but will include the names of organisations responding.

Lawful basis for processing

The lawful basis we are relying on to process your personal data is Article 6(1)(e) of the UK GDPR, which allows us to process personal data when this is necessary for the performance of our public tasks in our capacity as a Government Department.

We will only process any special category personal data you provide, which reveals racial or ethnic origin, political opinions, religious belief, health or sexual life/orientation when it is necessary for reasons of substantial public interest under Article 9(2)(g) of the UK GDPR, in the exercise of the function of the department, and to monitor equality.

How will your information be used and shared

We process the information internally for the above stated purpose. We don't intend to share your personal data with any third party. Any specific requests from a third party for us to share your personal data with them will be dealt with in accordance with the provisions of the data protection laws.

How long will we keep your information

We will retain consultation response information until our work on the subject matter of the consultation is complete, and in line with the Department's approved Retention and Disposal Schedule (which can be accessed through: <https://www.communities-ni.gov.uk/publications/dfc-disposal-records-schedule>

What are your rights?

- You have the right to obtain confirmation that your data is being processed, and access to your personal data
- You are entitled to have personal data rectified if it is inaccurate or incomplete
- You have a right to have personal data erased and to prevent processing, in specific circumstances
- You have the right to 'block' or suppress processing of personal data, in specific circumstances
- You have the right to data portability, in specific circumstances
- You have the right to object to the processing, in specific circumstances
- You have rights in relation to automated decision making and profiling.

How to complain if you are not happy with how we process your personal information

If you wish to request access, object or raise a complaint about how we have handled your data, you can contact our Data Protection Officer using the details above.

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF
[casework@ico.org.uk](mailto:caserwork@ico.org.uk)