



Information Commissioner's Office
Promoting public access to official information
and protecting your personal information

Press Release

For immediate release

Date: 8 September 2008

ICO publishes new guidance on releasing local authority housing records under data protection

The Information Commissioner's Office has published [new guidance](#) to help local authority staff who regularly handle requests under the Data Protection Act for local authority housing records.

Under the Data Protection Act, tenants have a right to request information relating to themselves and in some circumstances to the building in which they live. The information could include, for example, information about repairs or refurbishment of the property, complaints about tenants and details of evictions and prosecutions.

Local authority housing records can be obtained by an individual if the records are held by a local authority or by a housing management organisation, which is owned by, or is in partnership with a local authority. Records held by any charity, voluntary or other organisation working in partnership with a local authority for its tenancy purposes can also be obtained under the Data Protection Act.

The guidance also includes advice on how to deal with requests for records which contain information about a third party.

The guidance '*Subject access requests and local authority housing records*' is available on the ICO's website [here](#).

ENDS

If you need more information, please contact the Information Commissioner's press office on 020 7025 7580 or visit the website at: www.ico.gov.uk

Notes to Editors

1. The Information Commissioner promotes public access to official information and protects personal information. The ICO is an independent body with specific responsibilities set out in the Data Protection Act 1998, the Freedom of Information Act 2000, Environmental Information Regulations 2004 and Privacy and Electronic Communications Regulations 2003.
2. For more information about the Information Commissioner's Office subscribe to our e-newsletter at www.ico.gov.uk
3. Anyone who processes personal information must comply with eight principles, which make sure that personal information is:
 - Fairly and lawfully processed
 - Processed for limited purposes
 - Adequate, relevant and not excessive
 - Accurate and up to date
 - Not kept for longer than is necessary
 - Processed in line with your rights
 - Secure
 - Not transferred to other countries without adequate protection