

Rating Policy (LPS) Privacy Information Statement

Rating Policy, a division within the Department of Finance (DoF) Land & Property Services (LPS), is responsible for the rating policy and legislation.

Purpose for processing

We collect and process personal information for

- Public consultation purposes; and
- We only process non-sensitive information submitted to Rating Policy as part of the legally required public consultation process or where people write directly to the Directorate, the Minister's Private Office, or the Department generally in relation to matters pertaining to rating policy and legislation.

ONLY if you are relying on consent to process personal data

- Consent is a pre-condition of participation in the consultation or correspondence process.
- Consent can be withdrawn by asking for the consultation response or correspondence case to be removed from the Department's records.
- In all other cases consultation responses will be retained for the required retention period in order to demonstrate the policy rationale for legislative change.

Types of personal data

- Very limited non-sensitive personal data restricted to one, some or all of the following: -name, address, ratepayer number, property number, e-mail address, telephone number.
- All data submitted to the Department in the form of a correspondence query or consultation response will be submitted to the Department in an unsolicited, non-mandatory / voluntary basis.

Special categories of personal data

- Rating Policy does not process any special categories of information.

Lawful basis for Processing

In the exercise of our Statutory Functions we also will process data:

- In accordance with our legitimate interests
- For the performance of tasks carried out in the public interest.

How we obtain it

- All data submitted to the Department in the form of a correspondence query or consultation response will be submitted to the Department in an unsolicited, nonmandatory / voluntary basis

Who will it be shared with

- Personal information in relation to correspondence cases may be shared only with another Government Department, with the sole purpose of addressing any query or issue raised in the correspondence.

How will it be used

We may use your information to:

- Develop and inform rating policy and legislation making.

How long will we keep it

We will only retain your data for as long as necessary to process what we need to and in line with the Department of Finance's Retention and Disposal Schedule.

Full details of the Department of Finance's role as a data controller and your rights in relation to information we hold about you can be found in [LPS's Privacy notice](#) and the main [Department of Finance Privacy Notice](#).

Is personal data transferred to other countries?

No.

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