

Privacy Notice

Introduction

This Privacy Notice provides you, the data subjects (i.e. applicants to the Scheme), with information about the processing of personal data by the Housing Agency in relation to the Defective Concrete Blocks Grant (DCB) Scheme. It will be necessary for the Housing Agency to process some of your personal data after you have applied to the Local Authority in the Scheme. This would include information you provide to the Local Authority during the application process, such as your contact information, and information that will facilitate the role and function of the Housing Agency in the Scheme.

Who is the Housing Agency

The Housing Agency, located at 53 Mount Street Upper, Dublin, Ireland, is a state agency that is one of the Joint Data Controllers in charge of administering the DCB Scheme. As one of the Joint Data Controllers, the Housing Agency has together with others, the responsibility of deciding how and why your personal data will be used under the applicable EU data protection laws. This notice therefore only applies to the DCB Scheme and other details on how the Housing Agency processes your personal data can be found at its website.

The other Joint Data Controllers involved in the DCB Scheme are:

1. Department of Housing Local Government and Heritage
2. Clare County Council
3. Donegal County Council
4. Limerick City and County Council
5. Mayo County Council
6. Sligo County Council

Purpose of Processing and Lawful Basis

The Joint Data Controllers may collect personal data directly from you through the Scheme application forms or through the interactions you have with them through phone calls or emails. The Scheme is governed by the Remediation of Dwellings Damaged by the Use of Defective Concrete Blocks Act, 2022. Therefore the lawful basis applicable to all the Joint Data Controllers is Legal Obligation i.e. Article 6(1)(c). As the other Joint Data Controllers are state agencies, reliance is also placed on Public Task (i.e. official authority vested in the controller or to perform a task in public interest) as the lawful basis for processing your personal data and providing you with our services for the Scheme.

An application to participate in the Scheme may be made to the Local Authorities listed above and will be shared with the Housing Agency. The Local Authorities will be responsible for conducting the initial assessments after which the valid application will be shared with the Housing Agency for the following purposes:

- To determine whether or not a home meets the damage threshold for entry into the scheme
- To determine the appropriate remediation option and grant amount.

More information on how the Local Authorities process your personal data in the initial assessment stage can be found on their websites or by viewing their privacy notice.

Personal data collected through your participation in the Scheme may be shared with procured consultants and sub-consultants acting on our behalf and under strict instructions in delivering the services under the Scheme. Only the minimum and necessary personal data will be shared.

The Joint Data Controller's activities as state agencies may be subject to scrutiny and therefore your data may also be part of audits by both internal and external auditors. Additionally, the Housing Agency and other Joint Data Controllers may engage the services of service providers (referred to as 'data processors'), such as a specialist IT company, but only under contract where they are also obliged to take appropriate care of your personal data. Your personal data will however not be subject to automated decision-making or profiling and will not be used for purposes other than the ones outlined in this document.

Data security and storage of personal data

The Housing Agency and the other Joint Data Controllers use a range of physical, electronic, and managerial measures to ensure that we keep your personal data secure, accurate and up to date. These measures include education and training to relevant staff to ensure they are aware of our data protection obligations when processing personal data, administrative and technical controls to restrict access to personal data to a need to know basis, technological security measures, including firewalls, encryption, and anti-virus software; and physical security measures, such as staff security passes to access our premises. However, the transmission of information via the Internet may not be completely secure, although we will do our best to protect your personal data.

Transfer of Personal Data

Your personal data is being processed within the European Union (EU) and should your personal data be transferred outside the EU or the European Economic Area (EEA), it will be in accordance with Chapter V of the General Data Protection Regulation (GDPR).

Data Retention

Personal data is only held for as long as is necessary for the purposes of which it was collected for. After this time your personal information is securely deleted as per retention policies.

Your rights as an individual

Your rights as an individuals are provided under the GDPR and the Data Protection Act 2018 (DPA 2018) as follows:

- a right to get access to your personal information;
- a right to request us to correct inaccurate information, or update incomplete information;
- a right to request that we restrict the processing of your information in certain circumstances;
- a right to request the deletion of personal information
- a right to receive the personal information you provided to us in a portable format;

- a right to object to us processing your personal information in certain circumstances; and
- a right to lodge a complaint with the Data Protection Commission (DPC). Contact details for the DPC are available at www.DataProtection.ie

If you wish to exercise any of your rights, please contact the Housing Agency or any other Joint Data Controller through the details provided below. The Joint Data Controllers will seek to deal with your request without undue delay, and in any event within one month (subject to any extensions provided by law).

Some of these rights only apply in certain circumstances and so are not guaranteed or absolute rights. Please contact any of the Joint data controllers if you have any queries or concerns about your rights.

Data Protection Officer

Joint Data Controller	Contact Details
The Housing Agency	Email: dpo@housingagency.ie Tel: +353 01 657 1978
The Department of Housing Local Government and Heritage	Email: data.protection@housing.gov.ie Website: How to make a Subject Access Request
Clare County Council	Email dpa@clarecoco.ie Tel: 065 6846405 Website: Privacy Notice
Donegal County Council	Email: dpo@donegalcoco.ie Tel: 074 9153900 Website: Privacy Notice
Limerick City and County Council	Email: dataprotectionofficer@limerick.ie Website: Privacy Notice
Mayo County Council	Email: dataprotection@Mayococo.ie Website: Privacy Notice
Sligo County Council	Email: dpofficer@sligococo.ie Website: Privacy Notice

This notice is kept under regular review and is therefore subject to change. Updated: 22/07/2025.