



Home Office

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Wayne Pearsall
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06 October 2014

Dear Mr Pearsall

Freedom of Information request (our ref: 32609): internal review

Thank you for your e-mail of 8 September 2014, in which you asked for an internal review of our response to your Freedom of Information (Fol) request about 'right to rent' checks.

I have now completed the review. I have examined all the relevant papers, and have consulted the policy unit which provided the original response. I have considered whether the correct procedures were followed. I confirm that I was not involved in the initial handling of your request.

The response provided the information requested for all questions. A lot of the requested information was already available to you and IIPG provided the relevant links.

You stated that the response did not say what documents were required in order to conduct the right to rent checks. This information was included in the links provided for question 4. You also stated that the response withheld information about the contractual arrangements between the Home Office and the third party contractor without citing an exemption or considering the public interest test. During the course of this internal review, IIPG explained that there was no specific contract relating to the landlord form; instead there are terms and conditions relating to the overarching contract with QBase.

You stated that insufficient information about the company's privacy policy had been provided and suggested that this was important as the form asked for 'sensitive personal information'. As the purpose of the form in question was to enable people to join a mailing list, it was necessary to ask for contact details. The response informed you that it was not necessary to enter personal details on the database – generic company contact details could be used instead. It also explained that the data collected remains the property of the Home Office, and will not be disclosed to any third parties.

I am satisfied that the response provided you with all relevant information within the scope of your request.

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**Information Access Team
Home Office**

Annex – complaints procedure

This completes the internal review process by the Home Office. If you remain dissatisfied with the response to your Fol request, you have the right of complaint to the Information Commissioner at the following address:

The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF