



# KILKENNY COUNTY COUNCIL

## Data Privacy Statement – Kilkenny County Council

### **CCTV use in security of Council premises and property including assisting safety and security of staff, visitors and customers on premises throughout the County**

#### **Who we are and why do we require your information?**

Kilkenny County Council is the democratically elected organisation whose principal function is to provide a broad range of services in areas such as Housing, Roads & Transportation, Flood Prevention, Water Services, Economic Development & Tourism, Planning & Conservation, Environmental Protection, Heritage & the Arts, Library Services, Community & Culture, Amenity, Sport & Recreation, Fire Services, Energy, Older People & Age Friendly, Children & Younger People, Financial Management & Customer Services development.

In performing its functions, Kilkenny County Council is required to collect and process significant amounts of "personal data" within the meaning of the General Data Protection Regulations [GDPR] and of the Data Protection Acts 1988 to 2018. The Council respects the privacy rights of those whose personal data we process and we are conscious of our obligations under the Data Protection Acts. In addition, staff may be required, from time to time, to collect process and use certain types of personal data to comply with regulatory or legislative requirements or to carry out functions in the public interest.

#### **Why do we have a privacy statement?**

Kilkenny County Council collects and processes a significant amount of personal data in various multiple formats on a daily basis. Kilkenny County Council's commitment to you is that the personal data you may be required to supply to us is;

- Obtained lawfully, fairly and in a transparent manner
- Obtained for only specified, explicit and legitimate purposes
- Adequate, relevant and limited to what is necessary for purpose for which it was obtained
- Recorded, stored accurately and securely and where necessary kept up to date
- Kept only for as long as is necessary for the purposes for which it was obtained.
- Kept in a form which permits identification of the data subject
- Processed only in a manner that ensures the appropriate security of the personal data including protection against unauthorised or unlawful processing.

For full details of the collection, processing and sharing of your personal data by us and your rights in this regard, please see our full Privacy Notice on the website [here](#)

## **Data protection Policy**

Kilkenny County Council has a detailed [Data Protection Policy](#) which goes into more detail on how we as a public body are committed to ensuring the security of any personal data you provide to us.

### **What is the activity referred to in this Privacy Statement?**

Use of CCTV Technology throughout the County for the purpose of assisting security of Council premises and property including assisting safety and security of staff, visitors and customers on premises throughout the County

### **What Personal Data is Processed?**

Personal data processed by Kilkenny County Council's CCTV systems consists of the following recordings:

- Images of individuals
- Images of activities carried out by individuals
- Images of number plates of vehicles

### **Sharing Information**

- An Garda Síochána,
- IPB Insurance providers
- The Council may share your information internally (within the Council) in accordance with statutory obligations such as litter fines, waste management or liability cases.
- Our Solicitors as part of a legal case.

### **Legal and Regulatory Obligations**

- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in Kilkenny County Council in accordance with Article 6(1)(e) of the General Data Protection Regulation, 2016.

### **Records Retention Policy:**

The data processed as part of this activity will be retained for no longer than 30 days, unless required to be retained as part of a legal case

### **Your Data Protection Rights**

You have the right to request access to personal data held about you, obtain confirmation as to whether data concerning you exists, be informed of the content and source of data and check its accuracy. In addition, if the data held by us is found to be inaccurate you have the right to change, remove, block, or object to the use of, personal data held by Kilkenny County Council. In certain circumstances blocking access to data may delay or remove access to a service where the data is

required by law or for essential purposes related to delivery of a service to you. Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data.

To exercise these rights, you should contact Kilkenny County Council (Data Controller), Contact Details are as follows:

**Phone Number:** +353 56 7794277  
**E-mail:** [dataprotection@kilkennycoco.ie](mailto:dataprotection@kilkennycoco.ie)  
**Website:** [www.Kilkennycoco.ie](http://www.Kilkennycoco.ie)  
**Postal Address:** Kilkenny County Council, County Hall, John Street, Kilkenny R95

A39T

### **Right to Complain to the Office of the Data Protection Commissioner**

If you are not satisfied with the outcome of the response you received from Kilkenny County Council in relation to your request, then you are entitled to make a complaint to the Data Protection Commissioner who may investigate the matter for you.

The Data Protection Commissioner's website is [www.dataprotection.ie](http://www.dataprotection.ie) or you can contact their office at:

**Lo Call Number:** 1890 252 231  
**E-mail:** [Info@dataprotection.ie](mailto:Info@dataprotection.ie)  
**Postal Address:** Data Protection Commissioner, Canal House, Station Road  
Portarlinton, Co. Laois. R32 AP23

### **Review**

This statement will be reviewed regularly in light of any legislative or other relevant indicators.

**Updated 06/03/20**