



Wicklow County Council

Public Consultation for the purpose of installation of CCTV for the purposes of prevention, detection & prosecution of waste offences

Privacy Notice

Who we are and why do we require your information?

Wicklow County Council is responsible for the provision of an extensive range of public services across County Wicklow. The Council seeks to promote the economic, social and cultural development of Wicklow and in doing so contribute significantly to improving the quality of life of the people of the county.

The delivery of high quality services, tailored to meet the needs of all our customers, remains one of the Council's core objectives and is included in our Corporate Plan. This service includes not only the level and quality of service given to our customers, but also the quality of our decision-making processes, the efficiency and effectiveness of our corporate operations, standard of our facilities and our ability to adapt in an ever-changing environment.

In order to do this, the Council processes and uses certain types of information about individuals (Data Subjects) and organisations to provide the most effective and targeted range of services to meet the needs of the citizens, communities and businesses of Wicklow. Depending on the service being sought or provided, the information collected may include 'personal data'. This is defined by the Data Protection Act 2018, and by the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679).

Why do we have a privacy statement?

Wicklow County Council has created this privacy statement in order to demonstrate our firm commitment to privacy and to assure you that in all your dealings with us that we will ensure the security of the data you provide to us.

This privacy statement relates specifically to Wicklow County Council for the purpose of carrying out our obligations to process your responses to public consultations regarding the installation of CCTV for the purposes of prevention, detection & prosecution of waste offences

Consultation and engagement are important as it provides an opportunity to identify any potential concerns and modify the Code of Practice to achieve a balance between the functions of a Local Authority vis-à-vis environmental protection and individual privacy rights. Section 14C(4) of the Waste Management Act of 1996, as amended, requires that there shall be consultation with various bodies prior to the instruction of CCTV schemes.

Wicklow County Council – Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences





The main purpose of this consultation is to understand the concerns of citizens regarding illegal dumping and the use of CCTV. It also aims to ensure transparency in the decision making process.

Wicklow County Councils commitment 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 the purposes 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

Data Protection Policy

Wicklow County Council has a Data Protection Policy which goes into more detail as to how we, as a public body, are committed to ensuring the security of any personal data you provide to us. A copy of the Data Protection Policy is available on www.wicklow.ie under Data Protection.

What is the activity referred to in this Privacy Statement?

This privacy statement relates to the processing of personal data in fulfilment public consultation for the purposes set out in section 14C(4) of the Waste Management Act of 1996, as amended.

What is the basis for making the processing of this personal data lawful?

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

Specifically, the lawful basis for this process is section 14 C(4) of the Waste Management Act of 1996, as amended.

What personal data do you need to provide?

Contact details, including your name (legal entity), email address (if electronic submission) and/or postal address (postal submission). You do not have to provide your email and phone number, but doing so makes it easier to communicate with us regarding your registration. The information submitted is determined by the person making the submission and the method used for making the submission.

Wicklow County Council –Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences





Feedback including acknowledgments may not be issued where information has not been supplied which facilitates the local authority replying.
See section on online submissions made via the consultation hub and end of document

Is the personal data submitted, as part of this activity, shared?

Sharing does not apply to this activity.

We will not share your personal information with third parties; however, where submissions are made via the online consultation hub some third parties may occasionally have access to areas of the platform where your data is stored for the purposes of providing the platform service, development, testing and fixing of the platform. In these cases, the third parties will also be bound by data protection agreements that comply with the GDPR.

The submission content may be shared but the personal information will be redacted

Am I the only source of this personal data?

Yes, the information submitted is made by the individual as part of the consultation process.

What will happen if the personal data is not provided?

The local authority reserves the right not to give consideration to submissions which do not at a minimum include the name of the person making the submission / commenting on the proposals. Furthermore, the local authority will be unable to acknowledge or, if deemed appropriate, provide feedback where information has not been supplied which facilitates the local authority replying.

How long is my data kept for?

The Local Authority sector operate under a detailed record retention policy which outlines time periods for which your personal data will be retained and what will happen to it after the required retention period has expired. The National Record Retention Policy for Local Authority Records is available <https://www.wicklow.ie/Living/Your-Council/Governance/Data-Protection-GDPR/Records-Retention-Policies>

Wicklow County Council –Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences





Do you need to update your records?

No, it's a once off submission.

Your 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.

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 the 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 can make a Subject Access Request. This request can be in writing or electronically, to the Council's Data Protection Officer.

Data Protection Officer

For all enquiries in relation to Data Protection you can contact the Council at;

The Data Protection Officer,
Wicklow County Council,
County Buildings, Whitegates,
Wicklow Town, Co. Wicklow, A67 FW96.

Email: dpo@wicklowcoco.ie
Phone: 0404 20100

If you contact Wicklow County Councils Data Protection Officer and are not satisfied with the outcome of the response you received, then you are entitled to make a complaint to the Data Protection Commissioner who may investigate the matter for you.

For further information please see www.dataprotection.ie or you can contact their Office at:
Lo Call Number: 1800 437 737, Dublin Number: 01-7650100, Postal Address: Office of the Data Protection Commissioner, 21 Fitzwilliam Square South Dublin 2, D02 RD28.

Wicklow County Council –Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences





Privacy Policy – Public Consultation via the Online Consultation Hub

CCTV for Litter and Dumping Prevention and Enforcement

Wicklow County Council's Online Consultation Portal is a free service provided to enable participation in public consultations. The portal publishes consultations to which you can make submissions, receive messages about consultations, read and interact with published submissions.

Wicklow County Council fully respects your right to privacy. The Council will not collect any personal information about you on its public consultation portal without your clear permission. Any information, which you submit via Wicklow County Council's website, will be treated with the highest possible standards of security and confidentiality, strictly in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. This privacy statement sets out how Wicklow County Council as data controller processes your personal data, secures this personal data, and the various policies that adheres to General Data Protection Regulation.

The Council reserves the right to amend the scope of the privacy statement at any time which may include or exclude other sites or platforms.

Identity and the contact details of the controller and processor:

The Data Controller is Wicklow County Council, Wicklow County Council, County Buildings, Whitegates, Wicklow Town, Co. Wicklow, A67 FW96.

Contact details of the data protection officer:

The Data Protection Officer, Wicklow County Council, County Buildings, Whitegates, Wicklow Town, Co. Wicklow, A67 FW96

Email: dpo@wicklowcoco.ie

Phone: 0404 20100

How we collect your information

The Online Consultation Hub, known as the "platform", collects personal information from you on our behalf, to facilitate your responses to public consultations and engagement with other respondents. Your data is collected in the following ways:

Directly from your written input to the platform via the registration form, submission forms, survey forms and comment boxes;

Automatically through the platform's technologies including tracking online, such as by web cookies (which are small text files created by websites that are stored on your computer)

The information you provide

We collect the following information about you from your use of the platform:

- Contact details, including your name (legal entity), email address and postal address (Details you enter)
- Tracking codes, such as cookies;

Wicklow County Council – Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences





- Submissions, comments, emails, feedback and other content you provide via the platform;
- Anonymised Internet Protocol (IP) addresses used to connect your computer to the Internet;

What we need and why we need it

We may use information we hold about you in the following ways:

Information you give us. We will use this information:

- to carry out our obligations to process your responses to public consultations;
- to provide you with information;
- to notify you of confirmation that we have received your response to a consultation;
- to ensure that content from the platform is presented in the most effective manner for you and for your computer;

Information collected about you by the platform. This information is used:

- to administer the platform and for internal operations, including troubleshooting and testing.
- to improve the platform to ensure that content is presented in the most effective manner for you and for your computer or mobile device;
- to keep the platform safe and secure; and
- to help improve the reach and inclusiveness of public consultations using third party services such as Google Analytics.

Our legal basis for using your information

The main legal basis for processing your personal data is that such processing is:

- necessary for us to comply with our legal obligations and/or
- necessary for us to carry out our tasks in the public interest and/or in the exercise of official authority vested in us.

How long we hold your data

The Local Authority sector operate under a detailed record retention policy which outlines time periods for which your personal data will be retained and what will happen to it after the required retention period has expired. The National Record Retention Policy for Local Authority Records is available <https://www.wicklow.ie/Living/Your-Council/Governance/Data-Protection-GDPR/Records-Retention-Policies>

You may exercise any of your rights outlined in the Privacy Policy by emailing us at dpo@wicklowcoco.ie

Wicklow County Council –Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences





Storage of your information, international data transfers and security

The transmission of information via the Internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our platform; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to prevent unauthorised access.

Transfers of data will be within the European Union and therefore covered by GDPR.

Disclosure of Your Information

We will not share your information with third parties. However some third parties may occasionally have access to areas of the platform where your data is stored for the purposes of providing the platform service, development, testing and fixing of the platform. In these cases, the third parties will also be bound by data protection agreements that comply with the GDPR.

Automated decision-making

Your personal data is not used for any automated decision-making.

Cookies

For more information on how we use cookies, please see our Cookie Policy.

Your rights

You have certain rights in relation to your personal information that is processed by us. These rights are listed below. These rights are not absolute and apply subject to certain conditions. For example, your rights may include:

- the right to access personal data held by us about you;
- the right to require us to rectify any inaccurate personal data held by us about you;
- in certain circumstances, the right to require us to erase personal data held by us about you;
- in certain circumstances, the right to restrict our processing of personal data held by us about you;
- in certain circumstances, a right to receive personal data which you have provided to us in a structured, commonly used and machine readable format. You may also have the right to require us to transfer this personal data to another organisation where feasible, at your request;
- the right to object to our processing of personal data held by us about you (including for the purposes of sending marketing materials to you); and

Wicklow County Council –Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences





- the right to withdraw your consent, where we are relying on it to use your personal data

To exercise these rights please contact The Data Protection Officer, Wicklow County Council, County Buildings, Whitegates, Wicklow Town, Co. Wicklow, A67 FW96

Email: dpo@wicklowcoco.ie

Obligation to provide personal data

In order to provide certain services to you, the Council requires your personal data, and cannot provide the services without this data. Where the council requires this data it will be made clear to you on application for these services, what personal data will be required to be held and processed by the Council.

Changes to this policy

We reserve the right to modify the Privacy Policy at any stage. If and when we make changes to our privacy policy, we'll share details of these changes on this page. Please continue to check this page to ensure that you are always aware of any changes.

Concerns or complaints

If you have any concerns or complaints about the processing of your personal data or Wicklow County Council's responses to regarding your personal data, you have the right to lodge a complaint to the Data Protection Commission, info@dataprotection.ie. For further information please visit the Data Protection section of the Council's website <https://www.wicklow.ie>

Wicklow County Council –Privacy Notice – Installation of CCTV for the purposes of prevention, detection & prosecution of waste offences

