



Nenagh Municipal District Privacy Statement

This Privacy Statement forms part of and is governed by the general Privacy Statement for Tipperary County Council
<https://www.tipperarycoco.ie/your-council/tipperary-county-council-privacy-statement>

Data Processing Activity	Purpose	Lawful Basis for Processing Data	Third Party Sharing	Third Party Data Processors
Housing Maintenance Requests	To determine if repairs need to be carried out to the property.	Section 58 of the Housing Act, 1966	Contractors	Contractors
Housing Records (I House system)	To determine if repairs need to be carried out to the property.	Section 58 of the Housing Act, 1966	Contractors	Contractors
Applications for Community Grants	To manage and provide financial assistance to community groups for the upkeep /activities happening in towns & villages	Section 66 of the Local Government Act, 2001	None	None
Process requests for road works	To determine necessary road works, ensure road safety issues are investigated, enhance the surrounding areas from a road perspective	Section 13 of Roads Act 1993 and Section 65 of Local Government Act 2001	None	None
Records associated with the LIS scheme	To facilitate the works	Section 81 Local Government Act, 2001	None	None
Records associated with the CIS scheme	To facilitate the works	Section 65 of Local Government Act 2001	None	None
Records associated with hedge cutting notices	To establish the need to serve notices	Section 70 Roads Act 1993	None	None
Applications for Parking Permits	To determine eligibility of applicants for parking permits	Section 56 Road Traffic Act 1994 , Nenagh Town Council On Street Pay & Display Byelaws 2013 and Nenagh Town Car Park & Display Bye-Laws 2016	None	None
Process Traffic Offences	Administration of traffic fines & preparation of documentation for court procedures	Section 3 of the Local Authorities (Traffic Wardens) Act 1975. S.5 of the Local Authorities (Traffic Wardens) Act, 1975	Law Agent, Court Services; Department of Transport, Sport & Tourism	Law Agent, Department of Transport, Sport & Tourism; Impala Technology Ltd
Process Parking Appeals	To determine customer appeals following issuing of traffic fine by wardens	Local Authorities (Traffic Wardens) Act, 1975, Nenagh Town Council On Street Pay & Display Byelaws 2013 and Nenagh Town Car Park & Display Bye-Laws 2016, Section 65 of Local Government Act 2001.	None	None
General Queries /complaints from members of the public	To establish the need to undertake works	Section 65 of Local Government Act 2001	None	None

Municipal District Meetings	To fulfil the democratic mandate of local authorities	Local Government Act, 2001 as applied by Local Government (Application of Certain Provisions of the Local Government Act 2001 to Municipal District Members) Regulations 2014. Local Government Reform Act 2014	None	None
Responding to representations from Public Representatives	To fulfil the democratic mandate of the elected public representatives	Article 6(1)(c) of the General Data Protection Regulations 2016. Section 40 of the Data Protection Act 2018	None	None
Preparing ByeLaws	In relation to the use, operation, protection, regulation or management of any land, services, or any other matter provided by or under the control or management of the local authority	Section 199 Local Government Act 2001	None	None
Process Section 254 Licences	To determine if applicants can place/maintain /retain an appliance / apparatus / structure/sign for advertising/seating purposes in a public area.	Section 254 of the Planning and Development Act 2000. Planning and Development Regulations 2001 (as amended)	An Bord Pleanala	An Bord Pleanala
Records associated with Derelict Sites	To establish the need to serve notices	Section 6 Derelict Sites Act 1990	None	None
Records associated with Dangerous Structures	To establish the need to serve notices	Section 3, Local Government (Sanitary Services) Act 1964	None	None
Prepare reports on Planning applications	To report on Planning Development from a district viewpoint	Section 34 of the Planning & Development Act 2000	None	None
Process Litter Fines	Compliance with Litter Pollution Act	Part V of the Litter Pollution Act 1997	Law Agent	Law Agent
Process Purchase Orders	In order to pay suppliers	Section 65 of the Local Government Act, 2001	None	None
Requests under FOI Act, Data Protection, AIE, Ombudsman	Facilitate requests for information and complaints by members of the public	Freedom of Information Act 2014, Data Protection Act 2018, AIE Regulations 2007, as amended, Ombudsman Act 1980, as amended	Office of the Information Commissioner, Data Protection Commission, Office of the Commissioner for Environmental Information, Office of the Ombudsman	None
Records associated with the maintenance and operation of cemeteries	Process and assignment of burial plots at request of applicant/undertakers	Public Health (Ireland) Act 1878	Undertakers	None
Process Payroll Time Sheets	In order to Pay staff	Section 65 of the Local Government Act, 2001	MyPay	MyPay
Maintain records of health & safety incidents	Improve Health & Safety in the workplace and ensure compliance with legislation	Section 8 of the Safety, Health & Welfare at Work Act 2005 & all related regulations associated with H&S	Health & Safety Authority	None

Preparing Reports on Public Liability Claims	To establish basis of claim	Section 65 of the Local Government Act 2001	Law Agent, Irish Public Bodies	Law Agent, Irish Public Bodies
Property Management	Acquisition / disposal of Property through Roads Section & Property Management Section	Section 65 of the Local Government Act 2001. Section 183 of the Local Government Act 2001	Law Agent	Law Agent
Personal Development Plans	To manage Performance Management and Development System (PMDS)	Section 65 of Local Government Act 2001	None	None
Records associated with the Retired Staff Association	To facilitate events for retired staff	Section 65 of Local Government Act 2001	None	None
Contact Details for Staff	To contact staff as and when required	Section 65 of Local Government Act 2001	None	None
Engagement of Contractors / Consultants	To undertake various projects in the Council's work programme.	Section 65 of Local Government Act 2001	None	None
CCTV at Nenagh Civic Offices	To ensure a safe environment for staff and visitors to the Civic Offices	Safety, Health and Welfare at Work Act. Local Government Act 2001	An Garda Síochána	None
CCTV in Nenagh Town, Castlough, Burgess, Birdhill and Cragg Co. Tipperary	To ensure a safe environment for citizens	An Garda Síochána Act 2005 S.I. 289/2006 Garda Síochána (CCTV) Order. Local Government Act 2001	An Garda Síochána	None
CCTV at Nenagh Leisure Centre	To ensure a safe environment for staff and visitors to the Civic Offices	Safety, Health and Welfare at Work Act. Local Government Act 2001	An Garda Síochána	None
Processing applications for membership at Nenagh Leisure Centre	In order to manage the leisure centre in an orderly fashion	Section 65 of Local Government Act 2001.	None	None
Process Casual Trading permit applications	To issue permits to Casual Traders	Nenagh Town Council (Casual Trading) Bye-Laws 2008. Casual Trading Act, 1995	Revenue Commissioners, Department of Social Protection	None
Records associated with Festivals and Events	To facilitate Festivals and Events	Section 65 of Local Government Act 2001.	None	None