



Tipperary Cahir Cashel 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/privacy-statement>

Data Processing Activity	Purpose	Legal 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.	S. 58 of the Housing Act 1966	None	Contractors
Housing Record (iHouse System)	To determine if repairs need to be carried out to the property.	S. 58 of the Housing Act, 1966	None	Contractors
Acceptance and validation of Housing Application Forms	Carrying out statutory housing function on behalf of Housing Section.	S. 20 of the Housing (Miscellaneous Provisions) Act 2009	None	An Garda Síochána
Process requests for road works	To determine necessary road works, ensure road safety issues are investigated, enhance the surrounding areas from a road perspective.	S. 13 of the Roads Act 1993 and S. 65 of the Local Government Act 1991	None	None
Records associated with the Local Improvement Scheme (LIS)	To facilitate the works	Section 81 Local Government Act, 2001	None	None
Records associated with the Community Involvement Scheme (CIS)	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
Maintenance & Operation of Cemeteries	Process & assignment of burial plots at request of applicant/undertakers.	Local Government (Sanitary Services) Act, 1878	None	None
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
Preparing Reports on Public Liability Claims	To establish basis of claim	S. 65 of the Local Government Act 2001	None	Law Agent Irish Public Bodies

Process Section 254 Licences	To determine if applicants can place/maintain/retain an appliance/apparatus/structure/sign for advertising/seating purposes in public areas.	Section 254 of the Planning & Development Act 2000.	An Bord Pleanála	None
Prepare reports on planning applications	To report on Planning Development from a district viewpoint	S. 34 of the Planning & Development Act 2000	None	None
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	None	None
Representations from Public Representatives	To fulfil the democratic mandate of the elected public representatives.	S. 40 of the Data Protection Act 2018	None	None
Requests under FOI Act, Data Protection, AIE, Ombudsman	Facilitate requests for information & complaints by members of the public	Freedom of Information Act 2014, Data Protection Act 2018, AIE Regulations 2007, as amended, Ombudsman's Act 1980, as amended.	Office of the Information Commissioner, Data Protection Commissioner, Office of the Commissioner for Environmental Information, Office of the Ombudsman	None
Applications for Community Grants	To process applications for the purpose of providing financial assistance to community groups for the upkeep/ activities happening in towns and villages.	S. 66 of the Local government Act 2001	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	S 199 of the Local Government Act 2001	None	None
Process Purchase Orders	To Pay Suppliers	Section 65 of the Local Government Act 2001	None	None
Process Payroll Time Sheets	To Pay Staff	Section 65 of the Local Government Act 2001	None	My Pay
Process Motor Tax Renewals	Motor Tax Service	S. 65 of the Local Government Act 2001	Department of Transport, Tourism & Sport	None

Process Parking Appeals	To decide on customer appeals following issue of traffic fine by wardens	S. 5 of the Local Authorities (Traffic Wardens) Act, 1975	None	None
Process Traffic Offences	Manage payment of fines & preparation of documentation for court proceedings	S. 3 of the Local Authorities (Traffic Wardens) Act 1975	None	Law Agent, Court Service, Department of Transport, Tourism & Sport, Impala
Process Litter Fines	Compliance with Litter Pollution Act	Part V of the Litter Pollution Act 1977	None	None
Parking Permit Applications	To determine eligibility of applicants for parking permits	General Traffic & Parking legislation & Bye Laws	None	None
Process Casual Trading permit applications	To issue permits to Casual Traders	Tipperary Cahir Cashel Municipal District Casual Trading Bye-Laws 2021. Casual Trading Act, 1995	Revenue Commissioners, Department of Social Protection	None
Operation of Car parks and public toilets - Rock Car Park - Cahir Public Toilets	Management and security of car parks and public toilets	S 66 of the Local Government 2001 and control of traffic legislation General Data Protection Regulation 2018	An Garda Síochána	MF Services Hall Alarms
Acquisition/Disposal/CPO of property	Acquisition/disposal of property for Local Authority purposes	S. 65 of the Local Government Act 2001. Section 183 of the Local Government Act 2001	None	None
Maintain records of health & safety incidents	Ensure compliance with safety management system and H and S legislation	S. 8 of the Safety, Health & Welfare at Work Act 2005 & all associated regulations	Health & Safety Authority	None
Personal Development Plans	To manage Performance Management and Development System (PMDS)	Section 65 of Local Government Act 2001	None	None
Contact Staff	For the efficient delivery of local authority services.	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 Tipperary Cahir Cashel 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	CCTV Maintenance Contractors
Processing applications for membership at Sean Treacy Swimming Pool	In order to manage the swimming pool in an orderly fashion	Section 65 of Local Government Act 2001.	None	None