

## **Data Privacy Statement - Carlow County Council for Dash Cam Usage**

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

Carlow 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, Carlow 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.

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

The purpose of this privacy statement is to describe, in clear and concise terms, the personal data that the County Council's dash cam systems may collect about individuals, why it is needed, how it is used and how individuals may interact with the Council in relation to the use of their personal data by its dash cam systems. It also outlines the rights of individuals under data protection legislation in relation to the processing of their personal data. Carlow 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**

Carlow 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 is available [here](#)

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

Personal data processed by Carlow County Council's dash cam systems consists of the following recordings:

- Images of individuals
- Images of activities carried out by individuals
- Images of number plates of vehicles
- Other personal data that identifies individuals

### **How Personal Data is Obtained?**

Personal data obtained by dash cam systems will mainly be recorded by cameras that are placed, either permanently or from time to time, within any vehicle being operated by Carlow County Council.

### **How Personal Data is Processed?**

Processing of personal data may be carried out by:

- Employees who are authorised to access dash cam systems.
- Third party dash cam service providers that may be engaged by the Council.

The processing of personal data shall not be carried out for any other purposes than those outlined in this statement.

The processing of personal data shall be limited and proportionate for the purposes for which it was obtained.

### **Sharing Information**

Personal data may be shared with An Garda Síochána for the purposes of investigating and/or prosecuting a criminal offence is permitted under provisions contained in the Data Protection Act 2018.

Personal data may be provided, where required and in accordance with data protection legislation, to Carlow County Council's insurance and legal advisors in the event of an incident, accident, claim and in any other circumstance that is considered necessary and appropriate.

Personal data may be provided in response to a valid subject access request and in circumstances that are permitted by data protection legislation.

Personal data may also be shared with staff within Carlow County Council. Any viewing of the footage will be done in accordance with the GDPR Policy and will be recorded in a Log.

### **Legal and Regulatory Obligations**

Under Articles 6 and 9 of the GDPR, processing of personal data requires a legal basis. The legal basis for the Council's use of dash cams to process personal data includes any one or more of the provisions contained in these Articles and in particular any one or more of the following:

- The processing is necessary for compliance with a legal obligation to which Carlow County Council is subject;
- The processing is necessary in order to protect the vital interests of the data subject or of another natural person;
- The processing is necessary for the performance of a task carried out in the public interest or in the exercise of an official authority vested in Carlow County Council;

### **Records Retention Policy:**

Personal data recorded by dash cams will be retained no longer than is necessary it may however be retained by Carlow County Council beyond a maximum of 30 days in a limited number of circumstances. These include situations where the retention of the personal data is necessary for ....

### **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 Carlow 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 Carlow County Council (Data Controller), Contact Details are as follows:

**Phone Number:** +353 59 9170354  
**E-mail:** dpo@carlowcoco.ie  
**Website:** www.carlowcoco.ie  
**Postal Address:** Carlow County council, County Buildings, Athy Road, Carlow R93 E7R7

### **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 Carlow 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  
**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 September 2021**