



CCTV Privacy Notice



Kerry County Council
Comhairle Contae Chiarraí



- REVISION CONTROL -

Version	Date	Audience	Notes
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1. Introduction

Kerry County Council (the Council) is responsible for the provision of an extensive range of public services. This is the Privacy Notice in respect of CCTV systems across the Council.

The Council seeks to promote the economic, social and cultural development of Kerry 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. For further information please visit our website at <http://www.kerrycoco.ie/home3/data-protection-gdpr/>.

2. Information Collected by the Council

The Council processes¹ 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 Kerry.

Depending on the service being sought or provided, the information collected may include 'personal data'² as defined by the Data Protection Acts 1988, 2003 & 2018, and by the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) and may relate to current, past and future service users; past, current and prospective employees; suppliers; and members of the public who may engage in communications with the Council.

In addition, the Council may be required, from time to time, to collect, process and use certain types of personal data including CCTV footage. CCTV systems are operated by the Council for security purposes, including:

- Increasing security of property and other assets
- Deterring and detecting crime
- Helping to identify and prosecute offenders
- Providing evidence in prosecutions
- Supporting An Garda Síochána to deter and detect crime.

¹Processing is anything done with or to Personal Data, including data storage

²Personal Data is information about a living individual which is capable of identifying that individual



3. Requirement for a Privacy Notice

The Council has created this privacy notice to demonstrate our firm commitment to privacy and to assure you, that in all CCTV coverage the Council will ensure the security of the data.

The personal data captured by the Council 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 for no longer than is necessary
- Processed only in a manner that ensures the appropriate security of the personal data including protection against unauthorised or unlawful processing.

4. Sharing Information

The Council may share your information internally (within the Council) in accordance with statutory obligations. In addition, the Council may share CCTV data with third parties in accordance with statutory, regulatory or contractual obligations, including:

- An Garda Síochána
- Third-party security service providers licenced by the Private Security Authority (PSA).

5. How your Personal Data will be used/processed

Access to data (images) is controlled and restricted to relevant staff involved in assessing and monitoring the various CCTV installations. Any processing of data by third-party contractors will be subject to a Data Processing Agreement including appropriate guarantees and safeguards on non-disclosure and confidentiality of data.

The Council's Data Protection Officer (DPO) has overall responsibility for overseeing the management and any contractual services provided.



6. Legal and Regulatory Obligations

The legal basis and legitimate interest for processing personal data are included in

- Health and Safety Acts
- Housing Acts
- Section 38 of the Garda Síochána Act 2005.

7. Records Retention Policy

The Council will primarily retain data for a period of 28 days or a period as specified in operating procedures for individual cameras. Data may be retained for longer periods for evidential purposes in legal proceedings.

8. Your Rights

You have the right to request access or view personal data held about you, or obtain confirmation as to whether data concerning you exists. Please note that to help protect your privacy, the Council will take steps to verify your identity before granting access to personal data. It may be necessary to restrict access to data to safeguard the investigation of a criminal offence. or to protect the rights of others. For example, if other individuals are present on the CCTV footage and it is not possible to obtain their consent to disclose their personal data or it is not possible to edit the image to deal with their lack of consent.

To exercise these rights, you can make a Subject Access Request. This request can be in writing and directed to the contact details at the end of this policy or electronically using the form available for Subject Access Requests from <http://www.kerrycoco.ie/home3/data-protection-gdpr/>.

9. Data Protection Contact Details

For all enquiries relating to Data Protection you can contact the Council at:

Phone: 066 718 3500
E-mail: dpo@kerrycoco.ie
Phone: 066 718 3500
Postal Address: Data Protection Officer
Kerry County Council
County Buildings
Rathass
Tralee V92 H7VT
Co. Kerry.



If you are not satisfied with the outcome of the response you receive from the 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 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
R32 AP23
Co. Laois.