



Comhairle Chontae na Gaillimhe **Galway County Council**

Privacy Statement

Environmental Services Administration

Privacy Statement

Who are we and why do we require your information?

We are the Environmental Services section of Galway County Council with an objective to protect, improve, promote, and enhance our environment in the interests of the quality of life, culture, and heritage for present and future generations.

Environmental Services have a key role to play in protecting and enhancing the natural environment and in providing quality environmental services in county Galway. We are responsible for dealing with over 100 different pieces of environmental legislation and has a broad range of environmental functions including waste management, litter management, bring bank provision, river and lake water quality, dog control, derelict sites, dangerous structures, historical landfill sites, environmental awareness and grants, burial grounds, and climate action.

To provide the most effective and targeted range of services to meet the needs of the citizens, communities, and businesses of Galway County we will be required to collect, process, and use certain types of information about people and organisations.

Depending on the service being sought or provided, the information may include 'personal data' as defined by the Data Protection Acts and by the General Data Protection Regulation (GDPR) 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 our staff. In addition, staff may be required, from time to time, to collect, process and use certain types of personal data to comply with regulatory or legislative requirements.

We will use this information to:

- To fulfil our statutory functions and obligations as a local authority, as set out in various statutory provisions.
- To process your application in relation to, and/or to provide you with, any of our services pursuant to our statutory functions and obligations.
- To communicate efficiently and effectively with you as part of our relationship with you.
- To enforce waste/litter pollution laws (for example, through issuing fines for illegal dumping etc.)
- To deliver information about our services, where you have subscribed to receive same.
- To investigate complaints received about our services.
- To comply with health and safety law and other legal obligations.

Why do we have a privacy statement?

Galway County Council has created this privacy statement to demonstrate our firm commitment to privacy and to assure you that in all your dealings with Galway County Council that we will ensure the security of the data you provide to us. Galway County Council creates, collects, and processes a significant amount of personal data in various multiple formats daily. Galway County Council's commitment is that the personal data you may be required to supply to us is:

- Obtained lawfully, fairly and in a transparent manner,
- Collected for only specified, explicit and legitimate purposes,
- Adequate, relevant, and limited to what is necessary for the purpose for which it was obtained,
- Recorded, stored accurately and where necessary kept up to date,
- Kept for no longer than is necessary and in a form, which permits identification of the data subject,
- Processed in a manner that ensures the appropriate security of the personal data including protection against unauthorised or unlawful processing of the data.

What Personal Data do we collect from you?

The types of personal data you may be asked to supply can be categorised as follows:

- Contact details to allow for efficient communication.

- Details of your personal circumstances which you are required by law to supply as part of your application for a service offered by Galway County Council.
- Your own financial details which you are required by law to supply as part of your application for a service offered by Galway County Council.

The personal data you may be required to supply to the Council, or may be collected through other sources (i.e., investigations by Council Staff; information from other third parties or agents acting on your behalf) are outlined in the table below under Type of Data.

How do we collect your Personal Data?

Galway County Council processes a significant amount of Personal Data in various multiple formats. This personal data may be submitted by you through application forms or on our website or through correspondence with you. You may provide us with your Personal Data by some of the following means:

- Corresponding with us by letter, telephone, email, social media or otherwise
- Using our services both as a resident of, and visitor to Galway County Council and by filling in application forms to avail of our services
- Opting to receive information
- Using our website
- Applying to work with us and being employed by us
- Supplying us with goods and services

What information about you do we obtain from others?

- We may obtain Personal Data from other public agencies/bodies sources for example Irish Water, Revenue Commissioners, Department of Employment Affairs and Social Protection. This is to enable the Council to deliver on a service that you wish to avail of. This is outlined in our activities below.

The legal bases for the processing of your personal data are: –

- The processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in us as the controller by virtue of our statutory functions set out under the Local Government Acts and various other statutory provisions.
- The processing is necessary to protect the vital interests of you or of another natural person.
- The processing is necessary for the performance of a contract which you have entered with us or to take steps at your request prior to entering a contract.
- The processing is necessary for compliance with a legal obligation to which we are subject.
- That you have provided consent for the processing for one or more specified purposes such as marketing, for example, when you subscribe to receive news and updates about our organisation or the services we provide.

Please see the table below for a more detailed description of the legal basis for the processing of your personal data.

The legal basis for the processing of your Special Category Personal Data is: –

- Subject to suitable and specific measures having been taken to safeguard your fundamental rights and freedoms, the processing is necessary for the performance of a function conferred on us under the Local Government Acts

(as amended) and various other enactments, in accordance with Section 45 and 49 of the Data Protection Act 2018 and Article 9 GDPR:

- The processing is necessary to protect the vital interests of you or of another natural person.

Please see the table below for a more detailed description of the legal basis for the processing of your personal data.

Who do we share this information with?

We may share your personal data with selected third parties to provide you with our services. In addition, we may disclose your personal information to third parties if we are under a duty to disclose or share your information to comply with any legal obligation (including an obligation to share information with other state bodies), or to enforce or apply our terms of use and other agreements; or to protect our rights, property or safety of our service users or others. This includes exchanging information with other organisations for the purpose of fraud prevention and credit risk reduction.

Information which you provide to one department within Galway County Council may be shared with other departments within the Council where this sharing is necessary and proportionate for the performance of our statutory functions. Your information may be shared with other departments within the Council to enable the set off moneys due to Galway County Council against sums owed to you, pursuant to Section 7 of the Local Government (Financial Provisions) (No.2) Act 1983.

A list of all entities with whom your personal data may be shared is available under the relevant section of the table below.

How long do we keep your information?

The time periods for which we retain your information depends on the type of information and the purposes for which we use it. We will keep your information for no longer than is required or permitted.

If you require further information on the periods for which your personal data is kept, please contact environmentadmin@galwaycoco.ie for a copy of our retention policy.

What will happen if we change our privacy notice?

This notice may change from time to time, and any changes will be posted on our website and will be effective when posted. Please review this notice each time you use our website or our services.

How can you contact us?

Our Data Protection Officer can be contacted by:

Phone: 091 509319

Address: Galway County Council, Corporate Services, Aras an Chontae, Prospect Hill, Galway, H91 H6KX

Or by email: dpo@galwaycoco.ie

Data Protection Policy

For further information on how Galway County Council Processes Personal Data and your rights, please refer to Galway County Council’s Privacy Statement and Data Protection Policy which can be found on our website <https://www.galway.ie/en/>.

We have set out below, in a table format, a description of all the ways we plan to use your personal data, and which of the legal bases we rely on to do so. We may share your personal data with the parties named below in connection with our processing of your personal data:

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
Abandoned Vehicles Removal	Councils can request the registered owner of an abandoned vehicle parked in a public place to remove it.	Name, Address, Registration	<p>Waste Management Act 1996, Section 71 (as amended)</p> <p>Article 6(1) (e) The General Data Protection Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR) and the Data Protection Act 2018 (as amended)</p> <p>Section 60 of the Finance Act 1993 and S.I. No. 287/2015 - National Vehicle and Driver File (Access) (No. 2) Regulations 2015 provide the relevant legal basis for requesting Motor Tax to release data for the purpose of Waste Management Act 1996 and the Litter Pollution Act 1997.</p>	<p>Data sharing within the Council:</p> <p>Galway County Council Motor Tax Department.</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
Assessing Competency of Contractors and Sub-Contractors Database		<p>Name, address, email, business address, position in company/business, photographic id, type of trade, telephone number, fax number.</p> <p>We do not process any Special Category personal data.</p> <p>Forms attached to gauge data</p>	<p>Article 6.1 (b) (c) (e) The General Data Protection Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR) and the Data Protection Acts 1988 - 2018 (as amended)</p> <p>We process this data under Article 6 (1) (b) (c) (e) GDPR, to comply with our legal obligation, to perform our contract with you, and in the exercise of official authority vested in us, as the controller under the Public Bodies Order 1946, Local Government Act 1998, Local Government Act 2001, Local Government Reform Act 2014 prompt payment of accounts and Revenue requirements.</p>	N/A

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
Access to Information on the Environment (AIE)	To respond to requests for information on the Environment.	Name, address, telephone number, email address	<p>European Communities (Access to Information on the Environment) Regulations 2007 to 2011 (S.I. No. 133 of 2007 and S.I. No. 662 of 2011)</p> <p>Article 6(1)(e) General Data Protection Regulation (GDPR) 2016:</p> <p>processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.</p> <p>Article 6(1)(c) General Data Protection Regulation (GDPR) 2016:</p> <p>processing is necessary for compliance with a legal obligation to which the controller is subject</p> <p>The functions of the Commissioner for Environmental Information are outlined under Article 12 of the AIE Regulations. The Commissioner can seek environmental information under Article 12(6).</p>	<p>Data Sharing inside the Council:</p> <p>Freedom of Information Unit</p> <p>Data Sharing outside the Council</p> <p>Office of the Commissioner for Environmental Information</p>
Anti-Litter Anti-Graffiti Grant Scheme	The council funds local public education and awareness	Name, Address, Phone number, email address, financial data	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016	Data Sharing Outside of the council:

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
(ALAGS)	initiatives in relation to the litter and graffiti		<p>In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended).</p> <p>Article 6(1)(c) General Data Protection Regulation (GDPR) 2016:</p> <p>processing is necessary for compliance with a legal obligation to which the controller is subject.</p> <p>Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds</p>	We share the data with WERLA (Waste Enforcement Regional Lead Authority)
Anti-Dumping Initiatives	The councils fund initiatives under the ADI Scheme to prevent illegal dumping.	Name, Address, Email, Financial, Eircode, Mobile, Landline.	<p>Article 6(1)(e) General Data Protection Regulation (GDPR) 2016</p> <p>In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended) Article 6(1)(c) General Data Protection Regulation (GDPR) 2016:</p> <p>processing is necessary for compliance with a legal obligation to which the controller is subject.</p>	<p>Data Sharing Outside of the council:</p> <p>We share the data with WERLA (Waste Enforcement Regional Lead Authority)</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds	
Bring banks Provision	Councils provide bring banks for recycling materials such as bottles, cans, and clothes.	All comes under E-tenders process Name, Address, email, mobile, landline, financial information, drivers' licence, photograph, supplier Tax Number, Tax reference number.	Litter Pollution Act 1997 (Sections 3,7,8,25 & 27) (as amended) and the Waste Management Act 1996 (as amended), Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 European Union (Award of Public Authority Contracts) Regulations 2016 transposed into law by S.I. No. 284 of 2016 - European Union (Award of Public Authority Contracts) Regulations 2016,	N/A
Bring banks Maintenance Grants	The council provides a Bring Banks Maintenance grant to community groups for the upkeep and maintenance of bring banks in their area.	Name, address, financial data, email, phone number	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended).	Data sharing within the council: Information is shared with Finance Section for the purpose of processing the grants.

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds	
Burials Register	Burial Register Managed by Caretakers - Councils create and maintain a register of all burials in local authority burial grounds	Name, address	Public Health (Ireland) Act 1878, Regulation of Burial Grounds 1888, as amended in 1919, 1929 and 2013. Local Government (Sanitary Services) Act 1948 as amended Article 6(1)(e) General Data Protection Regulation (GDPR) 2016: processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.	N/A

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
Burial Ground Maintenance Community Grant	Galway County Council offers financial assistance under the Burial Ground Maintenance Grant to encourage local communities to undertake the maintenance of their Burial Grounds.	Name, Address, contact details including telephone number, email. Financial details. Location.	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended).	Data sharing within the Council: We may share your personal data internally with relevant departments for the purpose of fulfilling the above stated legal basis. We will share with Finance Department for the processing of the payment, and we may have to share with Internal Audit or the Government Auditor if we are subject to an audit.
Payment of Invoice for Burial Ground Plot	Provision of Burial Ground Plot	Name, address, phone and email address	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended).	N/A
Burial Grounds provision and maintenance	Councils can provide and maintain local authority owned burial grounds.	Name, Address, contact details including telephone (mobile) number and email, Legal status of group/organisation.	Public Health (Ireland) Act 1878, Regulation of Burial Grounds 1888, as amended in 1919, 1929 and 2013.	N/A

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			Local Government (Sanitary Services) Act 1948 Article 6(1)(c) General Data Protection Regulation (GDPR) 2016	
Burial Grounds Index Log	To log all queries in relation to Burial Grounds queries, capital, and maintenance works	Name, address, phone and email address	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 in the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended)	Data Sharing within the Council: We may share your personal data internally with the area office for the purpose of fulfilling the above stated legal basis.
Burial Grounds Caretakers payments	GCC manages caretaker appointments and arranges payments to Burial Ground caretakers at year end	Name, address, mobile no, email address, financial details	Public Health (Ireland) Act 1878, Regulation of Burial Grounds, Local Government (Sanitary) Act 1948 Article 6(1)(c) General Data Protection Regulation (GDPR) 2016	Data Sharing within the Council: We share the data with the Finance Section for purpose of payment.
GEMMS System for Burial Grounds	The system will manage the maintenance/management of Burial Grounds by holding all information in relation to same including details of Burial ground caretakers	Name, address, and mobile no	Public Health (Ireland) Act 1878, Regulation of Burial Grounds, Local Government (Sanitary) Act 1948 Article 6(1)(c) General Data Protection Regulation (GDPR) 2016	
Caravan Park Licence	Caravan and campsite licences Councils can issue licences to owner/operators of caravan parks and campsites.	Name, address, email, mobile, landline, Eircode	Local Government (Sanitary Services) Act 1948 – Section 34 Article 6(1)(c) General Data Protection Regulation (GDPR) 2016:	Data Sharing within the Council: Fire Authority Galway County Council

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			<p>processing is necessary for compliance with a legal obligation to which the controller is subject</p> <p>Tourist Traffic Acts 1939-2016</p> <p>Fire Service Act 1981 and 1983</p>	<p>Data sharing outside of the council:</p> <p>Health Service Executive (HSE)</p>
Climate Action Initiatives	To support Community and Business Projects for Climate Action Initiatives and develop links with stakeholders	Name, Address, contact details including telephone (mobile) number and email, Legal status of group/organisation and financial information/Eircode – tax reference – charity registration	Climate Action and Low Carbon Development Act 2015-2021 Article 6(1)(c) General Data Protection Regulation (GDPR) 2016	<p>Data Sharing Within the Council</p> <p>We share the data with the Finance Section for purpose of payment</p>
Climate Change Action Plan Consultation	To consult with relevant stakeholders in relation to the Climate Change Action Plan	Name, Address, contact details including telephone (mobile) number and email, and Eircode	Climate Action Act Plan 2019 and National Climate Change Framework Climate Action and Low Carbon Development Act 2015 (as amended) Article 6(1)(c) General Data Protection Regulation (GDPR) 2016	
Climate Action Opportunity Fund Grant	The Climate Action Opportunity Fund 2021 is a competitive Scheme aligned with Galway County Council’s Climate Adaptation Strategy. It provides opportunities for Communities and Not for Profit Groups within the County Council’s jurisdiction	Name, Address, contact details including telephone (mobile) number and email, Legal status of group/organisation, Charity Registration No., Tax reference no, Membership fees charges	Climate Action and Low Carbon Development Act 2015-2021 Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 In the exercise of official authority vested in as the controller under the	<p>Data sharing within the Council:</p> <p>Information is shared with Finance Section for the purpose of processing the grants.</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
	to have a significant impact on our overall ability to meet our climate targets. Definitive and impactful action at community level will extend and complement the action being undertaken at regional, national, and international levels.		Local Government Act 2001 (as amended). Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds Climate Action Act Plan 2019 and National Climate Change Framework	
Dead Animal Removal	The council arranges for the disposal of dead animals from public places.	Name, mobile, landline, address	Public Health Ireland Act 1878 (as amended). Article 6(1)(c) General Data Protection Regulation (GDPR) 2016: processing is necessary for compliance with a legal obligation to which the controller is subject	N/A
Dog Complaints Reporting	Councils investigate complaints from the public in relation to dogs.	Name, Address, Telephone Number, email address, location, and name/address/nature of alleged offence.	We process this personal data in the exercise of official authority vested in as the controller under the Control of Dogs Act 1986 as amended Article 6(1)(c) General Data Protection Regulation (GDPR) 2016 processing is necessary for compliance with a legal obligation to which the controller is subject An Garda Síochána – Section 41 Data Protection Act 2018	Data Sharing outside the council: An Garda Síochána Irish Greyhound Board

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			Irish Greyhound Board – Section 22 Welfare of Greyhound Act 2011	
Dog fines payments and prosecutions	Councils can fine dog owners or breeders who commit offences relating to proper dog control, licencing, and microchipping. Fine payments can be made to your local council.	Identity data, contact data, transaction data	Control of Dogs Act 1986 as amended Article 6(1)(c) General Data Protection Regulation (GDPR) 2016	<p>Data Sharing within the Council</p> <p>Data is shared with Finance for purpose of payment. Also, with the Law Department for the purpose of prosecution</p>
Dog Licences General	Councils are responsible for licence compliance. Councils issue general licences.	Name, Address, Eircode, Mobile, landline, email, business address.	Control of Dogs Act 1986 as amended Article 6(1)(e) of the General Data Article 6(1)(c) General Data Protection Regulation (GDPR) 2016	<p>Data sharing within the Council:</p> <p>Data is shared with Customer Services and the cash office for issuing of dog licences purposes and answering queries on same.</p> <p>Data sharing outside the Council:</p> <p>An Post and Data Ireland operating Dog Licences.ie, individuals providing data to licence his/her dog.</p>
Dog Reclaiming and Rehoming	Dog Control – Veterinary Councils operate dog pounds where members of the public	Name, Address, email, Eircode, mobile, landline	Control of Dogs Act 1986 as amended Control of Dogs Act Microchipping of Dogs (Amend) Regulations 2015	

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
	<p>can surrender dogs which may be made available for rehoming.</p> <p>Councils operate dog pounds where members of the public can surrender dogs which may be made available for rehoming.</p>		Article 6(1)(c) and (e) General Data Protection Regulation (GDPR) 2016	
Control of Dogs Regulation Enforcement	Councils regulate the control dogs including restricted breeds as per Control of Dogs Act 1986.	Name, Address, mobile, landline, email, Eircode	<p>We process this personal data in the exercise of official authority vested in as the controller under the Control of Dogs Act 1986 as amended Control of Dogs Act Microchipping of Dogs (Amend) Regulations 2015 Article 6(1)(c) and (e) General Data Protection Regulation (GDPR) 2016</p> <p>Section 41 of the Data Protection Act, 2018 allows us to share information with An Garda Síochána</p>	<p>Data Sharing Outside the Council:</p> <p>An Garda Síochána</p>
Dangerous Structures and Places Enforcement	<p>To compile the Dangerous Structures Register. To issue Notices, Initiate legal proceedings</p> <p>To reduce risk to public/property from falling debris from buildings considered to be dangerous</p>	Name, address, mobile, landline, email, Eircode.	<p>Local Government (Sanitary Services) Act, 1964</p> <p>Sections 2 & 3, Sanitary Services Act 1964</p> <p>Article 6(1)(c) & (e) General Data Protection Regulation (GDPR) 2016</p> <p>S.I. No.278/1966 – Housing Act, 1966 (Acquisition of Land) Regulations, 1966</p>	<p>Data sharing within the Council:</p> <p>Data is shared with Housing for further investigations.</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
Derelict Sites	Councils maintain a Derelict Site Register. Council investigates reported derelict sites and serves statutory notices as required	Name, address, mobile, landline, Eircode, email.	Derelict Sites Act 1990 (as amended) Article 6(1)(c) General Data Protection Regulation (GDPR) 2016 S.I. No.278/1966 – Housing Act, 1966 (Acquisition of Land) Regulations, 1966	Data sharing within the Council: Data is shared with Housing for further investigations.
Diaries	Diaries – Personal Data has the potential to be recorded in diaries and to keep track of activities within the Environment Section.	Name, address, email addresses, mobile numbers	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 in the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended)	
Environmental Awareness Programme and Grants	Councils can provide support and grants to community and voluntary groups and tidy town committees towards environmental awareness initiatives.	Name, Address, Telephone Number, bank account details	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended).	Data sharing within the Council: Data shared with Finance for processing of payments

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
	<p>The Council delivers environmental awareness workshops or grants to groups on recycling and national stop food waste initiative</p> <p>Councils can run environmental awareness initiatives as part of their environmental protection activities.</p> <p>Councils work in partnership with schools to promote long term, whole school action to raise awareness and protect the environment.</p> <p>Application by members of the public following advertising, direct contact by members of the public, through internal networks such as PPN network.</p>		Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds	
Exhumation Licence	Councils can provide licences to exhume the remains of a deceased person.	Name, address, mobile no, email addresses	<p>Public Health (Ireland) Act 1878, Regulation of Burial Grounds 1888, as amended in 1919, 1929 and 2013.</p> <p>Local Government Act 1994</p> <p>Article 6(1)(c) General Data Protection Regulation (GDPR) 2016</p> <p>Section 46 of the Local Government (Sanitary Services) Act 1948 as amended by Section 4(2) and the Second Schedule of the Local</p>	<p>Data Sharing outside the council:</p> <p>HSE</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			Government Act, 1994, as well as the Coroners (Amendment) Act, 1927.	
Freedom of Information Requests	Councils respond to requests from the public in relation to activities carried out by the Environment section.	Name, address, telephone number, email address	Freedom of Information Act, 2014, Data Protection Act, 2018, Article 6(1)(c) General Data Protection Regulation (GDPR) 2016 Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 Section 45 of the Freedom of Information Act 2014, lawful basis relating to FOI queries.	Data sharing within the Council Freedom of Information Unit Data sharing outside the Council Office of Ombudsman
Green Dog Walker Initiative	Implementation, design and developed new programme re dog fouling. Individuals will register as Green Dog Walkers	Contact name, phone number, email address, Eircode, address	Article 6(1)(a) General Data Protection Regulation (GDPR) 2016 the data subject has given consent to the processing of his or her personal data for one or more specific purposes	N/A
Green Coast applications	The purpose of this activity is to obtain green flag status for our beaches in County Galway	Name, email address, phone no, mobile number	2008 Bathing Water Quality Regulations Article 6(1)(a) General Data Protection Regulation (GDPR) 2016	Data sharing outside the council: An Taisce
Home Composting Units Purchase	Home composting units are available for purchase through the finance section and	Contact name, phone number, email, address, Eircode.	Article 6(1)(a) General Data Protection Regulation (GDPR) 2016	Data Sharing within the council:

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
	delivered by Community Wardens. Some are supplied to schools or groups as part of environmental initiatives.		the data subject has given consent to the processing of his or her personal data for one or more specific purpose	Information share with Finance for processing of payments
Historic Landfills Management and Recoupment Claims	Councils manage closed, local authority landfill sites in line with Environmental Protection Agency (EPA) Licence Guidelines.	Name, Address, Mobile number, Landline number, email, financial, supplier tax number, Tax reference number.	S.I. No. 524 of 2008 WASTE MANAGEMENT (CERTIFICATION OF HISTORIC UNLICENCED WASTE DISPOSAL AND RECOVERY ACTIVITY) REGULATIONS 2008 & Waste Management Act 1996 (as amended) Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as am Article 6(1)(c) General Data Protection Regulation (GDPR) 2016 Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds	Data Sharing outside the Council: Data is shared with the Department of Environment, Climate and Communications for recoupments claims
Litter Regulations Enforcement	To ensure compliance with litter Pollution Act 1997 as amended	Name, Address, email, mobile, landline number, Eircode	Litter pollution Act 1997 as amended	Data Sharing within the Council:

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
	<ul style="list-style-type: none"> - Litter fines payments - Litter fines Appeals 		Article 6(1)(c) and (e) General Data Protection Regulation (GDPR) 2016	<p>Data is shared with the Finance Department in relation to fine payments.</p> <p>Data Sharing outside the Council:</p> <p>Data is shared with the Department of Transport, Sport, and Tourism</p>
Litter Fine Application System	<p>This is a cloud hosted multi-tenanted application in Amazon Web Services in a European data centre.</p> <p>Mobile app operated by the Council Wardens records offender and offense details. Pictures are also taken of offense. The information is synced from mobile to a SQL Server in AWS.</p> <p>Information can also be interfaced from the Vehicle Licensing Unit in Shannon. This is necessary to find out the address details of an offender.</p> <p>The issuing of the fixed penalty notices and any subsequent letter is performed through a web application that the local authority administration staff have access to.</p> <p>Recipients of the fixed penalty notice (FPNs) can also make</p>	Name and address, address of offense and supporting pictures of offense, car registration.	<p>Litter Pollution Act 1997 as amended</p> <p>Article 6(1)(c) and (e) General Data Protection Regulation (GDPR) 2016</p> <p>Section 60 of the Finance Act 1993 and S.I. No. 287/2015 - National Vehicle and Driver File (Access) (No. 2) Regulations 2015 provide the relevant legal basis for requesting Motor Tax to release data for the purpose of Waste Management Act 1996 and the Litter Pollution Act 1997.</p>	<p>Data Sharing outside the Council:</p> <p>Data is shared with Ascendas who designed the Litter Fine Application System</p> <p>Data is shared with the Department of Transport, Sport, and Tourism</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
	payments through a web application. No credit or debit card information is stored by the system. The payment process is PSD2 compliant.			
Community Environment Action Fund	Councils can provide financial assistance to local groups including community groups, schools, and environmental Non-Governmental Organisations (NGOs) to assist small-scale environmental projects which promote sustainable development. We collect and process this information to manage and administer the relationship between you and us for the purpose of assessing your application for financial assistance under CEAF Previously known as Local Agenda 21 Environmental Partnership Fund	Name, Address, Mobile & Telephone Number, email addresses & financials	Article 6(1) (c) General Data Protection Regulation (GDPR) 2016 Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds	Data Sharing Outside the Council: We share data with the Department of Environment, Climate and Communications
Local Authority Prevention Network Programme	Council supports and deliver waste prevention programme part funded by EPA to groups, and individuals	Contact name, number, email, financial details community groups, schools and voluntary groups or representatives.	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 in the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended)	N/A

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
Local Authority Waste Enforcement Measures Grant Scheme Recoupment	The Department funds Waste Enforcement Staff to ensure a visible presence of personnel on the ground.	Name	Article 6(1) (c) General Data Protection Regulation (GDPR) 2016 Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds.	Data Sharing outside the Council: We share data with the Department of Environment, Climate and Communications
Mobile Phones	The use of mobile phones in the delivery of duties. To take calls in relation to all activities within the Environment Section	Name and mobile number, landline, email	Article 6(1)(e) General Data Protection Regulation (GDPR) 2016 in the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended)	N/A
National Spring Clean Support	The Council Provides material and services to groups and individuals who request help through the area office network or by direct contact to Environment following advertising.	Contact name, Address, Phone Number to help/advice, deliver material and monitor progress.	Article 6(1)(a) General Data Protection Regulation (GDPR) 2016 the data subject has given consent to the processing of his or her personal data for one or more specific purposes	N/A
National Tree Week	The Council distributes tree saplings and information to groups and members of the public following advertising on social media, print media, website, and direct phone contact from members of the public.	Contact Name, Address, email, phone number of individuals, groups to arrange collection or delivery and to record number supported.	Article 6(1)(a) General Data Protection Regulation (GDPR) 2016 the data subject has given consent to the processing of his or her personal data for one or more specific purposes	N/A

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
Environmental Complaints Recording – Air, Noise, Water, Waste and Odour	We collect and process this information to manage and administer the relationship between you and us for the purpose of investigating your complaint thoroughly and fairly. Members of the public	Name, Address, Telephone Number, email address, location, Eircode.	<p>Article 6(1) (e) General Data Protection Regulation (GDPR) 2016</p> <p>We process this personal data for the performance of as task carried out in the public interest and in the exercise of official authority vested in as the controller under the Waste Management Act 1996 (as amended), Litter Pollution Act 1997 (as amended), Local Government Water Pollution Act 1977 (as amended), Air Pollution Act 1987 (as amended), Protection of the Environment Act 2003 (as amended), Control of Dogs Act 1986, Control of Horses Act 2015 Air Pollution Act 1987 as amended, Public Health (Ireland) Act, 1878 and Article 6(1)(c) General Data Protection Regulation (GDPR) 2016</p> <p>The basis for data sharing between the local authorities and the FSAI is underpinned by the provisions of the FSAI Act (S.48(8) and S.16), the service contracts, and the data sharing provisions of SI 22 of 2020 which give effect to obligations of the Official Controls Regulation (EU) 2017/625.</p> <p>Sections 68 and 69 of the EPA Act 1992 provides a legal basis to share data and both permits and requires the sharing of data between the Local</p>	<p>Data Sharing outside the Council:</p> <p>We may share your Personal Data with selected third parties, including the EPA, and FSAI, where required to do so by law.</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			<p>Authorities and the Environmental Protection Agency.</p> <p>In contacting bodies under remit to request information for the purpose of examining complaints received by the Office of the Ombudsman, that information is sought in accordance with the provisions of Section 7 of the Ombudsman Act 1980 (as amended). A request made under Section 7 of the Act enables you to comply with your obligations under the General Data Protect implemented by the Data Protection Act 2018.</p>	
Complaints from Statutory bodies	The Council investigates complaints from statutory bodies such as the EPA and Department of Agricultural regarding environmental issues.	Name, Address, email, mobile, landline, Eircode.	Waste Management Act 1996 (as amended), Litter Pollution Act 1997 (as amended), Local Government Water Pollution Act 1977 (as amended), Air Pollution Act 1987 (as amended), Protection of the Environment Act 2003 (as amended), Control of Dogs Act 1986, Control of Horses Act 2015 Air Pollution Act 1987	N/A

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
			<p>as amended, Public Health (Ireland) Act, 1878 and Article 6(1) (e) General Data Protection Regulation (GDPR) 2016</p> <p>We process this personal data for the performance of as task carried out in the public interest and in the exercise of official authority vested in the controller</p>	
Septic Tank Grants	<p>To process Septic Tank Grants Applications.</p> <p>National inspection Plan for septic tanks.</p>	<p>Mobile, Landline, Name, and address, Eircode. Details of contractor also</p>	<p>Water Services Act, 2007 - 2013 Water Services (Amendment) Act, 2012 and associated regulations Domestic Wastewater Treatment Systems (Financial Assistance) Regulations 2013 (S.I. No. 222 of 2013) Article 6(1)(e) General Data Protection Regulation (GDPR) 2016</p> <p>In the exercise of official authority vested in as the controller under the Local Government Act 2001 (as amended).</p> <p>Article 6(1) (c) General Data Protection Regulation (GDPR) 2016</p> <p>Circular 13/2014 Management of and Accountability for Grants from Exchequer Funds</p>	<p>Data Sharing outside the Council:</p> <p>We share data with the Department of Housing Planning and Local Government</p> <p>Data Sharing inside the Council</p> <p>We share data with Finance Department for payment of grant</p>

Activity Name	Purpose/Activity	Type of Data collected	Lawful Basis for Processing	Data Sharing within or outside the Council
<p>Waste Disposal Bags Exemptions (Pay By Weight)</p> <p>Spay Campaign for Dogs</p>	<p>People in designated areas can apply to their local council for an exemption to use waste disposal bags for the disposal of household waste.</p> <p>Galway County Council offers financial assistance under the Spay Campaign for Dogs to encourage members of the public to have their female dogs spayed and it is applicable to certain breeds.</p>	<p>Identity data, PPSN, contact data, financial data, transaction data, special category data, sensitive personal data. -</p> <p>Name, address, contact details including telephone number, Eircode and email and financial details.</p>	<p>Article 2 of the Waste Management (Collection Permit) (Amendment) Regulations 2016 (S.I. No.24 of 2016). Article 6(1)(e) General Data Protection Regulation (GDPR) 2016</p> <p>Article 6.1. (b) Processing is necessary for the performance of a contract to which the data subject is part or in order to take steps at the request of the data subject prior to entering into a contract.</p>	<p>N/A</p> <p>N/A</p>
<p>Consultation Portal</p>	<p>To consult with relevant stakeholders in relation to the Burial Ground Bye Laws and Litter Management Plan</p>	<p>Name, Address, contact details including telephone (mobile) number and email, and Eircode</p>	<p>Section 10 Litter Pollution Act 1997</p> <p>Local Government (Sanitary Services) Acts, 1878 to 2001</p> <p>LG Act 2001 – Part 19 S199</p>	<p>N/A</p>

How will we protect your Personal Data?

Any data we collect from you will be stored confidentially and securely as required by the Galway County Council Privacy Statement and Data Protection Policy. Galway County Council is committed to ensuring all accesses to, uses of, and processing of, Galway County Council data is performed in a secure manner.

When we store your personal data on our systems the data will be stored either on the Galway County Council premises or on secure IT platforms within the EEA which are also subject to European data protection requirements.

What are your rights?

For further information on how Galway County Council processes Personal Data and your rights, please refer to Galway County Council's Privacy Statement and Data Protection Policy which can be found on our website galway.ie.

OR

You may contact Galway County Council 's Data Protection Officer at 091 509319 dpo@galwaycoco.ie

Right of Complaint to the Office of the Data Protection Commissioner+

If you are not satisfied with the outcome of the response you received from Galway 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 or you can contact their Office at:

Telephone: 1800 437 737 / 01 765 0100

E-mail: info@dataprotection.ie

Postal Address: Data Protection Commissioner

Canal House

Station Road

Portarlinton,

Co. Laois. R32 AP23