PRIVACY NOTICE
South Dublin County Council

Data Controller details - who are we?

South Dublin County Council seeks to promote the economic, social and cultural development of the County and in doing so contribute significantly to improving the quality of life of the people of South Dublin County.

The delivery of high-quality services, tailored to meet the needs of all our customers, remains one of South Dublin County Council's core objectives and is included in our Corporate Plan. This quality 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.

To provide the most effective and targeted range of services to meet the needs of the citizens, communities and businesses of South Dublin 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 sought may include 'personal data' as defined by the Data Protection Acts and by the General Data Protection Regulation (GDPR). This personal data 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.

Contact details of data controller

Address:	South Dublin County Council County Hall, Tallaght, Dublin 24.
E-Mail to Data Protection officer:	dataprotection@sdublincoco.ie
Telephone:	01-4149000.

Transparency - why do we have a privacy notice?

South Dublin County Council has created this privacy statement to demonstrate the Council's firm commitment to privacy and the security of the personal data you provide to the Council. We process data using the following principles:

- Processed lawfully, fairly and in a transparent manner
- Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- Adequate, relevant, and limited to what is necessary in relation to the purposes for which it is processed
- Accurate and where necessary, kept up to date
- Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data is processed
- Processed in a manner that ensures appropriate security of the personal data,
- Be able to demonstrate accountability

More details are available in our Data Protection Policy at https://www.sdcc.ie/en/services/our-council/access-to-information/data-protection/sdcc-data-protection-policy.pdf

This privacy notice is updated on a regular basis. Last up-date: 28/05/2026

Legal basis of processing

All processing undertaken by South Dublin County Council will be based on one or more of the following legal basis:

- The data subject has given consent to the processing of his or her personal data for one or more specific purposes
- Processing is necessary for the performance of a contract to which the data subject is a party
- Processing is necessary for compliance with a legal obligation to which the Council is subject
- 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 Council
- Processing is necessary for the purposes of the legitimate interests pursued by the Council

The processing undertaken by South Dublin County Council, and the associated legal basis, are detailed in our Records of Processing Activity (ROPA).

See our ROPA here.

Automated decision making

Where the Council uses automated decision making, any decision will not be based

solely on automated processing and such processing will include human intervention. Details shall be available via our Records or Processing activities (ROPAs) at the end of this notice.

Sharing of data

The Council may from time to time, have to share personal data with other organisations or entities (in Ireland or abroad). Where data is shared, the Council will have an appropriate legal basis to do so. Where this is required, the Council shall have regard to your rights, to the security and integrity of the data and will minimise the data shared. Where data is being shared this will be detailed our Records or Processing activities (ROPAs).

The Council may also share personal data between different sections where it is necessary and proportionate to do so.

Transfer of data to a country outside of Economic European Area (EEA)

The Council may from time-to-time transfer personal data to countries outside the Economic European Area (EEA), but will only do so if:

- The European Commission has determined that the country has an adequate level of protection for personal data, or
- Where there is in place, standard data protection clauses adopted by the European Commission, or
- By another means as outlined in Article 46 of the GDPR.

Data Security

South Dublin County Council has a comprehensive suite of policies, procedures and technical and organisational measures for the security of data.

Your data protection rights

The law sets out the following rights applicable to data subjects:

- The right to be informed
- The right of access
- The right of rectification
- The right to erasure (also known as the “right to be forgotten”);
- The right to restrict processing
- The right to data portability
- The right to object
- Rights with respect to automated decision-making and profiling
- The right to withdraw consent

These can be summarised as:

- You have the right to obtain confirmation as to whether data concerning you exists, to request access to personal data held about you, to be informed of the content and source of data and check its accuracy
- If the data held by us is found to be inaccurate you have the right to have the data rectified/corrected
- You also, subject to certain conditions being met, have the right to object to or seek restriction of the processing of personal data and to request the erasure of personal data held by the Council

To exercise these rights, you may contact the Data Protection Officer at the above contact details. Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data.

Right of complaint to the Office of the Data Protection Commissioner

If you are not satisfied with the outcome of the response you receive in relation to a data subject rights request or are unhappy with the manner of the processing of your data by South Dublin County Council, 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 the Commissioner's Office at:

- Lo-Call: Number: 1800 437 737
- E-mail: info@dataprotection.ie