

PRIVACY NOTICE

ASSOCIATION OF IRISH LOCAL GOVERNMENT

1. What is Personal Data?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the EU General Data Protection Regulation (the "GDPR") and the Data Protection Act 2018. The data held by the AILG is limited and is as follows: a councillor's name and contact details – postal, mobile phone and email – for the purpose of contacting you with information relevant to local government. We also hold a note of gender and political party affiliation for statistical purposes. We do not hold any other personal data. In almost all cases the data held by the AILG will already be in the public domain through Council and party websites. The AILG does not gather data or metrics from its website. The sole purpose of the website is to act as a resource for elected members.

2. Who are we?

AILG is the data controller (contact details below). This means it determines how your personal data is processed and for what purposes. The AILG is the representative body for elected county and city councils in the State.

3. How do we process your data?

AILG complies with its obligations under the "GDPR" by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes: - • To be able to communicate details of activities, events, publications and news that may be of interest to you. • To manage the member relationship between you and AILG* To create statistical profiles of the cohort of elected members. * To secure data for future historic purposes.

4. What is the legal basis for processing your personal data?

We process personal data on the legal basis of the legitimate interests of our Association which exists to promote local democracy and to provide services which members have told us are of interest to them.

5. Sharing your personal data

In certain circumstances, we need to share personal data in pursuit of our legitimate interests, for example the use of technical processors to manage communications, surveys or the secure storage of your data. We may also share your data with public agencies, individuals or organisations pursuing activities in the public interest who may wish to inform elected members e.g. for the Road Safety Authority for road safety campaigns. We do not share the data with commercial entities.

6. International Transfer

All personal data is stored within the European Economic Area or countries whose data protection regimes have been designated as adequate by the European Commission. We will not transfer any data to a third country or international organisation without your explicit consent and without appropriate privacy safeguards in place.

7. How long do we keep your data?

We keep data for the duration of the Council five year electoral cycle and for a short period afterwards to allow for any follow up actions. We do not maintain data beyond what is absolutely required for the efficient administration of AILG or where otherwise required by law. We retain data which is in the public domain such as names and titles for historic and archival purposes.

8. Your rights and your personal data

You have the following rights with respect to your personal data: -

- The right to request a copy of your personal data, which AILG holds about you.
- The right to request that AILG correct any personal data if it is found to be inaccurate, incomplete or out-of-date.
- The right to request your personal data is erased where it is no longer necessary or lawful for AILG to retain such data.
- The right to request that AILG provide you with a copy of your personal data and, in certain circumstances, to transmit that data directly to another data controller.

- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing
- The right to object to the processing of personal data
- The right to lodge a complaint with the Data Protection Commission.

9. Further processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, then we will provide you with a new notice. The new notice will explain the new use of your personal data prior to commencing the processing. It will set out the relevant purposes and processing conditions.

10. Contact Details

To exercise all relevant rights, queries or complaints please in the first instance contact the [Director of AILG] at the following location.

AILG

Address:

TEL: +353 1 6106100

EMAIL: info@ailg.ie

WEBSITE: www.ailg.ie

Address: Office Unit 10, Manor Mills, Maynooth, Co Kildare.

11. Complaints

You have the right to make a complaint to the Data Protection Commission which you can contact by phone: +353 (0761) 104 800; via email info@dataprotection.ie or by writing to:

The Data Protection Commissioner,

Canal House,

Station Road,

Portarlinton,

Co. Laois,

R32 AP23.