



Comhairle Cathrach  
& Contae **Luimnigh**

**Limerick City**  
& County Council

*(This document is for information purposes only)*

### **Data Protection Privacy Statement for**

**THRIVE Fireplace Site Project, 35-39 Nicholas Street, Limerick**

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

Limerick City and County Council seeks to promote the economic, social and cultural development of Limerick City and County and in doing so contribute significantly to improving the quality of life of its people. The delivery of high-quality services, tailored to meet the needs of all our customers, remains one of Limerick City and 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 Limerick City and County we are 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) 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.

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

Limerick City and County Council has created this privacy statement to demonstrate our firm commitment to privacy and to assure you that in all your dealings with Limerick City and County Council that we will ensure the security of the data you provide to us. Limerick City and County Council creates, collects and processes a significant amount of personal data in various multiple formats daily. Limerick City and 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
- 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, 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.

#### **Data Protection Policy**

Limerick City and County Council has a detailed Data Protection Policy, which outlines how we as a public body are committed to ensuring the security of any personal data you provide to us.

### **What is the activity referred to in this Privacy Statement?**

This statement applies to the processing of personal data collected in connection with queries relating to the refurbishment and new-build works at the THRIVE Fireplace Site Project, located at 35–39 Nicholas Street, Limerick. The THRIVE project is co-funded by the Government of Ireland and the European Union through the ERDF Southern, Eastern and Midland Regional Programme 2021-2027.

Public feedback/online queries relating to the project should state the name and email address of the person or body making the submission.

Limerick City and County Council does not publish this personal data on Limerick.ie, or any other website, for public viewing.

Written and email queries relating to this project should include the name of the individual or organisation making the submission, together with a contact email address or postal address, to enable two-way engagement.

### **What is the basis for making the processing of personal data in this activity lawful?**

In accordance with Article 6.1 (e) of the GDPR, processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in Limerick City and County Council for the delivery of the THRIVE Fireplace Site project, 35-39 Nicholas Street, Limerick.

The THRIVE Fireplace Site project aligns with the objectives of the Limerick Development Plan 2022–2028, the Southern Region Regional Spatial and Economic Strategy and the Limerick Mayoral Programme 2024–2029. The proposal supports compact growth through the regeneration of a protected structure and recorded monument status city-centre site, while reinforcing the role of Nicholas Street and the Medieval Quarter as a vibrant, mixed-use urban area. By reactivating an underutilised site within a sensitive historic context, the redevelopment promotes city-centre vitality, placemaking and cultural-led regeneration, contributing to a more liveable, active and resilient historic core in line with wider strategic regeneration and mayoral objectives.

Limerick City and County Council will collect and process personal data **only for the purpose of:**

- Receiving, logging and responding to queries, comments or requests relating to the project
- Providing information or clarifications about the project
- Managing engagement with members of the public, stakeholders or affected parties

### **We require your contact details**

To communicate with you, you will be asked for contact details. You do not have to provide all contact details but providing more, such as email, phone, address, makes it easier to communicate. Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data. These contact details may also be used to verify your identity.

### **What other items of personal data do we need to undertake this activity?**

We do not require any further personal data to undertake this activity.

### **Is the personal data submitted as part of this activity shared with other organisations?**

Limerick City and County Council may, to fulfil statutory or regulatory obligations or in the public interest, from time to time, must share personal data with other organisations or entities (in Ireland

or abroad). Where this is required Limerick City and County Council shall have regard to the security and integrity of the data and will minimise the data shared.

In this process, the data will be shared with the following recipients:

Queries, comments, feedback or complaints relating to this project may be shared with relevant project partners **only where necessary** to assess and respond to issues raised, investigate matters relating to project delivery, ensure accurate and consistent communication, enable appropriate remedial action, and comply with legal, regulatory, contractual or funding requirements. Any personal data shared will be limited to what is strictly necessary and will be processed in accordance with applicable data protection legislation.

In this activity, if the personal data is to be transferred to a different country, it will be transferred to the following countries (if there are no countries listed, it is not intended to transfer the personal data abroad):

Data is NOT transferred to another country.

### **How long is this personal data held by Limerick City and County Council?**

Limerick City and County Council has a detailed record retention policy which goes into more detail of the period for which your personal data will be retained by Limerick City and County Council and what will happen to it after the required retention period has expired.

The data processed as part of this activity will be retained for the following period(s):

In accordance with Article 5 (1) (e) of the General Data Protection Regulation and the National Retention Policy for Local Authority Records, data will be kept for no longer than is necessary.

Personal data relating to complaints will be retained only for as long as necessary to address the complaint and to meet legal, regulatory, audit and accountability requirements. In general, complaint records will be retained for up to 6 years following closure, unless a longer retention period is required by law or funding obligations.

### **What will happen if the requested personal data is not provided?**

All queries are welcomed, even if personal data is not recorded.

### **Your 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 Limerick City and County Council. You also have the right to data portability. 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. To exercise these rights, you should contact Limerick City and County Council (Data Controller) at the following address:

**email:** [dataprotectionofficer@limerick.ie](mailto:dataprotectionofficer@limerick.ie)

Data Protection Officer,  
Limerick City and County Council,  
Merchants Quay,  
Limerick

### **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 Limerick City and 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:

**Telephone:** 01 765 0100 | 1800 437 737

**E-mail:** [info@dataprotection.ie](mailto:info@dataprotection.ie)

**Postal Address:** Data Protection Commission | 6 Pembroke Row | Dublin 2 | D02 X963