



Galway BusConnects

Dublin Road

**Compulsory
Purchase
Order**

**Statutory Notices Issued
to Landowners - Sample**

**BUS
CONNECTS
GALWAY**

SUSTAINABLE TRANSPORT FOR A BETTER CITY.



Plot List:

205.a.101, 205.b.102, 205.c.103, 205.d.104, 205.e.106, 205.e.107, 205.r.105, 205.a.201, 205.c.202, 205.e.203, 205.e.204, CA, EA1, EA2

**RE: BusConnects Galway: Dublin Road Development
Compulsory Purchase Order No. BCGDR-CPO-001-2025**

A Chara,

Galway City Council has submitted an application under Section 51 of the Roads Act 1993 (as amended) in relation to the BusConnects Galway: Dublin Road Development to An Bord Pleanála and will be submitting the associated application for confirmation of the BusConnects Galway: Dublin Road Development Compulsory Purchase Order No. BCGDR-CPO-001-2025 (CPO) in the coming days. You have been identified as an owner, lessee, or occupier of, or have rights over or an interest in land referred to in the Compulsory Purchase Order (CPO).

A number of documents relating to the CPO application are enclosed for your attention. These comprise the following:

- Statutory landowner/interested party notice;
- Extracts from the Schedules to the CPO describing the location and extent of the impacted lands and/or rights relating to you;
- Server map(s) showing the location and extent of the impacted land(s) and/or rights; and
- A copy of the Local Authority's privacy statement.

We recommend that you consider these enclosures carefully.

Further information relating to the BusConnects Galway: Dublin Road Development including a copy of the Environmental Impact Assessment Report, Natura Impact Statement and CPO documentation can be found at the Galway City Council for the BusConnects Galway: Dublin Road at:

www.bcgdublinroad.ie/

If you have any questions or queries in relation to the above or attached map, please contact us at 091- 536 400 or busconnects@galwaycity.ie

Dated this 10th day of February 2025.

Mise, le meas,

A handwritten signature in blue ink, reading "Leonard Cleary", is written over a horizontal line.

Mr. Leonard Cleary,
Chief Executive,
Galway City Council.

Important Note:

Many of you who receive this letter are owners, lessees or occupiers of portions of multi-occupancy buildings, such as apartment buildings. Please note that there is no intention to acquire the building itself. The extents of the CPO are shown on the maps provided.

Development Deposit Maps are also available online for viewing at:
www.bcgdublinroad.ie/



Comhairle Cathrach na Gaillimhe
Galway City Council

FORM OF NOTICE OF THE MAKING OF A COMPULSORY PURCHASE ORDER UNDER SECTION 76 OF AND THE THIRD SCHEDULE TO THE HOUSING ACT, 1966, AS EXTENDED BY SECTION 10 OF THE LOCAL GOVERNMENT (NO.2) ACT, 1960, TO BE SERVED ON OWNERS, LESSEES AND OCCUPIERS IN ACCORDANCE WITH ARTICLE 4(b) OF THE THIRD SCHEDULE TO THE HOUSING ACT, 1966, AS AMENDED BY THE PLANNING AND DEVELOPMENT ACT, 2000 (AS AMENDED) AND UNDER SECTION 213 OF THE PLANNING AND DEVELOPMENT ACT 2000 (AS AMENDED), AND SECTION 184 OF THE LOCAL GOVERNMENT ACT 2001.

COMPULSORY ACQUISITION OF LAND

BusConnects Galway: Dublin Road Development Compulsory Purchase
Order No. BCGDR-CPO-001-2025

To: [REDACTED]
Of: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Plot Ref.

205.a.101, 205.b.102, 205.c.103, 205.d.104, 205.e.106, 205.e.107, 205.r.105, 205.a.201, 205.c.202, 205.e.203, 205.e.204, CA, EA1, EA2

1. Galway City Council (hereinafter referred to as "the local authority") in exercise of the powers conferred upon them by section 76 of the Housing Act, 1966, and the Third Schedule thereto, as extended by section 10 of the Local Government (No. 2) Act, 1960 (as substituted by section 86 of the Housing Act, 1966) and as amended by section 6 and the Second Schedule to the Roads Act 1993 and as amended by the Planning and Development Act, 2000 (as amended), and under the powers conferred upon them by the Planning and Development Act 2000 (as amended), and Under Section 213 of The Planning And Development Act 2000 (as amended), and Section 184 of The Local Government Act 2001 have made an order entitled as above which is about to be submitted to An Bord Pleanála (hereafter "the Board") for confirmation.
2. If confirmed, the order will authorise the local authority to acquire compulsorily the land and/or rights described in Part I, Part II and Part IV (Section A) of the schedule and to extinguish, restrict and/or otherwise interfere with the public rights of way in Part III of the Schedule, restrict and/or otherwise interfere with the private rights in Part IV (Section B) and to temporarily restrict or interfere with the private rights in Part I (Section C) of the Schedule thereto for the purposed of the construction of the BusConnects Galway: Dublin Road Development which has an overall combined length of approximately 3.9km, and is routed along the existing Dublin Road, all in the County of Galway and within the Galway City Council (GCC) administrative area.
3. A copy of the order and of the maps referred to in it may be seen at:
Galway City Council,
City Hall,
College Road,
Galway
H91 X4K8

On working days between the hours of 09:00 and 16:00 from Wednesday 19th February to Wednesday 16th April 2025.

Or
An Board Pleanála
64 Marlborough Street
Dublin 1
D01 V902

On working days between the hours of 09:15 and 17:30 from Wednesday 19th February to Wednesday 16th April 2025.

4. A copy of the order and of the map referred to in it will also be available for inspection and downloading on the Galway City Council website for the BusConnects Galway: Dublin Road Development at:

www.bcgdublinroad.ie/

5. The Housing Act, 1966, as amended, provides that if an objection is made to the proposed compulsory acquisition of land, the land in respect of which an objection is duly made by any of the persons upon whom notices of the making of the order are required to be served shall not be acquired compulsorily unless the Board makes an order to confirm the compulsory purchase order, unless: -
- (a) the objection is withdrawn, or
 - (b) the Board is satisfied that the objection relates exclusively to matters which can be dealt with by the arbitrator by whom the compensation may have to be assessed.
6. The Board cannot, however, confirm: -
- a. A compulsory purchase order in respect of the land if an objection is made in respect of the acquisition by an owner, lessee or occupier of land, and not withdrawn;
 - b. An order which authorises the extinguishment of, restriction, or interference with a public right of way if there is an objection to the extinguishment, restriction or interference with a public right of way, which is not withdrawn.
 - c. An order which authorises the acquisition, restriction or interference with a private right if there is an objection to the acquisition, restriction or interference with the private right by an owner, lessee or occupier of the private right which is not withdrawn.
- until it has considered the objection.
7. An Bord Pleanála has an absolute discretion under section 218 of the Planning and Development Act 2000 (as amended) to hold an oral hearing.
8. Before making its decision on an application to confirm the Compulsory Purchase Order, the Board must consider any objection made and not withdrawn, any additional submissions or observations made pursuant to a request by the Board under Section 217A of the Planning and Development Act 2000 (as amended) and any report of the person who held the oral hearing, if such an oral hearing takes place.
9. Any objection to the order must state in writing the grounds of objection and be sent addressed to An Bord Pleanála at 64 Marlborough Street, Dublin D01 V902, so as to reach the said Board before 17:30 on the 16th April, 2025.
10. An Environmental Impact Assessment Report, and a Natura Impact Statement have been prepared in respect of the development which it is proposed to carry out on the land for which separate public notice has been given. Copies of the Environmental Impact Assessment Report and a Natura Impact Statement are available for inspection at:

Galway City Council,
City Hall,
College Road,
Galway
H91 X4K8

On working days between the hours of 09:00 and 16:00 from Wednesday 19th February to Wednesday 16th April 2025.

Or

An Board Pleanála
64 Marlborough Street
Dublin 1

On working days between the hours of 09:15 and 17:30 from Wednesday 19th February to Wednesday 16th April 2025 and at the Galway City Council website for the BusConnects Galway: Dublin Road Development at www.bcgdublinroad.ie/ and can be purchased at the offices of Galway City Council.

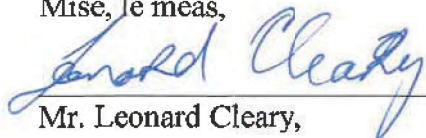
Submissions or observations in relation to (i) the likely effects on the environment of the proposed development, (ii) the implication of the proposed development for proper planning and sustainable development in the area in which it is proposed to situate the proposed development and (iii) the likely significant effect the proposed development on European Sites, may be made in writing to the Board before 17:30 on the 16th April, 2025. Evidence in relation to (i) the likely effects on the environment of the proposed development, (ii) the implication of the proposed development for proper planning and sustainable development in the area in which it is proposed to situate the proposed development and (iii) the likely significant effects of the proposed development on European Sites may be heard at any oral hearing, that may take place.

11. The Board has an absolute discretion at any time before making its decision to request further submissions or observations in relation to the proposed development and/or hold meetings with the local authority in relation to the proposed development in accordance with Section 217A of the Planning and Development Act 2000 (as amended).
12. The Board, if it thinks fit, may confirm the compulsory purchase or any part thereof, with or without conditions or modifications, or to annul the compulsory acquisition or any part thereof.
13. If no objection is received to the proposed compulsory acquisition of land, the objection is withdrawn or the Board is satisfied that the objection relates exclusively to matters which can be dealt with by the arbitrator by whom the compensation may have to be assessed, the Board shall inform the local authority, which may then confirm the Order with or without modification, or refuse to so confirm it.
14. If land to which the order, as confirmed by either the Board or the local authority, relates is acquired by the local authority, compensation for the land will be assessed in respect of the acquisition as the value of the land at the date that the relevant notice to treat is served.
15. In the opinion of the local authority, no part of the land in which you have an interest consists of a house or houses which is/are unfit for human habitation and not capable of being rendered fit for human habitation at reasonable expense. If the land to which the order relates is acquired by the local authority, compensation will be assessed in accordance with Part II of the Fourth Schedule to the Housing Act, 1966, and the provisions of the Acquisition of Land (Assessment of Compensation) Act, 1919 as amended by the Acquisition of Land (Reference Committee) Act, 1925, the Property Values (Arbitrations and Appeals) Act, 1960, and the Local Government (Planning and Development) Act, 1963 (as applied by section 265(3) of the Planning and Development Act, 2000 (as amended)), subject to the modifications contained in the Third Schedule to the Housing Act, 1966.
16. Any dispute in relation to compensation shall be referred to and be determined by a property arbitrator appointed under the Property Values (Arbitrations and Appeals) Act, 1960.
17. A claimant for compensation may, at any time after the expiration of fourteen days from the date on which the relevant notice to treat is served, send to the Secretary, the Reference Committee, Four Courts, Dublin, an application in writing for the nomination of a property arbitrator for the purpose of determining the compensation to be paid. The application should be made in accordance with the Property Values (Arbitrations and Appeals) Rules, 1961 (S.I. No. 91 of 1961).
18. An extract of the Compulsory Purchase Order Schedule and Map indicating lands in which you may have an interest is attached.

19. If you have any questions or queries in relation to the above or attached map, please contact us at 091-536400 or busconnects@galwaycity.ie

Dated this 10th day of February 2025.

Mise, le meas,



Mr. Leonard Cleary,
Chief Executive,
Galway City Council.

**SCHEDULE
PART I
Lands Being Permanently Acquired**

Land other than land consisting of a house or houses unfit for human habitation and not capable of being rendered fit for human habitation at reasonable expense

| Number on map deposited at Local Authority | Quantity, Description, and situation of land | | Owners or Reputed Owners | Lessees or Reputed Lessees | Occupiers |
|--|--|--|--------------------------|----------------------------|------------------------|
| 205.a.101 | Area (Ha): Area (m ²): Description: County: Address: | 0.040269 402.69 School Grounds, Access Road & Carpark Galway Dublin Rd, Galway | [REDACTED] | [REDACTED] | Owner(s) Lessee(s) |
| 205.b.102 | Area (Ha): Area (m ²): Description: County: Address: | 0.050147 501.47 School Grounds, Access & Carpark Galway Dublin Rd, Galway | [REDACTED] | [REDACTED] | Owner(s) Lessee(s) |
| 205.c.103 | Area (Ha): Area (m ²): Description: County: Address: | 0.057411 574.11 School Grounds. Galway Dublin Rd, Galway | [REDACTED] | None | Owner(s) |
| 205.d.104 | Area (Ha): Area (m ²): Description: County: Address: | 0.053155 531.55 Green Area. Galway Dublin Rd, | [REDACTED] | None | Owner(s) [REDACTED] |

**SCHEDULE
PART I
Lands Being Permanently Acquired**

Land other than land consisting of a house or houses unfit for human habitation and not capable of being rendered fit for human habitation at reasonable expense

| Number on map deposited at Local Authority | Quantity, Description, and situation of land | | Owners or Reputed Owners | Lessees or Reputed Lessees | Occupiers |
|--|--|---|--------------------------|----------------------------|-----------------------|
| | | Galway | | | Galway |
| 205.e.106 | Area (Ha): Area (m ²): Description: County: Address: | 0.00123 12.3 Building. Galway Dublin Rd, Galway | | | Owner(s) Lessee(s) |
| 205.e.107 | Area (Ha): Area (m ²): Description: County: Address: | 0.00269 26.9 Building. Galway Dublin Rd, Galway | | | Owner(s) Lessee(s) |
| 205.r.105 | Area (Ha): Area (m ²): Description: County: Address: | 0.30072 3007.2 Footpath and Road Bed. Galway Dublin Rd, Galway | | None | Owner(s) |

**SCHEDULE
PART II**

Lands Being Temporarily Acquired
Land other than land consisting of a house or houses unfit for human habitation and not capable of being rendered fit for human habitation at reasonable expense

| Number on map deposited at Local Authority | Quantity, Description, and situation of land | | Owners or Reputed Owners | Lessees or Reputed Lessees | Occupiers |
|---|---|---|---------------------------------|-----------------------------------|-----------------------|
| 205.a.201 | Area (Ha): Area (m²): Description: County: Address: | 0.059841 598.41 School Grounds, Access Road & Carpark Galway Dublin Rd, Galway | [REDACTED] | [REDACTED] | Owner(s) Lessee(s) |
| 205.c.202 | Area (Ha): Area (m²): Description: County: Address: | 0.08467 846.70 School Grounds, Access & Carpark Galway Dublin Rd, Galway | [REDACTED] | [REDACTED] | Owner(s) Lessee(s) |
| 205.e.203 | Area (Ha): Area (m²): Description: County: Address: | 0.00887 88.7 Building Galway Dublin Rd, Galway | [REDACTED] | [REDACTED] | Owner(s) Lessee(s) |

SCHEDULE
PART II

Lands Being Temporarily Acquired
Land other than land consisting of a house or houses unfit for human habitation and not capable of being rendered fit for human habitation at reasonable expense

| Number on map deposited at Local Authority | Quantity, Description, and situation of land | | Owners or Reputed Owners | Lessees or Reputed Lessees | Occupiers |
|--|--|--|--------------------------|----------------------------|-----------------------|
| | Area (Ha): Area (m ²): Description: County: Address: | | | | |
| 205.e.204 | 0.03158 315.80 Building Galway Dublin Rd, Galway | | | | Owner(s) Lessee(s) |

SCHEDULE
PART IV (SECTION A)
Description of private rights to be acquired

| Reference | Description | Owners or Reputed owners of the Right to be acquired |
|-----------|---|--|
| CA | All private rights within the area shaded orange and labelled 'CA' on the deposit map reference BCGDR-DM-01 associated with plot references 205.a.101, 205.b.102, 205.c.103, 205.d.104, 205.r.105, 205.e.106 and 205.e.107, as described in Part I of the Schedule. | Occupier from time to time with respect to fishing rights and or sporting rights [REDACTED] Any person who may have an interest in the private rights to be acquired |
| CB | All private rights within the area shaded orange and labelled 'CB' on the deposit map reference BCGDR-DM-01 associated with plot references 208.a.101, 208.a.102, 208.r.103 and 208.r.104, as described in Part I of the Schedule. | Any person who may have an interest in the private rights to be acquired |
| CC | All private rights within the area shaded orange and labelled 'CC' on the deposit map reference BCGDR-DM-01 associated with plot references 209.a.101, 209.a.102, 209.a.103, 209.r.104, 209.r.105, 209.r.106 and 209.r.107, as described in Part I of the Schedule. | Occupier from time to time with respect to fishing rights and or sporting rights [REDACTED] Any person who may have an interest in the private rights to be acquired |
| CD | All private rights within the area shaded orange and labelled 'CD' on the deposit map reference BCGDR-DM-01 associated with plot references 210.a.101 and 210.r.102, as described in Part I of the Schedule. | Occupier from time to time with respect to fishing rights and or sporting rights [REDACTED] |

SCHEDULE
PART IV (SECTION C)
Description of private rights to be temporarily restricted or otherwise interfered with

| Reference | Description | Owners or reputed owners of the Right to be temporarily restricted or otherwise interfered with |
|------------------|---|---|
| EA1 and EA2 | All private rights within the area shaded blue and labelled “EA1 and EA2” on the deposit map reference BCGDR-DM-01 associated with plot references 205.a.201, 205.c.202, 205.e.203 and 205.e.204 as described in Part II of the Schedule. | Occupier from time to time with respect to fishing rights and/or sporting rights [Redacted] Any person who may have an interest in the private rights to be temporarily restricted or otherwise interfered with |
| EB1, EB2 and EB3 | All private rights within the area shaded blue and labelled ‘EB1, EB2 and EB3’ on the Deposit Map reference BCGDR-DM-01 associated with plot references 206.a.201, 206.a.202, 206.b.203, 206.c.204 and 206.c.205 as described in Part II of the Schedule. | Occupier from time to time with respect to fishing rights and/or sporting rights [Redacted] Any person who may have an interest in the private rights to be temporarily restricted or otherwise interfered with [Redacted] |



| Reference Number of Land on Map | Area (Hectares) | Land Description |
|---------------------------------|-----------------|---------------------------------------|
| 205.a.201 | 0.059841 | School Grounds, Access Road & Carpark |
| 205.c.202 | 0.08467 | School Grounds, Access Road & Carpark |
| 205.e.203 | 0.00887 | Building |
| 205.e.204 | 0.03158 | Building |



| | | | |
|---|---------------------------------|--|--|
| <p align="center">BUSCONNECTS GALWAY: DUBLIN ROAD</p> <p align="center">LANDS TO BE ACQUIRED</p> <p align="center">SERVER MAP</p> <p align="right">A1</p> | | | |
| Designed: GW | File Name: | <p>Drawing No.</p> <p align="center">BCGDR-SM-205.1</p> | <p>Rev:</p> <p align="center">C01</p> |
| Drawn: GW | BCGDR-CPO-PDV_SI-XX-DR-TX-00205 | | |
| Approved: JN | Scale at A3: 1:1000 | | |
| Reviewed: JMcM | Date: JUNE 2024 | | |



**Comhairle Cathrach
na Gaillimhe**
Galway City Council

Galway City Council Privacy Statement

Galway City Council is the democratically elected unit of local government in Galway City and under the provisions of the Local Government Acts (as amended) and various statutory provisions is responsible for providing a range of services to meet the economic, social and cultural needs of the people of the City

The principle functions of the Council is to provide a wide range of services to the public including:

Arts, Community Development, economic development, Environment and climate change, building control, planning, housing, water services, recreation and amenity, parks, transportation, tourism, heritage and finance.

The support functions within the council supporting the work of the Council include:

ICT, Corporate services, finance and human resources.

Contact Details

For the purposes of the Data Protection Acts 1988-2018 (amended) and the General Data Protection Regulation (GDPR) Galway City Council is the 'data controller' for any personal data that you give to us. If you have any concerns about how we collect or process your personal data, our Data Protection Officer may be contacted as dpo@galwaycity.ie or call 091-536400.

Galway City Council is committed to protecting your privacy when you use our services. This privacy notice explains how we use information about you and how we protect your privacy. The information provided below we set out how we use your data, our legal basis and how we secure it.

How we collect your personal data

In order to provide the most effective and targeted range of services which meet the needs of the citizens, communities and businesses within the City, we are required to collect, process and use certain types of information about people and organisations. Galway City Council collects and processes a significant amount of 'personal data' and in some cases sensitive personal data known as 'Special Category Personal Data' in various multiple formats on a daily basis. Our commitment is to ensure that the personal data supplied 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 purposes 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 ensure the appropriate security of the personal data including protection against unauthorised or unlawful processing of the data

Most of the personal data we process is provided to us directly by you for one of the following reasons.

- You make an application for a service we provide via an application form you fill in
- You write to us via letter or email
- You provide your details over the phone or in person
- You apply to work with us
- You supply us with goods or services
- When you use our website
- You are representing an organisation or community group
- You subscribe to our newsletters

We also receive personal information indirectly, in the following scenarios

- A complainant refers to you in their complaint correspondence
- An elected representative refers to you in a complaint on behalf of a constituent

- An elected representative makes a representative on your behalf
- A third party is acting on your behalf i.e. solicitor, family member
- An employee of the Council gives your contact details as an emergency contact or a referee

We also collect personal information when we are investigating under various powers conferred on us. This includes

- Illegal parking or overstay parking limits - car registrations
- Illegal dumping - checking for details in rubbish and identifying owners and details
- Illegal planning developments - identifying owners and details

What personal data we collect

We collect the following personal information when you:

Service users/members of the public:

- Name, address, date of birth, place of birth, telephone number, email address, employment details, family composition, income details, bank details, details relating to dependents and children, PPSN, insurance details, income tax details, education information, employment history, car images, proof of citizenship, parents/guardians/next of kin, proof of address, details of criminal offences, CCTV footage, photographic images at events, photographic images of your car and/or motor tax details, electoral register information
- Special category information such as ethnicity, health information, union membership

Apply for a job:

- Name, address, date of birth, email address and telephone number, employment history, referees, education, immigrant status

Supply goods or services:

- Contact details, name, address, email, business address, billing payment details, VAT number, Tax Clearance Certificates, insurance details, bank account details, health and safety training records

Why do we collect this information?

Service users/members of the public

- 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 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 assist in the detection, prevention, investigation and prosecution of criminal offences and to help secure public order and safety in public places (through CCTV)
- To enforce traffic laws (for example, through issuing tickets for pay parking and motor tax offences) and 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

Candidates

- To create a candidate profile for you if you are a prospective employee or nominated for election and to communicate with you in relation to your application

Contractors/Suppliers/Consultants

- To set you/your company up as a supplier on our systems
- To liaise with you about projects that we are undertaking with you
- To pay you and to collect payment from you

Our Lawful Basis

- 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 (as amended)
- Processing is necessary for the performance of a contract which you have entered into with us or take steps at your request when entering a contract
- Processing is necessary for compliance with a legal obligation 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
- Our legal basis for processing special category data is that the processing is necessary for the performance of a function conferred to us under the Local Government Acts (as amended)

Who we share your personal data with

We may share your data with third parties and suppliers and contractors who are working on our behalf to provide services to you.

We may also disclose your personal information to third parties if we are under a duty to disclose or share your information in order to comply with any legal obligation (including an obligation to share information with other state bodies), or in order to enforce or apply our terms of use and other agreements; or to protect our rights, property or safety of our customers or others. This includes exchanging information with other organisations for the purposes of fraud prevention and credit risk reduction.

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

- Department of Housing, Planning & Local Government
- Department of Employment Affairs & Social Protection
- Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media
- Revenue Commissioners
- Health Service Executive
- An Garda Síochána
- Limerick City and Limerick County Council
- Laois County Council
- Irish Credit Bureau
- Tulsa
- Legal Firms
- Irish Public Bodies
- Courts Service
- Department of Defence
- Road Safety Authority

- Health & Safety Authority
- Enterprise Ireland
- Irish Water

How long do we retain your information?

We will not keep your personal data for longer than is required or necessary. The law, business needs and our regulatory requirements determine the length of time information has to be kept. Our retention periods are set out in the National Retention Policy. Please note that this retention policy is currently under review.

Protecting your personal data

We are committed to ensuring that your personal data is secure. In order to prevent unauthorised access or disclosure, Galway City Council has put in place appropriate technical, physical and organisational procedures to safeguard and secure the information we collect about you.

Cookies

Galway City Council use cookies to capture website statistics on the level of activity on the website. This information is gathered in order for Galway City Council to improve the site's structure and functionality and to fulfil Galway City Council's legal obligation to report website activity to the National Oversight & Audit Commission www.noac.ie. Galway City Council does not collect cookies which identify individuals.

Cookies are small text files that are placed on your computer by websites that you visit with the aim of making the site work, improving a user's experience and/or making their activity more efficient. Web browsers allow control of cookie usage through the browser settings.

To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit www.allaboutcookies.org.

Where is your personal information processed?

Your personal information is processed by our staff in Galway City Council. We do use contractors who operate elsewhere in Ireland or the UK. We may use contractors who are based in the EU or the USA.

We will not transfer or process data outside the European Economic Area, unless we have your specific consent or the nature of the processing requires it.

All processors of personal information relating to EU citizens are required to comply with GDPR.

Your data protection rights

1. The right to be informed

This privacy notice provides you with some of the high level information required. Specific privacy notices are provided on the various functions of the Council.

2. The right to access information

You have the right to ask for the personal data we hold on you. This is known as a subject access request. When we receive a request from you we must provide you with a copy of your personal data within one calendar month.

If you wish to make a request to view your records please email dpo@galwaycity.ie. However, we can't let you see any parts of your record which contain:

- confidential information about other people or
- data a professional thinks will cause serious harm to your or someone else's physical or mental wellbeing or
- if we think that giving you the information may stop us from preventing or detecting a crime.

This applies to personal data that is in both paper and electronic records.

3. The right to rectification

If your personal data is inaccurate we will correct it without undue delay. Please let us know what the correct information is so we can correct it.

If the personal data we hold on you is incomplete, please provide us with the supplementary information, so we can complete the information we hold.

4. The right to erasure (right to be forgotten)

In some circumstances you can ask for your personal data/information to be deleted, for example:

- where your personal data/information is no longer needed for the reason why it was collected in the first place
- where you have removed your consent for us to use your information (where there is no other legal reason for us to use it)
- where there is no legal reason for the use of your information
- where deleting the information is a legal requirement

Where your personal information has been shared with others, we'll do what we can to make sure those using your personal information comply with your request for erasure.

Please note that we can't delete your information where:

- we are required to have it by law
- it is used for freedom of expression
- it is used for public health purposes
- it is for, scientific or historical research, or statistical purposes where it would make information unusable
- it is necessary for legal claims.

5. The right to data portability

You have the right to ask for your personal information to be given back to you or another service provider of your choice in a commonly used format. This is called data portability.

However, this only applies if we're using your personal data with consent (not if we are required by law), if the processing is carried out by automated means, or where processing is conducted on the basis of a contract between us.

6. The right to object to processing of personal data

You have the right to object to certain types of processing of your personal data where it is done in the public interest or under official authority. This is the processing that we do in the local authority.

However, if this request is approved this may cause delays or prevent us delivering that service.

7. The right of restriction

You have the right to ask us to stop or restrict what we use your personal data for.

When data is restricted, it cannot be used other than to securely store the data, and with your consent to handle legal claims and protect others, or where it's in the public interest.

Where restriction of use has been granted, we will inform you before we carry on using your personal information.

You have the right to ask us to stop using your personal information for any council service. However, if this request is approved this may cause delays or prevent us delivering that service.

Where possible we will seek to comply with your request, but we may need to hold or use information because we are required to by law.

8. The right not to be subject to automated decision making, including profiling

You have the right not to be subject to a decision based solely on automated processing. Processing is "automated" where it is carried out without human intervention and where it produces legal effects or significantly affects you.

Automated processing is permitted with your express consent, where necessary for the performance of a contract or when authorised by European Union or Irish law.

The Council does not currently use automated processing.

Where can I get advice or make a complaint

We have a Data Protection Officer who makes sure we respect your rights and comply with the law. If you have any concerns or questions about how we look after your personal information, please contact our Data Protection Officer at

Data Protection Officer
Galway City Hall
College Road

Galway
H91 X4K8

Email: dpo@galwaycity.ie
Tel 091-536400

You may lodge a complaint with the Data Protection Commissioner with respect to our processing of your personal data. Write to the Data Protection Commissioner by using the [form](#) available from the Data Protection Commission website and send to info@dataprotection.ie or The Data Protection Commission, 21 Fitzwilliam Square South, Dublin 2, D02 RD28. Telephone 0761 104 800 or 0578 684 800

Changes to this privacy notice

This privacy notice may be updated to reflect changes in our services and how we comply with data protection legislation. We encourage you to review this notice on a regular basis.

This notice was last updated on 01 April 2019.



Údarás Náisiúnta Iompair
National Transport Authority

National Transport Authority
Dún Scéine
Harcourt Lane
Dublin 2
D02 WT20



Comhairle Cathrach na Gaillimhe
Galway City Council



Project Ireland 2040
Building Ireland's Future