



Comhairle Cathrach Chorcaí  
Cork City Council

## HOUSING MAINTENANCE (PRIVACY NOTICE)

1. **Purpose** Your information is collected to assess any housing maintenance issues lodged by you.
2. **Lawful Basis** The legal basis for the collection of this data is provided for under the Housing Miscellaneous Provisions Act 1992 and the Housing Miscellaneous Provisions Act 2009.
3. **Information Sharing** The information you provide may be shared with the following:
  - Contractors who carry out works on behalf of the Maintenance Section, Cork City Council.
  - Other relevant Sections within the Housing Directorate of Cork City Council.
4. Cork City Council may, for the purpose of its functions under the legislation, request and obtain information at any time from:
  - Department of Employment Affairs and Social Protection – for details of social welfare payments, PPSN's, date of birth.
  - Revenue – for details of employment and income
  - From sources where you have chosen to make your information publicly available, such as social media sites
  - An Garda Síochána & Criminal Assets Bureau – to prevent or detect fraud and to seek information on an individual that may be engaged in anti-social behaviour
  - Health Service Executive (HSE)
  - Other Local Authorities – to facilitate Inter Authority Movement

**5. Retention** Your information will be retained for the lifespan of house as a rented dwelling on the housing/tenancy file + 7 years from when house is no longer a LA property.

## **6. Your Data Protection 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.

<https://www.corkcity.ie/en/media-folder/public-info/update-ccc-data-protection-subject-access-request-form-june-2019.pdf>

## **7. 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 Cork City Council in relation to your data subject access 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: Lo Call Number: 1890 252 231

E-mail:

[info@dataprotection.ie](mailto:info@dataprotection.ie)

Postal Address:

Data Protection  
Commissioner Canal  
House  
Station Road  
Portarlinton, Co. Laois. R32 AP23.

For further information in relation to Cork City Council's Data Protection Policy & Privacy Statement, please go to <https://www.corkcity.ie/en/council-services/public-info/gdpr/>

If you require a paper copy of either document, please contact us on 021 4924000 or email [dataprotection@corkcity.ie](mailto:dataprotection@corkcity.ie)