

Data Protection Impact Assessment (DPIA) Register

Project code	Project name	Reason for DPIA	Date complete	Review date
2019-01	Closed-Circuit Television (CCTV) Rough Sleeping	Identification of possible rough sleeper locations	07/02/2019	Every two years unless stated in the DPIA document
2019-02	Body Worn Video (BWV) Parking Enforcement	To assist parking officers in their enforcement duties, assist in the promotion of community safety, reduce antisocial behaviour and assist in the protection of officers and their duties	01/07/2019	Every two years unless stated in the DPIA document
2019-03	BWV Markets	To assist markets officers in their enforcement duties, assist in the promotion of community safety, reduce antisocial behaviour and assist in the protection of officers and their duties	01/08/2019	Every two years unless stated in the DPIA document
2019-04	CCTV	To cover the fixed and mobile CCTV cameras monitored from the council's control room	07/08/2019	Every two years unless stated in the DPIA document
2019-05	iTrent contract extension	Screening questions only to cover the extension of an existing contract		
2019-06	R2C Workshop Back Office System	Screening questions only to cover the extension of an existing contract		

Project code	Project name	Reason for DPIA	Date complete	Review date
2019-07	LifeLink (Retrospective)	Retrospective DPIA regarding the process and sharing of information for research		Programme closed
2019-08	Newmarket Academy	To cover the fixed and mobile CCTV cameras at the Newmarket Academy, monitored from the council's control room	02/09/2019	Every two years unless stated in the DPIA document
2019-09	Customer Alert List	To assess the risk to information as means of identifying and recording individuals who pose, or could possibly pose, a risk to members of staff who come into contact with them.	01/07/2019	Every two years unless stated in the DPIA document
2019-10	West Suffolk Operational Hub – CCTV and ANPR	CCTV cameras monitored by CCTV Operators within the council's control room and the management by the Waste and Street Scene services admin team for the West Suffolk Operational Hub (WSOH)	01/10/2019	Every two years unless stated in the DPIA document
2020-01	Temporary Accommodation	To assist with staff and residents' safety and deter, prevent and detect criminal activity	03/03/2020	Every two years unless stated in the DPIA document
2020-02	COVID-19 Grants	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	03/03/2020	Programme closed

Project code	Project name	Reason for DPIA	Date complete	Review date
2020-03	COVID-19 Assisted Bin Collection	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	25/03/2020	Programme closed
2020-04	COVID-19 Clinical Waste	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	31/03/2020	Programme closed
2020-05	COVID-19 Disabled Facilities Grant	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	31/01/2020	Programme closed
2020-06	COVID-19 Homelessness Assessments	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	31/03/2020	Programme closed
2020-07	COVID-19 Receipt of Assessment of Benefits	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	04/04/2020	Programme closed
2020-08	COVID-19 Receipt of Assessment of Council Tax	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	31/03/2020	Programme closed

Project code	Project name	Reason for DPIA	Date complete	Review date
2020-09	COVID-19 Register of Electors	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	31/03/2020	Programme closed
2020-10	COVID-19 Warm Homes Grant	To cover the lawful, proportionate and secure sharing of this information within current data protection law and legislation covering the pandemic	31/03/2020	Programme closed
2020-11	Temporary Accommodation	To assist with staff and residents' safety and deter, prevent and detect criminal activity	30/05/2020	Every two years unless stated in the DPIA document
2020-12	Canvas Reform	Delivering a reformed annual canvas process to enhance citizen experience by streamlining the process and making it more cost effective, whilst maintaining the completeness and accuracy of the electoral register	19/06/2020	Every two years unless stated in the DPIA document
2020-13	HSE-LA (Health and Safety Executive – local authority) Spot Check	To assist in the identification of businesses that fall under the council's enforcement measures to ensure compliance with COVID-19 regulations	07/09/2020	Every two years unless stated in the DPIA document
2020-14	Shielded Patient List	To help with the general preparedness in case of local lockdown	05/10/2020	Programme completed

Project code	Project name	Reason for DPIA	Date complete	Review date
2020-15	Temporary Accommodation	To assist with staff and residents' safety and deter, prevent and detect criminal activity	06/10/2020	Every two years unless stated in the DPIA document
2020-16	Temporary Accommodation	To assist with staff and residents' safety and deter, prevent and detect criminal activity	22/10/2020	Every two years unless stated in the DPIA document
2020-17	Everyone In	To cover off the process of working and sharing information with other agencies to structure the most suitable pathway into settled accommodation, when appropriate to do so.	01/05/2020	Programme completed
2021-01	CCTV – Stage Event Security	Use of CCTV to monitor two static sites on behalf of IBC	01/01/2021	Every two years unless stated in the DPIA document
2021-02	CEV (clinically extremely vulnerable) List (Postal Vote)	Use of information to identify the clinically extremely vulnerable who do not have postal votes		Programme completed
2021-03	Green Homes	To allow the targeting of those in the community who would benefit the most from having energy efficient measures installed in their homes	01/01/2021	Every two years unless stated in the DPIA document
2021-04	ECINS	To enable multiple authorities to use one hub for case management information	01/02/2021	Every two years unless stated in the DPIA document
2021-05	Vaccinations	To help continually review safe working practices for staff and inform the need for future redeployments	01/03/2021	Programme completed

Project code	Project name	Reason for DPIA	Date complete	Review date
2021-06	Noise App	To assess a new project to be able to receive information about noise disturbance from residents	01/03/2021	Every two years unless stated in the DPIA document
2021-07	Debt Recovery	To support authorities in enacting the fair debt recovery programme	01/07/2021	Every two years unless stated in the DPIA document
2021-08	CCTV (Mildenhall Hub)	To cover the fixed and mobile CCTV cameras at the Mildenhall Hub site, monitored from the council's control room	01/05/2021	Every two years unless stated in the DPIA document
2021-09	Granicus	To enhance customer experience when contacting West Suffolk Council (WSC)	01/04/2021	Every two years unless stated in the DPIA document
2021-10	Microsoft Office365 and associated applications	Covers the use of Microsoft Office365 platform and associated applications to support the business functions of West Suffolk Council. Microsoft Office365 is a subscription service	01/09/2021	Ongoing
2021-11	MEES (Minimum Energy Efficiency Standards)	Suffolk wide project looking at unlawful letting of private rented properties due to their poor energy efficiency.	29/11/2021	Every two years unless stated in the DPIA document
2022-01	Holiday Activities and Food Fund 2022 (HAF)	To cover the use of information to offer free places at holiday clubs available in Easter, Summer and Christmas school holidays in 2022	01/04/2022	Every two years unless stated in the DPIA document

Project code	Project name	Reason for DPIA	Date complete	Review date
2022-02	ROutcomes	Covers the use of former rough sleepers information to analyse of the support provided	21/07/2022	Every two years unless stated in the DPIA document
2023-01	Gypsy Travellers Needs Assessment (GTAA)	The overall purpose of the GTAA is to provide an up-to-date assessment of the residential and transit accommodation needs of Gypsies, Travellers, Travelling Showpeople, Caravan dwellers and Boat dwellers across West Suffolk.	27/03/2023	Every two years unless stated in the DPIA document
2023-02	Growth Hub and Net Zero Provision	To cover the information taken for supporting local business who have agreed to collaborate on the delivery of the Supporting Local Business interventions	04/04/2023	Every two years unless stated in the DPIA document
2023-03	Temporary Accommodation 28a Park Lane, Newmarket, CB8 8AX	To assist with staff and residents' safety and deter, prevent and detect criminal activity	18/04/2023	Every two years unless stated in the DPIA document
2023-04	Serious Violence Duty	The duty ensures that relevant services work together to share information and allow them to target their interventions, where possible through existing partnership structures, to prevent and reduce serious violence within their local communities.	01/04/2023	Every two years unless stated in the DPIA document

Project code	Project name	Reason for DPIA	Date complete	Review date
2023-05	Suffolk Feel Good	From 1 October, a new healthy behaviours offer, entitled Feel Good Suffolk, will launch countywide. This replaces OneLife Suffolk and introduces a new model whereby district and borough councils (and health) will take a lead role in working with local providers to offer people support to quit smoking, lose weight and get active.	01/09/2023	Every two years unless stated in the DPIA document