


Data Protection Impact Assessment (DPIA) Checklist Derbyshire Dales District Council

Title of Project	Enforcement of the Electrical Safety Regulations 2020		
Project Lead	Laura Salmon		
Directorate	Place and Economy	Date	04/06/2024
Mandatory grounds to conduct a DPIA		Yes/ No?	
My process does/will use systematic and extensive profiling or automated decision-making to make significant decisions about people.		No	
I do/will process special category data or criminal offence data on a large scale. Special category data includes data on health and protected characteristics.		No	
My process does/will systematically monitor a publicly accessible place on a large scale.		No	
My process does/will use new technologies (such as systems, programs, websites, database etc).		No	
My process does/will make decisions on someone's access to a service, opportunity, or benefit.		No	
My process does/will carry out the reviewing of data on a large scale.		No	
I do/will use biometric or genetic data such as individual's gene sequence, fingerprints, facial recognition etc).		No	
I do/will combine, compare or match datasets from multiple sources.		No	
I do/will process personal data without providing a privacy notice directly to the individual.		No	
I do/will use personal data in a way which involves tracking individuals' online or offline location or behavior.		No	
I do/will process children's personal data for profiling or automated decision-making or for marketing purposes or to offer online services directly to them.		No	
I do/will process personal data which could result in a risk of physical harm in the event of a security breach.		No	
I do/will process special category data or criminal offence data on a large scale. Special category data includes data on health and protected characteristics. More information can be found on the ICO site .		No	
<i>If you've honestly answered YES to any of the questions above, then it is a legal requirement that you conduct a DPIA.</i>			
Advisory grounds to conduct a DPIA			
My process does/will involve evaluation or scoring.		No	
My process does/will involve automated decision-making with significant effects.		No	
My process does/will use processing of sensitive data or data of a highly personal nature.		No	
I do/will do processing on a large scale.		No	
I do/will process data concerning vulnerable Individuals (Individuals can be vulnerable where circumstances may		No	

restrict their ability to freely consent or object to the processing of their personal data, or to understand its implications.)	
I do/will use new processes, platforms or applications.	No
My processing involves preventing individuals from exercising a right or using a service or contract	No
If you have honestly answered YES to any of the questions, then it is strongly recommended that you conduct a DPIA.	
If you have honestly answered 'NO' to All the above question you do not need to conduct a DPIA. However, do keep a record of this checklist within project record as checklists could be requested at any time.	

Sign Off

Project Manager /IAO Sign Off		Electronic Signature	Title	Date
YES	DPIA is required			
NO	DPIA is not required.		Environmental Health Officer	04/06/2024
IAO/Project Manager Rationale		No personal data to be processed – Data relates to individual landlords being served with enforcement notice if required.		
The Data Protection Impact Assessment Checklist (DPIA) must sent to Data Protection Officer/Information Governance Officer for comment dataprotection@derbyshiredales.gov.uk				
Information Governance Officer/ Data Protection Officer Recommendation		Electronic Signature	Title	Date
AGREE		M A Mealey	Information Governance Officer	04/06/2024
DISAGREE.				
DPO/IGO Comment/ Recommendations		No personal data to be processed – Data relates to individual landlords being served with enforcement notice if required.		
Decision Rationale if in disagreement of DPO/IGO Recommendation				
Any disagreement over the Data Protection Officer/Information Governance Officer's recommendation(s) should be reported to Information Governance Board and/or Corporate Leadership Team (CLT) at the earliest possible convenience to ensure the project is not held up unnecessarily.				