**Data Protection Impact Assessment Summary**

1. **Scunthorpe Central**

To consider Data Protection in relation to the processing of personal data in the newly refurbished Second Floor at Scunthorpe Central. The building has been transformed into a multi-organisation hub.

1. **HR Welfare Team**

To consider Data Protection in relation to Welfare Services that sits as part of Strategic HR and process special category data, such as health information potentially related to very sensitive situations involving staff and people’s personal circumstances.

1. **Adults Payments**

To consider Data Protection in relation to Direct Payment Audits for Adult Social Care.

The process is for customers who are receiving care and support from the council who have agreed to have a direct payment as the financial mechanism for paying for their care. The process involves a council officer going out and visiting the customer in their own home or the customer may visit a council office to enable us to audit their expenditure. The audits are a legal requirement of the Care Act 2014.

Consideration is being given to the introduction of new technology for the auditing part of the process to be able to capture evidence at the point of contact and complete an audit during the visit to the customer.

1. **St John’s Market**

To consider Data Protection in relation to establishing a new market in Scunthorpe Town Centre.

1. **Record Store**

To consider Data Protection in relation to clearing the Record Store of records with the ultimate aim being to make the information electronic where feasible.

1. **Two to Two and a Half Year Old Checks**

To consider Data Protection in relation to the Information Sharing Agreement for 2 to 2.5 Year Old Integrated Checks:

1. **Community Safety Partnership Information Sharing Agreement**

To consider Data Protection in relation to the sharing of information within the Community Safety Partnership (CSP).

1. **Multi Agency Viewer**

To consider the sharing of authorised data from the council’s Social Care system with recognised partner agencies, in line with Central Government data sharing protocols.

1. **Managed Service Provider**

To consider Data Protection in the context of re tendering for a system to engage agency workers with the council.

1. **Hewson House WorkWell**

To consider Data Protection as part of the reorganisation of a primary council building.

1. **Citizens Panel**

To consider Data Protection in relation to the creation of a Citizens Panel for North Lincolnshire council that will seek the views of North Lincolnshire residents on a range of subject areas.

1. **Master Data Management**

To consider Data Protection whilst testing the proof of concept of a master data management system.

1. **Families Initiative**

To consider Data Protection in relation to the use of the master data management system.

1. **Education Data and Looked After Children**

To consider Data Protection as part of appointing a Data Processor to provide a system to collect education data relating to looked after children.

1. **Adult Social Care Pre Paid Cards**

To consider Data Protection relating to the use of pre-paid cards for service users receiving various services.

1. **Digitisation and SharePoint**

To consider Data Protection in relation to the digitisation of records.

1. **Finance System**

To consider Data Protection in relation to the procurement of a new finance system.

1. **Recruitment System**

To consider Data Protection in relation to the procurement of new recruitment system.

1. **Family Initiative Programme**

To consider Data Protection in relation to the sharing of information for the Family Initiative Programme.

1. **Electronic Post In**

To consider Data Protection in relation to the handling of electronic post coming into the council and the process of turning hard copy post into an electronic format.

1. **Data and the COVID19 Pandemic**

To consider Data Protection in relation to the use of data in relation to the council’s handling of the COVID19 pandemic.

1. **Education, Health and Care Plans**

To consider Data Protection in relation to the procurement of a replacement system for the handing of Education, Health and Care Plans.

1. **CCTV at a Council Building**

To consider Data Protection in relation to the CCTV system in use at a council building.

1. **Microsoft Office 365**

To consider Data Protection in relation to the roll out within the council of the Microsoft Office 365 suite of products.

1. **Electronic Post Out**

To consider Data Protection in relation to the handling of electronic post going out of the council and the process of turning hard copy post into an electronic format.