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Privacy Impact Assessment

As part of the PIA process organisations should describe how information is collected, stored, used and deleted.

Project Name	Storage of info in icloud
What is the project's outcome?	Storage of files accessible by Clerk
Information to be obtained	All SVPC information/correspondence
What is the information to be used for?	Business use/administration
Who will obtain it?	Parish Clerk
Who will have access to the information	Parish Clerk
Any other information?	Councillors have received training re GDPR
Identify possible privacy risks, risks to individuals, corporate risks, compliance risks, associated organisation/corporate risk	Risk of Cllr non compliance Risk re icloud and breach
Identify how to mitigate these Risks Risk, Solution, Result and evaluation	Cllrs receive regular training Monitor Icloud compliance
Evaluate costs involved	None
Recourses required for the project	None
Review Process Who will action the review? When will it be reviewed? Action to be taken Date for completion Responsibility for action Lessons learnt	Continually monitored – if cllrs to be found in breach then individual will have access removed. The Clerk Annually

Approved May 2018