

Data Protection Impact Assessment (DPIA)

Parish Church of St. Peter's, Titchfield

Data processing activity	Lawful basis	Sensitivity of data	Source of risk	potential impact on individuals	Associated compliance and corporate risks	Current control measures	Likelihood of harm	Severity of harm	Overall risk	Additional measures to reduce or eliminate risk	Effect on risk	Measure/residual risk approved	Approved by	Approved date	Due date for review	Reviewed by	Reviewed date
Maintaining and publishing our electoral roll.	Legal obligation	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Possible	Significant	Medium	See note ^[5]	Reduced	Pending	PCC	10/10/2023	10/10/2024		
Minister to and provide pastoral and spiritual care. Perform services such as baptisms, confirmations, weddings and funerals.	Legal obligation	Sensitive	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Possible	Significant	Medium	See note ^[5]	Reduced	Pending	PCC	10/10/2023	10/10/2024		
Deliver the Church's mission to our community and carry out charitable activities.	Legitimate interest	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Remote	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Enable us to provide a voluntary service in our parish.	Legitimate interest	Sensitive	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Remote	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Administer records of our employees, ministers, office-holders and volunteers.	Contract	Sensitive	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Possible	Significant	Medium	See note ^[5]	Reduced	Pending	PCC	10/10/2023	10/10/2024		
Fundraise and promote the interests of the Church and community	Consent	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Remote	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Maintain our own accounts and records	Legitimate interest	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Remote	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Process donations made to us (including Gift Aid)	Legal obligation	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Possible	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Seek the views or comments of the parishioners.	Consent	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Remote	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Notification of our services, events and office-holders.	Consent	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Possible	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Send communications which have been requested and that may be of interest.	Consent	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Possible	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Process a grant or application for a role.	Contract	Normal	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Remote	Minimal	Low	None required	Accepted	Yes	PW.Wenham	27/09/2023	27/09/2024		
Carry out safeguarding procedures in accordance with best safeguarding practice.	Legitimate interest	Sensitive	See note ^[1]	See note ^[2]	See note ^[3]	See note ^[4]	Possible	Significant	Medium	See note ^[5]	Reduced	Pending	PCC	10/10/2023	10/10/2024		

Notes:

^[1] Accidental or unlawful data loss. Data destroyed, corrupted, disclosed, accessed or distributed incorrectly.

^[2] Data insecurity, identity theft, financial loss.

^[3] Financial penalties for non-compliance, loss of trust, damage to reputation.

^[4] Data stored on a password protected user login PC, which is kept in a locked office when not in use. Hard copy documents are filed in a locked cabinet or safe.

^[5] Data to be more securely stored, out-of-date data to be destroyed, tighter control of distribution and access to data, register of data access to be kept.