

Wareside Parish Council Data Protection Road Map

Purpose of processing	Categories of personal data	Categories of recipients (sharing)	Categories of Processors (data processors on behalf of data controller)	Names of third countries or international organisations that personal data are transferred to (if applicable)	Retention schedule	Article 6 lawful basis for processing personal data	Article 9 condition for processing special category data
Minutes	Identity, contact information	N/A	Cloud storage provider, Website Provider, email provider	European Union	Indefinite	Legal obligation	N/A
Accounts	Identity, Contact information, Bank Details	HMRC	Cloud storage provider, website provider, email provider	European Union	Indefinite	Legal obligation	N/A
General correspondence and casework	Identity, Contact Information, Special category data	Other Local Authority, Law enforcement and similar competent authorities	Cloud storage provider, email provider	European Union	2 years after completion of matter unless may be required for potential dispute	Public task	Substantial public interest conditions
Payroll and pensions	Identity, Contact information, Bank Details	HMRC, pension provider	Cloud storage provider, email provide, HR consultants	European Union	12 years	Legal obligation	N/A

HR files	Identity, Contact information, Special Category Data	N/A	Cloud storage provider, HR consultants	European Union	6 years after employment ends	Contract	Employment, social security, and social protection
Correspondence with MOPs	Identity, Contact Information, possible Special Category Data	N/A	Cloud storage provider, email provider	European Union	2 years after completion of matter unless may be required for potential dispute	Public task	Substantial public interest conditions

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