

## Appendix 1

Case Detailed Status ↑	Subject	Reportable to ICO?	Assessed within 72 hours
Breach not reported	00083123 DB - Council Tax Letter Sent to Incorrect Address	No	No
	00086740 DB - Inappropriate Disclosure of Internal Job Application to Applicant's Manager	No	Yes
	00086881 DB - Incorrect email address provided by applicant	No	No
	00093174 DB - Letters incorrectly printed double sided	No	Yes
	00093764 DB - MyAccount Council Tax Data Disclosure to Father of Resident	No	No
	00096522 DB - Canvass details sent to incorrect parties due to issue with UPRNs	No	Yes
	00098201 DB - Planning Letter Sent to Incorrect Business	No	Yes
	00098511 DB - DPA Form Sent to Incorrect Authority	No	No
	00102125 DB - Incorrect Name Applied to Council Tax Letter	No	No
	00104073 DB - Double Sided Remittance Sent to Incorrect Customer	No	Yes
	00107639 DB - Resident's Letter Sent to Ex-Partner At Previous Address	No	Yes
	00110200 DB - 14 Customer's D/D Confirmations Posted to Resident - Ctax Ref - 12275339	No	No
	00111055 DB - Balance Letter Sent to Incorrect Customer	No	No
	00111377 DB - Parking Query Correspondence Sent to Resident Instead of Council Officer	No	No
	00111650 DB - AoE Letter Sent to Incorrect Workplace Twice	No	No
	00112469 DB - Liability Order Letter Emailed to Ex-Partner With New Address	No	No
	00112932 DB - Email Sent to Personal Inbox Instead of Work Inbox	No	No
	00114781 DB - Council Tax Letter Sent to Incorrect Address	No	No
	00114894 DB - Council Tax Bill Sent to Wrong Resident	No	No
	00117548 DB - Lost Work Laptop	No	No
	00121467 DB - Unredacted Document Sent to Requester & WhatDoTheyKnow.com	No	No
	00122318 DB - Receipt Sent to Incorrect Recipient	No	Yes
	00125576 DB - Council Tax Details Emailed to Unrelated Party	No	Yes
	00128013 DB - Social Worker of Resident Told Namesake's DoB in Call	No	Yes
	00128874 DB - Business Rates Customer Email Sent to Container Renting Company	No	Yes
	00129745 DB - Housing Options Email Sent to Incorrectly Spelled Address	No	Yes
	00130044 DB - Officer Name Left Unredacted on Public Planning Portal	No	Yes
<b>Subtotal</b>	Sum	0	12
	Count	27	
Breach reported	00098967 DB - Unredacted Spreadsheet of Residents in Temporary Accommodation Released Under FOI	Yes	No
	00095055 DB - Double printed letter	Yes	No
	00114988 DB - Corporate Debt Emails Sent to Resident Instead of Council Officer Over Year	Yes	No
	00129786 DB - Unredacted Planning Application Made Live on Public Register	Yes	No
<b>Subtotal</b>	Sum	4	0
	Count	4	
Ineligible	00083186 DB - Confidential Comments Published to Planning Applications	No	No
	00128030 DB - Safeguarding Details Shared Between RTC & FHDC	No	Yes
	00100364 DB - Fraud Investigator Confirmed Maiden Name of Resident with Neighbour	No	No
	00106233 DB - Accusation of Disclosure of Resident's Data by Officer to Neighbour	No	No
	00110795 DB - Documentation Posted to Customer	No	No
	00112421 DB - Meeting Invite Emailed to Wrong Contact	No	Yes
	00114863 DB - Email Sent to Incorrect Spelling of Resident Email Address	No	No
	00122956 DB - Licensing Objection Comment Quoted on Kent Online	No	No
	00128572 DB - Complainants Name Given to Complaint Subject By Officer	No	No
<b>Subtotal</b>	Sum	0	2
	Count	9	
Recorded as Near Miss	00087622 DB - Email address CC'd in error	No	No

		000086138 DB - Salesforce email sent to wrong recipient due to autofill error	No	Yes
		00090174 DB - Allotment Query Accidentally Sent to & Published on WhatDoTheyKnow.com	No	No
		00092100 DB - Council Tax Letter Sent to Incorrect Resident of Same Name	No	No
		00092844 DB - Housing Tenancy Letters Sent With Incorrect Names	No	No
		00093017 DB - Incorrect Address Used for Company RE: Council Tax Accounts	No	No
		00093449 DB - iTrent Password Reset Error	No	No
		00095083 DB - NNDR Data Sent to Personal Email Address	No	No
		00126480 DB - DPA Request Sent to Officer's Personal Email	No	Yes
		00130120 DB - Payment Receipt Sent to Misspelled Email Address	No	Yes
		00130555 DB - Email Chain Forwarded to Officer's Personal Address	No	Yes
<b>Subtotal</b>	Sum		0	5
	Count	11		
<b>Total</b>	Sum		4	19
	Count	51		