

Legitimate Interests Assessment Form

The LIA is a light-touch test complete in three parts.

It is not necessary to follow this exact process, but you can use this form to help assess whether legitimate interest can be applied to your processing of personal data.

You should complete and keep a record of this assessment to provide justification for your decision to use legitimate interest as a legal basis before you start processing the data.

Asset Reference	2025 Annual Review 1
Process Name / Description	Crouch Harbour Authority
Data Subject(s)	Harbour Users
Nature of personal data processed	<ul style="list-style-type: none">• Title• Initials• Email• Surname• First Name• Salutation• Address• Postcode• Company Name• Tel: Home/Business/Mobile Boat Details: Boat Name/Boat Make/Boat Colour/Size/Location
Special category, criminal offence or children's data	None
Are the data assets recorded in the information asset register?	No
Process owner	Crouch Harbour Authority
Assessment Owner	Crouch Harbour Authority
Assessment Start date	09/07/2025
Decision Date	16/07/2025

1) Purpose: identify the legitimate interest(s). Consider:

Why do you want to process the data – what are you trying to achieve?	Harbour Dues charged pursuant to s.26 of Harbours Act 1964 & s.54 of Crouch Harbour Act 1974. Harbour Dues are payable on all vessels afloat on the Rivers Crouch and Roach.
Who benefits from the processing? In what way?	The CHA to assist in the management and safety of the Harbour.
Are there any wider public benefits to the processing?	As above.
How important are those benefits?	Very
What would the impact be if you couldn't go ahead?	There would be no revenue and no control over CHA jurisdiction.

Would your use of the data be unethical or unlawful in any way?	No
Have you considered any Tribunal judgements/case law in identifying 'legitimate interests'?	No
2) Necessity: apply the necessity test. Consider:	
Does this processing actually help to further that interest?	Yes
Is it a reasonable way to go about it?	Yes
Is there another less intrusive way to achieve the same result?	No, not known to CHA.
What is the nature of your relationship with the individual? Is it pre-existing and have you used their data previously?	CHA are the Data Controller. Details are held for new and existing owners.
How has the data been obtained? If supplied from a third party what did they tell the individual about reuse?	Yes, the CHA does obtain information from third parties.
Do you have the means and processes to keep the information up to date.	Yes
Is any of the data particularly sensitive or private?	No
Would people expect you to use their data in this way?	Yes
Are you happy to explain it to them?	Yes
Are some people likely to object or find it intrusive?	No
What is the possible impact on the individual?	None
How big an impact might it have on them?	None
Are you processing children's data?	No
Are any of the individuals vulnerable in any other way?	Not declared to CHA
Can you adopt any safeguards and technical measures to minimise the impact?	N/A
Can you offer an opt-out?	No

Decision

Outcome Date	16/07/2025
Outcome	Legitimate Interests Assessment Form set up.
How was the outcome decided	We have reviewed GDPR procedures. Legitimate Interests Assessment carried out.
Further Action	To review annually
Next Review date	16/07/2026
Agreed by	Crouch Harbour Authority Chairman