

ASSERTION 10

Another mandatory requirement has been imposed on parish councils which will affect our end-of-year AGAR (Annual Governance and Accountability Return) - i.e. there are implications for both the internal audit and external audit.

Assertion 10 Digital and Data Compliance is a new governance matter. In a nutshell, like all small authorities, we will need to:

- 1 Appoint a Data Protection Officer to oversee data protection and ensure compliance with the prevailing legislation;
- 2 Conduct regular data audits to identify what personal data is held, how it is used and make sure it is processed lawfully;
- 3 Implement a Data Protection Policy on data handling, storage and sharing;
- 4 Provide regular training to ensure all staff and councillors are trained on data protection principles and practices;
- 5 Secure data using appropriate technical and organisational measures to protect personal data from breaches; and
- 6 Produce an IT Policy which encompasses security measures.

Bullet points one, three and five are essentially in place. The other matters are more problematic and will require some effort.

For a fuller explanation of the requirement, please see this website:

<https://www.aubergine262.com/assertion-10-new-2025-practitioners-guide-mandates-it-policy-for-smaller-authorities/>

I will be working on the requirements ahead of the next round of audits and will aim to seek approval for the measures required to be put in place at the January and/or March Council meetings.

Doug Reed, Parish Clerk