

## **Assertion 10 – Explanation of “No” Response**

### **Arrangements for Effective IT and Data Management**

The Council is unable to confirm compliance with Assertion 10 for the year ended 31 March 2026.

While the Council has made practical use of IT systems and has handled data in accordance with established working practices, it has not, during the year, fully adopted all arrangements required to demonstrate effective IT and data management in line with Proper Practices. In particular, the Council did not operate a fully formal website that was owned and controlled directly by the Parish Council. This limited the Council’s ability to demonstrate full control over data management, information security, publication arrangements, and ongoing compliance with statutory and best-practice requirements.

For these reasons, the Council is unable to give full assurance that its IT and data management arrangements were adequate and effective throughout the year and has therefore answered “No” to Assertion 10.

### **Action Planned to Address the Weakness**

In accordance with NALC Proper Practices, the Council will take the following actions to strengthen its IT and data governance arrangements:

- **Begin work on the establishment of a formal, Parish Council controlled website**, ensuring appropriate ownership, security, publication control, and compliance with statutory accessibility, transparency, and data protection requirements.
- **Review, update, and formally adopt IT- and data-related policies**, including data protection, information security, data retention, and acceptable use policies, with approval recorded in Council minutes.
- **Clearly document responsibilities for IT systems and GDPR compliance**, ensuring appropriate Member oversight.
- **Put in place documented arrangements for system security, access controls, and data backup**, proportionate to the size and activities of the Council.
- **Introduce periodic review of IT and data management arrangements**, with outcomes reported to the Council.

These actions will ensure the Council’s IT and data management arrangements are compliant with Proper Practices and will enable the Council to provide assurance against Assertion 10 in future years.

