

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

16th January 2018.

To Members of the Finance and Administration Committee

Councillors Sara Bedford, Liz Burns, Lyn Ferguson, Brenda Kersey (Chairman), Jane Lay, Alex Michaels & Owen Roe, Hitesh Tailor.

The next meeting of the Finance & Administration Committee will be held at the above address on Monday 22nd January 2018 at 6:00 pm, when your presence is summoned for the purpose of transacting the business outlined below.

The press and public are welcome to attend the meeting.

Tim Perkins
Clerk to the Council

AGENDA

1. **Apologies for Absence**
To receive and accept apologies for absence.
2. **Declarations of Interest**
To receive declarations of interest in items on the agenda.
3. **Public Participation**
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
4. **To confirm the Minutes of the Meeting held on**
27th November & 18th December 2017 (previously circulated).
5. **Internal Audit - Interim Update 2017-2018**
To consider the report from the Internal Auditors. (enclosed)
6. **Financial Grants 2018-2019**
To consider the award of financial grants for the coming financial year.
(Enclosed reports of applications received and grants awarded 2013-2017.)
7. **Budget Monitoring Report**
To consider the budget monitoring report for Q3 2017-2018. (See monitoring and tracking reports enclosed).
8. **General Data Protection Regulations**
To consider the report from the Clerk. (Clerk's report item 1.)

Abbots Langley Parish Council
Clerk's Report - F&A - January 2018

1. General Data Protection Regulations

- i. As requested at the December meeting of this committee I spoke to Phil King who is the Emergency Planning & Risk Officer at TRDC. Phil's wide brief also includes FOI and Data Protection.

Discussions are on-going at a senior level at both TRDC and WBC to ensure compliance with the new General Data Protection Regulations and on the appointment of a Data Protection Officer. The DPO may be a shared position, but more likely there will need to be a separate appointment for each authority.

I made Phil aware of requirements of this and other PCs and the legal advice from both NALC and SLCC that it is unlikely that Clerks could lawfully hold the role of DPO. There may be an opportunity for us to work together, but this cannot be discussed in any detail until TRDC's plans are further advanced.

Other options we will need to consider include:

- i. External DPO appointment with a fixed term contract period, similar to how we operate with Auditing Solutions for internal audit services.
- ii. Appointing an external DPO, making sure our house is in order and then working towards a future shared arrangement with TRDC.
- iii. A "pooled" DPO arrangement with TRDC area PCs and possibly other nearby local councils such as St Stephen and Wheathampstead.

Phil agreed to keep me updated on developments at TRDC. As discussed previously an additional F&A committee meeting in late February or early March may be needed to consider all possible options to ensure we are at least close to compliance by the end of May.

- ii. NALC Update (5th January 2018)

Jonathan Owen - Chief Executive

We continue to lobby government and Parliament on the implications of the General Data Protection Regulation for the sector in terms of additional workload and cost and we have called for new burdens funding to support the introduction of the new regime.

We are also discussing with County Officers and our management board whether the provision of a national Data Protection Officer service may be practicable and useful.

Tim Perkins

Clerk to the Council
16th January 2018