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COUNTY COUNCILLOR ROB HUMBY'S REPORT JANUARY 2024

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New County Council Cabinet Portfolios

Adult's Health and Care:

- Executive Lead Member, Cllr Liz Fairhurst; and
- Executive Member, Cllr Jan Warwick

Children's Services:

- Executive Lead Member, Cllr Edward Heron; and
- Executive Member, Cllr Steve Forster

Universal Services:

- Executive Lead Member, Cllr Nick Adams-King; and
- Executive Member, Cllr Russell Oppenheimer

Hampshire 2050 and Corporate Services

- Leader, Cllr Rob Humby; and
- Deputy Leader, Cllr Roz Chadd

HR, Performance, Communications and Inclusion and Diversity

- Executive Member, Cllr Kirsty North

SPREADING COST-OF-LIVING GOODWILL THIS WINTER

Energy-saving kitchen devices such as soup makers, as well as essential household goods, draughtproofing and carpeting will soon be making their way to vulnerable Hampshire households, thanks to the latest round of community grants worth £584,000 allocated from the County Council's share of the national Household Support Fund

[Spreading cost-of-living goodwill this winter | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/spreading-cost-of-living-goodwill-this-winter)

HOUSEHOLD DIY WASTE CHARGES AT HAMPSHIRE HWRCs TO END FROM 1 JANUARY 2024

From 1 January 2024, residents using Hampshire County Council Household Waste Recycling Centres (HWRCs) will no longer be charged for disposing their DIY waste – in line with the Government policy changes

[Household DIY waste charges at Hampshire HWRCs to end from 1 January 2024 | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/household-diy-waste-charges-at-hampshire-hwrcs-to-end-from-1-january-2024)

THOUSANDS MORE HAMPSHIRE RESIDENTS BENEFIT FROM FASTER BROADBAND AS 10-YEAR PROGRAMME CONCLUDES

Over 115,000 extra Hampshire households and businesses are now benefitting from faster internet speeds and better internet connectivity thanks to a ten-year, £40m superfast broadband programme in Hampshire. Additionally, over one million metres of fibre optic cable are now in place and 1,200 new network points have been installed in 260 parishes

[Thousands more Hampshire residents benefit from faster broadband as 10-year programme concludes | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/thousands-more-hampshire-residents-benefit-from-faster-broadband-as-10-year-programme-concludes)

GOOD PROGRESS TOWARDS TACKLING CLIMATE CHANGE

Hampshire residents and communities are making a significant difference in the drive to tackle climate change, by taking part in Hampshire County Council backed community initiatives and making changes in their own homes and lifestyle choices

[Good progress towards tackling Climate Change | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/good-progress-towards-tackling-climate-change)

HAMPSHIRE'S ONGOING COMMITMENT TO UKRAINE

Hampshire County Council has confirmed that payments to local residents hosting Ukrainian nationals as part of the Government's Homes for Ukraine scheme will continue for a third year, from 1 April 2024 – 31 March 2025

[Hampshire's ongoing commitment to Ukraine | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk)

KEEPING RESIDENTS SAFE FROM ABUSE – ANNUAL REPORTS HIGHLIGHT PROGRESS

Hampshire County Council's Cabinet has heard about the significant progress being made in keeping vulnerable people safe in the face of increasing numbers of reported safeguarding concerns

[Keeping residents safe from abuse – annual reports highlight progress | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk)

NATURE NEEDS YOU – HELP INFORM HAMPSHIRE'S RECOVERY

Hampshire County Council wants residents, community groups and organisations including businesses, parish councils and others to take part in a survey asking where they would like to see improvements for nature recovery, their views on nature priorities and what action they may be taking locally to help nature in their area

[Nature needs you – help inform Hampshire's recovery | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk)

THE RESULTS ARE IN! YOUNG PEOPLE DECIDE THE NEW FACES OF HAMPSHIRE YOUTH PARLIAMENT FOR 2024-2026

The votes have been counted and verified, and Hampshire Youth Parliament now has seven new Members, and Deputies, for the next two years. In total, more than 5,000 11-18 year olds in Hampshire came forward to vote for their local representatives in the UK Youth Parliament

[The results are in! Young people decide the new faces of Hampshire Youth Parliament for 2024-26 | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk)

LICORICIA OF WINCHESTER – HER STORY UNVEILED

Residents and visitors to Winchester will be better informed about the significance of one of the city's more recently erected statues, thanks to the installation of a permanent information board unveiled, on behalf of The Licoricia Appeal, by the Chairman of Hampshire County Council, Councillor Patricia Stallard

[Licoricia of Winchester – her story unveiled | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/licoricia-of-winchester-her-story-unveiled)

VEG-TASTIC SCHOOL MEALS WIN NATIONAL RECOGNITION

Hampshire County Council's caterer HCS3 has been praised for its efforts to get more primary school pupils to eat their vegetables

[Veg-tastic school meals win national recognition | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/veg-tastic-school-meals-win-national-recognition)

OFSTED INSPECTION BRINGS 'GOOD' NEWS FOR LEARNERS WITH HAMPSHIRE COUNTY COUNCIL

Learners and apprentices develop the 'skills to live successfully' thanks to teaching and training programmes provided by Hampshire County Council. This is one of many positive findings following a recent Ofsted inspection of the County Council's 'Hampshire Achieves' service, which has been rated 'Good' overall and in all aspects of its service, including courses to support families and for learners with special educational needs and/or disabilities (SEND)

[Ofsted inspection brings 'Good' news for learners with Hampshire County Council | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/ofsted-inspection-brings-good-news-for-learners-with-hampshire-county-council)

TWO WEEKS LEFT TO APPLY FOR SEPTEMBER 2024 PRIMARY SCHOOL PLACES

Parents with children due to start school or move to a junior school in September 2024 have two weeks left to submit their primary school applications. Monday 15 January is the national deadline for applications for children starting in Reception Year or moving to Year 3 at a junior school in September 2024

[Four weeks left to apply for September 2024 primary school places | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/news/four-weeks-left-to-apply-for-september-2024-primary-school-places)

PREPARATIONS START FOR NEW TRAFFIC ENFORCEMENT AT NINE LOCATIONS

Plans are progressing for the introduction of new traffic restrictions at nine sites across Hampshire to improve highway safety and reduce congestion

[Preparations start for new traffic enforcement at nine locations | Hampshire County Council \(hants.gov.uk\)](#)

COUNTY COUNCIL AGREES SALE OF HAVEN HOUSE TO GENERATE VITAL FUNDS FOR NATIONAL NATURE RESERVE

Investment plans for Titchfield Haven National Nature Reserve have taken a step forward following an agreement by Hampshire County Council to accept an offer for Haven House

[County Council agrees sale of Haven House to generate vital funds for National Nature Reserve | Hampshire County Council \(hants.gov.uk\)](#)

CLAMPDOWN CONTINUES ON SALE OF UNDERAGE VAPES BY HAMPSHIRE TRADING STANDARDS

A Hampshire County Council Trading Standards operation has found two shops in Aldershot and Havant area selling vapes illegally to underage buyers

[Clampdown continues on sale of underage vapes by Hampshire Trading Standards | Hampshire County Council \(hants.gov.uk\)](#)

Services provided by Hampshire County Council include:

- [Education and Learning](#) including supporting Hampshire schools. (excluding privately run Academy Schools)
- [Services for children and families](#) including adoption and fostering, safeguarding, and support for young people.
- [Maintenance of Hampshire's roads](#) (except motorways and trunk roads which are the responsibility of National Highways), [licensing](#) for providers who need to work on the highway, and support for operators of [public transport](#).
- [Planning](#) applications for mineral extraction, waste management and public buildings.
- Provision of [social care and health](#) in Hampshire.
- The [Hampshire Library Service](#).
- The [Countryside Service](#), looking after [rights of way](#), and many of the county's [important green spaces](#)
- [Household Waste Recycling Centres](#) where residents can dispose of unwanted items. (District, borough or city councils manage kerbside household waste collections)
- [Trading Standards](#), ensuring fair trading in Hampshire, by supporting the county's businesses and protecting Hampshire consumers.

District, borough and city councils

District, borough and city councils provide services such as:

- Household waste collection
- Domestic planning applications
- Council Tax collection
- Housing

[Find your local district or borough council](#)

Parish, community and town councils

These councils operate at a level below district and borough councils and in some cases, unitary authorities.

They are elected and can help on a number of local issues, like providing:

- allotments
- public clocks
- bus shelters
- community centres
- play areas and play equipment
- grants to help local organisations
- consultation on neighbourhood planning

MEETING REPORT: Survey for Action Plan

DATE: 8 January 2024

WRITTEN BY: The Clerk

AGENDA ITEM: 113

At the December meeting the Council went through the 2023/24 Action Plan. It was agreed that the Clerk would put together a survey so that the residents are involved in the action plan for 2024/25.

I researched other parishes action plans and the surveys that they used to put together their action plans and the following questions I believe will help the Council understand what the residents would like to see the Council concentrate on for the following year.

Survey for Owslebury and Morestead Action Plan for 2024/25

Q1	Please describe Owslebury and Morestead in 3 words	Essay
Q2	It would help if we know where views are coming from, so we would be grateful if you could tell us: Which age band you are in	Multiple Choice
Q3	How long have you lived in Owslebury and Morestead	Multiple Choice
Q4	What do you see as the main benefit of living in Owslebury and Morestead?	Essay
Q5	What do you see as the main drawbacks of living in Owslebury and Morestead	Essay
Q6	How would you like to see Owslebury and Morestead improved?	Essay

MEETING REPORT: Beech Grove
DATE: 8 January 2024
WRITTEN BY: The Clerk
AGENDA ITEM: 114 (a)

Since the last meeting there has been no update from Hampshire County Council on how this project is progressing.

MEETING REPORT: Playground Inspection

DATE: 8 January 2024

WRITTEN BY: The Clerk

AGENDA ITEM: 115 (a)

I have received the below email from Winchester City Council asking if the Parish Council would like an annual play area inspection. The Parish Council always instruct them to carry out an inspection. Would the Parish Council like any of the optional extras? The Parish Council had all the optional extras last year. I would recommend that these are not carried out this year.

Good morning,

Winchester City Council are in the process of arranging our next set of annual play area inspections for 2024 so would like to extend this opportunity to you as well. This will once again be carried out by The Play Inspection Company and will cost: £54.95 per site. There are optional extras which you may also want to consider:

Optional Extras

To carry out Full DDA assessment @ £16.50 per site

To carry out Play Value assessment @ £16.50 per site

To carry out estimated life expectancy assessment @ £8.50 per site

If you would like to be included, please let me know asap and provide the name and address of each site in your reply. The inspections will be due to take place approx. March 2024.

**Owslebury Parish Council
2023/24**

PAYMENTS	Amount (£)	Payee	Payment Type
115	32.00	Winchester Villages Trust Grant	
116	7.00	3 Phone	DD
117	3.60	IONOS Web Hosting Wordpress	DD
118	2.40	IONOS Hosting Start Basic Fee	DD
119	22.31	OPHMC (Dec)	
120	504.00	Clerks Salary Dec	
121	126.00	HMRC	
122	59.25	Clerks Expenses Dec	

Voucher	Amount (£)	Payee	
RECEIPTS			
11	100.94	CCLA - Investment Interest	
12	7.18	CCLA - Investment Interest	
13	2,048.54	VAT Return	

Chairman:

Date:

RFO:

Date:

Bank and short term deposit balances/bank reconciliaton

1. BANK BALANCES

31/12/2023

CASH BOOK BALANCE		£	£
Balances 1st April 2023			70,502.91
income			44,291.52
expenses			-60,708.85
CASH BOOK BALANCE			54,085.58
add u/p cheques			752.96
less o/s receipts			0.00
Control total			54,838.54
BANK STATEMENTS			
Treasurers account	54,838.54		
Business 30 Day notice	0.00		
Credit Card	0.00		
Per bank statements			54,838.54
Difference			-0.00

2. SHORT TERM DEPOSIT

25,000.00

3. TOTAL OF BANK AND SHORT TERM DEPOSITS

79,085.58



Life Education
Wessex & Thames Valley
Helping children make healthy choices

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13/12/2023

Owslebury Parish Council

Dear Councillors

We are writing to request that you kindly consider Life Education Wessex & Thames Valley (LEW&TV) for a grant towards our work of providing health, well-being and drug prevention education to approximately 93 children at Owslebury Primary School when we visit them on 22/1/24 for 1 day.

The cost to deliver our health programmes to schools is £530 a day; schools contribute approximately 70% of this, and we need to raise the shortfall. We will be spending 1 day visiting the school, which equates to a shortfall of **£155**. We do not expect your Council to contribute the whole of the difference, but obviously that would be fantastic if you were able. Nevertheless, any contribution you could make would be very would make a real difference to outcomes for local children and families.

Background: (LEW&TV) is an independent and self-financing charity and delivers the UK's leading health, emotional well-being and drug education programme, 'Coram Life Education', to children (aged 3–11 years) across Dorset, Somerset, Devon & Cornwall, and Hampshire the Isle of Wight. In October 2016 Life Education Thames Valley (Buckinghamshire, Berkshire and Oxfordshire) merged with Wessex, and in the 2021/22 academic year we saw over 72,000 children in the combined area.

Our strap line is '**Helping Children Make Healthy Choices**'. Programmes address many topical issues e.g. *emotional health & well-being, obesity, drugs, alcohol and smoking*. In a nutshell, programmes help children:

- Understand how their bodies work
- Understand what they need to do to look after themselves
- Understand the adverse effects of drugs, including alcohol, tobacco & new psychoactive substances
- Learn the skills and gain the self-confidence to make and implement healthy decisions now and in the future

The COVID pandemic and subsequent lockdowns proved particularly challenging for the children, schools and communities where we deliver our vital skills-for-life education. We are particularly concerned for the mental health and wellbeing of children and the effect isolation has had on their emotional wellbeing. How children react can vary according to their age, how they understand information and communicate their previous experiences and how they cope with stress. Negative reactions may include worrying thoughts and their concern for their friends and family, fear, avoidance, problems sleeping and physical symptoms. Children also react to what they see from parents/carers and how they deal with situations around them. Family concerns about financial problems and job security can also affect children's sense of security, leading to anxiety and depression. Lack of routine, space, contact with other children and reduced opportunities for physical activity affects children's confidence and overall physical and mental health. In addition, there has been a surge in



@Life_Ed_WTV



@LifeEdWessexThamesValley

Reg. Charity No. 1071094. A company limited by Guarantee. Registered in England No. 3585850
Life Education Wessex & Thames Valley is a trading name of Life Education Wessex

coram 
Life Education | Delivery Partner

domestic violence during the Corvid-19 lockdown and many children are more vulnerable than ever, particularly in pockets of the most deprived areas.

Why Life Education is so vital

Research shows that children who have better health and emotional well-being do better in life – both academically and socially. Children are also facing growing pressures at home, at school and with their friends, leaving many primary school pupils ill-equipped for life at secondary school and beyond.

Early intervention can prevent mental health problems, obesity and substance misuse in children now and in later life and helps to prevent drug and alcohol-related crime and anti-social behaviour. Our work not only benefits children's health and their futures, but also promotes healthier families and safer communities.

Life Education programmes empower children with key thinking, learning and social skills to make healthy choices and stay safe online and in the real world. Children graduate with confidence, knowledge and resilience to cope with the stresses of secondary school and life beyond.

Programme Delivery

Our programmes can now be delivered either in the schools' own classrooms, or via SCARF Live Online, which uses ZOOM virtual video technology. Programmes focus on the mental health and wellbeing of children, which we are particularly concerned about at this time and the effect that isolation has/is having on their emotional wellbeing.

Schools also have access to **SCARE**, a comprehensive, interactive and flexible set of online resources which supports the entire PSHE curriculum.

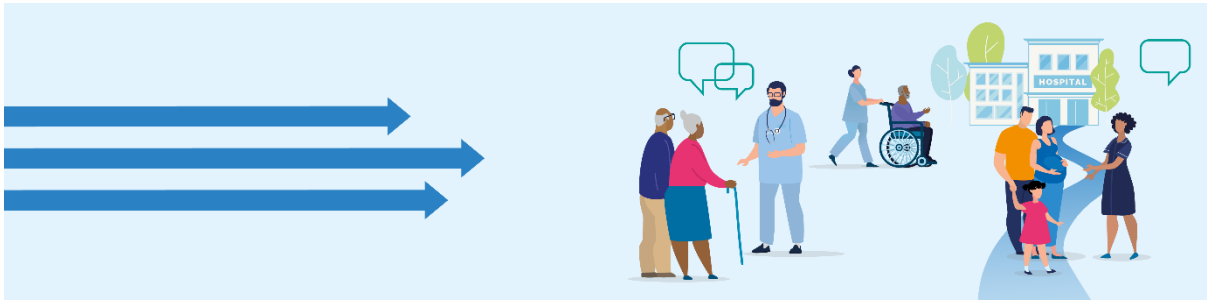
Through our annual visits, children progressively acquire the skills and knowledge to make their own healthy choices in life. As well as helping the children who participate, the benefits of this preventative education cascade out to the wider community, as children who make the right healthy choices grow up to become better citizens and make a positive contribution to society.

We look forward to hearing from you and hope that ***you will be able to continue helping us to help your local children make healthy choices.***

Yours sincerely,

John Clements
Administrative Assistant
john@lifeeducationwessex.org.uk

A new hospital for Hampshire: proposed changes to acute hospital services in and around Basingstoke and Winchester



We are delighted to be included in the government's national New Hospital Programme. It is a once-in-a-generation opportunity to invest between £700 million and £900 million to improve our hospital facilities and hospital services for decades to come.

The money will help transform the care and treatment patients receive. It will enable us to meet the changing needs of our growing and ageing population, attract and retain the best staff, provide better and more consistent care, help people stay healthy for longer, and – crucially – provide safe, sustainable, high-quality services for the future.

We want to do this by creating two excellent acute hospitals; with significant investment in refurbishing the Royal Hampshire County Hospital in Winchester, and by building a brand-new specialist acute hospital on either the existing Basingstoke and North Hampshire Hospital site, or at a new location near Junction 7 of the M3.

We have worked together with patients, local communities, and health and care staff to develop proposals for how we might best use this significant investment.

We are now undertaking a public consultation on the proposed options. The consultation runs from 11 December 2023 for 14 weeks until midnight 17 March 2024.

Consultation documents

Our consultation document explains the proposals in more detail. It is also available as summary and easy read versions. A plain text version is available which may be helpful if you use a screen reader. This plain text version is also in large print. Please contact us if you would like a version of the consultation document translated into a different language or need any other accessible format.

Our consultation runs from 11 December 2023 for 14 weeks until midnight 17 March 2024.

<https://www.hampshiretogether.nhs.uk/consultation-document>

MEETING REPORT: Local Council Award Scheme
DATE: 8 January 2024
WRITTEN BY: The Clerk
AGENDA ITEM: 117 (e)

Now that I am a qualified clerk the Council can apply for the Local Council Award Scheme. The scheme is explained below. I would recommend that the Council agrees to apply for the scheme.

LOCAL COUNCIL AWARD SCHEME

We know that local councils are at the very heart of their communities; giving neighbourhoods a voice and making people more involved in the decisions that affect them. Over 15 million people (35% of the population) live in the communities served by local (parish and town) councils. Local councils want to serve their communities as best they can and make a real difference in the lives of the people that live there.

ABOUT

The Local Council Award Scheme (LCAS) has been designed to celebrate the successes of the very best local councils and to provide a framework to support all local councils to improve and develop to meet their full potential. The scheme offers councils the opportunity to show that they meet the standards set by the sector, assessed them by their peers, and put in place the conditions for continued improvement.

The scheme has been designed to provide the tools and encouragement to those councils at the beginning of their improvement journeys, as well as promote and recognise councils that are at the cutting edge of the sector. It is only through the sector working together, to share best practices, drive up standards and support those who are committed to improving their offer to their communities that individual councils and the sector as a whole will reach their full potential.

LCAS undergoes a review every year. Local councils must meet the criteria of the guidance that is in place on the date they submit their completed application form to their local accreditation panel.

[Read the Local Council Award Scheme guide](#)

NALC will be running events to help local councils prepare an award-winning application — [find out more](#).

Why should you apply?

There is a range of reasons why a council could benefit from taking part in the award scheme. For those councils who are already confident that they perform to a high standard the scheme provides assurance to the council that it is up-to-date and progressive by the standards set by the sector. For those who wish to improve, it provides a framework to plan and make the first steps. Helping the council improve performance and confidence, with policies in place for continuous development. And for all councils winning the award should be a celebration for councillors and officers, as their commitment and hard work are recognised and respected.

An award is a tool that councils can use when working with the local community or other local partners. Giving them confidence that the council is delivering to a national professional standard.

And finally, the scheme will contribute to the national reputation of local councils demonstrating achievements and a commitment to improvement.

How do you apply?

1. The first step is to **register** online with NALC. You will then be charged a £50 registration fee by NALC.

Tip: You do not need to have all the criteria in place at this stage, you are simply registering your interest in taking part in the scheme

Tip: You can apply for any award level - you don't need to start at Foundation

2. When you have the criteria prepared and in place, confirm this in a public meeting
3. You should then notify your local accreditation panel coordinator and provide the **application form** including links to online documents. At this stage, you will also pay an accreditation fee to your local County Association. This fee depends on the award level you are applying for and the size of your council (full information in the Local Council Award Scheme Guide)
4. Your local panel coordinator will contact you with the result of your application.



Owslebury Parish Council Data Protection Policy

Adopted by the Council in January 2023

Reconfirmed on 13 December 2021

Reviewed and Adopted 16 January 2023

[Reviewed and Adopted 8 January 2024](#)



1. The General Data Protection Regulation 2018

The General Data Protection Regulation (GDPR) came into effect in the UK on 25 May 2018. It replaced the existing law on data protection (Data Protection Act 1998) and gives individuals more rights and protection regarding how their personal data is used by Councils. Local Councils and parish meetings must comply with its requirements, just like any other organisation.

2. The purpose of the GDPR are:

- To increase the obligations on organisations when acting as data controllers and processors.
- To increase the rights of individuals to ensure that their personal data is respected and only used for legitimate purposes

3. Definitions:

Personal Data – is any information about a living individual which allows them to be identified from that data such as name, address, email address, photograph.

Data Controller – is the person or organisation who determines how and what data is processed i.e. Owslebury Parish Council.

Data Processor – is the person(s) or firm that process the data on behalf of the data controller.

Data Subject – is the individual about whom the personal data is processed.

Data Protection Compliance Officer – is the individual with responsibility for ensuring data protection compliance.

Consent – is a positive, active, unambiguous confirmation of a data subject's agreement to have their data processed for a particular purpose. Consent must be easy to withdraw and must be given freely, provided on an opt-in basis rather than opt-out.

4. The Council's Commitment

As a local authority and a data controller, Owslebury Parish Council will comply with the underlying principles that personal data: -

- a) Must be processed lawfully, fairly and transparently.
- b) Is only used for a specific, legitimate processing purpose that the data subject has been made aware of and no other purpose, without further consent.
- c) Should be adequate, relevant and limited i.e. only the minimum amount of data should be kept for specific processing.
- d) Must be accurate and where necessary kept up to date.
- e) Should not be stored for longer than is necessary, and that storage is safe and secure.
- f) Should be processed in a manner that ensures appropriate security and protection.

5. Personal Data Processed

The personal data kept or processed by Owslebury Parish Council includes but is not confined to the following:

- Names, titles and aliases, photographs and video images;
- Contact details such as telephone numbers, addresses and email addresses, social media addresses;



- Financial identifiers such as bank account numbers, payment card details for staff, contractors and for suppliers;
- Demographic and background information on staff and members including gender, age, marital status, employment background and qualifications;
- Some sensitive personal data in relation to staff and members such as racial/ethnic origin, mental and physical health and trade union affiliation;
- Website data such as IP address and analytical data;

6. How/Why Personal Data is used

To deliver public services;

- To confirm identity to provide some services;
- To enable the Council to meet its legal and statutory obligations and powers including delegated functions;
- To contact individuals and organisations;
- To maintain own accounts and records;
- To process financial transactions;
- To protect public funds and facilities;
- To recruit and employ staff and contractors;

7. Lawful Bases for Processing Personal Data

There are six lawful bases for processing data under the GDPR: -

1. Consent

The controller must be able to demonstrate that consent was given.

2. Legitimate interests

This involves a balancing test between the controller and the interests of fundamental rights of and freedoms of the data subject. Councils can't rely on legitimate interests as a legal basis for processing personal data.

3. Contractual necessity

Personal data may be processed if necessary, in order to enter into or perform a contract with the data subject.

4. Compliance with legal obligation

Personal data may be processed if the controller is legally required to perform such processing.

5. Vital interests

Personal data may be processed to protect the vital interests of the data subject.

6. Public task

Personal data may be processed if the processing is necessary for the performance of tasks carried out by a public authority acting in the public's interest.

- As a public authority the Council has certain powers and duties. Most personal data is processed for compliance with a legal obligation which includes carrying out the Council's statutory powers and functions;
- or
- In the performance of a contract or during steps to enter into a contract; or
- With consent. Before using an individual's personal data, the Council will obtain that individual's consent.

8. Individual's Rights

An individual has the following rights in relation to their his/her personal data:



- The right to be informed – via privacy notices and an explanation of the lawful basis for the processing.
- The right to access the personal data the Council holds on that individual – via a subject access request;
- The right to correct and update the personal data;
- The right to have the personal data erased (right to be forgotten);
- The right to restrict processing;
- The right to data portability;
- The right to object to processing;
- The right not to be subject to automated decision-making including profiling.

9. Data Protection Impact Assessment (DPIA)

A Data Protection Impact Assessment (DPIA) is a type of audit used to help assess privacy risk. OWSLEBURY PARISH COUNCIL will evaluate if a DPIA is required when considering new processing operations. DPIA are mandatory where processing poses a high risk to the rights and freedoms of individuals.

10. Data Protection Compliance Officer

Owslebury Parish Council has appointed the Parish Clerk as the Data Protection Compliance Officer.

Duties include:

- Informing the Council and its staff of their obligations in the GDPR and other data protection legislation;
- Monitoring compliance of the Council, both in its policies and practices;
- Raising awareness of data protection law; providing training and advice;
- Carrying out data protection-related audits;
- Acting as a contact point for the Information Commissioner's Office.

11. Related Policies and Notices

- [Document Retention and Disposal Policy](#)
- [General Privacy Notice](#)

12. Information Commissioner's Office

In the UK the Information Commissioner's Office are responsible for upholding information rights in the public interest. They are responsible for investigating data misuse and have the authority to impose penalties.



Moving Speed Indicator Device Risk Assessment

Adopted by the Council: 26th July 2021

Reconfirmed: 16th January 2023 and 8th January 2024

Formatted: Superscript

	HIGH RISK		MEDIUM RISK		LOW RISK
--	------------------	--	--------------------	--	-----------------

Activity	Hazard and Risk	Person or Property at Risk	Level of Risk	Control Measures
Loading and Transit	Lifting of SLR sign into car	Volunteers		To use safe lifting techniques.
	Movement of SLR sign in car	SLR Device		To secure SLR Device in car.
Set up working area	Personal Injury	Volunteers		Ensure 2 people are present to set up device. Ensure appropriate footwear and clothing is worn.
	Inclement weather	Volunteers		Ensure appropriate clothing is worn.
	Traffic Awareness	Volunteers		Ensure High Viz jackets are worn.
Access and Egress	Traffic Conflict	Volunteers & Public		Locations to be accessed from off-road parking where possible.
	Vehicle Impact	Volunteers & Public		Traffic warning signs and cones to be placed appropriately in road and around working area. All volunteers to wear high viz jackets. Vehicles parked on the highway to display hazard warning lights.
Working on the Highway	Slips, Trips & Falls	Volunteers		Assess ground conditions before placing device and equipment. Extra care to be taken on uneven ground.



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				Beware of trip hazards such as litter, vegetation or debris on site.
Installation	Working at height	Volunteers		Ensure ladder if used a securely in place. One volunteer to stabilise ladder.
	Manual Handling	Volunteers		Use safe lifting techniques. Ensure correct tools are used for fixing the device. Gloves to be worn for added grip.
	Faulty Mounting	Volunteers & Equipment		Ensure pole is stable. Check fixings are in good order (not loose, rusted or missing).
	Weight of Battery	Volunteers & Equipment		Ensure battery is in correct position before lifting into the SID device. Ensure safe lifting techniques. Ensure ladder is in a secure place and one volunteer to stabilise the ladder when lifting battery into device.

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HOME OFFICE RISK ASSESSMENT

Adopted by the Council: 8 January 2024

Reviewed by the Council:

This document has been produced to enable the Parish Council to assess the risks that it faces and to demonstrate that adequate steps have been taken to minimise such risks. The Council is aware that although risks cannot be fully eliminated it has a strategy in place that provides a structured and focused approach to managing risk.

Risk is defined as something that will affect the Council's ability to achieve its objectives and meet its duties. Risk Management is a tool by which these risks can be identified and controlled.

Level Of Risk

L = Low M = Medium H = High

Subject	Risk	Level of Risk	Management/ Control of Risk	Action Taken
Display Screen Equipment (DSE)	Eye fatigue RSI Headaches Posture Problems	L	Do not work for periods of longer than one hour without taking regular breaks Ensure comfortable working position Ensure chair is correct height for desk	Take regular breaks and get eyes tested regularly. Use glasses where necessary
Electrical Equipment	Electric shocks Damage to equipment	L	Check wires on a regular basis Look for decolourisation around leads Check cables are secure	Replace damaged wires/cables immediately

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			All equipment PAT Tested once a year Defective equipment taken out of use safely and promptly replaced.	Do not use old ones and dispose of them responsibly
Slips, trips and falls	Injury, sprains, breaks	L	Keep work area tidy, especially floor Ensure there are no trailing cables	
Working environment	Headaches	L	Ensure adequate ventilation and comfortable temperature	
Fire	Loss of life Loss of equipment	L	Ensure smoke alarms work Have an electrical Fire Extinguisher in the house	Test smoke alarms regularly All worked saved to the Cloud
Security	Theft of equipment	L	Ensure is secure Computer is password protected	All worked saved to the Cloud