



Cross Roads Parish Council

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13. Explanation of NO's

Section 1 – Annual Governance Statement 2025/2026

Explanation of Response "No" – Item 10

The Parish Council resolved to record a response of **"No"** to Item 10 of the Annual Governance Statement 2025/2026:

"We have put in place arrangements for the effective IT and data management in accordance with proper practices."

This response reflects the council's assessment that, while progress has been made in developing its governance framework, not all information technology and data management arrangements were fully established, documented, or implemented during the financial year to enable a positive assurance response.

As a relatively newly established authority, having been formed during the 2023/2024 financial year, the Parish Council has been working to develop and formalise the policies, procedures, and governance arrangements required to support effective administration and regulatory compliance. The council recognises that the establishment of robust IT governance and data management systems is an ongoing process and that further work is required to ensure full alignment with recognised proper practices.

In addition, the council experienced a change of Officer during the 2025/2026 financial year. This transition period affected the continuity and pace of implementation of several administrative and governance projects, and while progress has been made in other areas, IT governance still needs to be addressed.

The council has reviewed its current arrangements and identified a number of areas requiring further development. Consequently, the response of "No" has been provided to accurately reflect the position at the end of the reporting period and to demonstrate transparency in the Council's self-assessment process.

Planned Actions for 2026/2027

During the 2026/2027 financial year, the Parish Council will undertake the following actions to strengthen its IT governance and data management arrangements:

- Implementation and launch of a new Parish Council website to improve accessibility, transparency, and information management.
- Review and update of the Council's Accessibility Statement to ensure compliance with current accessibility requirements.
- Review and update of Privacy and Cookie Policies to ensure they remain accurate, current, and compliant with relevant legislation and guidance.
- Adoption of a formal Information Technology (IT) Policy based on guidance and recommendations issued by the National Association of Local Councils (NALC).
- Provision of dedicated gov.uk email addresses for all Parish Council members and relevant officers to improve security, accountability, and records management.
- Identification and provision of appropriate training opportunities for Members and Officers in relation to information governance, cyber security, data protection, and IT management.

Kind regards

Jill Davis

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Proper Officer to Cross Roads Parish Council