



## **Local Council Public Advisory Service**

**Background:** LCPAS is an established and trusted Parish and Town Council support body. It has been established to provide support only to Local Authorities and has several specialist partners that offer a huge amount of expertise for an affordable annual subscription. We have subscribing Councils located across England from Cumbria to Cornwall and everywhere in between.

We also offer Councils training in all areas of Council work and functions.

We have recently been expanding our training team and our office staff. This also includes qualified Data Protection Officers and Officers with Data Protection experience and expertise.

### **We are now able to offer a dedicated Council Data Protection Officer Service.**

The service is a separate arm of LCPAS and offers a comprehensive service that is only available to Parish and Town Councils.

### **This is a professional and comprehensive service:**

Councils will receive dedicated updates guidance, forms, policies and briefings.

Each Council will receive a Service Level Agreement.

### **We will:**

Inform and advise the Council and its employees about their obligations to comply with the GDPR and other data protection laws.

Monitor compliance with the GDPR and other data protection laws, including managing internal data protection activities, advise on data protection impact assessments; assist with training staff and assist with conducting internal audits.

We will monitor compliance with check lists, questionnaires and the Council providing LCPAS with key documents throughout the year.

Ongoing training will be offered from our Offices and online. We will also offer Webinars and teleconference/Skype calls.

Be the first point of contact for supervisory authorities and for individuals whose data is processed (employees, members of the public etc).

Provide privacy notices and consent forms and policies at no additional cost

Provide up to date guidance including unlimited helpline calls and emails

Help manage access requests or requests made under the other powers for individuals

Report breaches and help manage the impact

Provide IT recommendations and identify solutions for data security

To find out more contact us:

[ceo@lcpas.co.uk](mailto:ceo@lcpas.co.uk)

**01284 766885**