

LLANFAIR COMMUNITY COUNCIL

Clerk to the Council : Jackie Griffin
41 The Verlands, Cowbridge, Vale of Glamorgan CF71 7BY
Telephone: 01446 773646 : E Mail: clerk@llanfaircommunitycouncil.gov.uk

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, SECTION 1(4) AND LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a meeting of LLANFAIR COMMUNITY COUNCIL will be held at virtually over ‘Zoom’ on Thursday 1st July 2021 at 7.00pm. The agenda for the meeting is set out below.

This meeting will be held on a remote basis in accordance with the provisions of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020. Members of the public are entitled to attend that meeting and address the Members if desired for a set period of time, unless properly excluded there from by resolution. Any member of the public wishing to attend should contact the Clerk for the meeting I.D. and password to gain access to the meeting.

Jackie Griffin
Clerk to the Community Council.
24th June 2021.

A G E N D A

1. To note apologies for absence.
2. To note any declaration of members’ interest in the business to be discussed.
3. Community Police Matters.
4. To discuss ‘Community Speedwatch’.
5. To consider the minutes of the Meeting held 3rd June 2021.
6. Matters arising from the minutes, which are not included in this agenda.
7. Chairman’s Report.
8. Clerk’s Report to include the Finance Report.
9. To discuss Llandow Civic Amenity Site – agenda item for next Community Liaison meeting.
10. To discuss the installation of a defibrillator in Llandough.
11. Reports of Representatives.
12. Correspondence and Publications.
 - 12.1 E-mail from One Voice Wales – Remote Training Sessions in July 2021.
 - 12.2 E-mail from Dyfed Powis Police via One Voice Wales – Mobile Phone Upgrade Scam.
 - 12.3 E-mail from Ystadau Cymru regarding changes to e-Pims.
 - 12.4 E-mail from One Voice Wales introducing Rachel Carter, ‘Local Places for Nature’ Officer for One Voice Wales.
 - 12.5 Older People’s Commissioner Newsletter.
 - 12.6 One Voice Wales Response to Consultation on ‘Power to Trade’.
 - 12.7 E-mail from Welsh Government via One Voice Wales regarding the Welsh Government’s Programme for Government and the associated Well-being Statement.
 - 12.8 E-mail from Public Health Wales via One Voice Wales regarding a questionnaire entitled “Sustaining Community-led action in recovery : learning lessons from the Community response to Covid-19 in Wales”.
13. Any Other Business allowed at the discretion of the Chairman.
14. Planning Matters.
 - 14.1 Planning Application No. **2021/00774/FUL**
Location: St Hilary Village Hall.
Proposal: Alteration to external doors.
 - 14.2 To report decisions made on recent Planning Applications.
15. Date, Time and Place of next Meeting – **Thursday, 2nd September 2021, 7.00pm at Venue to be confirmed.**

Item 9.1

THE VALE OF GLAMORGAN COUNCIL COMMUNITY LIAISON COMMITTEE

REQUEST FOR CONSIDERATION OF A MATTER BY THE COMMITTEE

Date: 16th June 2021

Name of Town/Community Council: Llandow Community Council

It is requested that the Community Liaison Committee consider the following matter. (N.B. Items that are site specific should be referred to the appropriate Council department):

The current location of the Civic Amenity Site at Llandow, the timescale for its relocation to a more suitable location in the Western Vale and modernisation to make it accessible for the whole community.

Reason(s) for request:

The current Civic Amenity site is accessed via a private road which is in disrepair. We know of several residents who will not use the Civic Amenity Site as they do not wish to risk potentially damaging their vehicles.

We understand the Vale Council wishes to relocate the Civic Amenity Site and have been in protracted negotiations with the landowner. To date a successful outcome has not been achieved.

We understand this matter has been ongoing for at least 10 years.

We believe the current Civic Amenity Site is no longer fit for purpose due to its size and the lack of accessibility caused by users having to climb steps.

We share the concerns of the Vale Council and residents and would like a new, fit for purpose, Civic Amenity Site to be developed in the Western Vale as soon as possible.

Correspondence 12.1

Dear Colleagues,

Please find below details of Remote training sessions that are taking place in June & July, please bring this to the attention of your council.

The cost of the training is £30 for members or £50 per person for non members. You will be invoiced after the training has taken place.

There is a bursary available to eligible councils.

Session times are listed against the module date.

21/06/2021	Monday	The Council Module 1	6.30-8.00
22/06/2021	Tuesday	Advanced Local Government Finance Module 21	6.30-8.00
23/06/2021	Wednesday	Understanding the Law Module 4	6.30-8.00
23/06/2021	Wednesday	The Council Meeting Module 5	6.30-8.00
23/06/2021	Wednesday	Local Government Finance Module 6	6.30-8.00
24/06/2021	Thursday	Advanced Local Government Finance Module 21	6.30-8.00
24/06/2021	Thursday	Equality & Diversity Module 14	6.30-8.00
25/06/2021	Friday	The Council as an Employer Module 3	6.30-8.00
28/06/2021	Monday	The Councillor Module 2	6.30-8.00
28/06/2021	Monday	Understanding the Law Module 4	6.30-8.00
28/06/2021	Monday	Chairing Skills Module 10	6.30-8.00
28/06/2021	Monday	Information Management Module 15	6.30-8.00
29/06/2021	Tuesday	Local Government Finance Module 6	6.30-8.00
30/06/2021	Wednesday	The Council as an Employer Module 3	6.30-8.00
30/06/2021	Wednesday	Code of Conduct Module 9	6.30-8.00
30/06/2021	Wednesday	Advanced Local Government Finance Module 21	6.30-8.00
06/07/2021	Tuesday	The Council as an Employer Module 3	6.30-8.00
06/07/2021	Tuesday	Understanding the Law Module 4	6.30-8.00
07/07/2021	Wednesday	Advanced Local Government Finance Module 21	6.30-8.00
07/07/2021	Wednesday	Code of Conduct Module 9	6.30-8.00
07/07/2021	Wednesday	The Councillor Module 2	6.30-8.00
08/07/2021	Thursday	The Council Meeting Module 5	6.30-8.00

08/07/2021	Thursday	Information Management Module 15	6.30-8.00
08/07/2021	Thursday	Local Government Finance Module 6	6.30-8.00
12/07/2021	Monday	Understanding the Law Module 4	6.30-8.00
12/07/2021	Monday	The Council as an Employer Module 3	6.30-8.00
12/07/2021	Monday	Local Government Finance Module 6	6.30-8.00
13/07/2021	Tuesday	Code of Conduct Module 9	6.30-8.00
13/07/2021	Tuesday	Advanced Local Government Finance Module 21	6.30-8.00
13/07/2021	Tuesday	Understanding the Law Module 4	6.30-8.00
14/07/2021	Wednesday	Local Government Finance Module 6	6.30-8.00
14/07/2021	Wednesday	Chairing Skills Module 10	6.30-8.00
14/07/2021	Wednesday	Equality & Diversity Module 14	6.30-8.00
15/07/2021	Thursday	The Council as an Employer Module 3	6.30-8.00
15/07/2021	Thursday	The Council Meeting Module 5	6.30-8.00
15/07/2021	Thursday	Advanced Local Government Finance Module 21	6.30-8.00
19/07/2021	Monday	Advanced Local Government Finance Module 21	6.30-8.00
19/07/2021	Monday	The Council as an Employer Module 3	2.00-3.30
20/07/2021	Tuesday	Understanding the Law Module 4	6.30-8.00
20/07/2021	Tuesday	Code of Conduct Module 9	6.30-8.00
21/07/2021	Wednesday	Advanced Local Government Finance Module 21	6.30-8.00
21/07/2021	Wednesday	Understanding the Law Module 4	2.00-3.30
21/07/2021	Wednesday	Local Government Finance Module 6	6.30-8.00
22/07/2021	Thursday	The Council Module 1	6.30-8.00
22/07/2021	Thursday	The Council as an Employer Module 3	6.30-8.00
27/07/2021	Tuesday	Local Government Finance Module 6	6.30-8.00
27/07/2021	Tuesday	Advanced Local Government Finance Module 21	6.30-8.00
27/07/2021	Tuesday	The Councillor Module 2	6.30-8.00
28/07/2021	Wednesday	Effective Staff Management Module 18	6.30-8.00
28/07/2021	Wednesday	The Council Module 1	6.30-8.00
28/07/2021	Wednesday	Code of Conduct Module 9	2.00-3.30

29/07/2021	Thursday	Understanding the Law Module 4	6.30-8.00
29/07/2021	Thursday	The Council as an Employer Module 3	6.30-8.00
29/07/2021	Thursday	Chairing Skills Module 10	2.00-3.30

Correspondence 12.2



Mobile Phone Upgrade Scam – Be Aware.

Dyfed Powys Police are aware of an ongoing scam where consumers are being cold called by individuals impersonating employees of legitimate mobile network operators and suppliers.

Victims are offered early handset upgrades, or new contracts, at significant discounts. Once customers have been convinced that the deals are genuine and agree to proceed, suspects then ask for their online mobile account credentials, including log-ins, address and bank account details.

Suspects then place orders with genuine companies on behalf of victims, however select a different handset to that requested and have it shipped to the customer's address.

Upon receipt, suspects assure victims that this has been an error and instruct them to 'return' the handset to a different address not affiliated to the mobile company. These addresses are usually residential.

Upon intercepting the 'returned' handsets, the suspects cease contact and victims find themselves stuck with no phone and liable for the entirety of a new contract taken out in their name.

- Cold calls about mobile upgrades and contracts - If you're unsure that the person calling you is an official representative of the company they claim to be from, hang up and do not reveal any personal information.
- Only contact your mobile network provider on a number you know to be correct. For example, 191 for Vodafone customers, 150 for EE customers, 333 for Three customers, 202 for O2 customers, 4455 for Tesco Mobile, 789 for Virgin Mobile and 150 for Sky Mobile.
- If you receive a device that you did not order or expect, contact the genuine sender immediately. The details for this will be within the parcel.
- NEVER post a device directly to a given address. All genuine Mobile Network Operators would send out a jiffy bag for you to return without you incurring additional cost.

Stay safe online advice:

Stop: Take a moment to think before parting with your money or information - it could keep you

safe.

Challenge: Could it be fake? It's ok to reject, refuse or ignore any requests. Only criminals will try to rush or panic you.

Protect: Contact your bank immediately if you think you've fallen victim to a scam and report it to the Police. **Report suspicious emails to: report@phishing.gov.uk**

You can also report suspicious texts by forwarding the original message to 7726, which spells SPAM on your keypad.

News update regarding significant changes to e-PIMS

Background

The UK Government Property Function (GPF) has been working towards a replacement of the e-PIMS platform for some time. Their aim has been to deliver a new digital register combining e-PIMS lite and its fuller version into one. The new platform is known as InSite.

What is InSite?

The digital national asset register (InSite) is a digital platform to join up strategic government land, property and people data in one place, and brings that together with socio economic information. It improves strategic management of the government estate while also benefiting wider public bodies to deliver improved public services.

The property asset register that replaces e-PIMS provides a portfolio view of the estate improving cross public sector collaboration. It makes it easier to find land for development and drives up strategic performance by providing comparisons of cost, utilisation and environmental performance.

The government property under function will improve the digital shopfront for disposing surplus estate, and provides information to the market about government property assets for sale.

Going forward

The new InSite platform replaces the legacy system, e-PIMS and is funded and hosted by the Cabinet Office with access provided to all government departments and ALBs who are mandated to provide their data.

Devolved Administrations, including Welsh Government, use and pay for access to the current system and intend continuing to do so for the new system when completed.

The programme to implement the new system started in 2019 and is expected to be fully completed in 2022.

Local Places for Nature Officer – One Voice Wales



I would like to introduce myself; my name is Rachel Carter and I am the new 'Local Places for Nature' officer for One Voice Wales.

I live in the village of Pennard on the Gower peninsula, and I am in my first term as a community councillor, with a special interest in environmental and community projects.

Local places for nature is a capital funding programme set up by Welsh government to halt and reverse the decline of biodiversity in Wales. Under the 'Environment act 2016' all local authorities have a section 6 duty to maintain and enhance biodiversity. We want to see our member councils taking part and encourage their community to get involved in this exciting scheme.

As Community and Town councils you are well placed to develop the environmental wellbeing of the areas you serve, and One voice Wales is uniquely placed to help you deliver the local places for nature programme.

As you know Welsh government has declared a climate emergency and enacted a nature recovery plan. We want to help our councils take part in creating 'Nature on the doorstep' for your communities and leaving a legacy for future generations. Our shared experiences during the Covid pandemic had shone a spotlight on the importance of nature and green spaces in our communities and the vital role of local democratic bodies like yours.

This capital funding programme will give you an opportunity to implement projects to increase biodiversity and change your communities for the future.

My role within One Voice Wales is to help our town and community councils to facilitate these projects. I will be your specialist point of contact; from generating the initial ideas, getting community engagement, making a successful bid for capital funding and setting up and maintaining the projects.

Funding is available up to £250,000 for large projects, but projects can be any size. They range from changing mowing practices, reducing pesticides to establishing community gardens, nature reserves and lots more.

I would like to have an opportunity to make a presentation to your council and further explain the programme's objectives and the funding streams available to you.

I look forward to meeting you all soon.

Thank you.

Correspondence 12.5

Subject: Cylchlythyr Comisiynydd Pobl Hyn Cymru/ Older People's Commissioner's Newsletter

Please follow the below links for our Bulletin Newsletter:

Cymraeg: https://www.olderpeoplewales.com/cy/Publications/pub-story/21-06-17/Newsletter_June_2021.aspx

English: https://www.olderpeoplewales.com/en/Publications/pub-story/21-06-17/Newsletter_June_2021.aspx

Os hoffech dad-danysgrifio, e-bostiwch 'Dad-danysgrifio' i gofyn@olderpeoplewales.com

If you would like to unsubscribe, please e-mail 'Unsubscribe' to ask@olderpeoplewales.com

Correspondence 12.6

Consultation Response Form

Your name: Mr Lyn Cadwallader

Organisation (if applicable): One Voice Wales

Email / telephone number: lcadwallader@onevoicewales.wales / 01269 595400

Address: 24c, College Street, Ammanford, SA18 3AF

Consultation questions

1. Are the draft regulations clear?

Yes

2. Do the requirements in the draft regulations, in respect of the business case, cover the right things? Are there any other matters the business case should be required to capture?

Yes

It would, however, in One Voice Wales opinion be useful to have an annex with guidance and an example of a draft business case with examples of issues/areas to consider when preparing a business case for Community and Town Councils.

3. Should the regulations specify who should approve the business case? If so, who should?

Yes – the Community Council at a meeting of the full Council. Self-certification is the preferred methodology for the Community and Town Council sector.

Whilst agreeing that the regulations should specify who approves the business case as set out above, we do recognise that problems might arise if this hasn't been properly undertaken with an effective self-vetting process by the community council – consequently there are risks with such an approach. One Voice Wales are asked by Welsh Government to comment on Community and Town Council Public Service Loans Board applications and One Voice Wales suggests a similar approach could be implemented regarding business case proposals. However, there would be a resource implication for One Voice Wales in taking on this additional activity for the sector which would have to be considered.

4. What are your views on the proposed application of the draft regulations to eligible community councils?

The regulations will free up councils when eligible to trade to engage in local matters such as the provision and sale of motor vehicle electric charging facilities or open up a community shop.

5. Do you agree that community councils who are eligible to exercise the general power of competence should also be authorised to trade in their ordinary functions. If not, why not?

Yes – it will help not only the ability to cover costs incurred but enable the generation of a profit to plough back into local service provision.

6. Do you agree that principal councils and eligible community councils should be subject to the same conditions when trading in their ordinary functions and exercising the general power for a commercial purpose?

Yes – there will be a need for similar controls, but they should not be too onerous in relation to community and town councils as they will serve as a discouragement to trade.

7. Are there any consequences we've not considered of subjecting FRAs and NPAs to the updated conditions set out in the draft regulations when they're exercising their power to trade in their ordinary functions?

No

8. In order to refine the Regulatory Impact Assessment, the Welsh Government would welcome views on the estimated costs to authorities of preparing a business case. An estimation of any costs which may result from the requirement to recover costs from the company would also be welcomed?

Having not traded it is difficult to know what costs might be incurred but they will likely result in staffing costs as well as legal and auditing costs in establishing the company. It would be helpful if guidance specific to the Community and Town Council sector was published to explain the type of costs that would be involved. This is important which is why a draft example of a business plans with indications of types of costings to consider would be useful – see 2 above.

9. We would like to know your views on the effects that the draft regulations or the proposal in respect of the revised trading order would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favourably than English.

What effects do you think there would be? How could positive effects be increased, or negative effects be mitigated?

There is no reference in the guidance to language – so difficult to comment.

10. Please also explain how you believe the proposed draft regulations or the proposal in respect of the revised trading order could be formulated or changed so as to have positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language, and no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.

One Voice Wales feels that guidance should stipulate that implementation should be in line with the community council and principal council's language policy and that Welsh and English should be treated equally. Furthermore, that the guidance document should be available in both languages before being issued.

11. We have asked a number of specific questions. If you have any related issues which we have not specifically addressed, please use this space to report them. Please enter here:
None

Responses to consultations are likely to be made public, on the internet or in a report. If you would prefer your response to remain anonymous, please tick here:

Correspondence 12.7

E-mail from Welsh Government via One Voice Wales.

The Welsh Government's [Programme for Government](#) and the associated [Well-being Statement](#) for this Senedd term has now been published, setting out the ambitious set of commitments which Welsh Ministers intend to deliver this term.

This government programme will create a stronger, fairer, greener and more compassionate Wales, addressing the unprecedented challenges we face whilst allowing us to look forward with hope and optimism. It is a credible programme, which focusses on ways we can make the greatest difference to the lives of people in Wales both now and in the future, as well as help our communities thrive working with our valued partners and stakeholders at all levels.

Importantly, the Programme for Government sets out a clear vision of a Wales where we all work together in the spirit of social partnership to deliver the future we all want to see. The principles of inclusion, joint working and social justice will be at the heart of our work, recognising and celebrating the diversity of perspectives and experiences in Wales. As our trusted stakeholders and delivery partners, you will have a particularly important part to play – we will not be able to deliver without your expertise, insight and capability.

We look forward to working closely with you across this Senedd term.

Correspondence 12.8



GIG
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Cymru
Public Health
Wales



University of
BRISTOL

18 February 2021

Participant Information sheet

“Sustaining community-led action in recovery: learning lessons from the community response to COVID-19 in Wales”

COVID-19 and its control measures were accompanied by emergent community-led action to support the vulnerable. Communities across Wales came together to support each other, for example, by delivering shopping, medicines, or providing care. There were areas across Wales, where this support was high, whereas in others it was lower. That community support is important for building longer-term resilience in our communities. The Research and Evaluation division, based in Public Health Wales, in partnership with University of Bristol and Wales Council for Voluntary Action (WCVA) are undertaking research focused on understanding the role of community-led action, as a protective factor against widening health inequalities during, and in recovery from COVID-19.

You are invited to complete a survey being undertaken by *Strategic Research and Insight Ltd* on behalf of Public Health Wales. Before you decide whether you would like to take part, it is important that you understand why this is being done and what it involves for you. **Please take time to read the following information and decide if you want to take part or not.**

Summary

In this research study we will use information from you. We will only use information that we need for the research study. We will not be collecting your name or contact details as part of the study, or sharing this with anyone.

Everyone involved in this study will keep your data safe and secure. We will also follow all privacy rules.

At the end of the study we will save some of the data in case we need to check it or for future research. We will make sure no-one can work out who you are from the reports we write.

The information pack tells you more about this.

Information pack

1. Why is this survey being done?

Public Health Wales has asked *Strategic Research and Insight Ltd*, a professional market research company, to undertake a national survey of volunteers across Wales to understand better the role of community-led action in response to COVID-19 pandemic, as a protective factor helping to mitigate its impact, and as a key resource in recovery from COVID-19. Your participation in this research, and



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responses will help us to better understand and inform our short, medium and long-term planning to improve population health in Wales, in response to and in recovery from COVID-19; and ensure community-led support can be sustained and better integrated into the existing systems across Wales.

2. Why have you asked me to take part?

You have been identified as part of the network of formal and informal community volunteers who contributed to COVID-19 response in their local communities.

3. Am I eligible to take part?

You are eligible to take part if you are aged 18 and above and you have **taken part in volunteering** in Wales in response to COVID-19 (*for a voluntary organisation, or in less formal ways e.g. as part of your local area community support group*). The first questions in the survey will check your eligibility to participate.

4. What is involved?

If you wish to participate in this study, you will be asked to consent to participate. If you decide to take part in this study, you will be invited to complete an online survey, which will take around 15 minutes. For each question there are tick box options, and some open-ended questions to answer. If you would prefer to complete the survey by telephone or a paper copy, please contact Strategic Research and Insight on **FREEPHONE 0800 255 0165** or angus@strategic-research.co.uk.

5. What questions are asked?

The questionnaire asks some general questions about your experiences of volunteering in your community (current and past, and in response to COVID-19), sense of community belonging and trust. We would also like to ask you about what motivated you to become a volunteer, what were the activities you engaged with, what positive outcomes you and others have gained from it, intention to continue, barriers you encountered and how you connected to those coordinating support provision. Lastly, you will be asked some general information about you, such as your age and gender, education and health. We will ask for your household postcode so that we can link where you live with the area's deprivation quintile, this will be processed separately from your survey answers and will not be included in the final, anonymised dataset. There are no right or wrong answers.

6. What are the benefits of taking part?

By taking part in the study, you will be providing information that will feed in to the national response in recovery from COVID-19. The information you provide will be used to improve our understanding of the emergent community-led support that supported the vulnerable individuals during the pandemic, its role and value in emergency response and recovery. The responses will help us to better understand and inform our short, medium and long-term planning to improve population health in Wales.

7. What are the possible risks of taking part?

We do not envisage any risks from taking part in this study. However, *some questions may be upsetting at this time (e.g. employment and mental wellbeing)*. If for any reason you do experience some upsetting effects as a consequence of the project, please contact the researchers who will signpost you to relevant support services. Please remember that you are free to withdraw from study at any time and can skip any questions that you do not want to answer, and your answers will be kept confidential.



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8. Do I have to take part?

No. It is up to you to decide whether or not to take part. Completing the questionnaire is entirely voluntary. You are free to stop at any time, and you do not have to give a reason. A decision to stop will not affect your rights, any current or future health treatment, or any services you receive.

9. How will we use information about you?

We will need to use information from you for this research project. This information will include your postcode. People will use this information to do the research and will not link your postcode to any personal details about you. Your data will remain anonymous.

We will keep all information about you safe and secure.

Once we have finished the study, we will keep some of the data so we can check the results. We will write our reports in a way that no-one can work out that you took part in the study.

What are your choices about how your information is used?

- You can stop being part of the study at any time, without giving a reason, but we will keep information about you that we already have. The survey data collected will be anonymous, so we will not be able to delete it, as it will not be possible to know which data belongs to which participant.
- If you agree to take part in this study, you will have the option to consent for your anonymised data to be used for future research.
- If you choose to stay on the project contact database for future studies (only your email), this information will be kept only for this purpose, and **will be collected and stored separately from the survey data**, in password-protected files, only accessible to the research team. You will be free to ask for your email address to be removed at any time by contacting the Public Health Wales research team.

Where can you find out more about how your information is used?

You can find out more about how we use your information

- at www.hra.nhs.uk/information-about-patients/ and www.hra.nhs.uk/patientdataandresearch
- and at <https://phw.nhs.wales/use-of-site/privacy-notice/>
- by asking one of the research team
- by sending an email to our Data Protection Officer at PHW.InformationGovernance@wales.nhs.uk, or the Research Team at PHW.research@wales.nhs.uk

10. How will you protect my information and what will happen to the results?

It is important to us that all your information is safe. All information you provide will be stored securely and kept confidential for research use only, and in a way that it will not be possible to know which person they came from, in accordance with Data Protection Laws and in line with GDPR.

- The survey data will be collected by the *Strategic Research and Insight*, a professional market research company on behalf of Public Health Wales. They must follow our rules about keeping



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your information safe and the anonymised data files will be shared with Public Health Wales

via secure portals.

- We will not collect, nor share any of your personal information.
- We will ask for your household postcode so that we can link where you live with the area level

deprivation quintile also whether you live in a rural or urban area, this will be processed

separately from your survey answers and will not be included in the final, anonymised dataset

- The data will be anonymised, and will be stored on a password-protected computer, with strict controls in place to limit who can see this (e.g. for analysis or related research purposes),
and the data will be deleted when it is no longer needed.
- For analysis the data will be stored in such a way that it will not be possible to know which person the information came from, and securely in line with GDPR.
- Once we have finished the study, we will keep some of the data so we can check the results.
- We will write our reports and papers in a way that no-one can work out that you took part in the study.
- Once the report is completed, the anonymised data (e.g. survey data) will be retained for 6 years, and in line with GDPR.

The findings from the study will help inform the medium and long-term response in recovery from COVID-19 in Wales. The findings will be presented in the form of a reports, journal articles, presentations and engagement events. It is expected that the findings will be available by the end of 2021. If you would like a copy, please contact us using the contact details below.

11. Who is funding this survey?

This project is supported by the Health Foundation, committed to bringing about better health and health care for people in the UK.

12. What if I sign up and then change my mind?

- Taking part is voluntary and you can withdraw at any time.
- If you do not 'submit' your answers in the survey, we will consider that consent has been removed and will not include your data.
- Once the survey data have been submitted, it will be anonymous and we will not be able to delete it, as it will not be possible to know which data belongs to which participant.
- If you choose at the consent stage to stay on the project contact database for future studies (*only your email*), this information will be kept only for this purpose, and **will be collected and stored separately from the survey data**, in password-protected files, only accessible to the research team. You will be free to ask for your email address to be removed at any time by contacting the research team.

13. Who has reviewed this research study?

The study has been reviewed and approved by the Public Health Wales Research and Development Office, and University of Bristol Faculty of Health Sciences Research Ethics Committee (FREC) have provided ethical approval for this study. A Research Ethics Committee is a group of independent people who review research to protect the dignity, rights, safety and well-being of participants and researchers.

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14. What should I do if I have any questions?

If you would like to have more information on this study, or if at any time you decide you no longer want to take part in the study, please contact a member of the study team.

Contact details:

Suzanne Pritchard

Director
Strategic Research and Insight Ltd 4 Park Court Mews
Park Place
Cardiff
CF10 3DQ
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