

COLNEY HEATH PARISH COUNCIL

Highfield Park Visitor Centre

Hill End Lane

St Albans AL4 0RA

Tel: 01727 825314

Email: clerk@colneyheathparishcouncil.gov.uk



17th October 2022

RE: Freedom of Information Act 2000 Colney Heath Parish Council – Questions regarding Community Survey 2022

I am replying to you in response to your email received 14th September 2022 which you requested to be treated as a Freedom of Information request. My apologies for the delay which had led to this response being 3 days later than the 20 working day limit but this reply has been sent as quickly as possible. The following response contains responses based on the information held and is sent on behalf of Colney Heath Parish Council.

Your request

How many questionnaires were sent out.

Parish Council response

267 surveys were completed, 256 completed online and 11 were sent out.

Your request

How many questionnaires were replied to with valid responses.

Parish Council response

267 survey responses were valid

Your request

How many were replied to as incomplete or invalid.

Parish Council response

None

Your request

How many were spoiled.

Parish Council response

None

Your request

A copy of the spreadsheet or other document of source data used to compile the report, containing all data held by the council of the recording the results of the questionnaire.

Parish Council response

The Parish Council refer you to the first page of the community survey, for ease the relevant section is shown below:

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How we will use your information and your rights

Colney Heath Parish Council has asked an independent organisation, Enventure Research, to collect survey responses so that your individual response stays confidential. The Parish Council will receive a report on the aggregated survey findings and anonymised data from the survey. If you provide your contact details to Enventure Research, they will only be used for research purposes related to this survey and will not be disclosed to any third parties.

You will note the section that confirms that individual responses will stay confidential. The Parish Council are currently taking legal advice to see whether any information is able to be shared more widely. At this time the source document will not be shared.

Your request

A copy of the source data for this report held by the council, including any invalid or spoiled responses, having been returned to the council under the execution of this survey.

Parish Council response

There are no spoiled or invalid responses for the survey issued – all responses were valid and were reported to the Parish Council.

The source document remains confidential.

If you are dissatisfied with this response the Commissioner's Office recommends that you first refer the matter to the Parish Council. You can do this by writing to clerk@colneyheathparishcouncil.gov.uk and asking for an internal review of my decision.

If you wish the Parish Council to undertake an internal review, then you must write to the Parish Council within 40 working days of the date of this letter. The Council will not consider any requests received after this date unless there are exceptional circumstances for the delay.

You have a right to appeal to the Information Commissioner's Office at the following address: Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. You must do this no later than two months after the Local Authority's last response to you.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Peters', is written over a light blue horizontal line.

Lisa Peters LCGI PSLCC CPFA CiLCA
Clerk to the Council
For and on behalf of
Colney Heath Parish Council

