

MINUTES OF GOVERNANCE COMMITTEE

MEETING DATE Tuesday, 19 January 2021

MEMBERS PRESENT: Councillors Ian Watkinson (Chair), Colin Sharples (Vice-Chair), Christine Melia, Angela Turner, Damian Bretherton, Colin Clark and Margaret Smith

OFFICERS: Gary Hall (Chief Executive), Dave Whelan (Shared Services Lead - Legal & Deputy Monitoring Officer), Victoria Willett (Service Lead - Transformation and Partnerships), Howard Anthony (Partnerships Manager), Kerry Maguire (Senior Risk and Insurance Manager), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Clare Gornall (Democratic and Member Services Officer)

OTHER MEMBERS AND OFFICERS: Councillors Foster and P Smith

PUBLIC: 0

73 Apologies for absence

There were none.

74 Declarations of Interest

There were none.

75 Minutes of the Last Meeting

The draft minutes of the last meeting held on 22 December 2020 were submitted for approval.

Reference was made to Minute 69 with regard to the Audit Findings 2018-19 and the planned issue of a Section 24 notice under the Local Audit and Accountability Act 2014 by the External Auditor. The Chief Executive confirmed that the said Section 24 notice had now been received and that a report detailing the Council's response and actions it intends to take would be submitted to next meeting of Full Council.

Arising from this the External Auditor also updated the Committee with regard to the Audited Statement of Accounts 2018/19, in which he confirmed that a value for money conclusion and audit opinion had been issued on 23 December 2020 and also with regard to the Audited Statement of Accounts 2019/20, which he said had been concluded on 12 January 2021 and that he had issued an audit opinion and value for money conclusion, and a Section 24 notice on that date.

RESOLVED (unanimously):

That the minutes of the meeting held on 22 December 2020 be agreed and signed as a correct record by the Chair.

76 South Ribble Corporate Risk Register 2021

The Shared Services Lead – Transformation and Partnerships, Vicky Willet, presented a report of the Deputy Chief Executive detailing an updated Corporate Risk Register 2021 which included 16 strategic risks to the Council, including existing controls and actions planned to further mitigate identified risks.

Members raised queries and made comments in relation to R08 Strategic Partnerships (particularly City Deal), R09 Agile Services (consideration post COVID 19), R10 Council's reputation, R11 Shared Services Agreements, R12 Staff Satisfaction and morale (particularly the impact of the current pandemic, homeworking and Shared Services), and R15 Data breach or action leading to complaints or ICO investigation.

Regarding staff satisfaction and morale, Ms Willet highlighted that the result of the latest survey of staff satisfaction was 78%, following work to address the issue of staff wellbeing over the last six months and this would be progressed further this year especially in light of the current pandemic. She also indicated that the Register was a 'live' document regularly reviewed by the leadership team and senior management. The next report to Committee was due after the end of the financial year. A full review and report is submitted to Committee biannually but this could be more often at the request of members. The Chief Executive also stressed that the leadership team continue to actively engage with staff and unions with regard to shared services.

With regard to Agile services and Council reputation, this relates to the ability of the Council to adapt to changing circumstances and thus impacting on customer satisfaction and effectiveness in engaging with residents. They are identified as risks to the Council if not managed effectively.

In relation to Strategic Partnerships, particularly the City Deal, the Chief Executive explained that the residual risk score has resulted in 'green' on the Action plan due the fact that the Council has mitigated the risk as well as it can in that the Council has made its position clear i.e. that it will stick to the existing financial deal.

In relation to R15 Data breach or action leading to complaints or ICO investigation, the Chief Executive explained that the risk relates to specific third party access to our systems and how the Council is looking to better share its intelligence e.g. with health partners and how the associated risks will be mitigated.

RESOLVED – (unanimously):

That the strategic risks, the controls in place and actions planned to further mitigate the strategic risks as outlined in appendix 1 to the report, be noted.

77 Insurance Brokerage Procurement

The Deputy Monitoring Officer presented a report informing members of the recent brokerage insurance procurement. The Insurance Broker contact was last procured

in 2016 which established a 2-year contract on a fixed fee basis, with the option to extend on an annual basis for a further 2 years. Both councils chose to extend the contract into years 3 and 4 with the contract coming to an end on the 31 December 2020. A procurement exercise was therefore necessary during 2020 to obtain a new contract. The report identified the successful bid as £840.00 which represented a substantial saving.

In response to a query, it was confirmed that there were 3 bids received and that the criteria weightings were 70% quality and 30% price, with additional criteria relating to due diligence. The successful bidder scored highest on quality and price. The contract would be for 2 years, with the option to extend for a further 2 years.

RESOLVED (unanimously):

That the report be noted.

78 RIPA Update

The Deputy Monitoring Officer presented a report providing a brief update to members regarding the use of the Council's powers under the Regulation of Investigatory Powers Act 2000 (RIPA).

RESOLVED (unanimously):-

That the report be noted.

Chair

Date