

Derry City and Strabane District Council

Minutes of Meeting of the Assurance, Audit and Risk Committee (Open) held in the Guildhall, Derry on Thursday 10 May 2018 at 4.00 pm

Present: - Members of the Committee - Councillor McGinley (Chair); Aldermen McClintock; Councillors Duffy, Donnelly, Gallagher, Hastings, D Kelly, O'Reilly, Carlin, Reilly and Robinson.

In Attendance:- Mrs D McDonnell (Lead Assurance Officer) and Ms A Begley (Insurance and Risk Manager); Miss L Bell (Committee Services Assistant)

AAR52/18 Notice and Summons of Meeting

The Lead Assurance Officer read the Notice and Summons for the Meeting.

AAR53/18 Apologies

The Lead Assurance Officer completed the roll call. Apologies were received from Alderman Thompson and Councillor McMahan.

AAR54/18 Declarations of Members' Interests

There were no declarations of Members' interests.

AAR55/18 Chairperson's Business

There was no Chairperson's business.

AAR56/18 Confirmation of the Open Minutes of the Assurance, Audit and Risk Committee held on Thursday 12 April 2018

The Open Minutes of the Assurance, Audit and Risk Committee held on Thursday 12 April 2018 (AAR36/18- AAR49/18) were confirmed and signed by the Chair.

AAR57/18 Matters Arising

There were no matters arising.

AAR58/18 Corporate Health, Safety and Wellbeing Update

The Lead Assurance Officer presented the above report. A copy of the report had been previously circulated to Members. She advised that the purpose of the report was to provide Members with an update on discussions at the recent Health, Safety and Wellbeing Committee Meeting held on 26 March 2018 and to seek Members' continued endorsement for the health and safety systems and processes within Council.

Councillor Duffy welcomed the report to the Committee. She commented on the valuable work which had gone into producing the high volume report. She added that this would ensure that Council complies with Health and Safety standards and emphasised the importance of this. She congratulated the Derry City and Strabane District Council refuse team on having been awarded a WISHNO ambassador award and stated she was happy to endorse the health and safety practises within council.

Councillor Carlin joined the Meeting at this point.

Councillor Gallagher highlighted paragraph 1.6 within the report. He raised concerns surrounding the increase in incident rates in 2017-18 and the serious road traffic collision which occurred in January 2018. He requested a follow-up report of the accident to establish if the vehicle was safe for use before the incident and if appropriate safety checks had been carried out, to establish if the vehicle in question was roadworthy after the incident, to establish what injuries were received by those involved in the accident and follow up on their condition and to establish if an investigation had taken place to determine the cause of the accident.

In response the Lead Assurance Officer stated that it is important to note that the figures in the report refer to an increase in the number of incidents reported and not the number of actual accidents. The Council are encouraging Officers to ensure that all incidents are recorded on the system and therefore the rise in the figure in the report was encouraging. She added that these incidents had resulted in no RIDDOR reports to the Health and Safety Executive in this quarter.

In reference to the serious road traffic accident the Lead Assurance Officer advised Members that a report would be brought to the Committee after the next meeting of the Health and Safety Committee in June.

The Committee

Recommended that Council notes the contents of the report and continue to endorse the health and safety systems and processes within Council.

AAR59/18 Corporate Risk Register

The Insurance and Risk Manager presented the above report, a copy of which had been previously circulated to Members. She advised that the purpose of the report was to present the Council's Corporate Risk Register and details of the latest reviews and to seek Members' comments in relation to the content of the Register.

Councillor Reilly queried Council's approach in the preparation for the implementation of the General Data Protection Regulations on 25 May 2018 as it had not been mentioned within the report.

In reply the Insurance and Risk Manager advised that a separate GDPR Risk Register was in place, which provides a detailed breakdown of risks and mitigating actions in relation to Council's approach to the implementation of the General Data Protection Regulations. The Risk Register will be presented at the next Committee meeting.

The Committee

Recommended that Council notes and endorse the content of the Corporate Risk Register.

AAR60/18 Assurance, Audit and Risk Committee Meeting- July 2018

The Lead Assurance Officer presented the above report, a copy of which had been previously circulated to Members. She advised that the purpose of the above report was to seek Members' approval to change the date of the Assurance, Audit and Risk Committee scheduled to be held on 5 July 2018.

The Committee

Recommended **that Council approve to reschedule the Assurance, Audit and Risk Committee from 5 July 2018 to 21 June 2018.**

AAR61/18 Addendum to 2017/18 Audit Strategy- Performance Improvement

The Lead Assurance Officer presented the above report, a copy of which had been previously circulated to Members. She advised that the purpose of the report was to advise Members how the Northern Ireland Audit Office plan to conduct an improvement audit and assessment.

In response to a question from Councillor Gallagher, the Lead Assurance Officer clarified that the Audit Office would identify duties or criteria that Council should meet and would indicate if Council has met these. She added that in the case of Council not meeting the criteria set, the Audit office would make recommendations for Council to act upon. She stated that clarification could be sought from the Northern Ireland Audit Office on this matter if required.

The Committee

Recommended **that Council note the contents of the Northern Ireland Audit Offices Audit Strategy.**

AAR62/18 Draft Performance Improvement Plan 2018/19

The Lead Assurance Officer presented the above report, a copy of which had been previously circulated to Members. She advised that the purpose of the above report was to advise Members of the consultation on the draft Performance Improvement Plan 2018/19.

The Committee

Recommended **that Council notes the content of this report.**

AAR63/18 Attack on the home of Causeway Coast and Glens Councillor

Councillor Donnelly expressed his concern following an arson attack by loyalist paramilitaries on the home of an elected Member in a neighbouring Council area. He added that a bullet had also been posted to the Councillor's home, however this had been intercepted by Royal Mail.

Councillor Donnelly queried what measures Assurance, Audit and Risk Committee could put in place to increase the safety of Elected Members in Derry City and Strabane District Council.

The Lead Assurance Officer replied that responsibility for Member safety was not the responsibility of the Assurance, Audit and Risk Committee; however she advised that she would forward this request to the Lead Democratic Services and Improvement Officer, who could consider this issue when developing the Member's training programme.

The meeting ended at 4.25 pm