

## **Derry City and Strabane District Council**

**Open Minutes of Meeting held in the Guildhall, Derry on Thursday 7 June 2018  
at 4.00 pm**

**Present: - Councillor McGuire (Chair); Aldermen Thompson, M Hamilton, and McClintock; Councillors Duffy, Donnelly, Hastings, McMahon and Reilly.**

**In Attendance:- Ms A Begley (Insurance and Risk Manager), Mr S Donaghy (Head of Health & Community Wellbeing), Mrs K McFarland (Director of Health and Community), Mrs K Phillips (Director of Environment and Regeneration), Mrs D McDonnell (Lead Assurance Officer) and Mr J Harrigan (Internal Audit Manager), Mr E Nutter (Compliance and Monitoring Manager), Ms N McCool (Waste Services Manager), Mr T Jackson (Independent Advisor) and Miss L Bell (Committee Services Assistant)**

### **AAR64/18 Notice and Summons of Meeting**

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

### **AAR65/18 Apologies**

The Lead Assurance Officer completed the roll call. Apologies were received from Councillors Carlin, Gallagher and O'Reilly.

### **AAR66/18 Declarations of Members' Interests**

Councillor Hastings declared an interest in Agenda item 7.

### **AAR67/18 Chairperson's Business**

There was no Chairperson's business.

### **AAR68/18 Confirmation of the Open Minutes of the Assurance, Audit and Risk Committee held on Thursday 10 May 2018**

The Open Minutes of the Assurance, Audit and Risk Committee held on 10 May 2018 (AAR52/18- AAR63/18) were confirmed and signed by the Chair.

**AAR69/18 Matters Arising**

There were no matters arising.

**AAR70/18 Internal Audit Reports**

The Internal Audit Manager presented the above report, a copy of which had been previously circulated to Members. He advised that the purpose of the report was to update Members on the Internal Audit work carried out within Derry City and Strabane District Council in the period April 2018 to June 2018.

Alderman McClintock thanked Officers for this extensive report and commented that it was promising that some of the vast amount of recommendations made had already been implemented. She raised concerns at the low level of enforcement action on the issue of fly tipping and welcomed the establishment of a regional fly tipping Sub Working Group. There is also a need to agree protocols with regard to fly tipping between Central and Local government. She stated she felt systems surrounding bulky waste collections were inadequate and needed monitoring to achieve necessary standards. She welcomed the recommendation to establish contract management guidelines.

Councillor Duffy thanked Officers for the report. She pinpointed littering enforcement as an issue stating that through the Environment and Regeneration Committee she had requested an environment seminar in relation to this. She commented that the level of resources allocated to tackle this issue needs reviewed and also highlighted the requirement for improvements to the bulky waste collections service. She commented that the classification to determine if an abandoned vehicle should be collected need harmonised across the whole Council area. She also remarked she was pleased to see waste management targets being met.

The Independent Advisor joined the Meeting at this point.

The Director of Environment and Regeneration welcomed the Members comments and highlighted that 20% of the recommendations within the report had already been implemented and that plans were in place to implement the remainder. She indicated that further reports on these issues would be brought to the Environment and Regeneration and the Assurance Audit and Risk Committees.

Councillor McGinley referred to recommendation 52 within the report and welcomed the appointment of a contract manager to oversee contracts. He stated that he endorsed that recommendation in particular.

In response to a query from Councillor Reilly the Director of Environment and Regeneration stated that her Directorate were aware of the problems with indiscriminate dumping and are continually updating protocols and procedures accordingly. She stated that Council had proactive partnerships with the University of Ulster and the North West Regional College to raise civic stewardship. She also highlighted difficulties in enforcement with identification of perpetrators of indiscriminate dumping presenting challenges but added that Officers were committed to tackling this problem and that innovative methods such as mobile CCTV had been employed.

In response to a query from the Independent Advisor, the Internal Audit Manager clarified that management responses to the recommendations were included in the action plan with 20% already implemented. He commented that a follow up audit would be carried out in due course to review the progress made on the implementation of recommendations and that a report on this would be brought back to Committee.

Councillor McMahon agreed with the Independent Advisor's comments and highlighted the importance of a follow up audit. In terms of securing enforcement fines in relation to dog licensing, he felt that, although there may be circumstances that need to be taken into consideration, it was also important to issue fines and bring offenders to task.

Councillor Donnelly endorsed Members' comments in relation to fly tipping. He stated that this particular issue affected the Moor area for which he was an Elected Representative where the community felt this issue may have arisen from the closure of the Brandywell facilities. He also highlighted the issue of commercial waste dumping in a lane in the William Street area of the City.

In response the Director of Environment and Regeneration stated that all Members' comments would be taken on board and that information would be provided to residents regarding bulky waste collections. She said that efforts were being made to identify the perpetrators involved and deal with indiscriminate dumping. In reference to the issue at William Street she commented as this was a private lane with commercial waste being deposited this was not the responsibility of

Council to clear, as joint visits had been made by Council and the Northern Ireland Environment Agency in order to make businesses in that area aware of waste management legislation. She suggested that a possible solution could be to block access to the lane but the cooperation of the business community would be needed. She added that she hoped that these efforts would lead to a solution as this situation was not acceptable.

In response to a request from Councillor Hastings, the Internal Audit Manager clarified that management had included in the management responses that the NIEA contract management guidelines will be used by the Council as a template for contract design.

Councillor Reilly commented on the need for the person responsible for dumping commercial waste to be identified and for fines to be issued and followed through. He also suggested that an event be organised in conjunction with Invest NI and the Chamber of Commerce to raise awareness and promote the good control of waste to local small business owners.

In reference to the Dog Licensing Income Collection audit and in response to the question from Councillor McMahon, the Head of Health and Community Wellbeing commented that an increase in the number of fixed penalty fines being issued was needed. He also commented that in appropriate circumstances that a reduced fee would be accepted and in only very exceptional circumstances would a fee be waived.

### **The Committee**

**Recommended that Council note and endorse the contents of the report.**

#### **AAR71/18 Risk Review Processes and Update on Council Service Risk Registers**

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 update Members and seek their endorsement on ongoing Risk review processes in accordance with Council's Risk Management Strategy.

The Committee

**Recommended that Council note and endorse Service Risk Register report.**

**AAR72/18 Internal Audit: Analysis of Customer Satisfaction Questionnaires on Fraud Awareness Training**

The Lead Assurance Officer presented the above report, a copy of which had previously been circulated to Members. She advised that the purpose of the report was to present the results of the analysis of internal audit customer satisfaction questionnaires and the fraud awareness training course evaluation questionnaires.

The Committee

**Recommended that Council note the contents of the report.**

**The meeting ended at 4.30 pm**