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## **Governance & Resources Committee**

**Minutes of a Governance & Resources Committee meeting held at 6.00 pm on Thursday, 22nd September, 2022 in the Council Chamber, Town Hall, Matlock, DE4 3NN.**

### **PRESENT**

Councillor Tom Donnelly - In the Chair

Councillors: Helen Froggatt, Alyson Hill, Susan Hobson, Stuart Lees, Dermot Murphy, Garry Purdy, Alasdair Sutton, Steve Flitter and Mike Ratcliffe

Present as substitute – Councillor(s): Peter O'Brien

Paul Wilson (Chief Executive), James McLaughlin (Director of Corporate and Customer Services (Monitoring Officer)), Steve Capes (Director of Regeneration & Policy), Elizabeth Wilson (Corporate Policy Officer) and Tommy Shaw (Democratic Services Team Leader)

### **Note:**

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### **APOLOGIES**

Apologies for absence were received from Councillor(s): David Chapman, Sue Bull, Robert Archer, Paul Cruise, Neil Buttle, Claire Raw and Colin Swindell

### **139/22 - APPROVAL OF MINUTES OF PREVIOUS MEETING**

It was moved by Councillor Garry Purdy, Seconded by Councillor Stuart Lees and

### **RESOLVED** (unanimously)

That the minutes of the meeting of the Governance and Resources Committee held on 14 July 2022 be approved as a correct record.

The Chairman declared the motion **CARRIED**.

#### **140/22 - PUBLIC PARTICIPATION**

There was no public participation.

#### **141/22 - INTERESTS**

There were no declarations of interest.

#### **142/22 - RISK MANAGEMENT - ANNUAL REPORT 2021/22**

The Director of Resources introduced a report which described the Council's risk management processes and working practices, which ensure that risk management arrangements continue to be effective, timely and fit for purpose, providing the Council with the correct levels of insight and support in relation to its risk exposure.

As a requirement of the Council's Risk Management Policy and Strategy, approved by this Committee in March 2021, an annual report on the Council's Risk Management Arrangements must be presented to Members. The report detailed the risk management programme, whereby risks associated with the Corporate Plan, its key strategic objectives and individual Service Plan Key Actions are formally assessed.

The Report also informed Members of the key issues which the Council faced in 2021/22 and the key actions which had been taken since the previous annual report. The internal audit review of risk management arrangements undertaken in 2022 concluded that the reliability of the internal controls operating in respect of risk management was assessed as Reasonable. However, five recommendations were agreed, with their implementation to be overseen by the Risk Continuity Group by the end of the financial year. The risks identified and scored by the RCG were detailed in Chart 1 of the report.

It was moved by Councillor Garry Purdy, seconded by Councillor Susan Hobson and

**RESOLVED** (unanimously)

That the annual report and risk management arrangements be approved.

The Chairman declared the motion **CARRIED**.

#### **143/22 - EQUALITY, CONSULTATION AND ENGAGEMENT PLAN 2022-2024**

The Corporate Policy Officer introduced a report which updated Members on progress against the actions set out in the Equality, Consultation and Engagement Plan 2020-22. The report also sought approval for the Equality, Consultation and Engagement Plan for 2022-24. The District Council publishes an Equality, Consultation and Engagement Plan which sets out how the Council will meet its public sector equality duties, and what consultation and engagement activities are proposed each year.

The public sector equalities statutory duty comprises a general equality duty and a specific duty. The District Council must comply with both, the details of which were presented in the report. The District Council must ensure due consideration is given to the aims of the Duty

in all its decisions. The paragraph on 'other considerations' at the end of every committee report reminds Members that although Officers have had regard to equality issues when preparing reports, Members should also consider equality issues in order to meet the Equality Duty.

The District Council has a comprehensive Equality, Diversity and Inclusion Policy which details how the Council meets the requirements of equality legislation and provides the context for the Equality, Consultation & Engagement Plan. The Equality, Consultation and Engagement Plan which set out the activity planned for the period 2020-22 was approved by the Governance and Resources Committee on 20 August 2020. The Equality, Consultation and Engagement Plan sets out an updated range of objectives linked to the Corporate Plan 2020-24.

It was moved by Councillor Garry Purdy, seconded by Councillor Steve Flitter and

**RESOLVED** (unanimously)

That the Complaints Annual Report for the period from April 2021 to March 2022 be noted.

The Chairman declared the motion **CARRIED**.

#### **144/22 - COMPLAINTS ANNUAL REPORT 2021-22**

The Director of Corporate and Customer Services introduced a report which provided information regarding the formal complaints received under the District Council's internal Complaints Procedures; those referred to the Local Government Ombudsman, and against individual elected member behaviour at town, parish and District Council Level.

All local authorities need to provide complaint procedures to respond to customer concerns in an open and transparent way within defined timescales and in accordance with legislation. In order to do so the Council has adopted a complaints procedure which provides clarity and transparency to customers on how to raise issues and how the Council will consider and respond to a complaint. The details of the District Council's three stage complaints procedure were set out in the report, in addition to the process of referring matters to the Local Government Ombudsman.

It was moved by Councillor Garry Purdy, seconded by Councillor Steve Flitter and

**RESOLVED** (unanimously)

That the Complaints Annual Report for the period from April 2021 to March 2022 be noted.

The Chairman declared the motion **CARRIED**.

**Meeting Closed: 7.20 pm**

**Chairman**