

**28<sup>th</sup> November 2018**

## **Regulatory & Governance Committee**

### **Chair's Update Report**

**Report of:** *Cllr Louise Rowlands – Chair of the Regulatory & Governance*

**Wards Affected:** *All Wards*

**This report is:** *Public*

### **GDPR Update**

A GDPR Update will be made to the November Regulatory & Governance meeting. At the July meeting the Committee agreed that an individual be identified as a Data Protection Officer from within the Council and a report made to the next Policy, Projects and Resources Committee.

At the Policy, Projects and Resources Committee on the 18 September 2018, Min 137 refers, it was agreed that:

1. Shared arrangements that are currently in place with Thurrock Council to continue  
and are to be reviewed in September 2019.
2. That performance continues to be monitored to ensure that the obligations of the Council, under the control and management of the DPO, are being met by the Shared management agreement in place.

In addition I have met with the Councils DPO Officer, Lee Henley, and discussed arrangements for going forward.

### **Regulation of Investigatory Powers Act 2000**

The report advised members that the Investigatory Powers Commissioner's Office (IPCO) conducts periodic inspections of local authorities' use of their powers under the Regulation of Investigatory Powers Act 2000 (RIPA). The purpose of these inspections is to examine the Council's policies, procedures, operations and administration in relation to directed surveillance and covert human intelligence sources (CHIS) under RIPA.

The last inspection took place on 16<sup>th</sup> August 2017 and although it was noted that there has been no directed surveillance or CHIS been requested since 21<sup>st</sup> July 2014 the inspector made one recommendation requiring a number of parts of Corporate RIPA policy to be updated and amended.

Subsequently the Committee approved the amendments to the Corporate RIPA Policy with the recommendation of the Surveillance Inspector. In addition the Committee agreed that Appendix 4 (of the Regulation of Investigatory Powers Act 2000 (RIPA) Corporate Policy – June 2018 – Appendix A of the report) be brought back for review with the data protection compliance report at the next meeting.

### **Strategic and Operational Risk**

The governance arrangements set out in the 'Insurance & Risk Management Strategy' and terms of reference of committees from the Council's constitution require the Regulatory & Governance Committee to review the strategic risks every quarter and confirm they are confident that the risks associated within the register are those which are strategic and relevant to the organisation at this point in time and the considered future.

The report updated the committee on the status of the Council's 2018/19 Strategic Risk Register and the progress being made across Services in delivering Operational Risk Registers. In addition the committee requested that risks were added for Brexit and also Interest Rates.

### **Members Training Programme 2018/19**

The committee received a report on the Members Training Programme for 2018/19 which was adopted. This information included sessions which are mandatory as follows:

- New Members Induction Session
- Planning and Licensing Training as required under Chapter 5.5 paragraph 2, 2.1 & Chapter 5.5 paragraph 4, 4.1 of the Constitution.

Members will be given an opportunity to give feedback and comment on any further training that might help by completing the feedback form in the Members Training Programme.

The Member's training programme will improve knowledge and awareness of Council processes and procedures and where appropriate, statutory requirements, therefore improving the Council's overall compliance with governance requirements.

### **Insurance and Risk Management Strategy 2018**

The committee received a report on a revised Insurance & Risk Management Strategy which is reviewed annually.

The following changes have been made to the Strategy:

- Roles & Responsibilities
- Risk Analysis
- Risk Ranking Table
- Risk Appetite/Risk Tolerance

The Committee agreed to approve and adopt the revised Insurance & Risk Management Strategy 2018.

### **Anti-Fraud Policy (Incorporating Bribery, Corruption and Money Laundering)**

The committee were advised that the revised Anti-Fraud Policy incorporated previously approved policies covering Fraud, Corruption, Bribery and Money Laundering into one single Policy. The Policy helps to provide a clear statement of the Council's position and investigating allegation helps to provided clarify around working practices and mitigates financial risk to the Council.

The Committee agreed to approve and adopt the Anti-Fraud Policy (Incorporating Bribery, Corruption and Money Laundering).

### **Draft Corporate Complaints Policy and Persistent and Unreasonable Behaviour Policy**

Following a review of the current policies and arrangements Members were asked to consider and adopt a revised Corporate Complaints Policy and the introduction of a Persistent and Unreasonable Behaviour Policy.

The committee approved the Draft Corporate Complaints Policy and the Draft Persistent and Unreasonable Behaviour Policy.

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