

At a Meeting of the Audit, Governance and Standards Committee of the Richmondshire District Council held at Mercury House, Station Road, Richmond, North Yorkshire on Monday, 30 July 2018 at 6.30 pm.

**Present:** Councillor Geoffrey Linehan (Chairman).  
Councillors John Amsden, Richard Blows, Russell Lord, Richard Ormston, Karin Sedgwick, Caroline Thornton-Berry and Clive World.

**Officers:** Sian Moore (Corporate Director (S151 Officer)), Katy Riley (Finance and Improvement Manager) and Paul Clark (Democratic Services Officer (Deputy Monitoring Officer)).

**In**

**Attendance:** Ian Morton (Veritau North Yorkshire– Internal Auditor); and Nicola Wright (Ernst & Young – External Auditor).

**Apologies:** Councillors Paul Cullen and Sam Gibbs.

#### **AG03/18 Minutes**

That the Minutes of the following meeting be approved and signed as an accurate record:

- (a) 27 March 2018
- (b) 15 May 2018 (Annual Council)

#### **AG04/18 Public Speaking and Question Time**

There were no public questions or statements submitted for consideration at the meeting.

#### **AG05/18 Declarations of Interest**

There were no declarations of interest reported at the meeting.

#### **AG06/18 Work Programme Update**

Senior Management Team submitted an up to date Audit, Governance & Standards Committee Work Programme.

**Resolved:** That the Audit, Governance and Standards Work Programme be noted.

#### **AG07/18 Internal Audit and Counter Fraud Annual Report 2017/18**

The Corporate Director (s151 Officer) presented a written report seeking consideration of the annual internal audit report and the results of counter fraud work to date.

**Resolved:** That the Internal Audit Annual Report and Counter Fraud report be noted.

## **Audit, Governance and Standards Committee – 30 July 2018**

### **AG08/18 Annual Governance Statement**

Senior Management Team presented a written report seeking approval of the Annual Governance Statement for publication with the Annual Statement of Accounts.

**Resolved:** That the Annual Governance Statement be approved for publication with the annual Statement of Accounts.

### **AG09/18 Statutory Auditor – Report on the 2017/18 Audit**

The Corporate Director (s151 Officer) presented the statutory auditor's report on the 2017/18 audit, and sought approval of the audited Statement of Accounts 2017/18 and the signing of the Management Representation Letter.

**Resolved:** That:

- (a) the conclusions presented in the Ernst & Young report be noted; and
- (b) the Council's S.151 Officer be authorised to sign the letter of representation on behalf of the Council; and
- (c) the Statement of Accounts for 2017/18 be approved.

### **AG10/18 Annual Report for Information Governance**

The Corporate Director (Resources) presented a written update on Information Governance including the preparation for the introduction of the General Data Protection Regulations (GDPR) 2018, the number and details of Freedom of Information (FOI), Subject Access Request (SAR) and Data Breach (DB) issues received between April 2017 and March 2018.

**Resolved:** That the Annual Report for Information Governance and proposed actions for 2018/19 be noted.

### **AG11/18 ♦ Review of Constitution - Financial and Contract Procedure Rules**

The Corporate Director (s151 Officer) presented a written report seeking approval of amendments to the Council's Constitution in respect of Financial and Contract Procedure Rules and the Officers Code of Conduct.

**Resolved:** That amendments to the Council's Constitution in respect of Financial and Contract Procedure Rules be approved.

### **AG12/18 Member Code of Conduct Update**

The Monitoring Officer presented a written report updating the Committee on activities carried out in relation to the Council's Member Code of Conduct, including the handling of standards complaints, and the Council's response to a consultation on Ethical Standards by the Committee on Standards in Public Life.

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**Resolved:** That the Member Code of Conduct Update be noted.

### **AG13/18 Local Government & Social Care Ombudsman – Annual Review Letter 2018**

The Monitoring Officer presented the Local Government & Social Care Ombudsman's annual summary of statistics regarding complaints received in relation to Richmondshire District Council.

**Resolved:** That the Local Government & Social Care Ombudsman's annual review letter 2018 be noted.

### **AG14/18 Regulation of Investigatory Powers Act – Review of Activity**

The Corporate Director (Monitoring Officer) presented a written update on any Regulation of Investigatory Powers Act activities undertaken since the last meeting. At the time of the meeting no activities had been undertaken.

**Resolved:** That it be noted that no Regulation of Investigatory Powers Act activity had been undertaken by the Council from 1 March 2018 – 30 June 2018.

The meeting concluded at approximately 7.30 pm.