

<b>Title of Report</b>	<b>CORPORATE GOVERNANCE POLICIES - ANNUAL REVIEW</b>	
<b>Presented by</b>	Councillor Nicholas Rushton Corporate Portfolio Holder	
<b>Background Papers</b>	<a href="#">Minutes from Audit and Governance Committee Meeting 21/07/2021</a>	<b>Public Report:</b> Yes
		<b>Key Decision:</b> Yes
<b>Financial Implications</b>	The update of policies will protect the Councils finances.	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	The update of policies will ensure compliance with current Legislation.	
	<b>Signed off by the Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	Any staffing or corporate implications are detailed in the policies.	
	<b>Signed off by the Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To provide Cabinet's comments on the Councils Revised Governance Policies	
<b>Reason for Decision</b>	To ensure that the council has an up to date suite of governance policies in place reflecting the law and best practice.	
<b>Recommendations</b>	<p><b>THAT CABINET:</b></p> <p><b>1. NOTE THE COMMENTS FROM THE AUDIT AND GOVERNANCE COMMITTEE ITS MEETING ON THE 21 JULY 2021</b></p> <p><b>2. APPROVE THE CORPORATE GOVERNANCE POLICES LISTED IN PARAGRAPH 2</b></p>	

## 1.0 BACKGROUND

- 1.1 The Council is responsible for ensuring that its business is conducted in accordance with the law and appropriate standards. In discharging this responsibility the Council has in place arrangements for governance of its affairs and staff.

1.2 The following documents constitute the Council's suite of Corporate policies:

<b>Policy</b>	<b>Last reviewed</b>
Anti-Fraud and Corruption Policy	2020
Anti-Money Laundering Policy	2020
RIPA Policy	2020
Information Management	2020
Data Protection Policy	2020
Confidential Reporting (Whistleblowing) Policy	2020
ICT & Cyber Security Policy	2020
Risk Management Strategy	2020
Local Code of Corporate Governance	2020

## **2.0 POLICY REVIEWS**

2.1 The policies have been reviewed by a team comprising Legal, Internal Audit, ICT, the Monitoring Officer, the Strategic Director of Housing and Customer Services, the Data Protection Officer and the Section 151 Officer.

The main changes to each policy are summarised below:

### **2.2 Anti-Fraud and Corruption Policy**

There have been no changes in legislation that affect this policy since the previous review and, therefore, only minimum amendments have been made, namely the temporary update of the Section 151 officer details and the change to the review of the policies from bi-annually to annually.

### **2.3 Anti-Money Laundering Policy**

There have been no changes in legislation that affect this policy since the previous review and, therefore, only minimum amendments have been made, namely the temporary update of the Section 151 officer details and the change to the review of the policies from bi-annually to annually.

### **2.4 Confidential Reporting (Whistleblowing Policy)**

There have been no changes in legislation that affect this policy since the previous review and, therefore, only minimum amendments have been made, namely the temporary update of the Section 151 officer details and the change to the review of the policies from bi-annually to annually.

### **2.5 Risk Management Policy**

There have no changes to this policy as it has been performing well. The Committee has received regularly updates in line with the policy. The Risk Register will also be reported along with the 6 monthly and annual MTFP/S process to ensure that these are considered along with budgetary implications.

### **2.6 RIPA Policy**

There have been three changes to this policy.

Paragraph 6.1 has been amended to reflect the fact that the drone is not intentionally used for surveillance, rather it is used for investigations.

Paragraph 6.1 has also been amended to include a statement that when the drone is used in residential or highly populated areas notification that the drone is be used will be published on the Council's website prior to the flight. This is to ensure that use of the drone is not covert, and thus use of the drone for an investigation, does not become covert surveillance.

Paragraph 6.2 has been removed from this policy. This paragraph related to the use of the Council owned drone for publicity purposes at public events. Such use of the drone is not for investigative purposes, therefore is not captured by RIPA, hence the paragraph has been removed.

Other amendments are typographical.

#### 2.7 Information Management Policy

There have been no changes to this Policy.

#### 2.8 Data Protection Policy

There have been no changes to this Policy.

#### 2.9 ICT & Cyber Security Policy

There has been one change to this Policy to reflect the Zurich Insurance cover for IT requirement as part of homeworking and how staff should keep their equipment safe when working in an agile manner.

#### 2.10 Local Code of Corporate Governance

There have been no changes to this Policy.

### 3.0 **COMMENTS FROM AUDIT AND GOVERNANCE COMMITTEE**

This Report along with the appended policies were taken to the Audit and Governance Committee on the 21 July 2021. The minutes of this committee can be found by following the link in the background papers.

The Audit and Governance Committee did not propose any amendments to the policies and resolved that that they be noted ahead of consideration by Cabinet.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	Our communities are safe, healthy and connected
Policy Considerations:	All those detailed within this report.
Safeguarding:	Whistleblowing, surveillance using RIPA and Protecting people's data are all considered to be

	safeguarding our communities.
Equalities/Diversity:	The opportunity for whistleblowing helps to ensure any risk of inequality or lack of diversity can be highlighted.
Customer Impact:	Anti-fraud, anti-money laundering and corruption will protect the customer from financial impact.
Economic and Social Impact:	Anti-fraud, anti-money laundering and corruption will protect the customer from economic impact.
Environment and Climate Change:	N/A
Consultation/Community Engagement:	N/A
Risks:	Risk Management Policy
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