



MINUTES

Audit and Standards Committee

Date:	Thursday, 19 September 2019
Venue:	Town Hall, St Annes.
Committee Members Present:	Councillor John Singleton JP (Chairman) Councillor Ed Nash (Vice-Chairman) Councillors Delma Collins, Peter Collins, Ellie Gaunt, Brian Gill, Kiran Mulholland, Sally Nash-Walker.
Other Councillors in attendance:	None
Officers Present:	Tracy Manning, Ian Curtis, Dawn Highton, Sharon Wadsworth
Other Attendees:	One member of the public was in attendance

1. Declarations of Interest

Members were reminded that any disclosable pecuniary interests should be declared as required by the Localism Act 2011 and any personal or prejudicial interests should be declared as required by the Council's Code of Conduct for Members.

No interests were declared on this occasion.

2. Confirmation of Minutes

RESOLVED: To approve the minutes of the Audit and Standards Committee meeting held on 30 July 2019 as a correct record for signature by the Chairman.

3. Substitute Members

There were no substitutions reported under Council procedure rule 23 (c).

Standards Items

4. Issues Raised with the Monitoring Officer

Mrs Tracy Manning, Director of Resources, presented the periodic report which summarised the broad range of issues referred to the Monitoring Officer since November 2018. The report highlighted four Borough matters and five Parish matters that had been brought to the attention of the Monitoring Officer.

Audit Decision Items

5. Internal Audit Interim Report as at 30th August 2019

Minutes – Audit and Standards Committee – 19 September 2019

Dawn Highton, Head of Internal Audit, introduced the report that summarized the work undertaken in respect of the Internal Audit Plan 2019/20 for the period April 2019 to August 2019, with a brief overview of the progress of the outstanding actions.

Mrs. Highton highlighted the Skills and Knowledge self-assessment document that was attached to report and advised that a copy would be sent to members of the committee for completion the following day.

The committee RESOLVED to note the report.

6. Constitution Review

Tracy Manning, Director of Resources, presented a report in relation to a number of matters that required further consideration following the Audit and Standards meeting that was held on 30 July 2019.

The first amendment discussed was in relation to Article 13, Review and Revision to the Constitution in regards to functions discharged for officers of the council. Mrs. Manning explained the reasoning and the legislation behind the request and assured members that any provision under this article would still require a report to be put before the relevant parent committee.

The second amendment was for additional wording to be added to council procedure rule 11 re Motions.

It was RESOLVED to commend to Council for approval the following amendments:

1. To note the clarification with respect to 13.05, Amendments and Alterations Generally, and to commend the same to the Council for approval:-

Except for alternations made by the Monitoring Officer under Article 13.04, changes to the constitution will only be approved by the full Council after consideration of a recommendation from the Audit and Standards Committee or a proposal from the Chief Executive or the Monitoring Officer, or by way of a members proposing a notice of motion in accordance with the Council's Procedure Rules subject to Section 101 (2) of the Local Government Act 1972 applying which allows for any committee of the council to arrange for any of its functions to be discharged by an officer of the authority.

2. To agree to the revised wording, as set out below, Council Procedure Rules (Motions) and commend the same to the Council for approval:-

11.1 Notice of Motion

(a) Purpose and limitations

Notice of motion is a procedure that allows members of the council to ask the council to discuss any matter for which the Council has a responsibility or which affects the Fylde area.

(b) Giving notice

Any member of the council can give written notice to the Director of Resources (or a member of the Governance Team in her absence) of a motion that they wish to move. The Director will publish the motion on the council's website and arrange for it to be placed on the agenda of the next available ordinary council meeting. The "next available" meeting means the first meeting falling more than eight working days after the written notice has been given. Motions will be listed on the agenda in the order in which notice was received.

(c) At the council meeting

The motion will be debated at council subject to it being moved as set out in this rule and seconded. Only the member who gave written notice of a motion under this rule may move it at the council meeting, unless the council indicates its assent to another member moving it in their place.

7. Substitutes at Planning Committee

Tracy Manning, Director of Resources, introduced the report requesting the committee to consider the recommendation made by the Planning Committee, at the meeting held on 11 September 2019, following a review of the effectiveness of its substitute arrangements. The Planning Committee resolved to recommend to the Audit and Standard Committee that Section 24(b) of Standing Order 24 of the Rules of Procedure be deleted which would remove the restriction on the number of meetings a substitute could attend in a municipal year.

It was RESOLVED to recommend to Council that Section 24(b) of Standing Order 24 of the Rules of Procedure be deleted which would remove the restriction on the number of meetings a substitute could attend at Planning Committee.

8. Annual Governance Statement Update

Mrs. Manning presented an update on progress to date on the governance issues identified in the Annual Governance Statement. Members were advised that the risk management strategy would now come under the remit of Internal Audit.

It was RESOLVED to:-

1. Note the report; and
2. Note that a further report would be brought to the January 2020 meeting.

Audit Information Items

The following information items were received by the committee.

9. Committee on Standards in Public Life Best Practice Recommendations

Progress to date on the review of the best practice recommendations, in consultation with the Chairman and Vice-Chairman of the Committee. The draft documents would be worked through, in consultation with Blackpool Council and the three independent persons, with a view to a further report being brought back before members at the earliest opportunity.

Fylde Council copyright [2019]

You may re-use this document/publication (not including logos) free of charge in any format or medium. You must re-use it accurately and not in a misleading context.

The material must be acknowledged as Fylde Council copyright and you must give the title of the source document/publication.

Where we have identified any third party copyright material you will need to obtain permission from the copyright holders concerned.

This document/publication was also available on our website at www.fylde.gov.uk
any enquiries regarding this document/publication should be sent to the Town Hall, St Annes Road West, St Annes FY8 1LW, or to listening@fylde.gov.uk.