

GOVERNANCE COMMITTEE

MONDAY, 24TH AUGUST, 2020, 6.00 PM

HYBRID MEETING, ACCESSIBLE VIA MICROSOFT TEAMS AND
YOUTUBE

AGENDA

IMPORTANT INFORMATION – MEMBERS

Members of the Council not on Committee are now permitted to register and speak at the meeting using Microsoft Teams.

If you would like to speak please email democraticservices@southribble.gov.uk in order to register your intent to speak, ideally before 12pm on Thursday 20 August 2020. A meeting link will then be sent to you.

IMPORTANT INFORMATION – MEMBERS OF THE PUBLIC

Unfortunately, due to the current situation surrounding COVID19 we are unable to allow Members of the Public to speak at this meeting, these measures are temporary and will be reviewed as circumstances and the current restrictions improve.

However, written representations are being received and can be read out at the meeting with a written response provided. If you would like to make representations on any of the items below please email Democratic Services, democraticservices@southribble.gov.uk no later than 12pm on Thursday 20 August 2020.

1 Apologies for absence

2 Declarations of Interest

Members are requested to indicate at this stage in the proceedings any items on the agenda in which they intend to declare an interest. Members are reminded that if the interest is a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) they must leave the room for the whole of that item. If the interest is not a Disclosable Pecuniary Interest, but is such that a member of the public could reasonably regard it as being so significant that it is likely that it would prejudice their judgment of the public interest (as explained in the Code of Conduct) then they may make representations, but then must leave the meeting for the remainder of the item.

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| 3 Minutes of meeting Wednesday, 8 July 2020 of Governance Committee | (Pages 3 - 6) |
| Minutes of the last meeting held, Wednesday 8 July 2020 attached to be agreed as a correct record for signing by the Chair. | |
| 4 External Auditor Update | |
| A verbal update is to be provided to Members at the meeting by Grant Thornton, the Council's External Auditors. | |
| 5 Statement of Accounts for the Financial Year 2019/20 | (To Follow) |
| Report of the Deputy Director of Finance and Section 151 Officer to follow. | |

Gary Hall
INTERIM CHIEF EXECUTIVE

Electronic agendas sent to Members of the Governance Committee Councillors Colin Sharples (Vice-Chair), Ian Watkinson (Chair), Christine Melia, Angela Turner, Damian Bretherton, Colin Clark and Margaret Smith

The minutes of this meeting will be available on the internet at www.southribble.gov.uk

Forthcoming Meetings

6.00 pm Tuesday, 22 September 2020 - Wheel Room, Civic Centre, West Paddock, Leyland PR25 1DH

MINUTES OF GOVERNANCE COMMITTEE

MEETING DATE Wednesday, 8 July 2020

MEMBERS PRESENT: Councillors Ian Watkinson (Chair), Colin Sharples (Vice-Chair), Damian Bretherton, Colin Clark, Christine Melia, Margaret Smith and Angela Turner

OFFICERS: Gary Hall (Interim Chief Executive), Chris Moister (Director of Governance), Dave Whelan (Shared Services Lead - Legal & Deputy Monitoring Officer), Darren Cranshaw (Assistant Director of Scrutiny & Democratic Services) and Coral Astbury (Democratic and Member Services Officer)

OTHER MEMBERS AND OFFICERS: Councillor Paul Foster (Leader of the Council and Leader of the Labour Group)

PUBLIC: 0

36 Apologies for absence

There were none.

37 Declarations of Interest

There were none.

38 Minutes of meeting Tuesday, 16 June 2020 of Governance Committee

The minutes of the last meeting held on Tuesday, 16 June 2020 were agreed.

39 Suspension of Standing Order 33

Members were asked to approve the suspension of standing order number 33 in the Council's constitution relating to public participation due to the current restrictions in place due to the COVID-19 pandemic.

RESOLVED: (Unanimously)

That standing order number 33 of the Council's constitution be suspended for the duration of the meeting.

40 Appointment and Employment Panel

The Shared Services Lead – Legal and Deputy Monitoring Officer presented a report proposing an update to the Council's constitution relating to the terms of reference for the Appointment and Employment Panel.

It was reported that the constitution does not currently contain any written terms of reference for the Council's Appointment and Employment Panel. The role of the Panel was approved by Full Council in October 2016 and the proposed terms of reference have been drafted to take into account the report presented at that time.

Committee Members raised the following comments/queries with regards the report:

- ▶ Confirmation was provided that political balance was not required on the Initial Filter Panel as it was not a standing committee of the Council.
- ▶ Clarification was provided that the Initial Filter Panel related to complaints against statutory officers and did not have a role in recruitment.
- ▶ Comments were made about ensuring deputies were clearly identified to act in the absence of the Leader of the Council and other key roles.

Councillor Bretherton proposed a motion that the membership of the Initial Feeder Panel be extended to include the Leader of the Opposition, which was seconded by Councillor Clark.

The motion was put to the vote with 3 Member of the Committee voting for the motion and 4 Members against. The motion was lost. There was then a vote on the proposals contained within the report.

RESOLVED: (Unanimously)

That the proposed terms of reference for the Appointment and Employment Panel set out in Appendix 1 of the report be approved for submission to Full Council, subject to the inclusion of deputies for key roles in the process.

41 My Neighbourhoods

The Shared Services Lead – Legal and Deputy Monitoring Officer presented a report proposing amended wording to the Council's constitution relating to My Neighbourhood Procedure Rules (Standing Orders).

The report proposed to rename My Neighbourhood areas as 'My Neighbourhood Community Hubs', building on the success of South Ribble Together and other ancillary changes around streamlining decision-making.

Committee Members raised the following comments/queries with regards the report:

- ▶ In response to comments around the My Neighbourhood parish option, it was stressed that was just one option for Members of each My Neighbourhood area to consider and agree depending on the needs of the relevant community.
- ▶ Confirmation was provided that it was proposed that delegated decisions would be agreed by the My Neighbourhood chair and vice-chair, in consultation with the relevant Director.

RESOLVED: (Unanimously)

That the proposed amended wording to the My Neighbourhood Area Procedure Rules (Standing Order) set out in Appendix 2 of the report be approved for submission to Full Council.

42 Public Participation

The Shared Services Lead – Legal and Deputy Monitoring Officer presented a report proposing changes to procedures in council meetings whilst restrictions due to the coronavirus pandemic continue.

The report proposed that for Planning Committee 3 members of the public for an application and 3 people against who register in advance are allowed to speak for up to 4 minutes each. A similar approach was proposed for Licensing Committee. For all other committees, including Full Council, the public would not have the right to speak. Committee Member views were sought on the approach to be taken with regards the participation of councillors not on committee.

Committee Members raised the following comments/queries with regards the report:

- ▶ Clarification was provided that the proposed changes were a temporary measure and would be kept under review until the Government's regulations came to an end in May 2021.
- ▶ There was general support for Members not on committee being able to participate in meetings with advance notice so that arrangements can be made.

RESOLVED: (Unanimously)

1. That the proposals outlined in the report for public participation be approved for submission to Full Council.
2. The current arrangements for Members not on committee participating in meetings continue, subject to prior notification to Democratic Services.

Chair

Date

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