



# Skipton Town Council

19/20

## Audit & Scrutiny Committee Thursday 5 March 2020 at 6.30pm

Present: Councillors C Nash (Chairman), G Bell, S Bentley, A Hickman, G Iannaccone, D Painter, R Judge and D Shaw

Officers: Dave Parker (Chief Officer), Sam Poole (Finance Manager) and Jenny Dean (Administration Assistant)

In attendance: Cllrs Barrett, Dawson, Feather and Heseltine. Lesley Tate (Craven Herald)

1. To accept representations from the Public between 6.30pm and 6.45pm.

None

2. To accept apologies for absence.

None

3. To record declarations of pecuniary and non-pecuniary interests in items on the agenda.

None

4. To consider the recommendations of the Chief Officer relating to requests for dispensations to Members on items requiring a declaration of pecuniary and non-pecuniary interests.

None

5. To approve the minutes from the previous meeting held on 5 December 2019.

It was **RESOLVED** to accept the minutes from the Audit and Scrutiny Committee meeting held on 5 December 2019 as a true and accurate record of what transpired at that meeting, with the amendment that on item 10, in relation to complaints the complaint was that they couldn't see the stage.

6. To report information arising from the minutes of items not on the agenda from Members and the Chief Officer.

None

7. To scrutinise the Council's approach to the operation of Coach Street Public Conveniences

Members **NOTED** the previous decisions made by the Committee and its associated working group setting out the scrutiny priorities of the Committee.

Members **NOTED** the questions that had been agreed by the Working Group, and subsequently submitted to the Chairs of the Finance & Policy Committee and the Public Services Committee.

18:34 Cllr Iannaccone arrived at the meeting.

Both Cllr Heseltine (Chair of Finance & Policy) and Cllr Dawson (Chair of Public Services) were in attendance and answered the questions put to them. Cllr Dawson suggested that as some of the questions related to historical information dating back as far as 2012, the Audit & Scrutiny Working Group Members may find it useful to examine the minutes of meetings held at that time to gain further detail on decisions made.

19:25 Cllr Shaw left the meeting due to a work commitment

Following a discussion Members **AGREED** that the working group should reconvene to discuss the information received this evening, and to review the financial figures in relation to the running of the toilets. The working group members also want to review information gained by the Estate Manager on his investigations into cost saving measures and potential income streams such as grey water harvesting, waterless urinals and the installation of turnstiles.

19:46 Cllr Dawson left the meeting.

8. To consider the Committee's approach to the proposed scrutiny of the work of the Events & Tourism Committee.

Members **CONSIDERED** the approach the Committee should take to scrutinising the Council's Events and Tourism function.

A discussion followed on whether the focus should be on how the Events and Tourism Committee's work sits within the Council's Strategic Plan or how the Events and Tourism Committee provide value for money.

The Chief Officer explained that any scrutiny of the Council's work needs to be agreed by the Committee and not undertaken by individual Councillors. The Events and Tourism Committee should have the opportunity to evaluate its own events, prior to any scrutiny by this Committee. The Events and Tourism Committee are meeting next week to review the income and expenditure of the Christmas Events.

Members did not agree to the Terms set out in the report. Members **AGREED** to scrutinise the value for money provided by the Events and Tourism Committee, with particular reference to the Christmas Events once the Events and Tourism Committee has met and undertaken their own evaluation.

9. To note matters relating to a complaint lodged with the Health & Safety Executive (HSE) relating to alleged breaches of the Working Time Regulations 1998

Members **NOTED** the content of the report

Members **NOTED** that the HSE investigation has been concluded, with no further case to answer, and that it can be confirmed that there has been no breach of the Working Time Regulations by either Skipton Town Council or Heap Parkinson Homes.

10. To consider a draft for the adoption of a formal Member/Officer Protocol

Members **NOTED** the content of the report

Members **AGREED** the proposed amendment to the Member Code of Conduct and **AGREED** to make a recommendation to Full Council

Members **CONSIDERED** the draft proposed Member/Officer Protocol, and **AGREED** the protocol with slight amendments suggested for sections 4.14 and 7.6.

20.02pm Lesley Tate left the meeting.

11. To confirm whether the Financial Transactions Working Group should continue and, if so, what the remit of the Group should be.

Members **CONSIDERED** whether there is a need to retain the Financial Transactions Working Group.

The Chief Officer explained what the remit for the working group is, and that the working group would need to abide by this remit or if Members felt the remit needed to be changed then the working group could be dissolved and a new one set up. The Committee would need to decide what the remit of that committee would be.

A discussion followed on what had been discussed at the working groups, and whether the remit had been adhered to or not, with some disagreement from the working group members as to whether it had or not.

Cllr Nash concluded that as Committee Chair she would in future be a member of the working group. As no agreement could be reached on the future of the working group, Members **AGREED** to defer the issue at the next Audit & Scrutiny Committee.

As the meeting had been underway for 2 hours, and Members did not agree for the meeting to continue. The meeting closed, with Agenda Item 12 to be carried forward to the next meeting.

Meeting Closed at 20:30

Chairman:.....