

Public Document Pack



Aspirational for our people, our place and ourselves

To: MEMBERS OF THE STRATEGY & RESOURCES COMMITTEE
Councillors Elias (Chair), M.Cooper (Vice-Chair), Botten (Vice-Chair), Bourne, Caulcott, Davies, Duck, Langton, Lee, Milton, Pursehouse and Sayer

for any enquiries, please contact:
customerservices@tandridge.gov.uk
01883 722000

Substitute Councillors: Bloore, Jecks, Jones and Lockwood

C.C. All Other Members of the Council

1st October 2020

Dear Sir/Madam

STRATEGY & RESOURCES COMMITTEE THURSDAY, 8TH OCTOBER, 2020 AT 4.00 PM

The agenda for this virtual meeting of the Committee, to be hosted from the Council Chamber, Oxted via Zoom, is set out below. If a member of the Committee is unable to attend the meeting, please notify officers accordingly.

Should members require clarification about any item of business, they are urged to contact officers before the meeting. In this respect, reports contain authors' names and contact details.

If a Member of the Council, not being a member of the Committee, proposes to attend the meeting, please let the officers know by no later than noon on the day of the meeting.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Elaine Jackson'.

Elaine Jackson
Acting Chief Executive

AGENDA

1. Minutes of the meeting held on the 22nd September 2020 (to follow)

To approve as a correct record

2. Apologies for Absence (if any)

3. Declarations of Interest

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- (i) any Disclosable Pecuniary Interests (DPIs) and / or
- (ii) other interests arising under the Code of Conduct

in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If in doubt, advice should be sought from the Monitoring Officer or his staff prior to the meeting.

4. **To deal with any questions submitted under Standing Order 30**
5. **Streamlining the process for approving the Council's annual statement of accounts**
(Pages 3 - 6)
6. **Any other business which the Chairman is of the opinion should be considered at the meeting as a matter of urgency**
7. **To consider passing the following resolution to move into Part 2**

RESOLVED – that members of the press and public be excluded from the meeting for the following item of business under Section 100A (4) of the Local Government Act 1972 (as amended) on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in the paragraphs detailed below of Part 1 of Schedule 12A of the Act; and
- (ii) for the item the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Item No.	Nature of Exempt Information
8	Paragraph 3 (<i>“Information relating to the financial or business affairs of any particular person (including the authority holding that information)”</i>).

8. **Freedom Leisure - financial support through the Covid 19 emergency** (Pages 7 - 14)

Strategy & Resources Committee – 8th October 2020	
Streamlining the process for approving the Council’s annual statement of accounts	
Report of:	Vince Sharp – Case Officer (Support Services) vsharp@tandridge.gov.uk
ELT Lead	Jackie King, Executive Head of Corporate Resources jking@tandridge.gov.uk
Publication status:	Open
Wards affected:	All Wards
Recommendation:	It be recommended to full Council that, the following delegated powers ‘to resolve’ be transferred from the Strategy & Resources Committee to the Audit & Scrutiny Committee: <ul style="list-style-type: none"> • approval of the Council’s annual statements of accounts; and • issues arising out of the financial audit of the accounts.
Appendices:	Appendix A – existing terms of reference of the Overview & Scrutiny Committee and proposed new terms of reference for the Audit & Scrutiny Committee
Background papers defined by the Local Government (Access to Information) Act 1985	None

1. Executive Summary

1.1 In previous years, two Committees have been involved in the process for considering the Council’s final accounts for the preceding year and the associated external audit, i.e.:

- the Strategy & Resources Committee (or equivalent policy committee) has been responsible for approving the accounts and resolving issues arising from the audit of those accounts; and
- the Overview & Scrutiny Committee has considered the report of the external auditors regarding their audit of the accounts (otherwise known as the ISA 260).

1.2 This has involved two meetings (one for each Committee) often in the same week leading up to the statutory deadline for publishing the approved accounts. The Chief Finance Officer and External Auditors have usually been required to attend both meetings. The relevant papers have also been reproduced for both Committees.

1.3 The Chief Finance Officer has identified the need to eliminate this duplication by enabling the process to be dealt with exclusively by one Committee, namely Audit & Scrutiny. This could be achieved if the following clauses, currently delegated to the Strategy & Resources Committee (numbered ix and x respectively within the 'powers to resolve' section of its scheme of delegation within Part E of the Constitution) are transferred to the prospective new Audit & Scrutiny Committee:

- approval of the Council's annual statements of accounts; and
- issues arising out of the financial audit of the accounts.

1.4 The above recommendation has been drafted accordingly.

2. Background

2.1 At its meeting on the 30th July 2020, the Overview & Scrutiny Committee recommended changes to its name (to 'Audit & Scrutiny') and its terms of reference. (Appendix A refers). This recommendation will be considered by Full Council on the 22nd October.

2.2 Changes to a Committee's terms of reference can only be determined by Full Council. The above recommendations will, therefore, also be subject to ratification by Council on the 22nd October. If approved, the new streamlined arrangements will be in place in time for the final accounts and associated audit report to be presented to the Audit & Scrutiny Committee on the 26th November 2020.

3. Climate Change implications

3.1 The recommended approach would be more environmentally friendly on the basis that only one set of (often bulky) papers would need to be printed for Members.

4. Equality implications

4.1 None

5. Comments of the Chief Finance Officer

5.1 The proposed changes will put responsibility for approving the annual statement of accounts with the appropriate committee and remove unnecessary duplication, therefore freeing up valuable resources. The role of the Strategy & Resources Committee should be prospective, looking to the future at budget setting and monitoring, whereas the role of Overview & Scrutiny should be retrospective, looking at items such as the statement of accounts and audit reports.

6. Comments of the Head of Legal Services

6.1 The proposed changes set out in this report would need to be approved by Full Council and the Council's Constitution be amended accordingly. There are no additional legal implications.

----- end of report -----

Existing terms of reference of the Overview & Scrutiny Committee

To be responsible for the review and scrutiny of the decisions and performance of the Council, audit arrangements and providing opportunities for other organisations to present / explain key aspects of their local services, including:

- (i) Exercising the right to call-in, for reconsideration of, certain decisions made, but not yet implemented by the Policy Committees;*
- (ii) Consideration of matters arising from the Internal and External Audit functions;*
- (iii) Monitoring the Council's performance against targets which seek to ensure the provision of cost effective, quality services to the community (as part of the Council's own performance management regime);*
- (iv) Responding to any Government sponsored assessment regime;*
- (v) Calling upon representatives of outside organisations to present information about services which have a significant impact upon local residents, including measures to minimise crime & disorder delivered via the Community Safety Partnership;*
- (vi) To act as the local Crime & Disorder Committee.*

Proposed terms of reference of the new Audit & Scrutiny Committee

"To be responsible for the review and scrutiny of the decisions and performance of the Council, audit arrangements and providing opportunities for other organisations to present / explain key aspects of their local services, including:

- (i) Exercise the Council's scrutiny and review functions including overall responsibility for audit and governance frameworks;*
- (ii) Exercise the right to call-in, for reconsideration, decisions made by any policy committee but not yet implemented by any policy committee;*
- (iii) Exercise scrutiny over the Council's budget, the management of its budget, capital programme, revenue borrowing and assets and its audit arrangements;*
- (iv) Monitor implementation of recommendations from the external and internal auditors;*
- (v) Monitor and review the Council's Anti-Bribery and Anti-Corruption policy;*
- (vi) Oversee compliance with the Council's duties concerning Best Value;*
- (vii) Review opportunities for cooperation with other authorities;*

- (viii) Review and/or scrutinise decisions made, or actions taken, in connection with the discharge of any of the Council's functions and make reports and/or recommendations to full Council where necessary;*
- (ix) Monitor progress on the Council's Strategic Plan;*
- (x) Review and approve the Annual Governance Statement;*
- (xi) Calling upon representatives of outside organisations to present information about services which have a significant impact upon local residents, including measures to minimise crime & disorder delivered via the Community Safety Partnership;*
- (xii) Exercise the Council's scrutiny and review functions in relation to local crime and disorder matters and act as the local Crime & Disorder Committee.*
- (xiii) Monitor the Council's performance against targets which seek to ensure the provision of cost effective, quality services to the community (as part of the Council's own performance management regime);*
- (xiv) Monitor and review the Council's Whistle Blowing Policy;*
- (xv) Monitor and review the Local Government Ombudsman's annual report.*

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank