To all Members of the County Council

You are hereby summoned to attend the ordinary meeting of the County Council, to be held at **10.30 a.m.** on **Friday, 13 December 2013** at **County Hall, Chichester**.

Agenda

1. **Members' Interests**

   Members are asked to disclose any pecuniary or personal interests in matters appearing on the agenda.

2. **Minutes**

   The Council is asked to confirm the minutes of the ordinary meeting of the County Council held on 18 October 2013 (pages 127 to 156).

3. **Result of By-election**

   To receive the County Returning Officer's return of the by-election on 24 October 2013 for the county councillor for the Warnham & Rusper Electoral Division (enclosed).

4. **Review of Proportionality**

   The County Council has a statutory duty following a by-election to review the proportionality on its committees. A brief explanation of the proportionality rules and how they are applied is set out on pages 157 and 158 together with a table showing the number of seats on committees.

5. **Appointments**

   Following the by-election, to consider proposed changes by the Groups to appointments. Proposals will be circulated. Changes will take effect from the end of the meeting.

10.45 a.m.* 6. **Address by a Cabinet Member**

   At the discretion of the Chairman, to receive any address by a Cabinet Member on a matter of urgency and/or significant interest to the County Council and which relates to the powers and responsibilities of the County Council or which affects the Council.

7. **Cabinet and Written Questions**

(a) **Cabinet Member Question Time**

Questions to Cabinet Members on the attached report on matters which have arisen in respect of their portfolios since the meeting of the Council on 18 October 2013 (pages 159 to 165) and any supplementary report. The report in booklet includes a paragraph about budget and savings proposals and statements by the Leader and the Cabinet Member for Finance are enclosed. Also enclosed is a schedule which describes proposals from each Cabinet portfolio for savings over the next two financial years.

(Note: The Chairman has indicated that she intends to seek Council's approval to take Cabinet Member question time and Leader's question time before written questions, to extend Cabinet Member questions to 2 hours (or such time as the Council decides) and to take questions on the budget and savings proposals first during Cabinet Member question time)

(b) **Leader's Question Time**

Questions to the Leader on anything that is currently relevant to the County Council.

(15 minutes is allocated for questions to the Leader)

(c) **Written Questions**

A member who has submitted a written question is entitled to put one supplementary question arising from the circulated answer.

8. **Adult Safeguarding Panel**

The County Council is asked to consider and note an overview of the recent work of the Adult Safeguarding Panel (page 166). A newsletter on the work of the Panel is enclosed.

9. **Corporate Parenting Panel**

The County Council is asked to consider and note an overview of the recent work of the Corporate Parenting Panel (pages 167 to 171).

1 p.m. **Lunch (In the event that the morning business is finished before lunch the afternoon business will be brought forward as appropriate.)**

2.15 p.m. 10. (a) **Governance Committee: PropCo Panel**

The Council is asked to consider the establishment of a PropCo Panel to consider investment proposals, monitor development and manage performance of the investments, in the light of a report by the Governance Committee (pages 172 and 173).

(b) **Appointments to the PropCo Panel**

Following the establishment of the PropCo Panel at item 10 (b), to consider appointments to the Panel which will take effect from the end of the meeting. Proposals will be circulated.

11. **Governance Committee: Member Roles - Champions**

The Council is asked to consider proposals for the inclusion of the role of Champion in the Constitution and the deletion of the role of Adviser to a Cabinet Member, in the light of a report by the Governance Committee (pages 174 and 175).

12. **Governance Committee: Minor Changes to the Constitution**

The Council is asked to consider and approve minor amendments to the terms of reference of Adult Safeguarding Panel, Care Commissioning Planning Group and Health and Wellbeing Board, in the light of a report by the Governance Committee (pages 176 to 185).

13. **Performance and Finance Select Committee: The Select Committee Outline Work Programme 2013/15**

The Council is asked to consider and approve the Select Committee work programme for 2013-15 in the light of a report by the Performance and Finance Select Committee (pages 186 to 202).

4.15 p.m. **County Council concludes.** Items not commenced by 4.15 p.m. will be deferred to the following meeting.

Head of Law and Governance
4 December 2013

* The times stated indicate the latest end times for previous business and should not be relied on as start times for subsequent items