

To all Members of the County Council

An Annual meeting of the County Council will be held at **10.30 a.m.** on **Friday, 27 March 2015** at **Civic Hall, Crawley Borough Council, The Boulevard, Crawley, RH10 1UZ.**

Agenda

1. **Election of Chairman**

To elect a Chairman of the County Council for the ensuing year (the Chairman to make a declaration of acceptance of office).

2. **Election of Vice-Chairman**

To elect a Vice-Chairman of the County Council for the ensuing year (the Vice-Chairman to make a declaration of acceptance of office).

3. **Members' Interests**

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

4. **Minutes**

The Council is asked to confirm the minutes of the ordinary meeting of the County Council held on 13 February 2015 (pages 3 to 34).

10.45 a.m.* 5. **Review of Proportionality**

The County Council has a statutory duty to review the proportionality on its committees each year. The review also needs to take into account Mr Rae's recent change in group affiliation. A [brief explanation](#) of the proportionality rules and how they are applied is set out on page 35. The result of the review and a table showing the number of seats on committees will [follow](#).

6. **Notification of Appointment of Cabinet Members and Deputies to Cabinet Members**

The Leader is required each year to give notice to the Council of her appointments to the Cabinet and allocation of Cabinet portfolios between the Cabinet Members, together with the appointment of Deputies to Cabinet Members (to follow).

7. **Appointments**

The County Council is required each year in the light of the Leader's appointments at item 6 to appoint the chairmen, vice-chairmen and members of Select Committees and non-Executive committees and substitutes in accordance with Standing Order 53. Proposed changes by the Groups will be circulated. The appointments will take effect from the end of the meeting.

8. **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.

9. **Cabinet and Written Questions**

(a) **Written Questions**

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

(b) **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 13 February 2015 (pages 36 to 43) and any [supplementary report](#).

(1 hour 30 minutes is allocated for Cabinet Member questions)

(c) **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)

10. **Governance Committee: Review of format of Council Meetings**

The Council is asked to consider changes to the format of Council meetings in the light of a report from the Governance Committee (pages 44 to 51).

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.

11. **Governance Committee: Pay Policy Statement 2015/16**

The Council is asked to approve the Pay Policy Statement 2015/16 in the light of a report from the Governance Committee (pages 52 to 62).

12. **Governance Committee: Pension Advisory Board – Terms of Reference**

The Council is asked to approve minor changes to the terms of reference of the Pension Advisory Board to take account of recent regulations and guidance, in the light of a report from the Governance Committee (pages 63 and 64).

13. **Notices of Motion**

- (a) To consider the following motion, submitted by Mr G L Jones, which was referred to the Cabinet Member for Corporate Relations at the meeting of the County Council on 12 December 2014 and deferred due to lack of time at the meeting of the County Council on 13 February 2015:

'In 2012 the County Council signed the Armed Forces Community Covenant, in which we committed to support the Armed Forces Community working and residing in West Sussex.

It is of paramount importance that we honour our pledges in the Community Covenant and continually strive to ensure that those commitments are translated into actions to improve the lives of all those who are either in active service or have served our country.

We recognise that veterans can find making the transition to civilian life extremely challenging, particularly in finding and securing lasting employment and believe that the County Council has a leading role to play in helping ex-servicemen and women to fulfil their potential outside of the Services.

This Council therefore asks the Cabinet Member for Corporate Relations to commit to signing up to the 'Veteran's Guaranteed Interview Scheme', created by the independent charity 'Soldier On!' and to fulfil the Scheme's two criteria:

- To interview all veterans who meet the minimum criteria for a job vacancy and to consider them on their abilities;
- To review this commitment annually and assess what has been achieved.

We also ask the Cabinet Member to commit to, wherever practicable, encouraging our suppliers and contractors to sign up to the scheme and also to promote the principles of the scheme to all employers within the county.'

and the report of the Cabinet Member for Corporate Relations ([page 65](#)).

- (b) To consider the following motion, submitted by Mrs Mullins, which was referred to the Cabinet

Member for Highways and Transport at the meeting of the County Council on 12 December 2014 and deferred due to lack of time at the meeting of the County Council on 13 February 2015:

'This Council notes that none of the towns, villages, or housing estates in the county were ever designed to accommodate the presently required parking provision and no one could have predicted how parking problems would blight our communities today. This Council believes that, although different parking issues affect communities in different ways, parking is a county-wide problem which will soon reach crisis point. Not only do parking issues cause frustration and tension between neighbours, they also lead to costly damage to the infrastructure, increased congestion and safety issues due to blocked access routes for emergency and service vehicles.

This Council resolves to tackle this issue by asking the Cabinet Member for Highways and Transport to set up a Parking Strategy Working Group involving district, borough, town and parish councils to proactively consider parking improvement schemes in all towns and villages to deal with this issue, ensuring that any profit from parking schemes and measures are re-invested into parking alleviation schemes throughout the county.

The Working Group should explore possibilities such as park and ride schemes; facilitating a reasonable cost one-stop service for residential driveway installation and focussing in particular on the issues around railway stations. Phase two of the strategic working group should look at longer term solutions to this problem such as (a) reviewing current planning requirements county-wide to ensure future developments for both commercial and residential properties include adequate provision for parking; and (b) the extent to which safe cycle tracks and lanes to link our towns and villages would have a positive impact on travel across the county and thereby reduce parking issues.'

and the report of the Cabinet Member for Highways and Transport ([page 66](#)).

- (c) To consider the following motion, submitted by Mrs Millson, notice of which was given on 9 March 2015. A [briefing note](#) is now available.

'This Council aims to be recognised by the residents and business community of West Sussex as a Council that actively supports and promotes the concept of Fairtrade, ensuring that producers from developing countries get a fair price for their goods and labour.

Noting that there are already a number of Fairtrade

councils within West Sussex, West Sussex County Council resolves to ask the Cabinet Member for Corporate Relations to:

- (1) Promote awareness of Fairtrade issues by making publicity and educational information available to local people, regarding the worldwide impact of unfair trade, and the opportunities that Fairtrade provides to promote sustainable development;
 - (2) Investigate the Council's purchasing policies regarding items that Fairtrade produces and encourage the purchase of Fairtrade items whenever possible, in particular to make Fairtrade tea and coffee available wherever refreshments are provided; and
 - (3) Work with the West Sussex Fairtrade Steering Committee to promote Fairtrade issues and practices amongst local businesses and commercial and other organisations.'
- (d) To consider the following motion, submitted by Mr Oxlade, notice of which was given on 10 March 2015. A [briefing note](#) is now available.

'This Council believes:

1. 16 and 17 year olds are knowledgeable and passionate about the world in which they live and are as capable of engaging in the democratic system as any other citizen;
2. Lowering the voting age to 16, combined with strong citizenship education, empowers young people to better engage in society and influence decisions that will define their future; and
3. People who can consent to medical treatment, work full-time, pay taxes, get married or enter a civil partnership and join the armed forces should also have the right to vote;

The Council therefore calls on the Governance Committee to:

- (1) Support the recent proposals to extend the franchise in all elections to 16 and 17 year olds;
- (2) Ask local MPs and the Government to extend the franchise in all elections to 16 and 17 year olds; and
- (3) Continue working with West Sussex Schools and Colleges to enhance citizenship education for all young people in West Sussex.'

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

Director of Law, Assurance and Strategy
18 March 2015

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