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If calling, please ask for:  
Clare Jones

1 September 2016

## **Governance Committee**

A meeting of the Committee will be held at **2.15 p.m. on Monday, 12 September 2016 at County Hall, Chichester.**

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## **A g e n d a**

### **Part I**

#### **1. Declarations of Interest**

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt, contact Democratic Services before the meeting.

#### **2. [Minutes](#) of the meeting of the Committee held on 29 June 2016 are attached (blue paper).**

#### **3. Urgent Matters**

Items not on the agenda which the Chairman of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances.

#### **4. Part II Matters**

Members are asked to indicate at this stage if they wish the meeting to consider bringing into Part I any items on the Part II agenda.

#### **5. [Democratic Services Savings](#)**

Report by the Executive Director Corporate Resources and Services and the Director of Law, Assurance and Strategy attached.

The Committee is asked to endorse changes to the Council's governance arrangements, for recommendation to the County Council on 21 October and for implementation from May 2017, resulting from the Democratic Services savings proposals.

6. **Outcome of Boundary Review of West Sussex County Council**

Report by the Director of Law, Assurance and Strategy attached and [final recommendations](#) of the Local Government Boundary Commission enclosed.

The Committee is asked to note the final recommendations of the Local Government Boundary Commission for England for West Sussex electoral arrangements which are very much in line with the County Council's wishes. The order will now be laid in Parliament and, subject to parliamentary scrutiny, will take effect from the May 2017 elections.

7. **Boundary Review of Chichester District Council**

Report by the Director of Law, Assurance and Strategy attached.

The Local Government Boundary Commission for England is undertaking a full boundary review of Chichester District Council during 2016/17. The Committee is asked to consider the County Council's response to the Commission's draft scheme which was published on 16 August 2016.

8. **Change to County Local Committee Functions**

Report by the Executive Director Care, Wellbeing and Education and Director of Law, Assurance and Strategy attached.

The Committee is asked to recommend to the County Council an amendment to the terms of reference of County Local Committees following the decision of the Cabinet Member for Community Wellbeing to take back the function of determining Adults' Services grant awards.

9. **Chief Executive's Scheme of Delegation**

The Committee is asked to approve an addition to the delegations to the Chief Executive in the Scheme of Delegation to allow for the appointment of an Executive Director to act as Deputy Chief Executive to act in the Chief Executive's absence for any reason and to undertake such additional responsibilities as the Chief Executive may determine, as set out below:

<b>No.</b>	<b>Function</b>	<b>Officer</b>	<b>Jointly or also delegated to</b>
234A	To permit the Chief Executive to appoint an Executive Director to act as Deputy Chief Executive so as to discharge the functions and responsibilities of the Chief Executive in the absence of the Chief Executive for any reason and to discharge such additional responsibilities as may be specifically delegated to the person so designated.	Chief Executive	

No background Papers

Contact: Clare Jones, 033022 22526.

10. **Report of the Member Development Group**

Report by the Chairman of the Member Development Group attached.

To receive the regular report on the work of the Group, member development activities and member training and development priorities and plans.

11. **Code of Corporate Governance**

Report by the Director of Law, Assurance and Strategy attached.

The Committee is invited to approve a revised Code of Corporate Governance to support the oversight of the Council's governance framework and the mechanism for giving assurance as to its effectiveness. The Code was last revised in 2014. New national guidance has been issued that sets out revised core principles and sub-principles of good governance, so the Code must be updated to reflect this.

12. **West Sussex Pension Fund Annual Report 2015/16**

Report by the Director of Finance attached.

To receive the Annual Report of the West Sussex Pension Fund for the year ended 31 March 2016 and note the current issues affecting the Pension Fund.

13. **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 p.m. on Monday, 28 November 2016.

**Part II**

The Committee is asked to consider in respect of the following items whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Part I of Schedule 12A of the Local Government Act 1972, as indicated against the item and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

The minutes and reports dealt with under this part of the agenda **are enclosed for members of the Committee only (yellow paper)**. However, a summary of the matters dealt with under the Part II minutes referred to in agenda item 14 is [attached](#) for all recipients of the agenda.

14. **Minutes (Part II) of the meeting held on 29 June 2016 attached for members of the Committee only.**

15. **Pension Fund Pooling**

Report by the Director of Finance attached for members of the Committee only to follow.

The report updates the Committee proposed arrangements for pooling assets via the ACCESS pool of local authorities and seeks approval to the recommended option to secure an Operator.

Exempt: paragraph 3, Financial or business affairs of any person (including the authority)

**To all members of the Governance Committee**