

Unconfirmed minutes – subject to approval/amendment at the next meeting of the Committee

Governance Committee

22 January 2018 – At a meeting of the Committee held at County Hall, Chichester.

Present:

Mr Barnard (Chairman), Mr Burrett, Mrs Mullins, Mr R J Oakley, Mrs Sparkes and Dr Walsh.

Apologies for absence were received from Mr Acraman, Ms Goldsmith and Mr Mitchell.

Declarations of Interest

95. In accordance with the code of conduct, Mr Burrett and Mrs Mullins declared personal interests in the item on Pension Advisory Board membership, as a deferred member and member of the West Sussex Local Government Pension Scheme respectively.

Minutes of the Governance Committee

96. It was agreed that the term 'Crawley ward' in minute 77 was incorrect and should actually read 'Mid Sussex district ward'.

97. Resolved – That, subject to the correction in minute 96 above, the minutes of the meeting held on 27 November 2017 be approved as a correct record and that they be signed by the Chairman.

Pay Policy Statement 2018/19

98. The Committee considered a report by the Director of Human Resources and Organisational Development (copy appended to the signed minutes) on proposed revisions to the Pay Policy Statement for recommendation to the County Council.

99. The report was introduced by the Director of Human Resources and Organisational Development, who explained that the report recommended minor updates. The main change proposed was to refer to staff groups transferring into the organisation generically, rather than trying to list all of them.

100. In response to questions and some concern expressed about the pay differential between the highest and lowest paid staff, the Director clarified that apprentices were currently included, which could slightly skew the figures. She recommended that they be excluded in future years. The differential was in line with similar local authorities and the quoted figures excluded on-costs and expenses (such as travel and re-location expenses). It was noted that some role titles would need to be updated for the final version submitted to the County Council for approval.

101. Resolved – That the proposed revisions to the Pay Policy Statement, as set out in Appendix 1 to the report, be endorsed for recommendation to the County Council.

Unconfirmed minutes – subject to approval/amendment at the next meeting of the Committee

Honorary Aldermen

102. The Committee was informed that the County Council was able to appoint former members with eminent service as honorary aldermen of West Sussex and that the Chairman had asked for the matter to be considered. The Committee was asked to consider a report by the Director of Law and Assurance (copy appended to the signed minutes) which set out options and a draft Standing order for discussion.

103. The Committee was supportive of introducing an honorary alderman scheme, but did not want to make this an automatic right after a certain length of service, rather that this should be awarded for long and distinguished service, starting from consideration of members who had retired after the County Council election in May 2017.

104. It was noted that other councils in West Sussex had a mechanism to agree a nomination – either through a Governance Committee or through informal discussion with group leaders. It was agreed that the latter option would be most appropriate to avoid any potential embarrassment for possible candidates.

105. Resolved –

- (1) That the County Council be asked to agree to introduce an honorary alderman scheme, to begin with consideration of members who retired in May 2017.
- (2) That the draft Standing Orders be submitted to the County Council for approval, subject changing '16 years' service' to 'long and eminent service' and to include an additional provision that the Chairman will make nominations following consultation with group leaders.

Pension Advisory Board - Membership

106. The Committee was asked to consider a report by the Director of Law and Assurance (copy appended to the signed minutes) setting out a request from the Pension Advisory Board for changes to the terms of reference of the Board in relation to membership for recommendation to the County Council.

107. The Director of Law and Assurance advised that the changes were proposed to make it clear that Board members had to be connected to the West Sussex Local Government Pension Scheme, which has always been the intention.

108. Resolved – That the changes to the terms of reference of the Pension Advisory Board in relation to membership, as set out at the Appendix to the report, be endorsed for recommendation to the County Council.

Report of the Member Development Group

109. The Committee received the regular report on the work of the Member Development Group (MDG), member development activities and member training and development priorities and plans. The report also contained an overview of activities since the Group's last report in November 2017, including details of Member Development Sessions and a review of the Local Area Days, part of the Member Induction Programme 2017 (copy appended to the signed minutes).

Unconfirmed minutes – subject to approval/amendment at the next meeting of the Committee

110. The Committee welcomed recent member days and the evaluation of the local area member days. It was hoped that opportunities could be sought to undertake local area training jointly with district and borough councils in future. It was also acknowledged that leaving evaluation to the end of the day might not be ideal as people would often need to leave promptly.

111. Resolved - That the report be noted.

Department for Communities and Local Government Parliamentary Select Committee Review of Scrutiny

112. The Committee received a verbal update on the plans to consider any implications of the recently published Parliamentary review of scrutiny for the County Council (the Governance Committee contributed to the review last year).

113. The Director of Law and Assurance reported that members of Select Committees would be involved in a workshop to consider the findings of the review and if any changes were subsequently identified, these would be brought to the Committee for consideration.

114. Resolved – That the position be noted.

Date of Next Meeting

115. The Committee noted that the next meeting would be held at 2.15 p.m. on Monday, 19 March 2018.

The meeting ended at 3.10 p.m.

Chairman