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12 November 2015

Governance Committee

A meeting of the Committee will be held at **2.15 p.m.** on **Monday, 23 November 2015** at **County Hall, Chichester**.

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A g e n d a

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 24 August 2015 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. Boundary Review

The Local Government Boundary Commission has notified the County Council that its time table has been put back by around a month and the draft recommendations for West Sussex will now be published on 15 December 2015. Following consideration by the Electoral Review Panel, the Commission's recommendations will therefore be reported to the Governance Committee on 25 January 2016. The additional meeting of the Committee scheduled for 4 January 2016 to fit with the original time table has therefore been cancelled.

Contact: Charles Gauntlett, 033022 22524

Background Papers: None

5. **Review of format of Council Meetings Survey**

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

As promised in the report to the Committee in March this year on changes to the format of Council meetings, a survey of members has been carried out after three County Council meetings under new arrangements to check if they are felt to have been successful. The Committee is asked to consider the findings of the survey and whether it wishes to make any recommendations for further changes in the light of members' comments.

6. **Governance of the Capital Programme**

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

Following the decision at County Council on 30 October 2015 the Committee is invited to consider proposals for the future governance of the capital programme for recommendation to the County Council in December and, in particular, to consider proposals for delegations to senior officers.

7. **Partnership Governance for Contract Management**

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

The Committee is asked to consider ways of making the current arrangements for the governance of the County Council's commercial and contractual arrangements more transparent and for reviewing the use of partnership boards.

8. **Pooling of Assets for Local Government Pension Scheme Funds**

Report by the Executive Director Corporate Resources and Services attached.

The Committee is asked to note an update on the work of the Pensions Panel Task and Finish Group which is considering the Government's proposals to require all Local Government Pension Scheme Funds to pool assets.

9. **West Sussex Pension Fund Annual Report 2014/15**

Report by the Executive Director Corporate Resources and Services attached.

To receive the Annual Report of the West Sussex Pension Fund for the year ended 31 March 2015 and note the current issues affecting the Pension Fund.

10. **Pension Advisory Board: Work Plan and Budget**

Report by the Executive Director Corporate Resources and Services attached.

The Committee is asked to consider and approve the business plan and budget of the newly-established Pension Advisory Board.

11. **[Change to County Local Committee Boundaries](#)**

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

The Committee is asked to consider a change to the boundaries of the Joint Downland and Joint Eastern Arun County Local Committee (CLC) area boundaries which will put the entirety of Angmering Parish into the Joint Eastern Arun CLC area, for recommendation to the County Council.

12. **[Start of Life Partnership Board Terms of Reference](#)**

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

The Committee is asked to endorse revisions to the Start of Life Partnership Board terms of reference for recommendation to the County Council.

13. **[West Sussex Health and Wellbeing Board: Revised Membership](#)**

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

The Committee is asked to endorse revisions to the membership of the Health and Wellbeing Board to include a seat on the Board for a representative of the West Sussex Health Inequalities Network, for recommendation to the County Council.

14. **[Report of the Member Development Group](#)**

Report by the Chairman of the Member Development Group attached.

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

15. **Report of Urgent Action**

To note action taken by the Director of Law, Assurance and Strategy, in consultation with the Chairman, as follows:

Section 151 Officer - changes to the Constitution

Approval to amend the Scheme of Delegation to transfer the role of Section 151 Officer from the post of Executive Director Corporate Resources and Services to the post Director of Finance. The amendment will take effect from the date on which the successful candidate starts in post. The designation was formally approved by the County Council at its meeting on 30 October 2015.

Background Paper

[Letter from the Director of Law, Assurance and Strategy to the Chairman of the Governance Committee dated 19 October 2015.](#)

Contact: Clare Jones, 033022 22526.

16. **Date of Next Meeting**

As a result of the change in the publication date of the Local Government Boundary Commission's recommendations, as set out at item 4, the next meeting of the Committee due to be held at 2.15 p.m. on Monday, 4 January 2016 has been cancelled. The next meeting will therefore be held at 2.15 p.m. on Monday, 25 January 2016.

To all members of the Governance Committee