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If calling, please ask for:  
Clare Jones

15 June 2017

## **Governance Committee**

A meeting of the Committee will be held at **2.15 p.m. on Monday, 26 June 2017** at **County Hall, Chichester**.

**Tony Kershaw**  
Director of Law and Assurance

## **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 6 March 2017 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. Membership of the Committee and Terms of Reference**

The Committee is asked to note the terms of reference of the Committee ([attached](#)) and its membership, as set out below, which was appointed at the meeting of the County Council on 16 May 2017:

Mr Acraman, Mr Barnard (Chairman) Mr Burrett, Ms Goldsmith, Mr Mitchell, Mrs Mullins, Mr R J Oakley (Vice-Chairman), Mrs Sparkes and Dr Walsh.

### **5. [Proportionality and Committees Review](#)**

Report by the Director Law and Assurance attached.

At County Council on 16 May 2017, the Chairman agreed that the Committee should consider the size of committees in the light of a request from the Liberal Democrat group about representation on Select Committees. The

Labour group have also made a request about representation on the Regulation, Audit and Accounts Committee. A way of accommodating their requests has been calculated and the possible approach is set out for the consideration of the Committee. Minor changes to the Constitution regarding the frequency of Corporate Parenting Panel updates to the County Council and on how call-in matters are determined are also proposed for endorsement.

6. **Petitions Scheme**

Report by the Director of Law and Assurance attached.

The Committee is asked to consider proposed changes to the Petitions Scheme for recommendation to the County Council.

7. **Removal of Staff Joint Committee and arrangements for union dialogue**

Report by the Director of Law and Assurance and the Director of Transformation, Customer and Support Services attached. A paper by Unison is also [attached](#).

The Governance Committee is responsible for the Council's human resources policy and strategy. It has for some time had a sub-committee - Staff Joint Committee - to provide a forum for liaison with the recognised trade union. Given the record of the sub-committee's range of business, the other liaison arrangements in place and the expectation for the Chief Executive as Head of the Paid Service to lead on union and staff engagement, the Committee is asked to consider a proposal that the sub-committee should be discontinued for recommendation to the County Council.

8. **Updating the Scheme of Delegation**

Report by the Director of Law and Assurance attached.

The Committee is asked to consider and endorse changes to the Scheme of Delegation for recommendation to the County Council and to note changes to the officer scheme of delegation.

9. **Introduction to Pensions**

The Committee will receive a short introduction to the Committee's role in relation to pensions.

10. **Report of Member Attendance April 2016 to April 2017**

Report by the Director of Law and Assurance attached.

As part of its terms of reference the Governance Committee is required to monitor attendance of members at meetings of the County Council and its committees annually. The Committee is asked to note members' attendance for the period 1 April 2016 to 30 April 2017.

11. **[Appointments to Committees, Panels and Outside Bodies](#)**

In accordance with the provisions of the Local Government and Housing Act 1989, the Committee is asked to appoint members to serve on a number of committees, panels and outside bodies in line with the expressed wishes of the political groups. A note by the Director of Law and Assurance setting out proposals is attached.

12. **Report of Urgent Action**

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

**Response to Consultation on Horsham District Council's Electoral Boundary Review**

Approval to the County Council's response to a consultation document from Horsham District Council on its electoral boundary review, as recommended by the Electoral Review Panel.

**[Background Paper](#)**

Letter from the Director of Law and Assurance to the Chairman of the Governance Committee dated 16 March 2017.

13. **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 p.m. on Monday, 11 September 2017.

**To all members of the Governance Committee**