

Tony Kershaw
Director of Law and Assurance

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27 August 2020

Governance Committee

A virtual meeting of the Committee will be held at **2.15 pm** on **Monday, 7 September 2020**.

Note: In accordance with regulations in response to the current public health emergency, this meeting will be held virtually with members in remote attendance. Public access is via webcasting.

The meeting will be available to watch live via the Internet at this address:

<http://www.westsussex.public-i.tv/core/portal/home>

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Agenda

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 please contact Democratic Services before the meeting.

2. Minutes of the last meeting of the Committee (Pages 5 - 8)

The Committee is asked to agree the minutes of the meeting held on 6 July 2020 (cream 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. Plans for Member Meetings during the Covid-19 Emergency (Pages 9 - 20)

Report by the Director of Law and Assurance.

The Committee agreed to review at each of its meetings the plans for member meetings during the current public health emergency. This report covers arrangements up to December 2020, with a focus on the next round of County Local Committees in October/November 2020.

5. **Planning and Rights of Way Committees - options for cost savings**
(Pages 21 - 24)

Report by the Director of Law and Assurance.

The Committee is asked to give further consideration to a proposed merger of the Planning and Rights of Way Committees, to improve customer service and to offset some of the costs of establishing the Fire & Rescue Service Scrutiny Committee agreed by Council in December 2019.

6. **Minor Changes to the Constitution** (Pages 25 - 30)

Report by the Director of Law and Assurance.

The Committee is asked to consider minor changes to the terms of the Rights of Way Committee and the Pension Advisory Board and the membership of the Pensions Committee in the Scheme of Delegation in the Constitution for recommendation to the County Council.

7. **Staff Appeals Panel Annual Report 2019/20** (Pages 31 - 36)

Report by the Director of Human Resources and Organisational Change and the Director of Law and Assurance.

The Committee is asked to consider the annual report of the Appeals Panel for 2019/20.

8. **Report of Member Attendance April 2019 to March 2020** (Pages 37 - 42)

Report by the Director of Law and Assurance.

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 2019 to 31 March 2020.

9. **Member Development Group: Membership**

The Committee is asked to appointment a member fill a vacancy on the Member Development Group. A proposal will be available at the meeting.

10. **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 p.m. on Monday, 23 November 2020.

To all members of the Governance Committee