

Tony Kershaw
Director of Law and Assurance

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18 June 2021

Governance Committee

A meeting of the Committee will be held at **2.15 pm** on **Monday, 28 June 2021** at **County Hall, Chichester PO19 1RQ**.

Note: In response to the continuing public health restrictions, there will be limited public access to the meeting. Admission is by ticket only, bookable in advance via: democratic.services@westsussex.gov.uk

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 - 10)

The Committee is asked to agree the minutes of the meeting held on 18 January 2021 (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. Membership and terms of reference (Pages 11 - 14)

To note the membership of the Committee, as set out below.

Cllr Caroline Baxter
Cllr Pete Bradbury (Chairman)

Cllr Richard Burrett
Cllr Amanda Jupp
Cllr Kirsty Lord
Cllr Paul Marshall
Cllr Kate O'Kelly
Cllr Steve Waight
Cllr Sujan Wickremaratchi (Vice-Chairman)

The Committee's terms of reference are attached for information.

5. **Plans for future Member Community Engagement to replace County Local Committees** (Pages 15 - 24)

Report by the Director of Law and Assurance.

The Committee is asked to consider a proposal that County Local Committees be replaced by a more informal local community engagement forum for county councillors for recommendation to the County Council.

6. **Review of the Constitution** (Pages 25 - 64)

Report by the Director of Law and Assurance.

The Committee is asked to consider a number of minor changes to the Constitution.

7. **Future Catering Provision for Councillors** (Pages 65 - 70)

Report by the Director of Law and Assurance.

As the staff canteen on the County Hall campus has been closed, the Committee is asked to consider whether alternative catering arrangements should be made for member meetings in future.

8. **Plans for Member Meetings** (Pages 71 - 80)

Report by the Director of Law and Assurance.

The Committee is asked to consider plans for meetings to the end of July and agree that arrangements for formal member meetings should continue to be monitored by the Committee, to include a review at its next meeting of plans for meetings during autumn 2021.

9. **Pension Advisory Board: Business Plan 2021/22** (Pages 81 - 94)

Report by the Director of Finance and Support Services.

The Committee is asked to consider the Pension Advisory Board draft Business Plan and budget for 2021/22.

10. **Appointments to Panels and Outside Bodies** (Pages 95 - 96)

Note by the Director of Law and Assurance.

In accordance with the provisions of the Local Government and Housing Act 1989, the Committee is asked to appoint members to fill vacancies on the Appeals Panels and to the outside body for which the Committee is responsible in accordance with the wishes expressed by the political groups. The majority of the appointments following the election on 6 May for which the Committee is responsible were made by the County Council at its meeting on 21 May 2021.

11. Report of Member Attendance April 2020 to April 2021 (Pages 97 - 100)

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 2020 to 30 April 2021.

12. Date of Next Meeting

The next meeting of the Committee will be held at 2.15 pm on 6 September 2021 at County Hall, Chichester.

To all members of the Governance Committee

Webcasting

Please note: this meeting is being filmed for live and subsequent broadcast via the County Council's website on the internet. The images and sound recording may be used for training purposes by the Council.

Generally the public gallery is not filmed. However, by entering the meeting room and using the public seating area you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.