

**Tony Kershaw**  
Director of Law and Assurance

If calling please ask for:

Clare Jones on 033 022 22526  
Email: [clare.jones@westsussex.gov.uk](mailto:clare.jones@westsussex.gov.uk)

[www.westsussex.gov.uk](http://www.westsussex.gov.uk)

County Hall  
Chichester  
West Sussex  
PO19 1RQ  
Switchboard  
Tel no (01243) 777100



---

16 September 2021

## **Governance Committee**

A meeting of the Committee will be held at **2.00 pm** on **Friday, 24 September 2021** at **County Hall, Chichester PO19 1RQ**.

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

Tony Kershaw  
Director of Law and Assurance

## **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 as 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 - 12)**

The Committee is asked to agree the minutes of the meeting held on 28 June 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. Plans for County Local Forums (Pages 13 - 24)**

Report by the Director of Law and Assurance and Director of Communities.

Further to the decision of the County Council in July to replace County Local Committees with more informal County Local Forums, the Committee is asked

to consider the proposed pilot arrangements including a summary of consultation feedback received from county councillors and district, town and parish councils.

5. **Plans for Member Meetings** (Pages 25 - 44)

Report by the Director of Law and Assurance.

The Committee is asked to consider proposals for meeting arrangements to the end of March 2022, following the relaxation of public health restrictions, and taking account of consultation feedback from county councillors. The Committee is also asked to agree that webcasting should revert to pre-pandemic arrangements.

6. **Review of Joint Arrangements** (Pages 45 - 50)

Report by the Director of Law and Assurance.

The Committee is asked to consider an update on the joint working arrangement between the County Council and East Sussex County Council in relation to governance and leadership with a particular focus on the agreement for a joint chief executive.

7. **Update to Constitution: Corporate Parenting Panel Terms of Reference** (Pages 51 - 58)

Report by the Director of Law and Assurance.

The Committee is asked to consider changes to the terms of reference of the Corporate Parenting Panel for recommendation to the County Council.

8. **Appeals Panel Annual Report 2020/21** (Pages 59 - 64)

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

The Committee is asked to consider the annual report of the Appeals Panel for 2020/21.

9. **Change to Member Development Group Terms of Reference** (Pages 65 - 68)

Report by the Director of Law and Assurance.

The Committee is asked to consider a small amendment to the terms of reference of the Member Development Group for recommendation to the County Council.

10. **Appointments**

The Committee is asked to confirm the following appointments in accordance with the wishes expressed by the political groups.

## **Pensions Committee**

Cllr Turley in place of Cllr Baxter

## **Member Development Group**

Cllr Duncton to fill vacancy

**Contact:** Clare Jones, Senior Democratic Services Officer,  
[clare.jones@westsussex.gov.uk](mailto:clare.jones@westsussex.gov.uk), 033 022 22526

**Background papers:** None

### **11. Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 pm on Monday, 15 November 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.