

Tony Kershaw
Director of Law and Assurance

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5 November 2021

Governance Committee

A meeting of the Committee will be held at **2.15 pm** on **Monday, 15 November 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

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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 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 3 - 8)

The Committee is asked to agree the minutes of the meeting held on 24 September 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. Changes to Council Procedures (Pages 9 - 22)

Report by the Director of Law and Assurance.

Following a request by the Chairman that Council procedures should be reviewed to make them more consistent and easier to understand and so improve council meetings, the Committee is asked to consider changes for recommendation to the County Council.

5. **Minor changes to the Constitution, including Regulation, Audit and Accounts Committee Terms of Reference** (Pages 23 - 32)

Report by the Director of Law and Assurance.

The Committee is asked to consider changes to the terms of reference of the Regulation, Audit and Accounts Committee, specifically in relation to its licencing and regulatory functions, and other minor updates to the Constitution.

6. **Plans for Member Meetings** (Pages 33 - 38)

Report by the Director of Law and Assurance.

The Committee is asked to review the arrangements for these meetings in light of the full County Council meeting held on 22 October 2021. The Committee is also asked to consider criteria whereby informal meetings may meet in person.

7. **Report of the Member Development Group** (Pages 39 - 44)

Report by the Chairman of the Member Development Group.

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

8. **Date of Next Meeting**

To be confirmed.

To all members of the Governance Committee