

**Tony Kershaw**  
Director of Law and Assurance

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28 January 2022

## **Governance Committee**

A meeting of the Committee will be held at **10.30 am on Monday, 7 February 2022 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)

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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 5 - 10)**

The Committee is asked to agree the minutes of the meeting held on 15 November 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. Pay Policy Statement 2022/23 (Pages 11 - 22)**

Report by the Director of Human Resources and Organisational Development.

The Committee is invited to consider proposed revisions to the Pay Policy Statement, as set out in the report, for recommendation to the County Council.

### **5. Plans for Member Meetings (Pages 23 - 36)**

Report by the Director of Law and Assurance.

The Committee is asked to note the plans for meetings to the end of March 2022, as agreed at its last meeting, and to consider future meeting arrangements from April 2022 onwards.

6. **Code of Governance** (Pages 37 - 50)

Report by the Director of Law and Assurance.

The Committee is asked to consider a new Code of Governance to support the oversight of the Council's governance framework and to assist in giving assurance as to its effectiveness.

7. **Amendments to the Delegation Code of Practice for Rights of Way** (Pages 51 - 54)

Report by the Director of Highways, Transport and Planning.

The report proposes amendments to the Rights of Way Code of Practice, to bring it into line with the other codes of practice in the Constitution. The Committee is asked to support the proposed amendments for submission to the County Council for approval.

8. **The publication of Members' Home Addresses** (Pages 55 - 60)

Report by the Director of Law and Assurance.

The Committee is asked to consider a proposal from the Member Development Group that the Council should adopt a default position of not publishing the home addresses of members.

9. **Proposed change to the Constitution on Reasonable Adjustments** (Pages 61 - 64)

Report by the Director of Law and Assurance.

The Committee is asked to consider a new Standing Order to make explicit reference to the fact that officers will consider requests for reasonable adjustments, in line with best practice, for recommendation to the County Council.

10. **Update on DBS checks for County Councillors** (Pages 65 - 68)

Report by the Director of Law and Assurance.

Prior to the 2021 County Council elections the Governance Committee agreed that all newly-elected members should be required to have a standard Disclosure and Barring Service (DBS) check with members appointed to specific roles having an enhanced DBS check. The Committee is asked to note the progress made on the completion of this task to date.

11. **Report of Urgent Action**

Approval to the County Council's response to the Mid Sussex District Council Boundary Review consultation.

### **Background Papers**

[Letter from the Director of Law and Assurance to the Chairman of the Governance Committee dated 5 November 2021](#)

Contact: Charles Gauntlett, 033 022 22524

### 12. **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 pm on 9 May 2022 at County Hall, Chichester.

**To all members of the Governance Committee**