

**Tony Kershaw**  
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2 September 2022

## **Governance Committee**

A meeting of the committee will be held at **2.15 pm** on **Monday, 12 September 2022** at **County Hall, Chichester PO19 1RQ**.

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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 - 10)**

The Committee is asked to agree the minutes of the meeting held on 6 June 2022 (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. Review of the Fire and Rescue Service Scrutiny Committee (Pages 11 - 16)**

Report by the Director of Law and Assurance.

The Committee is asked to consider a review of the Council's Fire and Rescue Service Scrutiny Committee which was established in June 2020 after a broad review of governance arrangements for the Fire and Rescue Service at the Council following external inspection.

### **5. Review of County Local Forums (Pages 17 - 40)**

Report by Director of Law and Assurance and Assistant Director (Communities).

The Committee is asked to review County Local Forums, following a one-year trial, and decide what to recommend to the County Council in October.

6. **Proposed Executive-Scrutiny Protocol** (Pages 41 - 50)

Report by Director of Law and Assurance.

In May 2022 the Committee agreed to the development of an Executive-Scrutiny Protocol to enhance scrutiny by describing the relationship between scrutiny and the Executive (the Cabinet) and providing a framework for how they may work together most effectively. The Committee is asked to consider a draft Protocol which has been developed through engagement with members, including a cross-party workshop and review by the Performance and Finance Scrutiny Committee.

7. **Independent Remuneration Panel Report** (Pages 51 - 54)

Report by Director of Law and Assurance.

The Independent Remuneration Panel (IRP) has met twice in 2022 to consider initial observations and feedback on the Members' Allowances Scheme after a year of this Council's term. It has concluded that no interim review of the scheme is required in 2022 but has identified some key areas to include in its main quadrennial review, which will begin in 2023. It has, however, recommended that the Committee considers recommending to the Council that the term of office for members of the Panel should be extended from two to three terms.

8. **Governance arrangements Property Joint Venture Partnership** (Pages 55 - 60)

Report by Director of Law and Assurance.

The Committee is asked to consider a recommendation to the County Council that the governance arrangements for the operation of the County Council's involvement in its property joint venture partnership through an arm's length company should be included in the Scheme of Delegation in the Constitution.

9. **Pension Advisory Board and Pensions Committee Membership** (Pages 61 - 64)

Report by Director of Law and Assurance.

The Committee is asked to consider recommending to the Council that the Scheme of Delegation in the Constitution be amended to state that no person may be a Pension Advisory Board member and also a member of the Pensions Committee. This is to avoid any conflict of interest as the Board provides scrutiny of the work of the Pensions Committee and of the Council's role as scheme administrator.

10. **Urgent or Short Notice Decisions** (Pages 65 - 70)

Report by the Director of Law and Assurance.

The Committee is asked to endorse a recommendation to the County Council to approve new wording on urgent and short notice decisions which are set out in Standing Orders in the Constitution. The wording has been altered over time and an officer review has concluded that a simplification and clarification would be helpful.

11. **Appeals Panel Annual Report 2021/22** (Pages 71 - 76)

Report by the 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 2021/22.

12. **Report of Urgent Action**

To note action taken by the Director of Law and Assurance, in consultation with the Vice-Chairman, as follows:

**Mid Sussex District Council Consultation on Burgess Hill Community Governance Review 2022**

Approval to the County Council's response to the Mid Sussex District Council Consultation on Burgess Hill Community Governance Review 2022.

**Background Papers**

[Decision by the Director of Law and Assurance in consultation with the Vice-Chairman of the Governance Committee dated 8 August 2022](#)

Contact: Charles Gauntlett, 033 022 22524

13. **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 pm on 14 November 2022 at County Hall, Chichester.

**To all members of the Governance Committee**