

Tony Kershaw
Director of Law and Assurance

If calling please ask for:

Clare Jones on 033 022 22526
Email: clare.jones@westsussex.gov.uk

www.westsussex.gov.uk

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



11 January 2019

Governance Committee

A meeting of the Committee will be held at **2.15 pm on Monday, 21 January 2019 at County Hall, Chichester.**

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 3 - 8)

The Committee is asked to agree the minutes of the meeting held on 26 November 2018 (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 County Local Committees (Pages 9 - 12)

Report by the Director of Law and Assurance.

At its meeting on 28 November 2018, the Governance Committee agreed to carry out a review of County Local Committees after May 2019. The Committee is asked to consider and agree the proposed terms of reference for the review.

5. Substitution on Select Committees (Pages 13 - 16)

Report by the Director of Law and Assurance.

At its last meeting, the Committee asked for a more detailed report to be prepared on substitution, with a view to considering whether to recommend the

introduction of formal substitution on Select Committees. The report sets out how to establish substitution and why substitution was previously abolished in 2005. The Committee is asked to consider two possible approaches to ensuring representation of a political group at a Select Committee for recommendation to the County Council.

6. **Governance of the Capital Programme** (Pages 17 - 22)

Report by the Director of Law and Assurance.

Since the capital governance was approved in December 2015, it has been implemented across all capital programmes and projects. The experience and learning of the last three years has led to some proposed changes in order to improve the efficiency and transparency of the capital approvals process in the following key areas. The Committee is asked to consider the changes for recommendation to the County Council.

7. **Pay Policy Statement 2019/20** (Pages 23 - 36)

Report by the Director of Human Resources and Organisational Change.

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.

8. **Report of the Member Development Group** (Pages 37 - 40)

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.

9. **Date of Next Meeting**

The next meeting of the Committee will be held at 2.15 p.m. on Monday, 11 March 2019 at County Hall, Chichester.

To all members of the Governance Committee