
Governance Committee: Corporate Parenting Panel Terms of Reference and Pension Advisory Board – Chairman Appointment Process

Corporate Parenting Panel Terms of Reference

Background and context

- 1** The County Council has a Corporate Parenting Panel (CPP) that meets four times per year, consisting of six members and representatives of organisations who work with children in care. It meets regularly with the Children in Care Council and care leavers in order to ensure their views are represented, but there is no formal role for young people, families and carers in the process.

Proposal

- 2** The Governance Committee has considered a number of recommended changes to the terms of reference of the CPP, as summarised below and **set out in Appendix 1**. The aim of the changes is to deliver a more outcomes- and outward-focused Panel, and to ensure the voice of the child is central to its work.
 - (a) Chairmanship:** It is recommended that the Chairman of the CPP should be the Cabinet Member for Children and Young People. This will ensure a closer connection with the responsibilities of the lead member.
 - (b) Membership:** It is recommended that the elected membership be increased to seven to extend capacity and reach.
 - (c) Areas of Responsibility:** A simpler list of responsibilities has been added to help ensure a focused work programme.
 - (d) Sub-Groups:** a mechanism to establish sub-groups, led by the service, is suggested to better deliver the range of work of the Panel.
- 3** The Governance Committee has agreed that the revised terms of reference will be reviewed in six months, when further changes may be proposed following engagement with the Children in Care Council.

Recommended

- (1)** That the revised terms of reference and constitution of the Corporate Parenting Panel, as set out at Appendix 1, be approved; and

Pension Advisory Board – Chairman Appointment Process

Background and context

- 4** As a result of the Public Services Pensions Act 2013 the County Council established a Pension Advisory Board, effective from 1 April 2015. The Board has a broad oversight role over the local Pension Scheme and assists the Scheme Manager in compliance with regulations and best practice.
- 5** The Board comprises three member representatives, three employer representatives and an Independent Chairman.

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- 6** The initial appointment of the Independent Chairman followed advertisement and shortlisting by officers and an interview by a panel of three members from this Committee. The current appointment expires in March 2020.

Members of the Pension Advisory Board

- 7** The terms of reference for the Pension Advisory Board refer to members of the Board other than the Chairman being appointed:
- by the Chairman with advice from the Director of Finance and Support Services and the Director of Law and Assurance;
 - following an invitation which maximises the opportunity for all scheme members and employers to participate; and
 - following approval of candidates being through an open and transparent process.
- 8** The terms also make provision of an extension of the term of office for the employer and member representative (initial term of four years extended up to a maximum of three terms) following reselection.
- 9** It is proposed that that reselection of the employer and member representative is clarified to be either via an invitation or at the discretion of the Chairman, with advice from the Director of Finance and Support Services and the Director of Law and Assurance. It is further proposed that the appointment of members is phased to ensure continuity of experience on the Board.

Independent Chairman of the Pension Advisory Board

- 10** The terms of reference for the Pension Advisory Board refer to the appointment of the Chairman, as reproduced below:

'Chairman

The Chairman will be the independent member appointed for an initial term of 2 years by the Governance Committee, from a short list of nominees drawn up by the Director of Finance and Support Services and the Director of Law and Assurance. A job description approved by the Committee will be used to identify the candidate best suited to the role. The independent Chairman cannot vote, in accordance with the regulations.'

- 11** There is no provision relating to further terms of appointment for the Independent Chairman. It is proposed that this is regularised to reflect the established nature of the Board and in line with other boards such as the Independent Remuneration Panel by the addition of the following to the terms of reference of the Board:
- the term of office for the Independent Chairman is for four years;
 - subject to agreement of the Governance Committee, on advice from the Director of Finance and Support Services and the Director of Law and Assurance, the Independent Chairman will be able to serve a maximum of two consecutive terms before the opportunity is re-advertised.
 - future appointments will be by a panel of three members from the Governance Committee, supported by appropriate technical advice, and shall be made from a short list of nominees drawn up by the Director of Finance and Support Services and the Director of Law and Assurance following suitable

advertisement of the opportunity. The incumbent Chairman would be eligible for consideration for the post.

- amendments to the Independent Chairman's job description will be approved by the Governance Committee.
- the appointment of the Independent Chairman is phased with other members of the Board to ensure continuity of experience on the Board.

12 There is a job description for the Chairman's post. It is remunerated and expenses are paid in line with arrangements approved by the Committee in 2014. It is not proposed that these terms of appointment be changed.

13 The changes to the constitution of the Board **are set out at Appendix 2.**

Recommended

- (2) That the changes set out in paragraphs 9 and 11 above and the constitutional changes set out at Appendix 2 be approved.

Janet Duncton

Chairman of Governance Committee

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Background papers

None