

Governance Committee Working Group

Review of County Local Committees (CLCs)

Terms of Reference

1. Purpose

The objectives of the working group are to:

- (a) Review the purpose, role and effectiveness of CLCs, including their decision-making powers.
- (b) Review the Council's approach to community engagement and development, to include support to the member role in their community.
- (c) Explore opportunities for savings, including through changes and/or reductions to CLCs.
- (d) Make recommendations to the Governance Committee.

Key areas of focus include:

- The purpose of CLCs and whether they continue to have a valid role – and if so on what basis
- Alternative ways of achieving the decisions and actions currently delivered through the CLCs and their cost-effectiveness or efficiency
- The potential to reduce from 11 to seven CLCs, to be coterminous with district and borough councils, which could meet more frequently
- Consideration of the impact of the use of the West Sussex Crowd for allocation of the Community Initiative Fund
- The potential for different ways of working, outside formal CLC meetings, without the need for Democratic Services officer support to support community engagement and development
- The impacts on the members and communities of the two divisions which are split across two CLCs (Bourne and Lindfield & High Weald)
- The joint area committee model in Arun
- The potential for drawing in funding from district/borough and town/parish councils to support CLCs
- What other authorities do in terms of community engagement forums
- How CLCs can make an impact on local priorities, through more informed local data and targeted work
- What support members need to fulfil their local community role and how that can best be met
- How to ensure that the local intelligence and knowledge held by local members is effectively supported and utilised by the Council to build stronger communities, recognising the role of 'place' in enabling and fostering effective community resilience
- How to strengthen the Council's engagement with the community, to include with residents, town and parish councils, district and borough councils and the voluntary and community sector

2. Membership

The working group will be cross-party, with seven members, appointed by the Chairman and Vice-Chairman of the Governance Committee, in consultation with Group Leaders. The working group will be chaired by Mr Paul High and there will be one member for each district/borough area, to ensure geographical spread, as follows:

- Mr Paul High (Chairman) – Worthing
- Mrs Carol Purnell – Chichester
- TBC – Horsham
- TBC – Mid Sussex
- TBC – Arun
- TBC – Adur
- TBC – Crawley

The Cabinet Member for Safer, Stronger Communities and her Senior Adviser will be invited to attend working group meetings to observe as and when appropriate. They will also be involved in any engagement carried out by the working group.

3. Methodology

The working group will:

- Review research and feedback gathered through previous reviews of CLCs and of the local member role (e.g. through member surveys, the Networked Councillor project and the review of member roles carried out as part of the Boundary Review in May 2015)
- Consult all members of the Council
- Consult relevant services (e.g. Highways and Transport, Education).
- Consider what further consultation/engagement may be required (e.g. with town/parish councils)
- Review the size and workload of CLCs and the resources they require
- Review officer support and resources for community development and engagement across the Council and its value for the local member role
- Consult the Cabinet Member for Safer, Stronger Communities and her Senior Adviser

4. Timetable and Reporting

The working group will meet between May and July 2019, with the intention of reporting its conclusions to the Governance Committee meeting on 9 September 2019. Any changes to governance arrangements endorsed by the Committee will need to be approved by County Council on 18 October 2019.