

GOVERNANCE COMMITTEE

Minutes of the meeting held on 10 July 2013 commencing at 7.00 pm

Present: Cllr. Mrs. Davison (Chairman)

Cllr. Scholey (Vice-Chairman)

Cllrs. Mrs. Cook, Fittock, Mrs. Morris and Walshe

Apologies for absence were received from Cllr. London

Cllrs. Davison, Mrs. Hunter, Mrs. Parkin and Miss. Stack were also present.

1. Declarations of Interest

There were no additional declarations of interest.

2. Community Governance Review

The Electoral Services Manager introduced a report providing an update on the community governance review in 2012 which included the creation of a new parish of Badgers Mount in 2015. The community governance review had been regularly reported to the Electoral Arrangements Committee and the report in front of the Committee provided an update on matters that had remained outstanding from that Committee.

The Chairman asked for an update on the recommendation from Shoreham Parish Council regarding the creation of a new East Hill Ward. The Electoral Services Manager reported that as this had not been included in the original community governance review there would have to be a consultation process with the outcomes being reported back to the Governance Committee.

A Member noted that it was proposed that Shoreham Parish Council would have 8 members however, when Hextable Parish Council was created there was a recommendation that there should be an odd number of Parish Councillors. In response, the Electoral Services Manager reported that there was no legal requirement to have an odd number of councillors and there were a number of parishes across the District that were composed of an even number of Councillors.

Another Member queried whether the views of the Badgers Mount Residents' Association had been sought and the Electoral Services Manager confirmed that the recommendations met with their requirements.

In response to a question, the Head of Legal and Democratic Services reported that the District Council would provide assistance to the new Badgers Mount Parish Clerk however any training that was necessary would have to be provided independently.

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Resolved: That:

- (a) with effect from 7th May 2015, the number of councillors for the revised parish of Shoreham shall be 8; and
- (b) the number of councillors representing the Shoreham Ward of Shoreham Parish Council shall be 7 and the number representing The Well Hill Hundreds Ward of Shoreham Parish Council shall be 1; and
- (c) with effect from 7th May 2015, the number of councillors for the new Badgers Mount Parish Council shall be 5 (unwarded).

3. Establishing a Working Group to Consider Recommendations from the Joint Independent Remuneration Panel

The Chairman introduced the item and reported that it would be helpful to establish a working group to review the recommendations from the Joint Independent Remuneration Panel and consider different options for Members' Allowances.

The following terms of reference were tabled:

- a. The membership of the Working Group to consist of 5 Councillors from the Governance Committee.
- b. The Working Group to be set up for the consideration of the following only:
 - i. The recommendations from the Joint Independent Remuneration Panel;
 - ii. Other options, contained within the current Members' Allowances budget, for Councillor Remuneration; and
 - iii. Updates to Members' Expenses guidance.
- c. The Working Group to report back on its findings to the meeting of the Governance Committee on 19th September 2013.

The Working Group would meet on the following days:

31st July 2013, 4pm

12th August 2013, 4pm

4th September 2013, 4pm

The Chairman confirmed that Full Council would take the final decision regarding Councillor Remuneration and it was likely that the Council meeting would be held towards the end of September, following the next meeting of the Governance Committee.

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A visiting Member suggested that it may be prudent to freeze Members Allowances for a year to await the outcome of the review into the governance structure implemented in May 2013. The Committee felt that it was important that Members received remuneration for work they did during the year and suggested that any payments should be back-dated once Full Council had considered and taken a decision on the recommendations from the Joint Independent Remuneration Panel.

Resolved: That a Working Group to review the recommendations from the Joint Independent Remuneration Panel and alternative options for Member remuneration be established with the terms of reference set out above.

4. Work Plan

The Committee considered its work plan for the municipal year. The Committee would review the recommendations from the Joint Independent Remuneration Panel along with the recommendations from the Members' Allowances Working Group at its meeting on 19th September.

It was also agreed that the Policy and Performance Manager should be asked to help develop a "First Impressions of the New Governance Structure" to be sent to all Councillors and key stakeholders in August 2013. The first draft of the questionnaire would be sent to Members of the Committee for approval prior to being distributed.

A Member highlighted that Full Council had agreed that other Governance Models would be reviewed during the year and it was agreed that at the next meeting of the Governance Committee consideration should be given to the other governance models that would be reviewed.

It was agreed that an additional meeting of the Governance Committee would be held on Tuesday 5th November 2013 to enable sufficient work to be undertaken on the review of the current governance structure.

Resolved: That the work plan be agreed, subject to the additions outlined above and an additional meeting to be held on Tuesday 5th November 2013.

THE MEETING WAS CONCLUDED AT 7.35 PM

CHAIRMAN