



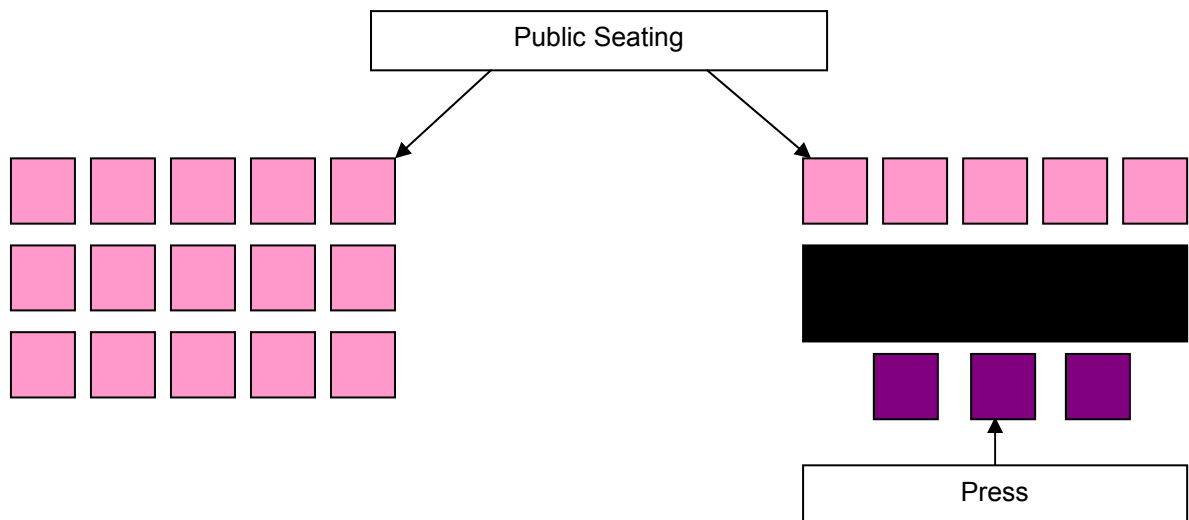
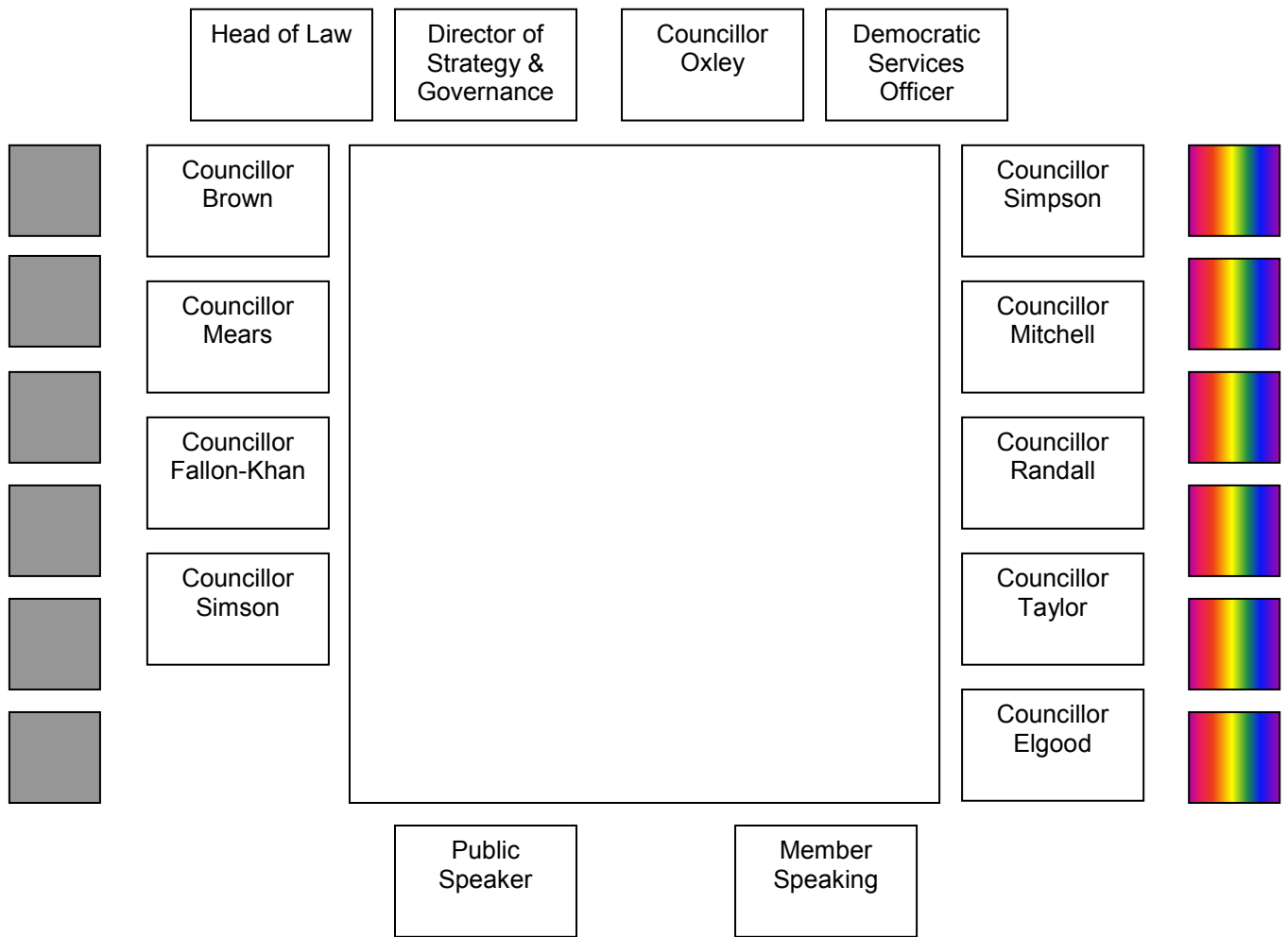
**Brighton & Hove
City Council**

Governance Committee

Title:	Governance Committee
Date:	22 September 2009
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: Oxley (Chairman), Simpson, Brown, Elgood, Fallon-Khan, Mears, Mitchell, Randall, Simson and Taylor
Contact:	Rowan Sky Democratic Services Officer 01273 29-1058 rowan.sky@brighton-hove.gov.uk

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	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
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Democratic Services: Meeting Layout



AGENDA

17. PROCEDURAL BUSINESS

- (a) Declaration of Substitutes - Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.
- (b) Declarations of Interest by all Members present of any personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- (c) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: Any item appearing in Part 2 of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

18. MINUTES OF THE PREVIOUS MEETING

1 - 6

Minutes of the meeting held on 7 July 2009 (copy attached).

19. CHAIRMAN'S COMMUNICATIONS

20. CALLOVER

NOTE: Public Questions, Written Questions from Councillors, Petitions, Deputations, Letters from Councillors and Notices of Motion will be reserved automatically.

21. PETITIONS

To receive any petitions presented at the meeting.

22. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 Noon on 15 September 2009).

No public questions received by date of publication.

GOVERNANCE COMMITTEE

23. DEPUTATIONS

(The closing date for receipt of deputations is 12 Noon on 15 September 2009).

No deputations received by date of publication.

24. WRITTEN QUESTIONS, LETTERS AND NOTICES OF MOTION FROM COUNCILLORS

No written questions, letters or Notices of Motion were submitted by Councillors for the meeting.

25. PATCHAM WARD AND STANFORD WARD - CHANGE OF NAME 7 - 10

Report of the Acting Chief Executive (copy attached).

Contact Officer: Paul Holloway *Tel:* 29-2005
Ward Affected: Patcham; Stanford;

26. RESPONSE TO CLG 'STRENGTHENING LOCAL DEMOCRACY' CONSULTATION PAPER 11 - 80

Report of the Acting Director of Strategy & Governance (copy attached).

Contact Officer: Emma McDermott *Tel:* 29-3944
Ward Affected: All Wards;

27. 'GET INVOLVED' CAMPAIGN 81 - 90

Report of the Acting Director of Strategy & Governance (copy attached).

Contact Officer: Emma McDermott *Tel:* 29-3944
Mark Wall *Tel:* 29-1006
Ward Affected: All Wards;

28. E-PETITIONS 91 - 100

Report of the Acting Director of Strategy & Governance (copy attached).

Contact Officer: Caroline Banfield *Tel:* 29-1126
Elizabeth Culbert *Tel:* 29-1515
Ward Affected: All Wards;

29. MEMBERS' WEB PAGES - REVIEW OF GUIDANCE 101 - 104

(a) Extract from the proceedings of the Standards Committee held on 8 September 2009 (copy to follow).

(b) Report of the Acting Director of Strategy & Governance (copy attached).

Contact Officer: Caroline Banfield *Tel:* 29-1126
Elizabeth Culbert *Tel:* 29-1515
Ward Affected: All Wards;

GOVERNANCE COMMITTEE

30. MEMBERS' SECRETARIAL & IT SUPPORT 105 - 108

Report of the Acting Director of Strategy & Governance (copy attached).

Contact Officer: Mark Wall *Tel:* 29-1006
Ward Affected: All Wards;

31. ANNUAL GOVERNANCE STATEMENT 2008/2009 109 - 126

(a) Extract from the proceedings of the Audit Committee held on 30 June 2009 (copy attached).

(b) Report of the Interim Director of Finance & Resources (copy attached).

Contact Officer: Ian Withers *Tel:* 29-1323
Ward Affected: All Wards;

32. EFFECTIVE USE OF THE COUNCIL'S CONSTITUTION

Verbal report from the Head of Law.

Contact Officer: Elizabeth Culbert *Tel:* 29-1515
Ward Affected: All Wards;

33. LOCAL DEMOCRACY, ECONOMIC DEVELOPMENT AND CONSTRUCTION BILL - UPDATE ON IMPLEMENTATION

Verbal update from Oliver Dixon, Council Lawyer.

Contact Officer: Oliver Dixon *Tel:* 29-1512
Ward Affected: All Wards;

PART TWO

34. EQUAL PAY UPDATE - EXEMPT CATEGORIES 4 & 5

Verbal update from the Acting Director of Strategy & Governance.

Contact Officer: Anthony Zacharzewski *Tel:* 29-6855
Ward Affected: All Wards;

35. PART TWO ITEMS

To consider whether or not the above item and the decisions thereon should remain exempt from disclosure to the press and public.

GOVERNANCE COMMITTEE

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact Rowan Sky, (01273 29-1058, email rowan.sky@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Monday, 14 September 2009

GOVERNANCE COMMITTEE

Draft Governance Committee Work Plan – 2009-10

	Agenda Item	Lead Officer
	Meeting Tuesday 17th November 2009	
	Chairman's Communications	
1	Improving the Civic Offer	Angela Dymott
2	12 month review of the Constitution outcome and recommendations	Elizabeth Culbert
3	Review of scrutiny arrangements	Tom Hook
4	Review of guidance on confidentiality	Abraham Ghebre-Ghiorghis / Liz Woodley
5	"The Place" report	Richard Tuset
6	Saltdean residents' request for a change to the administrative boundary	Oliver Dixon
	Meeting Tuesday 12th January 2010	
	Chairman's Communications	
1	HR Functions of the Governance Committee	Abraham Ghebre-Ghiorghis
2	Bye laws – update on current position at BHCC and impact of new provisions under Local Government and Public involvement in Health Act 2007	Oliver Dixon
	Meeting Tuesday 9th March 2010	
	Chairman's Communications	
1	Independent Remuneration Panel Report on Members' Allowances	Mark Wall
2	Review of ePetitions	Caroline Banfield/ Elizabeth Culbert
	Meeting Tuesday 27th April 2010	
	Chairman's Communications	
1	Counter Fraud Strategy - Update	Ian Withers
2	Code of Corporate Governance - Update	Ian Withers