

GOVERNANCE COMMITTEE

MINUTES of a meeting of the Governance Committee held at Council Chamber, County Hall, Lewes on 30 September 2021.

PRESENT Councillors Keith Glazier (Chair), Nick Bennett, Christine Robinson, Rupert Simmons and David Tutt

ALSO PRESENT: Councillors Alan Shuttleworth, Colin Swansborough and John Ungar

16. MINUTES OF THE MEETING HELD ON 13 JULY 2021

16.1 RESOLVED – that the minutes of the previous meeting of the Committee held on 13 July 2021 be confirmed and signed as a correct record.

17. APOLOGIES FOR ABSENCE

17.1 Apologies for absence were received from Councillor Collier. It was noted that Councillor Robinson was substituting for him.

18. REPORTS

18.1 Copies of the reports referred to below are included in the minute book.

19. CUSTOMER EXPERIENCE ANNUAL REPORT

19.1 The Committee considered a report by the Director of Communities, Economy and Transport on the customer experience annual report.

19.2 The Committee RESOLVED to:

- 1) note the progress of the Customer Experience Board in the implementation of a series of measures to improve the customer experience;
- 2) note the number and nature of complaints made to the Council in 2020/21; and
- 3) note the contents of the Local Government & Social Care Ombudsman's annual letter to the Chief Executive.

20. INDEPENDENT AUDITOR'S REPORT TO THOSE CHARGED WITH GOVERNANCE AND STATEMENT OF ACCOUNTS FOR 2020/21

20.1 The Committee considered a report by the Chief Finance Officer together with additional information that had been circulated with proposed amendments to the Annual Governance Statement set out in the Statement of Accounts. The Chief Finance Officer informed the Committee that an additional section on illiquid investments including infrastructure and pooled investments was to be added to note 5 on page 178 of the agenda pack prior to publication of the Statement of Accounts.

20.2 The Committee RESOLVED

- 1) note the Independent Auditor's (GT) Report to those charged with governance on ESCC Accounts;
- 2) authorise the Chief Finance Officer to sign the formal Letter of Representation to GT UK LLP; and
- 3) approve the 2020/21 Statement of Accounts for publication subject to the amendments referred to above being incorporated.

21. PARTNERSHIP WORKING: EAST AND WEST SUSSEX COUNTY COUNCILS

21.1 The Committee considered a report by the Assistant Chief Executive regarding the partnership working arrangement with West Sussex County Council.

21.2 The Committee RESOLVED to note the report and endorse the continuation of the partnership arrangements on a permanent basis subject to the termination provisions in the arrangement.

22. WORKSTYLES POLICY

22.1 The Committee considered a report by the Chief Operating Officer regarding a new Workstyles Policy.

22.2 The Committee RESOLVED to agree the Workstyles Policy attached at Appendix 1 to the report.

23. REVIEW OF MEMBERS' ALLOWANCES

23.1 The Committee considered a report by the Assistant Chief Executive regarding a review of the Scheme of Allowances for Members.

23.2 The Committee RESOLVED to recommend the County Council to approve the recommendations of the Independent Remuneration Panel as set out in their report and that the Scheme of Allowances be amended accordingly

24. ANTI FRAUD AND CORRUPTION STRATEGY AND FRAMEWORK

24.1 The Committee considered a report by the Chief Operating Officer regarding an updated Anti-Fraud and Corruption Strategy and Framework.

24.2 The Committee RESOLVED to agree the Council's Anti-Fraud and Corruption Strategy and Framework as set out at Appendix A of the report.

25. MANDATORY VACCINATION IN CQC REGISTERED SETTINGS

25.1 The Committee considered a report by the Chief Operating Officer regarding mandatory vaccination in CQC registered settings.

25.2 The Committee RESOLVED to agree the proposed amendments to the Pre-employment Checks Policy (as set out in Appendix 1 of the report) and the new Covid-19 Vaccination Policy (as set out in Appendix 2 of the report).

26. EMPLOYEE REFERRAL SCHEME

26.1 The Committee considered a report by the Chief Operating Officer regarding an employee referral pilot scheme.

26.2 The Committee RESOLVED to:

- 1) approve the implementation of an employee referral scheme for Support Workers in Adult Social Care, with a payment of £500 (£250 for the referring employee and £250 for the successful applicant) upon completion of a year in post; and

2) agree that the pilot scheme is evaluated after 12 months in order to determine its continuation and/or wider application across the Council.

27. COUNCILLOR PARENTAL LEAVE POLICY

27.1 The Committee considered a report by the Assistant Chief Executive regarding a parental leave policy for councillors.

27.2 The Committee RESOLVED to recommend the County Council to agree the parental leave policy and to amend the Constitution accordingly.