



ADUR & WORTHING  
COUNCILS

16 September 2019

**Joint Governance Committee**

<b>Date:</b>	<b>24 September 2019</b>
<b>Time:</b>	<b>6.30 pm</b>
<b>Venue:</b>	<b>QEII Room, Shoreham-Centre, Shoreham-by-Sea</b>

**Committee Membership:**

**Adur District Council:** Councillors; Kevin Boram (Adur Chairman), Peter Metcalfe (Adur Vice-Chairman), David Balfe, Andy McGregor, Barry Mear, Ann Bridges, Brian Coomber and Debs Stainforth

**Worthing Borough Council:** Councillors; Lionel Harman (Worthing Chairman), Louise Murphy (Worthing Vice-Chairman), Tim Wills, Mike Barrett, Steve Waight, Steve Wills, Rebecca Cooper and Bob Smytherman

**Agenda**

**Part A**

**1. Substitute Members**

Any substitute members should declare their substitution.

**2. Declarations of Interest**

Members and officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting.

### **3. Minutes**

The Minutes of the Joint Governance Committee meeting held on 30 July 2019 were agreed as a correct record.

### **4. Public Question Time**

To receive any questions from members of the public.

(Note: Public Question Time will operate for a maximum of 30 minutes.)

### **5. Items Raised under Urgency Provisions**

To consider any items the Chairman of the meeting considers to be urgent.

### **6. Internal Audit Progress Report (Pages 1 - 20)**

To consider a report from the Acting Head of Internal Audit, copies attached as item 6.

### **7. Risks and Opportunities Update (Pages 21 - 40)**

To consider a report from the Director for Digital & Resources, copies attached as item 7.

### **8. Appointment of Chairmen and Vice Chairmen to Committees (Pages 41 - 46)**

To consider a report from the Solicitor to the Councils and Monitoring Officer, copies attached as item 8.

### **9. Petition Scheme: Update and Revisions (Pages 47 - 64)**

To consider a report from the Solicitor to the Councils and Monitoring Officer, copies attached as item 9.

### **10. Conferment of Honorary Alderman - Alex Harman (Pages 65 - 68)**

To consider a report from the Director for Communities, copies attached as item 10.

## **Part B Exempt Reports - Not for Publication**

None.

### **Recording of this meeting**

The Council will be voice recording the meeting, including public question time. The recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:	For Legal Services enquiries relating to this meeting please contact:
Neil Terry Senior Democratic Services Officer 01903 221073 neil.terry@adur-worthing.gov.uk	Susan Sale Solicitor to the Councils 01903 2211194 susan.sale@adur-worthing.gov.uk

**Duration of the Meeting:** Four hours after the commencement of the meeting the Chairperson will adjourn the meeting to consider if it wishes to continue. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.