



Extract from the minutes of the Joint Governance Committee - 28 July 2022

JGC/019/22-23 Audit Committee with Independent Non-Voting Members

The Interim Monitoring Officer delivered his report explaining that its purpose was to inform Members of best practice for the Councils' audit function. He clarified that the government planned to legislate that all councils would be required to have an Audit Committee and that it should be titled as such. Our current Governance Committee already performed the necessary auditing functions and so the report suggested that the word 'Audit' was included in its title.

Members queried whether or not we should have a separate Audit Committee and there was concern that Governance agendas may become too long in future meetings. It was discussed that if lengthy agendas became an unmanageable reality in the future then the committee would revisit this issue.

Officers explained that the future legislation would also prescribe that the committee include at least one independent person. This committee already had two appointed independent persons and the report recommended that these two people continue in their roles.

Members specified that in 4.6 of this report it stated that the committee should receive the Annual Risk Report. Members proposed expanding the terms of reference to include that they should not only receive the report but examine, test and scrutinise it.

This proposal was seconded and voted for unanimously.

The Committee considered the reports recommendations which were proposed, seconded and unanimously supported.

Resolved

The Joint Governance Committee:

- **Recommended to each Council the change of the name of the Councils' Joint Governance Committee to the Joint Audit and Governance Committee**

- **Recommended to each Council the appointment of two Independent co-opted Persons to the Committee to assist with the Councils' with the audit function.**
- Agreed to add to the Joint Committee's terms of reference a requirement to report on audit matters to both Adur and Worthing Full Councils on an annual basis in line with best practice guidance
- Agreed to prepare and submit an annual report to both full Councils reporting on the internal and external audit activities in the previous fiscal year.
- Authorised the Monitoring Officer to make the required appointments and any necessary changes to the constitutions arising from this Report.

(Link to the report on the website e.g. [Joint Governance Committee - 28 July 2022](#))



Extract from the minutes of the Joint Governance Committee - 28 July 2022

JGC/020/22-23 Conferment of Honorary Alderman - Sean McDonald and Robert Smytherman

The Monitoring Officer delivered the report asking the Committee to consider establishing a special meeting of the Council to confer the title of Honorary Alderman of the Borough of Worthing, on former Mayors Sean McDonald and Robert Smytherman, who were no longer members of the Council.

The recommendations within the report were proposed, seconded and supported following a vote (For 5, Against 0, Abstentions 0).

Resolved

The Joint Governance Committee -

- Approved the granting of the Honorary Aldermanship of the Borough of Worthing to former Mayors Sean McDonald and Robert Smytherman.
- **Recommended to Worthing Borough Council that a special meeting of the Council be arranged under section 249(1) of the Local Government Act for the specific purpose of conferring the title of 'Honorary Alderman' to Sean McDonald and Robert Smytherman.**

(Link to the report on the website e.g. [Joint Governance Committee - 28 July 2022](#))



Extract from the minutes of the Joint Governance Committee - 27 September 2022

JGC/036/22-23 Modernising and Updating the Councils' Constitutions

Following an internal governance review by the Councils' Monitoring Officer, opportunities were identified for amending and modernising both Councils' Constitutions to ensure that they were legally compliant, complete, supported effective and sound decision-making, and reflected the character, culture and priorities of the two authorities.

At its meeting on 31 May 2022, the Joint Governance Committee approved the creation of a Working Group to consult on the proposed changes to the Constitutions, and agreed to receive this report with a view to recommending final draft Constitutions for approval by the Councils at their meetings in October 2022.

The report:

1. Highlighted the results of the consultation exercise held during July and August;
2. Updated the Joint Governance Committee on the work of the Working Group in its review of the Constitutions;
3. recommended amendments to the Constitutions.

The Committee received and debated a series of recommendations from the Joint Overview & Scrutiny Committee in relation to the proposed constitution changes, including the chairing of the Councils' Overview & Scrutiny Committees and associated statutory guidance.

In relation to the Membership of JOSC, Cllr Steve Waight proposed that paragraphs 3.2 and 3.3 be replaced with the following alternative wording:-

The Chair of the [Overview & Scrutiny Committee] [Joint Overview & Scrutiny Committee] shall be appointed by the Council. The Chair will first be offered to a member of a Political Group that does not form part of the Administration or an ungrouped Member, with the Vice-Chair being drawn from any other Political Group.

The proposal was seconded by Cllr Kevin Boram and supported following a vote (14 in favour, 2 against).

In relation to Minority Reports, Cllr Andy McGregor proposed that paragraph 12.8 be amended to add *'Support will be provided by the Scrutiny Officer'*. Cllr Debs Stainforth seconded the proposal, which was unanimously supported.

In relation to the Party Whip, Cllr Debs Stainforth proposed adopting the following wording as a new paragraph 16.3 *'Scrutiny is seen as impartial and stays separate from party politics. Scrutiny councillors should use their political skills and understanding of the needs of local people to shape the discussions, whilst not acting in a party political manner or using the discussions to further party political objectives'*.

The proposal was seconded by Cllr Catherine Arnold and unanimously supported by the Committee.

Cllr Kevin Boram proposed the additional recommendation set out in the report at paragraph 5.5 regarding 'deputations'. Cllr Nigel Morgan seconded the proposal, which was unanimously supported by the Committee.

Resolved

The Joint Governance Committee -

- (i) acknowledged the work undertaken by the Working Group;
- (ii) noted the responses to the consultation programme;
- (iii) endorsed the amendments to the Constitutions proposed by the Working Group and those put forward by the Joint Overview and Scrutiny Committee, as detailed above;
- (iv) **recommended the revised Constitutions to:**
 - the Joint Strategic Committee for comment at its meeting on 11 October 2022, and
 - **both Full Councils for approval at their meetings on 18 October 2022 (Worthing) and 20 October 2022 (Adur).**

(Link to the report on the website e.g. Joint Governance Committee - [27 September 2022](#))



WORTHING BOROUGH
COUNCIL

Council
18 October 2022

Extract from the minutes of the Joint Strategic Committee - 11 October 2022

JSC/0xx/22-23 Our Plan - The new corporate plan for Adur & Worthing Councils

Minute extract will be available following the JSC meeting on 11 October 2022.

(Link to the report on the website e.g. [Joint Strategic Committee - 11 October 2022](#))



WORTHING BOROUGH
COUNCIL

Council
18 October 2022

Extract from the minutes of the Joint Strategic Committee - 11 October 2022

JSC/0xx/22-23 Investing for our future - Capital Strategy 2023/26

Minute extract will be available following the JSC meeting on 11 October 2022.

(Link to the report on the website e.g. [Joint Strategic Committee - 11 October 2022](#))



WORTHING BOROUGH
COUNCIL

Council
18 October 2022

**Extract from the minutes of the Worthing Joint Strategic Sub-Committee - 11
October 2022**

WJSS-C/0xx/22-23 Public Space Protection Orders - Dog Control

Minute extract will be available following the Worthing Joint Strategic Sub-Committee meeting on 11 October 2022.

(Link to the report on the website e.g. [Worthing Joint Strategic Sub-Committee - 11 October 2022](#))