

# Crawley Borough Council

## Governance Committee

Agenda for the **Governance Committee** which will be held in  
**Committee Rooms A & B - Town Hall**, on **Tuesday, 21 June 2022** at  
**7.00 pm**

Nightline Telephone No. 07881 500 227



**Chief Executive**

**Membership:**

Councillors

P K Lamb (Chair), J Bounds (Vice-Chair), R D Burrett, D Crow,  
M G Jones, G S Jhans, Y Khan, R A Lanzer, T Lunnon, K McCarthy  
and S Pritchard

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The order of business may change at the Chair's discretion

## Part A Business (Open to the Public)

	Pages
<b>1. Apologies for Absence</b>	
<b>2. Disclosures of Interest</b>	
In accordance with the Council's Code of Conduct, councillors are reminded that it is a requirement to declare interests where appropriate.	
<b>3. Minutes</b>	5 - 10
To approve as a correct record the minutes of the Governance Committee held on 21 March 2022.	
<b>4. Public Question Time</b>	
To answer any questions asked by the public which relate to an item on this agenda and which are in line with the Council's Constitution.	
Public Question Time will be concluded by the Chair when all questions have been answered or on the expiry of a period of 15 minutes, whichever is the earlier.	
<b>5. Annual Governance Statement 2021-2022</b>	11 - 34
To consider report LDS/183 of the Head of Governance, People & Performance.	
<b>6. Review of Public Written Questions at the Full Council and Public Question Time at Committees</b>	35 - 36
When the "New" Constitution was considered by the Governance Committee on <a href="#">29 January 2020</a> (minute 4 refers) and subsequently adopted by the Full Council at its meeting on <a href="#">26 February 2020</a> (minute 13 of that meeting refers) it was agreed that the introduction of a provision for public written questions at Full Council (set out in the <a href="#">Full Council Procedure Rules</a> ) and the provision for Public Question Time at Audit Committee, Governance Committee and Licensing Committee (set out in the <a href="#">General Committee Procedure Rules</a> ) be trialled for one year with an evaluation report being submitted to a Governance Committee in 2021.	

However, when the Covid-19 pandemic hit in 2020 all formal meetings of the Council were held virtually. Therefore, at its meeting on [22 June 2021](#) (minute 5 refers) the Governance Committee concurred with officers that it would not be representative to use the past year to review the uptake of the provisions and agreed that the trial period be extended by a year with an evaluation report being brought back to the Committee for its consideration circa June 2022.

Details relating to the use of the provisions since their introduction are set out in report LDS/182 of the Head of Governance, People & Performance.

When the introduction of those provisions were initially considered by the Governance Committee a concern was raised that the provision for Public Question Time (PQT) could be abused. However, given that no public questions have been raised during PQT at Committees and there has been limited use of public written questions at the Full Council, officers are of the opinion that the provisions should remain unchanged.

#### **RECOMMENDATION**

That no changes to the current provisions for public written questions at the Full Council or Public Question Time at the Audit Committee, Governance Committee and Licensing Committee be made.

#### **7. Extension to the Current Councillors' Allowance Scheme**

Historically the effective dates of the Councillors' Allowances Scheme run from 1 April to 31 March. It is considered that it would be more efficient and easier to manage if the Scheme were instead aligned with the Council's municipal year.

Following discussion with the members of the Independent Remuneration Panel it is proposed that the current Scheme (due to end on 31 March 2023) be extended to instead cease on the day of the next Annual Meeting of the Full Council (currently scheduled for 26 May 2023). The report of the Independent Remuneration Panel will be brought to a future meeting of this Committee.

#### **RECOMMENDATION**

That the Full Council be recommended to agree an extension the current Councillors' Allowances Scheme, so it ceases on the day of the next Annual Meeting of the Full Council (currently scheduled to take place on 26 May 2023).

## 8. Date of the Committee Meeting

The next meeting of the Governance Committee was originally arranged to take place on 12 September 2022.

However, an important Electoral Commission information session has since been scheduled for the same date. In light of this, the Committee Chairs for both the Governance Committee and Licensing Committee have agreed to amend the dates of their next scheduled meetings as follows:

- Governance Committee moved **from** 12 September 2022 **to** 19 September 2022.
- Licensing Committee moved **from** 19 September 2022 **to** 12 September 2022.

Committee Members are asked to note these changes and amend their diaries accordingly.

## 9. Supplemental Agenda

Any urgent item(s) complying with Section 100(B) of the Local Government Act 1972.

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