





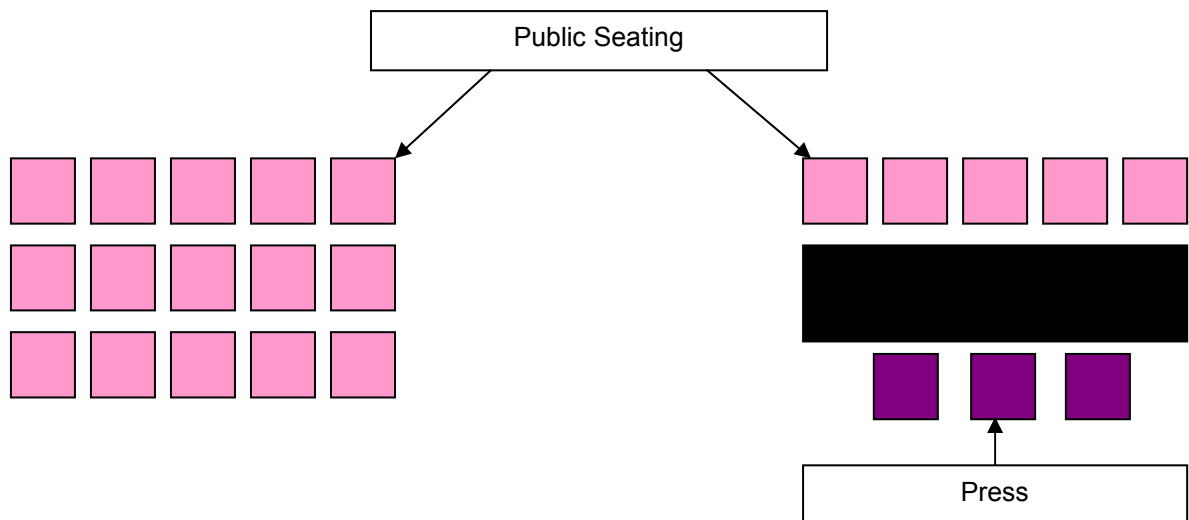
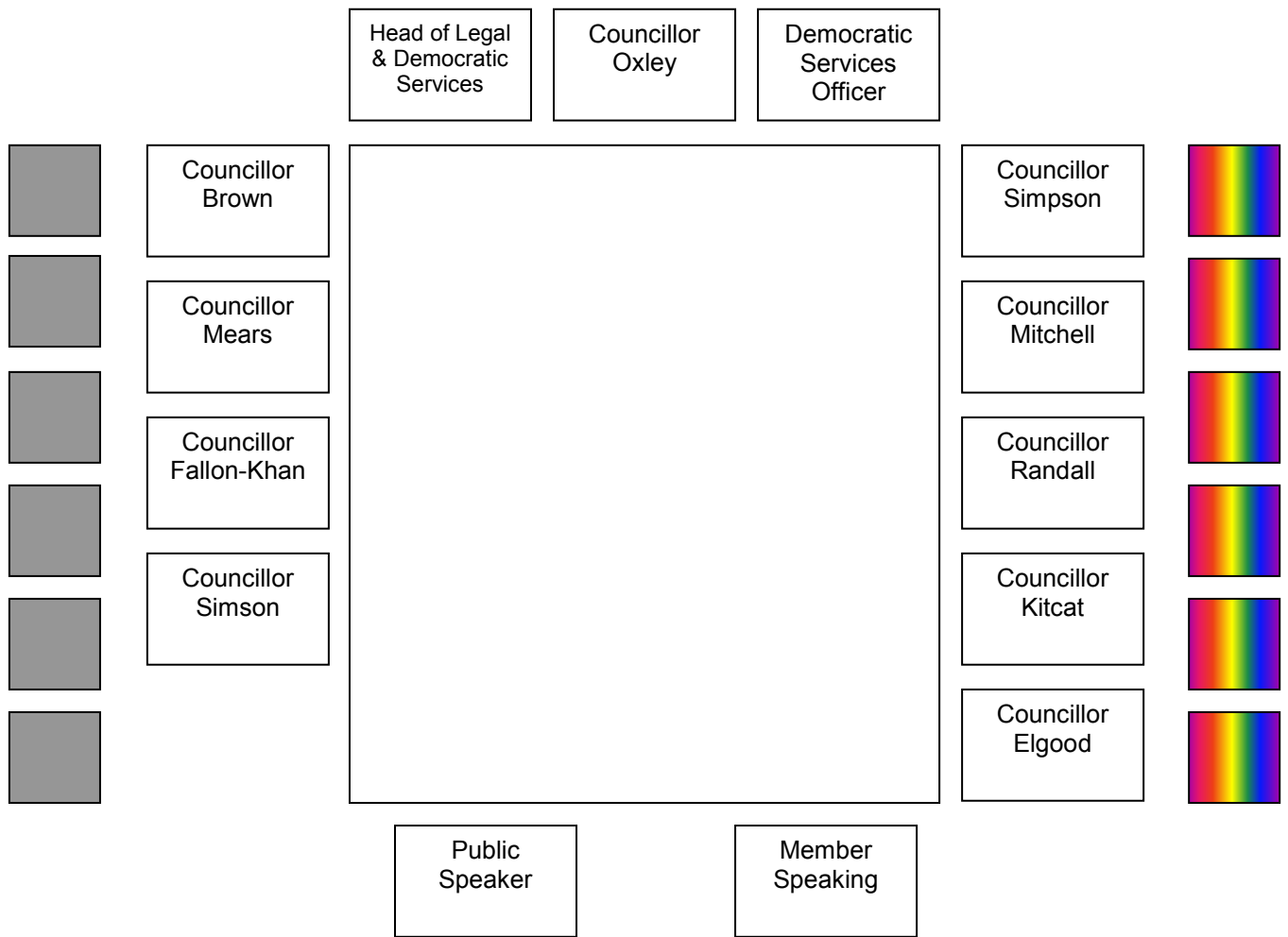
Brighton & Hove
City Council

Governance Committee

Title:	Governance Committee
Date:	16 November 2010
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: Oxley (Chairman), Simpson, Brown, Elgood, Fallon-Khan, Kitcat, Mears, Mitchell, Randall and Simson
Contact:	Tanya Davies Acting Democratic Services Manager 29-1227 tanya.davies@brighton-hove.gov.uk

	The Town Hall has facilities for wheelchair users, including lifts and toilets
	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.
	FIRE / EMERGENCY EVACUATION PROCEDURE If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions: <ul style="list-style-type: none">• You should proceed calmly; do not run and do not use the lifts;• Do not stop to collect personal belongings;• Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and• Do not re-enter the building until told that it is safe to do so.

Democratic Services: Meeting Layout



AGENDA

35. 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.

36. MINUTES OF THE PREVIOUS MEETING

1 - 10

Minutes of the meeting held on 28 September 2010 (copy attached).

37. CHAIRMAN'S COMMUNICATIONS

38. CALLOVER

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

39. PETITIONS

No petitions have been received.

40. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 9 November 2010)

No public questions received by date of publication.

GOVERNANCE COMMITTEE

41. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 9 November 2010)

No deputations received by date of publication.

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

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

43. ATTENDANCE MANAGEMENT PROCEDURE 11 - 30

Report of the Strategic Director, Resources (copy attached).

Contact Officer: Charlotte Thomas *Tel:* 29-1290

Ward Affected: All Wards

44. RESPONSE TO CONSULTATION ON THE CODE OF RECOMMENDED PRACTICE FOR LOCAL AUTHORITY PUBLICITY 31 - 46

Report of the Strategic Director, Resources (copy attached).

Contact Officer: Oliver Dixon *Tel:* 29-1512

Ward Affected: All Wards

45. PARLIAMENTARY VOTING SYSTEM AND CONSTITUENCIES BILL - IMPLICATIONS FOR THE COUNCIL 47 - 52

Report of the Strategic Director, Resources (copy attached).

Contact Officer: Claire Wardle *Tel:* 29-1997

Ward Affected: All Wards

46. DECENTRALISATION AND LOCALISM BILL - UPDATE 53 - 64

Report of the Strategic Director, Resources (copy attached).

Contact Officer: Elizabeth Culbert *Tel:* 29-1515

Ward Affected: All Wards

47. PART TWO MINUTES OF THE PREVIOUS MEETING

65 - 66

Part Two minutes of the meeting held on 28 September 2010 (copy attached).

48. EQUAL PAY (RESIDUAL ISSUES)

Verbal update from the Head of Human Resources and Organisational Development.

[Exempt Category 3 and 4]

49. PART TWO ITEMS

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

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 Tanya Davies, (29-1227, email tanya.davies@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Monday, 8 November 2010

GOVERNANCE COMMITTEE

Draft Governance Committee Work Plan

	Agenda Item	Lead Officer
	Meeting 1 February 2011	
	Chairman's Communications	
1	Localism Bill	Elizabeth Culbert
2	Polling Station Review	Paul Holloway
3	Civic Awareness Commission update	Mark Wall
4	Committee Meetings Timetable	Mark Wall
5	Overview and Scrutiny Arrangements	Tom Hook
6	Management of Change policy	Charlotte Thomas
7	Review of Officer Delegations	Abraham Ghebre-Ghiorghis
	Meeting 29 March 2011	
	Chairman's Communications	
1		
	Meeting 12 July 2011	
	Chairman's Communications	
1	Petitions Scheme	Elizabeth Culbert
2		
	Future reports – dates to be decided	
1	Byelaws – detailed report following publication of regulations	Oliver Dixon
2	Whistleblowing – progress report	