

**SELECTION AND MEMBER SERVICES COMMITTEE**

**Tuesday, 29th March, 2022**

**2.30 pm**

**Council Chamber, Sessions House, County Hall,  
Maidstone**









## AGENDA

### SELECTION AND MEMBER SERVICES COMMITTEE

**Tuesday, 29 March 2022, at 2.30 pm**  
**Council Chamber, Sessions House, County Hall, Maidstone**

Ask for: **Andrew Tait**  
Telephone: **03000 416749**

*Tea/Coffee will be available 15 minutes before the start of the meeting*

#### **Membership (8)**

Conservative (5): Mr N J Collor (Chairman), Mr M C Dance, Mr R W Gough,  
Mr C Simkins and Mr B J Sweetland

Labour (1): Dr L Sullivan

Liberal Democrat (1): Mr A J Hook

Green and Independent (1): Mr R Lehmann

#### **Webcasting Notice**

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site or by any member of the public or press present. The Chairman will confirm if all or part of the meeting is to be filmed by the Council.

By entering the meeting room you are consenting to being filmed. If you do not wish to have your image captured please let the Clerk know immediately.

#### **UNRESTRICTED ITEMS**

*(During these items the meeting is likely to be open to the public)*

- 1 Substitutes
- 2 Declarations of Interests by Members in items on the Agenda for this meeting.
- 3 Minutes - 24 February 2022 (Pages 1 - 2)
- 4 Superannuation Fund Committee - Proposed change of name (Pages 3 - 4)

- 5 Update from the Monitoring Officer
- 6 Other items which the Chairman decides are Urgent

**EXEMPT ITEMS**

*(At the time of preparing the agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public)*

Benjamin Watts  
General Counsel  
03000 416814

**Monday, 21 March 2022**

This page is intentionally left blank

**KENT COUNTY COUNCIL**

---

**SELECTION AND MEMBER SERVICES COMMITTEE**

MINUTES of a meeting of the Selection and Member Services Committee held in the Council Chamber, Sessions House, County Hall, Maidstone on Thursday, 24 February 2022.

PRESENT: Mr N J Collor (Chairman), Mr M C Dance, Mr R W Gough, Mr Lehmann, Mr C Simkins, Dr L Sullivan and Mr B J Sweetland

ALSO PRESENT: Mr G Cooke, Mr P J Oakford and Mr H Rayner

IN ATTENDANCE: Mr B Watts (General Counsel), Mr T Godfrey (Senior Governance Manager) and Mr A Tait (Democratic Services Officer)

**UNRESTRICTED ITEMS****1. Minutes - 25 November 2021**

*(Item 3)*

RESOLVED that the Minutes of the meeting held on 25 November 2022 are correctly recorded and that they be signed by the Chairman.

**2. Constitution Amendment - Urgent Executive Decisions**

*(Item 4)*

(1) The General Counsel introduced the report which set out the current arrangements for taking Urgent Executive Decisions. The report recommended that the Constitution should be amended to allow the Chairman of the Council to give agreement to an urgent Executive Decision being taken when the Chair of the Scrutiny Committee was unavailable and for the Vice-Chairman of the Council to do so when both of them were unavailable. This amendment would enable the Constitution to comply in full with Section 11 (1) of *the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012*.

(2) During discussion of this item, the General Counsel explained that the proposed constitutional amendment was intended to improve the formal process of the County Council in respect of paragraph (a) of section 12.32 of the Constitution and that it would not affect the consultation with the Opposition Group Spokespersons and affected Local Members set out in paragraph (b) of that section.

(3) The Committee amended the recommendation set out in the Appendix to the report by specifying that the circumstances set out in both paragraphs (a) and (b) of section 12.32 of the Constitution had to apply.

(4) On being put to the vote, the recommendations of the report were carried as amended in (3) above by 5 votes to 0 with 1 abstention.

(5) RESOLVED that the proposed amendment to Section 12.32 of the Constitution be recommended to the County Council as amended in (3) above.

### **3. Document Signing - Constitutional Amendments**

*(Item 5)*

- (1) The General Counsel introduced the report which set out proposed revisions to sections 11.18 (k) and 13.16 to 13.23 of the Constitution to allow for electronic signing of documents, contracts, and deeds. It was also recommended that the requirement for a Member to counter-sign certain documents should be removed.
- (2) The General Counsel said that the benefits of the proposed revisions were a reduction in paperwork, a reduction in time taken during the process, and the ability to provide greater transparency through the creation of an electronic register.
- (3) The Committee considered the question of whether the proposed revisions would have the effect of reducing Member-level involvement in the signing and sealing process.
- (4) On being put to the vote, the recommended revisions contained in the Appendix to the report were agreed by 5 votes to 0 with 1 abstention.
- (5) RESOLVED that the Council be recommended to agree the proposed revisions to the Constitution set out in the Appendix to the report.



From: Ben Watts, General Counsel  
To: Selection and Member Services Committee, 29 March 2022  
Subject: Superannuation Fund Committee: Proposed Change of Name  
Status: Unrestricted

---

## 1. Introduction

- a) The Superannuation Fund Committee discharges the functions of the Council in relation to the control and investment of the Pension Fund. It does this in accordance with the Local Government Pension Scheme (LGPS) Regulations and associated legislation.
- b) The 1995 LGPS regulations were the first to make reference to 'pension funds' rather than "superannuation funds". The more recent 2016 LGPS Investment Regulations also make several references to "pension fund(s)". The Kent Fund is known as the "pension" fund, however, the name of the Committee still refers to the outdated term in its title and in its terms of reference.

## 2. The Proposed Change

- a) It is therefore proposed that the Superannuation Fund Committee be renamed the Pension Fund Committee and that the reference to the Superannuation Fund in the terms of reference be amended in like manner.
- b) In doing so, Kent County Council would be in line with common practice in other local authorities.
- c) These changes involve no alteration to the remit and powers of the Committee.

## 3. Recommendation

The Selection and Member Services Committee is asked to recommend to County Council:

- i. That the name of the Superannuation Fund Committee be changed to Pension Fund Committee; and
- ii. That the terms of reference of the Committee in the Constitution be amended to refer to the Pension Fund instead of the Superannuation Fund.

## 4. Background Documents

None.

## 5. Report Author and Relevant Director

Ben Watts, General Counsel  
03000 416814  
[benjamin.watts@kent.gov.uk](mailto:benjamin.watts@kent.gov.uk)

Tristan Godfrey, Strategic Governance Manager  
03000 411704  
[tristan.godfrey@kent.gov.uk](mailto:tristan.godfrey@kent.gov.uk)