

AGENDA ITEM NO.11 APPENDIX

**MIDDLESBROUGH COUNCIL
COMMITTEES, MEMBERSHIPS
AND TERMS OF REFERENCE
FOR THE EXECUTIVE
(EXCLUDING PORTFOLIOS)
AND
COMMITTEES OF THE COUNCIL
2018/2019**

CONTENTS

Committee	Page Number
Executive	3
EXECUTIVE ADVISORY BODIES/COMMITTEES/SUB-COMMITTEES	
SCHEDULE A	
Executive Sub-Committee for Grants to the Voluntary Sector	4
Executive Sub-Committee for Property	5
Executive Sub-Committee for Standing Orders	6
Local Plan Working Group	6
COMMITTEES OF THE COUNCIL	
SCHEDULE B	
Casino Licensing Sub-Committee	7
Licensing Sub-Committee (General)	7
Licensing Sub-Committees (A, B and C)	8
South Tees Health and Wellbeing Board	8
SCHEDULE C	
Chief Officer Appointments Committee	11
Constitution and Members' Development Committee	12
Corporate Affairs and Audit Committee	12
Corporate Health and Safety Committee	14
Licensing Committee	15
Overview and Scrutiny Board	15
Ad Hoc Scrutiny Panel	17
Adult Social Care and Services Scrutiny Panel	17
Children and Young People's Learning Scrutiny Panel	18
Children and Young People's Social Care and Services Scrutiny Panel	19
Culture and Communities Scrutiny Panel	19
Economic Development, Environment and Infrastructure Scrutiny Panel	20
Health Scrutiny Panel	21
Planning and Development Committee	21
Staff Appeals Committee	22
Standards Committee	22
Teesside Pension Board	23
Teesside Pension Fund Committee	24
Works Council	27

EXECUTIVE 2018/2019

Membership/Portfolios: The Mayor plus up to nine Executive Members

Chair: The Mayor: Dave Budd

TITLE OF PORTFOLIO:

EXECUTIVE MEMBERS:

Deputy Mayor and Executive Member for City Centre Strategy	Councillor C Rooney
Lead Executive Member for Children's Services	Councillor M Carr
Executive Member for Culture and Communities	Councillor Thompson
Executive Member for Adult Social Care and Public Health	Councillor Rostron
Executive Member for Education and Skills	Councillor Brunton Dobson
Executive Member for Economic Development, and Infrastructure	Councillor L Young
Executive Member for Environment and Commercial Services	Councillor D Rooney
Executive Member for Finance and Governance	Councillor N J Walker

Terms of Reference:

Notwithstanding the fact that the Executive will consider matters which are required of it by legislation and the Council's Constitution; it will also consider issues which:

- a) include the Council's policy plans and budget;
- b) under the Executive Scheme of Delegation is, as directed by the Mayor, a matter to be determined by the Executive;
- c) are key decisions referred to the Executive by the Mayor, Executive Members, Executive Body or Officer for determination;
- d) may be submitted for information purposes;
- e) may be referred to the Executive by a non-executive body (including outside bodies) wishing to seek its views;
- f) arise out of or in connection with the Council's Scrutiny procedures;
- g) any other issues it is felt appropriate to consider.

EXECUTIVE SUB-COMMITTEE FOR STANDING ORDERS (2)

Deputy Mayor and Executive Member for City Centre Strategy and relevant Executive portfolio holder

Membership/Restrictions: Executive Members only
Need not be politically balanced

Chair: Councillor C Rooney

Member: Relevant Portfolio holder

Terms of Reference:

When not referred to the Mayor, the Executive or, where prejudicial interests might be involved requiring the matter to be referred to the Deputy Mayor and Executive Member for Finance and Governance for determination, the Executive Sub-Committee for Standing Orders is delegated the following power:

- To determine requests to waive standing orders, which fall within the remit of the Executive, relating to contracts. No exemptions can be used if EC procurement procedures apply.

In the event that the Sub-Committee for Standing Orders is unable to reach a decision on a report, it may be submitted to either the Mayor or the full Executive for determination.

LOCAL PLAN WORKING GROUP (6)

Executive Member for Economic Development and Infrastructure (Chair)
Deputy Mayor and Executive Member for City Centre Strategy
Executive Member for Finance and Governance
Executive Member for Environment and Commercial Services
Chair of Planning and Development Committee
Vice-Chair of Planning and Development Committee

Membership/Restrictions: Executive Advisory Body
Need not be politically balanced

Chair: Councillor L Young

Members: Councillors Bloundele, C Rooney, D Rooney, N Walker and Walters

Terms of Reference:

To guide the preparation of the Local Plan relating to changes to the planning system proposed in the Planning and Compulsory Purchase Bill, including associated changes in planning advice and guidance.

**COMMITTEES OF THE COUNCIL
2018/2019**

The following Council/statutory committees and other bodies deal with matters which fall outside the requirements of Sections 15 and 16 of the Local Government and Housing Act 1989 in relation to political balance rules.

CASINO LICENSING SUB-COMMITTEE (3)

3 Members of Licensing Committee plus 3 named substitute members from Licensing Committee

Political balance rules do not apply

Membership/Restrictions: Must be members of Licensing Committee

Chair: Councillor J Walker

Members: Councillors (2 vacancies)

Substitute Members: 3 vacancies (for named substitutes, must be Members of Licensing Committee)

Terms of Reference:

To determine stages 1 and 2 of the large casino competition in accordance with the procedures and consideration in the application pack, the Gambling Act 2005 and any regulations, code of practice and guidance.

LICENSING SUB-COMMITTEE (GENERAL) (3)

Political balance rules do not apply with the exception when dealing with licences under the Scrap Metal Dealers Act 2013

Membership/Restrictions: Any member of the Licensing Committee may substitute, providing they have received any necessary training.

Chair and two other members of Licensing Committee on a rota basis.

Chair: Councillor J Walker (as Chair of Licensing Committee)

Terms of Reference:

To have delegated powers to exercise the functions of the Council to consider,

hear and decide upon applications, renewals, variations and revocations of licences under the Scrap Metal Dealers Act 2013.

LICENSING SUB-COMMITTEES (A, B, C) (3 Labour (Chairs) plus 2 others per sub-committee from members of Licensing Committee on a rota basis)

Political balance rules do not apply

Membership/Restrictions: Appointed under the Licensing Act 2003 and Gambling Act 2005

Any member of the Licensing Committee may substitute, providing they have received any necessary training

Sub-Committee A

Chair: Councillor J Walker

Sub-Committee B

Chair: Councillor Biswas

Sub-Committee C

Chair: Councillor Higgins

Terms of Reference:

To have delegated powers to exercise the functions of the Licensing Authority to hear and decide upon licensing applications requests and referrals under the Licensing Act 2003 and the Gambling Act 2005 except in so far as such functions are delegated to an officer.

SOUTH TEES HEALTH AND WELLBEING BOARD (5)

5 Elected Members: Mayor (Chair), Deputy Mayor and Executive Member for City Centre Strategy (Vice-Chair), Executive Members for Children's Social Care, Adult Social Care and Public Health and Finance and Governance) plus statutory council officers and representatives from health.

Membership/Restrictions:

In a departure from the Council's Procedure Rules the following will apply to meetings of the committee:

- Quorum: At least 50% of the members are present. This should include the Chair or Vice Chair, at least one CCG representative and an officer of the Local Authority.

- Substitution: In order to ensure consistency and ability for senior decision-making, ad-hoc substitutions will not be allowed. Each member of the group to nominate one appropriate deputy.
- Voting: Decisions will be reached through a majority vote. The Chair to hold a casting vote.

Voting Members

Elected Members:	D Budd	Mayor (Chair)
	Councillor C Rooney	Deputy Mayor and Executive Member for City Centre Strategy (Vice-Chair)
	Councillor Carr	Lead Executive Member for Children's Services
	Councillor Rostron	Executive Member for Adult Social Care and Public Health
	Councillor Thompson	Executive Member for Culture and Communities
Council Officers	Helen Watson	Executive Director of Children's Services
	E Kunonga	Director of Public Health
	Erik Scollay	Director Adult Social Care and Health Integration

Non Voting Members **Supporting Officers**

Chief Executive, Middlesbrough Council

**COMMITTEES OF THE COUNCIL
2018/2019**

The following Committees/Sub-Committees are appointed in accordance with Sections 15 and 16 of the Local Government and Housing Act 1989 and Local Government (Political Groups and Committees) Regulations 1990 and for which political balance rules will apply.

CHIEF OFFICER APPOINTMENTS COMMITTEE (7)

Mayor, Deputy Mayor and Executive Member for City Centre Strategy and relevant portfolio holder plus 2 Labour, 1 Con, 1 MICA

Membership/Restrictions: The Committee to consist of at least one member of the Executive.

Appointment of the Chief Executive will be approved by the full Council following recommendation by the Appointments Committee

Chair: Councillor C Rooney

The Mayor: Mr D Budd

Members: Councillor Brunton Dobson, C Hobson, Rathmell and Rostron
Plus Relevant portfolio holder

Terms of Reference:

The Committee will have delegated powers to:

1. Make appointments to the posts of Chief Executive, Executive Directors, Assistant Directors, Heads of Service and statutory officers.
2. Undertake disciplinary procedures in relation to statutory officer appointments: Head of Paid Service, Monitoring Officer and Chief Finance Officer.
3. Undertake disciplinary and/or dismissal procedures in relation to Chief Officers, other than the Head of Paid Service, Monitoring Officer, and Chief Finance Officer.
4. Consider grievances, submitted by Chief Officers, at stage 2 of the Council's grievance policy in circumstances where, in the opinion of the Monitoring Officer, following consultation with the Head of Democratic Services and Head of Human Resources, it would be prejudicial to the fair consideration of the grievance for it to be considered by an Executive Director or the Chief Executive

CONSTITUTION AND MEMBERS' DEVELOPMENT COMMITTEE (9)

Chair of Council

Vice-Chair of Council

Deputy Mayor and Executive Member for City Centre Strategy

Chair of Overview and Scrutiny Board

Plus 2 Labour, 1 Con, 1 MICA, 1 spare

Membership/Restrictions: Nil

Chair: Councillor S Bloundele

Vice-Chair: Councillor Brady

Members: Councillors J Hobson, Mohan, McTigue, C Rooney, Sharrocks, Storey and N Walker

Terms of Reference:

1. To be responsible for reviewing and recommending to Council changes to the Constitution.
2. To be responsible for advising and making recommendations to the Council on any matter relating to civic and ceremonial functions of the Council.
3. To develop and review the Member Development Policy.

CORPORATE AFFAIRS AND AUDIT COMMITTEE (7)

5 Labour, 1 Conservative, 1 MICA

Plus up to 2 Independent Non Elected Members without voting rights in respect of items 4 to 9 of the undermentioned terms of reference

Membership/Restrictions: No Executive Members

Chair: Councillor Walkington

Vice-Chair: Councillor P Purvis

Members: Councillors Brady, C Hobson, Hubbard, Storey and Walters

Terms of Reference:

To have delegated powers to:

1. Deal with any matter, which is not an executive function and that has not been delegated to any other committee of the Council.

2. Grant dispensations to Councillors, Co-opted Members and Parish Council Members from the requirements relating to declarations of interest as set out in Section 32 of the Localism Act 2011.
3. Consider any items of urgency that would require the approval of the Council, as determined by the Chief Executive in consultation with the Chair of the Council and the Leader of the Majority Group.
4. External Audit Functions
 - (a) To advise on the appointment of the Council's external auditor.
 - (b) To discuss with the external auditor the nature and scope of audit coverage, including value for money (VFM).
 - (c) To review external audit reports and annual audit letters, together with the management response and make recommendations to the Executive.
 - (d) To examine any other concerns of the external auditors.
5. Internal Audit Functions
 - (a) Monitor the progress and performance of internal audit.
 - (b) To review the internal audit annual plan.
 - (c) To consider significant findings of Internal audit reviews and investigations together with management responses and monitor implementation of agreed recommendations.
 - (d) To advise the Executive on the internal audit function, resourcing and standing within the Authority.
 - (e) To ensure co-ordination between internal and external auditors.
 - (f) To consider the Audit Manager's annual report and comment annually on the adequacy and effectiveness of internal audit control systems within the Council.
6. Risk Management and Business Continuity Functions
 - (a) To support and monitor the implementation and ongoing processes for identifying and managing key risks of the Authority.
 - (b) To ensure that effective and proper processes and procedures are in place to ensure business continuity of the Council.
7. Internal Control Functions
 - (a) To review and approve the Statement of Internal Control.
 - (b) To monitor the Council's compliance with its own published standards and controls and recommend any necessary changes to Financial

Regulations and Contract Standing Orders.

8. Corporate Governance

- (a) Keeping under review the Council's arrangements for Corporate Governance and proposing from time to time necessary actions to ensure compliance with best practice.
- (b) To keep under review corporate policies such as the Public Information Disclosure Code (Whistleblowing), Anti-fraud Strategies, Data Quality and Diversity Policies.
- (c) Ensuring that effective systems are in place that will underpin the processes of the Council and ensure the highest standards in respect of audit and corporate governance matters.

9. Reporting

To report to the Executive or to the Council as appropriate, with findings and recommendations.

CORPORATE HEALTH AND SAFETY COMMITTEE (10)

Deputy Mayor and Executive Member for City Centre Strategy plus 6 Labour, 1 Conservative, 1 MICA, 1 spare

Quorum: 3 Elected Members plus 3 Trade Union representatives to be present

Membership/Restrictions: Nil
(Constitutionally this is not a Committee of the Council)

Chair: Councillor C Rooney

Vice-Chair: Staff Side

Members: Councillors Arundale, Branson, Hellaoui, Higgins, McTigue, D Rooney, Thompson and N Walker
1 MICA

Terms of Reference:

- 1. To be an advisory body to the Council.
- 2. To establish regular consultation between the elected Members of the Council and the recognised trades unions on health and safety issues.

LICENSING COMMITTEE (14)

10 Labour, 1 Conservative, 1 MICA, 2 spare

Membership/Restrictions:	No members of Planning and Development Committee
Chair:	Councillor J Walker
Vice-Chair:	Councillor Higgins
Members:	Councillors Arundale, Biswas, Brady, Goodchild, Harvey, Lewis, Mawston, McCabe 3 Labour 1 spare

Terms of Reference:

To have delegated powers to exercise the functions of the Council in relation to all licensing functions except insofar as such functions are delegated to an officer.

OVERVIEW AND SCRUTINY BOARD (13)

9 Labour, 1 Conservative, 1 MICA, 2 spare plus 4 Co-opted Members with voting rights * plus up to 2 Added Members without voting rights

Membership/Restrictions:	Cannot include members of the Executive
Chair:	Councillor Sharrocks
Vice- Chair:	To be appointed
Members:	Councillors Coupe, Dryden, Hellaoui, Higgins, Lewis, Mawston, McGee, McGloin, P Purvis, Saunders, Storey and J Walker
Co-opted Members:	Parent Governor x 2 * Church of England * Roman Catholic Church*
Added Members:	Up to a maximum of 2 non-voting, non-elected Members whose term of office will be for the duration of any particular scrutiny investigation

Terms of Reference:

The Overview and Scrutiny Board will have delegated power to appoint and disband such scrutiny panels as it thinks fit, and if appropriate after receiving a report from a scrutiny panel, will exercise the following functions of the Council:-

- (a) On behalf of the Council to scrutinise executive decisions.

- (b) On behalf of the Council to scrutinise recommendations by the Executive to the Council.
- (c) Following use of the Council's Call-in procedure to refer back executive decisions once only, PROVIDED that the decision in question shall not already have been actioned. References back must contain details of the Board's concerns together with any revisions proposed.
- (d) To scrutinise the performance of Council services.
- (e) To scrutinise statutory plans of the Council.
- (f) To invite attendance by appropriate individuals to advise (as an 'expert witness') the Board in exercising its role. Such individuals will have expertise in the area subject to scrutiny; e.g. they may be a service user or a professional in the relevant discipline.
- (g) To question members of the executive relating to the scrutiny of executive decisions and recommendations and the performance of Council services.
- (h) To question chief officers, or any other officer after consultation with the chief officer, relating to the scrutiny of service performance and reports on which executive decisions are based.
- (i) To make recommendations to the Council on issues arising from scrutiny of executive decisions, recommendations and performance including for example recommendations that an area of Council policy should be reviewed. Such recommendations must be contained in a report which the executive will see, and have the opportunity to comment on, in draft form before it is finalised and submitted to Council.
- (j) To monitor compliance with audit, external inspectorate reports following their consideration and adoption by the Executive and Council.
- (k) To scrutinise and monitor matters relating to Council budgets, audit and resources issues.
- (l) To refer any significant internal control issues to the Corporate Affairs and Audit Committee.
- (m) To review or scrutinise the decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions, and
- (n) To make reports or recommendations to the local authority with respect to the discharge of those functions.
- (o) To consider Councillor Calls for Action.

* NB Church and Parent Governor Co-opted Members will exercise their vote only when the Board considers any education or education related matters.

AD HOC SCRUTINY PANEL (9)

6 Labour, 1 Conservative, 1 MICA, 1 spare, plus up to 2 Added Members without voting rights

Membership/Restrictions:	Cannot include members of the Executive
Chair:	Councillor J Sharrocks
Members:	Councillors J Hobson, Hubbard, Mawston, McGee, J Walker and Walkington 2 spaces 1 nomination Councillor L McGloin
Added Members:	Up to a maximum of 2 non-voting, non-elected members whose term of office will be for the duration of any particular scrutiny investigation

Terms of Reference:

To undertake scrutiny examination on corporate issues as directed by the Overview and Scrutiny Board.

ADULT SOCIAL CARE AND SERVICES SCRUTINY PANEL (9)

6 Labour, 1 Conservative, 1 MICA, 1 spare, plus up to 2 Added Members without voting rights

Membership/Restrictions:	Cannot include members of the Executive
Chair:	Councillor J McGee
Vice-Chair:	To be appointed
Members:	Councillors Coupe, Davison, Dryden, P Purvis, Rathmell, Uddin, J Walker and Walters
Added Members:	Up to a maximum of 2 non-voting, non-elected members whose term of office will be for the duration of any particular scrutiny investigation

Terms of Reference:

To make recommendations to the Overview and Scrutiny Board in respect of the scrutiny of all matters relating to social care and adult services including:

- (a) Decisions made or actions taken in connection with the discharge of any of the Council's functions.
- (b) Existing and proposed policies and strategies, including those of the Council and those produced at a national level.
- (c) Service provision.

- (d) Performance information.
- (e) Any matters relating to social care and adult services which affect the area or its inhabitants, including services provided by external organisations or bodies.

CHILDREN AND YOUNG PEOPLE'S LEARNING SCRUTINY PANEL (9)

6 Labour, 1 Conservative, 1 MICA, 1 spare, plus 4 Co-opted Members with voting rights* plus Up to 2 Added Members without voting rights

Membership/Restrictions:	Cannot include members of the Executive
Chair:	Councillor Hellaoui
Vice-Chair:	To be appointed
Members:	Councillors Blyth, Higgins, McGloin, G Purvis, J Walker, Walkington and J Young 1 MICA
Co-opted Members:	Parent Governor x 2* Roman Catholic Church* Church of England *
Added Members:	Up to a maximum of 2 non-voting, non-elected members whose term of office will be for the duration of any particular scrutiny investigation
Terms of Reference:	

To make recommendations to the Overview and Scrutiny Board in respect of the scrutiny of all matters relating to children and learning including:

- (a) Decisions made or actions taken in connection with the discharge of any of the Council's functions.
- (b) Existing and proposed policies and strategies, including those of the Council and those produced at a national level.
- (c) Service provision.
- (d) Performance information.
- (e) Any matters relating to education and learning which affect the area or its inhabitants, including services provided by external organisations or bodies.

CHILDREN AND YOUNG PEOPLE'S SOCIAL CARE AND SERVICES SCRUTINY PANEL (9)

6 Labour, 1 Conservative, 1 MICA, 1 spare, plus up to 2 Added Members without voting rights

Membership/Restrictions:	Cannot include members of the Executive
Chair:	Councillor Higgins
Vice-Chair:	To be appointed
Members:	Councillors Coupe, Hellaoui, Lewis, McGee, McGloin, Storey and Uddin 1 MICA
Added Members:	Up to a maximum of 2 non-voting, non-elected members whose term of office will be for the duration of any particular scrutiny investigation

To make recommendations to the Overview and Scrutiny Board in respect of the scrutiny of all matters relating to children and learning including:

- (a) Decisions made or actions taken in connection with the discharge of any of the Council's functions.
- (b) Existing and proposed policies and strategies, including those of the Council and those produced at a national level.
- (c) Service provision.
- (d) Performance information.
- (e) Any matters relating to social care and services which affect the area or its inhabitants, including services provided by external organisations or bodies.

CULTURE AND COMMUNITIES SCRUTINY PANEL (9)

6 Labour, 1 Conservative, 1 MICA, 1 spare, plus up to 2 Added Members without voting rights

Membership/Restrictions:	Cannot include members of the Executive
Chair:	Councillor Lewis
Vice-Chair:	To be appointed
Members:	Councillors Arundale, Biswas, Branson, Davison, Dean, Goodchild and Hellaoui 1 MICA
Added Members:	Up to a maximum of 2 non-voting, non-elected Members whose term of office will be for the duration of any particular scrutiny investigation

Terms of Reference:

To make recommendations to the Overview and Scrutiny Board in respect of the scrutiny of all matters relating to culture and communities including:

- (a) Decisions made or actions taken in connection with the discharge of any of the Council's functions.
- (b) Existing and proposed policies and strategies, including those of the Council and those produced at a national level.
- (c) Service provision.
- (d) Performance information.
- (e) Any matters relating to culture and communities which affect the area or its inhabitants, including services provided by external organisations or bodies.

**ECONOMIC DEVELOPMENT, ENVIRONMENT AND INFRASTRUCTURE
SCRUTINY PANEL (9)**

6 Labour, 1 Conservative, 1 MICA, 1 spare, plus up to 2 Added Members without voting rights

Membership/Restrictions: Cannot include members of the Executive

Chair: Councillor Storey

Vice-Chair: To be appointed

Members: Councillors Arundale, Branson, Higgins, Hubbard, Hussain, Lewis, McGloin and Walkington

Added Members: Up to a maximum of 2 non-voting, non-elected members whose term of office will be for the duration of any particular scrutiny investigation

Terms of Reference:

To make recommendations to the Overview and Scrutiny Board in respect of the scrutiny of all matters relating to economic development, environment and infrastructure including:

- (a) Decisions made or actions taken in connection with the discharge of any of the Council's functions.
- (b) Existing and proposed policies and strategies, including those of the Council and those produced at a national level.
- (c) Service provision.
- (d) Performance information.

- (e) Any matters relating to economic development, environment and infrastructure which affect the area or its inhabitants, including services provided by external organisations or bodies such as the management of flood risk.

HEALTH SCRUTINY PANEL (9)

6 Labour, 1 Conservative, 1 MICA, 1 spare, plus up to 2 Added Members without voting rights

Membership/Restrictions:	Cannot include members of the Executive
Chair:	Councillor Dryden
Vice Chair:	To be appointed
Members:	Councillors Biswas, Goodchild, C Hobson, McGee, McGloin, J Walker and Walters 1 MICA
Added Members:	Up to a maximum of 2 non-voting, non-elected members whose term of office will be for the duration of any particular scrutiny investigation

Terms of Reference:

1. To investigate and make recommendations to the Overview and Scrutiny Board in respect of the scrutiny of all matters relating to public health and health service provision, in line with the powers granted in the Health and Social Care Act 2012 and delegated by full Council.
2. To be the statutory consultee, or jointly with other local authorities where appropriate, on any statutory consultations held by the local NHS in pursuance of the Health and Social Care Act 2012 in line with the delegation of such powers by full Council.

PLANNING AND DEVELOPMENT COMMITTEE (10)

7 Labour, 1 Conservative, 1 MICA, and 1 spare

Membership/Restrictions:	No members of Licensing Committee
Chair:	Councillor Walters
Vice-Chair:	Councillor Bloundele
Members:	Councillors Branson, Dean, J Hobson, McIntyre, McGee, McGloin, Saunders and Walkington

Terms of Reference:

To have delegated powers to exercise the powers of the Council to deal with all planning and development functions, except insofar as such functions are delegated to an officer.

STAFF APPEALS COMMITTEE (9)

6 Labour, 1 Conservative, 1 MICA, 1 spare

Membership/ Restrictions: Chair and two other Members to be selected from the full committee to sit at each panel meeting. Panel meetings need not be politically balanced. Should not have had any previous involvement with the matter under consideration.

Chair: Councillor Biswas

Vice-Chair: Councillor D Rooney

Members: Councillors Brunton Dobson, Harvey, Higgins, J Hobson, Saunders and Walkington **1 spare**

Terms of Reference:

To have delegated powers to hear relevant staff appeals.

STANDARDS COMMITTEE (9)

**6 Labour, 1 Conservative, 1 MICA, 1 spare,
Plus, if required, 2 Parish Council representatives (1 Nunthorpe Parish Council
and 1 Stainton and Thornton Parish Council)**

Membership/Restrictions: Appointed under the Localism Act 2011

Chair: Councillor Rostron

Vice Chair: Councillor Brunton Dobson

Members: Councillors Davison, Goodchild, Harvey, Hubbard, Storey and Thompson and J Young

Terms of Reference:

1. To make reports or recommendations to the Council in relation to:-
 - a) the approval by the Council of local codes of conduct for Members and officers, codes of practice, standing orders and protocols, taking account of national models and guidance or case tribunals.
 - b) the implementation of local codes of conduct etc, and the dissemination throughout the Authority of information and guidance on their operation.
 - c) consideration of any reports relating to the conduct of Members or officers which may be referred to it by the Council's Chair, Monitoring Officer or by the Director of Strategic Resources under section 114 of the Local

Government Finance Act 1988 in consultation with the Monitoring Officer, including issues relating to Members' and officers' interests and the maintenance and management of any relevant registers of interests.

- d) consideration of relevant reports referred by the Monitoring Officer and Section 151 Officer and make recommendations thereon to the Council as necessary.
2. The determination, following an investigation, of allegations of breaches of Members' Codes of Conduct within such statutory provisions or guidance as may exist.
3. To maintain an overview of the whistle-blowing policy, complaints handling and Ombudsman Investigations.
4. Discharge of all of the above functions required by the Localism Act 2011 in relation to Parish Councils.

TEESSIDE PENSION BOARD (1)

Membership:

A total of three employer representatives shall be appointed to the Board from the following sources:

(a) In the first year of the board

One employer representative shall be appointed by the Administering Authority.

One employer representative shall be appointed from the Councils of Hartlepool, Redcar and Cleveland, and Stockton-on-Tees.

One employer representative shall be chosen from all of the other scheme employers of the Teesside Pension Fund.

(b) Thereafter

i. Two employer representatives shall be appointed from the Councils of Hartlepool, Middlesbrough, Redcar and Cleveland, and Stockton-on-Tees.

ii. One employer representative shall be chosen from all of the other scheme employers of the Teesside Pension Fund.

Member: Councillor N Walker

Terms of Reference:

The key statutory functions of the board are:

- (a) secure compliance with the Regulations, any other legislation relating to the governance and administration of the Scheme, and requirements imposed by the Pensions Regulator in relation to the Scheme and;
- (b) to ensure the effective and efficient governance and administration of the Scheme.

TEESSIDE PENSION FUND COMMITTEE (9)

6 Labour, 1 Conservative, 1 MICA and 1 spare

Plus one Borough Council Member from Hartlepool, Redcar and Cleveland and Stockton on Tees Borough Councils.

A representative of the other scheme employers in the Teesside Pension Fund the accordance with procedures agreed by the Chief Finance Officer and Monitoring Officer.

Two representatives of the scheme members of the Teesside Pension Fund, appointed in accordance with procedures agreed by the Chief Finance Officer and Monitoring Officer.

Named substitutes are permitted providing they satisfy the knowledge and skills policy of the pension fund.

Voting rights are held by all members including the scheme member representatives as long as they are not employees of Middlesbrough Council

Membership/Restrictions: Only a Middlesbrough Councillor may be the Chair and the Chair will be elected by members of Middlesbrough Council). The Vice Chair will be elected annually by members of the Teesside Pension Fund Committee.

The representative members (for other scheme employers and scheme members), are appointed for a period of no more than six years and may be reappointed for further terms.

Councillors of the participating Councils will have a term of office to the next ordinary local government election following their appointment. They may be reappointed for further terms.

Chair: Councillor Bloundele

Vice-Chair: Councillor Rostron

Members: Councillors Brady, Coupe, Lewis, McTigue, Mohan, D Rooney and Walters

One voting representative from each of the following Borough Councils (Hartlepool, Redcar & Cleveland and Stockton).

One representative of the other scheme employers in the Teesside Pension Fund

Two representatives of the scheme members of the Teesside Pension Fund.

Terms of Reference:

The Pension Fund Committee will have the following specific roles and functions, taking account of advice from the Chief Finance Officer and the Fund's professional advisers:

- a) Ensuring the Teesside Pension Fund is managed and pension payments are made in compliance with the extant Local Government Pension Scheme Regulations, Her Majesty's Revenue & Customs requirements for UK registered pension schemes and all other relevant statutory provisions.
- b) Ensuring robust risk management arrangements are in place.
- c) Ensuring the Council operates with due regard and in the spirit of all relevant statutory and non-statutory best practice guidance in relation to its management of the Teesside Pension Fund.
- d) Determining the Pension Fund's aims and objectives, strategies, statutory compliance statements, policies and procedures for the overall management of the Fund, including in relation to the following areas:
 - i) Governance – approving the Fund's Governance Policy and Compliance Statement for the Fund within the framework as determined by Middlesbrough Council and making recommendations to Middlesbrough Council about any changes to that framework.
 - ii) Funding Strategy – approving the Fund's Funding Strategy Statement including ongoing monitoring and management of the liabilities, ensuring appropriate funding plans are in place for all employers in the Fund, overseeing the triennial valuation and interim valuations, and working with the actuary in determining the appropriate level of employer contributions for each employer.
 - iii) Investment strategy - approving the Fund's Investment Strategy Statement and Compliance Statement including setting investment targets and ensuring these are aligned with the Fund's specific liability profile and risk appetite.
 - iv) Administration Strategy – approving the Fund's Administration Strategy determining how the Council will administer the Fund including collecting payments due, calculating and paying benefits, gathering information from and providing information to scheme members and employers.
 - v) Communications Strategy – approving the Fund's Communication Strategy, determining the methods of

- communications with the various stakeholders including scheme members and employers.
- vi) Discretions – determining how the various administering authority discretions are operated for the Fund.
- e) Monitoring the implementation of these policies and strategies on an ongoing basis.
 - f) In relation to the Borders to Coast Pension Partnership; the Asset Pooling Collaboration arrangements:
 - i) Monitoring of the performance of the Borders to Coast Asset Pooling Collaboration and its Operator and recommending actions to the Joint Committee, The Mayor or his Nominee (in his role as the nominated person to exercise Shareholder rights and responsibilities), Officers Groups or BCPP Ltd, as appropriate.
 - ii) Undertake the role of Authority in relation to the Inter Authority Agreement, including but not limited to:
 - Requesting variations to the Inter Authority Agreement
 - Withdrawing from the Inter Authority Agreement
 - Appointing Middlesbrough Council officers to the Officer Operations Group.
 - g) Considering the Fund's financial statements and the Fund's annual report.
 - h) Selection, appointment, dismissal and monitoring of the Fund's advisers, including actuary, benefits consultants, investment consultants, global custodian, fund managers, lawyers, pension funds administrator, independent professional advisers and AVC provider.
 - i) Liaison with internal and external audit, including providing recommendations in relation to areas to be covered in audit plans, considering audit reports and ensuring appropriate changes are made following receipt of audit findings
 - j) Making decisions relating to employers joining and leaving the Fund. This includes which employers are entitled to join the Fund, any requirements relating to their entry, ongoing monitoring and the basis for leaving the Fund.
 - k) Agreeing the terms and payment of bulk transfers into and out of the Fund.
 - l) Agreeing Pension Fund business plans and monitoring progress against them.
 - m) Agreeing the Fund's Knowledge and Skills Policy for all Pension Fund Committee members and for all officers of the Fund, including determining the Fund's knowledge and skills

framework, identifying training requirements, developing training plans and monitoring compliance with the policy.

- n) Agreeing the Administering Authority responses to consultations on LGPS matters and other matters where they may impact on the Fund or its stakeholders.
- o) Receiving ongoing reports from the Chief Finance Officer, the Head of Investments and Treasury Management and other relevant officers in relation to delegated functions.

WORKS COUNCIL (10)

Deputy Mayor and Executive Member for City Centre Strategy (Chair) plus 6 Labour, 1 Conservative, 1 MICA, 1 spare

Membership/Restrictions: Nil (Constitutionally this is not a Committee of the Council)

Chair: Councillor C Rooney

Vice-Chair: Staff Side

Members: Councillors Arundale, Brady, Branson, Higgins, McGee, Thompson and N Walker **1 MICA 1 spare**

Quorum: 3 Elected Members plus 3 Trade Union representatives to be present

Terms of Reference:

1. To be an advisory body to the Council.
2. To establish regular consultation between elected members of the Council and the recognised trades unions on issues affecting the Council at a strategic level. As this is not a negotiating body, the rights of the trades unions to negotiate issues through the proper negotiating process are preserved.
3. To present resolutions for the Executive's consideration.
4. To discharge any functions specifically assigned to the Works Council.
5. To review annually the operation and performance of the Works Council, including setting and evaluating performance indicators