

**MIDDLESBROUGH COUNCIL  
COMMITTEES, MEMBERSHIPS  
AND TERMS OF REFERENCE  
FOR THE EXECUTIVE  
(EXCLUDING PORTFOLIOS)  
AND  
COMMITTEES OF THE COUNCIL  
2019/2020**

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**EXECUTIVE 2019/2020**

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

Chair: The Mayor:

**TITLE OF PORTFOLIO:**

**EXECUTIVE MEMBERS:**

Deputy Mayor and Thematic Lead for Drugs	Councillor High
Executive Member for Adult Social Care and Public Health	Councillor Davison
Executive Member for Children's Services	Councillor Cooper
Executive Member for Culture and Communities	Councillor Smiles
Executive Member for Environment	Councillor McCabe
Executive Member for Finance and Governance	Councillor C Hobson
Executive Member for Regeneration	Councillor Waters

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.
- h) To determine the Council's corporate property priorities.
- (i) To approve the allocation of resources from the Small Scheme Allocation budget.
- (j) To be consulted upon the capital programme.
- (k) To determine 'in year' changes to the new start investment programme and small scheme allocation projects should it become necessary.
- (l) To consider and determine the acquisition and disposal of assets (including land and buildings), other than equipment, plant and machinery for resale, in accordance with the requirements of Financial Regulations and Contract Standing Orders.
- (m) To be consulted upon planning brief proposals.
- (n) To establish effective communication channels to cascade the Council's corporate property priorities.

## **ADVISORY BODIES/COMMITTEES/SUB- COMMITTEES OF THE EXECUTIVE 2019/2020**

**The following executive committees and other bodies fall within the requirements of the Local Government and Housing Act 2000 and do not need to comply with the proportionality rules under Sections 15 and 16 of the Local Government and Housing Act 1989.**

### **EXECUTIVE SUB-COMMITTEE FOR GRANTS TO THE VOLUNTARY SECTOR (2)**

Deputy Mayor and Thematic Lead for Drugs  
Executive Member for Finance and Governance

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

Chair: Councillor High

Members: Councillor C Hobson  
  
(or substitute Members appointed in accordance with the Executive Scheme of Delegation approved by the Mayor)

Terms of Reference:

When not referred to the Mayor, Executive or Executive Member for determination the Executive Sub-Committee for Grants to the Voluntary Sector is delegated the following powers:-

- To determine the criteria under which grants will be awarded from the Grants to Voluntary Sector budget.
- That working within the existing frameworks and allocated resources, determine on an annual basis, the allocation of grant aid from the Grants to Voluntary Sector budget.
- To determine 'in year' changes to those allocations should it become necessary.
- To monitor and evaluate the use of grant aid once allocated.
- Subject to available resources within the Budget, to determine 'in year' one off applications for grant aid.
- To consider and determine all issues relating to charities, which identify the Council as being Trustee and which are not specifically delegated to another body.
- To consider and determine policy issues in relation to Grants, Trusts and the Voluntary and Community sector not specifically delegated to another body.

(NOTE: the Members of the Sub-Committee also act as trustees of the Trusts that the Council is the corporate trustee of including the Hustler, Albert Park and of Stewart Park Trusts).

## **EXECUTIVE SUB-COMMITTEE FOR STANDING ORDERS (2)**

Deputy Mayor and Thematic Lead for Drugs  
Executive Member for Finance and Governance

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

Chair: Councillor High

Member: Councillor C Hobson

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, Governance and Place-based Services 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 (7)**

Mayor  
Deputy Mayor and Thematic Lead for Drugs  
Executive Member for Finance and Governance  
Executive Member for Regeneration  
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 Waters

Members: A Preston, Councillors Coupe, A High, C Hobson, J Hobson, Mr A Preston and Councillor D Rooney

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  
2019/2020**

**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) TO BE APPOINTED IF REQUIRED**

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

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) TO BE APPOINTED IF REQUIRED**

**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 (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 Arundale

**Sub-Committee B**

Chair: Councillor Waters

**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.

**JOINT LIVE WELL SOUTH TEES BOARD (5)**

4 Elected Members: Deputy Mayor and Thematic Lead for Drugs (Chair), Executive Member for Adult Social Care and Public Health, Executive Member for Children's Services, Executive Member for Culture and Communities, 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:

Councillor A High	Deputy Mayor and Thematic Lead for Drugs (Joint Chair)	
Councillor D Davison	Executive Member for Adult Social Care and Public Health	
Councillor B Cooper	Executive Member for Children's Services	
Councillor Smiles	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  
2019/2020**

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) 3 Lab: 2 MICA: 1 MIG  
1 spare**

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

**Ex Officio (Voting) Members:**

**Mayor, Deputy Mayor and relevant portfolio holder**

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

Chair: Councillor Rathmell

The Mayor: A Preston

Deputy Mayor: Councillor A High

Members: Councillor Hubbard, Mawston Rooney, Rostron, Saunders and Storey **Lose 1 MICA but MICA to take up spare. Add 1 MIG: Cllr Mawston**

**\*\*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) 4 Labour: 3 MICA: 1 MIG 1 spare**

Chair of Council  
Vice-Chair of Council  
Deputy Mayor and Thematic Lead for Drugs  
Chair of Overview and Scrutiny Board

**Membership/Restrictions: Nil**

Chair: Councillor J Hobson

Vice-Chair: Councillor Garvey

Members: Councillors Hellaoui, Hubbard, Rathmell, Rooney, Saunders, M Storey, Thompson  
**Lose 1 CON: Cllr Coupe: MICA to take up spare Councillor Saunders**

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)**

**3 Labour: 2 MICA: 1 MIG: 1 spare  
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 Rathmell

Vice-Chair: Councillor Hubbard

Members: Councillors Higgins, J Hobson, Mawston, Rooney, S Walker  
**Add 1 MIG: Cllr Mawston  
Lose 1 MICA but MICA to take up spare**

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)**

**4 Lab: 3 MICA: 2 MIG: 1 spare**

Deputy Mayor and Thematic Lead for Drugs Ex Officio

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 Smith

Vice-Chair: Staff Side

Members: Councillors Arundale, Branson, Higgins, Hussain, McCabe, McIntyre, Polano, Rooney, Thompson, Waters  
**Lose 1 MICA – Name to be supplied MIG only took 1 place Cllr Waters, Cllr Higgins took spare (9.10.19)**

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.

## **CORPORATE PARENTING BOARD (9) plus Ex-Officio Members and Ex-Officio Officers**

### **4 Labour: 3 MICA: 1 MIG, 1 spare**

Executive Member for Children's Services

Chair of Overview and Scrutiny Board

Membership/Restrictions: Nil

Chair: Councillor Hellaoui

Vice-Chair: Councillor Higgins

Members: Councillors Cooper, Garvey, Platt, Saunders, Thompson, Uddin, Wright

Ex-Officio Members: Deputy Mayor and Thematic Lead for Drugs – Councillor High

Ex-Officio Officers: Head of Paid Service  
Executive Director of Children's Services  
Director of Children's Care  
Director of Education  
Director of Prevention and Partnership  
**CLr Wright took up spare (9.10.19)**

### **Terms of Reference - Corporate Parenting Board**

To be responsible for the Council's role as a Corporate Parent to those children and young people who are looked after and accommodated by the local authority, that responsibility to also include:

1. ensuring that the education, health, and social needs of children Looked After by the Authority are met;
2. developing effective corporate responses to fulfil the Authority's responsibilities as a corporate parent;
3. to implement changes to policy and practice, and inform service development in the context of corporate parenting;
4. the dissemination of information, concerned with its responsibilities associated with corporate parenting, to all elected Members and relevant staff; and
5. the implementation, maintenance, and review of this Council's 'Corporate Parenting and Strategy' document.

### **LICENSING COMMITTEE (14)**

#### **6 Labour: 5 MICA: 2 MIG: 1 Conservative**

Membership/Restrictions: No members of Planning and Development Committee

Chair: Councillor Arundale

Vice-Chair: Councillor Waters

Members: Councillors Bell, Dean, Goodchild, Higgins, Jones, Lewis, McCabe, Polano, Rooney, Sands, Smiles, J A Walker  
**Lose 1 MIG: Cllr Mawston Lose 1 spare: Cllr Smith Add 1 MICA Councillor Polano Add 1 Conservative: Councillor Smiles**

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)**

**6 Labour: 4 MICA: 2 MIG: 1 Conservative, 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 Thompson

Vice- Chair: Councillor M Storey

Members: Councillors Cooke, Coupe, Garvey, Hellaoui, Higgins, Mawston, McIntyre, McTigue, Platt, Saunders, Uddin  
**Lose 1 MICA Councillor Rathmell  
Add 1 MIG – Councillor Garvey**

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)**

**4 Labour: 3 MICA: 1 MIG: 1 spare, plus up to 2 Added Members without voting rights**

Membership/Restrictions:                      Cannot include members of the Executive



Chair: To be appointed

Members: Councillors Coupe, Dodds, Goodchild, J Hobson, McTigue, Rooney, Saunders, M Storey, Thompson  
**1 MICA vacancy: Cllr Saunders CON: Councillor Coupe to take up spare**

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)**

**4 Labour: 3 MICA: 1 MIG: 1 spare, plus up to 2 Added Members without voting rights**

Membership/Restrictions: Cannot include members of the Executive

Chair: Councillor Platt

Vice-Chair: Councillor Smith

Members: Councillors Cooke, Goodchild, Hill, Jones, Lewis, J A Walker, G Wilson **1 MICA vacancy not taken up Cllr Hill took up spare (9.10.19)**

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)**

**4 Labour: 3 MICA: 1 MIG: 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 Platt
Vice-Chair:	Councillor P Storey
Members:	Councillors Dodds, Garvey, Hellaoui, Higgins, Hill, Nugent, G Wilson <b>Lose 1 MIG add 1 MICA: Councillor Hill MIG to pick up spare: Cllr Dodds</b>
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)**

**4 Labour: 3 MICA: 1 MIG: 1 spare, plus up to 2 Added Members without voting rights**

Membership/Restrictions:	Cannot include members of the Executive
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Chair: Councillor Garvey

Vice-Chair: Councillor

Members: Councillors Cooke, Dodds, Hill, Saunders, Uddin, J A Walker, Wilson, Wright  
**Lose 1 MIG Lose 1 CON Cllr Coupe, Add 1 MICA Councillor Wilson, MIG to take up spare Cllr Dodds  
Need to appoint Vice Chair at next Scrutiny Panel meeting**

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)**

**4 Labour: 3 MICA: 1 MIG: 1 spare, plus up to 2 Added Members without voting rights**

Membership/Restrictions: Cannot include members of the Executive

Chair: Councillor McIntyre

Vice-Chair: Councillor Smith

Members: Councillors Arundale, Dodds, Goodchild, Hubbard, Lewis, Rostron, Thompson  
**Lose 1 MIG Cllr Garvey  
Add 1 MICA: Cllr Hubbard**

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)**

**4 Labour: 3 MICA: 1 MIG: 1 spare, plus up to 2 Added Members without voting rights**

Membership/Restrictions: Cannot include members of the Executive

Chair: Councillor Saunders

Vice-Chair: Councillor Hubbard

Members: Councillors Arundale, Branson, Coupe, Furness, Garvey, M Storey, S Walker  
**Add 1 MIG Cllr Garvey**  
**CON Cllr Coupe to take up spare**

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)**

##### **4 Labour: 3 MICA: 1 MIG: 1 spare, plus up to 2 Added Members without voting rights**

Membership/Restrictions: Cannot include members of the Executive

Chair: Councillor McTigue

Vice Chair: Councillor Coupe

Members: Councillors Hellaoui, Hill, Mawston, Rooney, Sands, M Storey, P Storey  
**Lose 1 MICA Cllr Rathmell, Add 1 MIG: Cllr Mawston  
CON Cllr Coupe to take up spare**

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)**

##### **4 Labour: 3 MICA: 2 MIG: 1 spare**

Membership/Restrictions: No members of Licensing Committee

Chair: Councillor J Hobson

Vice-Chair: Councillor Coupe

Members: Councillors Branson, Dodds, Garvey, McTigue, Nugent, Rostron, Thompson, G Wilson  
**Lose 1 MICA Cllr Platt Add 1 MIG: Cllr Dodds:  
CON Cllr Coupe to take up spare**

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)**

#### **4 Labour: 3 MICA: 1 MIG: 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 Bell

Vice-Chair: Councillor Polano

Members: Councillors Dean, Furness, J Hobson, Smiles, P Storey, Thompson, Waters  
**(CON: Cllr Smiles to take up spare)**

Terms of Reference:

To have delegated powers to hear relevant staff appeals.

### **STANDARDS COMMITTEE (9)**

#### **4 Labour: 3 MICA: 1 MIG: 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 Cannot include the Elected Mayor or Executive Leader. Cannot be chaired by a member of the Executive.

Chair: Councillor Rathmell

Vice Chair: Councillor Saunders

Members: Councillors Dean, Goodchild, Hill, McTigue, Rostron, M Storey, Waters  
**Lose 1 CON Councillor Coupe MICA: Cllr Hill to take up spare**

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 C Hobson - Executive Member for Finance, Governance.

**1 spare taken up by Cllr C Hobson**

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)**

**4 Labour: 3 MICA: 1 MIG: 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 and the Vice Chair will be elected by members of Middlesbrough Council).

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 Coupe

Vice-Chair: Councillor Polano

Members: Councillors Cooper, Dean, Furness, Rathmell, Rostron, Sands, S Walker



**Add 1 MIG: Place not taken up Cllr Coupe took up spare MIG place (9.10.19)**

**MICA to take up spare Cllr Rathmell**

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 the 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 Thematic Lead for Drugs (Chair) plus 4 Labour: 3 MICA: 2 MIG: 1 spare**

Membership/Restrictions:	Nil (Constitutionally this is not a Committee of the Council)
Chair:	Councillor High
Vice-Chair:	Staff Side
Members:	Councillors Arundale, Bell, Cooper, Furness, Rooney, Smith, M Storey, P Storey, Thompson <b>Lose 1 MICA: Cllr Hubbard Add 1 MIG Place not taken up Cllr Rooney took spare (9.10.19)</b>

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