

**BUSINESS REPORT 2021/22****REPORT OF THE LEGAL ADVISER AND  
MONITORING OFFICER**

<b>For Approval</b>
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**1. PURPOSE OF REPORT**

- 1.1 That Members consider and approve the Authority's governance arrangements as set out in its Constitution at Appendix A.
- 1.2 To appoint Members to roles, committees and outside bodies as outlined at paragraph 4 and Appendix A.

**2. RECOMMENDATIONS**

- 2.1 That the Constitution as outlined at paragraph 3 and Appendix A be approved.
- 2.2 That Members nominate and appoint to the roles and membership of committees and outside bodies as outlined at paragraph 4 and Appendix A.

**3. CONSTITUTION**

Members are requested to consider and approve the following governance arrangements as outlined within Appendix A:

- 3.1 **Governance – Section 2**  
Details the Authority's membership, committee structure and other governance information.
- 3.2 **Terms of Reference and Delegated Powers – Section 3**  
Details the terms of reference and delegated powers of the Authority and its Committees.
- 3.3 **Scheme of Delegation – Section 4**  
The Scheme of Delegation sets out the terms and limitations upon which the Authority has empowered its Authorised Officers, this includes additions in line with the requirements of the Public Service Pension Act 2013 and Regulations made thereunder. The Scheme has been reviewed and updated to reflect role delegations.
- 3.4 **Financial Procedure Rules – Section 5**  
The Financial Procedure Rules also include the roles of External and Internal Audit.
- 3.5 **Standing Orders – Section 6**  
Standing Orders in Respect of Proceedings and Business

### 3. CONSTITUTION continued

#### 3.6 Contract Procedure Rules – Section 7

Updated to reflect leaving the European Union.

#### 3.7 Ethical Governance Framework – Section 8

- Anti-Fraud and Anti-Corruption Strategy - reviewed May 2019)
- Standards and Partners
- Member Code of Conduct
- Register of Members Interests
- Declaration of Gifts and Hospitality
- Hearing Procedures
- Complaints Procedure

#### 3.8 Members Allowance Scheme – Section 9

The Members Allowance Scheme details the governance of the scheme.

#### 3.9 Code of Corporate Governance – Section 10

The Code of Corporate Governance sets out how the Authority carries out its business in a way that demonstrates accountability, transparency, effectiveness, integrity, impartiality, inclusivity and efficiency, in line with the CIPFA/Solace principles.

### 4. NOMINATIONS 2021/22

Members are requested to nominate and appoint the membership as detailed within the report and Constitution:

#### 4.1. APPOINTMENT OF CHAIR & VICE CHAIR

Chair 2021/22

Councillor

Vice Chair 2021/22

Councillor

#### 4.2. APPOINTMENT TO COMMITTEES

##### **EXECUTIVE COMMITTEE (7 Members)**

*Chair and Vice Chair to be included*

HARTLEPOOL BOROUGH COUNCIL:-

Councillor(s)

MIDDLESBROUGH COUNCIL:-

Councillor(s)

REDCAR & CLEVELAND BOROUGH COUNCIL:-

Councillor(s)

STOCKTON ON TEES BOROUGH COUNCIL:-

Councillor(s)

**AUDIT & GOVERNANCE COMMITTEE (9 Members)***Chair to be a Member from outside of the majority group**No Executive to be included - Includes 2 Independent Persons in an advisory role.*

HARTLEPOOL BOROUGH COUNCIL:-	Councillor(s)
MIDDLESBROUGH COUNCIL:-	Councillor(s)
REDCAR & CLEVELAND BOROUGH COUNCIL:-	Councillor(s)
STOCKTON ON TEES BOROUGH COUNCIL:-	Councillor(s)

**4.3. OUTSIDE BODIES**

The Authority appoints on an annual basis to the following outside bodies to which they have allocated representation:-

<b>Local Government Association Fire Commission</b> (CFA Chair or Vice Chair)	Councillor
LGA Fire Commission substitute	Councillor
<b>Safer Partnership Forums</b>	
Redcar and Cleveland Community Safety Partnership	Councillor
Stockton Safer Partnership	Councillor

**5. AUTHORITY MEMBERSHIP 2021/22****HARTLEPOOL**

Councillor Tom Cassidy	Conservative
Councillor Ben Clayton	Labour
Councillor Tim Fleming	Independent

**MIDDLESBROUGH**

Councillor Teresa Higgins	Labour
Councillor Naweed Hussain	Labour
Councillor Jon	Independent
Councillor Ashley Waters	Independent

**REDCAR & CLEVELAND**

Councillor Billy Ayre	Labour
Councillor Adam Brook	The Independent Group
Councillor Cliff Foggo	Cleveland Ind Group
Councillor Mary Ovens	Liberal Democrat

**STOCKTON ON TEES**

Councillor Luke Frost	Thornaby Independent Association
Councillor Lynn Hall	Conservative
Councillor Paul Kirton	Labour
Councillor Steve Matthews	Conservative
Councillor Jean O'Donnell	Labour

**PETER DEVLIN****LEGAL ADVISER AND MONITORING OFFICER**