

APPENDIX

AMENDMENT A

GOVERNANCE AND ETHICS SUB-COMMITTEE – TERMS OF REFERENCE

1. Responsibility for formal hearings under the Council's Procedure for dealing with Conduct Allegations against Councillors and Co-opted Members, including deciding whether there has been a breach of the Code of Conduct, and if appropriate imposing any sanction available under the Procedure and the relevant legislation.

AMENDMENT B

HEALTH AND WELLBEING BOARD – TERMS OF REFERENCE

~~29.~~ To prepare and publish and maintain a joint strategic needs assessment.

~~29-30.~~ To prepare, publish and maintain a Pharmaceutical Needs Assessment.

~~30-31.~~ To prepare and publish a joint health and wellbeing strategy based on the needs identified in the joint strategic needs assessment and to oversee the implementation of the strategy.

~~31-32.~~ Discretion to give Nottinghamshire County Council an opinion on whether the Council is discharging its statutory duty to have due regard to the joint strategic needs assessment and the health and wellbeing strategy.

~~32-33.~~ To promote and encourage integrated working including joint commissioning in order to deliver cost effective services and appropriate choice. This includes providing assistance and advice and other support as appropriate, and joint working with services that impact on wider health determinants.

~~33-34.~~ To discuss all issues considered to be relevant to the overall responsibilities of the Health and Wellbeing Board, and to perform any specific duties allocated by the Department of Health.

AMENDMENT C

The Board [or Committee] will be responsible for its own projects and may establish steering groups to consider projects but, where it considers it appropriate, projects will be considered by a cross-committee project steering group that will report back to the [Board or] most appropriate Committee.

AMENDMENT D

LGPS CENTRAL JOINT COMMITTEE

1. A joint committee established to provide oversight of the delivery of the objectives of LGPS Central, including the delivery of client service and the delivery against its business case, and to deal with common investor issues.

AMENDMENT E

GOVERNANCE AND ETHICS COMMITTEE – TERMS OF REFERENCE

Table
Responsibility for advising Full Council on the adequacy of the Council's systems of internal control and overseeing the external auditor's annual audit of the accounts
Responsibility for approving the Annual Statement of Accounts
Responsibility for recommending approving the Annual Governance Statement to Full Council for approval and keeping it under review on a regular basis
<u>Responsibility for reviewing and maintaining the Council's Local Code on Corporate Governance</u>
Responsibility for maintaining an overview of the Council's Financial Regulations and anti-fraud and anti-corruption strategies, and for recommending the Financial Regulations to Full Council for adoption
Responsibility for ensuring high standards of conduct by the County Council, its Councillors, co-opted members and Officers
Responsibility for dealing with all matters relating to alleged breaches of the Code of Conduct for Councillors and Co-opted Members
Responsibility for the implementation of and revision to all codes of conduct and practice of the County Council
Responsibility for Information Governance including but not limited to Data Protection and Freedom of Information
Responsibility for resolving any issues arising from the Members' Allowances Scheme
Responsibility for monitoring the Councillors' Divisional Fund
Responsibility for approving the recruitment process for any independent members of committees and panels required by statute
Responsibility for the Council's risk management strategy
Responsibility for Legal, Democratic and Complaints Services

AMENDMENT F

DISORDERLY CONDUCT

77. Councillors are expected to act in a reasonable and professional manner at Full Council, in accordance with the Code of Conduct for Councillors and Co-opted Members. Councillors should not misbehave by persistently disregarding the Chairman's ruling, or by behaving improperly or offensively, including by using offensive language or making personal remarks about individuals, or by obstructing the business of the Full Council.

78. If, at any meeting, any Councillor in the opinion of the Chairman of the County Council ~~misbehaves by persistently disregarding their ruling, or by behaving improperly or offensively, or by obstructing the business of the Full Council,~~ is in breach of Procedure Rule 77 the Chairman may warn the Councillor about their behaviour.

77-79. If following any warning a Councillor continues to breach~~If, at any meeting, any Councillor in the opinion of the Chairman of the County Council is in breach of~~ Procedure Rule 77 the Chairman may move "that [the Councillor named] should not be further heard" and ~~the motion~~, if seconded, will be voted on a vote will be taken without discussion.

78-80. If any Councillor ~~named~~ continues the misconduct after a "should not be further heard" ~~motion~~ vote has been carried, the Chairman:

- a. may request the Councillor to leave the meeting; or
- b. may adjourn the meeting of the Full Council for any period considered necessary

79-81. In the event of a general disturbance which in the opinion of the Chairman makes business impossible, the Chairman, may adjourn the meeting for any period considered necessary and/or order that the public or a specific individual/s leave. "General disturbance" may include any action or activity by the public relating to the recording or reporting of the meeting which disrupts the conduct of the meeting or impedes other members of the public.

AMENDMENT G

CONSTITUENCY ISSUES

~~23.~~ If ~~a~~Any Councillor ~~who~~ wishes to make a three minute speech ~~must notify the Governance Team in~~ Democratic Services must be notified by 10am two working days before the Full Council meeting. The notification must confirm who will be making the speech and the subject matter.

~~23-24.~~ If a speech is not properly notified in advance, the Chairman has discretion not to allow the speaker to proceed.

PETITIONS

~~26.~~ If ~~a~~Any Councillor ~~who~~ wishes to submit a petition ~~must notify the Governance Team in~~ Democratic Services must be notified by 10 am the day before the meeting, giving details about the petition.

~~26-27.~~ If a petition is not properly notified in advance, the Chairman has discretion not to allow the petition to be submitted at the meeting.

QUESTIONS TO COMMITTEE CHAIRMEN

~~34.~~ If ~~any~~ Councillors ~~must post~~wishes to submit a question ~~a copy of their question(s)~~ under paragraph 32 and 33 a copy of their question(s) must be posted in the box in Democratic Services or emailed to council.questions@nottsc.gov.uk no later than 10 am two working days before the meeting. The question must make it clear who the question is addressed to and who is asking it.

CONSIDERATION OF INDIVIDUAL MOTIONS TABLED BY COUNCILLORS IN ADVANCE OF MEETINGS

43. Councillors may raise an issue at Full Council meetings except the annual budget meeting by submitting a motion. The procedure for submitting a motion for debate is as follows:

~~a. The motion must be proposed and seconded.~~

~~b. Notice must be given either by submitting a signed copy of the motion to Democratic Services or by emailing council.questions@nottsc.gov.uk no later than 10 am six clear working days before the Full Council meeting by one of the following methods:~~

- ~~i. Submitting a signed original to the Governance Team, Democratic Services~~
- ~~ii. Submitting a scanned copy of the signed original, or a motion with electronic signature, by email to council.questions@nottsc.gov.uk~~

~~a. The motion must be proposed and seconded.~~

b.c. ~~The m~~Motions will be included in the agenda for the meeting in the order of receipt.

AMENDMENT H

85. Any changes in membership must be notified to the Governance Team in Democratic Services no later than 4-10 pm am on the ~~working~~-day ~~before of~~ the relevant meeting.

AMENDMENT I

Approved Duties (Travelling and Subsistence Allowances) For Councillors

4. Attendance at any meeting or events of Outside Bodies or organisation to which you have been appointed by the Council unless a fee or allowance is paid by that body to you to cover such expenses. If such a body has its own travel scheme, claims should be made to that body.