Index

Part 11
Index
Page 1

Part 11 - Index

Leicestershire County Council LGA 2000 Constitution - Consolidated Index

including Standard Financial Instructions (SFI)

```
Access to agenda and reports - Part 4B: R5
Access to Executive documents:
      by overview and scrutiny committees - Part 4B: R23
      additional rights for elected members - Part 4B: R24
Access to information:
      area committees - Part 2: A10.04
      generally - Part 4B
      joint arrangements - Part 2: A11.03
Access to minutes and decisions - Part 4B: R7
Access to reports, exclusion - Part 4B: R11
Accountability and Performance - Part 4F: R13
Adjournment of debate - Part 4A: SO24
Adoption Panel - Part 3: Section E
Agenda and reports, access to - Part 4B: R5
Agenda, Executive - Part 4D: R7
Allowances:
      basic - Part 6: P. 3
      claims - Part 6: P. 18
      co-optees' allowance - Part 6: P. 15
      dependent carers' allowance - Part 6: P. 9
      members' - Part 2: A2.05
      members', scheme - Part 6
      membership of more than one Authority - Part 6: P. 6
      mileage rates - Part 6: P. 11
      part-year entitlements - Part 6: Ps. 7, 8
      pensions - Part 6: Ps. 16, 17
      renunciation - Part 6: P 5
      special responsibility allowances - Part 6: P. 4; Schedule 1
      subsistence - Part 6: Ps. 12-14
      travel and subsistence - Part 6: P. 10: Schedule 2
Amendment and implementation of approved budgets and plans - Part 4F:
R12
Amendments to motions - Part 4A: SO14, SO15
Appointing, Dismissing and Disciplining Employees - Part 4H: R2
Appointment Committee (Chief Officers) - Part 3: Section E
Appointment of Employees - Part 4F: R18
Appointments:
       and recruitment - Part 4H: R7
      at Annual Meeting of County Council - Part 4A: SO27
      by County Council - Part 4A: SO26
      of Chief Officers - Part 4H: R6
      procedure - Part 4H: R5
```

```
Appropriate Spokesman - Part 4A: SO18
Approval of Premises Panel (Civil Marriages) - Part 3: Section E
Area Committees:
      generally - Part 2: A10
      access to information - Part 2: A10.04
      and Forums - Part 2: Table B, Schedule 3
      Executive members on - Part 2: A10.05
Area forums - Part 2: A10
Articles, not to be suspended - Part 2: A16.01
Assets:
      inventories or - Part 4F: R26
      securities - SFI:I19
Assistants for Political Groups, appointment of - Part 4H: R8
Attendance at meetings of Executive - Part 4B: R22
Attendances, record of - Part 4A: SO31
Audit, internal - Part 4F: R15
Award of Contract:
      Acceptance of Tenders or Quotations - Part 4G: R23
      Form of Contract - Part 4G: R25
      Notification of Award - Part 4G: R24
      Orders for work, goods and services - Part 4G: R26
Background papers - Part 4B: R8
Banking arrangements - SFI:16
Basic Allowance - Part 6: P. 3
Boards:
      chairmen, appointment of - Part 4A: SO32(3)
      proceedings - Part 4A: SO33, SO34
Budget:
      approval process - Part 4C: R3
      call-in of Executive decisions outside - Part 4C: R9
      council decision and Leader's objection - Part 4C:R4
      decisions outside - Part 4C: R5
      decisions outside, urgent - Part 4C: R6
      implementation - Part 4F: R12
      generally - Part 2: A4.01(b)
      preparation - Part 4F: R11
Business, next - Part 4A: SO23
Cabinet, means an Executive meeting - Part 1: P5
Cabinet Support Members - Part 2: A7.09
Call-in:
      Key Decision - Part 4E: R14
      Key Decision, urgency - Part 4E: R15
      Executive decision outside Policy Framework or Budget - Part 4C: R9
      Summary - Part 1: P21
Capital contracts - SFI: 7
```

```
Capital expenditure:
      accountability and performance - Part 4F: R9
      in excess of approved amount - SFI:1
Capital programme:
      implementation - Part 4F: R8
      preparation - Part 4F: R7
Capital, substitution - SFI:2
Chairman of the meeting – Part 4A: SO2
Chairman of the County Council - Part 2: A5.01
Chairman of Scrutiny Commission- Part 2: A6.05; Part 4A: SO32
Chairmanship of the Executive, the Commission, bodies and committees -
Part 4A: SO31
Charges, review of - SFI:15
Chief Executive, Head of Paid Service, as - Part 2: Table D, Schedule 3
Chief Finance Officer:
      generally - Part 2: A12.04; Part 4C: R9
      designation - Part 2: Table D, Schedule 3
Chief officers:
      generally - Part 2: Table C, Schedule 3
      appointment of - Part 4H: R6
      financial responsibilities - Part 4F: R3
      recruitment - Part 4H: R4
Children's Community Homes and Service Teams Monitoring Panel - Part 3:
Section E
Citizens:
      petitions from, at certain meetings - Part 4A: SO36
      questions by, at certain meetings - Part 4A: SO35
      responsibilities - Part 2: A3.02
      rights - Part 2: A3.01
      right to attend meetings - Part 4B: R3
      rights, summary - Part 1: P25
Claims, allowances - Part 6: P. 18
Closure, County Council meeting, at - Part 4A: SO25
Code of Conduct, Members - Part 5A
Commission, Scrutiny, chairman, appointment of - Part 4A: SO32(2)
Committees:
      area - Part 2: A10
      chairmen, appointment of - Part 4A: SO32(3)
      overview and scrutiny - Part 2: A6
      proceedings - Part 4A: SO33, SO34
      Regulatory - Part 2: A8.01
Common Seal - Part 2: A14.05
Community Equipment Services, delegation - Part 3: Section B: Page 13
Complaints Panel (School Curriculum and Religious Education) - Part 3:
Section E: Page 20
Composition of Member Panel (appointment or dismissal of certain officers) -
Part 4H: R4
Conduct Matters - Part 3: Section B: Page 7
Conduct of Members - Part 4A: SO18
```

Index Page 4

Confidential information, exclusion - Part 4B: R10(1) Conflicts of interest - Part 4D: R4, Part 4G: R9 Constitution Committee - Part 3: Section B: Page 8 Constitution: adoption - Part 1: P1 changes - Part 2: A15.02 covers - Part 1: P2 interpretation - Part 2: A1.04; Part 2: A16.02 powers of the County Council Part 2: A1.01 publication - Part 2: A16.03 purpose - Part 2: A1.03 review - Part 2: A15.01 suspension - Part 2: A16.01 Consultation, Executive - Part 4D: R6 Contract Amendments: Contract Extensions - Part 4G: R31 Contract Variations - Part 4G: R30 Early Termination of Contracts - Part 4G: R 33 Novation of Existing Contracts - Part 4G: R32 Contract, Award of: Acceptance of Tenders or Quotations - Part 4G: R23 Form of Contract - Part 4G: R25 Notification of Contract Award - Part 4G: R24 Orders for Work, Goods and Services - Part 4G: R26 Contracting out - Part 2: A11.05 Contract Procedure Rules: Annual Reporting - Part 4G: R7 Application of - Part 4G: R4 Application of rules to ESPO - Part 4G: R34 Compliance - Part 4G: R1 Document Retention - Part 4G: R35 Exceptions - Part 4G: R5 Interpretation - Part 4G: R4; Schedule 1 Contracts: generally - Part 2: A14.02, SFI: I7 Supervision of by Third Parties - Part 4G: R36 Co-opted members on overview and scrutiny committees - Part 4E: R4 Co-optees' Allowance - Part 6: P15 Copies, supply of agenda and reports - Part 4B: R6 Corporate Governance Committee - Part 2: A9; Part 3: Section B: Page 6 Corruption/Conflict of Interest, prevention of - Part 4G: R9 Councillors, personal and/or pecuniary interests - Part 4A: SO30 County Council: chairman of - Part 2: A5.01 Common Seal - Part 2: A14.05 Constitution - Part 2: A1 decision, Leader's objection - Part 4C: R4 decision-making - Part 2: A13.04 full. functions of - Part 2: A4.02

```
meeting, chairman of - Part 4A: SO2
      meetings - Part 2: A4.03; Part 4A: SO1
      members of - Part 2: A2.01
      minutes - Part 4A: SO6
      order of business - Part 4A: SO4
      order of business, variation of - Part 4A: SO5
      position statements - Part 4A: SO8
      questions, elected members, by - Part 4A: SO7
      quorum - Part 4A: SO3
      responsibility for functions - Part 2: A4.01
      Scheme of Delegations and Executive Functions - Part 4D: R3
      staff - Part 1: P23, P24
      summary - Part 1: P4
County Councillors:
      allowances - Part 2: A2.05
      conduct of - Part 2: A2.04
      election of - Part 2: A2.02
      questions by - Part 4A: SO7
      roles and functions of - Part 2: A2.03
Criminal Justice Substance Misuse Treatment Provision, delegation - Part 3:
Section B: Page 13
Debate, adjournment of - Part 4A: SO24
Decisions outside the Budget or Policy Framework – Part 4C: R5
      urgent - Part 4C: R6
Decision-making, principles - Part 2: A13.02
Decisions, Executive - Part 1: P11, P12
Delegation:
      County council scheme of, and Executive Functions – Part 4D: R3
      executive, none to individual elected members - Part 2: A7.08
      of Executive functions - Part 4D: R2
      Scheme of - Part 3: Section D; Part 4D: R3
      specific - Part 9
      To and from other local authorities - Part 3: Section C
      To officers - Part 3: Section C: Page 14
Dependent Carers' Allowance - Part 6: P9
Deprivation of Liberty Assessments, delegation - Part 3: Section B: Page 12
Deputy Chairmanship - Part 4A: SO32
Deputy Leader:
      generally - Part 1: P8; Part 2: A7.04
      appointment of - Part 2: A7.04
      Position Statement - Part 4A: SO8
Designated Scrutiny Officer:
      generally - Part 2: A12.04A
      designation - Part 2: Table D, Schedule 3
Development Control and Regulatory Board - Part 3: Section B
Development of Policy Framework - Part 4C: R2
Director of Corporate Resources:responsibilities - Part 4F: R2
```

Index Page 6

Director of Finance as Chief Financial Officer - Part 2: Table D, Schedule 3 Director of Law and Governance:

legal proceedings - Part 2: A14.03

Monitoring Officer, as - Part 2: Table D, Schedule 3

Disciplinary Action against certain employees - Part 4H: R11

Disciplinary Action, Members' role in - Part 4H: R10

Dismissals, procedures regarding - Part 4H: R9

Dismissing, Disciplining and Appointing Employees, responsibility for - Part 4H: R2

Disputes and Litigation - SFI: I18A

Disputes Panel - Part 3: Section E

Disturbances, at meetings - Part 4A: SO29

Documents:

authentication of - Part 2: A14.04

rights to, overview and scrutiny - Part 4E: R11

East Midlands Shared Services - Part 3: Section B: Page 12

Eastern Shires Purchasing Organisation - Part 3: Section C: Page 11

Education representatives on overview and scrutiny committees - Part 4E: R5

Elected Member Guidance on Employment Issues - Part 5C, Page 5

Elected Members, giving account - Part 4E: R12

Employees, appointment of - Part 4F: R18

Employment Committee - Part 3: Section B: Page 9

Employment Panel - Part 3: Section E: Page 20

Employment Rules - see Officer Employment Procedure Rules - Part 4H

E-Petitions – Part 10 Ps 25-29

E-Petitions, guidance for - Part 10: Appendix

ESPO - Part 3: Section C: Page 11

ESPO, application of Contract Procedure Rules - Part 4G: R34

Exclusion from meetings - Part 4B: R10

Exclusion of access to reports - Part 4B: R11

Executive:

agenda - Part 4D: R7

application of access to information rules - Part 4B: R12

Arrangements, description of - Part 2: Schedule 1

attendance at meetings of - Part 4B: R22

cabinet support members Part 2: A7.09

call-in of decisions outside Budget or Policy Framework - Part 4C: R9

call-in of Key Decisions - Part 4E: R14

Chairmanship - Part 4A: SO32

changes to service provision - Part 4F: R5

conflicts of interest - Part 4D: R4

consultation - Part 4D: R6

decision-making - Part 2: A13.05

decisions by individual members - Part 4B: R23

decisions, framework - Part 4C: R1

decisions outside the Budget or Policy Framework - Part 4C: R5

decisions, summary - Part 1: P11

Deputy Leader - Part 2: A7.04

Index Page 7

```
Designation of Deputy Leader and Lead Members – Part 2: A7.04
      documents, access by overview and scrutiny committees - Part 4B: R24
      documents, additional rights of access by elected members - Part 4B: R25
      Executive members – Part 2: A7.05
      Forward Plan - Part 4B: R14-17
      form and composition - Part 2: A7.02
      functions, delegation of - Part 4D: R2-3
      functions, delegation to individual members - Part 3: Section C
      functions, discharge of - Part 4D: R1
      functions, responsibility for - Part 3: Section C
      Lead Members - Part 2: A7.04
      Leader - Part 2: A7.03; Part 4A: SO32
      means Leader and Cabinet - Part 1: P5
      meeting, questions from elected members - Part 4A: SO7(3)
      meetings - Part 4D: R5
      meetings relating to matters which are not Key Decisions - Part 4B: R20
      members of - Part 8
      no delegation to individual members - Part 2: A7.08
      notice of private meeting - Part 4B: R21
      proceedings - Part 2: A7.06; Part 4A: SO33, SO34
      record of decisions - Part 4B: R18
      reports from overview and scrutiny committees - Part 4E: R10
      required to submit a report to the County Council - Part 4B: R17
      responsibility for functions - Part 2: A7.07
      role of - Part 2: A7.01
      Standard Financial Instructions made by - Part 4F: R1
      subcommittees, delegation to - Part 3: Section C
      urgent decisions outside the Budget or Policy Framework - Part 4C: R6
Exempt information:
      definition - Part 4B: R10(4), Schedule; Part 4B: Schedule
      exclusion - Part 4B: R10(2)
Expenditure levels, changes in - Part 4F: R6
Explanation, Personal, County Council at - Part 4A: SO22
External funding and grants - SFI:13
Finance, contracts and legal matters - Part 2: A14
Financial irregularities - Part 4F: R17
Financial management - Part 2: A14.01
Financial planning and annual budgets - Part 4F: R11
Financial Procedure Rules, application of - Part 4F: R1
Financial Thresholds and Delegation - Part 4G: R6
Forums, area - Part 2: A10
Forward Plan:
      confidential and exempt items - Part 4B: R16
      generally - Part 4B: R14
      general exception - Part 4B: R15
      special urgency - Part 4B: R17
Fostering Panel - Part 3: Section E
```

Framework Agreements:

Index Page 8

generally - Part 4G: R28

Dynamic Purchasing Systems - Part 4G: R29

Framework for Executive decisions - Part 4C: R1 Framework, Policy, development - Part 4C: R2

Functions:

executive, discharge of - Part 4D: R1 executive, responsibility for - Part 2: A7.07 local choice, responsibility for - Part 3: Section A non-executive, responsibility for - Part 2: A4.04

Funds, unofficial - SFI:120

General Disturbances - Part 4A: SO29

Grant claims - SFI: I13

Grants and External Funding - SFI: I3

Guardianship Review Panel - Part 3: Section E

Head of Paid Service:

designation - Part 2: Table D, Schedule 3

functions - Part 2: A12.02

recruitment - Part 4H: R3

Heads of Departments:

general scheme of delegation - Part 3: Section D

record of specific delegations - Part 9

Health and Wellbeing Board- Part 2: A7A.01

composition - Part 2: A7A.02

role and function - Part 2:A7A.02

Health Scrutiny - Part 2: A6.08

Health Scrutiny, joint - Part 2: A6.09

ICT - Part 4F: R24

Implementation and amendment of approved budgets and plans - Part 4F:

R12

Imprest accounts - SFI: I10

Income records - SFI: I13

Information and communication technology - Part 4F: R24

Insurance - Part 4F: R31; SFI: I18

Interests - Part 5A: part 3

Interests of elected members, pecuniary - Part 4A: SO30

Internal Audit - Part 4F: R15

Internal control and check - Part 4F: R16

Interpretation of Standing Orders - Part 4A: SO38

Inventories - Part 4F: R26; SFI: I12

Investment Subcommittee - Part 3: Section B

Invoices, payment of - SFI: 19

In-year changes to Policy Framework - Part 4C: R8

Index Page 9

Joint arrangements:

access to information - Part 2: A11.03 contracting out - Part 2: A11.05 delegation - Part 2: A11.04 generally - Part 2: A11; Part 3: Section C wellbeing, to promote - Part 2: A11.01

Key Decision:

call-in - Part 4E: R14
call-in, urgency - Part 4E: R15
Executive required to report to County Council - Part 4B: R18
generally - Part 2: A13.03
procedure - Part 4B: R13
working definition - Part 4D: R8

Lead Members - Part 2: A7.04

Leader:

appointment of - Part 4A: SO32(1)
conflicts of interest - Part 4D: R4
Council, of the - Part 1: P6
Deputy - Part 1: P8; Part 2: A7.04
executive functions, amending Scheme of Delegation - Part 4D: R3
executive, of the - Part 1, P7
generally - Part 2: A7.03
objection to Council decision - Part 4C: R4
Position Statement - Part 4A: SO8
Legal proceedings - Part 2: A14.03

Length of Speeches, County Council meeting - Part 4A: SO18
Litigation and Disputes Resolution - SFI: I18A

Local Choice functions, responsibility for - Part 3: Section A

Local Pension Committee - Part 3: Section B

Management Structure - Part 7

Manufacture and Storage of Explosives Panel - Part 3: Section E

Meetings of the County Council – Part 4A: SO1

Meetings of the Executive, the Commission, boards and committees, calling of – Part 4A: SO32

Member be not further heard - Part 4A: SO18(8)

Member Conduct Panel - Part 3: Section E

Member Guidance on Employment Issues - Part 5C

Member/Officer relations, Protocol on - Part 5C

Member Reference Panel on Quality and Safeguarding in Registered Care

Homes - Part 3: Section E

Members, conduct of - Part 4A: SO18

Members of the County Council - Part 2: A2.01

Members of the Executive - Part 8

Index Page 10

Members of the Executive, decisions by - Part 4B: R23
Members, non-executive - Part 1: P9
Members' allowances scheme - Part 6
Members' Code of Conduct - Part 5A
Members' Planning Code of Good Practice - Part 5A(1)
Members' role in disciplinary action - Part 4H: R10
Membership of more than one Authority (allowances) - Part 6: P6
Minutes:

access to - Part 4B: R7
County Council, of - Part 4A: S06
Mileage rates - Part 6: P11
Misconduct at County Council, elected member, by - Part 4A: S018(8)
Monitoring Officer:
designation - Part 2: Table D, Schedule 3
functions - Part 2: A12.03

Motion:

affecting officers - Part 4A: SO17
amendments to - Part 4A: SO14, SO15, SO16
generally - Part 4A: SO16
moved during debate - Part 4A: SO12
moved without notice - Part 4A: SO11
Notice of - Part 4A: SO10
Recissions - Part 4A: SO13
Withdrawal of motion or amendment - Part 4A: SO15

Next Business - Part 4A: SO23

Nominated sub-contractors and suppliers - Part 4G: R37

Non-executive members - Part 1: P9

Notice of meetings - Part 4B: R4

Notice of Motion, for County Council meeting - Part 4A: SO10

Officers:

appointments procedure - Part 4H: R5
chief - Part 2: Table C, Schedule 3
Close personal relationships - Part 5B: Appendix 4
Code of Conduct - Part 5B
conduct - Part 2: A12.06
delegation to - Part 3: Section C
dismissal - Part 4H: R9
employment - Part 2: A12.07
functions of the Chief Finance Officer - Part 2: A12.04
functions of the designated scrutiny officer - Part 2: A12.04
functions of the Head of Paid Service - Part 2: A12.02
functions of the Monitoring Officer - Part 2: A12.03
general scheme of delegation to - Part 3: Section D
giving account - Part 4E: R12
management structure - Part 2: A12.01; Part 7

```
motions affecting - Part 4A: SO17
      Protocol on relations with members - Part 5C
      recruitment - Part 4H: R7
      register of gifts and hospitality - Part 5B: Appendix 2
      register of interests - Part 5B: Appendix 1
      responsibility for appointing, dismissing or disciplining - Part 4H: R2
      summary - Part 1: P23
      Whistleblowing procedure - Part 5B: Appendix 3
On Street Parking, delegation - Part 3: Section B
Order of business, County Council - Part 4A: SO4
Order, point of - Part 4A: SO22
Orders for work, goods and services - SFI: 18; Part 4G: R26
Overview and Scrutiny Committees:
      access to Executive documents - Part 4B: R24
      call-in of Executive decision outside Policy Framework or Budget - Part 4C: R9
      chairmanship - Part 4E: R6
      co-opted members - Part 4E: R4
      Education representatives - Part 4E: R5
      generally - Part 2: Table A, Schedule 3; Part 4E: R1
      matters in more than one remit - Part 4E: R18
      membership - Part 4E: R3
      numbers and arrangements for - Part 4E: R1
      policy development - Part 2: A6.04; Part 4E: R8
      proceedings - Part 4A: SO33, SO34
      proceedings at - Part 4E: R17
      requiring Executive to submit a report to the Council - Part 4B: R18
      work programme - Part 4E: R7
Overview and scrutiny:
      access to documents - Part 4B: R24
      attendance by others - Part 4E: R13
      call-in of Key Decision - Part 4E: R14
      call in procedure - Part 2: A6.07
      decision-making - Part 2: A13.06
      general role - Part 2: A6.03
      health service functions Part 2: A6.08
      health services - Part 1: P16, P18
      joint committee - Part 2: A6.09
      officers/members giving account - Part 4E: R12
      party whip - Part 4E: R16
      proceedings - Part 2: A6.02
      reports from - Part 4E: R9, R10
      review panels - Part 1: P21
      rights to documents - Part 4E: R11
      specific functions - Part 2: A6.04
      summary - Part 1: P16
      terms of reference - Part 2: A6.01
```

```
Panels:
      generally - Part 3: Section E
      non-members excluded - Part 4A: SO34(2)
Parking and Traffic Regulations Outside London Adjudications Joint
Committee (PATROL) - Part 3: Section C
Part-year entitlement (allowances) - Part 6: P7, P8
Party Whip, overview and scrutiny - Part 4E: R16
Payment of Invoices and claims - SFI: 19
Pecuniary interests - Part 4A: SO30
Pension fund investments - Part 4F: R28
Pensions - SFI: I17; Part 6: P16, P17
Personal Explanation, County Council at - Part 4A: SO22
Personnel Rules - Part 4F: R20
Petitions:
      at meetings - Part 10: P23, P24
      e-petitions - Part 10: Ps 25-29
      from members of the public - Part 4A: SO35
      full Council debate - Part 10: P20, P21
      guidelines - Part 10: P7, P8
      officer attendance (at meeting presented) - Part 10: P17, P18
      not properly dealt with - Part 10: Ps 30-32
      receipt of - Part 10: P9, P10
      response to - Part 10: P13-15
      standard - Part 10: P16
      statutory consultation - Part 10: P22
Petitions Scheme for Leicestershire County Council - Part 10
Planning Code of Conduct – Part 5A(1):
      Contact with Applicants, Developers and Objectors - P 4
      Decision Making - P 11
      Development Proposals and Interests under the Members' Code of
      Conduct - P 2
      Fettering Discretion in the Planning Process – P 3
      Lobbying by Councillors – P 6
      Lobbying of Councillors – P 5
      Members' Awareness - P 12
      Officers - P 10
      Pre-Meetings – P 8
      Public Speaking at Meetings – P 9
      Relationship to the Members' Code of Conduct - P 1
      Site Visits – P7
Planning, Members' Code of Good Practice – Part 5A(1)
Point of Order - Part 4A: SO22
Point of Personal Explanation or Information for the Meeting – Part 4A: SO22
(B)
Police and Crime Panel - Part 3: Section B
Policy development, overview and scrutiny committees - Part 1: P10; Part 4E:
R8. R9
Policy Framework:
      call-in of Executive decisions outside - Part 4C: R9
```

```
council decision and Leader's objection - Part 4C: R4
      decisions outside - Part 4C: R5
      decisions outside, urgent - Part 4C: R6
      development - Part 4C: R2
      generally - Part 2: A4.01
      in-year changes - Part 4C: R8
      Plans forming - Part 2: Schedule 2
Political Assistants, appointment of - Part 4H: R8
Position Statements, at County Council - Part 4A: SO8
Prevention of corruption/conflict of interest - Part 4G: R7
Principal Speaker - Part 4A: SO18
Private meeting of Executive, notice - Part 4B: R21
Private property - SFI: I21
Proceedings of the Executive, the Commission, boards and committees - Part
4A: SO33
Procurement cards - SFI: I10
Procurement Exercise:
      award methodology and evaluation criteria - Part 4G: R13
      contract opportunity publication - Part 4G: R14
      pre-estimate - Part 4G: R10
      process - Part 4G: R11, Part 4G: R15-22
      selection and award evaluation criteria - Part 4G: R12
Procurement principles, general requirements - Part 4G: R9
Professional fees - SFI: 17
Property:
      acquisition, disposal and review - Part 4F: R22
      management - Part 4F: R23
      private - SFI: I21
      records and deeds - Part 4F: R21
Protocol on Member/Officer relations - Part 5C
Public's rights to access, summary of - Part 4B: R9
Purchasing and income collection - Part 4F: R25
Questions:
      by elected members at meetings - Part 4A: SO7
      by elected members, but not at Executive meetings - Part 4A: SO7(3)
      by members of the public - Part 4A: SO34
Quorum, County Council - Part 4A: SO3
Record of decisions, Executive - Part 4B: R19
Recruitment and appointment - Part 4H: R7
Redeployment or redundancy - Part 4F: R19
Register of Members of the Executive - Part 8
Regulatory arm:
      generally - Part 1: P10; Part 2: A8.01
      decision-making - Part 2: A13.07
Regulatory functions, responsibility for - Part 3: Section B
```

```
Index
Page 14
```

Reply. right of - Part 4A: SO21 Renunciation (of allowances) - Part 6: P5 Reports: and agenda, access to - Part 4B: R5 exclusion of access to - Part 4B: R11 to County Council, dealing with - Part 4A: SO9 Representations Panel (Independent Providers of Adult Social Care) - Part 3: Section E Rescissions - Part 4A: SO13 Revenue: carry forward of over or underspendings - SFI: 16 supplementary estimates - SFI: 15 virement - SFI: I4 Review of charges - SFI: I15 Reviews of service - Part 4F: R14 Right of Reply - Part 4A: SO21 Right to attend meetings - Part 4B: R3 Rights of citizens - Part 1: P24-27 Rights to documents, overview and scrutiny - Part 4E: R11 Risks and liabilities - Part 4F: R30 Risks, insurance - SFI: 118 Rules, suspension - Part 2: A16.01 Salaries, wages and pensions - SFI: I17 Scheme of Delegation - Part 4D: R3 Schools and Fair Funding Regulations - SFI: 122 Scrutiny Commission: Chairman - Part 2: A6.05; Part 4A: SO32 general - Part 4E: R2 membership - Part 2: A6.06 Scrutiny, reports to Executive arising from - Part 4E: R10 Seconder's speech - Part 4A: SO19 Secure Accommodation Review Panel - Part 3: Section E Security of assets - SFI: I19 Service provision, changes to - Part 4F: R5 Speak again, when elected member may - Part 4A: SO20 Special Responsibility Allowances - Part 6: P4: Schedule 1 Specific delegations - Part 9 Speeches, length of, County Council meeting, at - Part 4A: SO18 Standard Financial Instructions, made by Executive - Part 4F: R1 Standards of Conduct Matters - Part 3: Section B Standing Lists - Part 4G: R27 Standing Orders: interpretation of - Part 4A: SO39

Page 15/14

means the Meeting Procedure Rules - Part 2: A13.04

suspension of - Part 4A: SO38 variation of - Part 4A: SO37

Index Page 15

Statutory Scrutiny Officer - Part 2: Table D, Schedule 3
Stocks and stores - Part 4F: R27
Stocktaking - SFI: I11
Subsidiary accounts - Part 4F: R4
Subsistence (allowances) - Part 6: P12-14
Summary of public's rights to access - Part 4B: R9
Supervision of contracts by third parties - Part 4G: R36
Supply of copies of agenda and reports - Part 4B: R6
Suspension:

of Standing Orders - Part 4A: SO37
of the Constitution - Part 2: A16.01

Tedious repetition at County Council - Part 4A: SO18(8) Tenders:

acceptance of - Part 4G: R23
discussions and post tender negotiations - Part 4G: R22
errors or discrepancies - Part 4G: R21
invitation to - Part 4G: R18
irregular - Part 4G: R19
negotiated procedure and competitive dialogue procedure - Part 4G: R17
open tendering - Part 4G: R15
receipt and opening - Part 4G: R20
restricted tendering - Part 4G: R16

Travel and subsistence allowances - Part 6: P10; Schedule 2
Travellers, delegation - Part 3: Section B
Treasury management - Part 4F: R29
Tribunals, acting as - Part 2: A13.08

Unofficial funds - SFI: I20
Urgent decisions outside the Budget or Policy Framework - Part 4C: R6

Variation of County Council order of business - Part 4A: SO5 Variation of Standing Orders - Part 4A: SO36 Virement - Part 4C: R7; SFI: I4 Voting - Part 4A: SO28

Wages - SFI: 117
Wellbeing, joint arrangements - Part 2: A11.01
Whip, party, overview and scrutiny - Part 4E: R16
Whistleblowing Procedure - Part 5B: Appendix 3
Working definition, Key Decision - Part 4D: R8
Write-offs - SFI: 114

