

## Appendix 2 Proposed amendments sought to the proposed TNF Constitution:

- Amend Section 12.1 relating to further Constitutional Amendments as set out below:  
*Hereinafter, this Constitution may be amended **with approval of the LPA** through a vote of the Steering Group by not less than a two thirds majority vote of the Steering Group members in a quorum meeting or by email vote. Proposed amendments must be agreed at a Steering Group meeting and circulated at least 14 days in advance of the next meeting or not less than 14 days prior to close of email voting. Any amendments by the Forum must be notified **and agreed by Torbay Council***
- Delete Section 8.5 of the TNF Constitution: *The Local Planning Authority will indemnify Forum members against reasonable legal costs and expenses arising from the content of the Neighbourhood Plan*

### In addition, the following amendments and clarification are requested as follows:

- to ensure that Forum executive and steering group members follow the same Code of Conduct as elected Torbay Council Members - amend Section 8.3 as follows: *All members of the Forum shall act in meetings of the Forum and any Representative Group(s) in the best interests of the Forum and the community of the area and shall follow best practice guidance on governance **following the same Code of Conduct as elected Torbay Council Members.***
- To fulfill Sections 6.4, 7.3 and 7.4 of the Constitution: The Forum provide an undertaking to publish on a website, appropriate and timely manner: meeting agendas, minutes and associated documents (where appropriate) within a reasonable period.

#### Minor Factual corrections:

- Section 3.6 Liaise and co-operate *with any **Forums or Qualifying Bodies for other areas of Torbay***
- Section 4.1 For the avoidance of doubt all members of the Community Partnerships of Torquay are automatically **eligible** as members of the Forum ... this is to accord with the following statement in Section 4.2 'Membership is voluntary'.

#### Clarification sought:

- Section 5.3 *Officers of the Forum are to be a Chairperson, Vice Chairperson, Communications Officer and Treasurer to be elected by the steering group of the Forum on an annual basis. **Clarification is sought in the roles identified in terms of the Communications Officer and Secretary. It is noted that a Secretary has not been identified as an 'Officer of the Forum' and will not be voting member of the Forum Steering Group***