

Review of Standing Orders

Report of the Clerk

For further information about this report please contact Sharon Lloyd, Corporate Support Manager, on 01743 260210.

1 Purpose of Report

This report reviews the Fire Authority's Standing Orders for the Regulation of Proceedings and Business and Standing Orders relating to Contracts and asks Members to consider and decide upon the amendments proposed.

2 Recommendations

The Fire Authority is requested to consider and decide upon the amendments proposed to:

- Standing Orders for the Regulations of Proceedings and Business; and
- Standing Orders relating to Contracts.

3 Background

As part of its constitution the Fire Authority has in place the following documents:

- A Scheme of Delegation to Officers;
- Standing Orders for the Regulation of Proceedings and Business;
- Standing Orders relating to Contracts; and
- Financial Regulations Standing Orders.

Although not a legal requirement, it is deemed good practice for local authorities to review annually their Scheme of Delegations to Officers and Standing Orders.

This year your officers have commenced a root and branch review of Financial Regulations Standing Orders to maintain the highest standards of corporate governance. As this work is not yet complete, these Standing Orders will be brought to Members for consideration at the October Fire Authority meeting.

The amendments proposed may well affect the Scheme of Delegation to Officers, so review of this Scheme will also be presented at the October meeting.

4 Standing Orders for the Regulation of Proceedings and Business

Officers propose only one minor amendment to Standing Orders for the Regulation of Proceedings and Business, shown below. The document is not, therefore, attached to this report, in order to save paper and postage, but can be viewed on the Fire Authority's website via the following link:

<https://www.shropshirefire.gov.uk/meeting/17-june-2015>

Standing Order No 21 Interest of Members in Contracts and other matters

If any Member of the Authority has any pecuniary interest, that Member must declare that they have a pecuniary interest and must withdraw from the room unless the Standards ***and Human Resources*** Committee grants a dispensation in favour of the Member/s concerned in accordance with the relevant Regulations.

This change was not picked up in the previous review.

5 Standing Orders relating to Contracts

Having completed their review of Standing Orders relating to Contracts, officers propose a number of amendments. Many of these are required to reflect the electronic portal tendering process, which is now in place. It should be noted, however, that further changes may be required in order for them to tie in with the proposed Financial Regulations Standing Orders.

The changes proposed to Standing Orders relating to Contracts are set out in the appendix to this report. Additions are shown in bold italics and deletions struck through.

6 Financial Implications

There are no financial implications arising from this report.

7 Legal Comment

The proposed changes to Standing Orders are lawful and the Fire Authority has the power to act as proposed in this report.

8 Appendix

Standing Orders relating to Contracts

9 Background Papers

Standing Orders for the Regulation of Proceedings and Business