

Review of Standing Orders and Scheme of Delegation to Officers

Report of the Clerk

For further information about this report please contact Germaine Worker, Head of Human Resources and Administration, on 01743 260210.

1 Purpose of Report

This report reviews the Fire Authority's Standing Orders for the Regulation of Proceedings and Business, Standing Orders relating to Contracts and the Scheme of Delegation to Officers 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;
- Standing Orders relating to Contracts; and
- The Scheme of Delegation to Officers.

3 Background

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

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

Although not a legal requirement, it is deemed good practice for local authorities to review the above documents annually.

4 Proposed Amendments

Following a review by Officers and the Legal Services Team at Telford & Wrekin Council, there are numerous amendments proposed to each of the documents named on the previous page.

The amendments are primarily to ensure consistency across Service and Authority documents and to ensure that the correct legislation is referenced in the Standing Orders.

The proposed amendments are too numerous to set out in this report and the relevant documents:

- Standing Orders for the Regulation of Proceedings and Business
- Standing Orders relating to Contracts
- The Scheme of Delegation to Officers

have not been attached to this report in order to save paper and postage. The current versions can, however, be viewed on the Fire Authority's website via the link below with proposed amendments being shown in bold italics and deletions struck through.

<https://www.shropshirefire.gov.uk/meeting/14-june-2017>

Hard copies of the documents are available to Members upon request.

5 Financial Implications

There are no financial implications arising from this report.

6 Legal Comment

The proposed changes to Standing Orders, Financial Regulations and the Scheme of Delegation to Officers are lawful and the Fire Authority has the power to act as proposed in this report.

7 Appendices

The Appendices to the report can be accessed via the following link:

<https://www.shropshirefire.gov.uk/meeting/14-june-2017>

Appendix A

Standing Orders relating to Proceedings and Business

Appendix B

Standing Orders relating to Contracts

Appendix C

Scheme of Delegation to Officers

8 Background Papers

There are no background papers associated with this report.