



## **AGENDA ITEM: 11**

### **NORTH WALES FIRE AND RESCUE AUTHORITY**

**15th October 2012**

#### **AMENDMENTS TO STANDING ORDERS**

**Report by Colin Everett, Clerk to the Authority**

#### **Purpose of Report**

- 1 To consider further amendments to the Authority's Standing Orders.

#### **Background**

- 2 At the Authority's annual meeting held on 18<sup>th</sup> June, Members approved a revised set of Standing Orders as appended to the report at that meeting.
- 3 The amendments were shown as "tracked changes" and in summary had been amended to reflect:
  - (i) increased flexibility around meeting dates of the Authority;
  - (ii) more modernised and up to date;
  - (iii) inclusion of the establishment of an Audit Committee;
  - (iv) minor amendments to terminology;
  - (v) subsequent re-ordering.
- 4 During the subsequent revision of the Standing Orders it became apparent that some details had been omitted from Standing Order 12 as outlined below:

<b>Existing Standing Order</b>	<b>Proposed Standing Order</b>
<p>(2) (ch) The Audit Committee will appoint the Chair and Deputy Chair for ratification at the following authority meeting</p>	<p>(2) (ch) The Chair and Deputy Chair of the Audit Committee will be appointed on an annual basis at the Authority's AGM.</p>
<p>(3) (c) Standing Order 17 (minutes) shall apply to the Standards Committee but otherwise the following standing orders of the Authority shall not apply to the Committee</p>	<p>(3) (c) Standing Order 17 (minutes) shall apply to the Standards Committee but otherwise the following standing orders of the Authority shall not apply to the Committee: 3,4,5,6,7,8,20, 27 and 28  <i>(For ease of reference a complete list of Standing Orders is appended to this report)</i></p>

## **Recommendation**

- 5 Members are asked to approve the amendments to the Authority's Standing Orders as outlined above.

<b>Standing Order No and Description</b>	<b>Does it apply to Standards Committee? YES / NO</b>
Standing Order 1: Definitions	Yes
Standing Order 2: Standing Orders	Yes
Standing Order 3: Role of the Fire Authority	No
Standing Order 4: Ordinary meetings of the Authority	No
Standing order 5: Extraordinary meetings of the Authority	No
Standing Order 6: Person presiding at meetings of the Authority	No
Standing Order 7: Quorum of meetings of the Authority	No
Standing Order 8: Order of business at meetings of the Authority	No
Standing Order 9: Notice of motions	Yes
Standing Order 10: Questions	Yes
Standing Order 11: Presentation of petitions	Yes
Standing Order 12: Appointment of committees and sub-committees	Yes
Standing Order 13: Meetings of committees and sub-committees	Yes
Standing Order 14: Persons presiding in committees and sub-committees	Yes
Standing Order 15: Quorum of committees and sub-committees	Yes
Standing Order 16: Order of business in committees and sub-committees	Yes
Standing Order 17: Minutes	Yes
Standing Order 18: Motions and amendments	Yes
Standing Order 19: Rules of debate (general)	Yes
Standing Order 20: Rules of debate (Authority meetings)	No
Standing Order 21: Prevention of disorderly conduct	Yes
Standing Order 22: Voting	Yes
Standing Order 23: Attendance	Yes
Standing Order 24: Interests of members in contracts and other matters	Yes
Standing Order 25: Interests of officers in contracts and other matters	Yes
Standing Order 26: Canvassing	Yes
Standing Order 27: Seal of the Authority	No
Standing Order 28: Attestation of documents	No
Standing Order 29: Access to documents, information and land	Yes