

North York Moors National Park Authority

26 March 2012

Revision of the Authority's Standing Orders

1. Purpose of the Report

- 1.1 To outline the proposed changes in the Standing Orders for discussion at the meeting.
- 1.2 To recommend that Members approve the proposed changes.
- 1.3 To recommend the proposed changes, if agreed take effect at the full Authority meeting in June, 2012.

2. Background

- 2.1 Members have agreed that they wish to change the Authority's committee structure. At the Special Authority meeting on 23 February, 2012 Members proposed and seconded a motion that the proposed changes (included in appendix 1 of that report) are to be discussed at this meeting of the Authority.

3. The Changes

- 3.1 Members should refer to the report (Revision of the Authority's Standing Orders) presented on 23 February for a summary of why the changes need to take place and the process by which this happens.
- 3.2 The changes proposed are again included in **Appendix 1** of this report which Members are now asked to discuss and, if they agree with officers' recommendation, approve that these changes be made to our current Standing Orders. Members have a complete set of the Standing Orders in their own copy of the Members' Handbook.
- 3.3 Members' attention is particularly drawn to the proposed alteration to the way the Standing Orders are changed. Under our current format, clause 28 states that Members are not allowed to discuss changes when they are first proposed. The revised clause 28 would mean that Members **could** discuss the changes when first proposed, but that approval would be able to be given at the next Authority meeting, so giving Members time to think further on the proposals. It would also state that changes would take immediate effect if no date was specified in the Members' resolution.

4. Financial and Staffing Implications

- 4.1 There are no financial or staff implications in making these proposed changes.

5. Sustainability Appraisal

- 5.1 A Sustainability Assessment is not required because the report is an administrative issues report.

6. **Legal Implications**

- 6.1 The revised Standing Orders need to be put into place to ensure that policy and decision making by Members and managerial and operational decision-making by officers continues within a framework of accountability to the public, Government and stakeholders. The review of the Standing Orders has been conducted with full reference to the County Council's Legal Services department.

7. **Recommendation**

- 7.1 That Members approve the proposed changes to the Standing Orders outlined in **Appendix 1** of this report.
- 7.2 That Members agree the changes to the Standing Orders take effect at the June 2012, full Authority meeting.

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Background papers to this Report

File ref

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| 1. | Current Standing Orders | Members' Handbook |
| 2. | Revision of the Authority's Standing Orders – Special Authority meeting, 23 February, 2012 | |

Appendix 1 First phase proposed changes to the Authority's Standing Orders

SO No.	Current version	Proposed new version/amendment	Reason for change
1e & f	No current text	<p>(e) All meetings of the Full Authority, Committees or Sub-Committees shall be called at no less than 5 clear days notice in accordance with the Local Government Act 1972, as amended by Local Authorities (Access to Meetings and Documents) (Period of Notice) (England) Order 2002)</p> <p>(f) No less that 5 clear days before the meetings, notice of the time and place of the intended meeting shall be published at the council's offices, and where the meeting is to take place</p>	New clause to clearly outline the notice period needed to convene all meetings of the various committees etc.
2 c & d	n/a	<p>(c) The Chair and Deputy Chair of the Authority undertake a role to represent the Authority at national (e.g. National Park 'family' meetings), regional or local meetings where attendance of the Chair or Deputy Chair is required.</p> <p>(d) The Deputy Chair of the Authority is able to deputise for the Chair as appropriate and in agreement with the Chair.</p>	Requested by Members to acknowledge role of Chair and Deputy as the 'Authority's representatives' at meetings
9 and 22c	Section 100	Section 100A	For clarification
15.	Refers to ' the Information and Education Working Group or Advisory Working Group'	Delete text	Group no longer in existence
16a	Refers to 'relevant joint committee'	Delete text	No joint committees in existence

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23a	Refers to ; Park Services Committee Performance Monitoring, Management and Standards Committee Advisory Working Group Information & Education Working Group Hutton le Hole to Castleton Road (C20) Working Group Primary Land Users Group North Yorkshire Moors Association	New text: "The Chair and the Deputy Chair of the Authority shall be ex-officio Members of all Committees, Sub-Committees and Panels except the Personnel Appeals and Chief Executive Review Panels."	To allow flexibility for Chair and Deputy Chair to attend all except one committee in ex-officio capacity (this means that unless they are elected to that committee or are substituting for a Member, they have no voting rights, but can speak at the committee)
23b	The Chair of the Advisory Working Group shall be an Ex-Officio Member of Primary Land Users Group.	Delete text	Advisory Working Group(AWG) no longer in existence and there is no direct replacement for Conservation Committee which took the place of AWG.
23c	Refers to clause (f)	Refer to clause (e)	Owing to the deletion of the old clause (b) regarding the AWG, the clauses have been 'renumbered'.
28	Any motion to add to, vary or revoke these Standing Orders shall, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Authority.	Any motion to add to, vary or revoke these Standing Orders shall once proposed and seconded, be discussed by the Authority in advance of a final determination of the proposed changes. The agreed changes shall take effect when specified in the resolution or immediately in default of a time and date being specified.	To allow members to formally discuss changes proposed more than once and to improve efficiency for changes to be made
Throughout	'Chairman' and/or 'Deputy Chairman' and or 'He' (when referring to these posts or the Chief Executive)	'Chair', 'Deputy Chair', 'He/She'	Preferred terminology to be equal to male and females who may occupy these positions.
Throughout	'working group'	'Task and Finish Group'	To take account change of name from working group to task and finish groups