

**Review of Standing Orders
Town Council 23 February 2016**

RECOMMENDED

- (i) That Standing Order 17 is amended to complement revised Financial Regulations and meet the requirements of the 2015 Procurement Regulations
- (ii) That the Standing Orders are re-numbered where necessary and the cross referencing checked and amended as required
- (iii) That the Town Clerk makes the changes outlined in (i) and (ii) above and presents the amended Standing Orders document to the March Town Council meeting for approval and adoption.

Introduction

1. The Town Council's Standing Orders were approved and adopted by the Town Council on 17 February 2015.
2. The Town Council's Standing Orders are taken from the National Association of Local Councils (NALC) issued Model Standing Orders 2013 as amended to reflect the 2014 changes to legislation regarding the recording of meetings.
3. Town Councillors were given an electronic copy of the Standing Orders when they were elected in May 2015 and the document is also available on the Town Council website <http://www.ilminster.gov.uk/about-ilminster/governance/> .
4. It is good practice to annually review the Town Council's Standing Orders.

Impact of the Current Standing Orders on Effective Working

5. There have been no significant difficulties in working within the adopted Standing Orders.

Suggested Changes

6. Standing Order 17 will need to be updated to reflect the changes to the Financial Regulations which are required to meet the 2015 Procurement Regulations and are being presented to Council for approval elsewhere on the agenda for this meeting.
7. There are numerous numbering and cross-referencing errors in the current Standing Orders which should be rectified.

Summary

8. The changes outlined in 7 & 8 above will bring the Standing Orders up to date and ensure that current legislative requirements are met.

Background Papers:

NALC Model Standing Orders

NALC Legal Topic Note 87 (January 2016)

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