REPORT TO FULL COUNCIL
CHANGES TO STANDING ORDERS

Report Reference	C-22-12
Meeting Date	4th July 2022
Agenda Item	10
Prepared by	Town Clerk

1.0   BACKGROUND

The council's Standing Orders are one of its principal policy documents and are required to be reviewed annually. In recognition of their importance, Standing Order 115 sets out that any resolution to permanently add, vary or revoke a Standing Order shall stand adjourned from one meeting to the next.

Two amendments were proposed and seconded at the previous meeting. These are presented for debate and determination at this meeting and detailed in section 2.

2.0   PROPOSED CHANGES FOR DETERMINATION

2.1   AMENDMENT TO ASSETS AND OPERATIONS COMMITTEE TERMS OF REFERENCE

Current:	The financial, general and day to day running matters of the Council's estates or interests in land or buildings except those expressly referred to any other committee and matters related to the Council's day to day operations and services e.g. market licensing.
Proposed:	The financial, general and day to day running matters of the Council's estates or interests in land or buildings (except those expressly referred to any other committee) and matters related to the Council's day to day operations and services e.g. market licensing.
Rationale:	The addition of the brackets ensures that it is clear that the "and matters related to…" is included within the committee's remit and not excluded.

2.2   AMENDMENT TO PLANNING AND LICENSING COMMITTEE TERMS OF REFERENCE

Current:	The quorum of the Committee shall be three members
Proposed:	The quorum of the Committee shall be four members
Rationale:	The quorum for this committee was reduced to three members in December 2016 in response to a number of inquorate meetings. This brings the committee back in line with the majority of other standing committees. In the current council, there has only been one committee meeting which would have failed to meet a quorum of 4 (04/11/2019).

3.0   DECISIONS REQUIRED

Council should consider the changes detailed in section 2.