

**Meeting:** ANNUAL COUNCIL

Portfolio Area: Resources

**Date:** 21<sup>st</sup> May 2003

**REVISIONS TO STANDING ORDERS**

(Chief Executive's)

**NON-KEY DECISION**

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**1 PURPOSE**

To recommend to Council revisions to Standing Orders for the Municipal Year 2003/2004, including Terms of Reference for various bodies to support its political management structure.

**2 BACKGROUND**

- 2.1 The Executive, at its meeting on 26<sup>th</sup> March 2003 commented on proposals for the Political Management Structure for the Council for 2003/04. Annual Council is recommended to adopt the proposed structure by way of establishing and appointing to the various Committees, Panels etc. Accordingly revisions to Standing Orders to take account of the proposed Terms of Reference for these bodies are recommended.
- 2.2 The revised version of Standing Orders appended to this report also include a number of minor amendments that officers are recommending.
- 2.3 The revised version of Standing Orders recommended for adoption is attached as Appendix A to this report.

**3 DISCUSSION AND PROPOSALS**

- 3.1 The Terms of Reference for the continuing and new Committees, Panels etc in accordance with the proposed political management structure 2003/04 are set out at Standing Order 47.
- 3.2 Other Standing Orders that have been amended are marked with a vertical line in the margin. These include two additional “definitions”; confirming revised notice periods that have been amended due to the changes in the Access to Information provisions; and some cross-referencing. Corrections to typographical errors have not been marked.

3.4 Subject to Council approving these revisions to Standing Orders, consequential changes to other sections of the Council's Constitution will be reported to Council in September.

#### **4. RECOMMENDATIONS**

4.1 That Council approve the revised Standing Orders attached at Appendix A.

#### **BACKGROUND DOCUMENTS**

- The Council's Constitution
- Minutes – Executive 26<sup>th</sup> March 2003