

**WEST DUNBARTONSHIRE COUNCIL**

**Report by Chief Officer: Regulatory and Regeneration**

**Council: 26<sup>th</sup> October 2022**

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**Subject:      Review of Standing Orders**

**1.      Purpose**

This report recommends changes to the Council's Standing Orders.

**2.      Recommendations**

It is recommended:-

- 2.1**      That Council agrees the changes to Standing Orders proposed in Appendices 1 and 2 to this report, with effect from 14<sup>th</sup> November 2022, and
- 2.2**      That the Financial Regulations and Scheme of Delegation are reviewed and, where necessary, amended to reflect the terms of the revised standing orders.

**3.      Background**

- 3.1**      A full review of Standing Orders took place in October 2017. Standing Order 20(d) established the principle that outside of a window of 9 months from the date of local government elections, there should be limited opportunity to amend Standing Orders, in order to establish continuity in respect of the Council's governance arrangements.
- 3.2**      There were a number of minor amendments to address changes in structure of senior management and representation on committees, however there has not been a major review of the Standing Orders in the interim period.
- 3.3**      This report and the proposed amendments to the Standing Orders identify issues which are recommended to Members as necessary or helpful in addressing issues that have arisen or been a concern since the last review.

**4.      Main Issues**

- 4.1**      While it appears that the Standing Orders are largely fit for purpose, a few issues have arisen and this report seeks to address these in an incremental

and evolutionary manner, rather than seeking wholesale change.

**4.2** The proposed changes are narrated in Appendix 1 to the report while Appendix 2 provides a copy of the current Standing Orders with the proposed changes overlaid to permit members to consider how these changes would look if implemented.

**4.3** As previously, in order to avoid any confusion at this meeting and future meetings, as to which Standing Orders apply, particularly in relation to the issuing of papers, it is suggested that if the proposed changes are approved it is with effect from a later date: in this case 14<sup>th</sup> November 2022.

## **5. People Implications**

**5.1** There are no people implications in this report.

## **6. Financial and Procurement Implications**

**6.1** There are no financial implications in this report.

**6.2** The Procurement implications of the report are narrated within the table and relate to authorisation and delegation rather than any change substantive changes to procurement procedures. All officers remain bound by the terms of the Financial Regulations, and an amendment to the Standing Orders clarifies this requirement.

## **7. Risk Analysis**

**7.1** It is an important part of a Council's good governance arrangements that its Standing Orders are regularly reviewed. This report addresses that requirement.

## **8. Equalities Impact Assessment (EIA)**

**8.1** An equalities Impact Screening indicates that this report has no equalities impact.

## **9. Consultation**

**9.1** The report encompasses input from various Chief Officers over the period since the last full review and the Chief Officer: Resources has been consulted on its terms.

**9.2** An advance copy of the proposals were submitted to Elected Members for consideration and comments received have been considered before preparation of these final proposals.

## 10. Strategic Assessment

- 10.1** The maintenance of a good governance structure is aligns with all Council Strategic Priorities and in particular reflect the requirement for Open, accountable and accessible local government.

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**Date:** 13th October 2022

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**Appendices:** Appendix 1- Table of Proposed Changes  
Appendix 2 – Draft Standing Orders incorporating proposed changes.

**Background Papers:** Report to Council- 25<sup>th</sup> October 2017 - Review of Standing Orders

EIA Screening

**Wards Affected:** All

