

LGBCS: STANDING ORDERS

Introduction

1. The Secretary has been asked to consider the governance arrangements for the Commission and as part of that to prepare Standing Orders for the conduct of the Commission's business.

Background

2. Standing Orders are generally defined as the written rules which regulate the proceedings of an organisation. There is a range of examples of Standing Orders available, varying in size and complexity depending on the organisation concerned and the complexity of its business. It is important that any rules included within Standing Orders support, and do not conflict with, legislative requirements or other governance documents.
3. At present the principal governance document for the Commission is the "Management Statement and Financial Memorandum" which is itself due to be reviewed. The MSFM does not include Standing Orders.
4. At Annex A is the Corporate Governance Framework Document for the Local Government Boundary Commission which includes its Standing Orders. At Appendix B are the Standing Orders for the Accounts Commission. Both give an indication of approaches that might be adopted for LGBCS.
5. Specific issues that have arisen during consideration of the conduct of the 5th Reviews, and might be usefully covered in Standing Orders, include: timing and duration of meetings; issue of papers (timing, format); consideration of "late" business; declarations of interest by Commissioners. It might also be helpful to consider again the approach to publication of papers and relationship with Freedom of Information.
6. It would be helpful to have initial views from the Commission on its expectations regarding the scope and content of its own Standing Orders to inform a draft which will be put to the next meeting.

Conclusion

7. The Commission is invited to consider the possible content and scope of Standing Orders.