

AMENDMENTS TO STANDING ORDERS

RECOMMENDATIONS

1. **The report be received.**
2. **Members' agree the membership of the Technical, Science and Byelaw Sub-Committee for the forthcoming year.**
3. **Members' agree the Terms of Reference for the Finance Sub-Committee and Technical, Science and Byelaws Sub-Committee.**
4. **Members agree the amendments to Standing Orders.**

STANDING SUB-COMMITTEES: TERMS OF REFERENCE

1. Standing Orders of the NWIFCA were agreed on 8th February 2011 and amended on 17th May 2011.
2. The 8th February meeting agreed the establishment and membership of the Technical, Science and Byelaw Sub-Committee. Members appointed to the TSB Sub-Committee would serve until the Annual meeting of 2012, with appointments made at that meeting for the following year.
3. Terms of Reference for the Finance and TSB Sub-Committees are attached at Annex B and C.
4. Amendments suggested to Standing Orders are as follows:
 - 29 to permit the Chairman and/or Vice-Chairman of the Authority to attend meetings of the Finance Sub-Committee as ex-officio members if they are non-Local Authority members, such members to be non-voting.
 - 30 (a) to include the provision for the NWIFCA or sub-committees to take decisions by correspondence including using email to facilitate rapid resolutions
 - 30 (d) to reduce the membership of the TSB Sub-Committee from 11 to 10 members.The proposed amendments are attached at Annex A.
5. For 2012/13 it is proposed, as a trial, to hold meetings of the Finance and TSB Sub-Committees on the same day as the full NWIFCA meeting, the Finance Sub-Committee immediately prior to the full NWIFCA and the TSB Sub-Committee in the afternoon.

6. Dates of meetings for 2012/13 are:

Friday, 28th September 2012
Tuesday, 11th December 2012
Friday, 22nd March 2013
Friday 17th June 2013

GENERAL PUBLIC TO SPEAK AT MEETINGS

8. NWIFCA meetings are generally open to the public but Standing Orders do not presently allow for members of the public to speak at those meetings. Officers propose that Standing Orders should be amended to include the provision for public questions at the discretion of the Chairman. The proposed amendment is attached is Annex D.
9. The amendments approved will be incorporated in Standing Orders and a printed copy of the new version will be circulated to each member.

Clerk and CEO
29 May 2012