

REPORT FOR RESOLUTION

SUBJECT: Annual Review of Governance Documentation

REPORT OF: The Lead Officer

PURPOSE OF REPORT

To present governance documentation for annual review, as set out in the report.

RECOMMENDATIONS

It is recommended that the Joint Committee:

- [i] Adopts the Standing Orders at Appendix 1 subject to the proposed changes set out within the report and any consequential amendments.
- [ii] Adopts the Financial Regulations at Appendix 2.
- [iii] Notes the cycle of meetings for 2011 (Appendix 3)

1.0 BACKGROUND

- 1.1 The Standing Orders of the Patrol Adjudication Joint Committee are reviewed on an annual basis. It is proposed for 2010/11 to retain the existing Standing Orders (Appendix 1) subject to the following changes:

Standing Orders

4a Cancellation of meetings

"The Lead Officer may cancel or postpone any meeting in consultation with the Chairman prior to the issue of the agenda or subsequently if there is no business to be transacted, or in other exceptional circumstances."

Financial Standing Orders and Rules of Financial Management

- 6 Remove the words "of the Lead Authority" in line one.
- 1.2 Following audit recommendations, the Joint Committee is asked to approve the enclosed Financial Regulations (Appendix 2) subject to required amendments to reflect the BLASJC.

2.0 RECOMMENDATIONS

It is recommended that the Joint Committee:

- [i] Adopts the Standing Orders at Appendix 1 subject to the proposed changes set out in the report and any consequential amendments.
- [ii] Adopts the Financial Regulations at Appendix 2 subject to amendments to reflect BLASJC.
- [iii] Notes the cycle of meetings for 2011 (Appendix 3)