

Committee	FULL COUNCIL
Date	14 December 2020
Agenda Item	13

To update the HTC Standing Orders in line with the NALC Model 2020

Most of the working in the Standing orders is fixed so that all Councils operate in the same way. The model is updated on a regular basis by NALC, but individual council may add their own working to reflect their normal practice. The main changes are :

1. In section 4j, reviews of various policies and procedures have been added, which have not previously been done at the Annual Town Council meeting. It is recommended that these reviews are carried out
2. In 5e, the time at which Extraordinary meetings would normally be held has been added
3. In 6a, after checking with the Standing Orders of other Councils, it is felt that at least half of the councillors should be in favour if a decision is to be reversed before the 6 months are up. Therefore the number of councillors to give written notice has been changed from 4 to 6
4. In 11 f and g, the procedures for public and private minutes have been clarified
5. In 17 f and g, the threshold amounts have increased for public contracts in relation to the Public Contracts Regulations 2015, and the Public Utilities Contracts 2016
6. In 18a, the Staff Advisory Committee was given its present name in 2019.

Recommendation : that HTC approves the changes to Standing orders.



Sarah Greator Town Clerk