
REPORT AUTHOR: SECRETARY/MONITORING OFFICER

SUBJECT: REVIEW OF STANDING ORDERS

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Background Papers: None

Implications (tick ✓):

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New	CORE BRIEF	

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To approve amendments to Standing Orders proposed at the FRA's meeting on 19 July 2017.

RECOMMENDATION:

That the Authority's Standing Orders be amended by adding the paragraphs shown in italics in the Appendix to this report.

1 Introduction

1.1 At its last meeting, the FRA considered some changes to Standing Orders concerning the process for electing the Authority's Chairperson recommended by the Audit and Standards Committee. The proposed changes were supported with some minor amendments and, as required by Standing Order 30, the item stood adjourned until the FRA's next meeting. The Authority is now invited to approve the proposed amendments as shown in italics in the Appendix to this report.

JOHN ATKINSON
SECRETARY/MONITORING OFFICER

Standing Order 2

Chairperson and Vice-Chairperson of the Authority

1. The Chairperson and Vice-Chairperson of the Authority shall be appointed at the annual meeting for the ensuing year. When a casual vacancy occurs for either of these offices, an appointment to fill the vacancy shall be made at the next meeting (other than an extraordinary meeting).
2. ***The Monitoring Officer shall preside over the election of the Chairperson.***
3. ***Subject to paragraph 4 below, the election of the Chairperson and Vice-Chairperson of the Authority shall be conducted in accordance with the provisions of Standing Order 21.***
4. ***If, following an election, two candidates have the same number of votes, the appointment shall be determined in the following manner:***
 - 4.1 ***The election shall be conducted again and if, following this second election, both candidates still have the same number of votes, then the appointment shall be decided by drawing lots.***
 - 4.2 ***At any point during the election process, the Monitoring Officer may adjourn the meeting for a short period to allow discussions to take place.***

Standing Order 21

Appointments by the Authority

1. Every candidate nominated to represent the Authority in any capacity or for any position to be filled by the Authority, shall be openly proposed and seconded.
2. At the close of nominations, the Chairperson/***Monitoring Officer*** shall state the names of the candidates who have been duly proposed and seconded and the number of vacancies to be filled if the number is limited.
3. If the number of nominations does not exceed the number of vacancies or if the number of vacancies is not limited, the Chairperson/***Monitoring Officer*** shall immediately put the appointment of the duly nominated candidates collectively as a substantive motion upon which no amendment may be moved.

4. If the number of nominations exceeds the number of vacancies, there shall be a secret ballot of the members present at the meeting in which each member of the Authority may vote for as many candidates as there are vacancies to be filled.
5. No candidate shall be appointed unless the number of votes cast in his/her favour exceeds half the number of persons voting. If in any ballot no candidate received the number of votes entitling *him/her* to be appointed, the names of those who receive no votes and the name of the one who received the least number of votes shall be struck off the list and a fresh ballot be taken, and so on, until all the vacancies are filled.
6. Any ballot shall be conducted by the Monitoring Officer whose return shall be final and conclusive.

NOTE:

The proposed amendments to standing orders are shown in italics.