



Committee and Date

West Mercia Energy Joint
Committee

27th September 2022

Item

Public

STANDING ORDERS

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1. Summary

- 1.1 This report is to present to the Joint Committee the updated Standing Orders for WME for approval.

2. Recommendations

- 2.1 The Joint Committee are asked to approve the updated WME Standing Orders.

REPORT

3. Risk Assessment and Opportunities Appraisal

- 3.1 The recommendations contained in this report are compatible with the provisions of the Human Rights Act 1998.
- 3.2 There are no direct environmental, equalities or climate change consequences arising from this report.

4. Financial Implications

- 4.1 There are no direct financial implications arising from this report.

5. Background

- 5.1 The current Standing Orders of WME were approved by the Joint Committee on 26th September 2016.

5.2 The current WME Standing Orders have remained largely unchanged since WME was formed and included the following paragraph:

Where there is a matter relating to the regulation of contracts which is not covered by WME's Standing Orders, the Director shall follow any relevant standing orders relating to the matter adopted by Shropshire Council, as Lead Authority, or any replacement Lead Authority.

5.3 This paragraph is difficult to implement because it requires the familiarity with Shropshire Council Standing Orders. After discussions with Internal Audit it was agreed that a better approach would be to incorporate into the WME Standing Orders any key areas within Shropshire's Standing Orders not already covered, to remove the necessity of considering more than one document.

5.4 Initial review work was undertaken by WME and then the WME legal support at Shropshire Council in the wider context of Shropshire Council's regulations and an amended version proposed. This version has largely been adopted and this forms the document for which approval is sought.

5.5 The key changes to the document are as follows:

- Inclusion of section to identify the Responsibility of Officers (section 4).
- Inclusion of sections to improve the identification of the pre-tender stage of procurement requirements (sections 6 to 9).
- Bringing into line procedures for opening, evaluating and accepting tenders with Shropshire Council's Standing Orders, and expanding the procedures to include quotations in addition to tenders.
- Overall review of WME Standing Orders to align with those of Shropshire Council.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)
Joint Committee 26 th September 2016 – Standing Orders
Member Councillor L Harvey of Herefordshire Council (chair of the Joint Committee)
Appendices Standing Orders