

## **AMENDMENT OF STANDING ORDERS**

Presented by the Deputy Chief Executive

### **SUMMARY**

This report seeks Members' approval of an amendment to Standing Orders in regard to authentication of documents, to enable the recently appointed Head of Legal to sign legal agreements, contracts, leases, notices or otherwise on behalf of the Authority. Currently only the Chief Executive and Deputy Chief Executive are authorised to do so. Executive Committee has approved recommendation of this amendment to Authority (Paper E/807/23).

### **RECOMMENDATIONS**

- Members Approve:
- (1) the amendment of Standing Order 94 as detailed in paragraph 6 of this report; and
  - (2) delegation to the Deputy Chief Executive to make any minor changes to assist in interpretation or clarification or to correct any administrative errors or omissions that have been overlooked.

### **BACKGROUND**

- 1 The Lee Valley Regional Park Authority was created by a private act of parliament, the Lee Valley Regional Park Act 1966 (the Park Act), which provides that the Authority may make Standing Orders with respect to the proceedings of its meetings.
- 2 The Authority's present Standing Orders (SO) were last revised in April 2021 and 2020 to reflect Regulations (Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020) which had been brought in due to Covid and ended on 7 May 2021, and establishment of a new senior management structure from April 2020 (Paper E/649/19). The Deputy Chief Executive has delegation to make minor changes to assist in interpretation or clarification or to correct any administrative errors or omissions that have been overlooked.

- 3 The senior management structure which was put in place from April 2020 included the post of Head of Legal. This post has now been recruited to and the proposed amendment of SO94 reflects this.

#### **STANDING ORDERS**

- 4 For Members' information, the following are provisions adopted by Authority Members which do not flow directly from the Park Act:
  - the Authority generally adopts the principles of the Local Government Acts (pre-amble to Standing Orders);
  - proportionality in relation to political balance (SO42);
  - Substitute Members (SO73);
  - extra provisions in relation to co-opted Members (SO76);
  - Politically Restricted posts (SO89); and
  - Access to Information provision (SO98).
- 5 Approval is sought for amendment of SO94 in regard to authentication of documents, to enable the Head of Legal to also sign legal agreements, contracts, leases, notices or otherwise on behalf of the Authority. Executive Committee has approved recommendation of this amendment to Authority (Paper E/807/23).
- 6 The proposed amendment of SO94 is shown in strikethrough and red:

Where any document will be a necessary step in legal proceedings or shall be a legal agreement, contract, lease, notice or otherwise on behalf of the Authority, it shall (unless any other enactment requires or authorises or the necessary delegated authority shall be given to some other person) be signed by the Chief Executive, or Deputy Chief Executive or Head of Legal. Where permitted by law, this signature may be applied electronically.

#### **ENVIRONMENTAL IMPLICATIONS**

- 7 There are no environmental implications arising directly from the recommendations in this report.

#### **FINANCIAL IMPLICATIONS**

- 8 There are no financial implications arising directly from the recommendations in this report.

#### **HUMAN RESOURCE IMPLICATIONS**

- 9 There are no human resource implications arising directly from the recommendations in this report.

#### **LEGAL IMPLICATIONS**

- 10 There are no legal implications arising directly from the recommendations in this report.

**RISK MANAGEMENT IMPLICATIONS**

- 11 There are no risk management implications arising directly from the recommendations in this report.

**EQUALITY IMPLICATIONS**

- 12 There are no equality implications arising directly from the recommendations in this report.

Author: Beryl Foster, 01992 709 836, [bfoster@leevalleypark.org.uk](mailto:bfoster@leevalleypark.org.uk)

**ABBREVIATIONS**

the Park Act	Lee Valley Regional Park Act 1966
SO	Standing Order

**PREVIOUS COMMITTEE REPORTS**

Executive Committee	E/807/23	Amendment of Standing Orders	23 March 2023
Authority	A/4279/20	Amendment of Standing Orders and Financial Regulations Following Emergency Legislation Relating to Coronavirus	23 April 2020
Authority	A/4261/18	Review of Standing Orders	5 July 2018
Authority	A/4207/15	Review of Standing Orders	30 April 2015
Authority	A/4194/14	Amendments to Standing Orders	23 October 2014
Authority	A/4191/14	Modification of Standing Orders in regard to Substitutes	31 July 2014
Authority	A/4178/14	Review of Standing Orders	23 January 2014
Executive Committee	E/333/14	Review of Standing Orders	23 January 2014
Authority	A/4172/13	Review of Standing Orders and other related Governance matters	11 July 2013
Executive Committee	E/198/12	Review of Standing Orders	22 March 2012
Authority	A/4079/10	Proposed changes to Standing Orders to provide for the public to ask questions and speak at meetings	21 January 2010
Authority	A/4078/10	Legal position of deputies under the Lee Valley Regional Park Act 1966 and the options for Members to appoint substitutes to committees	21 January 2010
Authority	A/3978/08	Revision of Standing Orders	27 March 2008
Authority	A/3890/06	Revision of Standing Orders	28 September 2006
Authority	A/3664/03	Revision of Standing Orders	25 September 2003
Authority	A/3263/99	Revision of Standing Orders	21 January 1999

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