

From: Joel Cook, Clerk to the Authority, KEIFCA

To: Kent and Essex Inshore Fisheries and Conservation Authority – 21  
May 2019

Subject: Terms of Reference and Standing Orders

Classification: **Unrestricted**

**Summary:**

This report asks Members to review the existing Terms of Reference and Standing Orders for KEIFCA

**Recommendation:**

Members are asked to **APPROVE** the current Terms of Reference and Standing Orders

**Introduction**

A regular review of Terms of Reference/Standing Orders is essential to ensure good governance, the failure of which would also lead to reputational risk to the organisation.

**Background**

At its meeting on 23 May 2017 the Authority adopted its current Standing Orders and Code of Conduct. These documents are required to be reviewed annually. Officers have reviewed these documents internally and are not at present recommending any changes.

The current Terms of Reference and Standing Orders can be found on the IFCA's website at <https://www.kentandessex-ifca.gov.uk/wp-content/uploads/2017/07/KEIFCA-standing-orders-2017-final.pdf>

**Recommendation:**

Members are asked to **APPROVE** the current Terms of Reference and Standing Orders