1963 No. 792

TOWN AND COUNTRY PLANNING, ENGLAND AND WALES

The Location of Offices Bureau Order 1963

Laid before Parliament in draft

Made - - - -	11*th April* 1963
Coming into Operation	19*th April* 1963

At the Court at Windsor Castle, the 11th day of April 1963

Present,

The Queen's Most Excellent Majesty in Council

Whereas in pursuance of section 8 (2) of the Minister of Town and Country Planning Act 1943(a) an Address has been presented to Her Majesty by both Houses of Parliament praying that an Order be made in the following terms:

Now, therefore, Her Majesty, in exercise of the powers conferred on Her by the said section 8, is pleased, by and with the advice of Her Privy Council, to order and it is hereby ordered, as follows: —

Citation, Interpretation and Commencement

1.—(1) This Order may be cited as the Location of Offices Bureau Order 1963.

(2) The Interpretation Act 1889(b) applies to the interpretation of this Order as it applies to the interpretation of an Act of Parliament.

(3) This Order shall come into operation on 19th April 1963.

Constitution of Bureau

2.—(1) For the purpose of assisting the Minister of Housing and Local Government (hereinafter called "the Minister") in the exercise of his functions in relation to the use and development of land in England and Wales, there shall be a Commission by the name of the Location of Offices Bureau (hereinafter referred to as "the Bureau") which shall be a body corporate having perpetual succession and a common seal.

(2) The qualification, appointment, term of office and remuneration of members, officers and servants of the Bureau and the procedure quorum and constitution of the Bureau shall be in accordance with the provision of the Schedule hereto.

(a) 6 & 7 Geo. 6. c. 5. (b) 52 & 53 Vict. c. 63.

Functions of Bureau

3.—(1) It shall be the general duty of the Bureau to encourage the decentralisation and diversion of office employment from congested areas in central London to suitable centres elsewhere and to take such steps as may be necessary for this purpose, including without prejudice to the generality of the foregoing the provision of information and publicity and the promotion of research.

(2) In discharging its functions the Bureau shall comply with such directions of a general character as may be given by the Minister.

Accounts

4.—(1) For the purpose of the exercise of its functions, the Bureau may incur expenditure to such extent as the Minister may with the consent of the Treasury determine.

(2) The Bureau shall keep proper accounts and other records in relation thereto, and shall prepare in respect of each financial year an annual account in such form as the Minister may with the approval of the Treasury direct and send it to the Comptroller and Auditor General not later than the end of November in the following financial year.

(3) The financial year for the purposes of paragraph (2) shall end on 31st March in each year.

W. G. Agnew.

SCHEDULE

Appointment of Members

1.—(1) The members of the Bureau, of whom there shall be not more than four, shall be appointed by the Minister, and he shall appoint one of them to be chairman and may appoint one to be deputy chairman.

(2) Subject to the following provision of this Schedule a member of the Bureau, and the chairman and deputy chairman (if any), shall hold office for a period of two years and otherwise in accordance with the terms of his appointment.

Resignation and removal of Members

2.—(1) A member of the Bureau may, by notice in writing addressed to the Minister, resign his membership, and the chairman or deputy chairman may, by the like notice, resign his office as such.

(2) If the Minister is satisfied that a member of the Bureau—

(*a*) has become bankrupt or made an arrangement with his creditors; or

(*b*) is incapacitated by physical or mental illness; or

(*c*) has been absent from meetings of the Bureau for a period longer than three consecutive months without the permission of the Bureau; or

(*d*) is otherwise unable or unfit to discharge the functions of a member, or is unsuitable to continue as a member;

the Minister may remove him from his office as a member of the Bureau.

(3) If the chairman or deputy chairman of the Bureau ceases to be a member of the Bureau, he shall also cease to be chairman or deputy chairman.

(4) A member of the Bureau who ceases to be a member or ceases to be chairman or deputy chairman shall be eligible for reappointment.

Remuneration of Members and Officers

3.—(1) The Minister may pay to persons holding office as chairman, deputy chairman or member of the Bureau such remuneration in respect of that office

as he may with the consent of the Treasury determine, and the Bureau may pay to those persons such reasonable allowance as may be so determined in respect of expenses properly incurred by them in the performance of their duties.

(2) The Bureau may appoint a secretary and other officers and servants as the Minister may, with the consent of the Treasury, determine, and shall pay to those persons such salaries, fees and allowances as the Minister may, with the consent of the Treasury, direct.

MEETINGS AND PROCEEDINGS

4.—(1) The quorum of the Bureau, its proceedings and the arrangements relating to its meetings shall, subject to any directions given by the Minister, be such as the Bureau may determine.

(2) The validity of any proceeding of the Bureau shall not be affected by any vacancy among its members or by any defect in the appointment of any of its members.

INSTRUMENTS, ETC.

5.—(1) The fixing of the seal of the Bureau shall be authenticated by the signature of the chairman or of some other member authorised either generally or specially by the Bureau to act for that purpose.

(2) Any contract or instrument which, if made or executed by a person not being a body corporate, would not be required to be under seal may be made or executed on behalf of the Bureau by any person generally or specially authorised by them to act for that purpose.

EXPLANATORY NOTE

(This Note is not part of the Order, but is intended to indicate its general purport.)

This Order establishes, under section 8 of the Minister of Town and Country Planning Act 1943, a Commission by the name of the Location of Offices Bureau, to assist the Minister of Housing and Local Government by encouraging the decentralisation of office employment from congested areas in central London.