

## REPORT OF THE CONSTITUTION COMMITTEE

### A. REVIEW OF STANDING ORDERS (MEETING PROCEDURE RULES)

#### Introduction

1. This report concerns proposed changes to the Council's Standing Orders (Meeting Procedure Rules), a procedural motion on the proposals having been moved and seconded at the last meeting of the Council to meet the requirements of Standing Order 37.

#### Background

2. At the last meeting of the Council approval was given to recommendations set out in a report of the Constitution Committee on various changes to the Council's Constitution to dispense with the meeting of the County Council in March and to allow the consideration of ordinary business at the February (Budget) meeting. The report included proposed changes to Standing Order 1 (Meeting Procedure Rules).
3. Any motion to add, vary or revoke Standing Orders must, having been proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council. Accordingly, at the last meeting of the Council such a motion was duly moved and seconded.
4. Appendix A to this report sets out the revised Standing Order1 to give effect to the decision of the Constitution Committee. Appendix B to this report sets out the dates of County Council meetings until December 2019

**(A motion to the following effect, moved by Mr Rushton and seconded by Mr Shepherd, stands adjourned from last meeting:**

**That the changes to Standing Order 1 (the Meeting Procedure Rules), as set out in Appendix A to the report of the Constitution Committee, be approved.)**

**N J Rushton  
Chairman**

#### Background Paper

Report of the Constitution Committee to the County Council on 27<sup>th</sup> June on the Review and Revision of the Constitution.

**Part 4A - Meeting Procedure Rules****STANDING ORDER 1*****Meetings of the County Council***

- (1) The annual meeting of the Council shall be held:-
  - (a) in the year of the ordinary election of councillors to the Council, on the second Wednesday after the day of election;
  - (b) in any other year, on any Wednesday in May.
- (2) In addition to the annual meeting of the Council and any meetings convened by the Chairman or by members of the Council, meetings for the transaction of general business shall be held on such days as may be determined by the Council at its annual meeting on the recommendation of the Executive provided that a date so determined may be varied by the Executive.\*
- (3) In these Standing Orders "ordinary meeting" means a meeting described in paragraph (1) or (2) above other than a meeting convened by the Chairman or by members of the Council.
- (4) In addition to the ordinary meetings a meeting of the Council shall be held in the month of February, on a date to be fixed by the Council, to consider the budget for the ensuing financial year, and for the Chairman's announcements, the report of the Returning Officer, the confirmation of the minutes of the last meeting of the Council, the asking of questions under Standing Order 7 and the consideration of motions, notice of which has been given under Standing Order 10.
- (5) Unless the Council otherwise determines, all meetings of the Council shall be held at 2.00 p.m. other than a meeting on a Saturday which shall be held at 10.00 a.m. provided that the time may be varied by the Chairman following consultation with Group Leaders.

*[\*Under paragraph 3 of Schedule 12 of the Local Government Act 1972 an extraordinary meeting of the Council may be called at any time by the Chairman of the Council. There is also provision for such a meeting to be requisitioned by any five members of the Council.]*

**COUNTY COUNCIL MEETINGS**

Wednesday, 5<sup>th</sup> December 2018

Wednesday, 20<sup>th</sup> February 2019

Wednesday, 15<sup>th</sup> May 2019

Wednesday, 10<sup>th</sup> July 2019 (provisional)

Wednesday, 25<sup>th</sup> September 2019 (provisional)

Wednesday, 4<sup>th</sup> December 2019 (provisional)

*{Note:- the County Council at the Annual Meeting on 15<sup>th</sup> May 2019 will be asked to agree dates for the period up to the Annual Meeting in 2020 and provisional dates up to May 2021.}*

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