

## EXTRACT, COUNCIL PROCEDURE RULE

TO ADD A NEW RULE NO. 16

### **15.0 Reports from the Cabinet and Committees**

#### **15.1 General**

Any Member wishing to speak on any recommendation of the Cabinet or a Committee to be considered by the Council shall, before 10.00 am on the day of the Council Meeting, notify the Member Services Manager of the number or other reference of the minute in question. Such minutes are in this Rule referred to as "Reserved Minutes".

#### **15.2 Notice of Reserved Minutes**

The Corporate Programme Manager shall not later than 12 noon on the day of any Council meeting notify the Leader and any relevant Chairmen (or in their absence the member acting) together with one nominated representative from each of the other groups which minutes have been reserved for debate and shall cause a list of the reserved minutes to be printed and placed before all Members at the Council meeting. No discussion shall be permitted on any minute which is not a reserved minute.

#### **15.3 Adoption of Recommendations of the Cabinet**

When at a Council Meeting the agenda item for considering the recommendations of the Cabinet and Committees is reached the Chairman and Vice-Chairman of the Council (or the members acting in that capacity if they or either of them is absent) shall propose and second the adoption of the recommendations of the Cabinet and Committees. The Chairman shall then put to the vote the adoption of the said recommendations with the exception of the reserved minutes.

After the vote on the adoption of the recommendations of the Cabinet and Committees have been taken the reserved minutes shall be dealt with.

#### **15.4 Dealing with Reserved Minutes**

After any debate on a reserved minute the Chairman shall then, if no amendment is made, put to the vote the adoption of the recommendation. The adoption of the recommendation shall in all cases be the substantive motion and any proposed alteration shall be by way of an amendment and be subject to the rules relating to amendments. The right of reply under Rule 19.9 and 19.11 shall be exercised by a member of the Cabinet or Chairman of the Committee whose recommendation is under discussion and that member shall not otherwise speak on the amendment.

### **16.0 Reports from the Overview and Scrutiny Panel**

16.1 At each of its ordinary meetings, Council will receive a written report introduced by the Chairman of the Overview and Scrutiny Panel on the work undertaken by the Overview and Scrutiny Panel since the last Council meeting. Such report will be for information only and may be introduced by the Chairman of the Overview &

Scrutiny Panel, but otherwise not be subject to comment or debate.