

## **Council - Monday, 14 March 2016**

### **COUNCIL PROCEDURE GUIDANCE**

This note to the Council agenda is provided following the changes made to the Council Constitution at the Council meeting on 14 December, 2015 and indicates what those changes are in relation to the procedure for certain agenda items

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## **AGENDA**

### **1. DECLARATIONS OF INTEREST**

*No change*

### **2. CIVIC MAYOR'S ANNOUNCEMENTS**

*No change*

### **3. PETITIONS**

*No change*

### **4. PUBLIC QUESTIONS**

*No change – and no questions have been received*

### **5. MINUTES**

*No change*

### **6. LEADER'S, EXECUTIVE MEMBERS' AND CHAIRS REPORTS**

#### **PROCEDURE**

- Members will have a total of 30 minutes in which to ask questions of Cabinet Members / Chairs' on their respective reports.
- Questions may be asked in any order (the total number of questions asked on any one report shall not usually exceed five).
- Members wishing to ask a question should do so in the normal way by rising to their feet and will be called by the Mayor to ask their question.
- Any question should be limited to 2 minutes.
- Responses to questions should be brief, succinct and to the point.
- Cabinet Members / Chairs can provide a verbal response or a written response at a later date (within 10 working days thereafter)
- The Civic Mayor, as an exception may agree to an extension of these numbers and time limits.

**7. MATTERS REQUIRING APPROVAL BY THE COUNCIL (Pages 29 - 82)**

*No change*

**8. MEMBERS' QUESTIONS**

*No change - and no questions have been received*

**9. MATTERS REFERRED FROM PLANNING COMMITTEE (Pages 83 - 84)**

*No change*

**COUNCIL SHOULD CONCLUDE ALL BUSINESS OTHER THAN NOTICES OF MOTION BY 7.15PM**

**10. NOTICES OF MOTION**

**PROCEDURE**

The running order for consideration of Notices of Motion scheduled to be debated will be as follows:

1. Local Government Funding (Labour Group)
  2. *Girtrell Court (Conservative Group) (Members are referred to a separate Advice Note circulated by the Head of Legal and Member Services regarding this Notice of Motion)*
  3. Regeneration and Economic Growth (Labour Group)
  4. Support for our Armed Forces (Conservative Group)
  5. Backing our Coastal Communities (Conservative Group)
  6. Supporting Victims of Domestic Violence (Conservative Group)
  7. Tackling Female Genital Mutilation (Conservative Group)
- Movers of motions and amendments will have up to 5 minutes to propose their motions or amendments.
  - Other speakers will have 3 minutes as will seconders, at the conclusion of the debate.
  - The mover of the motion will have a right of reply of up to 5 minutes.

**11. VACANCIES**

*No change*

## 12. ANY OTHER BUSINESS

To consider any other items of business that the Civic Mayor accepts as being urgent.

**THE COUNCIL SHALL DISPOSE OF ALL ITS BUSINESS BY 9.15PM – ANY ITEM UNDER DEBATE SHALL BE CONCLUDED BY THE SECONDER AND BY THE MEMBER HAVING THE RIGHT OF REPLY. ANY MOTIONS NOT DEBATED WILL BE FORMALLY MOVED, SECONDED AND PUT TO THE VOTE.**