

Part 4, Council Procedure Rules, page D5

recommendations which appear on the agenda of the Council meeting. A member wishing to speak on or vote against any such recommendation may, immediately the number of the item has been called by the Council's senior legal officer, reserve it for debate.

- (b) After the Council's senior legal officer shall have called over all the items as aforesaid, the Chair shall move a motion that the recommendations of the Cabinet or other committee, with the exception of those items which have been reserved, be received and adopted.
- (c) The Chair of the Cabinet or other committee shall separately move each item on the proceedings of his/her committee which has been reserved.

7 Chair of Meeting

The person presiding at the meeting may exercise any power or duty of the Chair. Where these rules apply to committee and sub-committee meetings, references to the Chair also include the Chairs of committees and sub-committees.

8 Officers Speaking

No officer may be called upon to speak at Council meetings, without the consent of both the Chair of the Council and Head of Paid Service or a Director. However, with such consent, an officer may contribute by way of advice, guidance or presentations on any report under consideration. Directors, together with officers holding statutory positions, shall not be prevented from addressing the Council where they see fit to do so and so far as they act within the law.

9 Quorum

The quorum of a meeting will be one quarter of the whole number of members. During any meeting if the chairman counts the number of members present and declares there is not a quorum present, then the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chair. If he/she does not fix a date, the remaining business will be considered at the next ordinary meeting. One quarter of 41 members is 11.

10 Duration of Meeting

Unless the majority of members present vote for the meeting to continue, any meeting that has lasted for 4½ hours will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chair. If he/she does not fix a date, the remaining business will be considered at the next ordinary meeting.