



STANDING ORDERS: REVIEW

POLICY & RESOURCES COMMITTEE MEETING

PAPER A

8 APRIL 2026

The purpose of this Report is to provide Members with a suggested amendment to Standing Orders.

No. DETAILS

1) BACKGROUND

Currently, number 8 of Standing Orders reads as follows:-

EXTRAORDINARY MEETINGS

- a) The Mayor may convene an extraordinary meeting of the Council at any time.
 - b) Any two councillors may present a written requisition to the Mayor, requiring him or her to call an extraordinary meeting of the Council. If the Mayor does not do so within seven days of having been so requested, any two councillors may convene such an extraordinary meeting. The public notice giving the time, place and agenda for such a meeting must be signed by the two councillors.
 - c) The chair of a committee or sub-committee may convene an extraordinary meeting of the committee or sub-committee at any time.
 - d) Any two members of a committee or sub-committee may present a written requisition to the chair, requiring him or her to call an extraordinary meeting. If the chair does not do so within seven days of having been so requested, any two of the committee's or sub-committee's members may convene an extraordinary meeting.
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In the Mayor's absence, it is suggested that members consider inclusion of the Deputy Mayor, with the same authorisations within this Standing Order number.

The suggested wording would be as follows:-

The Mayor – **or in their absence, the Deputy Mayor** - may convene an Extraordinary Meeting of the Council at any time.

Any two councillors may present a written requisition to the Mayor **or Deputy Mayor, requiring them** to call an extraordinary meeting of the Council. If the **Mayor or Deputy Mayor** does not do so within seven days of having been so requested, any two councillors may convene such an extraordinary meeting. The public notice giving the time, place and agenda for such a meeting must be signed by the two councillors.

2) RECOMMENDATION

It is recommended that Members consider and agree the suggested addition to number 8 of Standing Orders, to include the Deputy Mayor, with formal adoption at the next full Council meeting.
