

TRAM REPORT – LIKELY REQUIREMENTS UNDER STANDING ORDERS**Standing Order 7 (3)**

At the start of the meeting I will give notice of this item and say that it will be taken at the end of the meeting. At the end of the meeting I will be happy to outline the procedural requirements to the committee. You then have to rule that this item be taken as a matter of urgency. You must state the reasons why. In the report it says that the matter is urgent to allow an immediate financial close to the contracts.

Standing Order 22

This says that a decision of the Council cannot be changed within 12 months unless the Convener of a meeting rules that there has been a material change of circumstances. The material change would be the Chief Executive's report indicating an increase in the cost of the contracts. You should make this ruling immediately after the urgency ruling.

Standing Order 14

I understand that the Chief Executive will suggest that this item be taken in private. This standing order allows for a matter to be taken in private where it is likely that the public would hear "exempt" information in terms of the Access to Information Act 1985. I will outline what I understand these to be to the committee so that they can be minuted.

It is for the committee to decide whether or not to take the matter in private. If the members are not unanimous there will be a vote.

Standing Order 53

This says that as soon as a decision is taken not less than a quarter of the members present may ask for it to be passed to the Council as a recommendation. If all 17 members of the Committee are present then that requires 5 members to vote in favour of referring to Council. If there are 13 -16 members present only 4 are required.

However, this standing order also says that a decision may not be sent to the Council as a recommendation if the convener so rules where, because of actions or events beyond the control of the Council, a final decision must be made before the meeting of the Council. You must give clear reasons for this.

I suggest that you do not mention this unless any member moves this standing order. If so, at that point you could ask me for clarification of its application in these special circumstances. I would outline the above and you could so rule if you choose.

The clear reasons would be the same as the reasons for urgency i.e. the need to bring this matter to an immediate financial close.

Stan Cunningham
Committee Services Manager