

RULE 16

RULES OF DEBATE FOR COUNCIL MEETINGS

- (1) A motion or amendment shall be stated and moved by the proposer thereof as soon as ~~they s/he~~ indicates a wish to address the Council and before making any speech, and unless notice has already been given in accordance with Rule 11 it shall, if required by the Chair of Councilman, be put in writing and handed to the Chair ~~of Council man~~ before it is further discussed or put to the meeting.
- (2) A Member when seconding a motion or amendment may, if ~~they/s/he~~ then declares ~~their his/her~~ intention to do so, reserve ~~their his/her~~ speech until any point later in the debate.
- (3) Where possible a Member when speaking shall stand and address the Chair of Councilman. If two or more Members rise, the Chair ~~of Council man~~ shall call on one to speak; the other or others shall then sit. While a Member is speaking the other Members shall remain seated, unless rising to a point of order or in personal explanation.
- (4) A Member shall direct ~~their his/her~~ speech to the question under discussion or to a personal explanation or to a point of order. Except with the consent of the Council **a Member moving a motion (other than a motion under paragraph (13) of this Rule) shall be entitled to speak for not more than ten minutes, but, except as aforesaid, no Member shall speak for more than five minutes.**
- (5) A Member who has spoken on any motion shall not speak again whilst it is the subject of debate, except:-
 - (a) to speak once on an amendment moved by another Member;
 - (b) if the motion has been amended since ~~they/s/he~~ last spoke, to move a further amendment;
 - (c) if ~~their his/her~~ first speech was on an amendment moved by another Member, to speak on the main issue, whether or not the amendment on which ~~they/s/he~~ spoke was carried;
 - (d) in exercise of a right of reply given by paragraph (11) or (13) of this Rule;
 - (e) on a point of order; and
 - (f) by way of personal explanation.
- (6) An amendment shall be relevant to the motion and shall be either:-
 - (a) to refer a subject of debate to a Committee for consideration or reconsideration;
 - (b) to leave out words;
 - (c) to leave out words and insert or add others;
 - (d) to insert or add words;

but such omission, insertion or addition of words shall not have the effect of negating the motion before the Council.

- (7) Only one amendment may be moved and discussed at a time and no further amendment shall be moved until the amendment under discussion has been disposed of, providing that the Chair ~~of Council man~~ may permit two or more amendments to be discussed (but not voted on) together if circumstances suggest that this course would facilitate the proper conduct of the Council's business.
- (8) If an amendment is lost, other amendments may be moved on the original motion. If an amendment is ~~carried~~, the motion as amended shall take the place of the original motion and shall become the substantive motion upon which any further amendment may be moved.
- (9) A Member may, with the further consent of ~~their his/her~~ seconder and with the consent of the Council, alter a motion which ~~they have s/he has~~ moved provided the alteration is one which could be made as an amendment thereto.
- (10) A motion or amendment may be withdrawn by the mover with the consent of ~~their his/her~~ seconder and of the Council, which shall be signified without discussion, and no Member may speak upon it after the mover has asked permission for its withdrawal, unless such permission shall have been refused.
- (11) The mover of a motion has a right of reply at the close of the debate on the motion, immediately before it is put to the vote but such reply shall be time limited to five minutes. If an amendment is moved, the mover of the original motion shall also have the right of reply at the close of the debate on the amendment, and shall not otherwise speak on the amendment. The mover of the amendment shall have no right of reply to the debate on ~~their his/her~~ amendment.
- (12) When a motion is under debate no other motion shall be moved except the following:-
 - (a) to amend the motion;
 - (b) to adjourn the meeting;
 - (c) to adjourn the debate;
 - (d) to proceed to the next business;
 - (e) that the question be now put;
 - (f) that a Member be not further heard;
 - (g) by the Chair ~~of Council man~~ under Rule 21(2) that a Member do leave the meeting;
 - (h) a motion under Section 100(A)(4) of the Local Government Act 1972 to exclude the public;
 - (i) to postpone consideration of the motion.
- (13) Subject to the provisions of paragraph (5) of this Rule and paragraph (3) of Rule 33, a Member may move without comment at the conclusion of a speech of another Member, "That the Council proceed to the next business", "That the question be now put", "That the debate be now adjourned", or "That the Council do now adjourn", on the seconding of which the Chair ~~of Council man~~ shall proceed as follows:-

- (a) on a motion to proceed to next business; ~~if in the opinion of the person presiding, the matter before the meeting has been insufficiently discussed, they may refuse to accept the motion; if in the opinion of the person presiding at the meeting, the matter has been sufficiently discussed they shall put the motion to the vote but shall first allow the proposer of the original motion to speak briefly to the closure motion. If the closure motion is carried, the original motion shall be deemed withdrawn. unless in his/her opinion the matter before the meeting has been insufficiently discussed s/he shall first give the mover of the original motion a right of reply and then put to the vote the motion to proceed to next business;~~
- (b) on a motion that the question be now put; ~~unless in if the person presiding is of the opinion that the matter before the meeting has been insufficiently discussed-, they may refuse to accept the motion: if they accept the motion they his/her opinion the matter before the meeting has been insufficiently discussed they~~ s/he shall first put to the vote the motion that the question be now put and if it is passed then proceed in accordance with paragraph (11) of this Rule;
- (c) on a motion to adjourn the debate or the meeting; if in ~~their his/her~~ opinion the matter before the meeting has not been sufficiently discussed and cannot reasonably be ~~sufficiently adequately~~ discussed ~~on that occasion at the meeting~~, ~~they s/he~~ shall put the adjournment motion to the vote without giving the mover of the original motion ~~a his/her~~ right of reply ~~on that occasion.~~ ~~If the person presiding is satisfied that the motion has been sufficiently discussed or that it can be sufficiently discussed at the meeting, they shall announce what further speakers they will call to conclude the debate.~~
- (14) A Member may rise on a point of order or in personal explanation and shall be entitled to be heard forthwith. A point of order shall relate only to an alleged breach of a Council procedure Rule or statutory provision and the Member shall specify the Rule or statutory provision and the way in which ~~they s/he~~ considers it has been broken. A personal explanation shall be confined to some material part of a former speech by ~~them him~~ in the present debate which ~~they believe to have been misunderstood by a subsequent speaker. may appear to have been misunderstood.~~
- (15) The ruling of the Chair ~~of Council man~~ on a point of order or on the admissibility of a personal explanation shall be final and shall not be open for discussion.
- (16) Whenever the Chair ~~of Council man~~ rises during a debate a Member then standing shall resume ~~their his/her~~ seat and the Council shall be silent.
- (17) Smoking shall not be permitted in the Council chamber.
- (18) This Rule, except those parts which relate to standing and speaking more than once, shall, with any necessary modification, also apply to Committee and Sub-Committee meetings.