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SCRUTINY BOARD AGENDA

Membership: Councillor Buckley (Chairman)

Councillors Carpenter, Fairhurst, Francis, Hughes, Patrick, Pike, Shimbart, Smith D, Wade and Ponsonby

Meeting: Scrutiny Board

Date: Tuesday 22 November 2016

Time: 5.30 pm

Venue: Newlease Room, Public Service Plaza, Civic Centre Road,
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Nick Leach
Monitoring Officer

14 November 2016

Contact Officer: Mark Gregory and Nicholas Rogers 02392 446232
Email: mark.gregory@havant.gov.uk or nicholas.rogers@havant.gov.uk

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1 Apologies	
To receive and record apologies for absence.	
2 Minutes	1 - 10
To confirm the minutes of the Scrutiny Board held on 26 January and 19 July 2016.	
3 Matters Arising	
4 Declarations of Interests	

5	Chairman's Report	
	The Chairman to report the outcome of meetings attended or other information arising since the last meeting.	
6	Appointment of Scrutiny Lead - Operations, Environmental Services and Norse Scrutiny and Policy Development Panel	
7	Review of Sheltered Housing Accommodation	11 - 20
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8	Review into the Need to Identify a Site for New Cemetery for the Borough	21 - 24
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GENERAL INFORMATION

IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6231

Internet

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BOROUGH COUNCIL

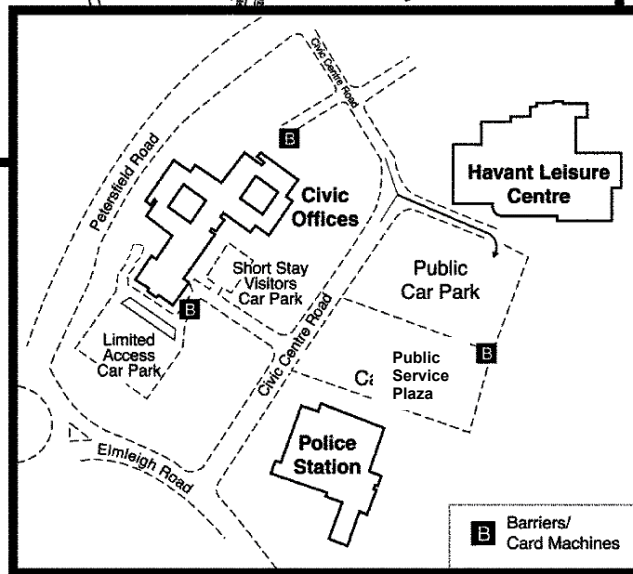
PROTOCOL AT MEETINGS – RULES OF DEBATE

Rules of Debate

- Councillors must always address each other as “Councillor ...” and must always address the meeting through the Chairman;
- A motion must relate to the business included on the agenda or accepted by the meeting as urgent business
- A motion must be proposed and seconded before it is debated until it is either accepted or rejected by a vote;
- An amendment can be proposed to the original motion and this must be seconded before it is debated;
- An amendment cannot be considered if it is inconsistent with an amendment previously adopted or repeats an amendment previously rejected;
- The mover of an original motion may, with the consent of the mover of an amendment, incorporate an amendment into the motion;
- Only one amendment may be moved at a time. No further amendments can be moved until the previous amendment has been dealt with;
- Each amendment must be voted on separately;
- If an amendment is carried, the amended motion becomes the substantive motion to which further amendments may be moved;
- If an amendment is lost, other amendments may be moved to the original motion.
- The mover may withdraw an amendment at any time
- After an amendment has been carried, the Chairman will read out the amended (substantive) motion, before accepting any further amendment, or if there are none, put it to the vote.

Voting

- Voting may be by a show of hands or by a ballot at the discretion of the Chairman;
- Councillors may not vote unless they are present for the full duration of the item;
- Where there is an equality of votes, the Chairman may exercise a second (casting) vote;
- Two Councillors may request, before a vote is taken, that the names of those voting be recorded in the minutes
- A recorded vote will always be taken in respect of approval of the Annual Budget
- Councillors may not vote unless they are in the meeting for the full debate on any particular item
- A Councillor may request that his/her vote be recorded in the minutes



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