

Appendix 3

4.3.3 Extraordinary Meetings

Those listed below may require the Managing Director to call Council meetings in addition to ordinary meetings:

- (a) the Council by resolution;
- (b) the Chair of the Council;
- (c) the Monitoring Officer or the Chief Finance Officer; or
- (d) any five Members of the Council if they have signed a requisition presented to the Managing Director of the Council and they have refused to call a meeting or has failed to call a meeting within seven days of the presentation of the requisition.

Sub paragraph (b) & (d) above are subject to the Managing Director being satisfied that:

- (i) The requisition relates to matters for which the Council is responsible, or which directly affect the District.
- (ii) The Requisition does not relate to the personal affairs or conduct of individual members.
- (iii) The requisition does not relate to planning or licensing matters.
- (iv) The requisition is not trivial, offensive or frivolous.
- (v) The requisition concerns a matter that is being dealt with elsewhere within the Council.
- (vi) The requisition does not relate to a matter(s) that has been debated in the last six months.

At such extraordinary meetings the Council will:

- (a) elect a person to preside if the Chair or Vice-Chair of Council are not present;
- (b) receive declarations of interests from Members; and
- (c) receive the report(s) on the subject of the meeting.