

1. Extraordinary (“Special”) Meetings of the Council

Quorum: 16

Extraordinary meetings are additional meetings to those set out in the annual programme and are called to consider specific business.

1.1 The following may ask the Chief Executive to call an Extraordinary meeting of the Council:

- (a) the Council by resolution;
- (b) the Chairman of the Council;
- (c) the Monitoring Officer;
- (d) the Chief Financial Officer
- (e) any 5 members of the Council if they have signed a notice requisition presented to the Chairman of the Council asking him/her to call an Extraordinary meeting and he/she has either refused to call such a meeting, or has failed to do so within seven days of the presentation of the requisition.

1.2 Business to be Transacted

carried out at an Extraordinary meeting should:

- ~~(a) Be about a matter for which the Council is responsible or affects the District of Bromsgrove;~~
- ~~(b) Not be substantially the same as a question or issue which has been put at a meeting of the Council in the past 6 months;~~
- ~~(c) Relate to the budget and policy framework; or~~
- ~~(d) Relate to functions undertaken by the Council; or~~
- ~~(e) Not be business which should more appropriately be dealt with by an officer.~~

1.3 On receiving a request under paragraph 4.1 (e) the Chairman may:

- ~~(a) Convene an Extraordinary meeting of the Council to take place within 14 days after the date of the request, or on a date agreed between the Chairman and those who signed the request; or~~

~~(b) Following consultation with the Chief Executive and Monitoring Officer, refer the matter to the next available meeting of the Council if the Chairman considers that the business set out in the request is not so urgent as to require an Extraordinary meeting to be called; or~~

~~(c) Following consultation with the Chief Executive and Monitoring Officer, refer the matter to the next available meeting of Cabinet or a Committee if the Chairman considers that it would be more appropriate to deal with the business in this way; or~~

~~(d) Decline to arrange an Extraordinary meeting if the Chairman, following consultation with the Chief Executive and Monitoring Officer, considers that the business set out in the request does not meet legal or constitutional requirements.~~

- 4.5 Extraordinary meetings of the Council will only consider the business on the agenda for the meeting, as set out in the requisition request to convene it, and any other business which in the opinion of the Chief Executive is relevant to it. Meetings will usually start at 6.00pm.
- 4.6 The agenda for an Extraordinary meeting will not include Motions on Notice or Questions.
- 4.7 The agenda for an Extraordinary meeting may include approval of the minutes of the previous Council meeting and minutes of the Cabinet or other Committee/Board meeting or such other items of business as may be appropriate to ensure the efficient administration of Council business.