

## **Committee Rules**

5.3 An Extraordinary Meeting will:

- (a) choose a person to preside if the Chairman and Vice-Chairman are absent;
- (b) receive any declarations of interest from members;
- (c) receive questions from, and provide answers to, members of the public and elected Members in accordance with these Procedure Rules, but only in so far as they relate directly to the business for which the meeting was convened;
- (d) consider any business set out in the notice convening the meeting;
- (e) consider any item which, by reason of special circumstances to be specified in the minutes of the Meeting, the Chairman considers should be considered at the Meeting as a matter of urgency.

5.4 The Chairman or the Proper Officer may include on the agenda of an Extraordinary Meeting such other business as he/she determines should be included for the efficient despatch of Committee business.

5.5 An Extraordinary Meeting may approve any minutes of the last or previous Meetings.

## **Overview and Scrutiny Committee Rules**

15.3 An Extraordinary Meeting will:

- (a) choose a person to preside if the Chairman and Vice-Chairman are absent;
- (b) receive any declarations of interest from members;
- (c) receive questions from, and provide answers to, members of the public and elected Members in accordance with these Procedure Rules, but only in so far as they relate directly to the business for which the meeting was convened;
- (d) consider any business set out in the notice convening the meeting;
- (e) consider any item which, by reason of special circumstances to be specified in the minutes of the Meeting, the Chairman considers should be considered at the Meeting as a matter of urgency.

- 15.4 The Chairman or the Proper Officer may include on the agenda of an Extraordinary Meeting such other business as he/she determines should be included for the efficient despatch of Committee business.
- 15.5 An Extraordinary Meeting may approve any minutes of the last or previous Meetings.