

Proposed Amendments to Standing Orders

2.4 QUORUM

Application: applies to the Assembly, its committees and subcommittees.

A. Except where a Special Quorum applies, the quorum to enable business to be transacted is as follows:

(1) in the case of Assembly meetings, when no Assembly seats are vacant^[1], the quorum is half of the number of Assembly Members; and

(2) ~~(2)~~—in the case of other committees, of five Members or more, the quorum is such number as is not less than one half of its total membership (including co-opted members) and in the case of committees of five Members the quorum shall be three.

(3) In the case of committees of four or less the quorum shall be two.

B. If one or more Assembly seats are vacant then the quorum for meetings of the Assembly shall be not less than half of the number of the remaining Assembly Members (ie instead of by reference to the whole number of Assembly seats: 25).

C. A different quorum (higher or lower) from that stated in paragraph A^[2] above shall apply when certain business is transacted if either:

(1) these Standing Orders so require; or

(2) the Assembly passes a resolution to that effect;

which shall be called a “Special Quorum” in these Standing Orders.

D. SPECIAL QUORUM: A proposal at an Assembly meeting to prescribe a special quorum under paragraph C above is itself subject to a special quorum. This requires that at least two-thirds of the whole number of Assembly Members (or, in the event of vacancies, then two-thirds of such lower number as remain) is present before such a proposal can be considered (ie 17 members if no seats are vacant).

- E. If a quorum (including a special quorum) is not present within 15 minutes of the time when the meeting was due to commence as stated on the agenda, the meeting shall be abandoned and the business will fall.
- F. With the exception of the Assembly Budget Meetings^[3], if the Chair of a meeting finds that the meeting has become inquorate, the Chair may wait for 5 minutes, following which, if the meeting is still inquorate, the meeting shall end and any business not concluded at that point shall fall. If before the end of the 5 minute period a quorum is restored, the meeting will continue and finish the business on the agenda.
- G. If, following an adjournment, the Assembly, committee or subcommittee is to reconvene at a stated time but the meeting remains inquorate at that stated time, paragraph E above does not apply and the meeting will end.

Notes and definitions

[1] Assembly meetings: if no Assembly seats are vacant then the quorum for an Assembly meeting shall be 13 Members. See paragraph B where one or more are vacant.

[2] "Special quorum" means a quorum prescribed under paragraph C different from that under paragraph A. It can be for either the whole meeting or for the consideration of a particular item of business. Only the Assembly can approve a special quorum under paragraph C, either for its own meetings or for committee meetings. To assist the reader where a special quorum applies the words are in capitals.

[3] "Assembly Budget Meeting" in paragraph F refers to the two meetings called to consider the Draft Consolidated and Final Draft Budgets and covered by Standing Order 6.14 (Inquoracy during Budget Meetings).

General comment: The difference between paragraphs E and F is that the former applies at the start of the meeting and the latter if a meeting goes inquorate sometime thereafter.

~~At common law~~ The Assembly has decided that a quorum would not usually be less than three (other than for four Member committees), as otherwise the Chair's casting vote would potentially determine every item of business (the Chair's of local authority committees and sub-committees have a casting vote in statute LGA 1972, SCG12 para 39(2)). If a meeting becomes inquorate the business falls as a result of Paragraph F. Any business not transacted by that

point can only be considered if a new agenda is issued calling a new meeting (which could be an extraordinary meeting).

2.13 FOOD AND DRINK IN THE CHAMBER

Application: applies to the Assembly, its committees and subcommittees .

A. A.— Apart from the drinking water provided, ~~no food or drink shall be consumed~~ hot beverages may only be consumed in the Chamber by Assembly Members and invited guests when consumed in plain, non branded mugs or plain cups or glasses only

B. Members of the public shall not be allowed to consume drinks in the Chamber.-

C. No food shall be consumed in the Chamber.

3.20 SCOPE AND PROCEDURE FOR LODGING PETITIONS

Application: applies to the Assembly only.

- A. Any member of the public or representative of an organisation may request in accordance with this Standing Order that a Member of the Assembly presents a petition to a plenary meeting^[1] of the Assembly concerning any matter:
- (1) within the responsibilities of the Mayor of London or London Assembly, or the Functional Bodies; or
 - 2) otherwise of importance to Londoners, including those who visit, live or work in Greater London.
- B. In order to be considered a petition must:
- (1) be addressed to the Mayor, the Assembly, a Functional Body (as the case may be);
 - (2) clearly indicate the name, address and contact telephone number of the person organising the petition, or where the petition was organised on the internet, its data controller^[2];
 - (3) be presented in the form of printed sheets, each of which includes the “prayer” of the petition (the “prayer” is the formal request or other matter that the petition is about) or, if the petition was organised on the internet, clearly demonstrate that internet users who subscribed to the petition knew what the prayer was;
 - (4) include each petitioner’s name [\(which may be printed or be in the form of a signature, provided that the signature is legible\)](#) and address (sufficient that the person and their address can be identified); ~~as well as his/her signature~~ or, where the petition was organised on the internet, their names and email addresses;
 - (5) indicate the total number of manual or electronic signatories to the petition.
 - (6) Young people aged 17 or under signing a petition may give their address as that of the school, or other recognised youth group or similar organisation that they attend (with details of their class name

where appropriate), provided that the lead petitioner is a teacher at or leader of that school or youth group or similar organisation.

- C. Written notice of intention to present a petition at an Assembly meeting, together with a copy of it, must be delivered to the Executive Director of Secretariat by no later than 12 noon six clear working days before the date of the meeting.
- D. The Executive Director of Secretariat will look at the petition to ensure that it complies with the requirements of this Standing Order and will bring any problem or defect to the Chair's attention.
- E. The Chair may rule on the admissibility of the petition and may exclude any that fail to comply with this Standing Order.
- F. Petitions may not be presented to committees or to the Assembly's Annual Meeting or to either of the two Assembly Budget Meetings.

Notes and definitions

[1] An Assembly plenary meeting in paragraph A is one that is not an MQT, the Annual Meeting or an Assembly Budget Meeting.

[2] "Data controller" in paragraph B(2) above has the meaning given to it in the Data Protection Act 1998 as (subject to subsection 1(4) of that Act): *"a person who (either alone or jointly or in common with other persons) determines the purposes for which and the manner in which any personal data are, or are to be, processed."* Section 1(4) states: *"Where personal data are processed only for purposes for which they are required by or under any enactment to be processed, the person on whom the obligation to process the data is imposed by or under that enactment is for the purposes of this Act the data controller."*

4.5 THE PROCEDURAL MOTIONS

Application: applies to the Assembly, its committees and subcommittees, ~~except when the latter or any of its sub-committees deals with a complaint about a Member under the local assessment regime.~~

A. Any single Member may move without comment, at the end of a speech of another, one of the following motions (“procedural motions”):

- *“to proceed to the next item of business on the agenda”;*
- *“that the question be now put to a vote”;*
- *“that the debate be now adjourned”;*
- *“that the meeting now adjourns”;*

on the seconding of which the Chair shall proceed as set out below, and all votes on such procedural motions shall be taken without discussion. (If moved during a speech, the procedural motion will be considered after the speaker has finished.)

B. ON A MOTION TO PROCEED TO NEXT BUSINESS: unless in the Chair’s opinion the matter before the meeting has been insufficiently discussed, he/she shall put to the vote the motion *“To proceed to the next business”*, with the effect that (if the motion is passed) the item of business under consideration shall fall, subject to paragraphs (1) and (2) below:

- (1) at Assembly meetings: the Chair shall give the mover of the original motion or Member’s report a right of reply^[1] prior to the vote on the procedural motion being taken;
- (2) at committee meetings: the Chair may ask a relevant officer to comment before the vote is taken.

C. ON A MOTION THAT THE QUESTION BE NOW PUT TO A VOTE: unless in the Chair’s opinion the matter before the meeting has been insufficiently discussed, the Chair shall first put to the vote that *“The question now be put”* with the following effect:

- (1) at Assembly meetings: if the procedural motion is passed, the Chair shall then give the mover (only) of the original motion/Member’s report a right of reply^[1] limited to 2 minutes in length after which no

other Member shall be permitted to speak; after the mover's speech the Chair shall put the motion or report under consideration to the vote, together with any amendments that have been moved by that point;

(2) at committee meetings: if the procedural motion is passed, the Chair shall put the recommendations of the report to the vote, together with any amendments that have been moved by that point.

D. ON A MOTION TO ADJOURN THE DEBATE OR TO ADJOURN THE MEETING: if in the Chair's opinion the matter before the meeting has not been sufficiently discussed and cannot reasonably be sufficiently discussed on that occasion, the Chair shall put the adjournment motion to the vote without giving the mover of the original motion or Member's report his/her right of reply^[1] on that occasion.

E. If a motion to adjourn is passed under paragraph D then the Chair shall indicate the date and time when the meeting or debate (as appropriate) will resume or (if the meeting so agrees) the Chair, following the meeting, shall decide the date and time of the resumption, which shall be communicated to all Members entitled to attend.

Notes and definitions

[1] At Assembly meetings the right of reply under paragraphs B to D above does not apply when an Assembly Member introduces a report to the meeting under Standing Order 4.1E above. It only applies in relation to motions and their movers. At committee meetings there is no right of reply before the Chair puts the appropriate procedural motion to the meeting.

9.2 CONFIRMATION HEARINGS

Application: Applies to the Police and Crime Committee and any sub-committee of the Committee.

- A. Where the Mayor's Office for Policing and Crime proposes to make an appointment to the office of Deputy Mayor for Policing and Crime as specified in section 60A(3) of the GLA Act, the Mayor's Office for Policing and Crime must notify the Chair of the London Assembly's Police and Crime Committee in writing (copied to the Executive Director of Secretariat) of the person whom he intends to appoint ("the candidate").
- B. In accordance with the provisions of Schedule 4A to the GLA Act 1999 (as amended), the ~~Chair of the Police and Crime~~ Committee ~~has delegated authority must within three weeks from receipt of formal notice of the appointment of the Deputy Mayor for Policing and Crime within which:~~ (i) ~~to~~ decide whether to hold a confirmation hearing for the Mayor's Office for Policing and Crime candidate for appointment to the office of Deputy Mayor for Policing and Crime listed in Section 60A(3) of the Act; and (ii) ~~to~~ request that the Mayor's Office for Policing and Crime candidate for appointment produce, under paragraph 6(4) of Schedule 4A of the GLA Act, documents that relate to his or her proposed appointment.
- C. A notice requesting a candidate for appointment to attend a confirmation hearing will be sent by the Authority's Head of Paid Service in accordance with paragraph 7 of Schedule 4A of the GLA Act and the notice may specify any documents that the Chair of the Police and Crime Committee has requested the candidate to produce under Standing Order 7.2.B above.
- D. Confirmation Hearings will be held in accordance with Section 60A and Schedule 4A of the GLA Act.
- E. The Police and Crime Committee will normally meet in public, but will consider any reasonable request from the candidate to meet in private under the provisions of Schedule 12A of the Local Government Act 1972.

[\[Section 32\(5\) of the Police Reform and Social Responsibility Act provides that the special scrutiny functions as defined in the Act, which includes the functions set out in \(i\) and \(ii\) above, may only be exercised by a meeting of the whole Police and Crime Committee and may not be delegated to a single Assembly Member\].](#)

- F. The scope of questions to be asked by the Police and Crime Committee can include anything reasonable and relevant to the candidate's fitness for office and ability to do the job.
- G. Following any confirmation hearing, the Chair of the Police and Crime Committee will write to the Mayor within three weeks of the date of notification of the appointment in Standing Order 9.2.B above, to communicate the Committee's recommendation as to whether or not the candidate should be appointed to office, and of any motion passed to veto the appointment under Standing Order 9.2.H and I below, and will also ensure that the Assembly is notified of every such decision.
- H The Committee may veto the appointment of the candidate as Deputy Mayor for Policing and Crime where the candidate is not a member of the London Assembly.
- I. If the Committee votes by at least two-thirds of the members present and voting, for the following motion, where that the candidate is not a member of the London Assembly:

“The Police and Crime Committee hereby resolves to veto the proposed appointment of as Deputy Mayor for Policing and Crime.”

Then, if the Chair of the Police and Crime Committee notifies the Mayor's Office for Policing and Crime of the motion to veto within three weeks of the notification of the proposed appointment by the Mayor's Office for Policing and Crime under Standing Order 9.2.C, the Mayor's Office must not appoint the candidate as Deputy Mayor for Policing and Crime¹.

¹ Paragraph 10 of schedule 4A The Greater London Authority Act 1999 as amended.

11.4 DELEGATION AND OTHER STANDARDS MATTERS

Application: applies to the Mayor, every Member of the Assembly, and to other co-opted members of committees or subcommittees.

- A. The Mayor and the London Assembly acting jointly are responsible for adopting the Authority's Code of Conduct under 11.1 above. This function may not be delegated by either the Mayor or Assembly.
- B. Subject to A above, all other standards functions and matters contained in Chapter 7 of the Localism Act 2011 may be delegated by the Mayor and the Assembly acting jointly to an officer of the Authority or to a standards committee established by the Mayor and the Assembly acting jointly under section 35 of the Localism Act 2011. Where those functions are delegated to an officer, and that officer cannot act due to absence, illness or conflict of interest, those functions shall be delegated to another officer (normally expected to be as part of an appointment, made by the Monitoring Officer, of a Deputy Monitoring Officer).
- B.
- C. The Mayor and the Assembly acting jointly, or any officer or standards committee acting under delegated authority, may, in connection with the discharge of any standards functions contained in Chapter 7 of the Localism Act 2011, seek the views of an independent person (see 11.3 B above) in relation that those matters.