

POLICY IS COMPLIANT WITH THE CHARTER OF HUMAN RIGHTS LEGISLATION

POLICY

1. Urgent business shall only be admitted to the agenda if a Councillor wishing to raise an item of urgent business has given written notice and portent of the proposed matter to be raised, to the Mayor by 5pm prior to the meeting and the Mayor has approved the admittance of the item.
2. The Chairperson shall advise the meeting of any matter(s) of urgent business that has been approved.
3. In regard to matters of urgent business that have been admitted to the meeting agenda, unless it is imperative that a decision be made on a particular item, the motion shall be that a further report be presented to the appropriate meeting at a future date.
4. Urgent business for **Special Meetings** shall be determined in accordance with the provisions of the *Local Government Act 1989*.