

Procedure for the Election of Chairman, as set out within Standing Order 29

29. Chairmen

1. Each Committee shall have a Chairman who will:-
 - a. preside at every meeting of the relevant Committee at which he is present;
 - b. sign the minutes of proceedings of the previous meeting when approved as a correct record;
 - c. in case of an equality of votes, have a second casting or casting vote. If the Chairman is unwilling to exercise a second or casting vote the decision shall be taken by lot;
 - d. determine all questions of order;
 - e. have power, after consultation with the Deputy Chairman, to,
 - convene an additional meeting;
 - vary the date and/or time and/or place of a scheduled meeting;
 - cancel a meeting if, in his opinion, there is insufficient business to warrant the holding of such a meeting or for other reasons.
2. The term of service of Chairman, subject to annual re-election, is limited as follows:-

Policy & Resources Committee	5 years*
Finance Committee	5 years*
Police Committee	4 years*
Other Committees	3 years*

*The years to run consecutively.
(For the purpose of this Standing Order, if a Member is elected to the Chair during the course of the year, a period of service commencing before 1 October shall count as one year; a period of service commencing on or after 1 October shall not count as one year).
3. A Member is ineligible to seek election as Chairman of a Ward or Non-Ward Committee (other than a specifically appointed Reception Committee) in the following circumstances:-

(PLEASE NOTE: All Members of the Board are eligible to be Chairman)

- no Member is eligible to be Chairman of more than one Committee (Ward or non-Ward) at the same time, other than in the case of the following Committees:-
 - Gresham (City Side)
 - Health & Social Care Scrutiny Committee

- Health & Wellbeing Board
 - Open Spaces and City Gardens Committee
 - West Ham Park Committee
- no Member who is resident in, or a tenant of, any property owned by the City of London Corporation is eligible to be Chairman of the Committee or Sub-Committee having control of such property (with the exception of the Community & Children's Services Committee);
 - no ex-officio Member of a Committee is eligible to be Chairman of the Committee;
 - the Deputy Chairman of the Audit & Risk Management Committee for the time being is ineligible to seek election as Chairman of another Committee (Ward or Non-Ward).
4. At the first meeting of each Committee following the annual appointment, the Town Clerk will read out a list of Members eligible to take the Chair. The name shall be read out alphabetically, subject to the name of the late Chairman being placed last, and each of those Members present will be asked if he is willing to serve.
 5. A Member unable to be present may previously express in writing to the Town Clerk his willingness to serve.
 6. The names of those who are willing to serve will be voted on by Ballot. The successful candidate will require a majority of the votes cast.
 7. Ex-officio Members of a Committee are not eligible to vote in the election of Chairman of that Committee other than in the case of the following Committees:-
 - Policy & Resources
 - Investment (such right being restricted to the Chairman and Deputy Chairman of the Policy & Resources and Finance Committees who have ex-officio places on the Committee)