

Stations and Revenue Grades Committee

Standing Orders

Valid from 7th of April 2010 until further notice

1. **Quorum:**
that unless otherwise decided, all meetings shall begin at 15:00 and end at 16:45.
Five members shall form a quorum.
2. **Order of Business:**
An agenda shall be prepared by the Secretary and shall be read aloud by the Chair at the opening of each meeting. All items thereon shall take precedence over all other business. Any member desirous of introducing business for the consideration of the meeting may do so after the business of the Agenda has been completed.
3. **Suspension of the Standing Orders:**
In the event of any matter of emergency, the Chair may accept a motion for the suspension of the of the Standing Order agreed by a two thirds majority vote of the members present indicated by a show of hands.
4. **Minutes:**
The minutes shall be circulated at the meeting having been previously posted on the RMT platform website. After the confirmation of the Minutes they shall be signed by the Chair, and the member will then be at liberty to ask questions in regard to matters arising out of them. Such questions shall be for the purposes of information only, and no debate on the policy outlined in the Minutes shall take place.
5. **Chair's Ruling:**
The ruling of the Chair on any question under the Standing Order, or on points of order, or explanation shall be final, unless challenged by not less than four members, and unless two-thirds or the members present vote to the contrary.
6. **Voting:**
Shall be by a show of hands. The Chair shall not vote unless there is a tie, when s/ he shall have a casting vote.
7. **Guests:**
any member wishing to bring a guest will notify the secretary in advance, guests may address the committee with its permission. Guests will not have a vote, and will be named in the Minutes under those *In attendance*.

