



CITY OF SYDNEY NETBALL ASSOC.

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## **CITY OF SYDNEY NETBALL ASSOCIATION INCORPORATED**

### **POLICY 2: STANDING ORDERS**

**The Chairperson shall:**

- a. Make sure that a quorum is present at all times throughout the meeting.
- b. Conduct the meeting in accordance with the rules.
- c. Ensure that no member speaks for an undue length of time or unnecessarily repeats points that have already been put before the meeting.
- d. Terminate any discussion which is not, at that time, relevant to the business before the meeting.
- e. The Chairperson's ruling on all points of order and procedure shall be final, unless a motion is moved, seconded and carried "That the Chairperson's ruling be disagreed with". The mover may speak briefly in support of their motion and the Chairperson explains why their ruling was given. The Chairperson takes the vote.
- f. No speaker shall speak for or against a motion more than once.
- g. There shall be no limit on the number of speakers for or against a motion, providing the debate is still active, but if there is no speaker in opposition to the previous two speakers, the debate shall be closed. The mover of the motion shall have the right of reply before the vote is taken.
- h. Any member may move without debate that the question "now be put" and if the motion is seconded and carried by a majority vote the motion or amendment before the meeting shall be put at once.  
Any mover may move that the meeting "**now proceed to the next business**".  
This requires a seconder and shall be voted upon without discussion.  
If carried, the original motion shall not be revived at the same meeting. If lost, the original motion shall be put without further discussion, except that the mover shall the right of reply.
- i. Any member may move that the motion before the Chair be deferred.
- j. A motion or amendment which is not passed at a meeting may not be brought forward again at the same meeting, but the matter may be brought forward at a subsequent meeting.
- k. Upon evidence of a mistake in facts that have been presented to the meeting or upon receipt of further information, a motion may be rescinded at the same meeting, provided that all members who voted on the motion are present and agree to the rescission. A resolution may be rescinded on notice of motion at a subsequent meeting.
- l. An amendment moved and seconded is voted upon before the motion. The mover of the original motion may exercise their right of reply before the amendment is voted upon.  
No second or subsequent amendment shall be received until the first amendment has been voted upon. An amendment, which is carried, becomes the motion and is open for further amendment.
- m. The mover and seconder of the motion under discussion are not entitled to move or second amendments to it. If the mover is in agreement with any proposed amendment she can accept it and may seek leave to alter the motion accordingly.
- n. No motion or amendment may be withdrawn without the consent of the mover and seconder and the consent of the meeting.
- o. Voting on motions before the Chair shall be by show of hands, except that a secret ballot shall be taken if any one member requests it.
- p. The voting of any motion shall be recorded at the request of any one member.