

Here are the Standing Orders which require further consideration by Business Committee, and any related Standing Orders for ease of reference. They are listed according to the agenda item.

Item 2.1: Flexibility of timing: Standing Orders 7.5A, 7.7 – 7.9	
<b>See BC(3)29-10 Paper 1: paragraphs 3 – 13</b>	
<p>6.1 From time to time, the Business Committee must table a motion proposing, for periods of not less than six months:</p> <ul style="list-style-type: none"> <li>(i) outline timetables of plenary meetings;</li> <li>(ii) times available for committee meetings;</li> <li>(iii) times available for meetings of political groups;</li> <li>(iv) recesses; and</li> <li>(v) dates for questions for oral answer by the First Minister, Welsh Ministers, the Counsel General and the Commission.</li> </ul>	<p><b>Agreed not to amend</b></p> <p>Standing Order 6.1 has not been implemented in the Third Assembly. However, it is proposed that it should be retained and implemented in future. It would provide underpinning certainty about the organisation of plenary business, in view of the proposed change to SO 7.5A.</p>
<p>6.2 Motions under Standing Order 6.1 must have regard to the family and constituency or electoral region responsibilities of Members and their likely travel arrangements; and should normally seek to avoid timetabling business before 9.00am or after 6.00pm on any working day.</p>	<p><b>Agreed not to amend</b></p> <p>The new SO 7.5A would be subject to the timetabling requirements of this Standing Order.</p>
<p>6.4 The organisation of government business in plenary must be determined by the government.</p>	<p>No amendment necessary</p>
<p>6.5 The organisation of <del>Assembly non-government</del> business in plenary must be determined by the Business Committee, in accordance with Standing Order 11.7(ii).</p>	<p><b>Agreed to amend this Standing Order</b></p> <p>The organisation of all “Assembly business” would be subject to qualified weighted voting in Business Committee as</p>

	<p>currently applies to “non-government business”; other decisions in Business Committee would remain subject to full weighted voting (see also amendments to 11.7).</p>
<p><u>7.5A Plenary meetings must usually:</u></p> <p style="padding-left: 40px;"><u>(i) be held on Tuesdays and Wednesdays and start at 1.30pm;</u></p> <p style="padding-left: 40px;"><u>(ii) take government business first.</u></p>	<p><b>Insert new Standing Order</b></p> <p>This would replace the following Standing Orders: 7.7, 7.8 and 7.9. 7.5A would still be subject to the requirement of SO 6.2 which requires business hours to be “family friendly.”</p> <ul style="list-style-type: none"> <li>(i) This would allow more flexibility as to Plenary days and start times.</li> <li>(ii) This would allow more flexibility on when “government” or “Assembly” items can be taken in plenary, however government items “must usually” be taken first as is our current practice.</li> </ul>
<p><del>7.7 Plenary meetings are normally to be held on Tuesdays and Wednesdays when the allocation of sitting time must be in accordance with Standing Orders 7.8 and 7.9:</del></p>	<p><b>Delete this Standing Order</b></p> <p>This is replaced by SO 7.5A read with SO 7.6.</p>
<p><del>7.8 Tuesday plenary meetings must usually:</del></p> <ul style="list-style-type: none"> <li><del>(i) start at 1.30pm;</del></li> <li><del>(ii) consider Assembly business under Standing Order 7.10(i) to 7.10(vii) and government business only; and</del></li> <li><del>(iii) subject to Standing Order 7.16 or any procedural motion under Standing Order 7.28, finish no later than 6pm.</del></li> </ul>	<p><b>Delete this Standing Order</b></p> <p>This is replaced by SO 7.5A – see above.</p>
<p><del>7.9 Wednesday plenary meetings must:</del></p> <ul style="list-style-type: none"> <li><del>(i) usually start at 1.30pm;</del></li> <li><del>(ii) usually consider government business from 1.30pm to</del></li> </ul>	<p><b>Delete this Standing Order</b></p> <p>This is replaced by SO 7.5A – see above.</p>

<p><del>2.30pm , and Assembly and non-government business from 2.30pm; and</del></p> <p><del>(iii) subject to Standing Order 7.16 or any procedural motion under Standing Order 7.28, finish no later than 6pm.</del></p>	
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<p><b>Item 2.2: Voting Time provisions: new 7.37A</b></p> <p><b>See BC(3)29-10 Paper 1: paragraphs 14 - 19</b></p>	
<p><u>7.37A If all items of business for the day have been concluded before the time specified under Standing Order 6.8 and items have been deferred to voting time, the bell must be rung (unless the Presiding Officer is satisfied that all Members are present). Five minutes after the bell began ringing, the vote or votes must be taken.</u></p>	<p><b>Insert new Standing Order</b></p> <p>This is a new provision which would force the bell to be rung (unless all Members are present), if business for the day has been concluded before the agreed voting time. This is to protect all Members from a vote being taken before voting time without having been notified.</p> <p>Following the concern raised at last week’s meeting, we propose amending the qualification “unless all Members are present” to say that, ‘unless the Presiding Officer is satisfied that all Members are present’. This would provide the flexibility to avoid the provision being interpreted literally if it were known that a Member is unable to attend.</p>

**Item 2.3: Oral Questions: Standing Order 7.48**

**See BC(3)29-10 Paper 1: paragraphs 20 - 21**

7.48 Time must be made available in plenary meetings for:

- (i) the First Minister to answer oral questions once, ~~and for a maximum of 45 minutes~~, in each week that the Assembly meets in plenary;
- (ii) each Welsh Minister and the Counsel General to answer oral questions in relation to his or her responsibilities, at least once, and ~~for a maximum of 30 minutes~~, in every four weeks that the Assembly meets in plenary (except that the Minister with responsibility for government business is only to answer questions under Standing Order 7.48(ii) if he or she has responsibilities for matters other than government business); and
- (iii) the Commission to answer oral questions at least once, ~~and for a maximum of 30 minutes~~, in every four weeks that the Assembly meets in plenary.

**Amend this Standing Order**

The time restrictions have been removed to reflect current practice.

Business Managers requested alternative options and are invited to consider the following:

- (i) increasing maximum timings, for example, a maximum of 60 minutes for First Minister’s Questions, 45 minutes for Ministers;
- (ii) changing to an indicative time, by adding for example, that “up to 60 / 45 minutes must be allocated to this item on the business statement”; or
- (iii) maintaining the status quo by leaving the Standing Order unchanged.

<p><b>Item 2.4: Order in Plenary meetings: Standing Order 8.3A</b></p> <p><b>See BC(3)29-10 Paper 1: paragraphs 22 -25</b></p>	
<p>8.3A <u>Anyone else may address the Assembly, if the Business Committee so determines.</u></p>	<p><b>Insert new Standing Order</b></p> <p>This is a new provision to enable the Assembly to invite someone to address it, if the Business Committee agrees. This would give Business Committee the option of allowing others to address the Plenary as an item on the agenda, rather than before the start of Plenary as has been the practice to date</p>

<p><b>Item 2.5: Business Committee: Standing Order 11</b></p> <p><b>See BC(3)29-10 Paper 1: paragraph 26</b></p>	
<p>11.1 <u>There is to be a Business Committee, to facilitate the effective organisation of Assembly proceedings.</u></p>	<p><b>Amend this Standing Order</b></p> <p>This is to clarify that the role of Business Committee is “to facilitate the effective organisation of Assembly proceedings”: this would capture the wider role that Business Committee plays, for example, in agreeing additional Committee meetings outside the Assembly timetable</p>
<p>11.2 <del>10.3</del> Standing Orders 10.4 to 10.5 do not apply to the Committee.</p>	<p><b>Amend this Standing Order</b></p> <p>There should be a mechanism to enable Business Committee to make membership changes during the course of an Assembly – this will be amended once changes to SO 10 have been agreed.</p>
<p>11.5 If a motion under Standing Order 11.3 is passed:</p>	<p><b>Amend this Standing Order</b></p>

<ul style="list-style-type: none"> <li>(i) the Committee must be chaired by the Presiding Officer (who may vote only in the exercise of a casting vote, <u>subject to Standing Order 11.5(iii)</u>);</li> <li>(ii) each other member of the Committee carries one vote for each member of the political group (or grouping, as the case may be) which he or she represents (including himself or herself and the Presiding Officer and Deputy if they are members of his or her political group or grouping);</li> <li>(iii) where the number of Members who are not members of a political group is such that it is (for that reason only) not possible for them to form a political group or grouping, each such Member is entitled to attend proceedings of the Committee and may vote;</li> <li>(iv) <u>in determining the organisation of Assembly business in plenary under Standing Order 11.7(ii)</u>, a member of the Committee representing a political group with an executive role may use the votes he or she carries under Standing Order 11.5(ii), <u>but it shall be reduced by the number equivalent to the number of Members in his or her political group who are also members of the government in determining the organisation of Assembly non-government business in plenary under Standing Order 11.7(ii)</u>; and</li> <li><del>(v) the number of votes that a member of the Committee, referred to in Standing Order 11.5(iv), carries shall be reduced by the number equivalent to the number of Members who are members of the government and who are members of the political group to which that member belongs; and</del></li> <li>(vi) Standing Orders 10.18, 10.19 and <del>10.32</del> <u>10.33</u> to 10.35 do not apply to the Committee.</li> </ul>	<p>11.5(i) - to clarify that, if the Presiding Officer were not a member of a political group, (s)he would be entitled to a substantive, as well as a casting, vote.</p> <p>11.5 (iv) and (v) – no material change. They have been merged to make it simpler to understand.</p> <p>11.5 (vi) - method of voting in Business Committee: currently Standing Order 11.5(vi) provides that Standing Order 10.32 does not apply to the Business Committee (any Member of the Committee may request that the vote is recorded in the minutes of the meeting, and voting would be by show of hands). There is no reason why this should not apply to Business Committee, it is proposed therefore that SO 10.32 should apply also to Business Committee.</p>
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<p>11.7 The <del>functions of the</del> Committee <u>must</u>:</p> <ul style="list-style-type: none"> <li>(i) <del>to</del> comment on proposals for the organisation of government business (which must be determined under Standing Order 6.4) <del>and non-government business</del> in plenary;</li> <li>(ii) <del>to</del> determine the organisation of <u>Assembly business in plenary</u> <del>non-government business in plenary</del>, subject to Standing Order 11.5(iv);</li> <li><del>(iii) to determine the organisation of Assembly business in plenary;</del></li> <li>(iv) <del>to</del> make recommendations on the general practice and procedure of the Assembly in the conduct of its business (including any proposals for the re-making or revision of Standing Orders, or any part thereof);</li> <li>(v) <u>undertake</u> the functions assigned to the Committee in Standing Orders.</li> </ul>	<p><b>Amend this Standing Order</b></p> <p>This requires amending as a consequence of creating the new category of “Assembly business”.</p> <p>11.7 (i) – amended as it is unnecessary to specify that the Committee must comment on the organisation of Assembly business in plenary.</p> <p>11.7 (ii) - the organisation of all “Assembly” business" will be subject to qualified weighted voting in Business Committee as currently applies to “non-government” business; other decisions in Business Committee will remain subject to full weighted voting.</p>
<p><del>11.9 The Committee may meet in private to discuss matters arising under 11.7(i) to (iii) and 11.7(v).</del></p>	<p><b>Delete this Standing Order</b></p> <p>This determines when the Business Committee may meet in private: the Committee would rely instead on the general provisions to resolve to meet in private under Standing Order 10 .37 (ix) which would give it more flexibility to decide when to meet in private.</p>

<b>Item 2.6: Tabling and laying procedures: Standing Order 29</b>	
<p>29.1 The following documents or categories of document may be laid before the Assembly:</p> <ul style="list-style-type: none"> <li>(i) a document specified in any enactment as one which must or may be laid before the Assembly or a document which falls within the terms of section 86 of, or paragraphs 36 or 37 of Schedule 11 to, the Act;</li> <li>(ii) legislation or proposed or draft legislation required to be laid under Standing Orders 22, 23, 24 or 25;</li> <li>(iii) any report made by an Assembly committee and which that committee has agreed should be submitted to the Assembly, other than any report to which (iv) or (v) below applies;</li> <li>(iv) any report specified in Standing Orders 7.61 and 7.62 other than any to which paragraph (v) below applies;</li> <li>(v) any other document specified elsewhere in Standing Orders which is required to be laid in accordance with the specific requirements in a Standing Order; and</li> <li>(vi) any other document, or category of document, that the Assembly, by resolution in plenary, requires should be laid.</li> </ul>	<p>No amendment necessary</p>
<p>29.2 A member of the government <u>or Presiding Officer</u> may lay other appropriate documents</p>	<p><b>Amend this Standing Order</b></p> <p>This enables the Presiding Officer to lay appropriate documents as well.</p>



<p>29.3 Where any document is laid, or any motion, amendment, question or other business is tabled under Standing Order 29 or any other Standing Order, it must be laid or tabled in compliance with written guidance issued by the Presiding Officer, <u>in accordance with Standing Order 2.17.</u></p>	<p><b>Amend this Standing Order</b></p> <p>It is proposed that there should be a simplified mechanism for the Presiding Officer to issue guidance to Members on the conduct of Assembly business, which would require that the Presiding Officer must consult Business Committee before issuing the guidance rather than the current mixed system where some guidance requires the endorsement of the Assembly and some not.</p>
<p>29.4 Any document laid or business tabled by the Presiding Officer, the Commission, the government, any committee or the Clerk, must be laid or tabled in both English and Welsh, so far as is appropriate in the circumstances and reasonably practicable.</p>	<p>No amendment necessary</p>
<p>29.5 The receipt, by the <u>Clerk</u> <del>Table Office</del>, of any document or business on a working day during its <del>agreed office hours</del> <u>agreed by the Business Committee</u> <del>(including receipt by electronic means)</del> constitutes (as the case may be) the laying of the document or the tabling of the business.</p>	<p><b>Amend this Standing Order</b></p> <p>These changes would not effect any change to the current tabling practice, they are mainly style / presentational changes.</p> <p>Any references to “Table Office” in Standing Orders will be replaced with “Clerk” to achieve a consistent approach throughout. In practice, the Table Office will still be responsible for receiving documents to be laid or business to be tabled. Any guidance to Members would make it clear that they should be sent to the “Table Office” and that it can be submitted by electronic means or in hard copy.</p> <p>This would also apply to Standing Order 23.71, in relation to legislative amendments. Amendments</p>

	are tabled to Legislation Office, therefore the current reference to "Table Office" in SO23.71 does not reflect our practice.
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