



THE NEWCASTLE CHARTER

Part 4 - Rules of Procedure

Comprising:

Part 4A	Council Procedure Rules (Standing Orders)
Part 4B	Access to Information Procedure Rules
Part 4C	Budget and Policy Framework Procedure Rules
Part 4D	Cabinet Procedure Rules
Part 4E	Scrutiny Committee Procedure Rules
Part 4F	Financial Regulations
Part 4G	Officer Employment Procedure Rules

CONTENTS

1. This part of the Constitution contains rules regulating the Council's internal procedures.

2. **Standing Orders**

Standing Orders regulate the Council's proceedings and business. These are mainly contained in the Council Procedure Rules.

3. **Mandatory Provisions**

The Council is required to have Standing Orders in respect of contracts. These are contained in the **Financial Regulations**.

4. **Prescribed Standing Orders.**

Some Standing Orders are prescribed by regulations. These are:-

Standing Order	Contained in-
Recording of votes	Council Procedure Rules
Signing Minutes of extraordinary meetings	Council Procedure Rules
Signing Contracts	Financial Regulations
Staffing, Appointment of Chief Officers, Disciplinary Action in respect of statutory officers	Officer Employment Procedure Rules
Policy and Budget Framework	Budget and Policy Framework Rules