

### **3.1.38 VOTING**

Subject to the provisions of any enactment all questions coming or arising before the meeting shall be decided by a majority of the Members of the Council (or other persons entitled to vote) present and voting.

The Chair shall ensure that that the proposal to be voted on is clear. Voting will proceed by a show of hands (first those voting “for” the proposal, those voting “against” the proposal, and then the abstentions) or by means of an electronic voting system.

Sometimes, the law requires special voting procedures and/or sets down the required numbers of votes or a proportion of voting Members required to be in favour. The Chief Executive will inform the Council when these requirements apply.

A recorded vote or votes shall take place when setting the Authority’s budget and determining the level of Council Tax to be levied in the district for each financial year.

If on any vote the numbers “for” and “against” a proposal are equal, the proposal is NOT CARRIED and it therefore falls. The record of the meeting will reflect the “NOT CARRIED” status of the proposal.

While by convention in this Authority, the Chair does not exercise a second or casting vote to resolve issues where there is an equality of votes, the decision on whether or not to exercise a second or casting vote is that of the Chair alone. S/he retains the legal right to proceed as s/he sees fit. Exercise of a second or casting vote will not invalidate the decision.

*(A second vote from the Chair means that s/he has voted in the original vote which resulted in tied numbers and votes again to break the deadlock.*

*A casting vote is exercised when the Chair did not take part in the original vote and casts a vote in favour or against in order to break the deadlock.)*

For meetings of the full Council, a named vote will be taken for each substantive item (accompanied by a report on the agenda) and the voting details recorded in the minutes of the meeting.