



Jersey

**STANDING ORDERS OF THE STATES  
OF JERSEY**

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Jersey

## STANDING ORDERS OF THE STATES OF JERSEY

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Jersey

## STANDING ORDERS OF THE STATES OF JERSEY

**THE STATES**, in pursuance of Article 27 of the States of Jersey Law 1966,<sup>1</sup> have made the following Standing Orders –

Commencement [[see endnotes](#)]

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### PART I

#### MEMBERS, OFFICERS AND MEETINGS OF THE STATES

##### **1 Presiding in the States**

- (1) The Bailiff, or in the Bailiff's absence the Deputy Bailiff, or in the unavoidable absence of both of them such elected member or officer of the States as the Bailiff shall choose, shall preside at the meetings of the States.
- (2) The Deputy Bailiff or a person chosen to preside under paragraph (1) of this Standing Order shall have all the authority and power of the Bailiff when presiding.
- (3) The Bailiff may at any time, without formal communication to the States, request the Deputy Bailiff to take the Chair.

##### **2 Duties of the Greffier**

- (1) The Greffier shall be responsible for keeping the minutes of the proceedings of the States, which shall record the names of members attending, all decisions taken, and the details of every vote taken.
- (2) The Greffier shall submit the minutes of each meeting to the Lieutenant-Governor, together with a copy of every document referred to therein, in order that the Lieutenant-Governor may decide whether the Lieutenant-Governor chooses to exercise the power of veto.

- (3) The Greffier shall prepare a list of all matters which have been lodged *au Greffe*, of which the Greffier shall circulate copies to members –
  - (a) at the beginning of each ordinary session, arranged in the order in which the matters have been so lodged; and
  - (b) following upon any decision of the States in regard to the order in which or dates on which the matters or any of them are to be discussed, arranged in the said order and under the said dates.
- (4) The Greffier shall prepare from day to day an order book showing all future business of which notice has been given, whether or not lodged or required to be lodged *au Greffe*. The order book shall be open to the inspection of members at all reasonable hours.
- (5) On the day on which the States meet, the Greffier shall make available to members before the commencement of the meeting –
  - (a) an order paper showing the business for that sitting; and
  - (b) a notice paper recording all notices entered in the order book on the previous day if the States then met or, in the case of a meeting after an adjournment over one or more days, all notices entered in the order book since the last meeting.
- (6) The Greffier shall be responsible for the custody of the records. Acts, bills and other documents laid before the States, which shall be open to members and other persons under arrangements approved by the Bailiff.
- (7) The Greffier shall be responsible for providing every Committee of the States with a secretary.
- (8) The Greffier shall perform the further duties laid upon the Greffier in these Standing Orders, and all other duties in the service of the States ordered by the States or directed by the Bailiff.

### **3 Quorum**

- (1) The quorum of the States shall consist of not less than 24 elected members.
- (2) At the hour appointed for the commencement of a meeting the Greffier shall call the roll of members. After Prayers the Greffier shall complete the roll-call and, if a quorum is not present, the Bailiff shall forthwith either adjourn the meeting or suspend the meeting to an hour to be named by the Bailiff. If, at the named hour to which a meeting is so suspended, it appears from a further roll-call that a quorum is still not present, the States shall stand adjourned.
- (3) If during the course of a meeting, the attention of the Bailiff is drawn to the fact that a quorum is not present the Bailiff shall direct that members be summoned. If, after such time as the Bailiff considers reasonable, the Bailiff is satisfied that a quorum is not present, the Bailiff shall adjourn the States without putting any question.
- (4) If, from the number of members taking part in a vote (among whom shall be included any member present), it appears that a quorum is not present, the vote shall be invalid, the business then under consideration shall stand

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over until the next meeting, and the States shall be counted in accordance with paragraph (3).<sup>2</sup>

#### **4 Meetings of the States<sup>3</sup>**

- (1) There shall be 2 ordinary sessions of meetings of the States each year as follows –

##### **First Session**

There shall be a meeting on alternate Tuesdays during the period from the third Tuesday in January to the last Tuesday in July, except during Holy Week and Easter Week, and on any Tuesday immediately following a bank holiday.

##### **Second Session**

There shall be a meeting on alternate Tuesdays during the period from the second Tuesday in September to the second Tuesday in December.<sup>4</sup>

- (2) The Bailiff may, whenever the Bailiff considers that the public business so requires, convene meetings of the States, in extraordinary session, and such meetings shall also be convened by the Bailiff on the requisition of 7 or more elected Members of the States.
- (3) Meetings of the States in extraordinary session may be held on such days as the Bailiff may in the Bailiff's discretion determine and such meetings may be held during the periods allocated for the holding of ordinary sessions.<sup>5</sup>
- (4) Each meeting of the States shall commence at 9.30 am on the day for which it is convened:
- Provided that the States may resolve, in any particular case, that a meeting shall commence at a different time.<sup>6</sup>
- (5) Not later than the first week of January in each year the Bailiff shall inform the Members of the States in writing of the dates on which meetings of the States in ordinary session shall be held in that year.<sup>7</sup>
- (6) Where a meeting of the States is to be held in extraordinary session by virtue of paragraph (2), the Bailiff shall inform the Members of the States of the date on which the meeting is to be held and the matters which are to be considered at that meeting.

#### **5 Adjournment of the States and suspension of meetings**

- (1) Unless the States otherwise resolve, the Bailiff shall adjourn any meeting of the States at 5.30 pm on the day the meeting commences or, if earlier, as soon as consideration of all the matters for which notice has been given for that meeting has been completed.<sup>8</sup>
- (1A) The States may resolve that a meeting shall continue beyond 5.30 pm until consideration of certain or all of the matters of which notice has been given for that meeting has been completed, if it appears to the

Assembly that consideration of them could be completed within a reasonable time.<sup>9</sup>

- (1B) The States may resolve “That the States do now adjourn” notwithstanding that consideration of matters of which notice has been given for a meeting has not been completed.<sup>10</sup>
- (1C) If, at any meeting of the States, the consideration of matters of which notice has been given for that meeting has not been completed at the time appointed or resolved for the adjournment of the meeting, the States may resolve –
- (a) that any item of business not disposed of shall be included on the order paper for the next scheduled meeting of the States in such order as the States may determine; or
  - (b) that the States be re-convened to meet on the following Tuesday, or other named day, to complete the consideration of those matters.<sup>11</sup>
- (1D) A proposition for a resolution or amendment thereof under this Standing Order may be moved by any member and shall not require notice.<sup>12</sup>
- (2) The Bailiff may at any time, for the convenience of members, suspend the meeting for a stated period without putting any question.

## **PART II**

### **BUSINESS OF THE STATES**

#### **6 Daily routine of business**

Unless the States otherwise direct, the business at each meeting, whether in ordinary or extraordinary session, shall be taken as follows –

- (a) formal entry of the Bailiff;
- (b) roll-call of members;
- (c) prayers;
- (d) completion of roll-call;
- (e) communications by the Bailiff;
- (f) nomination of members of Committees;
- (g) presentation of matters required under Article 24 of the States of Jersey Law 1966<sup>13</sup> (hereafter called the “Law”) to be lodged *au Greffe*, presentation of bills not so required, presentation of Acts and reports of Committees not so required, and debates without notice under the provisions of Standing Order No. 7;
- (h) presentation of petitions;
- (i) oral questions without notice;
- (j) raising of matters of privilege;
- (k) personal explanations;

- (l) statements and propositions relating to the arrangement of public business, whether at the current or at any subsequent meeting;
- (m) public business.

#### **6A Presentation of matters for information<sup>14</sup>**

- (1) A Member of the States may, subject to Standing Order No. 16, make a personal explanation and a Committee may present a report or statement to the States –
  - (a) at a meeting of the States; or
  - (b) on a Tuesday when the States are not meeting, by delivering a copy thereof to the Greffier at the States Greffe at any time during normal working hours up to 11 am of the previous Friday in any week in which case the explanation, report or statement shall be deemed to be presented to the States on that Tuesday.
- (2) Not later than the Tuesday on which the report or statement is deemed to be presented to the States in accordance with paragraph (1)(b), the Greffier shall cause such report or statement to be circulated to every Member of the States and shall cause to be published in the Jersey Gazette a notice giving details thereof.
- (3) On the day on which the States next meet the Greffier shall include in the Order Paper showing the business for that meeting a list of matters presented to the States under paragraph (1)(b).

#### **7 Debate on presentation**

A member presenting a report, Act or other document other than a document required under Article 24 of the Law to be lodged *au Greffe* or a bill may, at the time of making such presentation, move without notice a proposition relating to the report, Act or document concerned.

#### **8 Form and content of petitions**

- (1) The general form of petition set out in the Schedule, with such variations as the circumstance of the case require, may be used, and, if used, shall be sufficient.
- (2) Every petition shall be fairly written or reproduced by mechanical means.
- (3) No petition reproduced by mechanical means shall be received if it contains any material alteration.
- (4) Every erasure or interlineation in a written petition shall be signed or initialled at each end of such erasure or interlineation by the person or persons signing the petition.
- (5) The full name and address of every signatory to a petition shall be set out therein and shall be authenticated by the signatory's signature, except in the case of incapacity to write, in which case the signatory's mark or

assent shall be witnessed or certified by at least 2 persons or by a Jurat or a Connétable.

- (6) The signatures shall be written upon the petition itself, and not pasted upon or otherwise transferred thereto.
- (7) If the signatures are affixed to more than one sheet, the prayer of the petition shall be repeated at the head of each sheet.
- (8) Petitions of corporations aggregate shall be under their common seal; or, in the case of bodies incorporated elsewhere than within Jersey, then under the hand of duly authorized attorneys of such corporations.
- (9) No person shall set the name of any other person to any petition, otherwise than as provided in paragraph (5).
- (10) Every petition shall be in the English or French language; and every petition in the French language shall be accompanied by a translation in English signed by one of the persons who has signed the sheet on which the prayer of the petition appears.
- (11) Every petition shall be respectful, decorous, and temperate in its language.
- (12) No letters, affidavits or other documents shall be attached to any petition.
- (13) Every member presenting a petition shall countersign the same at the end thereof, and shall insert the number of signatures thereto.

## **9 Presentation of petitions**

- (1) No petition shall be presented to the States unless it has been deposited with the States' Greffe at least 3 clear days before it is presented.
- (2) A petition shall only be presented to the States by a member:  
Provided that the Bailiff, if the Bailiff so thinks fit, may dispense with the requirement of this paragraph.
- (3) A member shall not present a petition from the member.
- (4) Every member presenting a petition shall take care that the same is in conformity with the rules and Orders of the States.
- (5) A member presenting a petition to the States, not being a petition for a private bill, or relating to a private bill before the States, shall confine himself or herself to a statement of the parties from whom it comes, of the number of signatures attached to it, and a brief statement of the prayer thereof.
- (5A) At the time of the presentation of the petition as aforesaid, the member presenting the petition shall lodge *au Greffe* a proposition to the effect that the prayer of the petition be granted.<sup>15</sup>
- (6) In the case of any petition complaining of some present personal grievance for which there may be an urgent necessity for providing an immediate remedy, the matter contained in such petition may be brought into discussion on the presentation thereof.

**10 Reference of petitions to Committees**

- (1) On the presentation of a petition, the States shall refer it to such Committee as the States may consider appropriate.
- (2) The Committee shall examine the petition and, if it be found that the petition is not in conformity with the rules and Orders of the States, the Committee may recommend to the States that the petition be returned to the member who presented it.
- (3) If the petition conforms with the rules and Orders of the States, the Committee, after consideration of the specific matters contained therein and after making such enquiry as it thinks fit, shall report to the States thereon and make such recommendations as it deems appropriate.
- (4) Standing Order No. 7 shall not apply to a report presented to the States by a Committee in accordance with this Standing Order.<sup>16</sup>

**10A Consideration of petitions by the States<sup>17</sup>**

When the Committee to whom a petition has been referred in accordance with Standing Order No. 10 has made its report to the States, the States shall proceed to debate the proposition lodged *au Greffe* in accordance with paragraph (5A) of Standing Order No. 9.

**11 Nature of questions**

Any member may address a question to any other member relating to a public matter for which such other member has an official responsibility, either seeking information on such matter, or asking for official action with regard to it:

Provided that a question relating to a matter within the competence of a Committee of the States shall not be addressed to any member other than the President of the Committee.

**12 Notice of questions**

- (1) Subject to the provisions of these Standing Orders, a question shall be answered by means of a written reply.
- (2) A question shall not be asked without notice unless in the opinion of the Bailiff it is of an urgent character and relates to a matter of public importance or to the arrangement of business, and the leave of the Bailiff to ask it has been sought not less than 30 minutes before the beginning of the meeting.<sup>18</sup>
- (3) In the case of a question asked without notice in accordance with paragraph (2), an oral answer may be given.
- (4) Notice of a question may be handed by a member to the Greffier when the States are sitting, or may be sent to or left at the States' Greffe at any

time during normal office hours. Every such notice must be signed by the member giving it or by another member authorized by the member.

- (5) A question shall be put down for reply on a day to be named by the member asking the question, being a day not earlier than 4 clear days (excluding any Saturday and Sunday) after the notice of the question has been handed in.
- (6) The Greffier shall, as soon as is practicable, forward a copy of any question received by the Greffier to the member to whom the question is addressed.

### **13 Contents of questions**

- (1) The right to ask a question shall be subject to the following general rules, in the interpretation of which the Bailiff shall be the sole judge –
  - (a) a question shall not include the names of persons, or statements of fact, which are not strictly necessary to make the question intelligible;
  - (b) a question shall not contain a statement which the member who asks it is not prepared to substantiate;
  - (c) a question shall not contain arguments, inferences, opinions, imputations, epithets or tendentious, ironical or offensive expressions;
  - (d) a question shall not refer to proceedings in a Committee of the States which has been appointed to enquire into a particular matter before the Committee has made its report to the States;
  - (e) a question shall not seek information about a matter which is of its nature secret;
  - (f) a question shall not reflect on the decision of a court of law or be so drafted as to be likely to prejudice a case pending in a court of law;
  - (g) a question shall not be asked for the purpose of obtaining an expression of opinion, the solution of an abstract case, or the answer to an hypothetical proposition;
  - (h) a question shall not be asked whether statements in the press or of private individuals or private concerns are accurate;
  - (i) a question shall not be asked about the character or conduct of any person mentioned in paragraph (8) of Standing Order No. 24, or about the character or conduct of any other person except in the person's official or public capacity;
  - (j) a question shall not be asked seeking information which can be found in documents to which the public has access or in ordinary works of reference;
  - (k) a question shall not be asked which raises an issue decided, or answered fully, in the States during the current session, or to which an answer has been refused.

- (2) If the Bailiff is of opinion that a question of which a member has given notice or which the member has sought leave to ask without notice infringes any of the provisions of Standing Order No. 12 or of this Standing Order the Bailiff may direct –
  - (a) that, subject to the prior approval of the member concerned, it be placed on the order paper with such alterations as the Bailiff may require;
  - (b) in the case of a question which a member has sought leave to ask without notice, that it may be so asked with such alterations as the Bailiff may require; or
  - (c) that the member concerned be informed that the question is out of order.

#### **14 Manner of asking and answering questions**

- (1) At the time appointed under Standing Order No. 6 for oral questions without notice, the Bailiff shall call on any members who have obtained leave to ask such questions in accordance with the provisions of Standing Order No. 12 in such order as may be determined by the Bailiff. Each member so called shall rise in the member's place and ask the member's question and the member to whom the question is addressed shall read out the reply and shall immediately thereafter cause a copy of the reply to be passed to the Greffier, who shall send a copy to the member who asked the question.
- (2) After an oral answer to a question without notice has been given, supplementary questions may, at the discretion of the Bailiff, be put for the purpose of elucidating the answer, but the Bailiff may refuse any such question which in the Bailiff's opinion introduces matters not related to the original question, or which infringes any of the provisions of Standing Orders Nos. 11 or 13.
- (3) A member shall not address the States on a question without notice, nor shall such a question be made a pretext for debate.
- (4) A member may ask or answer a question, whether with or without notice, on behalf of another member if deputed by the member to do so.
- (4A) A copy of any question of which notice has been given in accordance with paragraph (5) of Standing Order No. 12, and the reply thereto, shall be made available to every member before the time appointed for Questions under the daily routine of business.<sup>19</sup>
- (5) Every question, whether asked with or without notice, and the reply thereto, shall be recorded in the minutes of the meeting at which the question was asked.

#### **15 Matters of privilege**

- (1) A member who wishes to raise a matter which the member believes to affect the privileges of the States shall inform the Bailiff of the member's

wish, stating the facts to which the member wishes to draw attention, not later than 24 hours before the beginning of the meeting at which the member wishes to raise the matter.

- (2) When a member is called by the Bailiff to raise a matter of privilege the member shall briefly state the facts to which the member wishes to draw attention of the States and the grounds on which the member believes that those facts affect the privileges of the States.
- (3) The Bailiff shall then state whether, in the Bailiff's opinion, the matter may or may not affect the privileges of the States.
- (4) If the opinion of the Bailiff is that the matter raised may affect the privileges of the States a member may without notice move a proposition based on that matter of privilege and the proposition shall be debated forthwith.
- (5) If during a meeting of the States a matter suddenly arises which appears to involve the privileges of the States and which in the opinion of the Bailiff calls for the immediate intervention of the States, the proceedings may be interrupted, save during the progress of a vote, by a proposition based on such matter.
- (6) For the purposes of this Standing Order "privilege" shall be taken to include immunity.

## **16 Personal explanations**

With the leave of the Bailiff, a member may make a personal explanation at the time appointed under Standing Order No. 6, but no controversial matter may be brought forward nor may debate arise upon the explanation. The terms of the proposed statement shall be submitted in full to the Bailiff when the Bailiff's leave to make it is sought.

## **17 Arrangement of public business**

- (1) Public business shall consist of orders of the day and propositions of which notice has been given.
- (1A) The Greffier of the States, in conjunction with the Bailiff, Presidents of Committees and other members concerned, shall arrange public business to ensure, as far as possible, that a sufficient number of items are set down for consideration to produce a reasonably full day's work at each meeting.<sup>20</sup>
- (2) Subject to the provision of paragraph (4), the consideration of propositions of which notice has been given under paragraph (2) of Standing Order No. 18 shall at all meetings have precedence over the consideration of matters lodged *au Greffe*, and shall be considered in the order in which the notices have been handed in. Matters lodged *au Greffe* shall have precedence over other orders of the day.
- (3) Before the first day of every ordinary session, and on any subsequent day on which the Bailiff shall see fit to do so, the Bailiff shall communicate to the States the dates on which they are to meet during the course of the

session. The Bailiff shall at the first meeting of the session inform the States, at the time appointed for statements and propositions relating to the arrangement of public business under Standing Order No. 6, of the sequence in which, in accordance with paragraph (1A), the Greffier has placed those matters lodged *au Greffe* for consideration at that and at the next meeting:

Provided that at the last meeting of a session, items for consideration at the first meeting of the ensuing session may be set down for consideration and inscribed in the Minutes, in accordance with these Standing Orders.

At subsequent meetings, the Bailiff shall similarly inform the States of the proposed sequence of business for the next meeting thereafter. This information, if approved by the States, shall be inscribed in the minutes. The matters shall thereafter be considered in the sequence mentioned subject to the provisions of paragraphs (4) and (5).<sup>21</sup>

- (4) The States may resolve, upon a proposition moved at the time appointed for statements and propositions relating to the arrangement of public business, and of which one clear day's notice (excluding Saturday and Sunday) shall be required, that the items set down for consideration at that or any future meeting shall be taken in an order different from that in which they have been so set down, or deferred to another meeting.
- (5) The Greffier shall arrange the items of public business upon the order paper for each meeting in the sequence prescribed under paragraphs (2) to (4):

Provided that where all the members in charge of a consecutive series of items to be taken on a particular day are agreed that the sequence in which such items are to be taken shall be altered, and have communicated such agreement to the Greffier, the Greffier shall cause the items to be printed upon the order paper in the altered sequence, with a note explaining that such alteration has been made.

- (6) All matters which have been lodged *au Greffe* but which, within 12 months of the date on which they were so lodged, have neither had a date set for discussion by the States nor been referred to a Committee of the States for report shall be deemed to have been withdrawn, and the Greffier of the States shall from time to time circulate to every Member of the States a list of such matters.<sup>22</sup>

### **PART III**

#### **PROPOSITIONS AND AMENDMENTS**

##### **17A Manner in which propositions and amendments may be lodged *au Greffe***<sup>23</sup>

- (1) A proposition or amendment may be lodged *au Greffe* in either of the following ways –

- (a) on the request of a member of the States made on the submission of the proposition or amendment to the States, as provided for in Article 24 of the Law; or
  - (b) by delivering a copy thereof in writing to the Greffier at the States Greffe at any time during normal working hours up to 11 am of Friday in any week, in which case the proposition or amendment shall be deemed to be lodged *au Greffe* as from the Tuesday of the week following the week in which it is so delivered.
- (2) Not later than the Tuesday on which a proposition or amendment is deemed to be lodged in accordance with paragraph (1)(b), the Greffier shall cause such proposition or amendment to be circulated to every member of the States and shall also cause to be published in the Jersey Gazette a notice giving details thereof.
- (3) On the day on which the States next meet, the Greffier shall include in the Order Paper showing the business for that sitting a list of all matters lodged *au Greffe* in accordance with paragraph (1)(b) in order that dates can be arranged for the matters to be discussed.

## **18 Notice of propositions and amendments**

- (1) All propositions and amendments which are required by the provisions of Article 24 of the Law to be lodged *au Greffe* shall be subject to the provisions regarding notice which are contained in that Article.
- (2) Except as otherwise provided in these Standing Orders, no proposition or amendment other than one which has been lodged *au Greffe* shall be moved in the States unless notice of it has been given not later than 4 clear days before the day on which the proposition or amendment is to be considered by the States:  

Provided that the Bailiff may in the Bailiff's discretion dispense with this requirement in the case of an amendment by permitting it to be moved either with lesser notice or without notice.<sup>24</sup>
- (3) Notice of a proposition or an amendment shall be given by the delivering of a copy of it in writing either –
  - (i) to the Greffier during a meeting of the States, or
  - (ii) to the States' Greffe during normal working hours on any day other than a Saturday afternoon, Sunday or public holiday, in which event the proposition or amendment shall be signed by the member giving notice or another member authorized by the member,and, in the case of a proposition, shall state the day for which the member wishes to have the proposition entered in the Order book.
- (4) A notice of a proposition or an amendment shall be submitted by the Greffier to the Bailiff, who shall direct –
  - (a) that it be printed in the terms in which it was handed in;
  - (b) that, subject to the prior approval of the proposer of the proposition or amendment, it be printed with such alterations as the Bailiff may require; or

- (c) that it be returned to the member who handed it in, or authorized it to be handed in, as being in the Bailiff's opinion out of order.

**18A Propositions and amendments with financial or manpower implications<sup>25</sup>**

- (1) Every proposition or amendment that is presented to the States shall be accompanied by a brief statement of whether it would, if adopted, have implications for the financial or manpower resources of the States.
- (2) Any proposition or amendment which has been lodged *au Greffe* or is deemed to have been so lodged, and to which Rule 3 of the Public Finances (General) (Jersey) Rules 1967,<sup>26</sup> applies shall be referred forthwith to the Finance and Economics Committee for a report, which shall be made within a reasonable time.
- (3) Any proposition or amendment which has been lodged *au Greffe*, or is deemed to have been so lodged, and which, if adopted, would or may create additional demands on the manpower resources of the States, shall be referred forthwith to the Policy and Resources Committee for a report, which shall be made within a reasonable time.

**18B Propositions of no confidence<sup>27</sup>**

- (1) The provisions of Standing Order No. 18 shall apply to a proposition of no confidence in a Committee, except that such a proposition shall be signed by the member presenting it and at least 3 other members of the States and shall contain a statement of the reasons for moving the proposition.
- (2) Subject to Article 24 of the Law, the States shall debate a proposition of no confidence at the next meeting following that on which it was presented.

**18C Rescission of Acts of States<sup>28</sup>**

The provisions of Standing Order No. 18 shall apply to a proposition to rescind an Act of the States, except that such a proposition shall be signed by the member presenting it and at least 3 other members of the States and shall contain a statement of the reasons for moving the proposition.

**19 Propositions without notice**

The following propositions may be moved without notice –

- (a) a proposition for the adjournment of the States under Standing Order No. 5(1);
- (b) a proposition bringing into discussion the matter contained in a petition (Standing Order No. 9), or referring a petition to the appropriate Committee (Standing Order No. 10);
- (c) a proposition relating to a matter of privilege (Standing Order No. 15);

- (d) a proposition that the question be referred back (Standing Order No. 26);
- (e) a proposition that the States move to the consideration of the next item on the order paper (Standing Order No. 27);
- (f) a proposition for the suspension of a member (Standing Order No. 30(4));
- (g) a proposition that the next stage of a bill be taken forthwith (Standing Order No. 33(1));
- (h) a proposition that consideration of an article of a bill be postponed (Standing Order No. 35(4));
- (i) a proposition that a bill be withdrawn (Standing Order No. 37);
- (j) a proposition that strangers do withdraw (Standing Order No. 46);
- (k) a proposition for the suspension of a Standing Order moved with leave of the Bailiff (Standing Order No. 47).

## **20 Manner of debating propositions**

- (1) A member called upon by the Bailiff to move a proposition shall rise in the member's place and after making such remarks as the member may wish to make shall move the proposition, stating its terms.
- (2) Every proposition moved shall require seconding unless otherwise provided in these Standing Orders. The Bailiff shall not propose the question on a proposition which is not so seconded.
- (3) When a proposition has been moved, and if necessary seconded, the Bailiff shall propose the question thereon to the States in the same terms as the proposition. Debate may then take place on the question and, save as provided in Standing Orders Nos. 26 and 27, shall continue so long as any member who is entitled to speak wishes to speak. The Bailiff shall then put the question to the States for their decision.
- (4) When an amendment or several amendments have been proposed to a question under Standing Order No. 21 the Bailiff, after all amendments have been disposed of, shall again propose the question on the proposition, or on the proposition as amended, as the case may be. After further debate, if any arises thereon, the Bailiff shall put the question to the States for their decision.

## **21 Amendments to propositions**

- (1) Subject to the provisions of paragraph (2) of Standing Order No. 18, a member who has risen to speak on a question proposed by the Bailiff may propose an amendment to that question.
- (2) An amendment to a proposition shall not be proposed if, in the opinion of the Bailiff, the effect of the amendment is to negative the proposition.
- (3) When an amendment has been moved without notice, the Greffier shall put the amendment into writing as directed by the mover and shall hand the text so set out to the Bailiff.

- (4) Save where otherwise provided by these Standing Orders, an amendment shall require to be seconded.
- (5) When an amendment has been moved and if necessary seconded, the Bailiff shall propose thereon the question "That this amendment be agreed to", and debate may then take place on that question.
- (6) An amendment to an amendment may be moved at any time after the question on the original amendment has been proposed and before it has been put. The Bailiff shall propose on any such amendment to an amendment the question "That this amendment to the proposed amendment be agreed to", and debate may then take place on that question.
- (7) When every amendment to an amendment has been disposed of, the Bailiff shall again propose the question on the original amendment, or on the original amendment as amended, as the case may require.
- (8) Where more than one amendment is offered to be made to a proposition, the Bailiff shall call the amendments in the order in which they relate to the text of the proposition; and where 2 or more amendments relate to the same portion of the text, or in any other case of doubt, the Bailiff shall decide the order in which they shall be called.
- (9) Where the question upon an amendment to a proposition has been proposed by the Bailiff, an earlier part of the proposition may not be amended unless the amendment under discussion is withdrawn.

## **22 Withdrawal of propositions and amendments**

- (1) A proposition or an amendment may be withdrawn at the request of the mover by the leave of the States before the question is fully put thereon. A proposition or amendment which has been so withdrawn may be proposed again if the notice required by these Standing Orders is given.
- (2) If the question has been proposed on an amendment to a proposition or to another amendment, the original proposition or amendment may not be withdrawn until the proposed amendment thereto has been disposed of.
- (3) A notice of a proposition or an amendment may be withdrawn from the notice paper at any time before it is due to be moved if the member in whose name the proposition or amendment stands gives instructions to that effect to the Greffier.

## PART IV

### RULES OF DEBATE

#### **23 Time and manner of speaking**

- (1) A member shall speak standing and shall address the member's observations to the Bailiff, and the other members shall remain seated whilst that member is speaking.
- (2) If 2 or more members rise at the same time to speak, the Bailiff shall select one member and call on the member to speak.
- (3) Whenever the Bailiff rises during a debate, any member then speaking or offering to speak shall sit down, and the members shall be silent so that the Bailiff may be heard without interruption.
- (4) A member may not read the member's speech but may read extracts from books or papers in support of the member's argument and may refresh his or her memory by reference to notes.
- (5) No member shall speak more than once on any question except –
  - (a) in explanation as provided by paragraph (6); or
  - (b) in the case of the mover of a proposition or amendment, in reply at the end of the debate on that proposition or amendment:

Provided that a member who has seconded a proposition or amendment by rising in the member's place without speaking may speak at a later stage of the debate on that proposition or amendment.

- (6) A member who has spoken on a question may again be heard to offer explanation of some material part of the member's speech which the member claims has been misunderstood, but the member shall not introduce any new matter.
- (7) Notwithstanding the provisions of paragraph (5), where any member moves a vote of no confidence in a Committee, the President of that Committee or the President's nominee may speak a second time, immediately before the reply of that member.<sup>29</sup>

#### **24 Contents of speeches**

- (1) Every member shall restrict observations to the subject under discussion.
- (2) Reference shall not be made to a case pending in a court of law in such a way as, in the opinion of the Bailiff, might prejudice the case.
- (3) It shall be out of order to attempt to reconsider a specific question on which the States have taken a decision during the current session, except on a proposition to rescind that decision made with the permission of the Bailiff.
- (4) No member shall use offensive or insulting language about members of the States.

- (5) A member shall refer to a Connétable or a Deputy who is the sole representative of the parish by the name of the parish for which he or she is Connétable or sole Deputy, but may refer to all other Deputies and to Senators by their names.
- (6) No member shall impute improper motives to any other member.
- (7) The name of Her Majesty the Queen or of the Lieutenant-Governor shall not be used to influence the States.
- (8) The conduct of Her Majesty the Queen, members of the Royal Family, members of the States or Jurats or other persons performing judicial functions shall not be referred to save in debate upon a substantive proposition made exclusively for that purpose.

## **25 Interruptions**

No member shall interrupt another member except –

- (a) by rising to a point of order, when the member speaking shall resume the member's seat and the member interrupting shall direct the attention of the Bailiff to any breach of order which may have been committed and submit it to the Bailiff for decision; or
- (b) to elucidate some matter raised by another member in the course of the member's speech, if the member speaking is willing to give way and resume his or her seat and the member wishing to interrupt is called by the Bailiff.

## **26 References back**

- (1) A member who has risen to speak on a question proposed by the Chair may move without notice "That the question be referred back", whereupon the Bailiff may allow debate upon such proposition:

Provided that a reference back shall not be proposed if, in the opinion of the Bailiff, the effect of the proposition to refer the question back is to negative the question.

- (2) The debate on such a proposition shall be confined to the matter of the desirability or otherwise of referring the question back.

## **27 Propositions to move to next item on the order paper**

- (1) A member who has risen to speak on a question proposed by the Chair may move without notice "That the States move to the consideration of the next item on the order paper" whereupon, no seconder being required, the Bailiff, unless it appears to the Bailiff that the proposition is an abuse of the procedure of the States or an infringement of the rights of a minority, shall put the proposition forthwith without debate, and if the proposition is carried, the debate then before the States shall cease.

- (2) No member who has moved such a proposition shall be entitled to move any similar proposition during the same debate.
- (3) A proposition under this Standing Order shall not be decided in the affirmative if it appears that less than 20 members voted in support of the proposition.

## **28 Anticipation**

- (1) It shall be out of order to anticipate the discussion of any matter lodged *au Greffe* by the discussion of any other proposition touching the same subject matter.
- (2) It shall be out of order to anticipate the discussion of any proposition of which notice has been given, whether lodged *au Greffe* or otherwise, by discussion of an amendment of similar purport moved to any other proposition.
- (3) In determining whether discussion is out of order on grounds of anticipation, the Bailiff shall have regard to the probability of the matter anticipated being brought before the States within a reasonable time.

## **29 Behaviour of members not speaking**

During a meeting of the States –

- (a) all members shall enter and leave the Chamber with decorum;
- (b) no member shall cross the floor of the Chamber unnecessarily;
- (c) members shall not read newspapers, books, letters or other documents except such matter therein as may be directly connected with the business of the States; and
- (d) while a member is speaking all other members shall be silent and shall not make unseemly interruptions.

# **PART V**

## **RULES OF ORDER AND VOTING**

## **30 Order in the States**

- (1) The Bailiff shall be responsible for the observance of the rules of order in the States and the Bailiff's decision on any point of order shall not be open to appeal and shall not be reviewed by the States save upon a substantive proposition.
- (2) The Bailiff, after having called the attention of the States to the conduct of a member who persists in irrelevance or tedious repetition of the member's own or other members' arguments in the debate, may direct the member to discontinue the member's speech.

- (3) The Bailiff shall order a member whose conduct is grossly disorderly to withdraw from the precincts of the States for the remainder of that meeting, and the Viscount shall act upon such orders as the Viscount shall receive from the Bailiff to ensure compliance with this Standing Order.
- (4) If on any occasion the Bailiff considers that the Bailiff's powers under the previous paragraph of this Standing Order are inadequate having regard to the nature of the offence, the Bailiff may forthwith put the question in relation to the offending member "That Mr. .... (naming the member) be suspended from the service of the States," no debate or amendment being allowed. A member suspended under this paragraph shall be forthwith directed by the Bailiff to withdraw from the precincts of the States, and the member's suspension shall last for one meeting day (excluding that on which the offence is committed) on the first occasion and for 2 such meeting days on any subsequent occasion during the same session.
- (5) If any member who has been directed to withdraw or who has been suspended under this Standing Order refuses at any time to obey the direction of the Bailiff to withdraw from the precincts of the States, the Bailiff shall call the attention of the States to the fact that recourse to force is necessary in order to compel obedience to the Bailiff's direction, and the member named by the Bailiff as having so refused to obey the Bailiff's direction shall thereupon without any further question being put be suspended from the service of the States during the remainder of the session.
- (6) A member who is suspended under paragraph (4) shall not be permitted to attend a meeting of any Committee of the States during the whole period of the member's suspension.
- (7) In the case of grave disorder arising in the States the Bailiff may, if the Bailiff thinks it necessary, adjourn the States without putting any question.

### **31 Voting<sup>30</sup>**

- (1) Subject to paragraph (2), where the Bailiff puts a question on any matter to the States for their decision, the States shall vote by a standing vote in accordance with Standing Order 31A.
- (2) Where –
  - (a) before or after a standing vote is taken, a member requests that the States vote by a recorded vote; or
  - (b) after a standing vote, the Bailiff is unable to decide whether those members in favour of, or against, the question have prevailed,the States shall vote by a recorded vote in accordance with Standing Order 31B or 31C.

**31A Procedure for standing vote<sup>31</sup>**

- (1) The Bailiff shall first call upon those members who are in favour of the question to rise in their places.
- (2) The Bailiff shall then call upon those members who are against the question to rise in their places.
- (3) The Bailiff shall then declare the result of the vote.

**31B Procedure for recorded vote using the electronic voting system<sup>32</sup>**

- (1) A member shall not be permitted to vote using the electronic voting system unless seated in his or her designated seat.
- (2) When a recorded vote is to be taken using the electronic voting system, the Bailiff shall call upon members to return to their designated seats.
- (3) The Bailiff, when satisfied that members wishing to vote have been allowed sufficient time to return to their designated seats, shall ask the Greffier to open the vote.
- (4) Whilst voting is open, a member shall, by pushing the appropriate button, record –
  - (a) his or her vote in favour of or against the question; or
  - (b) his or her abstention from voting.
- (5) The Bailiff, when satisfied that members have been allowed sufficient time to record their vote or abstention, shall ask the Greffier to close the vote.
- (6) The Bailiff shall then –
  - (a) announce the number of members voting ‘Pour’ and ‘Contre’ respectively and the number of members who have abstained; and
  - (b) declare the result of the vote.
- (7) Any member may then request all or any of the following information –
  - (a) the names of the members who voted ‘Pour’;
  - (b) the names of the members who voted ‘Contre’;
  - (c) the names of the members who abstained.
- (8) Where a request is made under paragraph (7), the Greffier shall read out the information requested, unless it appears to the Bailiff that the request is an abuse of the process of the States.
- (9) The information described in paragraph (7)(a) to (c) shall be entered in the States Minutes.
- (10) A vote shall not be invalidated by reason only that a member present in the Chamber has not complied with paragraph (4) of this Standing Order.
- (11) The Greffier shall keep a plan of the seats in the Chamber designated to members.

**31C Procedure for recorded vote when electronic voting system unavailable<sup>33</sup>**

- (1) In the event that the electronic voting system is unavailable, the States may resolve that a recorded vote be taken by secret ballot or by appel nominal.
- (2) Where a recorded vote is to be taken by secret ballot, members shall write their name and their vote or abstention on papers distributed for the purpose.
- (3) Where a recorded vote is to be taken by appel nominal –
  - (a) the Greffier shall read out the names of members; and
  - (b) a member shall, on his or her name being read out, vote by saying ‘Pour’ or ‘Contre’, or abstain.
- (4) Paragraphs (6) to (9) of Standing Order 31B shall apply to a recorded vote taken by secret ballot.
- (5) Paragraphs (6) and (9) of Standing Order 31B shall apply to a recorded vote taken by appel nominal..

**PART VI****PROCEDURE ON BILLS****32 Introduction (first reading)**

- (1) In these Standing Orders the word “bill” means a proposition for the passing of a Law (*projet de loi*) or of Regulations (*projet de règlements*), whether or not such Law or Regulations are required to be lodged *au Greffe* under the provisions of Article 24 of the Law.
- (2) Every bill, other than a bill to which Article 29 of the Public Finances (Administration) (Jersey) Law 1967,<sup>34</sup> refers, shall be subject to the procedure laid down in this Part of these Standing Orders.
- (3) Every bill shall be introduced after notice during a meeting of the States by a member, who in introducing it shall state whether the member is doing so on behalf of a Committee of the States or on the member’s own behalf, and shall hand the bill to the Greffier. The Greffier shall read aloud the short title of the bill, which shall then be recorded in the minutes as having been read the first time.
- (4) Every bill which has been introduced by a member on the member’s own behalf shall after its first reading be referred by the Bailiff to the appropriate Committee of the States. No further proceedings shall take place on the bill until the Committee has reported thereon to the States. Such report shall be made within a reasonable time after the presentation of the bill. In case of doubt, the Bailiff shall refer such bill to the Legislation Committee.

- (5) As soon as a bill has been read the first time the Greffier shall cause the text thereof, as contained in the copy of the bill handed to the Greffier, to be printed and published.

### **33 Appointment of days for stages of bills**

- (1) Subject to the provisions of Article 24 of the Law and of this Standing Order, at the conclusion of the proceedings on any stage of a bill the member who has introduced the bill may either propose a day for the next stage of the bill or may move that the next stage be taken forthwith.
- (2) In the case of a bill which has been introduced by a member on the member's own behalf, the proceedings on the first reading of the bill shall not be deemed for the purposes of this Standing Order to have been concluded until the presentation of the report of the Committee to which the bill has been referred under Standing Order No. 32(4); and if, on presentation of such report, a proposition be agreed to that the bill be read a second time forthwith, the order for the second reading shall stand deferred until the conclusion of the orders of the day.
- (3) A bill shall not be read a second time earlier than 7 clear days after the date of its publication under Standing Order No. 32(5), except in the case of an emergency, of which the Bailiff shall be the sole judge.

### **34 Debate on the principle (second reading)**

- (1) On the order of the day being read for the second reading of a bill, a member may move, and the question shall thereupon be proposed. "That the States agree in principle to the objects of the bill". Debate on such a question may arise concerning the general merits and principles of the bill.
- (2) The only amendment which may be proposed to the question "That the States agree in principle to the objects of the bill" shall be to leave out all the words after the word "That" in order to add words stating the objects and motives on which the opposition to the bill is based, but such words shall be strictly relevant to the principle of the bill, shall not deal with its details, and shall not amount merely to a direct negative.
- (3) If the question "That the States agree in principle to the objects of the bill" is negatived, no further proceedings shall be taken on that bill; but if the question is agreed to, the States may proceed immediately or on a further day to a debate on the articles of the bill.

### **35 Debate on the articles**

- (1) On the debate on the articles of a bill, the Bailiff shall call the number of each article in turn and shall then call upon a member to move the first amendment to that article of which notice has been given. The provisions of Standing Order No. 21 shall apply to the debate on such amendment, and after it has been concluded the remaining amendments to the article

of which notice has been given shall in turn be similarly called and debated.

- (2) When all the proposed amendments to an article have been disposed of or, if no amendment is proposed thereto, forthwith the Bailiff shall propose the question “That Article ... (*or*, Article ... as amended) stand part of the bill,” and debate may take place thereupon.
- (3) In order to save time the Bailiff, in cases where the Bailiff considers it appropriate, may call groups of articles in the manner prescribed by paragraph (2) in respect of single articles, or may allow a single discussion to cover a series of interdependent amendments.
- (4) Consideration of an article may be postponed, unless a decision has already been taken on an amendment thereto. Postponed articles shall be considered after the remaining articles of the bill have been considered and before any additional articles have been brought up, unless the States otherwise Order.
- (5) Any proposed additional article shall be considered at such stage of the debate on the bill as the Bailiff decides.
- (6) The title of any proposed additional article shall be read by the Greffier whereon the question shall then be proposed “That the article be added to the bill”. Amendments to the article may thereafter be moved and, when all such amendments have been disposed of, the question shall again be proposed or, if any such amendments shall have been agreed to, shall be proposed in the form “That the article as amended be added to the bill.”.
- (7) Schedules shall be disposed of in the same way as the articles, and any proposed additional schedule shall be considered at such stage of the debate on the schedules of the bill as the Bailiff decides, and shall be treated in the same manner as an additional article.
- (8) When every article and schedule and proposed additional article and schedule has been dealt with, the preamble, if any, shall be considered and the question proposed “That this be the preamble to the bill”. No amendment to the preamble shall be in order which is not made necessary by a previous amendment to the bill.
- (9) If any amendment to the title of a bill is made necessary by an amendment to the bill, it shall be made at the conclusion of the proceedings detailed above, but no question shall be put that the title, or the title as amended, stand part of the bill; nor shall any question be put on the enacting formula.
- (10) An amendment, proposed additional article or proposed additional schedule on which a question has been proposed may be withdrawn at the request of the mover by leave of the States before the question of the amendment has been fully put, or the States have agreed in principle to the object of the proposed article or schedule, as the case may be, if no member objects.

**36 Passing of bill (third reading)**

- (1) On the order of the day being read for the third reading of a bill, the question shall be proposed “That the bill do pass”. Debate on that motion shall be confined to the contents of the bill and no amendment may be moved thereto.
- (2) Amendments for the correction of errors or oversights may, with the Bailiff’s permission, be made to the bill before the question for the passing of the bill is put, but no amendments of a material character shall be proposed.

**37 Withdrawal of bill**

Either before the commencement of public business or on the order of the day for any stage of a bill being read, the member who introduced the bill may, without notice, make a proposition that the bill be withdrawn.

**38 Publication of bill**

Where a bill has been passed which required the sanction of Her Majesty in Council, the Greffier shall ensure the transmission of the text of the bill to the Clerk of the Council. In all other cases, subject to the provision of Article 23(2) of the Law, the Greffier shall arrange for the printing and publication of the bill as an Act.

## PART VIA

### COMMITTEES OF THE WHOLE HOUSE

**38A Functions of a Committee of the Whole House<sup>35</sup>**

- (1) Notwithstanding any other provision of these Standing Orders, the States may, subject to and in accordance with this Standing Order, be resolved into a Committee of the Whole House for any of the following purposes –
  - (a) to discuss detailed or technical draft legislation;
  - (b) to review the general administration and policy of any Committee of the States;
  - (c) to discuss such other matter as the States may decide.
- (2) A proposition that the States be resolved into a Committee of the Whole House either at that or at a future sitting of the States for any of the purposes specified in paragraph (1) may be moved –
  - (a) by any member wishing to present a proposition relative to a report, act, bill or other document, at any sitting of the States prior to the presentation of such proposition, and, in the case of a bill, at any time during the debate thereon;
  - (b) by any other member, after the giving of 4 clear days notice:

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Provided that in the case of a bill, no such notice shall be required to move a proposition during the debate thereon that the bill be referred to a Committee of the Whole House at a future sitting of the States.

- (3) The provisions of Standing Order No. 18(3) and (4) shall apply to the giving of notice under paragraph (2)(b) of this Standing Order.
- (4) Where a Bill is referred to a Committee of the Whole House, the consideration thereof shall continue in Committee until the whole of the Articles thereof have been considered.

### **38B Procedure in a Committee of the Whole House<sup>36</sup>**

- (1) The Bailiff or Deputy Bailiff, or the member who has presented to the States the matter to be discussed by the Committee of the Whole House, or such other member of the States as may be appointed by the Bailiff or Deputy Bailiff, shall act as chairman of a Committee of the Whole House.<sup>37</sup>
- (2) Where a proposition that the States be resolved into a Committee of the Whole House is decided in the affirmative, the Bailiff, at the appointed time (unless the Bailiff has elected to act as chairman) shall leave the chair, which shall be taken by the chairman of the Committee of the Whole House.
- (3) The chairman shall be responsible for the observance of the rules of order in a Committee of the Whole House, which shall apply with the following modifications –
  - (a) members may speak more than once on the same question;
  - (b) no vote shall be taken on any question.
- (4) The chairman shall decide when sufficient time has been allowed for the consideration of any matter during a meeting of the Committee of the Whole House and shall also decide when a sitting of the Committee should be suspended or terminated.
- (5) When the States are sitting as a Committee of the Whole House, officers of the relevant Committee may be present, but shall not have the right to speak, unless invited to do so by the chairman.<sup>38</sup>

## **PART VII**

### **COMMITTEES OF THE STATES<sup>39</sup>**

#### **39 Eligibility for membership of certain Committees<sup>40</sup>**

- (1) The Committees of the States to which this Standing Order applies are –
  - (a) Policy and Resources Committee;
  - (b) Privileges and Procedures Committee;
  - (c) Finance and Economics Committee;

- (d) Environment and Public Services Committee;
  - (e) Economic Development Committee;
  - (f) Health and Social Services Committee;
  - (g) Education, Sport and Culture Committee;
  - (h) Home Affairs Committee;
  - (i) Employment and Social Security Committee;
  - (j) Housing Committee;
  - (k) Harbours and Airport Committee;
  - (m) Committee for Postal Administration;
  - (n) Legislation Committee; and
  - (o) Overseas Aid Committee.<sup>41</sup>
- (2) No member of the States shall be eligible as President of more than one of the Committees of the States to which this Standing Order applies.
- (3) No member of the States shall be eligible as a member of more than 2 of the Committees of the States to which this Standing Order applies.

#### **40 Constitution of Committees**

Except as otherwise provided under the provision of Article 28(2)(b) of the Law, Committees of the States shall each consist of a President and 4 other members of the States, one of whom shall be appointed Vice-President.<sup>42</sup>

#### **41 Appointment of Committee Presidents and Committees**

- (1) As soon as may be following an ordinary election, the States shall meet to appoint the Presidents of Committees and other delegations of the States.
- (1A) The Presidents of the Committees shall be appointed in the following order –
- (a) the Committees to which Standing Order 39 applies, in the order in which they appear in paragraph (1) of that Standing Order;
  - (b) other Committees and delegations of the States in chronological order of their first appointment.<sup>43</sup>
- (1B) Each candidate nominated as the President of a Committee may address the States for not more than 5 minutes setting out the manner in which the candidate would propose to discharge the candidate's responsibilities as President of that Committee.<sup>44</sup>
- (1C) If there is more than one candidate for appointment as President of a Committee –
- (a) there shall be a secret ballot of the members of the States present to elect the President; and
  - (b) the candidate who receives more than half of the votes cast shall be so appointed.<sup>45</sup>

- (1D) If there are more than 2 candidates for appointment as President of a Committee and, in the ballot held under paragraph (1C), no candidate receives more than one half of the votes cast –
  - (a) subject to paragraph (1F), the candidate who receives the fewest votes shall withdraw from the ballot; and
  - (b) there shall be a further ballot under paragraph (1C).<sup>46</sup>
- (1E) The processes in paragraphs (1C) and (1D) shall be repeated until a President is appointed.<sup>47</sup>
- (1F) If, in the circumstances described in paragraph (1D), there are 2 or more candidates who receive the same number of votes as each other but fewer votes than all the other candidates –
  - (a) there shall be a secret ballot of the members of the States present to select which of them shall remain in the ballot; and
  - (b) the candidate who receives the fewest votes cast shall withdraw from the ballot.<sup>48</sup>
- (2) At the first meeting thereafter, the Presidents shall submit for the approval of the Assembly the names of those persons recommended, after consultation between all Presidents, for appointment to the respective Committees and delegations. The full list of Committees and other delegations appointed by the States shall be inscribed in the minutes.

#### **41A Procedure on resignation of a Committee<sup>49</sup>**

- (1) Where a Committee resigns, the resigning Committee shall continue with routine administration until such time as a new Committee has been appointed in accordance with the following provisions of this Standing Order.
- (2) At the next meeting of the States following the resignation of a Committee, the States shall appoint a new President of that Committee.
- (2A) The provisions of Standing Order No. 41(1B) to (1F) shall apply to the appointment of a President of a Committee under this Standing Order.<sup>50</sup>
- (3) The States shall, if so requested by the newly-appointed President, appoint the members of the Committee at that same meeting, or if not so requested, shall defer making the appointments until the next meeting thereafter.<sup>51</sup>

#### **42 Procedure in Committees**

- (1) The provisions of this Standing Order shall apply to all Committees of the States.<sup>52</sup>
- (2) Subject to paragraph (2A), a Committee shall sit at the times determined by its President.<sup>53</sup>
- (2A) No Committee shall sit while the States are meeting, except by leave of the States.<sup>54</sup>

- (2B) Subject to paragraph (2C), the sittings of a Committee or of a sub-committee of a Committee shall be held in private, unless the committee in question Orders otherwise.<sup>55</sup>
- (2C) A member of the States shall be entitled to attend, as an observer, a meeting of a Committee of the States of which that person is not a member, or of any sub-committee of such a Committee.<sup>56</sup>
- (2D) Paragraph (2C) shall not apply when the Committee or sub-committee is discussing information that is qualified as exempt under the Code of Practice on Public Access to Official Information approved by the States on the 20th July 1999.<sup>57</sup>
- (3) If both the President and the Vice-President are unable to be present at a sitting of a Committee, the Committee shall proceed to elect one of its members to preside for that sitting only.
- (4) When deciding a question before it, the members of the Committee, including the President, shall have the right to vote for or against the question. For this purpose the President shall call upon those members who are for the question and those who are against it to indicate so and the President shall inform the members of his or her vote. In the event of an equality of votes the President shall have a second or casting vote or may decide that the matter shall stand over until a subsequent meeting.
- (5) The minutes of the proceedings of a Committee shall record every decision taken by the Committee, but shall not record the numbers or names of the members voting under the provision of paragraph (4):  
Provided that any member who dissents from a decision of the Committee may require that the member's dissent be recorded.
- (6) The provisions of Standing Orders Nos. 23, 24, 25, and 29 shall apply *mutatis mutandis* to Committees, except that members shall not be required to stand while speaking, may speak more than once to the same question, and may refer to all other members by name.

## PART VIII

### MISCELLANEOUS PROVISIONS

#### **43 Employment of members in professional capacity**

No member shall appear before any Committee of the States in any professional capacity for or on behalf of a party from whom the member is to receive or has received a fee or reward.

#### **44 Declaration of financial interest**

- (1) Where any member of the States has a direct pecuniary interest, being an interest which is immediate and personal and not merely of a general or remote character, in the subject matter of any proposition submitted to the Assembly, the member shall, as soon as practicable, declare the

member's interest and withdraw from the Chamber during the consideration of and voting on the proposition.<sup>58</sup>

- (2) Where any member of the States has a direct pecuniary interest, being an interest which is immediate and personal and not merely of a general or remote character, in any contract proposed or awarded or in any other matter which is under consideration by a Committee of the States, the member shall, as soon as practicable, declare the member's interest and withdraw from the Committee meeting during the consideration of and voting on the question.<sup>59</sup>
- (3) Every declaration made in pursuance of paragraphs (1) and (2) of this Order shall be recorded in the minutes of the States or of the Committee, as the case may be.
- (4) For the purposes of this Standing Order, an interest of a member of the States' spouse or cohabitee shall, if known to that member, be deemed to be also an interest of that member of the States.<sup>60</sup>
- (5) In this Standing Order and Standing Order 44A –  
“cohabitee” means, in relation to a member of the States, a person, whether or not of the opposite sex, living with the member of the States in a relationship similar to that of husband and wife; and  
“spouse”, in relation to a member of the States, does not include the member's former spouse or a spouse who is living separately and apart from that member.<sup>61</sup>

#### **44A Register of Members' Business Interests<sup>62</sup>**

- (1) Every elected member of the States shall not later than 15th January next after an ordinary election, or within 30 days of the holding of any other election, submit to the Greffier of the States a return of the matters referred to in this Standing Order.<sup>63</sup>
- (2) A return for the purposes of this Standing Order shall be in a form approved by the House Committee and shall contain –
  - (a) the name of any company, whether registered in Jersey or elsewhere, of which the member is a director, whether executive or non-executive, remunerated or unremunerated;
  - (b) the name and description of any company, whether registered in Jersey or elsewhere, in which the member or the member's spouse or cohabitee, or both persons jointly, owns more than 10% of the issued shares;
  - (c) a description of any land in Jersey, other than their principal place of residence, which is owned by the member or the member's spouse or cohabitee or both persons jointly and from which either of them derives an income;
  - (d) a statement of any paid employment of the member with the name of the employer,



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Provided that, when the purpose for which a Standing Order was suspended has been fulfilled, such suspension shall forthwith cease to have effect.

#### **48 Order for roll-call**

1. The order for roll-call of elected members of the States shall be determined in accordance with the following provisions of this Standing Order –

##### **SENATORS**

- (1) Senators shall take precedence over Connétables and Deputies.
- (2) Where a Senator is re-elected the Senator shall remain in the Senator's former place in the order for roll-call.
- (3) Where a newly-elected Senator was a Connétable or Deputy in the last House, the Connétable or Deputy shall be given precedence over other newly-elected Senators, but where there are 2 or more Senators concerned, the order of precedence shall be determined by the length of time the Senator, as a Connétable or Deputy, held office, and if any held office for the same length of time, according to the number of votes polled.
- (4) Where a newly-elected Senator has previously been a Senator (but not in the last House) the Senator shall be given precedence over other newly-elected Senators, except for those mentioned in paragraph (3).
- (5) Where a newly-elected Senator has previously been a Connétable or Deputy (but not in the last House) the Senator shall be given precedence over other newly-elected Senators, except those mentioned in paragraphs (3) and (4).
- (6) The order of precedence for newly-elected Senators who have not previously been elected members of the States shall be determined according to the number of votes polled.
- (7) Where a Senator resigns and is subsequently re-elected, Senators in office shall take precedence over that Senator.

##### **CONNÉTABLES**

- (1) Connétables shall take precedence over Deputies.
- (2) The order for roll-call of Connétables shall be determined in accordance with the length of time each has been an elected member of the States as a Connétable.

##### **DEPUTIES**

- (1) A Deputy who is re-elected shall remain in the Deputy's former order of precedence.
- (2) Where a newly-elected Deputy was a Senator or Connétable in the last House the Deputy shall be given precedence over other newly-elected Deputies. Where there are 2 or more Deputies concerned, the order of precedence shall be determined by the length of time the Deputy, as a Senator or Connétable, held office.

- (3) Where a newly-elected Deputy has previously been a Deputy (but not in the last House) the Deputy shall be given precedence over other newly-elected Deputies, except those mentioned in paragraph (2).
  - (4) Where a newly-elected Deputy has previously been a Senator or Connétable (but not in the last House) the Deputy shall be given precedence over other newly-elected Deputies, except those mentioned in paragraphs (2) and (3).
  - (5) The remaining Deputies shall be given precedence in the order of seniority of their returning officers.
  - (6) In a constituency returning more than one Deputy, if there is an election, the order of precedence of the Deputies who have not previously been elected members of the States shall be according to the number of votes polled.
2. Where an election is declared void and the second election is held after the new House has been constituted, the member who is elected shall take the member's place in the order for roll-call which the member would have held at the constitution of the new House.
  3. In any case where these rules apply to 2 elected members of the States so that they are still of equal precedence, precedence shall be given to the one who has fulfilled an honorary public office in Jersey for the longest time and if neither member has fulfilled an honorary public office the eldest shall take precedence.

#### **49 Decision on matters not provided for in Standing Orders**

- (1) Any question of order or procedure not provided for in these Standing Orders shall be decided by the Bailiff, whose decision in the matter, or on any disputed point of interpretation of any of these Standing Orders, shall be final.
- (2) Every decision made under paragraph (1) shall be recorded by the Greffier, who shall from time to time publish selections from such decisions as an appendix to the volume of the Standing Orders.

**SCHEDULE**

**FORM OF PETITION**

To His Excellency .....Lieutenant-Governor.

To.....Bailiff, President.

To the Members of the States of Jersey.

The humble petition of

(Here insert name and designation or description of petitioner or petitioners in concise form, e.g. "A.B. and others" or the "inhabitants....." etc.)

shews

(Here insert a concise statement of the case)

and accordingly your petitioner(s) pray(s) that

(Here insert the prayer of the petition)

and your petitioner(s) as in duty bound will ever pray.

Name of petitioner	Address	Signature or mark

Countersignature of Member presenting.

.....

Number of signatures .....

**ENDNOTES****Table of Legislation History**

<b>Legislation</b>	<b>Year and No</b>	<b>Commencement</b>
Standing Orders of the States of Jersey	R&O.4858	8 November 1966
Amendment to the Standing Orders of the States of Jersey	R&O.5217	22 April 1969
Amendment (No. 2) to the Standing Orders of the States of Jersey	R&O.5531	25 May 1971
Amendment (No. 3) to the Standing Orders of the States of Jersey	R&O.5737	14 November 1972
Amendment (No. 4) to the Standing Orders of the States of Jersey	R&O.5934	19 March 1974
Amendment (No. 4) to the Standing Orders of the States of Jersey	R&O.6099	10 December 1974
Amendment (No. 6) to the Standing Orders of the States of Jersey	R&O.6213	28 October 1975
Amendment (No. 7) to the Standing Orders of the States of Jersey	R&O.6530	2 May 1978
Amendment (No. 8) to the Standing Orders of the States of Jersey	R&O.6531	2 May 1978
Amendment (No. 9) to the Standing Orders of the States of Jersey	R&O.6800	15 April 1980
Amendment (No. 10) to the Standing Orders of the States of Jersey	R&O.7587	9 December 1986
Amendment (No. 11) to the Standing Orders of the States of Jersey	R&O.7678	6 October 1987
Public Works Committee and Resources Recovery Board (Amalgamation) (Jersey) Act 1990	R&O.8030	27 February 1990
Amendment (No. 12) of the Standing Orders of the States of Jersey	R&O.8129	13 December 1990
Amendment (No. 13) of the Standing Orders of the States of Jersey	R&O.8218	18 June 1991

<b>Legislation</b>	<b>Year and No</b>	<b>Commencement</b>
Amendment (No. 14) of the Standing Orders of the States of Jersey	R&O.8630	2 January 1994
Amendment (No. 15) of the Standing Orders of the States of Jersey	R&O.8727	27 September 1994 (para. 1(b), in force for the purpose of appointing the Presidents of Committees following the 1996 elections)
Amendment (No. 16) of the Standing Orders of the States of Jersey	R&O.8837	20 June 1995
Amendment (No. 17) of the Standing Orders of the States of Jersey	R&O.8958	30 July 1996
Amendment (No. 18) of the Standing Orders of the States of Jersey	R&O.9470	9 December 1999
Amendment (No. 19) of the Standing Orders of the States of Jersey	R&O.9483	9 December 1999
Amendment (No. 20) of the Standing Orders of the States of Jersey	R&O.54/2000	1 July 2000
Amendment (No. 21) of the Standing Orders of the States of Jersey	R&O.115/2000	21 November 2000
Amendment (No. 22) of the Standing Orders of the States of Jersey	R&O.116/2000	21 November 2000
Amendment (No. 23) of the Standing Orders of the States of Jersey	R&O.121/2002	12 December 2002
Amendment (No. 24) of the Standing Orders of the States of Jersey	R&O.35/2003	30 April 2003
Amendment (No. 25) of the Standing Orders of the States of Jersey	R&O.155/2003	1 January 2004
Amendment (No. 26) of the Standing Orders of the States of Jersey	R&O.51/2004	8 June 2004

### Table of Renumbered Provisions

<b>Original</b>	<b>Current</b>
39(1)(1)	repealed by R&O.155/2003
39(4)	repealed by

Original	Current
	R&O.155/2003; former paragraph repealed by R&O.121/2002, inserted by R&O.35/2003

### Table of Endnote References

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- <sup>1</sup> *chapter 16.800*
- <sup>2</sup> *Order 3(4) amended by R&O.51/2004*
- <sup>3</sup> *Order 4 substituted by R&O.6800*
- <sup>4</sup> *Order 4(1) substituted by R&O.8958; former paragraph (1) substituted by R&O.5737, amended by R&O.8630*
- <sup>5</sup> *Order 4(3) substituted by R&O.8958*
- <sup>6</sup> *Order 4(4) amended by R&O.8630*
- <sup>7</sup> *Order 4(5) amended by R&O.8958*
- <sup>8</sup> *Order 5(1) substituted by R&O.115/2000*
- <sup>9</sup> *Order 5(1A) inserted by R&O.115/2000*
- <sup>10</sup> *Order 5(1B) inserted by R&O.115/2000*
- <sup>11</sup> *Order 5(1C) inserted by R&O.115/2000*
- <sup>12</sup> *Order 5(1D) inserted by R&O.115/2000*
- <sup>13</sup> *chapter 16.800*
- <sup>14</sup> *Order 6A inserted by R&O.8630*
- <sup>15</sup> *Order 9(5A) inserted by R&O.5217*
- <sup>16</sup> *Order 10(4) inserted by R&O.5217*
- <sup>17</sup> *Order 10A inserted by R&O.5217*
- <sup>18</sup> *Order 12(2) amended by R&O.8630*
- <sup>19</sup> *Order 14(4A) inserted by R&O.7587*
- <sup>20</sup> *Order 17(1A) inserted by R&O.8630*
- <sup>21</sup> *Order 17(3) substituted by R&O.8630; amended by R&O.115/2000*
- <sup>22</sup> *Order 17(6) inserted by R&O.7678*
- <sup>23</sup> *Order 17A inserted by R&O.5531*
- <sup>24</sup> *Order 18(2) amended by R&O.5531*
- <sup>25</sup> *Order 18A inserted by R&O.54/2000*
- <sup>26</sup> *chapter 24.900.50*
- <sup>27</sup> *Order 18B (previously Order 18A) inserted by R&O.8630*
- <sup>28</sup> *Order 18C (previously Order 18B) inserted by R&O.8630*
- <sup>29</sup> *Order 23(7) inserted by R&O.5934*
- <sup>30</sup> *Order 31 substituted by R&O.51/2004*
- <sup>31</sup> *Order 31A inserted by R&O.51/2004*
- <sup>32</sup> *Order 31B inserted by R&O.51/2004*
- <sup>33</sup> *Order 31C inserted by R&O.51/2004*
- <sup>34</sup> *chapter 24.900*
- <sup>35</sup> *Order 38A inserted by R&O.6213*
- <sup>36</sup> *Order 38B inserted by R&O.6213*
- <sup>37</sup> *Order 38B(1) amended by R&O.8837*
- <sup>38</sup> *Order 38B(5) amended by R&O.8837*
- <sup>39</sup> *Committees*

#### Committees of the States from 1966 to 2002

This endnote traces the development of States' Committees since 1966, when the present States of Jersey Law came into force.

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Standing Order 39 (R&O.4858) originally provided for the following to be Standing Committees of the States:

Finance Committee  
 Defence Committee  
 Harbours and Airport Committee  
 Public Works Committee  
 Education Committee  
 Public Health Committee  
 Committee of Agriculture  
 Tourism Committee  
 Social Security Committee  
 Island Development Committee  
 Housing Committee.

The States appointed Presidents of Committees and other delegations, on 20th December 1966 as follows:

Finance Committee  
 Defence Committee  
 Harbours and Airport Committee  
 Public Health Committee  
 Committee of Agriculture  
 Education Committee  
 Public Works Committee  
 Social Security Committee  
 Tourism Committee  
 Housing Committee  
 Island Development Committee  
 Sewerage Board  
 Telephones Committee  
 Etat Civil Committee  
 Legislation Committee  
 Cottage Homes Committee  
 Prison Board  
 Establishment Committee  
 Elizabeth House Committee  
*Ann Alice Rayner Fund Delegation - States adopted proposition to reconstitute 27th March 2001 - no longer a States Committee*  
*Judicial Reform Committee - States adopted proposition to 'delete' on 22nd December 1966.*  
 Gambling Control Committee  
 Special Committee on former War Department properties  
*Joint Advisory Council - States adopted proposition to dissolve on 17th November 1999*  
*Channel Islands Air Advisory Council - inter Island Committee, not a Committee of the States.*

Reference was also made, at the time of these elections, to the Tariff Council, the Common Market Committee and the Deux Greffe Committee. No references can be found to the Tariff Council in States minutes beyond 1971. The Common Market Committee's name was changed to the Constitution and Common Market Committee on 28th December 1968 (R&O.5177) but no further reference can be found to it beyond the point where it presented to

the States what is now the European Communities (Jersey) Law 1973. The functions of the Deux Greffe Committee relating to the Loi (1860) sur le transfer d'heritages were transferred to the Legislation Committee, backdated to 21st December 1966 (R&O.4887) and no further reference can be found to the Deux Greffe Committee after that event.

As of 12th December 2002, R&O.120/2002 reduced the number of Committees of the States. R&O.121/2002 amended Standing Order 39 so as to list the permanent Committees of the States.

This endnote presents the evolution of the Committees by working back from the Committees listed in Standing Order 39 to 1966.

#### **POLICY AND RESOURCES COMMITTEE**

Establishment Committee in existence 1966.

States adopted proposition on 24th January 1989 to appoint a Policy and Resources Committee.

Establishment Committee renamed Human Resources Committee 9th December 1999 (R&O.9485).

Policy and Resources Committee and Human Resources Committee amalgamated 12th December 2002 (R&O.120/2002).

*See also partial transfers of functions from Finance and Economics, Public Services and Policy and Resources to Industries Committee (R&O.9471).*

#### **PRIVILEGES AND PROCEDURE COMMITTEE**

States adopted proposition to establish House Committee 21st June 1968.

States adopted proposition on 26th March 2002 to establish Privileges and Procedure Committee.

Functions of House Committee transferred to Privileges and Procedure Committee 9th April 2002 (R&O.27/2002).

Privileges and Procedure Committee and Special Committee to consider the relationship between the States and Committees amalgamated 12th December 2002 (R&O.120/2002).

#### **FINANCE AND ECONOMICS COMMITTEE**

Finance Committee in existence 1966.

Finance Committee renamed Finance and Economics Committee 21st September 1968 (R&O.5140).

*See also partial transfers of functions from Finance and Economics, Public Services and Policy and Resources to Industries Committee (R&O.9471).*

*See also partial transfers of functions from Finance and Economics and Public Services to Industries Committee (R&O.37/2000).*

#### **ENVIRONMENT AND PUBLIC SERVICES COMMITTEE**

Sewerage Board, Public Works Committee and Island Development Committee in existence 1966.

Sewerage Board renamed Resources Recovery Board 18th December 1974 (R&O.6103).

Resources Recovery Board and Public Works Committee amalgamated as Public Services Committee 14th December 1990 (R&O.8030).

Island Development Committee renamed Planning and Environment Committee 1st January 1995 (R&O.8729).

Public Services Committee and Planning and Environment Committee amalgamated 12th December 2002 (R&O.120/2002).

*See also transfer of "remaining functions" from Land Reclamation to Public Works Committee on 28th March 1984 (R&O.7272).*

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*See also partial transfers of functions from Finance and Economics, Public Services and Policy and Resources to Industries Committee (R&O.9471).*

*See also partial transfers of functions from Finance and Economics and Public Services to Industries Committee (R&O.37/2000).*

#### **ECONOMIC DEVELOPMENT COMMITTEE**

Agriculture Committee, Gambling Control Committee and Tourism Committee in existence 1966.

States adopted proposition to establish Special Committee to report on Sound Radio 30th April 1968.

Special Committee to report on Sound Radio renamed Broadcasting Committee 19th June 1974 (R&O.5998).

Agriculture Committee renamed Agriculture and Fisheries Committee 6th April 1977 (R&O.6408).

States adopted proposition to establish Jersey Transport Authority 25th October 1994.

States adopted proposition on 28th July 1999 to establish Industries Committee with effect from 14th December 1999.

Broadcasting Committee functions transferred to Industries Committee 14th December 1999 (R&O.9471).

Agriculture and Fisheries Committee, Gambling Control Committee, Tourism Committee, Industries Committee and Jersey Transport Authority amalgamated to form Economic Development Committee 12th December 2002 (R&O.120/2002).

*See also partial transfer of functions from Harbours and Airport to Agriculture R&O.6369.*

*See also partial transfer of functions from Tourism to Housing R&O.7593.*

*See also partial transfers of functions from Finance and Economics, Public Services and Policy and Resources to Industries Committee (R&O.9471).*

*See also partial transfers of functions from Finance and Economics and Public Services to Industries Committee (R&O.37/2000).*

#### **HEALTH AND SOCIAL SERVICES COMMITTEE**

Public Health Committee in existence 1966.

Public Health Committee renamed Health and Social Services Committee 10th October 1995 (R&O.8858).

*See also partial transfer of functions from Education to Health and Social Services R&O.8859.*

#### **EDUCATION, SPORT AND CULTURE COMMITTEE**

Education Committee, Elizabeth House Committee and Special Committee on Former War Department Properties in existence 1966.

Special Committee on Former War Department Properties renamed Fort Regent Development Committee 10th February 1968 (R&O.5040).

Elizabeth House Committee functions transferred to Education Committee 13th December 1968 (R&O.8006).

States adopted proposition to establish Sport, Leisure and Recreation Committee 7th May 1991.

Fort Regent Development Committee functions transferred to Sport, Leisure and Recreation Committee 6th November 1991 (R&O.8296).

Education Committee and Sport, Leisure and Recreation Committee amalgamated as Education, Sport and Culture Committee 12th December 2002 (R&O.120/2002).

*See also partial transfer of functions from Education to Health and Social Services R&O.8859.*

#### **HOME AFFAIRS COMMITTEE**

Prison Board, Defence Committee and Etat Civil Committee in existence 1966.

Defence Committee renamed Home Affairs Committee 9th December 1999 (R&O.9478).

Prison Board functions transferred to Home Affairs Committee 14th December 1999 (R&O.9482).

Etat Civil Committee functions transferred to Home Affairs Committee 12th December 2002 (R&O.120/2002).

#### **EMPLOYMENT AND SOCIAL SECURITY COMMITTEE**

Social Security Committee in existence 1966.

States adopted proposition to establish Industrial Relations Committee 24th June 1969.

Social Security Committee renamed Employment and Social Security Committee 26th November 1994 (R&O.8761).

Industrial Relations Committee functions transferred to Employment and Social Security Committee 22nd January 1977 (R&O.9036).

#### **HOUSING COMMITTEE**

Housing Committee and Victoria and George V Cottage Homes Committee in existence 1966.

Victoria and George V Cottage Homes Committee functions transferred to Housing Committee 18th September 2002 (R&O.87/2002).

*See also partial transfer of functions from Tourism to Housing R&O.7593.*

#### **HARBOURS AND AIRPORT COMMITTEE**

Harbours and Airport Committee in existence 1966.

States adopted proposition to establish Land Reclamation Committee November 1970.

Land Reclamation Committee functions transferred to Harbours and Airport Committee 18th February 1976 (R&O.6259).

Note that all functions of the Land Reclamation Committee were transferred by this Act, but there is a further transfer of “remaining functions” from Land Reclamation to Public Works Committee on 28th March 1984 (R&O.7272).

*See also partial transfer of functions from Harbours and Airport to Agriculture R&O.6369.*

#### **TELECOMMUNICATIONS BOARD**

Telephones Committee in existence 1966.

Telephones Committee renamed Telecommunications Board 1st January 1973 (R&O.5750).

All functions of the Telecommunications Board were transferred to the Economic Development Committee 1st January 2004 (R&O.154/2003).

#### **COMMITTEE FOR POSTAL ADMINISTRATION**

Established by Article 4 Post Office (Jersey) Law 1969.

#### **LEGISLATION COMMITTEE**

In existence 1966.

#### **OVERSEAS AID COMMITTEE**

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States adopted proposition to establish Special Committee to consider Contributions to Relief of Distress Overseas 19th September 1967. Special Committee etc. renamed Overseas Aid Committee 11th May 1968 (R&O.5083).

- <sup>40</sup> Order 39 *heading amended by R&O.8727, R&O.121/2002*
- <sup>41</sup> Order 39(1) *substituted by R&O.121/2002, amended by R&O.155/2003*
- <sup>42</sup> Order 40 *amended by R&O.121/2002*
- <sup>43</sup> Order 41(1A) *substituted by R&O.121/2002, former Order 41(1A) inserted by R&O.8129, substituted by R&O.8727, amended by R&O.9470, R&O.9483*
- <sup>44</sup> Order 41(1B) *inserted by R&O.8727*
- <sup>45</sup> Order 41(1C) *inserted by R&O.121/2002*
- <sup>46</sup> Order 41(1D) *inserted by R&O.121/2002*
- <sup>47</sup> Order 41(1E) *inserted by R&O.121/2002*
- <sup>48</sup> Order 41(1F) *inserted by R&O.121/2002*
- <sup>49</sup> Order 41A *inserted by R&O.6530*
- <sup>50</sup> Order 41A(2A) *inserted by R&O.8727, amended by R&O.121/2002*
- <sup>51</sup> Order 41A(3) *amended by R&O.121/2002*
- <sup>52</sup> Order 42(1) *amended by R&O.8727, R&O.121/2002*
- <sup>53</sup> Order 42(2) *substituted by R&O.121/2002*
- <sup>54</sup> Order 42(2A) *inserted by R&O.121/2002*
- <sup>55</sup> Order 42(2B) *inserted by R&O.121/2002*
- <sup>56</sup> Order 42(2C) *inserted by R&O.121/2002*
- <sup>57</sup> Order 42(2D) *inserted by R&O.121/2002*
- <sup>58</sup> Order 44(1) *substituted by R&O.6531*
- <sup>59</sup> Order 44(2) *substituted by R&O.6531*
- <sup>60</sup> Order 44(4) *substituted by R&O.121/2002*
- <sup>61</sup> Order 44(5) *inserted by R&O.121/2002*
- <sup>62</sup> Order 44A *inserted by R&O.8218*
- <sup>63</sup> Order 44A(1) *amended by R&O.121/2002*
- <sup>64</sup> Order 44A(2) *amended by R&O.8727, R&O.121/2002*
- <sup>65</sup> Order 44B *inserted by R&O.116/2000*