Tionól Réigiúnach an Deiscirt

Southern Regional Assembly

STANDING ORDERS

Regulating the Business and Proceedings of the Southern Regional Assembly and Committees thereof

July 2024

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14.02.2026	Ian Ludlow	Annual meeting attendance.	002
14.05.2026	Jack Shine	Emergency motions added.	003
03.07.2026	Ian Ludlow	Meeting Recordings added.	004

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1 Definitions

i. In these Orders the "Establishment Order" means the Local Government Act, 1991 (Regional Assemblies) (Establishment) Order, 2014.
ii. "Assembly" means the Southern Regional Assembly as defined in the Establishment Order.
iii. "Member" means a person appointed to the Regional Assembly be a constituent local authority of which such person is a Member.
iv. "Constituent local authority" is a defined by Article 2(1) of the Establishment Order.
v. "Cathaoirleach" means the Member presiding at any meetings of the Regional Assembly or of a Committee, except in Standing Order Nos. 2, 5, 13(ii), when it means the Cathaoirleach so elected at the Annual Meeting.
vi. "Director" means the Director for the Southern Regional Assembly appointed under Article 51 of the Establishment Order or, in his/her absence his/her duly appointed deputy.
vii. "Assembly Chamber" means the room within which meetings of the Regional Assembly take place.
viii. "Committee" means any Committees duly established under Part 4 of the Establishment Order.
ix. "Remote Meeting" means a meeting that provides for participants to use video, audio, and online technology to participate in a meeting. A remote meeting does not require the meeting to be held in one single physical location.
x. "Hybrid Meeting" means a meeting that provides for both physical and online participation of attendees at the meeting. It allows for some participants to attend a meeting in one physical location while providing for other participants to attend the meeting by use of video, audio, and online technology.

2 Meetings of the Regional Assembly

i. In addition to the Annual Meeting of the Regional Assembly, the Assembly shall normally hold Ordinary Meetings on the second Friday of every month, save August, commencing in January of each calendar year.
ii. Unless otherwise decided by resolution of the Assembly, meetings of the Assembly shall commence at 12:00 and shall terminate at 14:00.
iii. The Chair shall be taken at a meeting of the Assembly within fifteen minutes of the hour after the time appointed for such meeting, by the Cathaoirleach, or in his/her absence, by the Leas Cathaoirleach, or in his/her absence, by such Member of the Assembly chosen to be Chairperson.
iv. If within half an hour after the hour named for meeting it is found that there is no quorum present, the meeting shall be adjourned by the Chairperson to a date to be specified by the Chairperson.
v. The Cathaoirleach may at any time call a meeting of the Assembly.
vi. If the Cathaoirleach of a Regional Assembly refused to call a meeting of the Assembly after a request for that purpose, signed by one quarter of the Members of the Assembly (or where one quarter is not a whole number, the next highest whole number), has been presented to such Cathaoirleach, any such number of members of the Assembly may forthwith call a meeting and if the Cathaoirleach

(without so refusing) does not, within seven days after the presentation of the requisition, call a meeting of the Assembly, any such number of Members of the Assembly any, on the expiration of those seven days, call a meeting of the Assembly.

vii. No Members of the Assembly shall leave the Assembly Chamber without first having indicated to the Cathaoirleach of the Meeting his/her desire to withdraw.

viii. The use of Mobile phones is **NOT** permitted within the Assembly Chamber during meetings, and all mobile phones must be switched off or silenced for the duration of the meeting.

3 Place of Meetings

i. In so far as practicable the normal place for holding meetings of the Assembly shall be at Assembly House, O' Connell St, Waterford, X91 F8PC.

ii. Meetings may also take place at:
   a) an external venue used to accommodate meetings of the Assembly.
   b) an electronic, digital, or virtual location, or a conference call telephone number (Remote meeting).
   c) combination of the above to provide for in person and remote attendance (Hybrid meeting).

iii. An alternative location where passed by resolution.

iv. Remote attendance at meetings should be on an exceptional basis and should only occur when all other options have been exhausted.

v. Remote attendance shall not apply to the Annual Meeting or Assembly Meetings where the Regional Spatial and Economic Strategy is amended or adopted.

Management of Remote/Hybrid Meetings:

a) All Standing Orders in place are applicable to remote meetings and hybrid meetings.
b) Members should notify the Meeting Administrator in advance if they are unable to attend the meeting in person and wish to attend remotely.
c) Any member participating in a meeting remotely must, when they are speaking, be able to be heard (and seen, where practicable) by all other members in attendance, and the remote participant must, in turn, be able to hear (and see, where practicable) those other members participating.
d) The Cathaoirleach will at the outset, and at any reconvening of a meeting, conduct a roll call of participating members and ensure that they can hear and, where practicable, see those in attendance. Any member participating remotely should also confirm at the outset and at any reconvening of the meeting that they can hear and, where practicable, see the proceedings.
e) Members should inform the Meeting Administrator if they lose connection or experience technical difficulties during the meeting.
f) The attendance of those Members at the meeting will be recorded by the Meeting Administrator. Members must ensure that they can be identifiable by their own name when participating in remote meetings.

g) The normal quorum (see Section 6) meeting requirement continues to apply to a remote or hybrid meeting. Members attending in person and remotely will together constitute a quorum.
h) Each member participating remotely has personal responsibility to ensure and confirm to the Meeting Administrator that there are no other persons present who are not entitled to either hear or see consideration of the meeting discussions.
i) Subject to compliance with General Data Protection Regulations (GDPR), the Meeting Administrator may facilitate the recording of the meeting for the purposes of taking minutes. However, this recording shall only be used for this purpose and will be deleted once the minutes are agreed.
j) No other recording of the meeting and its proceedings by any person, including members and attending members of the media or public, shall be allowed.

Procedures for Remote/Hybrid Meetings:

a) The Meeting Administrator will coordinate the facilitation of the meeting. A designated official will assume responsibility for controlling the conferencing technology employed for remote access and attendance, and to administer the member interaction, engagement, and connections on the instruction of the Cathaoirleach.
b) Members should allow sufficient time to establish a connection prior to the commencement of the meeting to allow themselves and the Meeting Administrator the opportunity to test the connection.
c) The Cathaoirleach, or at the Cathaoirleach's request, the Meeting Administrator, shall, at the beginning of the meeting explain the protocol for members' participation. The Cathaoirleach's ruling during the debate will be final.
d) Members who wish to speak should use the notification process as directed by the Cathaoirleach, and then speak when invited.
e) The rules of debate as set out in existing standing orders will apply.

Leaving a Remote/Hybrid Meeting:

a) Members attending remotely who leave the meeting should make every effort to inform the Cathaoirleach by the appropriate means that they are exiting the meeting to ensure there is a Quorum remaining and so that it is not presumed to be a loss in connectivity.

Attendance of Public and Media at a Remote Meeting:

a) Members of the public and media may be present at a remote meeting but must maintain silence and observe any directions given by the Cathaoirleach or staff members in attendance.
b) Members of the media and public who attend the meeting remotely should provide notice of their attendance to the Cathaoirleach on joining the meeting. To manage numbers and attendance, the Meeting Administrator may consider utilising electronic invitations compatible with the platform in use.

Meetings in Committee:

a) In line with the provisions of Section 45 of the Local Government Act 2001, the Assembly may by resolution decide to meet in committee for the whole or part of the meeting concerned.
b) Should the Assembly elect to meet in Committee for some or all of the meeting the Meeting Administrator or designated official will ensure that there are no members of the public or media in remote attendance, or remotely accessing the meeting, or are able to hear or see the proceedings once the exclusion has been agreed by the Assembly.
c) Where the Assembly has by resolution decided to meet in committee for the whole or part of the meeting concerned, each member participating remotely has personal responsibility to ensure and confirm to the Meeting Administrator that there are no other persons present who are not entitled to be either hearing or seeing consideration of such items, and/or recording the proceedings. The Meeting Administrator shall call on each member participating remotely to so confirm, and such confirmations shall be noted in the minutes before commencement of discussion on the matter at hand.

4 Notice of Meetings

i. A notification to attend a meeting, shall:
   a) be sent electronically to each member of the Assembly,
   b) specify the place, date, and time of the meeting, and
   c) give not less than 3 clear days' notice.

   The 3 clear days shall only exclude (i) normal day for receipt of the notice, and (ii) the day of the meeting.

ii. A notification shall include or be accompanied by an Agenda listing the business to be transacted at the meeting. Want of service or non-receipt of a notification by any member or any other defect in the notification does not affect the validity of a meeting.
   An Agenda which has been sent or delivered in the notification may be altered (whether by way of addition, deletion or otherwise) if an Agenda specifying the alteration is delivered or sent to each member not less than 3 clear days before the meeting date.

iii. Public notice of the place, date and time of a meeting shall be displayed not less than 3 clear days before the day of the meeting. The Notice shall include the agenda for the meeting or specify a place where the agenda can be inspected.

5 Chairing of Meetings

i. The Assembly shall elect a Cathaoirleach and Leas Cathaoirleach each year at its Annual Meeting from among the Assembly members in accordance with the procedures set out in the Second Schedule to the Establishment Order.

ii. At a Meeting of the Assembly the Cathaoirleach of the Assembly, if present, shall preside.
iv. If and so long as the Cathaoirleach of the Assembly is not present or the office of Cathaoirleach is vacant, the Leas Cathaoirleach shall preside, and if he/she is also absent, then the Members of the Assembly who are present shall choose one of their number to be Cathaoirleach of the Meeting.

6 Recording of Meetings

i. Ordinary meetings of the Assembly may be recorded and published online, via the Assembly's website.
ii. The Cathaoirleach may request the termination or suspension of a meeting recording if in the opinion of the Chair, continuing the recording would prejudice the proceedings of the meeting.
iii. All published recordings will be available to view on the Assembly's website for a period of one year from the date of publishing.
iv. Recordings of meetings may be removed or suspended from the website if it is considered that it is necessary because all or part of the content of the recording is or is likely to be in breach of any statutory provision, for example the Freedom of Information Act 2014, the Data Protection Act 1988 and 2018, General Data Protection Regulations (EU) 2016/679 and the Defamation Act 2009.
v. The following notice will be displayed at meetings that are being recorded:

This meeting may be recorded and published via the Assembly's website. At the start of the meeting the Cathaoirleach will confirm if all or part of the meeting is being recorded. Please be aware that the Assembly is subject to the Freedom of Information Act 2014, the Data Protection Act 1988 and 2018, General Data Protection Regulations (EU) 2016/679 and the Defamation Act 2009.

Data collected during this recording will be retained in accordance with legislation. Therefore, by participating in the meeting you are consenting to being recorded and to the possible use of those images and sound recordings being published. If you have any queries regarding this, please contact the Director.

7 Quorum

i. The quorum of a meeting of the Assembly shall be one quarter of the membership of the Assembly, or where one quarter of the membership is not a whole number, the next highest whole number.
ii. Where a meeting of the Assembly is abandoned owing to failure to obtain a quorum the names of those present at the time and place appointed for such meeting shall be recorded by the Meeting Administrator and they shall for all purposes be deemed to have attended a duly constituted meeting.
iii. If a quorum is not present within 30 minutes after the time fixed for the meeting [or at any time during the meeting,] the meeting shall stand adjourned to a later day to be named by the Cathaoirleach.

8 Order of Business

i. At the outset of each meeting, the Director shall ascertain that a quorum is present and so advise the Cathaoirleach.

ii. The order of business at all but Annual or Special Meetings shall be as herein set down and shall only be altered in cases of special emergency and only then by a majority vote of the Assembly:

a) Election of a person to chair the meeting if the Cathaoirleach is absent
b) Confirmation of minutes
c) Consideration of matters arising
d) Business adjourned from a previous Meeting, if directed by the Cathaoirleach
e) Business as set out in the agenda circulated to Members in advance of the meeting
f) Matters brought forward by the Cathaoirleach
g) Matters brought forward by the Director
h) Consideration of reports (Committees, Annual Reports etc)
i) Notices of Motion
j) Requests for Reports
k) Any Other Business

iii. No business shall be transacted at a meeting other than that specified in the summons relating thereto, except with the permission of the Cathaoirleach. Notice of any matters to be raised at a meeting, and which are not set out on the agenda must be handed to the Cathaoirleach before the commencement of the meeting.

9 Confirmation of Minutes

i. Minutes of the proceedings at a meeting of the Regional Assembly shall be drawn up by the Meeting Administrator and shall be signed by the Cathaoirleach of the meeting or of the next ensuing Meeting and retained in the custody of the Director of the Assembly.

ii. The Minutes shall include:

a) the date, place, and time of the meeting,
b) the names of the members present at the meeting (both in person and on-line),
c) the names of the Assembly staff present at the meeting,
d) reference to any report submitted to the members at the meeting,
e) where there is a roll call vote, the number and names of members voting for and against the motion, and of those abstaining,
f) particulars of all resolutions passed at the meeting,
g) such other matters considered appropriate.

iii. The minutes of every meeting shall be kept and certified by the Director, and no minutes shall be submitted for confirmation unless a copy thereof shall have been first transmitted to every Member of the Assembly. The minutes so transmitted shall be taken as read.

iv. When the question that the minutes be confirmed is put from the Chair, a Member may object to any part thereof as not being an accurate record and upon a motion

any question of altering the record shall be determined by the Assembly by majority vote of those Members who were present at the appropriate meeting.

v. Following confirmation of all minutes, matters arising may be considered and shall be confirmed to bona fide questions and answers for a period not in excess of fifteen minutes. Any matters arising not dealt with within the prescribed period may be considered under "Any Other Business".

10 Notices of Motion

i. All Notices of Motion other than those motions covered by Standing Order No. 10 or No.11 shall be forwarded in writing to the Meeting Administrator to be received by him/her at least seven clear days before the meeting of the Assembly. Such Notices shall be dated and numbered by the Meeting Administrator in the order in which they are received and shall appear on the agenda in that order.

ii. If a Motion, notion of which is specified in the summons, be not moved either by the Member who has given the notice or by some other Member authorised on his behalf, it shall unless postponed by leave of the Assembly be considered dropped and shall not be moved without fresh notice.

iii. No motion to rescind any resolution which has been passed within the preceding six months, nor any motion to the same effect as any motion has been negated within the preceding six months, shall be in order, unless the notice thereof shall have been given and specified in the Summons and the notice shall bear, in addition to the name of the Member who proposed the motion, the names of nine other Members and when any such motion has been disposed of by the Assembly it shall not be competent for any Member to propose a similar motion within a further period of six months.

iv. The Cathaoirleach shall not accept any motion involving the expenditure of money by the Assembly in excess of the amount provided in the Estimate of Expenses unless notice of such motion has been duly given and appears on the agenda paper.

v. Every motion shall be relevant to some matter in relation to which the Assembly have powers or duties, or which affects the region of the Assembly, and shall relate to one specific item of business only and shall not be in the form of an omnibus motion.

11 Motions which may be moved without Notice

i. The appointment of a Cathaoirleach of the meeting at which the motion is made, the Cathaoirleach being absent.

ii. Motions relating to the accuracy of the minutes.

iii. That an item of business specified in the summons have precedence.

iv. Remission to a Committee.

v. Appointment of a Committee or members thereof, occasioned by an item mentioned in the summons to the meeting.

vi. Adoption of reports and recommendations of Committees or officers and any consequent resolutions.

vii. That leave be given to withdraw a motion.

viii. Extending the time limit for speeches.
ix. Amendments to motions.
x. That the Assembly proceed to the next business.
xi. That the question be now put.
xii. That the Assembly do now adjourn.
xiii. Authorising the seal of documents.
xiv. Suspending Standing Orders, in accordance with Standing Order No. 17.
xv. That a member named under Standing Order No. 11 be not further heard or do leave the meeting.
xvi. Giving consent of the Assembly where the consent of the Assembly is required by these Standing Orders.

12 Emergency Motions

i. Notwithstanding any other provision of these Standing Orders, a motion may be proposed without notice for the purpose of dealing with urgent business related to a function of the Assembly, subject to the requirement that at least one-half of the total number of Members of the Assembly vote in favour. Only one such emergency motion may be adopted at any meeting.
ii. A motion which is deemed not to be an emergency motion will be listed for the next Assembly Meeting as deemed appropriate.
iii. Emergency motions must be submitted in writing to the Meetings Administrator before 9.00am on the day of the monthly Assembly meeting, unless related to an issue that has arisen after 9.00am on the day in question.
iv. The Cathaoirleach will adjudicate on emergency motions submitted and determine, in accordance with Standing Orders, whether or not they will be put before the Assembly for consideration.
v. Emergency motions which have been passed by the Cathaoirleach to be put before the Assembly will be circulated to all Members by email prior to the Assembly meeting.
vi. The Director may give a brief report to the Members on the motion being taken with or without debate before it is put for decision. Where the Director does so, the proposer (or where there is more than one proposer, one of the proposers) will be allowed an opportunity to respond.

13 Order of Debate

i. Every Motion or Amendment shall be moved and seconded, and shall be reduced to writing, signing by the mover and seconder, and handed to the Cathaoirleach and read before it is discussed or put to the meeting.
ii. A Member of the Assembly shall address the Chair. Wherever the Cathaoirleach indicates his/her intention to speak, no one shall endeavour to speak until the Cathaoirleach concludes.
iii. A Member of the Assembly who speaks shall direct his speech strictly to the question under discussion, or to a Motion or Amendment to be proposed by himself/herself, or to a question of order. No Member shall speak for more than five minutes unless by permission of the Assembly.

iv. A Member shall not address the Assembly more than once on any Motion or Amendment, but the mover of an original motion may reply, and in his/her reply shall strictly confine himself/herself to answering previous speakers and shall not introduce any new matter into the debate. Provided always that a member may speak to a point of order, or in explanation of some material part of a speech made by him/her which he/her believes to have been misunderstood.

v. A Motion or Amendment once made and seconded shall not be withdrawn without the consent of the Assembly.

vi. Every Amendment shall be relevant to the Motion on which it is moved.

vii. Whenever an Amendment is moved upon any Motion, no second Amendment shall be taken into consideration until the first Amendment is disposed of. If the Amendment is carried, it shall then be put as an original Motion upon which further Amendment may be moved. If the first Amendment be negatived, then a further Amendment may be moved to the original question, but the original Motion having been adopted, no other Amendment can then be proposed. No Member shall be permitted to move more than one Amendment to a Motion.

viii. Any Member of the Assembly who, in the opinion of the Cathaoirleach, transgresses any Standing Order, or refuses to obey the ruling of the Cathaoirleach, may be called upon to discontinue speaking by the Cathaoirleach. If he/she persists in his/her refusal to obey the ruling of the Cathaoirleach, the Cathaoirleach may, upon the Motion of any Member of the Assembly, suspend him during the remainder of the sitting and may order his/her removal and such removal shall be deemed to be the act of the Assembly.

ix. Any Member of the Assembly may without comment move “that the Assembly proceed to the next business” on the seconding of which the Cathaoirleach shall without discussion, immediately put the question to the vote and if the same be carried in the affirmative the subject in debate shall be considered as disposed of for that day.

x. If a debate appears to any Member of the Assembly unduly lengthened, he/she may ask leave to move “that the question be now put”, and if such leave be given with the assent of now fewer than eleven Members, the Motion shall be forthwith put and if it be affirmed, any questions then before the Chair shall be forthwith put to the Assembly.

xi. A member speaking shall not be interrupted except upon a question of order but may give way to a member desiring to make a personal explanation.

xii. No member shall use offensive or personal remarks in the Assembly Chamber.

xiii. The Cathaoirleach has authority to maintain order and enforce prompt obedience to his / her ruling. When during a debate the Cathaoirleach rises, any member then speaking shall give way to the Cathaoirleach.

xiv. Where in the opinion of the Cathaoirleach there is general disorder which impedes the orderly transaction of business or where a member against whom it was resolved that he or she leave the meeting refuses to do so, the Cathaoirleach may adjourn the meeting for such period as he or she considers necessary in the interests of order.

14 Questions, Votes, and Divisions

i. Every question shall be put to the Assembly from the Cathaoirleach and save as is otherwise provided in the Establishment Order, all questions shall be decided by the majority of such Members of the Assembly as are present and vote at the Meeting.

ii. Questions may be determined by a show of hands, where the Cathaoirleach considers it appropriate, unless provided by Statute. Where the Cathaoirleach or three members request a division, the names for and against the motion or amendment shall be taken down in writing and recorded in the Minutes. The Cathaoirleach shall report the numbers voting for and against the motion/amendment to the Assembly and declare the result of the recorded vote.

iii. The Cathaoirleach shall formally declare the result of each vote. Where the Cathaoirleach has not formally declared the result of a vote, or is in doubt as to whether his / her declaration is right or wrong, s/he is entitled if s/he thinks fit to take a second vote on the matter, especially if he/she considers that through some misunderstanding the first vote did not properly represent the sense of the meeting at that time.

iv. In the case of an equality of votes on any question arising at a meeting of the Assembly, other than the election of the Cathaoirleach under Standing Order No. 5, the Cathaoirleach of the meeting shall have a second or casting vote.

Voting in Remote/Hybrid Meetings:

v. A vote taken of members attending physically and/or remotely in accordance with the Standing Orders of the Assembly constitutes a valid vote towards the decision of the Assembly.

vi. Any vote taken at a remote meeting shall be taken by roll-call vote.

vii. Where a member loses connectivity during a statutory vote, every effort will be made to re-establish a connection. If a connection cannot be restored within a reasonable timeframe every effort will be made to contact the member by phone. Where phone contact is made in such circumstances, the member shall be entitled to vote by phone by advising the Cathaoirleach of his or her vote, which shall be played to the attendance over microphone and the vote recorded accordingly.

viii. Where contact with the remote member cannot be established, at the discretion of the Cathaoirleach, the vote may be deferred to a later time in the meeting. Any and all such deferred votes shall be taken before the end of the meeting, unless the Assembly votes to defer to another meeting.

15 Committees of the Assembly

i. Apart from such Committees as the Assembly are required by the Establishment Order to appoint, the Assembly may from time to time appoint a Committee for a specific purpose, and may, in the resolution of appointment, lay down terms of reference for the said Committee.

ii. The Cathaoirleach shall be ex-officio a member of every Committee and every Sub-Committee.

iii. In the election of Committees, candidates shall be proposed and seconded and if the number so proposed and seconded does not exceed the number of vacancies those proposed and seconded shall be declared elected. Should the number of

those proposed and seconded exceed the number of vacancies a vote shall be taken.

iv. Every Committee at its first meeting shall appoint a Chairperson from its members and, where practical, fix the day and the hour of future meetings.

v. Every Committee in the whole of its proceedings shall be governed by the Standing Orders or Resolutions of the Assembly affecting such Committee.

vi. Meetings of Committees shall not be open to the public unless otherwise determined by the Assembly.

vii. The Cathaoirleach shall be responsible to the Assembly for the general management of the business entrusted to such Committee.

viii. Vacancies in Committees shall be filled by the Assembly at their ensuing meeting or as soon afterwards as the Assembly may decide.

ix. The Director shall summon a meeting of any Committee, on the request of the Cathaoirleach, or any three of its members, or whenever he/she shall deem it necessary that such a Committee shall meet.

x. Minutes shall be kept of the proceedings of every Committee by the Director, or by an officer in the employment of the Assembly, deputed to attend the Committee. Such Minutes shall give the name of each Member present.

xi. Committees may appoint Sub-Committees of their number for facilitating the transaction of business who shall report to the Committee, but such Sub-Committee shall not have power to transact any business without express authority from the Committee.

xii. The Assembly may, at any time, resolve itself into a Committee of the whole Assembly for the transaction of business,

xiii. The decisions of the Committees of the Assembly shall not become binding, except where otherwise provided in these Orders, until approved by the Assembly, unless the Assembly specifically empowers these Committees to deal (without further reference to them) with matters of urgency.

16 Deputations

i. Prior notification of a request for a deputation to be heard shall be sent in writing to the Director, unless the Assembly by Resolution decide to receive the deputation without notice.

ii. The Assembly may by Resolution of a previous meeting decide to receive any deputation at a full Assembly Meeting.

iii. The Cathaoirleach shall fix the time at which any deputation shall be received.

iv. The Spokesperson shall introduce the members of the deputation to the Cathaoirleach and shall indicate those who propose to speak (in general not more than three (3) persons).

v. When the members of the deputation have addressed the meeting, they shall withdraw from the meeting, while the Members consider the matters raised by the deputation.

17 Attendance of Public at Meetings

i. Every meeting of the Assembly, except when held in Committee, shall be open to the public. The public shall be made aware of the place, date, and time of Assembly meetings by way of notices posted to the Assembly's website.
ii. Members of the public may be permitted to attend meetings of the Assembly in such numbers as allowed by the capacity of the Assembly Chamber, the admittance of the public to be regulated by the distribution equally among the Members in advance, of authorisations to occupy the available accommodation for disposal at the discretion of each Member.
iii. Members of the public shall be seated and maintain silence and observe any directions given by the Cathaoirleach or by Assembly staff in attendance.
iv. Oireachtas Members and Members of the European Parliament may attend public Assembly Meetings without the requirement of authorisation.
v. The Assembly may, if they are of the opinion that any matters before them should not be discussed in public, by resolution preclude the public from attendance.
vi. Save with the consent of the Assembly, no person other than a Member of the Assembly shall be permitted to address the meeting. Any person not a Member of the Assembly who shall without permission of the Assembly attempt to address the Meeting or distract the proceedings of the Meeting may be removed by order of the Cathaoirleach and the act of the Cathaoirleach in such a case shall be deemed to be the act of the Assembly.
vii. In case of general disturbance in any part of the Assembly open to the public, the Cathaoirleach shall order the part to be cleared.
viii. Representatives of the press shall be admitted to all meetings of the Assembly not held in Committee.
ix. No visual or sound recording shall be allowed during any Meeting, without the prior consent of the Assembly. With prior notice the Cathaoirleach may permit filming/recording prior to the commencement of meetings.
x. The use of mobile phones shall not be permitted at meetings of the Assembly.

18 Votes of Sympathy/Bereavements

i. In the case of motions of sympathy, the Cathaoirleach shall be informed prior to the commencement of the meeting of the names, and the names of the next of kin, of those whom it is intended to propose a motion of sympathy, and such motions shall be considered at the commencement of the meeting and recorded in the minutes.
ii. If the death occurs of a sitting Assembly member, then the meeting may be deferred. This deferral is dependent on the date when the death occurs in relation to the date of the meeting. Where the meeting is not deferred, it may be adjourned for 15 minutes.
iii. If the death occurs of a previous Assembly member, current member of staff, President, or Taoiseach, the meeting may be adjourned for 15 minutes.
iv. Any Member of the Assembly who suffers a bereavement to which the foregoing procedures refer should convey notice of it to the Cathaoirleach.

19 Adjournments

i. Every Meeting of the Assembly shall stand adjourned at the time of 14:00 and the remainder of the business postponed to the next succeeding meeting or to a Special Meeting on a date then fixed or when convened by the Cathaoirleach, provided always that a meeting may continue for a specified duration beyond 14:00 if a motion to that effect be passed by a majority of the Members present and voting.

ii. A Motion for adjournment of the Assembly may be made at any time and is determined without Amendment and debate, except for the mover of the Motion of Adjournment and the mover of the Motion immediately affected by it may each address the Assembly for not more than five minutes on the question of adjournment, and when the motion for adjournment to a day then named. But when an ordinary meeting is adjourned sine die the business shall be set down for next occurring monthly or Quarterly meeting.

20 Suspension of Standing Orders

i. Any one or more of the Standing Orders in any case of urgency, or upon Motion made on a notice duly given, may be suspended at any meeting in regard to any business or such Meeting, provided that: (a) three-quarters of the Members of the Assembly present and voting shall so decide; (b) when Standing Orders are suspended to enable the debate to continue only the item under discussion shall be considered. Remaining items awaiting discussion shall be included on the agenda for the next meeting of the Assembly.

21 Disclosure of Interest

i. A Member of the Assembly who has any pecuniary or other beneficial interest in any matter coming before a meeting of the Assembly shall disclose to the meeting the fact of the interest and the nature thereof, and shall take no part in any deliberation or decision of the Assembly relating to the said interest, and any such disclosure shall be recorded in the minutes of the proceedings of the relevant meeting of the Assembly.

ii. Any Member participating remotely at a meeting who declares a disclosable pecuniary or other beneficial interest, under Part 15 of the Local Government Act 2001, in any item of business that would normally require them to leave the room, must also leave the remote meeting, advising the Cathaoirleach and members at the time of departure and this shall be recorded in the minutes.

iii. Their departure will be confirmed by the Meeting Administrator, who will arrange for the relevant Member to be invited to re-join the meeting at the appropriate time.

22 Disorderly Conduct at meetings

i. Disorderly conduct at meetings shall be dealt by the chair of the meeting in accordance with the procedures set out in Article 50 of the Establishment Order.

23 Interpretation of Standing Orders

i. The Cathaoirleach's ruling on any question or interpretation of the Standing Orders shall be final.

24 Seal of the Assembly

i. The Seal of the Assembly shall be retained in the custody of the Director.
ii. The Seal of the Assembly shall be authenticated by the signature of the Cathaoirleach, or another Member of the Assembly, or by the Director.

25 Matters not covered by Standing Orders

i. The Cathaoirleach shall have power to deal with any matter not covered by Standing Orders.

26 Duration of Standing Orders

i. The foregoing Standing Orders shall continue in force until altered, amended, or repealed on a Notice of Motion duly given and carried by a majority of the Assembly, at least three-quarters of the Members being present.

Standing Orders made under the Official Seal of the Southern Regional Assembly this day the 12th July 2024.

Present when the Official Seal of the Assembly was affixed hereto:

Cathaoirleach

David Kelly
Director