The Cayman Islands
17th Annual Youth Parliament

2023-2024

Handbook

17th Youth Parliament



Youth Parliamentarian's Name

School

Key Contacts

To reach the main reception line for the Parliament, call **345-949-4236**.

Name	Title	Email & Phone
Mrs. Zena Merren-Chin	Clerk & Chief Officer	Zena.Merren-Chin@parliament.ky 244-5608
Mrs. Patricia Priestley	Assistant Clerk	Patricia.Priestley@parliament.ky 244-5606
Ms. Nordra Walcott	Assistant Clerk	Nordra.Walcott@parliament.ky 244-5604
Ms. Marlyn Moxam	Clerical Officer	Marlyn.Moxam@parliament.ky 244-5624
Mr. J. Kim Evans	Serjeant-at-Arms	Kim.Evans@parliament.ky 244-5618
Mr. Christopher Clarke	Parliamentary Page	Christopher.Clarke@parliament.ky 244-5612

P.O. Box 890
33 Fort Street
George Town
Grand Cayman
KY1-1103
Cayman Islands

345-949-4236

www.parliament.ky

Written by Ms. Nordra Walcott, Assistant Clerk of the Parliament of the Cayman Islands.

Designed by Ms. Susan Burke, Communications Officer; and Mr. Jelani Hanson, intern

Contents

Key Contacts	1
Contents	2
Message from the Chairperson	3
Message from the Clerk	4
Introduction	5
Aims and Objectives of Youth Parliament	6
Code of Conduct	7
Anti-Bullying Policy	8
Dress Code Policy	9
Student Commitment Policy	10
Cayman Islands Youth Parliament (CIYP) Committee	11
Calendar	12
Did you know?	13
Role of Parliament	14-15
Transition from Legislative Assembly to Parliament	16
Meet your Members of Parliament (MPs)	17-20
Did you know?	21
Overview of the Standing Orders & House Rules	22-30
Parliamentary Prayer	31
Path of a Bill	32-33
Did you know?	34
Parliamentary Etiquette	35
Commonwealth Parliamentary Association (CPA)	36
Definitions	37-45
Additional definitions	46
Notes	47-49
Parliamentary Standing Orders (2022)	50

Message from the Chairperson



Mrs. Katherine Ebanks-Wilks, LLB, MP

Speaker of the Parliament of the Cayman Islands

Congratulations on being selected to participate in the 17th Youth Parliament of the Cayman Islands!

You may have chosen to participate because you want to learn more about the Parliament of the Cayman Islands, you may have an interest in politics or maybe you simply wanted to step out of your comfort zone.

Over the next 24 weeks you will discover how to work through controversial issues, develop partnerships with your peers and you will learn how to work together as a team. You will also learn how the Parliament of the Cayman Islands functions and the roles of each Member.

Lastly and most importantly, you will be given a national platform to debate matters that affect you. Previous Youth Parliamentarians have debated matters that the government has since taken for public consultation such as the Sexual Harassment Legislation, Single Use Plastics, etc.

By choosing to participate you are equipping yourself with knowledge and experience for a lifetime!

Message from the Clerk



Mrs. Zena Merren-Chin, BSc, LLB

Chief Officer of the Parliament Management Commission, and Clerk of the House of Parliament

I wish to welcome you all to the seventeenth Youth Parliament programme. During your time as a Youth Parliamentarian you will gain firsthand knowledge of what it means to be a Member of the Parliament. You will learn about the politics of the Cayman Islands, and observe the work that is carried out in the House.

Your involvement in the programme will provide you with the opportunity to enhance your knowledge of the Legislature, and Cayman politics, in addition to strengthening your public speaking skills, developing relationships with like-minded students and voicing your opinion(s) on topical issues. Use this opportunity to widen your horizons.

Introduction

What is the Cayman Islands Youth Parliament?

The Cayman Islands Youth Parliament **(CIYP)** is a programme that provides the opportunity for youth, ages 15-25, to obtain knowledge on the practices and procedures of the Parliament of the Cayman Islands and to use their voices to bring about **social change** through meaningful representation and debate. It is designed to demonstrate to future leaders and young parliamentarians the role and purpose of parliaments as institutions for **democracy** and **good governance.**

Members of Youth Parliament (YPs) are nominated by their respective schools or universities throughout the Cayman Islands. Once nominated, Youth Parliamentarians **attend** the House of Parliament and **organise** meetings, **review motions**, partake in writing **bills**, and have the ability to influence decision makers on the **issues that matter** to young people.

Youth Parliament meetings are arranged and supported by the **Clerk** of Parliament, her staff, and Members of Parliament.

This Handbook will give you an insight on:

- Youth Parliament Code of Conduct
- Elected Members of Parliament for the 2021-2025 Term
- The Path of a Bill
- Key Parts of the Standing Orders
- Definitions
- Parliamentary Etiquette
- The Commonwealth Parliamentary Association (CPA)

Aims and Objectives of Youth Parliament

Youth Parliament is a platform offered to youth (15-25), where they are given the opportunity to prepare for and debate topical issues of their choosing in a mock parliament set-up.

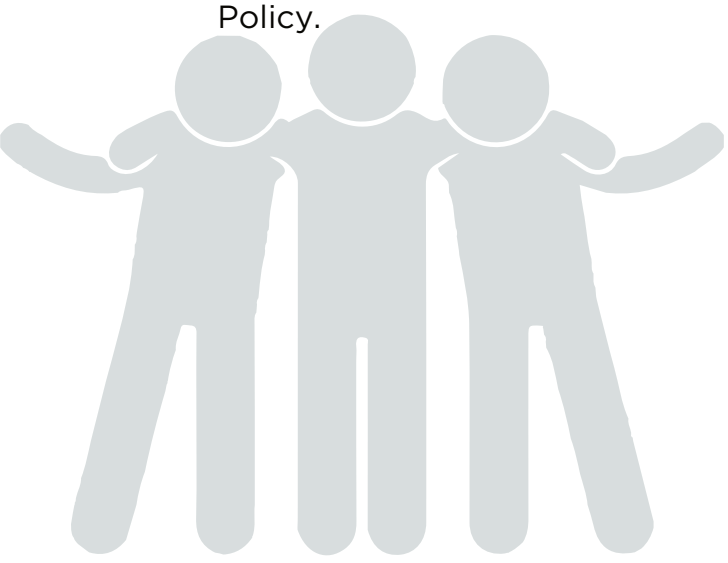
This programme is important/significant due to the following reasons:

1. One way to educate the public and youth on parliamentary procedures is to allow them to be in that environment.
2. It brings like-minded youth on the same platform and offers a chance for the creation of a community to discuss and come up with the possible solutions.
3. It is a platform to discuss topical/national issues.
4. It develops in students an insight into the working of Parliament.
5. Students get the opportunity to form opinions on various issues.
6. Teach students to be team players and train them in the technique of group discussion.
7. To develop respect and tolerance for the views of others.
8. To create in students the quality of leadership.
9. To enhance public speaking, listening and analytical skills.
10. To teach parliamentary etiquette and decorum.

Code of Conduct

As a member of the CIYP we ask you to comply with the following expectations of conduct while participating in the CIYP programme.

- Youth Parliament is a completely drug and alcohol free environment. No student is allowed to bring or consume any alcohol, tobacco or illegal substances while being a part of the Youth Parliament.
- No student is allowed to represent any political party.
- Students should respect and listen to the views of others, challenge discrimination and promote equal opportunities.
- Students should share their views and perspectives, while always being tolerant and respectful of the views of others, regardless of race, sexual orientation, gender, nationality, culture, religion/belief, and/or physical appearance.
- At all times students should act and communicate in a manner that does not damage the reputation of the Parliament of the Cayman Islands and by extension the Commonwealth Parliamentary Association (CPA).
- It is important to take the role and commitment seriously when representing the Youth Parliament, both in and outside of Youth Parliament meetings.
- Students are required to always act in a respectful manner towards fellow participants, staff, Members of Parliament, guests, and any other person encountered on the premises or in meetings and related events.
- Students are not allowed to leave the premises during meetings or sessions without permission from the Clerk of Parliament and their guardians.
- As a member of the Youth Parliament, students are expected to provide contact information by which you may be reached.
- Students agree to the Anti-Bullying Policy and the Student Commitment Policy.



Anti-bullying Policy

The purpose of this policy is to communicate to all Youth Parliament attendees that the Parliament of the Cayman Islands will **not**, in any instance, tolerate bullying behaviour. Students found to be in violation of this policy will be disciplined, up to and including dismissal from the current and future Youth Parliament programmes and your guardians and school will be notified accordingly.

The Parliament of the Cayman Islands defines bullying as any health-harming mistreatment of one or more people by one or more perpetrators. It is abusive conduct that includes:

- Threatening, humiliating or intimidating behaviours.
- Work interference/sabotage that prevents work from getting done.
- Verbal abuse.
- Derogatory remarks regarding another participant's race, sexual orientation, gender, nationality, culture, religion/belief, and or physical appearance.

Such behavior violates the Cayman Islands Youth Parliament's Code of Conduct, which clearly states that all attendees will be treated with dignity and respect.

Examples - The Cayman Islands Youth Parliament considers the following types of behaviour examples of bullying:

- **Verbal bullying.** Slandering, ridiculing or maligning a person or his or her family; persistent name-calling that is hurtful, insulting or humiliating; using a person as the butt of jokes; abusive and offensive remarks.
- **Physical bullying.** Pushing, shoving, kicking, poking, tripping, assault or threat of physical assault, damage to a person's work area or property.
- **Gesture bullying.** Nonverbal gestures that can convey threatening messages.
- **Exclusion.** Socially or physically excluding or disregarding a person in work-related activities**.**

Students who feel they have been bullied should report this to the Clerk or Committee member before the conduct worsens. All students are strongly encouraged to report any bullying they experience or see as soon as possible.

Dress Code

As a member of the Cayman Islands Youth Parliament (CIYP) we ask you to comply with the following expectations of dress code while participating in the CIYP programme.

No student is permitted to wear the following in the House of Parliament:

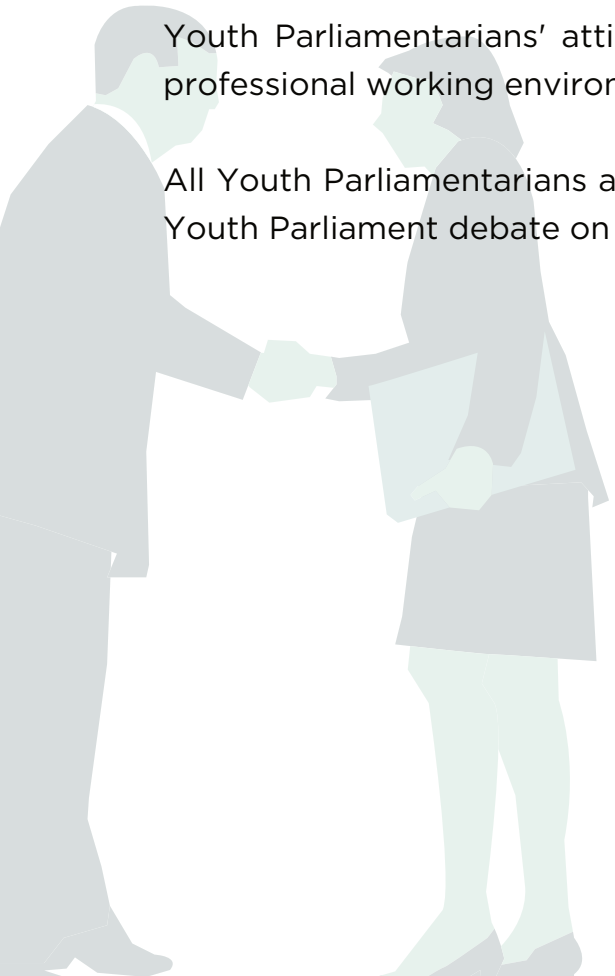
- spaghetti strap clothing
- halter neck clothing
- crop tops
- sleeveless clothing
- short dresses
- short skirts
- shorts
- tights/leggings
- sports shirts/ team jerseys
- shirts with offensive slogans or signs
- low waist pants
- baseball caps

Men are encouraged to keep accessories like watches subtle.

Women are encouraged to keep jewelry, make up and nails subtle.

Youth Parliamentarians' attire should always be consistent with the image of a professional working environment.

All Youth Parliamentarians are expected to dress in proper **Business Suits** for the Youth Parliament debate on 11th March, 2024.



Student Committment Policy

Below is a copy of the Student Commitment Policy, which students are asked to read and sign at the start of the 2023-2024 term.

Students are asked to commit to the following:

1. Attend meetings at the House of Parliament **every Tuesday** from **3:30 to 5:00 p.m**., starting on **Tuesday, 3rd October, 2023**, until **Tuesday, 5th March, 2024**. School holidays will be taken into consideration.

2. Attend meetings on **Saturdays** from **3rd February** to **9th March, 2024,** from **10:00 a.m. to 3:00 p.m**.

3. Attend the Youth Parliament debate on Monday, **11th March 2024, from 10:00 a.m.** to approximately **2:00 p.m.**

4. Prepare a 5 minute speech for the debate on **Monday, 11th March, 2024**.

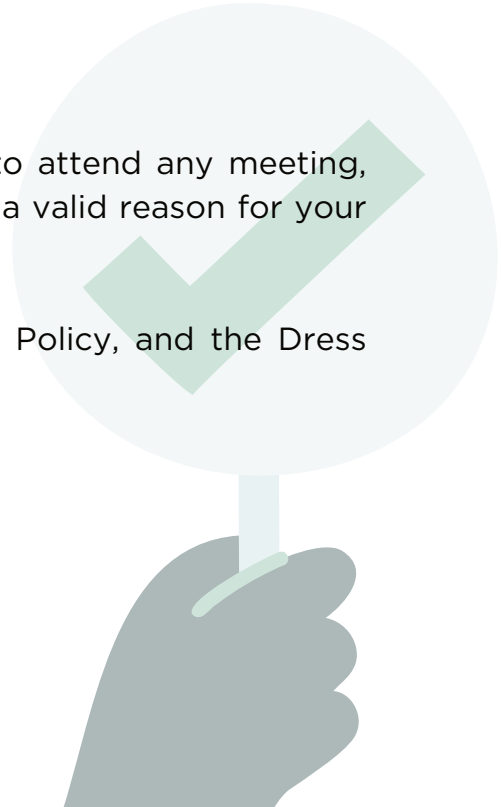
5. Prepare drafts of speeches in advance and provide copies to any instructor responsible for assisting in the CIYP.

6. Conduct research, prepare and present brief debates as needed.

7. Fully participate in discussions during meetings.

8. Inform the Clerk and her staff if you are unable to attend any meeting, and, only do so in circumstances in which there is a valid reason for your absence.

9. Agree to the Code of Conduct, the Anti-Bullying Policy, and the Dress Code Policy.



CIYP Committee

The organising and leadership for the Cayman Islands 17th Annual Youth Parliament consists of a committee made up of the following members:

- Hon. Speaker, Katherine Ebanks-Wilks, MP (WBC) – Chairperson
- Hon. Kenneth Bryan, MP (GTC) - Treasurer
- Hon. Johany Ebanks, MP (NS)
- Hon. Dwayne Seymour, JP, MP (BTE)
- Mr. Joseph Hew, MP (GTN)
- Ms. Barbara Conolly, MP (GTS)
- Mrs. Zena Merren-Chin, Clerk
- Ms. Nordra Walcott, Assistant Clerk

The Committee provides guidance and advice for Youth Parliamentarians, and assists in giving insight into practices and procedures in the legislative process.



Calendar

Green represents a YP meeting.

Yellow represents Commonwealth Day, the day of the debate.

2023

OCTOBER

MO	TU	WE	TH	FR	SA	SU
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER

MO	TU	WE	TH	FR	SA	SU
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER

MO	TU	WE	TH	FR	SA	SU
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2024

JANUARY

MO	TU	WE	TH	FR	SA	SU
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

MO	TU	WE	TH	FR	SA	SU
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

MARCH

MO	TU	WE	TH	FR	SA	SU
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DID YOU KNOW...

The first Youth Parliament debate was 12 March, 2001?

The following Motions were debated in 2001:

COMMONWEALTH PARLIAMENTARY ASSOCIATION
(Cayman Islands Branch)

FIRST ANNUAL YOUTH PARLIAMENT

Government Motion No. 1

Cayman Islands (Constitution) Order 1972

WHEREAS the Cayman Islands (Constitution) Order 1972 was last reviewed by a Select Committee of this Honourable House in 1990 and 1991 and a Report laid on the Table at a Special Meeting of the House on 28 October 1991;

BE IT NOW THEREFORE RESOLVED that this Honourable House takes note that the United Kingdom White Paper "Partnership for Progress and Prosperity" *(presented to Parliament by the Secretary of State for Foreign and Commonwealth Affairs by Command of Her Majesty in March 1999)* states that suggestions from Overseas Territory governments for specific proposals for constitutional change will be considered carefully.

BE IT FURTHER RESOLVED that this Honourable House now considers whether there is a need for a Constitutional Review.

COMMONWEALTH PARLIAMENTARY ASSOCIATION
(Cayman Islands Branch)

FIRST ANNUAL YOUTH PARLIAMENT

Private Member's Motion No. 1

Teenage Pregnancy

WHEREAS teenage pregnancy is on the rise throughout the Caribbean region;

AND WHEREAS social statistics suggest that crime, poverty, disease and many other social ills are directly related to teenage pregnancy;

AND WHEREAS national policies for economic growth are severely hampered by premature motherhood;

AND WHEREAS it is believed that current social trends in dress, entertainment, among other things coupled with a hands-off policy by parents contribute in a major way to this social problem;

BE IT RESOLVED that it is the wish of this honourable House that this government takes corrective steps to arrest these negative trends;

BE IT FURTHER RESOLVED that Government empowers the relevant social institutions to enforce suitable standards of dress, entertainment, education and hours of leisure on all teenagers in these Islands.

Role of Parliament

What is the role of Parliament?

Parliament's primary functions are:
- to make and amend legislation
- to oversee and approve the Government's budget
- to debate important issues of the day
- to scrutinise the Government's spending and activities.

Meetings of the House bring together all Members from both the Government and the Opposition, and as such is the place where balance is obtained through debates, committees, motions, and questions.

Power to make and amend laws

Part IV of the Cayman Islands Constitution Order 2009 provides for a legislative branch with the power to make laws. The Parliament Standing Orders lays out the procedure and protocol for Members to debate and vote on new or amended laws. As societies, economies, and technologies evolve, our laws have to change to effectively serve the people. **Parliament is where this evolution happens.** Members have the opportunity to voice their support and concerns for any legislation, as well as to speak for their constituents.

Approving the Budget

The Government's budgeting process includes five phases. **The fourth phase is the review and approval of the Parliament.** The strategic policy statement outlines the Government's key priorities for the next three budget cycles, and must be presented to the Parliament for review and approval. The Government must also submit its plan and estimates to the Parliament prior to the start of the coming financial year.

Role of Parliament
Continued...

Debating the Issues

Debating is an important aspect of democracy. Through debate, Members can explore nuanced aspects of proposed legislation, motions, or the budget. By speaking for or against a topic, Members better inform one another and help to influence whether a new law (or motion, etc.) is passed or rejected.

Scrutinising Government

The Government's finances are ultimately overseen and voted on by the Members of Parliament, in accordance with Part VII of the Cayman Islands Constitution 2009 Order, the Parliament Standing Orders, and the Public Management and Finance Act. Parliament has Standing Committees, such as the Finance Committee and Public Accounts Committee, which serve to further oversee and scrutinise public spending and performance.

Transition from Legislative Assembly to Parliament

An Autonomous Parliament

On the 2nd November, 2020, the Legislative Assembly sat for the last time as "Legislative Assembly" and the transition to a House of Parliament was celebrated at a historic ceremony with an Official State Opening on Friday, 4th December, 2020.

The renaming of the Legislative Assembly institution to Parliament was agreed between a delegation of Members of the House and the United Kingdom Government in a package of important enhancements to our Constitution. This amendment also brought about the transition from “Members of the Legislative Assembly” to “Members of Parliament” and established the positions of Parliamentary Secretaries.

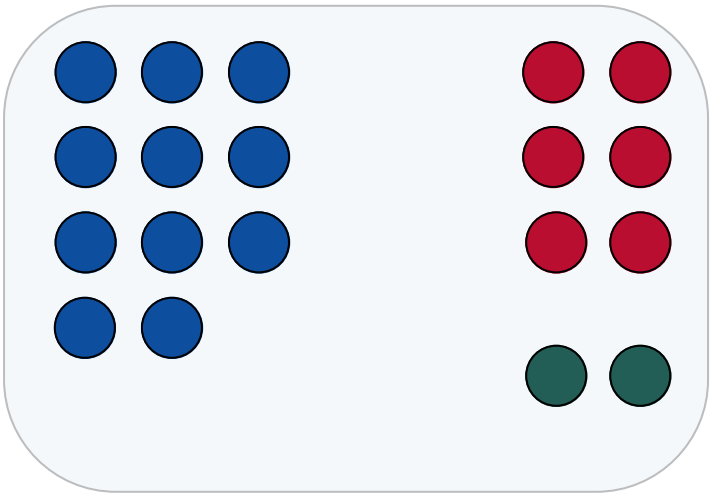
The Cayman Islands’ unicameral legislature is now only the third United Kingdom Overseas Territory (OT) to be designated as a Parliament, behind Bermuda and Gibraltar, and the second among Caribbean OTs.

In addition to the transitioning of the Legislative Assembly to that of a Parliament, the Parliament became autonomous with the passage of the Legislative Assembly (Management) Law, 2020 (now Parliament (Management) Act, 2020) on the 30 October, 2020.

Meet your Members of Parliament

The Legislative Assembly of the Cayman Islands was renamed the **Parliament of the Cayman Islands** as part of a suite of changes included in the 2020 Constitutional Amendment. Overall, the Constitutional reform has been seen as a move towards increased parliamentary autonomy.

The Parliament is comprised of **21 Members** (19 elected Members for a four-year term, and two ex-officio Members: the Deputy Governor and the Attorney General). **The Speaker** is elected from the membership of the Parliament and is included in the 19 Members.



19 seats

PACT Government

People's Progressive Movement (Official Opposition)

Independent Members of the Opposition

Do you know who the MP for your constituency is? Look at the next page to find out.

Current Members

The Government

The Cabinet is comprised of the Premier, seven other Ministers, one of whom is the Deputy Premier, and two non-voting ex-officio members. The Cabinet is responsible for formulating and directing the implementation of policy related to every aspect of government, with the exception of the Governor's special responsibilities.



Speaker

HON. KATHERINE A. EBANKS-WILKS, MP

Elected Member for
West Bay Central



Premier

HON. G. WAYNE PANTON,
JP, MP

Minister of Sustainability & Climate Resiliency *and* Finance & Economic Development
Elected Member for Newlands



Deputy Premier

HON. JULIANA Y. O'CONNOR-CONNOLLY,
JP, MP

Minister of Education *and* District Administration & Lands
Elected Member for
Cayman Brac East



HON. KENNETH V. BRYAN,
MP

Minister of Tourism & Ports
Elected Member for
George Town Central



HON. BERNIE A. BUSH,
MP

Minister of Youth, Sports, Culture & Heritage
Elected Member for
West Bay North



HON. SABRINA T. TURNER,
MP

Minister of Health & Wellness *and* Home Affairs
Elected Member for
Prospect



HON. ANDRÉ M. EBANKS, MP

Minister of Financial Services & Commerce *and* Investment, Innovation & Social Development
Elected Member for
West Bay South



HON. JOHANY "JAY" EBANKS, MP

Minister of Planning, Agriculture, Housing, & Infrastructure
Elected Member for
North Side



HON. ISAAC D. RANKINE, JP, MP

Minister of Border Control & Labour
Elected Member for
East End

Deputy Speaker



HON. HEATHER D. BODDEN, OCI, CERT. HON., JP, MP

Parliamentary Secretary to Tourism *and* Social Development
Elected Member for Savannah



HON. DR. W. MCKEEVA BUSH, JP, (HON) MSC, MP

Elected Member for
West Bay West

Ex-officio Members



Attorney General

Hon. Samuel W. Bulgin, KC, JP

Ex-officio Member for the Portfolio of Legal Affairs



Deputy Governor

Hon. Franz I. Manderson, MBE, Cert. Hon., JP

Ex-officio Member for the Portfolio of the Civil Service

The Opposition



Leader of the Opposition

HON. ROY M. MCTAGGART, JP, MP

Opposition Member

Elected Member for George Town East



Deputy Leader of the Opposition

MR. JOSEPH X. HEW, MP

Opposition Member

Elected Member for George Town North



HON. SIR ALDEN MCLAUGHLIN, KCMG, MBE, KC, JP, MP

Opposition Member

Elected Member for Red Bay



MR. MOSES I. KIRKCONNELL, JP, MP

Opposition Member

Elected Member for Cayman Brac West & Little Cayman



MS. BARBARA E. CONOLLY, JP, NP, MP

Opposition Member

Elected Member for George Town South



MR. DAVID C. WIGHT, JP, MP

Opposition Member

Elected Member for George Town West



MR. CHRISTOPHER S. SAUNDERS, MP

Independent Member of the Opposition

Elected Member for Bodden Town West



MR. DWAYNE S. SEYMOUR, MP

Independent Member of the Opposition

Elected Member for Bodden Town East

DID YOU KNOW...



Hon. Sybil McLaughlin became the **first Clerk of the Legislative Assembly**; **First Speaker of the Legislative Assembly** on 15th February 1991; **first female Speaker of the Commonwealth**.

She served as Speaker until she retired in 1996. In 1996 she received the country's highest honour of **National Hero** in recognition of her contribution to Cayman's parliamentary development as well as to community life.

DID YOU KNOW...

Since 1991 we have had nine Speakers?

Names	*Terms*
Hon. Mrs Sybil I. McLaughlin, MBE, JP	1991-1996
Hon. Capt. Mabry S. Kirkconnell, OBE, JP	1996–2001
Hon. Juliana Y. O'Connor-Connolly, JP	2002–2003
Hon. Dr. Linford Ainsworth Pierson, OBE, JP, PhD. FCCA	2003–2005
Hon. Edna M. Moyle, OBE, JP	2005–2009
Hon. Mary J. Lawrence, MBE, JP	2009–2013
Hon. Juliana Y. O'Connor-Connolly, JP	2013-2017
Dr. Hon. W. McKeeva Bush, JP, Hon MSc	2017-2021
Dr. Hon. W. McKeeva Bush, JP, Hon MSc	2021 -2022
Hon. Katherine Ebanks-Wilks, LLB, MP	2022-Present

Overview of the Parliamentary Standing Orders & House Rules

All of the activities of the Parliament are under the regulations specified in the **Parliamentary Standing Orders (2022 Consolidation)**, in addition to the Constitution. The Standing Orders regulate the way that elected Members may conduct House business, among other roles and responsibilities of personnel in Parliament.

From the "Legislative Assembly" to the "Parliament"

Section 3 of *The Cayman Islands Constitution (Amendment) Order 2020* substituted the word "Parliament" for any mention of the "Legislative Assembly" in the Constitution.

The Membership of the House

Section 59 of the Cayman Islands (Constitution) Order 2009 provides that "**there shall be a Legislature of the Cayman Islands which shall consist of [His] Majesty and a Parliament.**" The subsequent subsection allows for the Parliament to "**make laws for the peace, order and good government of the Cayman Islands.**"

Section 60.(1) outlines the makeup of the Parliament, which "**shall consist of -**
(a) the Speaker;
(b) eighteen elected members, who shall be persons qualified for election [...]; and
(c) the Deputy Governor and the Attorney General, *ex officio.*"

Section 65 provides for the election of a Speaker and a Deputy Speaker of the House. The Speaker presides at Meetings of the House of Parliament, and the Deputy Speaker acts as Speaker of the House in the event that the Speaker is absent.

At the first Meeting of the Legislature following a general election, eight Members are elected to be Ministers of the Government. The Government (Cabinet), therefore, comprises the two ex-officio Members and the eight Ministers, making a total of ten. The Governor shall attend and preside at meetings of Cabinet.

Dress Code

All gentlemen of the Legislature are required to wear suits. Ladies may also wear dresses or pant suits. Shoes must be appropriate and jackets are required. The Honourable Speaker is attired at all Sittings in his/her wig and gown. The Serjeant-at-Arms is attired in his coat tails, frills and sword. The Clerk is attired in wig and gown.

Decorum in the House

At the commencement of each Sitting of the House all Members must be seated in their chairs, in the Chamber, before 10 am.

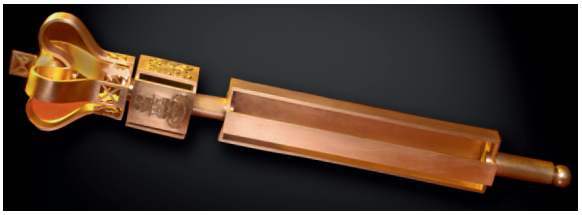
At 10 am the Speaker will be brought into the Chamber by the Serjeant-at-Arms (who carries the Mace) followed by the Clerk. All Members must rise and remain standing until asked by the Chair (the Speaker) to be seated.

The Speaker will call upon a Member to read the Parliamentary Prayer and all Members will remain standing.

At any time when a Member leaves the Chamber he/she must bow to the Chair before doing so, and upon re-entering must again bow before taking his/her seat. No one is to leave or enter the Chamber when the Prayer is being read or an oath taken and all persons in the public gallery must stand still.

At the commencement of each Sitting of the House all Members must be seated in their chairs, in the Chamber, before 10 am.

The Mace



The Mace is an essential part of the regalia of Parliament. Without it the House is not constituted and no proceedings may take place.

Section 89 of the Standing Orders states that "during all times the Mace and the records and papers appertaining to the Mace shall remain in the custody of the Serjeant-at-Arms."

The Mace is the symbol of the Royal Authority and, in consequence, of the authority of Parliament. In Parliament it further symbolizes the authority of the Speaker.

The Serjeant-at-Arms will rest the Mace in the upper brackets of the Clerk's dais while the Speaker is in the Chair (the orb and cross surmounting it pointing towards the Government of the day). The Serjeant will rest the Mace on the lower brackets when the House is in Committee and the Speaker sits at the Clerk's dais to Chair the Committee.

Quorum of the House

The term "**quorum**" means the minimum number of Members required in order for a meeting to proceed. For the Cayman Islands, the quorum of the House consists of a majority of the Elected Members of the House of Parliament, which is (10), in addition to the Speaker. A Member may object that a quorum is not present and the Speaker shall direct that Members be summoned to the Chamber.

Arrangement/Order of Business

The **Order Paper** (for practical reasons is the agenda) sets out the business of the House for the **Sitting** (day) and is governed by Parliamentary Standing Orders (2022 Consolidation) No. 14, "Order of business at a sitting."

The Standing Order outlines what items can have precedence on the order paper, as well as which days of the week this is to take place.

The Standing Order also outlines the order in which items on the agenda are to appear, including prayer, petitions, bills, etc.

Rules of Debate

Time and Manner of Speaking

Standing Order 32 specifies that a **Member desiring to speak may rise in his/her place and if called upon by the Speaker shall address the Chair [i.e. the Speaker]. No Member shall speak unless called upon by the Speaker to do so**. When the Speaker rises, every Member shall be seated.

Content of Speeches

Standing Order 35.(5) specifies that "**Members shall be referred to by the names of the electoral districts for which they have been elected.**" For example, "the Honourable Minister responsible for Education", or "The Elected Member for George Town East", and so on, would be used instead of the individual's name. The Honourable ex-officio Members shall be referred to as, for example, "The Honourable Deputy Governor, Member responsible for the Portfolio of the Civil Service."

Points of Order - Interruptions

Standing Order 34 specifies that a Member is entitled to interrupt a debate by rising and saying, 'On a point of order, Mister/Madam Speaker', and then proceed to mention in precise terms the point of order.

The Speaker will then make a ruling on the point of order. Members are to bring to the Speaker's notice any instance of what she or he considers a breach of order and she or he may also ask for guidance and assistance of the Chair regarding any obscurities in procedure.

Procedure when the Speaker rises

Standing Order 41 outlines the breaches of order, and the procedures to follow when the Speaker (also referred to as the Chair or the Presiding Officer from time to time) rises in the House to intervene. The section grants the Speaker the authority to eject a Member from the Chamber if that Member's "**conduct is grossly disorderly.**"

(See Standing Orders 40 through 41 for Enforcement of Order)

Motions and amendments

Standing Orders 24 to 27 provide instruction on procedures to propose Motions, Amendments, and Amendments to Amendments.

Motions are proposals made in order to elicit a decision of the House. A Motion is the form in which debate on any subject must originate, and when a Motion has been moved, the Speaker will then propose the question to all Members of the House. The Speaker will read the Motion as the subject for debate.

Once the Speaker proposes the question, debate ensues with the mover of the Motion debating (or presenting his or her case) first. The mover of a Motion also has the right to reply before the Speaker puts the question on the Motion. Other Members will speak once to the Motion, so their response is officially on record.

The question is put from the Chair (the Speaker) at the conclusion of the debate in order to elicit the decision of the House.

Methods of Voting

Standing Orders 42 and 43 instructs that the Members will make their votes known by responding with either "**Aye**" or "**No**". No speech is permissible except to a question from the Chair and every speech must be confined to the terms of the question.

Any Member may ask the Speaker to take a division on the vote (voices), and the Speaker may call upon the Clerk to do so. Any Member who is not in his chair in the Chamber when the question is put by the Speaker, is not eligible to register his vote in the division.

A Motion being moved by a Government Backbench Member or an Opposition Member must be seconded. Government Motions do not require a seconder.

Motions are required to be received in the Office of the Clerk five clear days before the commencement of a Meeting, per Standing Order 24(5). (**Also see Standing Order 2 for the definition of a Sitting, a Meeting and a Session.**)

In the case of the Youth Parliament, the Motions will be predated to comply with the Standing Orders.

A Member may not bring more than three motions to the House at any one Meeting (Standing Order 24(6)).

Questions to Honourable Members and Ministers

Questions may be put to a Member or Minister of the Government seeking information or clarification that relates to any subject or department for which he/she is responsible, or with which he/she is officially connected. However, the right to ask a question is subject to general rules as set out in Standing Order 22.

When a Member is called upon to ask a question, he/she shall rise and direct his/her question to the Speaker, i.e. **Mister/Madam Speaker, I beg to ask the Honourable Minister of Education, Training and Employment whether…?** Once he/she has asked the question, the questioner shall sit down and await the reply.

Supplementary questions are permitted, but must be related to the answer given (i.e. arising out of the substantive answer). Members wishing to ask supplementary questions must catch the Speaker's eye. When several Members seek to ask supplementary questions, it is useful, to assist the Speaker, by laying a hand upon the microphone as is the general practice.

Question time ends at 11 a.m., however, the time may be extended upon the House agreeing to extend the time beyond 11 a.m. (Standing Order 23(7) and (8) refers). If a Member wishes to extend the time they will move a motion such as the following: "Mister/Madam Speaker, I beg to move the suspension of Standing Order 23(7) and (8) to allow Question Time to continue beyond 11 a.m."

Backbench Members moving such a motion will require a seconder as a motion from the backbench or the Opposition cannot be put without a seconder. The Speaker will then call for another Member to second a Motion. (Standing Order 24(10) refers).

Standing Order 21(1) provides that questions shall be handed to the Clerk no later than ten days prior to the commencement of a Meeting of the House at which it is sought to ask the question. (Again, in the case of the Youth Parliament, the Questions will be pre-dated to comply with the Standing Orders).

There is no limitation on the number of questions a Member may bring to the House, but not more than three questions requiring an oral answer shall appear on the Order Paper in the name of the same Member for the same day, and any question in excess of this number shall not be called by the Speaker but shall be answered as provided in paragraph (8) (Standing Order 23(6) refers).

Resort to the practices of the UK Parliament

Standing Order 88 notes that where any matter is not provided for in our own Standing Orders, "**resort shall be had to the usage and practice of the Commons House of Parliament of Great Britain and Northern Ireland**", i.e. Erskine May Parliamentary Practice.

The Speaker

The Speaker presides at Meetings of the House of Parliament. The Speaker regulates debates and enforces the observance of the Standing Orders. He/She gives guidance on procedure, decides on points of order and gives rulings when required to do so. An essential quality of a Speaker is strict impartiality. An important duty is to protect the rights of minorities and to ensure that their voices are heard. See also Standing Order 4.

Duties of the Clerk and Serjeant-at-Arms

The Clerk of the House of Parliament sits in the **Chamber** at the **Table** during sittings, and calls the items of business. The Clerk prepares the **minutes** of proceedings in the House and Committees, signs official documents, reviews all business of the House and advises the Speaker on proper parliamentary procedure.

The **Serjeant-at-Arms**' ceremonial duties includes carrying the House Mace in the Speaker's procession. The Serjeant sits in the Chamber and is responsible for security for the duration of the sitting. The Serjeant-at-Arms wears a traditional uniform and a sword.

The Serjeant has the authority to remove disorderly people, by force if necessary, from the House or the public or press galleries on the instructions of the Speaker.

Order of Precedence for the Cayman Islands

1. The Governor
2. The Premier
3. President of Court of Appeals
4. The Chief Justice
5. The Speaker of the House of Parliament
6. The Deputy Governor
7. The Deputy Premier
8. Cabinet Ministers
9. The Attorney General
10. Ministerial Council Chairs
11. The Leader of the Opposition
12. The Deputy Speaker
13. Elected Members of the House of Parliament
14. Justices of the Court of Appeal
15. National Heroes
16. Puisne Judges
17. The Cabinet Secretary
18. The Financial Secretary
19. Chief Officers
20. Government Officers of Head of Department rank
21. Honorary Consuls

Parliamentary Prayer

Let us pray.

Almighty God, from whom all wisdom and power are derived: We beseech Thee so to direct and prosper the deliberations of the Parliament now assembled, that all things may be ordered upon the best and surest foundations for the glory of Thy Name and for the safety, honour and welfare of the people of these Islands.

Bless our Sovereign, King Charles III; William, Prince of Wales; and all the Royal Family. Give grace to all who exercise authority in our Commonwealth, that peace and happiness, truth and justice, religion and piety may be established among us. Especially we pray for the Governor of our Islands, the Premier, the Speaker of the Parliament, the Leader of the Opposition, Ministers of the Cabinet, ex officio Members, Members of the Parliament, the Chief Justice and Members of the Judiciary that we may be enabled faithfully to perform the responsible duties of our high office. All this we ask for Thy great Name's sake.

Let us say The Lord's Prayer together:

Our Father, who art in Heaven, Hallowed be Thy Name. Thy Kingdom come, Thy will be done on earth as it is in Heaven. Give us this day our daily bread, and forgive us our trespasses, as we forgive those who trespass against us. Lead us not into temptation, but deliver us from evil.

For Thine is the Kingdom, the power and the glory, forever and ever. Amen.
The Lord bless us and keep us. The Lord make His face shine upon us and be gracious unto us. The Lord lift up the light of His countenance upon us and give us peace, now and always.

Amen.



Path of a Bill

What is a Bill?

A **Bill** is a proposal for a new law, or a proposal to change an existing law that is presented for debate before Parliament. A Bill can be proposed by any Member of Parliament. Some Bills will reflect Government policy and these will be introduced by Ministers of Government. Other Bills, known as *Private Members' Bills* can be brought forward by the Opposition.

Acts (laws) are known as primary legislation. An Act may delegate certain powers to Government Ministers and these are referred to as secondary legislation. When a Bill goes through, and is passed at every stage it then becomes an Act.

Did you know that a Bill goes through six stages?

1st Reading

The Bill's short title is read.

The First Reading is the first stage of a Bill's passage through the House. At this stage, the Clerk will read the short title of the Bill and there is no discussion by the Minister and no debate.

2nd Reading

The Bill is explained and debated on by MPs.

A Government Minister will move the second reading, which opens the debate by setting out the case for the Bill and explaining its purpose. The Second Reading is the first opportunity for MPs to debate the key principles and main purpose of the Bill.

No amendments can be made to the text of the Bill at this stage, though Members may give an idea of the changes they may be proposing at Committee Stage.

Committee on Bills

The Bill is examined clause-by-clause and voted on.

The Speaker steps down from the dais and becomes the Chairperson of the Committee.
This is a clause-by-clause consideration and vote of the Bill, its amendments, and its title.

Report on Bills

No further changes or debates about earlier amendments are made.

No further amendments can be added at this stage in the process.
The Minister reports to the Speaker that the Bill was considered by a Committee of the whole House, and that the title and clauses were voted on and passed with or without amendments.

3rd Reading

The Minister confirms completion and the Bill is passed.

The Bill is given a third reading, without further debate or amendments.

Royal Assent by H.E. The Governor

The Governor approves the Bill and it becomes an Act.

If the Bill passed all stages in the House, it is then signed by the Speaker and the Clerk as a Vellum. Following this, it is then submitted to H.E. the Governor for Royal Assent. Once it has been assented, the Bill is Gazetted and then becomes an Act of Parliament (i.e. a "law").

All Bills and Acts can be found online at legislation.gov.ky

DID YOU KNOW...



Pedro St. James today in its restored state. (Wikipedia)

The first meeting of elected officials in the Cayman Islands famously took place at Pedro St. James on 31st December, 1831, only three short weeks after the country's first election, and after roughly two centuries under the control of the Governor of Jamaica. At this pivotal meeting, two representatives each were elected for the districts of Bodden Town, George Town, West Bay, South West Sound, and Prospect.

Parliamentary Etiquette

As in any other forum for debate, there are certain rules which each participant must follow in the House of Parliament. Every person who enters the Chamber is subjected to these rules:

- Address the Presiding Officer (Speaker or Deputy Speaker) when speaking.
- Refer to the Speaker by his/her correct title (i.e. Mr. or Madam Speaker).
- Bow to the Speaker when entering or leaving the Chamber.
- Rise when the Speaker enters or leaves the Chamber.
- Sit or remain seated when the Speaker is speaking.
- Do not pass between the Speaker and the Member speaking when moving within the Chamber.
- Do not turn your back on the Speaker except when leaving the Chamber.
- Follow all directions given by the Speaker.
- Be respectful and behave appropriately in the Chamber at all times as the Speaker has the power to remove any disobedient Member.
- Refer to those holding leadership positions as the "Honourable Premier", the "Honourable Deputy Premier", the "Honourable Leader of the Opposition", or the "Honourable Minister for Finance", etc.
- Refer to all other Members by the name of their electorate (e.g. the Member for West Bay Central).
- Rather than clapping, it is custom practice for Members to thump on their desk, as applause is not permitted in the Chamber or Gallery.
- Remember that speeches and interjections must be made from Member's own seat.
- Use appropriate and respectful language, remembering that the use of words such as "lie" or "liar" is considered unparliamentary.
- Adhere to the Speaker's Rules, including not consuming in the Chamber or Public Gallery, and following the Dress Code. Appropriate attire must always be worn in Parliament, such as closed-toe shoes, suits and jackets (no bare-shoulders), and a high level of professional business attire.



Commonwealth Parliamentary Association

About the CPA

The Commonwealth Parliamentary Association (CPA) connects, develops, promotes and supports parliamentarians and their staff to identify benchmarks of good governance and the implementation of the enduring values of the Commonwealth.



The CPA collaborates with commonwealth parliaments and other organizations, including the intergovernmental community, to achieve its statement of purpose. It brings parliamentarians and parliamentary staff together to exchange ideas among themselves and with experts in various fields, to identify benchmarks of good practices and new policy options they can adopt or adapt in the governance of their societies.

About the CYP

The Commonwealth Youth Parliament (CYP) is an opportunity for young people from the Commonwealth to experience aspects of parliamentary democracy and provides a platform for them to establish links with like-minded peers.

It also provides experience of a 'real-life' working parliament or legislature. In the programme, formal parliamentary practice adapted from several Commonwealth countries is followed, and the proceedings are observed under the watchful eyes of experienced parliamentary officials.

Definitions

A

Abstain: To abstain is to refuse to vote either for or against a motion.

Act (of Parliament): A law made by the Parliament (and is also called a statute). All Acts start as bills introduced in the Parliament. Acts are known as 'primary legislation' because they do not depend on other legislative authority.

Amendment: A change proposed to a motion, bill or committee report with the intention of improving it or providing an alternative.

Arrangement of Business: The agenda of business for each Sitting of the House as set out in Standing Order 14.

Backbench Member: An elected member who is neither a minister nor an opposition member.

B

Ballot: A method of secret voting.

Ballot Paper: A piece of paper used to secretly record a voter's choice.

Bill: A proposal for a new law, or a proposal to change an existing law that is presented for debate before the House.

Budget: The estimate of income and expenditure for the Government for a set period of time.

Business Committee: The committee which is tasked with approving all business to go before the House and with approving the items of business on the Order Paper for each Sitting.

Business of the House: All business (including motions, bills, statements, reports, etc.) which is to be dealt with by the Members during meetings of the House.

Business Paper: A brief overview of the further business of the House.

By-Election: An election to fill an empty constituency due to the death or resignation of the previous Member of Parliament who held that seat.

C

Cabinet: A group of officials consisting of the Premier and seven other Ministers, as well as the Deputy Governor and Attorney General.

Catching the Speaker's Eye: This describes the way in which MPs let the Speaker know that they want to speak during a debate or question time in the House. MPs may speak only if they are called to do so by the Speaker. MPs attract the attention of the Speaker by standing up briefly every time the next MP is about to be called.

Chair: The seat in which the presiding officer sits in the chamber; the member presiding in the Chamber or in a committee, a.k.a. the Speaker, the "Chairman" or "Chairperson".

Chamber: The room in the House of Parliament where the main business of the day takes place. It is where all Members meet to hear important announcements and to take decisions as a whole House

Clause: A part of a Bill. A Bill is made up of individual clauses which may be debated separately in Parliament. Any clause can be removed or amended - and new clauses may be added - before a Bill is passed. If a Bill becomes an Act of Parliament, its clauses become the sections of the Act.

Clerk: The Clerk of the Parliament is the senior administrative figure in the Parliament, and provides procedural and administrative services to the Speaker and MP's. He or She advises the Speaker and Members on parliamentary law and procedure, and signs official documents into law.

Commencement Order: is a form of Statutory Instrument designed to bring into force the whole or part of an Act of Parliament which for some reason it is not desired to put into effect immediately upon Royal Assent

Committee: A group of MP's appointed after an election to deal with very defined aspects of government oversight, the terms of which are outlined in the Standing Orders.

Committee on Bills: The third stage of the process of a bill through the House.

Committee Stage Amendment: An amendment to a bill which is moved during the committee stage of the approval of a bill.

Constituency: An electoral district that votes for an MP who will represent that district.

Constitution: The Cayman Islands (Constitution) Order, 2009, and its amendments. The Constitution is the guiding document that gives citizens their rights and responsibilities, and outlines what can and cannot take place in virtually every aspect of life and administration, including who is eligible to vote and hold office.

Crossing the Floor: To change sides; to leave one political party and join another. The expression comes from the seating arrangements in the Chamber where the Government party sit together on the right and the Opposition sit together to the left. A change of party allegiance can literally mean crossing the floor of the House from one side of the Chamber to the other.

D

Debate: A formal discussion in the House on a particular proposal. Members of Parliament take turns to speak, to argue for or against the topic at hand. The way in which debates are conducted follows a number of rules and conventions.

Democracy: A system of government in which the supreme power is vested in the people and exercised by them directly or indirectly through a system of representation usually involving periodically held free elections.

Dissolution: The official term for the end of a Parliament before a general election.

Divisions: Used for counting those in favour or against a motion when there is a vote in the House of Parliament.

E

Ex-officio Member: A non-elected Member who attends House proceedings and constitutes part of the Government. There are two ex-officio Members: the Attorney General and the Deputy Governor.

F

Finance Committee: The committee that consists of all Members of the House and which convenes to approve the Government's Budget and expenditures.

First Reading: The first time a bill is read by the Clerk in the House.

Floor of the House: The main Chamber in the House of Parliament.

G

Gazette: The official Government's publication.

Give way: A term used by MPs who want to interrupt another MP who is speaking in the House of Parliament. An MP cannot intervene when another MP is speaking to the House unless that MP allows it by giving way.

Government: Refers to the elected MP's who head the direction of the country and the numerous Ministries (such as Education, Tourism & Ports, and Home Affairs) and units (such as the Department of Environment, Customs & Border Control, and the Cayman Islands Monetary Authority). The Government has responsibility for developing and implementing policy and for drafting laws and their revisions.

Government Minute: The Government's written response to the Report of the Public Accounts Committee (PAC) as laid on the Table of the House under Standing Order 77 (5).

Government Motion: A motion moved by a Cabinet Member.

Green Bill: A bill which has been published in the gazette.

H

Hansard: The official verbatim transcript of the debates in Parliament.

House: The Legislative Assembly (now House of Parliament) referred to in the Constitution.

House Business: Any business matter which is brought to the House to be dealt with by the Members.

L

Lay on the Table: Physically laying a document on the Clerk's dais (table) in the Chamber when ordered to by the Hon Speaker, which will officially record a document and its contents.

Legal Drafting Counsel: Attorneys who are tasked with the preparation of the draft legislations which will then be presented to MP's in the House.

Legal Report: The report from the Attorney General's Office to His/Her Excellency The Governor for assent to a bill.

Legislation: An Act or a set of Acts that have been passed by Parliament.

Legislative Assembly: The assembly which consist of the Speaker and MP's as set out in the Constitution. The Legislative Assembly is now the Parliament of the Cayman Islands (or simply "Parliament"), and MLA's are now MP's, per the 2020 amendment to the Constitution.

M

Mace (the): The symbol of Royal authority in Parliament. Without it the House cannot meet or pass laws. The Serjeant-at-Arms is the keeper of the Mace.

Manifesto: A set of aims and intentions by a political party and its plan to achieve these goals.

Meeting: The whole or any part of a House Session, irrespective of adjournments. There can be several sittings within a meeting.

Member: A Member of the House, including both the elected Members and the non-elected ex-officio Members.

Member of the Government: A Member of Cabinet.

Member of Parliament (MP): An MP is the person elected by the majority of voters who live in a particular area (constituency) to represent them in the House of Parliament.

Minister: A Member who has the responsibility of a government Ministry.

Monarch: The King or Queen.

Move a Motion: To present a motion in the House.

Mover: Any Member who presents a bill or motion in the House.

O

Opposition Member: The Member who is not a member of the Government and includes the official opposition and independent members. The role of the Official Opposition is to question and scrutinize the work of the Government, to act as a check-and-balance to the Government.

Order of the Day: A stage of a Bill or other matter which the House has ordered to be taken into consideration on a particular day (including orders for the resumption of adjourned debates on Bills and motions).

Order Paper: The agenda of the items of business for each Sitting of the House.

P

Papers and Reports: Any report which is required by law to be presented to the Parliament and this includes rules, regulations & orders made by the Governor.

Parliament: The assembly of elected representatives. Parliament's main functions are to conduct debates, to make and change legislation (laws) and to progress and check the work of Government.

Parliamentary Question: Any inquiry by a Member to a Minister or to an ex-officio Member, relating to any subject or department for which he/she is responsible.

Personal Explanation: A statement by a Member (who is not a Minister) on any personal matter which is relevant to the business of the House.

Point of Order: A term of parliamentary law and procedure which refers to an interjection during a meeting by a Member, who does not have the floor, to call the attention of the Chair to an alleged violation or breach of the assembly's or meeting's rules of order.

Prayer: The parliamentary prayer is read by a Member except during a State Opening Meeting when it shall be delivered by a pastor.

Premier: The leader of the Government.

Printing: Includes all mechanised and photographic methods of producing words in visible form.

Private Member Motion: A motion moved by a Member who is an Opposition or a Backbench Member that requests certain actions by the Government.

Prorogation: The formal end to the parliamentary year. When a parliamentary session comes to an end, the House is prorogued until the next session begins.

Public Accounts Committee: The overall purpose of the PAC is to review reports of the Office of the Auditor General (OAG)

Public gallery: The seated area above the Chamber from which members of the public may watch the proceedings of the House.

Q

Quorum: The minimum number of MP's needed for a division (vote) to be valid or for the parliamentary function to take place. Committees also have quorum, where a majority of the committee members are required to be present in order for the business of the committee to continue. The House or Committees may not proceed if there is not a quorum.

R

Referendum: When a question is decided by putting it to a public vote. Referendums are an example of direct democracy.

Regulation: The rules of a law which are authorized by the legislation.

Resolutions: An official decision that is made after the members of the House have voted.

S

Second Reading: The second stage of the proceeding of a bill during which it is debated.

Seconder: Another Member other than the mover of a motion who supports the motion.

Select Committee: A small legislative committee of the House which is appointed to deal with a specific matter.

Session: The meetings of the House commencing when the House first meets after being constituted, or after its prorogation or dissolution at any time, and terminating when it is prorogued or dissolved.

Sitting: A period during which the House is sitting continuously without adjournment and includes any period during which the House is in Committee.

Speaker: The Speaker of the House as defined under the Constitution; formerly the Presiding Officer. Members elect the Speaker at the first sitting of the Parliament after a general election. The Speaker presides over all House meetings; in his or her absence, the Deputy Speaker presides.

Speaker's Notes: Notes for the Speaker used as guidance for the procedures and conduct of the House.

Speaker's Rules: Rules regarding the admission and conduct of members of the public and press.

Speaker's Ruling: A ruling by the Speaker in House proceedings on points of order or any relevant issues raised by the Members.

Standing Orders: The rules which govern the procedures for the Parliament.

Statement: Members of the Cabinet can give explanation on a public matter for which the Government is responsible through a formal Statement.

Strategic Policy Statement: A statement by the Minister of Finance on the strategic financial plans of the Government for a specific period of time.

Sub Judice: Prevents MPs from referring to a current or impending court case to avoid the House from debating a subject and possibly influencing the legal outcome of a case.

Supplementary Question: Any other question which Members are allowed to ask the Minister/ex-officio Members upon his answer to a Parliamentary Question.

V

Vellum: Prepared animal skin or "membrane" used as a material for writing on and is also referred to as the 1,000-year-old practice of recording laws on goat and calf skin. (The term is still used even though the law is not printed on the 'vellum'.)

W

Well (The): The sunken space in the House that separates the Government from the Opposition, in which only the Serjeant-at-Arms is allowed to step or cross.

Additional definitions

Notes

Notes

Notes

CAYMAN ISLANDS

PARLIAMENT STANDING ORDERS

(2022 Consolidation)

Supplement No. 4 published with Legislation Gazette No. 6 of 27th January, 2022.

PUBLISHING DETAILS

The Legislative Assembly Standing Orders, 1976 made on the 8th September, 1976, and approved by the Governor on the 10th September, 1976 as amended by the Cayman Islands Constitution Order, 2009 [UKSI 2009/1379]; the Cayman Islands Constitution (Amendment) Order, 2016 [UKSI 2016/780]; the Cayman Islands Constitution (Amendment) Order, 2020 [UKSI 2020/1283], the Citation of Acts of Parliament Act, 2020 [Act 56 of 2020], and by —

,

Legislative Assembly (Amendment) Standing Orders, 1985-made the 11th September, 1985 and approved by the Governor the 2nd October, 1985

Legislative Assembly (Amendment) Standing Orders, 1986-made the 2nd September, 1986 and approved by the Governor the 3rd October, 1986

Legislative Assembly (Amendment) Standing Orders, 1990-made the 4th July, 1990 and approved by the Governor the 10th August, 1990

Legislative Assembly (Amendment) Standing Orders, 1993-made the 26th March, 1993 and approved by the Governor the 6th April, 1993

Legislative Assembly (Amendment) Standing Orders, 1994-made the 16th June, 1994, and approved by the Governor the 29th June, 1994

Legislative Assembly (Amendment) (No. 2) Standing Orders, 1994-made the 30th September, 1994 and approved by the Governor the 6th October, 1994

Legislative Assembly (Amendment) Standing Orders, 1996-made the 26th September, 1996 and approved by the Governor the 26th November, 1996

Legislative Assembly (Amendment) Standing Orders, 2002-made the 20th February, 2002 and approved by the Governor the 20th February, 2002

Legislative Assembly (Amendment) Standing Orders, 2006-made the 23rd March, 2006 and approved by the Governor the 7th April, 2006

Legislative Assembly (Amendment) Standing Orders, 2017-made the 27th March, 2017, and approved by the Governor the 22nd June, 2017

Legislative Assembly (Amendment) Standing Orders, 2020-made the 22nd April, 2020, and approved by the Governor the 22nd April, 2020.

CAYMAN ISLANDS

PARLIAMENT STANDING ORDERS

(2022 Consolidation)

Arrangement of Paragraphs

Paragraph Page

Introductory **7**
1. Citation 7
2. Definitions 7

Members and Officers of the House **8**
3. Oath or affirmation of allegiance 8
4. Presiding Officer 8
5. Appointment and composition of Cabinet 9
6. Absence of Members 10
7. Duties of the Clerk and the Serjeant-at-arms 10

Meetings, Sittings and Adjournments of the House **11**
8. Meetings and sittings 11
9. Special meeting 11
10. Hours of sitting 12
11. Adjournment of the House 12
12. Adjournment-definite matter of urgent public importance 13
13. Quorum 13

Arrangement of Business **14**
14. Order of business at a sitting 14

Petitions and Papers **15**
15. Presentation of petitions 15
16. Form and content of petition 15
17. Notice of petition 16

18. Presentation of papers 16
19. Debate upon papers 16

Questions **17**
20. Scope of questions 17
21. Notice of questions 17
22. Content of questions 17
23. Manner of asking and answering questions 19

Motions and Amendments to Motions **20**
24. Content and notice of motions and procedure thereon 20
25. Amendments to motions 21
26. Form of question on amendments 22
27. Amendments to amendments 22

Privileges, Messages, Statements and Personal Explanations **23**
28. Matters of privilege 23
29. Messages from Governor 23
30. Statements by Members of Government 23
31. Personal explanation 23

Rules of Debate **24**
32. Time and manner of speaking 24
33. Occasions when a Member may speak more than once 24
34. Interruptions 24
35. Content of speeches 25
36. Scope of debate 25
37. Anticipation 26
38. Closure of debate 26
39. Rules for Members not speaking 26

Enforcement of Order **26**
40. Responsibility of Presiding Officer for order 26
41. Breaches of order 27

Voting **28**
42. Decision on questions 28
43. Methods of voting 28

Public Bills **29**
44. Notice of presentation of Bills 29
45. Examination of Bills 30
46. Reading of Bills 30
47. Bills to be read three times 31
48. Second Reading 31
49. Committal of Bills 31
50. Function of committee on Bills 31
51. Procedure in committee on Bills 31

52. Amendments, new clauses and new Schedules 32
53. Reporting of Bills from committee 33
54. Third Reading 34
55. Recommittal of Bills 34
56. Custody of Bills and assent thereto 34
57. Governor's amendments 34
58. Withdrawal of Bills 35
59. Bills having same subject matter 35

Private Bills **35**
60. Scope of private Bills 35
61. Presentation to the House 35
62. Procedure on private Bills 36

Financial Procedure **37**
63. Presentation and Second Reading of Appropriation Bill 37
64. Procedure in Finance Committee on Appropriation Bill 38
65. Amendments in Finance Committee on Appropriation Bill 39
66. Third reading of Appropriation Bill 40
67. Supplementary estimates 40
68. Supplementary Appropriation Bill 41
69. Resolution for the provisional collection of custom duties 41

Select Committees **41**
70. Appointment and quorum 41
71. Duration of select committees 41
72. Powers and procedure 41
73. Witnesses 42
74. Reports 43

Standing Committees **44**
75. Finance Committee 44
76. Register of Interests Committee 45
77. Public Accounts Committee 45
78. Standing Orders Committee 46
79. Other standing committees 46
79A. Composition of standing committees 46
80. Duration 46
81. Sitting and procedures 47

Pecuniary and Professional Interests **47**
82. Employment of Members in professional capacity 47
83. Personal pecuniary interest 47

Admission of Press and Public **48**
84. Admission of press 48
85. Admission of public 48

Standing Orders **48**
86. Suspension of Standing Orders 48
87. Amendment of Standing Orders 48

Practice of Parliament **49**
88. Matters not provided for by Standing Orders 49

Mace and Records **49**
89. Custody of Mace and its records and papers 49

Electronic Devices in Chamber **49**
90. Use of electronic devices 49
91. Meeting of the Parliament by electronic means 49

SCHEDULE **51**

FORM OF PETITION TO THE HOUSE **51**

ENDNOTES **53**

Table of Standing Orders history: 53

CAYMAN ISLANDS

PARLIAMENT STANDING ORDERS

(2022 Consolidation)

Introductory

Citation

1. These Standing Orders may be cited as the *Parliament Standing Orders (2022 Consolidation)*.

Definitions

2. In these Standing Orders —

"**Clerk**" means the Clerk of the Parliament and includes an Acting Clerk and a Deputy Clerk;

"**Constitution**" means the *Cayman Islands Constitution Order, 2009 [UKSI 2009/1379]*; the *Cayman Islands Constitution (Amendment) Order, 2016 [UKSI 2016/780]* and the *Cayman Islands Constitution (Amendment) Order, 2020 [UKSI 2020/1283]*;

"**gazetted**" means published in the Official Gazette of the Cayman Islands;

"**Government Minute**" means Government's written response to the Report of the Public Accounts Committee as laid on the Table of the House under Standing Order 77(5);

"**House**" means the Parliament referred to in the Constitution;

"**Meeting**" means the whole or any part of a Session, irrespective of adjournments, in which the business set out in the Business Paper for the meeting is all disposed of;

"**Member**" means Member of the House;

"**Member of the Government**" means a Member of Cabinet;

"**Order of the Day**" means a stage of a Bill or other matter which the House has ordered to be taken into consideration on a particular day (including orders for the resumption of adjourned debates on Bills and motions);

"**printing**" includes all mechanised and photographic methods of producing words in visible form and all grammatical variations of the words "to print" shall be construed accordingly;

"**session**" means the meetings of the House commencing when the House first meets after being constituted, or after its prorogation or dissolution at any time, and terminating when it is prorogued or dissolved; and

"**sitting**" means a period during which the House is sitting continuously without adjournment and includes any period during which the House is in Committee.

Members and Officers of the House

Oath or affirmation of allegiance

3. No Member shall sit or vote until that Member has made and subscribed before the Governor the oath or affirmation of allegiance in the form prescribed by section 60(3) of the Constitution and the Schedule thereto.

Presiding Officer

4. (1) At sittings of the House there shall preside —

(a) the Speaker;

(b) in the absence of the Speaker, the Deputy Speaker; or

(c) in the absence of the Speaker and the Deputy Speaker, such of the elected Members (other than a Minister) as may be elected by the elected Members.

(2) The Speaker and Deputy Speaker shall be elected in accordance with section 65 of the Constitution.

(3) The person presiding shall, in such capacity, act as chairperson of Committees of the whole House.

(4) The person presiding in the House and the chairperson of a Committee shall exercise all the powers conferred by these Standing Orders.

Appointment and composition of Cabinet

5. (1) Where a political party gains a majority of the seats of elected Members, the Governor shall appoint as Premier the elected Member recommended by a majority of the elected Members who are Members of that party.

(2) If no political party gains such a majority or if no recommendation is made under paragraph (1), the Speaker shall cause a ballot to be held among the elected Members to determine which elected Member commands the support of the majority of such Members, and shall record the vote of each Member voting; and, where such a ballot is held, the Governor shall appoint as Premier the elected Member who obtains a majority of the votes of the elected Members.

(3) Notwithstanding paragraphs (1) and (2), the Governor shall not appoint as Premier a person who has held office as Premier during two consecutive parliamentary terms unless at least one parliamentary term has expired since the person last held that office; and for the purposes of this paragraph a parliamentary term shall be deemed to be a period commencing when the House first meets after being constituted under this Constitution or after its dissolution at any time, and terminating when the House is next dissolved.

(4) After the Premier's appointment, the Premier shall advise the Governor to appoint the other Ministers.

(5) The Cabinet shall consist of —

(a) a Premier appointed by the Governor in accordance with section 49(2) or (3) of the Constitution;

(b) six other Ministers, one of whom shall be Deputy Premier, appointed by the Governor, acting in accordance with the advice of the Premier, from among the elected Members; and

(c) the Deputy Governor and the Attorney General, *ex officio*.

(6) The number of Ministers referred to in subsection (1) may be increased by a law made pursuant to section 60(2) of the Constitution which increases the number of elected Members; but in no circumstances may the number of Ministers exceed two-fifths of the total number of elected Members.

(7) Appointments of the Premier and the other Ministers shall be made by the Governor by instrument under the public seal.

(8) If occasion arises for making an appointment of any Minister between a dissolution of the House and the polling in the next following general election, a person who was an elected Member immediately before the dissolution may be appointed as a Minister.

(9) The Governor shall, without delay, report to Her Majesty through a Secretary of State every appointment referred to in this Standing Order.

Absence of Members

6. It is the duty of a Member who is unable to attend a meeting of which that Member has had due notice, or a meeting that is adjourned to a later date, to inform the Clerk as early as possible of that Member's inability to attend and, where necessary, whether that Member has obtained written leave of absence from the Governor under section 52(1)(d) of the Constitution.

Duties of the Clerk and the Serjeant-at-arms

7. (1) The Clerk shall keep the Minutes of the proceedings of the House and Committees of the whole House, and shall circulate a copy of the Minutes to Members before the commencement of the next sitting, or as soon as possible after the conclusion of each meeting.

(2) The Minutes shall record the names of Members attending and all decisions of the House, and shall be signed by the Presiding Officer.

(3) When divisions are taken in the House and in Committees of the House, the Minutes shall include the numbers abstaining and the numbers voting for and against the question and the names of Members so voting.

(4) The Clerk shall prepare for each meeting a Business Paper or Business Papers containing the business for that meeting.

(5) The Clerk shall prepare an Order Paper for each sitting showing the orders of the day.

(6) The Clerk shall prepare an Order Book showing all business appointed for any future day and any notices of questions or motions which have been set down for a future day whether for a day named or not given. The Order Book shall be open for the inspection of Members at all reasonable times.

(7) The Clerk shall be responsible for the custody of the votes, records, Bills and other documents laid before the House, which shall be open for inspection by Members and other persons under such arrangements as may be approved by the Presiding Officer.

(8) The Clerk, acting under the direction of the Presiding Officer, shall be responsible for the production of official reports of all speeches made in the House or in Committee of the whole House and for making copies available for Members as soon as possible.

(9) The Clerk shall be responsible for providing standing and select Committees of the House with Clerks from the Clerk's Department to serve as Clerks to such Committees.

(10) Where a Proclamation of the Governor under sections 83(1) and 84(1) and (2) of the Constitution is gazetted the Clerk shall send a copy of the Proclamation to each Member.

(11) It shall be the duty of the Serjeant-at-arms —

(a) to attend upon the Presiding Officer with the Mace, on entering and leaving the Chamber;

(b) to remove or cause, or ensure the removal of persons directed to withdraw;

(c) to maintain or cause to be maintained, order in the lobby, passages and precincts of the House; and

(d) to exercise supervision over constables assigned to duty in the House.

Meetings, Sittings and Adjournments of the House

Meetings and sittings

8. (1) The first meeting of every session of the House shall, by Proclamation, be held on such day as the Governor shall appoint in accordance with section 83(1) of the Constitution, and a session will usually consist of four meetings, but nothing shall preclude the summoning of a meeting of the House on such days as the Presiding Officer may determine.

(2) In addition to the meetings provided for in paragraph (1), the Presiding Officer may, in the Presiding Officer's discretion, summon a meeting of the House and shall do so on the written requisition signed by not less than seven Members, stating the terms of the motion or motions which they wish to debate. Notice of any such meeting shall be given to Members as soon as possible by the Clerk.

(3) When the House has adjourned to a specified date or time no notice of resumption shall be necessary unless that date shall be more than seven days after the adjourned meeting. The Presiding Officer may, at any time, suspend a sitting of the House or of a Committee of the whole House for a short period.

Special meeting

9. (1) If, during an adjournment of the House, it is represented by the Government to the Presiding Officer that the public interest requires that the House should meet on an earlier day than that to which it stands adjourned, the Presiding Officer may direct accordingly.

(2) Every direction under paragraph (1) shall be in writing, signed by the Presiding Officer, bear the date upon which it is given to the Clerk and specify the business to be transacted at the meeting to which it relates.

(3) Forthwith upon receipt of any direction under paragraph (1) or (2), the Clerk shall inform every Member, personally if practicable, of the time appointed by the Presiding Officer for the holding of the special meeting and of the business to be transacted thereat.

(4) Except by the leave of the House, no business other than the business specified in the direction under paragraph (1) or (2) shall be transacted at any special meeting.

Hours of sitting

10. (1) Every sitting shall, unless the Presiding Officer otherwise directs, begin at 10 a.m.

(2) At 4.30 p.m. the proceedings on any business under consideration shall be interrupted, any motion which has been moved for the adjournment of the House shall lapse, and, if the House is in Committee, the Presiding Officer shall return to the chair of the House, save that if the Presiding Officer is of opinion that the proceedings on which the House or the Committee is engaged could be concluded by a short deferment of the moment of interruption, the Presiding Officer may in the Presiding Officer's discretion defer interrupting the business.

(3) If a division is in progress at 4:30 p.m. the business shall not be interrupted until the result of the division has been announced.

(4) Except as provided in paragraph (5) of Standing Order 11 (Adjournment of the House) no further business shall be entered upon after the interruption of business under paragraph (2).

(5) Any matter under discussion at the moment of interruption and any business not entered upon before that time shall stand over to the next meeting or sitting.

Adjournment of the House

11. (1) When, for any reason, it is not desired to formulate a motion in express terms for the purposes of debating a matter or matters, a motion "That the House do now adjourn" may be moved for the purpose of such a debate.

(2) A motion under paragraph (1) may be moved by any Member who shall give notice of that Member's intention to the Presiding Officer. The Presiding Officer may decline to propose the question to the House if the Presiding Officer considers it an abuse of its rules.

(3) A motion for the adjournment under paragraph (1) may only be moved between two items of business.

(4) If a motion for the adjournment made under paragraph (1) is agreed upon, the House shall stand adjourned in accordance with Standing Order 10 (Hours of sitting). If such motion is negatived or withdrawn, the House shall proceed to the next item of business.

(5) After the interruption of business under paragraph (2) of Standing Order 10 (Hours of sitting) or at the conclusion of all the business on the Order Paper, whichever is earlier, any Member may move "That this House do now adjourn".

(6) On a motion moved under paragraph (5), a Member who is not a Member of the Government and who has obtained the right to do so, may raise any public matter for which the Government has responsibility, in order to elicit a reply from a Member of the Government responsible for the matter. After not more than twenty minutes, the Member of the Government shall be called on to reply.

(7) A Member who wishes to raise a matter under paragraph (6) shall give notice in writing thereof to the Presiding Officer not less than two days before the day when that Member wishes so to do, but the Presiding Officer may, at the Presiding Officer's discretion, dispense with such notice.

(8) If, after thirty minutes from the moving of a motion under paragraph (5), it is not agreed to, the Presiding Officer shall adjourn the House without putting the question.

Adjournment-definite matter of urgent public importance

12. (1) A motion for the adjournment of the House may not be made until Other Business has been entered upon unless it is made by a Member of the Government or unless a Member rises in that Member's place at the end of Questions and asks leave to move the adjournment of the House for the purpose of discussing a definite matter of urgent public importance.

(2) A Member who wishes to ask leave to move the adjournment of the House shall, before the commencement of the sitting, hand to the Presiding Officer written notice of the matter which that Member wishes to discuss. Such a motion by the Member may not be made unless the Presiding Officer is satisfied that the matter is definite, urgent and of public importance, and —

(a) the leave of the House is given; or

(b) a majority of Members rise in their place to support the request.

(3) If the Presiding Officer is satisfied that the motion may properly be made, and the leave of the House on that behalf is granted, the motion shall stand over until such hour on the same day as the Presiding Officer may appoint and, at that hour, any proceedings on which the House is engaged shall stand postponed until the motion for the adjournment is disposed of.

(4) Not more than one such motion shall be made at the same sitting, and not more than one matter shall be discussed on that motion.

Quorum

13. (1) The quorum of the House shall consist of a majority of elected Members in addition to the person presiding.

(1A) The quorum of a Committee of the whole House shall consist of a majority of Members in addition to the person presiding.

(2) If objection is taken by any Member that a quorum is not present the Presiding Officer shall direct that Members be summoned, the Member taking objection having to remain within the Chamber and if, after five minutes, the Presiding Officer is satisfied that a quorum is not present the Presiding Officer shall adjourn the House without question put.

(3) If, at any time during a sitting of a Committee of the whole House, objection is taken by any Member that a quorum is not present, the Presiding Officer shall direct Members to be summoned, and if, after five minutes, a quorum is not present, the Presiding Officer shall leave the chair, and, the House being resumed, the Presiding Officer shall direct the Clerk forthwith to count the House without question put, and if a quorum is present, the House shall forthwith again resolve itself into Committee.

(4) If, from the number of Members present during a division including those Members who declined to vote, it appears that a quorum is not present, the business then under consideration shall stand over until the next sitting or may be appointed to be taken at the end of the same sitting.

Arrangement of Business

Order of business at a sitting

14. (1) The business of each sitting other than the first sitting of a session shall be transacted in the following order (unless Standing Orders otherwise permit) —

(a) Prayers;

(b) Administration of oaths or affirmations;

(c) Reading by the Presiding Officer of messages and announcements;

(d) Presentation of petitions;

(e) Presentation of papers and of reports of select and standing committees by laying them on the Table;

(f) Questions to Members;

(g) Statements by Members of the Government;

(h) Personal explanations;

(i) Obituary and other ceremonial speeches;

(j) Raising of matters of privilege;

(k) Other business —

(i) motions;

(ii) Bills;

(l) Government business —

(i) Bills;

(ii) motions.

(2) On all days other than Thursdays, Government Business shall have precedence over private Members' business.

(3) On Thursdays, private Members' notices of motions shall have precedence on the Order Paper, followed by private Members' Bills, followed by Government Business.

(4) Subject to paragraphs (1) and (2), Members of the Government may place notices of motions and orders of the day on the Order Paper in any order they please.

(5) The prayers referred to in subparagraph (a) of paragraph (1) shall —

(a) in the case of a State Opening Meeting, be delivered by a minister of religion of a recognised church; and

(b) in any other case, be read by a Member selected for that purpose by the Business Committee of the House.

Petitions and Papers

Presentation of petitions

15. (1) A petition may only be presented to the House by a Member and shall show on its face the name of that Member.

(2) A Member presenting a petition shall confine themselves to a brief statement of the persons from whom it comes, the number of signatures attached to it and the material allegations contained in it, and to reading the prayer of the petition.

(3) Where a petition complains of a present personal grievance for which there may be a need to provide an immediate remedy, the matter contained therein may be brought into discussion on a motion following the presentation thereof.

(4) Other petitions shall be ordered, without question put, to lie upon the Table, unless a Member moves for it to be referred to a select committee.

(5) No Member may present a petition on that Member's own behalf or one to which that Member is a signatory.

Form and content of petition

16. (1) No petition shall be presented to the House unless it has been endorsed by the Clerk as being in accordance with the following rules —

(a) every petition shall be properly addressed to the House, be respectfully decorous and temperate in its language, conclude with a prayer setting forth the general object of the petition or the nature of the relief sought and be in the form shown in the Schedule;

(b) the top sheet of every petition shall be handwritten though succeeding sheets may be typed, typewritten or lithographed and shall be signed on each sheet by one or more of the persons signing on the last sheet thereof, the signature or signatures on each sheet being the same;

(c) no letter, affidavit or other document may be attached to a petition, and no erasure or interlineation may be made therein;

(d) if signatures are affixed to more than one sheet, the prayer may be repeated at the head of each sheet;

(e) every petition shall be signed by the name or mark of every person whose name is appended thereto and no signature shall be pasted on or otherwise attached thereto;

(f) the petition of a corporation aggregate shall be under its common seal;

(g) the address of every person who signs a petition shall follow that person's signature; and

(h) the common seal of a corporation aggregate and the mark of a person signing by that person's mark shall be duly authenticated.

(2) No petition shall be received which, in the opinion of the Presiding Officer, makes provision for imposing or increasing any tax, for imposing or increasing any charge on the revenues or other funds of the Islands or for altering any such charge otherwise than by reducing it or for compounding or remitting any debt due to the Islands.

Notice of petition

17. A copy of every petition shall be sent to the Clerk not less than five clear days before its presentation.

Presentation of papers

18. (1) A paper may be presented to the House only by a Member of the Government and its presentation shall be entered upon the Minutes.

(2) The Member of the Government presenting a paper may make a short explanatory statement of its contents.

(3) All rules, regulations and orders made by the Governor under the authority of any law which are required to be laid on the Table of the House shall be so laid as soon as may be after being made.

Debate upon papers

19. (1) At any time after the presentation of a paper under Standing Order 18 (Presentation of papers), the Member of the Government who presented the paper may give notice of a motion that the House resolve itself into a Committee of the whole House to consider the paper. Debate upon that motion shall be confined to the general principles there set forth.

(2) If a motion under paragraph (1) is agreed upon, the House shall resolve itself into Committee. Debate in Committee may extend to all the details of the paper which shall be discussed paragraph by paragraph unless otherwise decided by the Presiding Officer who shall have regard to the convenience of the House. No question shall be put on, nor any amendment proposed to, any part of the paper and at the conclusion of the debate no question shall be put save that the Member who moved the motion under paragraph (1) shall report to the House that the Committee has considered the paper.

(3) When such a paper contains proposals, the Member of the Government who presented the paper may, following consideration in Committee, subsequently move that the House approve the proposals set out in the paper, without amendment or with such amendment as that Member may incorporate in the motion arising out of consideration in the Committee.

Questions

Scope of questions

20. (1) Questions may be put to a Member of the Government relating to any subject or Department for which that Member is responsible or with which that Member is officially connected.

(2) Questions may also be put to any other Member relating to a Bill, motion or other public matter in connection with the business of the House for which such Member is responsible.

(3) The proper object of a question is to obtain information or to ask for action.

Notice of questions

21. (1) A question shall not be asked, unless it is of an urgent character or relates to the business of the day and the Member has obtained the leave of the Presiding Officer, unless notice of the question has been handed to the Clerk no later than ten days prior to the commencement of the meeting of the House at which it is sought to ask the question.

(2) Immediately upon receipt of a notice of a question, such question shall be forwarded immediately by the Clerk to the Presiding Officer and to the Member of the Government with portfolio responsibility for the matter which is the subject of the question.

(3) Every notice of a question shall be signed by the Member giving it.

Content of questions

22. (1) The right to ask a question shall be subject to the following general rules, as to the interpretation of which the Presiding Officer shall be sole judge —

(a) a question shall not include the name of persons, or any statements of fact, unless they are necessary to render the question intelligible;

(b) if a question contains a statement of fact, the Member asking it shall make themselves responsible for the accuracy of the statement, and no question shall be based upon a newspaper report or upon an unofficial publication;

(c) a Member shall not address the House upon any question, and no question shall be made a pretext for a debate;

(d) questions shall not be of excessive length;

(e) questions shall not contain argument, inference, opinion, imputation or tendentious epithets, or ironical or offensive expressions;

(f) a question shall not be asked —

(i) which raises an issue already decided in the House, which has been answered fully during the current session or to which an answer has been refused;

(ii) seeking information about matters which are in their nature secret;

(iii) regarding proceedings in a Committee which have not been placed before the House by a report from that Committee;

(iv) which deals with matters referred to a commission of enquiry;

(v) as to the character or conduct of any person except in that person's official or public capacity;

(vi) reflecting on the decision of a court of law or being likely to prejudice a case under trial;

(vii) reflecting on the character or conduct of any person whose conduct can only be challenged on a substantive motion under Standing Order 35 (Content of speeches);

(viii) asking whether statements in the press, or of private individuals, or unofficial bodies are accurate;

(ix) referring discourteously to, or seeking information about the internal affairs of, any territory within the Commonwealth or of a friendly foreign country;

(x) the answer to which can be found by reference to available official publications;

(xi) seeking, for purposes of argument, information on matters of past history; or

(xii) raising questions of policy too large to be dealt with within the limits of an answer; and

(g) a question shall not solicit expression of opinion or the solution of an abstract legal question or be hypothetical.

(2) If the Presiding Officer is of the opinion that any question of which a Member has given notice to the Clerk infringes any Standing Order or in any way is an abuse of the right of questioning, the Presiding Officer may direct —

(a) that the Member concerned be informed that the question is out of order; or

(b) that the question be entered in the Order Book with such alterations as the Presiding Officer may direct.

Manner of asking and answering questions

23. (1) At question time the Presiding Officer shall call in turn upon each Member in whose name a question stands upon the Order Paper, in the order in which the questions are printed. Each Member so called shall rise in that Member's place and ask the question on the Order Paper and the Member of the Government questioned shall reply.

(2) After the answer to a question has been given supplementary questions may, at the discretion of the Presiding Officer, be put for the purpose of elucidating the answer given orally, but the Presiding Officer may refuse any question which in the Presiding Officer's opinion introduces matter not relevant to the original question or which infringes Standing Order 22 (Content of questions).

(3) When all the questions for which an oral answer is required have been called, the Presiding Officer, if time permits, shall call again any question which has not been asked by reason of the absence of the Member in whose name it stands; in which case another Member may, if deputed by the absent Member on that Member's behalf, either ask the question or request its postponement. The Presiding Officer shall also call again any questions which have not been answered by reasons of the absence of the Member to whom it is addressed.

(4) A Member of the Government may decline to answer a question if an answer would, in the opinion of the Government, be contrary to the public interest.

(5) A Member of the Government may, with the leave of the House, defer answering a question.

(6) Not more than three questions requiring an oral answer shall appear on the Order Paper in the name of the same Member for the same day, and any question in excess of this number shall not be called by the Presiding Officer but shall be answered as provided in paragraph (8).

(7) No question shall be asked after 11 a.m. except any question which the Presiding Officer has allowed to be asked without notice under paragraph (1) of Standing Order 21 (Notice of questions).

(8) Any question which has not received an oral answer by 11:00 a.m. shall be postponed and placed upon the Order Paper for reply at some later sitting within the same meeting but if all other business for the meeting has been disposed of, such postponed questions and all other questions listed on a Business Paper but

not placed on the Order Paper shall be answered in writing by the relevant Member to whom the question was addressed, and copies of the answer shall be sent immediately thereafter to the Clerk, who shall send a copy to the Member in whose name the question stood and to all other Members.

Motions and Amendments to Motions

Content and notice of motions and procedure thereon

24. (1) Subject to the Constitution and these Standing Orders, any Member may propose by way of motion any matter for debate in the House.

(2) Except on the recommendation of the Governor signified by a Member of Government, the House shall not proceed upon any motion the effect of which, in the opinion of the Presiding Officer, makes provision for imposing or increasing any charge on the revenues or other funds of the Islands, for altering any such charge otherwise than by reducing it or for compounding or remitting any debt due to the Islands.

(3) The signification of the recommendation of the Governor shall be recorded in the Minutes of the proceedings.

(4) A motion shall not contain personal opinions or controversial allegations unnecessary to the main issue upon which the House is being moved to declare its will.

(5) Subject to the exceptions specified in paragraph (9), no Member shall make a motion unless that Member has given notice in writing of that motion either at some previous sitting of the House, or to the Clerk, not less than five clear days prior to the commencement of the meeting of the House at which such motion is to be made.

(6) Not more than three notice of motions in the name of the same Member, other than a Member of the Government, may be entered on the Business Paper of any meeting.

(7) If a Member desires to vary the terms of a motion standing in that Member's name, that Member may do so by giving an amended notice of motion, but only if such amendment does not, in the opinion of the Presiding Officer, materially alter the scope of or any principle embodied in the original motion. Such amended notice shall run from the time at which the original notice was given and Standing Order 25(2) shall not apply.

(8) No motion may be proposed which is the same in substance as any motion which during the previous six months has been resolved.

(9) The following motions may be made without notice —

(a) that a petition or other paper do lie on the Table, be printed or be rejected;

(b) to refer a Bill or any other matter to a select committee;

(c) for the withdrawal of a Bill under Standing Order 58 (Withdrawal of Bills);

(d) for the withdrawal of strangers;

(e) relating to a matter of privilege;

(f) for the suspension of a Member;

(g) that the question be now put;

(h) arising out of any item of business made immediately after that item is disposed of and before the next item is entered upon;

(i) to recommit a Bill under Standing Order 55 (Recommittal of Bills); and

(j) that the House resolve itself into Committee.

(10) The question upon a motion or an amendment shall not be proposed by the Presiding Officer unless such motion or amendment has been seconded; if it is not so seconded, no record of proceedings upon the motion or amendment shall be entered in the minutes of proceedings but —

(a) a motion or amendment moved by a Member of the Government shall not require seconding; and

(b) in Committee a seconder shall not be required.

(11) If a Member does not move a motion or amendment which stands in that Member's name when that Member is called on, it shall be removed from the Order Paper unless some other Member duly authorised by that Member in writing moves it in that Member's stead:

Provided that a motion or amendment standing in the name of a Member of the Government may be moved by any other Member of the Government.

(12) On a motion made and when necessary seconded, the Presiding Officer shall propose the question to the House, and after debate, if any, shall then put the question for the decision of the House.

(13) If a motion embodies two or more separate propositions, the propositions may be proposed by the Presiding Officer as separate questions.

(14) A motion may be withdrawn with the leave of the House; but if so withdrawn it may be made again at another meeting of the House, after notice has been given as required by paragraph (5).

(15) If an amendment has been proposed to a question, the original motion cannot be withdrawn until the amendment has been disposed of.

Amendments to motions

25. (1) Any Member may propose an amendment to any motion to be considered by the House or a Committee.

(2) Not less than two days' notice shall be given of an amendment to a motion unless, in exceptional circumstances, the Presiding Officer so authorises otherwise.

(3) An amendment shall be relevant to the motion to which it relates.

(4) An amendment to a motion may be moved and seconded at any time after the question upon the motion has been proposed by the Presiding Officer and before it has been put by the Presiding Officer at the conclusion of the debate thereon. When every such amendment has been disposed of, the Presiding Officer shall either again propose the question upon the motion or shall propose the question upon the motion as amended, as the case may require, and, after any further debate which may arise thereon, shall put the question to the House or Committee for its decision.

(5) When two or more amendments are proposed to be moved to the same motion, the Presiding Officer shall call upon the movers in the order in which the amendments relate to the text of the motion, or in case of doubt, as the Presiding Officer shall decide.

(6) Any amendment may be withdrawn at the request of the mover, by leave of the House, before the question is fully put thereon, provided that there is no dissent.

(7) When the question upon the amendment to a motion has been proposed by the Presiding Officer, an earlier part of the motion may not be amended unless the amendment under discussion is withdrawn or negatived.

(8) An amendment shall not raise any question which, under these Standing Orders, can only be raised by a substantive motion after notice.

Form of question on amendments

26. Upon an amendment to leave out any words of the motion, to leave out words and insert words, or to insert words, the question to be proposed shall be "That the amendment be made".

Amendments to amendments

27. (1) An amendment to an amendment may be moved and seconded at any time after the question upon the original amendment has been proposed, and therefor it has been put at the conclusion of the debate on the original amendment.

(2) Standing Order 26 (Form of question on amendments) applies to amendments to amendments.

(3) When every amendment to an amendment has been disposed of, the Presiding Officer shall either again propose the question upon the original amendment, or as amended, as the case may require.

Privileges, Messages, Statements and Personal Explanations

Matters of privilege

28. (1) A Member who wishes to raise a matter which that Member believes affects the privileges of the House shall do so at the first available sitting of the House. That Member shall inform the Presiding Officer of that Member's intention, stating the matter which that Member proposes to raise.

(2) When called by the Presiding Officer, the Member shall briefly state the grounds on which that Member believes that the matter that Member is raising affects the privileges of the House.

(3) The Presiding Officer shall then state whether, in the Presiding Officer's opinion, the matter may or may not affect the privileges of the House.

(4) Any Member may then move a motion relating to that matter of privilege, which shall take precedence over other business.

(5) Matters of privilege shall be raised in the manner provided in Standing Order 14 (Order of business at a sitting) but if, during a sitting of the House, a matter suddenly arises which appears to involve the privileges of the House, the proceedings may be interrupted, unless a division is in progress, in order that the matter may be raised and disposed of.

Messages from Governor

29. A Message from the Governor may be presented at any time before the commencement of business and shall be considered forthwith or ordered to be considered at such time as the House may determine, or, if presented by a Member of the Government, at such time as that Member may appoint.

Statements by Members of Government

30. (1) A Member of the Government who intends to make a statement on a public matter for which the Government is responsible shall inform the Presiding Officer of that Member's intention before the beginning of the sitting at which that Member wishes to make the statement.

(2) No debate may arise on such a statement but the Presiding Officer may, in the Presiding Officer's discretion, allow short questions to be put to the Member making the statement for the purpose of clarification.

Personal explanation

31. With the leave of the Presiding Officer, a Member may make a personal explanation although there is no question before the House; but no controversial matter may be included in the explanation nor may debate arise thereupon.

Rules of Debate

Time and manner of speaking

32. (1) A Member desiring to speak may rise in that Member's place and if called upon by the Presiding Officer shall address the Chair. No Member shall speak unless so called upon.

(2) If two or more Members rise at the same time, the Presiding Officer shall call upon the Member who first catches the Presiding Officer's eye.

(3) When the Presiding Officer rises every Member shall be seated.

(4) A Member shall not read that Member's speech but may refresh that Member's memory by reference to notes and may read extracts of reasonable length from books or papers in support of that Member's argument.

(5) No Member may speak on any question after it has been fully put to the vote by the Presiding Officer, that is after the votes of the ayes and the noes have been collected.

(6) No Member, at any one time, may speak on any debate for any period of time which, exclusive of breaks, exceeds two hours:

Provided that this limitation shall not apply to the Member moving the Second Reading of an Appropriation Bill or Supplementary Appropriation Bill.

Occasions when a Member may speak more than once

33. (1) No Member may, without the leave of the House, speak more than once on any question except —

(a) in Committee; or

(b) in the case of the mover of a motion (but not an amendment), in reply, after all the other Members present have had an opportunity of addressing the House and before the question is put.

(2) A Member may, without prejudice to that Member's right to speak later in a debate, formally second a motion or an amendment by rising in that Member's place and stating that that Member seconds the motion or amendment.

(3) A Member who has spoken on a question may speak when a new question has been proposed by the Presiding Officer, for instance, as on a proposed amendment or on a motion for an adjournment of the debate.

Interruptions

34. A Member shall not interrupt another Member except —

(a) by rising to a point of order, when the Member speaking shall resume that Member's seat and the Member interrupting shall direct attention to the

point which that Member wishes to submit to the Presiding Officer for decision;

(b) to elucidate some matter raised by the Member in the course of that Member's speech, if the Member speaking is willing to give way and resumes that Member's seat and if the Member wishing to interrupt is called by the Presiding Officer; or

(c) by rising to move the closure under Standing Order 38 (Closure of debate).

Content of speeches

35. (1) Reference shall not be made to any matter on which judicial decision is pending in such a way as might, in the opinion of the Chair, prejudice the interests of parties thereto.

(2) It is out of order to attempt to revive in any debate a matter or reconsider any specific question upon which the House has come to a conclusion during the current session, except upon a substantive motion of recission.

(3) It is out of order to use offensive or insulting language about other Members.

(4) No Members shall impute improper motives to another Member.

(5) Members shall be referred to by the names of the electoral districts for which they have been elected.

(6) Her Majesty's name shall not be used to influence the House.

(7) The conduct of Her Majesty, members of the Royal Family, the Governor, the Presiding Officer, Members, Judges and other persons engaged in the administration of justice or of Officers of the Crown may not be raised or impugned except upon a substantive motion; and in any amendment, question to a Member of the Government or debate on a motion dealing with any other subject any reference to the conduct of any such person is out of order.

Scope of debate

36. (1) Except on a motion for the adjournment of the House the debate shall be relevant to the matter of question before the House or Committee; and where more than one question has been proposed from the Chair the debate shall be relevant to the last question so proposed until it has been disposed of.

(2) Debate upon any motion "That the debate be now adjourned" or "That this House do now adjourn" if moved during any debate, or in Committee upon any motion "That the chairperson do report progress and ask leave to sit again", shall be confined to the reasons for adjourning or reporting progress; and a Member who has made or seconded such motion shall not be entitled to move or second any similar motion during the same debate.

Anticipation

37. (1) It is out of order to anticipate a Bill standing on the Order Paper by debate upon a motion dealing with the subject matter thereof.

(2) It is out of order to anticipate a Bill, a motion standing on the Order Paper or any matter of which notice has been given by debate upon an amendment.

(3) In determining whether debate on any matter is out of order on the grounds of anticipation, regard shall be had by the Chair to the probability of that matter being brought before the House within a reasonable time.

Closure of debate

38. After a question has been proposed a Member may, at any time during the course of debate, whether or not any other Member is speaking, rise in that Member's place and claim to move "That the question be now put" and, unless it appears to the Presiding Officer that the motion is an abuse of the rules of the House or an infringement of the rights of the minority, the question "That the question be now put" shall be put forthwith; and if that question is agreed upon, the question being debated by the House shall be put forthwith.

Rules for Members not speaking

39. Members present in the Chamber during a debate shall —

(a) enter and leave with decorum;

(b) not read books, newspapers, letters or other documents unless they relate to the business before the House;

(c) maintain silence while other Members are speaking, and not interrupt except in accordance with Standing Orders; and

(d) in all other respects conduct themselves in a seemly manner.

Enforcement of Order

Responsibility of Presiding Officer for order

40. The Presiding Officer is responsible for the observance of the rules of order in the House and in Committees of the whole House respectively, and the Presiding Officer's decision upon any point of order shall not be open to appeal and shall not be reviewed by the House save upon a substantive motion made after notice.

Breaches of order

41. (1) The Presiding Officer, after having called the attention of the House, or of a Committee, to the conduct of a Member who persists in irrelevance or tedious repetition, either of that Member's own arguments or of the arguments used by the other Members, may direct the Member to discontinue that Member's speech and to resume that Member's seat.

(2) The Presiding Officer shall order any Member whose conduct is grossly disorderly to withdraw immediately from the House during the remainder of the day's sitting and may direct such steps to be taken as are necessary to enforce that order.

(3) If a direction to withdraw under paragraph (2) is not complied with at once, or if on any occasion the Presiding Officer thinks that the powers under that paragraph are inadequate, the Presiding Officer may name such Member or Members in the manner provided by paragraph (4) or (5).

(4) If a Member shows disregard for the authority of the Chair, or abuses the rules of the House by persistently and wilfully obstructing its business, or otherwise, the Presiding Officer shall direct the attention of the House to the incident, mentioning by name the Member concerned. The Presiding Officer shall then call upon a Member of the Government to move "That the Honourable Member for..... be suspended from the service of the House", and the Presiding Officer shall forthwith put the question, no seconder being required and no amendment, adjournment or debate being allowed.

(5) If the offence has been committed in a Committee of the whole House, the chairperson shall forthwith suspend the proceedings of the Committee and, as soon as the House has resumed, report the circumstances to the House, and follow the procedure provided by paragraph (4).

(6) If a Member is suspended under any provision hereof, that Member's suspension on the first occasion in any meeting shall continue for one day, on the second occasion for two days and on a third or subsequent occasion for the duration of that meeting and the subsequent meeting.

(7) Not more than one Member shall be named at the same time, unless several Members present together have jointly disregarded the authority of the Chair.

(8) A Member who is suspended under paragraphs (4) and (6) or is directed to withdraw under paragraph (2) shall forthwith leave the House and its precincts.

(9) If any Member who has been directed to withdraw or has been suspended under this Standing Order, refuses or neglects to obey the direction of the Presiding Officer in that behalf, the Presiding Officer shall call the attention of the House to the fact that recourse to force is necessary in order to compel obedience to the Presiding Officer's direction, and that Member named by the Presiding Officer as having so refused or neglected to obey the Presiding direction shall

thereupon, without further question put, be suspended from the service of the House during the remainder of the meeting or for ten days, whichever is the longer.

(10) If resort to force is necessary the Presiding Officer may suspend the sitting during the removal of the offending Member.

(11) A Member who is directed to withdraw or who is suspended under this Standing Order shall not be entitled to attend the sitting from which that Member was directed to withdraw or, in a case of suspension, to attend any sitting or enter the precincts of the House until the termination of that Member's suspension.

(12) On receiving from a Member suspended under this Standing Order a written expression of regret the Presiding Officer shall lay it before the House, and it shall be entered in the minutes of proceedings. On a motion being made for the discharge of the order of suspension the question thereon shall be decided without amendment or debate. If the question is agreed upon, the order shall be discharged and the Member readmitted.

(13) In the case of grave disorder arising in the House, the Presiding Officer may, if the Presiding Officer thinks it necessary, adjourn the House without question put or suspend the sitting for a time named by the Presiding Officer.

(14) Nothing in this Standing Order shall be taken to prevent the House from proceeding against any Member for any breach of order not herein specified.

Voting

Decision on questions

42. (1) Save as otherwise provided in the Constitution or in these Standing Orders, all questions proposed for decision in the House or in any Committee shall be decided by a majority of the votes of those present and voting.

(2) The Presiding Officer shall not vote unless, on any question, the votes are equally divided, in which case the Presiding Officer shall have and exercise a casting vote.

Methods of voting

43. (1) At the conclusion of a debate upon any question, the Presiding Officer shall put the question for the decision of the House, and shall collect the votes of the ayes and the noes after which no further debate may take place thereupon.

(2) The result shall be declared by the Presiding Officer stating "I think the ayes have it" or "I think the noes have it" as the case may be, but any Member may challenge the opinion of the Chair by claiming a division.

(3) A division shall be taken by the Clerk calling each Member's name and recording the vote given. The Clerk shall then announce the number of those

who have voted for and against the proposal and the Presiding Officer shall declare the result of the division.

(4) Every Member present shall express that Member's vote either for the ayes or the noes or state that Member's wish to abstain. The Clerk shall enter in the minutes of proceedings the record of each Member's vote, and shall add a statement of the names of the Members who abstained.

(5) If a Member states that that Member voted in error or that that Member's vote has been counted wrongly, that Member may claim to have that Member's vote altered, provided that such claim is made as soon as the Clerk has announced the numbers and before the Chair has declared the results of the division. Upon such claim being made the Presiding Officer, at the Presiding Officer's sole discretion, shall either direct the Clerk to alter that Member's vote or direct that a fresh division be held.

Public Bills

Notice of presentation of Bills

44. (1) A Member may, at any time, give notice of that Member's intention to present a Bill.

(2) Notice of a Bill shall be sent to the Clerk together with a copy of the Bill and the memoranda required by Standing Order 45 (Examination of Bills).

(3) Except on the recommendation of the Minister responsible for finance, the Parliament shall not —

(a) proceed upon any Bill (including any amendment to a Bill) which, in the opinion of the Speaker, makes provision for imposing or increasing any tax, for imposing or increasing any charge on the revenues or other funds of the Cayman Islands, for altering any such charge otherwise than by reducing it or for compounding or remitting any debt due to the Cayman Islands;

(b) except in the case of a motion proposing a resolution under section 69 of the Constitution, proceed upon any motion (including any amendment to a motion) the effect of which, in the opinion of the person presiding in the House, is that provision would be made for any of the purposes aforesaid; or

(c) receive any petition which, in the opinion of the person presiding in the House, requests that provision be made for any of the purposes aforesaid.

(4) A Member submitting such a Bill for presentation shall be known throughout the subsequent proceedings as the Member in charge of the Bill.

Examination of Bills

45. (1) On receipt of a Bill from the Member in charge of it, the Clerk shall examine it and satisfy themselves —

(a) that it is drafted in clauses and Schedules numbered consecutively;

(b) that at the top of each clause and Schedule there is a short title summarising its contents;

(c) that the Bill has a title and its provisions do not go beyond the title;

(d) that the Bill is prefaced by a short explanatory statement of its objects;

(e) if a Bill makes provision of the kind specified in paragraph (3) of Standing Order 44 (Notice of presentation of Bills), that it is accompanied by a certificate, signed by the Member in charge of it, stating that the recommendation of the Minister responsible for finance will be signified on the Second Reading; and

(f) if the Bill involves the expenditure of public money, that the explanatory memorandum sets out briefly the financial effect of the Bill and, if possible, an estimate of the amount of money involved.

(2) If the Clerk is not satisfied that a Bill complies with the requirements specified in paragraph (1), that Member shall inform the Presiding Officer who, if the Presiding Officer agrees, shall so inform the Member in charge of the Bill and no further proceedings shall be taken thereupon.

Reading of Bills

46. (1) If a Bill complies with the requirements of Standing Order 45 (Examination of Bills) the Clerk shall —

(a) cause the text thereof and the explanatory memorandum to be gazetted as soon as possible but in any case at least twenty-one days before the commencement of the meeting at which it is scheduled to be introduced; and

(b) at the time of sending the Bill for gazetting, send copies of it to every Member not less than twenty-one days before the commencement of the meeting at which it is scheduled to be introduced.

(2) The title of every Bill so gazetted and circulated shall be placed on the Order Paper for first reading on the next sitting day after gazetting and circulation.

(3) Upon the Clerk's reading the title of the Bill, it shall be deemed to be read the first time and ordered to be read a second time and shall be so recorded in the Minutes of Proceedings.

(4) No Bill other than an Appropriation or Supplementary Appropriation Bill shall be read a second time until it has been printed and gazetted.

Bills to be read three times

47. Every Bill shall be read three times before being passed and no Bill may be given more than two readings at any one sitting.

Second Reading

48. (1) The Member moving the Second Reading of a Bill shall state the object of the Bill and reasons for its introduction. When a motion for the Second Reading of a Bill has been made and seconded there may be a debate on the general merits and principles of the Bill.

(2) No amendment may be proposed to the question that the Bill be now read the second time.

(3) When a motion for the Second Reading of a Bill has been negatived no further proceedings shall be taken thereupon.

Committal of Bills

49. (1) When a Bill has been read a second time it shall stand committed to a committee of the whole House, unless the House on motion made refers it to a select committee. Such a motion shall be made immediately after the Bill has been read a second time, and may be moved by any Member.

(2) When a Bill has been referred to a select committee, no further proceedings shall be taken thereupon until the select committee has presented its report to the House.

(3) Whenever an order of the day is read for the House to resolve itself into a committee on a Bill, the Presiding Officer shall leave the chair without question put, and the House shall thereupon resolve itself into such committee.

Function of committee on Bills

50. (1) A committee to which a Bill is referred shall not discuss its general merits and principles but only its details.

(2) A committee may make such amendments and additions to a Bill as are relevant to its subject matter but where a committee desires to make any amendment or addition which is not within the title of the Bill, it shall amend the title accordingly and shall report the fact specially to the House.

Procedure in committee on Bills

51. (1) When a Bill is under consideration in committee the Clerk shall, unless the committee decides to have the Bill read in any other manner, call the several clauses in order, by reading the number of each clause, and shall then refer to the Schedules in order, and then to the preamble if any, and lastly to the title. The Clerk shall place in their proper order any proposed amendments to a clause or Schedule.

(2) If the clause, Schedule, preamble or title, as the case may be, is not amended, the Chairperson shall propose the question that this clause (or Schedule, preamble or title, as the case may be), do stand part of the Bill. If the clause (or Schedule, preamble or title, as the case may be), is amended, the Chairperson shall propose the question "That this clause (or Schedule, preamble or title, as the case may be), as amended, do stand part of the Bill''.

(3) In the case of uncontested clauses, the question may be put not on each clause separately, but on a group of clauses.

(4) The consideration of a clause may be postponed on motion being made, unless the clause has been amended.

Amendments, new clauses and new Schedules

52. (1) On the consideration of a Bill in a committee any Member may move an amendment.

(2) Notice of any amendment, new clause or new Schedule proposed to be moved to the Bill shall be given in writing not later than two days before that on which the Bill is to be considered in committee; and, except with leave of the Chairperson, no amendment of which notice has not been given may be moved.

(3) Every amendment shall be relevant to the subject matter of the clause to which it relates.

(4) No amendment may be inconsistent with a previous decision of the committee.

(5) An amendment must not render a clause unintelligible or ungrammatical.

(6) If an amendment refers to, or is not intelligible without, a subsequent amendment or a Schedule, notice of the subsequent amendment or Schedule must be given before or at the time when the first amendment is moved, so as to make the series of amendments intelligible when read together.

(7) The chairperson may refuse to put an amendment which appears to the chairperson to be intended to vary the basic substance of a clause if, in the chairperson's opinion, the proper course is to negative the clause and propose a new one.

(8) New clauses shall be considered after the clauses in the Bill as printed have been disposed of and before consideration of the Schedules. The chairperson shall call on the Member in whose name the new clause stands; and when that Member has moved the clause, the Clerk shall read the marginal note of the clause and the clause shall then be taken to have been read a first time. The question shall then be put "That this clause be read a second time". If this question is agreed upon amendments may be moved, and after these have been disposed of the question shall be "That this clause (or this clause as amended) be added to the Bill as clause No.__ and that the subsequent clauses be renumbered accordingly".

(9) New Schedules shall be considered after the Schedule in the Bill, as provided and in accordance with the procedure specified for new clauses under paragraph(8).

(10) The provisions of Standing Orders 25 (Amendments to motions) and 27 (Amendment to amendments) shall apply to the discussion of amendments to Bills, with the substitution, where appropriate, throughout of the word "clause" for the word "motion" or the word "question" and the word " Chairperson" for the words "Presiding Officer" and the word "Committee" for the word "House".

(11) If any amendment to the title of a Bill is made necessary by an amendment to that Bill, it shall be made at the conclusion of the proceedings detailed above, and no question shall be put "That the title (as amended) stand part of the Bill", nor shall any question be put upon the enacting formula.

Reporting of Bills from committee

53. (1) So soon as a committee of the whole House has agreed that a Bill be reported, the Chairperson shall leave the chair of the committee without question put and the House shall resume, and the Member having charge of the Bill shall report it to the House; or if the committee has not concluded its consideration of the Bill, that Member shall report that progress has been made therewith.

(2) When a Bill has been reported from a committee of the whole House, the Member in charge of the Bill may either ask for the House to proceed to the third reading forthwith, or may name a later day.

(3) When a Bill has been reported from a select committee, the House shall proceed to consider the Bill as reported from the select committee upon a motion "That the report of the select committee on the…….Bill be adopted" and, if the motion is approved, the Member in charge of the Bill may either ask for the House to proceed to the third reading forthwith or may name a later day.

(4) To the motion "That the report of the select committee on the……..Bill be adopted", an amendment may be moved by any Member either to —

(a) leave out all the words after the word "That" and insert the words "the Bill be recommitted to a committee of the House"; or

(b) add at the end of the question the words "and that the Bill be recommitted to a committee of the whole House in respect of……..(a particular part or parts of a proposed new clause or Schedule),

and if the motion is agreed to with either of these amendments, the Bill shall stand recommitted, and the House shall resolve itself into a committee of the whole House to consider the whole Bill or particular parts of it (or new clauses or Schedules) as the case may be.

(5) A committee of the whole House upon a Bill recommitted under the provisions hereof shall proceed under the provisions of paragraph (2) or (3), as the case

may require, of Standing Order 55 (Recommittal of Bills), and the conclusion of its proceedings and the remaining proceedings on the Bill shall be subject to the provisions of paragraph (4) of that Standing Order.

Third Reading

54. On the motion for the third reading of the Bill the question shall be "That the Bill be now read the third time and passed".

Recommittal of Bills

55. (1) If a Member desires to delete or amend any provision contained in a Bill as reported from a committee of the whole House or to introduce any new provision therein, that Member may, at any time before the question has been proposed upon a motion for the third reading of a Bill, move that the Bill be recommitted, either wholly or in respect only of some particular part or parts of the Bill or some proposed new clause or new Schedule; and if the motion is agreed upon, the Bill shall stand so recommitted and the House shall resolve itself into a Committee to consider it.

(2) When the whole Bill has been so recommitted the Committee shall go through it as provided in paragraphs (1) to (4) of Standing Order 51 (Procedure in committee on Bills).

(3) When a Bill has been recommitted in respect only of some particular part or parts thereof, or some proposed new clause or new Schedule, the committee shall consider only the matter so recommitted and any amendment which may be moved thereto.

(4) At the conclusion of the proceedings in committee on any Bill under the provisions hereof the Member in charge of the Bill may move "That the Bill (as amended on recommittal) be reported to the House", and the question thereon shall be put without amendment or debate. If that motion is agreed upon, the House shall resume and the Member in charge of the Bill shall report accordingly and the House may then proceed to the third reading, no further motion for recommittal being permitted.

Custody of Bills and assent thereto

56. The Clerk shall have custody of all Bills passed by the House and shall, so soon as may be, present them to the Governor for the Governor's assent.

Governor's amendments

57. (1) When, under section 79 of the Constitution, the Governor returns to the House a Bill presented to the Governor for the Governor's assent together with amendments which the Governor recommends to the House, that Bill shall be recommitted to a committee for the consideration only of such amendments.

(2) Standing Order 55 (Recommittal of Bills) shall apply to such consideration.

(3) The Bill shall then be resubmitted to the Governor with the amendments made therein or with such of them as the House approves.

Withdrawal of Bills

58. The Member in charge of a Bill may make a motion for its withdrawal, either before the commencement of Government business or when any stage of the Bill is reached in the order of business.

Bills having same subject matter

59. Once the Second Reading of any Bill has been agreed to or negatived, no question shall be proposed during the same session for the Second Reading of any other Bill containing substantially the same provisions.

Private Bills

Scope of private Bills

60. (1) Every Bill not being a Government measure and intended to affect or benefit some particular person, association or corporate body shall contain a clause saving the rights of Her Majesty the Queen, Her Heirs and Successors, all bodies politic and corporate and all others, except such as are mentioned in the Bill and those claiming by, from or under them, and shall be introduced into the House under the provisions hereof and of Standing Orders 61 and 62 (which deal with private Bills).

(2) Any Bill not being a Government measure which, in the opinion of the Presiding Officer, appears directly to affect private rights or property shall be introduced into the House as a private Bill under the provisions hereof.

Presentation to the House

61. (1) A private Bill shall be introduced by a Member only —

(a) on petition from the promoters stating its objects and reasons; and

(b) after notice of the Bill has been given by —

(i) publication in the Gazette; and

(ii) three successive publications in newspapers circulating in the Islands of a notice containing a statement of the objects of and reasons for the Bill.

(2) The petition for the Bill shall be presented by being lodged with the Clerk and shall be read at the first sitting of the House after it is so lodged, and, thereupon the Presiding Officer shall put the question that the promoters be allowed to proceed.

Procedure on private Bills

62. (1) When leave to proceed has been granted the promoters shall, within the next ensuing two months, lodge with the Clerk —

(a) two copies of the Bill;

(b) a sum of money sufficient in the opinion of the Clerk, to defray the expenses of printing the Bill or such proportion of such expenses as the Clerk may determine; and

(c) a duly executed bond, satisfactory to the Clerk, for the payment of any additional expenses of such printing,

and the Clerk shall cause the Bill to be printed as soon as possible.

(2) At the first sitting of the House after the Bill has been printed the Presiding Officer, if satisfied that the notice required by paragraph (1) of Standing Order 61 (Presentation to the House) has been published, shall put the question that the Bill be read a first time, upon which no discussion shall be allowed. After the Bill is read a first time, it shall stand upon the Order Paper for the Second Reading at the next ordinary sitting of the House, and the promoters may propose any such amendments which they think fit; but the Presiding Officer, if the Presiding Officer considers such amendments beyond the scope of the Bill, shall report the Presiding Officer's opinion to the House.

(3) Upon the day ordered for the Second Reading, the Presiding Officer shall, unless the House otherwise orders, propose the question that the Bill be read a second time.

(4) After the Bill has been read a second time, it shall stand referred to a select committee.

(5) Every select committee to which a private Bill is referred shall require proof of the facts and allegations set forth in the Bill as showing that it is expedient that the Bill be passed, and may take such oral or other evidence as it may think requisite and thereafter, if the committee finds that the said facts and allegations are not proved, it shall report to the House accordingly, and thereupon no further proceedings shall be taken upon the Bill, unless the House specially orders to the contrary.

(6) If the select committee finds that the said facts and allegations have been proved it shall consider the several clauses of the Bill, and may strike out clauses, add new clauses and make any other amendments that it may think necessary, and in respect of such new clauses and other amendments that it may think necessary, shall describe their purport in a special report to the House; but no new clauses or amendments shall be allowed which are foreign to the objects or the reasons for the Bill or which are beyond its scope.

(7) No person other than a Member shall be heard in opposition to any private Bill unless that person has previously lodged a petition with the Clerk showing the

nature of that person's objections to the Bill, and stating whether that person's objections extend to the whole or some part of the preamble, if any, or to the clauses of the said Bill, and praying that that person may be heard by themselves or that person's counsel against the Bill.

(8) Petitions against a Bill shall be sent to the Clerk not less than eight days before the day on which the select committee sits to consider the petition.

(9) Subject to this Standing Order, petitions against a Bill shall stand referred to the select committee, and the select committee shall hear all such opposers who appear to it to have a *locus standi*.

(10) After the report of the select committee has been presented to and adopted by the House, the Presiding Officer shall put the question, without amendment or debate, that the Bill be read the third time.

(11) As soon as practicable after any private Bill is passed, rejected, dropped or abandoned, the Clerk shall make out and deliver to the promoters an account showing the expenses of printing, and if the amount of the account —

(a) is less than the sum lodged by the promoters under paragraph (5), transfer thereout to the general revenue the amount of the said account and pay the balance to the promoters; or

(b) exceeds the sum so lodged, transfer that sum wholly to the general revenue and, in the event of the promoters failing to pay the balance, instruct the Clerk of the Grand Court to take proceedings to recover the balance.

Financial Procedure

Presentation and Second Reading of Appropriation Bill

63. (1) Any Bill containing the estimated financial requirements for expenditure on all the services of the Government for the current or succeeding financial year shall be known as an Appropriation Bill. Estimates containing the details of those financial requirements shall be presented in accordance with Standing Order 18 (Presentation of Papers), immediately before the presentation and first reading of the Bill.

(2) On the motion for the Second Reading of an Appropriation Bill, debate shall be confined to the financial and economic state of the Islands and the general principles of Government policy and administration as indicated by the Bill and the estimates.

(3) On presentation to the House, the estimates shall stand referred to the Finance Committee, and on being read a second time the Appropriation Bill shall stand committed to that committee.

Procedure in Finance Committee on Appropriation Bill

64. (1) On the consideration of an appropriation Bill in the Finance Committee the clauses of the Bill shall stand postponed until after consideration of the Schedule or Schedules.

(2) On the consideration of a Schedule each head of expenditure shall be considered with the appropriate estimate, and any reference in these Standing Orders to a sub-head or an item means a sub-head or an item in the estimates for the head then under discussion.

(3) On the consideration of a Schedule, the chairperson shall call the title of each head of expenditure in turn, and shall propose the question "That the sum for head …….. stand part of the Schedule" and, unless an amendment is proposed under Standing Order 65, a debate may take place on that question.

(4) When all the heads in a Schedule have been disposed of, the chairperson shall put forthwith, without amendment or debate, the question "That the Schedule (as amended) stand part of the Bill".

(5) When every Schedule has been disposed of, the chairperson shall call successively each clause of the Bill and shall forthwith propose the question "That the clause stand part of the Bill" and, unless a consequential amendment is moved, that question shall be disposed of without amendment or debate.

(6) No amendment may be moved to any clause except an amendment consequential on an alteration in the total sum appropriated by any Schedule. Any such consequential amendment shall be moved by the chairperson or any Member of the Government only and may be moved without notice, and the question thereon shall be put forthwith without amendment or debate. When the question on the last of any such amendments to a clause has been decided, the chairperson shall forthwith put the question "That the clause as amended stand part of the Bill" and that question shall then be decided without amendment or debate.

(7) When the question upon every clause of the Bill has been decided, the chairperson shall forthwith put the question "That I do report the Bill (as amended) to the House". When that question has been agreed upon the chairperson shall report the Bill to the House with or without amendment, as the case may be, and the reports shall lie upon the Table.

Amendments in Finance Committee on Appropriation Bill

65. (1) Except upon the recommendation of the Governor to be signified by the chairperson or any Member of the Government and recorded in the minutes of proceedings, the Finance Committee shall not proceed upon any amendment which, in the opinion of the chairperson, increases the sum allotted to any head of expenditure whether in respect of any item or sub-head or of the head itself; and every such amendment shall take the form of a motion "That head …… be increased by $ ……. in respect of sub-head …… item ……." .

(2) An amendment to increase a head whether in respect of any item or sub-head or of the head itself shall take precedence over an amendment to reduce the head in the same respect, and if it is carried no amendment to reduce the head in that respect shall be called.

(3) An amendment to any head of expenditure to reduce the sum allotted thereto in respect of any item therein may be moved by any Member, and shall take the form of a motion "That head …… be reduced by $ ……. in respect of (or by leaving out sub-head ……. item …… ".

(4) An amendment to reduce a head in respect of any sub-head or by leaving out a sub-head shall only be in order if the sub-head is not itemised.

(5) An amendment to reduce a head without reference to a sub-head therein shall only be in order if the head is not divided into sub-heads.

(6) An amendment to leave out a head shall not be in order and shall not be placed on the Order Paper.

(7) In the case of each head, amendments in respect of items or sub-heads in that head shall be placed on the Order Paper and considered in the order in which the items or sub-heads to which they refer stand in the head.

(8) When notice has been given of two or more amendments to reduce the same item, sub-head or head, they shall be placed on the Order Paper in the order of the magnitude of the reductions proposed, the amendment proposing the largest reduction being placed first in each case.

(9) Debate on every amendment shall be confined to the item, sub-head or head to which the amendment refers, and after an amendment to an item or sub-head has been disposed of no amendment or debate on a previous item or sub-head shall be permitted.

(10) When all amendments standing on the Order Paper in respect of any particular head of expenditure have been disposed of, the chairperson shall again propose the question "That the sum for head …….. stand part of the Schedule" or shall propose the amended question "That the increased/reduced sum for head …….. stand part of the Schedule", as the case may require. The debate on any such question shall be subject to the same limitations as apply to a debate arising

under paragraph (3) of Standing Order 64 (Procedure in Finance Committee on an appropriation Bill).

Third reading of Appropriation Bill

66. The motion for third reading of an appropriation Bill shall be decided without amendment or debate.

Supplementary estimates

67. (1) If a Member of the Government presents a paper setting out the financial requirements of any proposals —

(a) for expenditure incurred or likely to be incurred in the course of the current financial year either in respect of a service or of several services for which no provision has been made in the estimates for that year or in respect of further financial provision beyond the total sum already sanctioned for a particular head or sub-head or for particular heads or sub-heads; or

(b) for expenditure incurred in the course of a previous financial year in excess of the total sum sanctioned for a particular head or sub-head or for particular heads or sub-heads by the estimates or supplementary estimates for that year,

that paper shall stand referred to the Finance Committee.

(2) At any time after a paper has been so referred to the Finance Committee, a Member of the Government may give notice of a motion "That the Finance Committee approves the proposal/proposals set out in the paper'; and such a motion shall be considered in Finance Committee.

(3) To the motion described in paragraph (2), amendments may be moved to add words either leaving out or reducing an item or a sub-head of any particular proposal or, if there be more than one proposal leaving out any particular proposal, but no amendment shall be moved unless notice thereof has been given not less than three clear days before the day on which the motion is to be considered in Committee.

(4) When the motion "That the Finance Committee approves the proposal/proposals set out in the paper", or that motion as amended, has been agreed upon in the Finance Committee, and the report of the Finance Committee is laid on the Table the Member of the Government who moved the motion shall report the motion or the motion as amended in the Finance Committee, and the House shall thereupon be deemed to have agreed to the motion or to the motion as amended, as the case may be.

Supplementary Appropriation Bill

68. If, from time to time, whether in the course of a particular financial year or after its close, a Supplementary Appropriation Bill is presented appropriating only proposals which have been agreed to by the Finance Committee under Standing Order 67 (Supplementary estimates), the debate on the Second Reading thereof shall be strictly confined to the matters for which additional expenditure is required and when the question thereon has been agreed upon the Bill shall not be committed and the question "That the Bill be now read a third time" shall be decided without amendment or debate.

Resolution for the provisional collection of custom duties

69. Any Member of the Government may, without notice, make a motion for giving provisional statutory effect to any proposals under section 6 of the *Public Management and Finance Act* (*2020 Revision*); and the question on such a motion shall be put forthwith.

Select Committees

Appointment and quorum

70. (1) The House may appoint any of its Members to be Members of a select committee to consider and report on a Bill or otherwise to assist it in exercising its function under Part IV of the Constitution.

(2) The Presiding Officer may nominate the chairperson of a select committee from among its own Members; if the Presiding Officer does not make a nomination, the committee shall elect one of the Members to be chairperson.

(3) In the absence of the chairperson, the committee shall elect another of its Members to act as chairperson.

(4) If for any reason the seat of a Member of a select committee becomes vacant, the House may elect another Member to fill the vacancy on that committee.

Duration of select committees

71. A select committee shall continue in being for the purpose for which it was established (notwithstanding any prorogation of the House during the period beginning on the day on which the select committee is established and ending on the day on which the House is next dissolved thereafter) until the day of that dissolution or (if sooner) the day on which the business of the select committee is finished.

Powers and procedure

72. (1) Every select committee shall have power to send for persons, papers and records.

(2) A select committee shall not have power to delegate any of its functions to its chairperson.

(3) In ascertaining whether there is a quorum present the Member in the chair shall not be excluded.

(4) Where there is an equality of votes the chairperson shall have a casting vote but the chairperson shall not have an original vote.

(5) Subject to any order of the House or resolution of the committee, the sittings of a select committee shall be held in private.

(6) The deliberations of a select committee shall be confined to the matters referred to it by the House, and to any extension or limitation thereof made by the House and, in the case of a select committee on a Bill, to the Bill committed to it and relevant amendments.

(7) The first sitting of a select committee shall be held at such time and place as the chairperson or, if the Presiding Officer has not appointed a chairperson, the Member with the longest continuous membership of the House, shall appoint. Subsequent sittings shall be held at such time and place as the committee may determine but if the committee fails so to do, the chairperson shall, in consultation with the Clerk of the committee, appoint such time and place.

(8) A select committee may sit at any time when the House is adjourned, but except by leave of the House may not sit while the House is sitting.

Witnesses

73. (1) If a committee desires to summon a witness, the chairperson shall supply the name, residence and occupation of every such witness to the Clerk at least seven days before the witness' evidence is required. The Clerk shall then, subject to the directions of the Presiding Officer, summon the witness on behalf of the House.

(2) The Committee may, at its discretion, refuse to hear any irrelevant evidence or any recalcitrant witness.

(3) Each witness shall be taken in turn and no two witnesses shall, at the same time, attend a meeting of a select committee, unless they are being examined together.

(4) The proceedings of and the evidence taken before any select committee and any documents presented thereto, and decisions of such a committee, shall not be published by any Member thereof or by any other person until after the committee has presented its report to the House.

Reports

74. (1) Every select committee shall, before the end of the session in which it was appointed, make a report to the House upon matters referred to it and, where a committee finds itself unable to conclude its investigation before the end of the session, it shall so report to the House.

(2) A report of a select committee may contain the opinions and observations of the committee and may be accompanied by the minutes of evidence taken before it.

(3) A select committee may make a special report relating to its power, functions and proceedings on any matter that it thinks fit to bring to the notice of the House.

(4) (a) The chairperson of a select committee shall prepare a draft report and submit it for the consideration of the committee.

(b) Any other Member of a select committee may bring up a report for its consideration and all such reports shall be entered in full upon the minutes of proceedings of the committee.

(c) When all the reports have been brought up, the chairperson shall propose the reports in order until one is accepted as a basis for discussion, beginning with the chairperson's own report and proceeding with the remainder in the order in which they were brought up. The question to be proposed by the chairperson on any report shall be "That the chairperson's (or Mr/Ms …… 's) report be read a second time paragraph by paragraph". When this question has been agreed to it shall not be proposed on any further reports, but any portions thereof may be offered as amendments to the report under consideration if they are relevant to it.

(d) The committee shall then go through its report paragraph by paragraph and Standing Orders 51 (Procedure in committee on Bills) and 52 (Amendments, new clauses and new Schedules) shall, so far as applicable, apply as if the report were a Bill and the paragraphs thereof the clauses of the Bill.

(e) Upon the conclusion of the consideration of the report paragraph by paragraph and when any proposed new paragraphs have been considered the chairperson shall put the question "That this report be the report of the committee to the House".

(f) The report of every select committee shall be signed by the chairperson and Members thereof.

(g) The report finally to be adopted shall be such as is agreed upon with amendments, if any, by all the Members of the committee or, failing unanimous agreement, by a majority thereof.

(h) A Member of a select committee dissenting from the report of a majority of that committee may, by its leave, put in a concise written statement of

that Member's reasons for such dissent, and such statement shall be appended to the report.

(5) The report or special report together with a copy of the minutes of proceedings of a select committee shall be presented to the House by the chairperson or other Member of the committee acting on the chairperson's behalf, and shall be recorded in the minutes of proceedings of the House as having been so presented and the chairperson or any Member may, forthwith and without notice, move that the recommendations contained therein be adopted, modified or rejected, and if the motion be seconded and unopposed the Presiding Officer may forthwith and without debate put the question thereon.

(6) A motion moved and seconded under paragraph (5) shall, where it is opposed, be deemed to be an original motion of which notice has been duly given.

(7) The minutes of proceedings of a committee shall record —

(a) the names of the Members present each day of the sitting of the committee;

(b) the names of the witnesses examined;

(c) in the event of a division taking place, the question proposed, the names of the proposer and the respective votes thereon of the Members present; and

(d) a copy of the draft report and any alternative draft, and all amendments thereto.

Standing Committees

Finance Committee

75. (1) There shall be a standing committee, to be styled the Finance Committee, to consider in detail the estimates of revenue and expenditure of the Islands laid before the House by the Minister responsible for finance, and to examine and consider all financial Bills and such other matters relating to the finances of the Islands as may from time to time be referred to it by the House and to report on them to the House.

(2) The Finance Committee shall consist of all the elected Members and shall be chaired by the Minister responsible for finance.

(3) Subject to Standing Orders 84 and 85, the deliberations of the Finance Committee shall be public.

(4) The quorum of the Finance Committee shall be a majority of Members excluding the chairperson.

(5) For the purposes of Standing Order 67, the Minister responsible for finance may, at any time, whether or not there is a meeting of the House in progress, summon

a meeting of the Finance Committee at the earliest possible date or at any other date proposed.

Register of Interests Committee

76. (1) There shall be a standing select committee to be styled the Register of Interests Committee for the consideration of matters relating to the Register of Interests referred to it by the Registrar of Interests.

(2) The Committee shall consist of nine Members including the chairperson all of whom shall be nominated by the House at the beginning of a new session following a General Election.

(3) The quorum of the committee shall be five Members including the chairperson.

(4) There shall be a Registrar of Interests who shall keep a Register of Interests in accordance with the *Standards in Public Life Act (2021 Revision).*

Public Accounts Committee

77. (1) There shall be a standing committee, to be styled the Public Accounts Committee, to consider reports of the Auditor General —

(a) on the accounts of the Government;

(b) on such other accounts required to be laid before the House as the committee may think fit; and

(c) on any matter incidental to the performance of the Auditor General's duties or the exercise of the Auditor General's powers as the Committee may think fit.

(2) The Public Accounts Committee shall be nominated by the House at the beginning of a new session following a general election and consist of six elected Members. The quorum shall be a majority of Members, including the chairperson.

(3) Upon its receipt by the Speaker, a report mentioned in paragraph (1) shall be deemed to have been referred by the House to the Public Accounts Committee for consideration and shall forthwith be distributed to all Members and shall become a public document.

(4) In accordance with Standing Order 72, the Public Accounts Committee may call any public officer or, in the case of a report on the accounts of or relating to a non-Government body or organisation, any member or servant of that body or organisation, to give information or any explanation or to produce any records or documents which the Committee may require in the performance of their duties.

(5) The Public Accounts Committee shall make their report upon the report of the Auditor General on the accounts of Government before the Auditor General's

report is laid on the Table of the House and both the Committee's report and the Auditor General's report shall be laid at the same time.

(6) Subject to these Standing Orders, the practice and procedure of the Public Accounts Committee shall be determined by the Committee.

(7) The Government Minute shall be laid on the Table of the House within three months of the laying of the report of the Committee and of the report of the Auditor General to which it relates.

(8) The Auditor General, the Chief Officer in the Ministry with responsibility for finance and the Accountant General shall be in attendance when Chief Officers or other persons are providing information or explanations to the Committee.

(9) Notwithstanding Standing Order 74, the report of the Public Accounts Committee shall be deemed to have been agreed to.

(10) Nothing in this Standing Order shall be read as abridging the generality of any powers conferred by section 87 of the Constitution.

Standing Orders Committee

78. (1) There shall be a standing committee, to be styled the Standing Orders Committee, to consider, from time to time, generally what changes to Standing Orders are necessary and desirable and particularly to consider any proposed amendments to Standing Orders which are referred to it under paragraph (3) of Standing Order 87.

(2) The Standing Orders Committee shall consist of the whole House with the Presiding Officer as chairperson.

(3) The quorum of the Standing Orders Committee shall be a majority of Members including the chairperson.

Other standing committees

79. The House may establish one or more other standing committees of the House, each of which may be charged with responsibility for monitoring the conduct of business of the Government for which responsibility has been assigned to a Minister under section 54 of the Constitution.

Composition of standing committees

79A. The composition of all standing committees shall, so far as possible, reflect proportionately the numerical strength of all political parties or groups making up the elected membership of the House.

Duration

80. (1) The life of a standing committee shall end with the term of the House that appointed it.

(2) The House may revoke the appointment of a Member to a standing committee and appoint another Member in that Member's place.

(3) If a member of a standing committee ceases to be a Member of the House, the House may appoint another Member to fill the vacancy.

(4) A Member of a standing committee may resign from that committee by tendering that Member's resignation to the Presiding Officer whereupon the House may appoint another Member to fill the vacancy.

Sitting and procedures

81. (1) A standing committee shall meet and report to the House on its activities at least once a year.

(2) The Standing Orders relating to committees shall apply to standing committees unless otherwise specified.

Pecuniary and Professional Interests

Employment of Members in professional capacity

82. No Member shall appear before the House or any committee thereof as counsel or attorney for any party or in any capacity for which that Member is to receive a fee or reward.

Personal pecuniary interest

83. (1) A Member shall not move any motion or amendment relating to a matter in which that Member has a direct pecuniary interest or speak on any such matter, whether in the House or in any committee, without disclosing the nature of that interest, and shall in no circumstances vote on any such matter.

(2) A motion to disallow a Member's vote on the ground of personal pecuniary interest may be moved only as soon as the numbers of the Members voting on the question shall have been declared.

(3) The Presiding Officer shall have discretion whether or not to propose the question upon such a motion, and in exercising such discretion shall have regard to the subject matter of the question upon which the division was taken and to the consideration whether the interest therein of the Member whose vote is challenged is direct and pecuniary and belongs separately to that Member and is not an interest in common with the rest of the citizens of the Islands or whether that Member's vote was given on a matter of public policy.

(4) If the question for disallowing of a Member's vote is agreed upon, the Presiding Officer shall direct the Clerk to correct the record of the numbers voting in the division accordingly.

Admission of Press and Public

Admission of press

84. (1) The Presiding Officer may grant a general permission to the representatives of any journal or newspaper to attend the meetings of the House, and such permission may be granted under such rules as the Presiding Office may make, from time to time, for that purpose. If such rules are contravened, such permission may be revoked.

(2) Any representatives of any journal or newspaper when attending meetings of the House shall sit in the area allotted for the press and shall under no conditions engage any Member in conversation during such sittings.

Admission of public

85. (1) Strangers may be admitted to debates in the House under such rules as the Presiding Officer may, from time to time, make for that purpose.

(2) If, at any sitting of the House, any Member moves that strangers withdraw, the Presiding Officer shall forthwith put the question "That strangers do withdraw" without permitting any debate or amendment.

(3) In the event of disorder in the galleries, the Presiding Officer may order the withdrawal of strangers from the Chamber and its precincts.

(4) Strangers shall withdraw from the Chamber and its precincts when called upon so to do by the Presiding Officer.

Standing Orders

Suspension of Standing Orders

86. Any of these Standing Orders may be suspended at any time for a specific purpose by the consent of a majority of Members present.

Amendment of Standing Orders

87. (1) Unless the Presiding Office otherwise directs, not less than twelve days' notice of a motion to amend the Standing Orders shall be given, and the notice shall be accompanied by a draft of the proposed amendments.

(2) The motion shall be set down for the earliest sitting after the expiration of the notice.

(3) When the motion is reached, the mover shall move the motion, and after it has been seconded, the question shall be put forthwith that the motion be referred to the Standing Orders Committee, and if that question is agreed upon no further proceedings shall be taken on that motion until the Committee has reported thereon.

Practice of Parliament

Matters not provided for by Standing Orders

88. (1) In any matter not herein provided for, resort shall be had to the usage and practice of the Commons House of Parliament of Great Britain and Northern Ireland, which shall be followed as far as the same may be applicable to this House, and not inconsistent with these Standing Orders nor with the practice of this House.

(2) In cases of doubt the Standing Orders of this House shall be interpreted in the light of the relevant usage and practice of the House of Commons, but no restrictions which the House of Commons has introduced by Standing Order after the making of those Orders shall be deemed to extend to this House or its Members until the House has by Standing Order provided for such restriction.

Mace and Records

Custody of Mace and its records and papers

89. During all times the Mace and the records and papers appertaining to the Mace shall remain in the custody of the Serjeant-at-arms.

Electronic Devices in Chamber

Use of electronic devices

90. (1) A person may use an electronic device in the Chamber if the use of the device is necessary for the purpose of conducting the business of the House.

(2) For the purpose of paragraph (1) "electronic device" means a handheld device with its own power source that is capable of performing the tasks of a personal computer.

Meeting of the Parliament by electronic means

91. Notwithstanding any other Standing Orders, where it is impracticable, by reason of any emergency, for the Parliament to meet physically, the Parliament may do so by electronic means.

SCHEDULE

FORM OF PETITION TO THE HOUSE

TO THE HONOURABLE PRESIDENT AND MEMBERS OF THE PARLIAMENT OF THE CAYMAN ISLANDS.

THE PETITION OF THE UNDERSIGNED

(Here insert -

(a) If there is only one petitioner, name, description and place of residence; or

(b) If there is more than one petitioner, description and place of residence).

RESPECTFULLY SHOWETH -

that

(here set forth the case or circumstances to be brought to the notice of the Assembly)

WHEREOF YOUR PETITIONER (OR PETITIONERS) PRAY THAT YOUR HONOURABLE ASSEMBLY WILL

(here set forth the nature of the relief asked for)

AND YOUR PETITIONER (OR PETITIONERS), AS IN DUTY BOUND, WILL EVER PRAY, ETC.

(signatures to follow)

_____

Publication in consolidated form authorised by the Cabinet this 11th of January, 2022.

Kim Bullings
Clerk of the Cabinet

ENDNOTES

Table of Standing Orders history:

SL#	Law/Act #	Standing Order	Commencement	Gazette
	56/2020	Citation of Acts of Parliament Act, 2020	3-Dec-2020	LG89/2020/s1
127/2020		Legislative Assembly (Amendment) Standing Orders, 2020	13-Oct-2020	LG75/2020/s1
		Legislative Assembly (Amendment) Standing Orders (2018 Consolidation)	23-Mar-2018	GE24/2018/s1
79/2017		Legislative Assembly (Amendment) Standing Orders, 2017	18-Oct-2017	GE88/2017/s2
		Legislative Assembly (Amendment) Standing Orders (2006 Revision)	24-Jul-2006	G15/2006/s4
18/2006		Legislative Assembly (Amendment) Standing Orders, 2006	1-May-2006	G9/2006/s1
16/2002		Legislative Assembly (Amendment) Standing Orders, 2002	30-Oct-2005	G20/2005/s2
		Legislative Assembly (Amendment) Standing Orders (1997 Revision)	3-Mar-1997	G5/1997/s4
5/1996		Legislative Assembly (Amendment) Standing Orders, 1996	9-Dec-1996	G25/1996/3s
4/1994		Legislative Assembly (Amendment) (No. 2) Standing Orders, 1994	17-Oct-1994	G21/1994/s2
3/1994		Legislative Assembly (Amendment) Standing Orders, 1994	11-Jul-1994	G14/1994/s2
2/1993		Legislative Assembly (Amendment) Standing Orders, 1993	18-May-1993	G10/1993/s2
4/1990		Legislative Assembly (Amendment) Standing Orders, 1990	7-Nov-1990	GE7Nov/1990/s5
28/1986		Legislative Assembly (Amendment) Standing Orders, 1986	13-Oct-1986	G21/1986/s2
8/1985		Legislative Assembly (Amendment) Standing Orders, 1985	14-Oct-1985	G21/1985/s9
28/1976		Legislative Assembly Standing Orders, 1976	11-Oct-1976	G21/1976/s10

(Price: 11.20)

P.O. Box 890
33 Fort Street
George Town
Grand Cayman
KY1-1103
Cayman Islands

345-949-4236

www.parliament.ky

PARLIAMENT
MANAGEMENT COMMISSION
CAYMAN ISLANDS