

**Recommendation of General Committee as to resolutions to be adopted :
24th February, 1849.**

Contributors

London (England). Metropolitan Commission of Sewers.

Publication/Creation

[London] : Printed by Reynell and Weight ..., [1849]

Persistent URL

<https://wellcomecollection.org/works/ds8pnpw5>

License and attribution

This work has been identified as being free of known restrictions under copyright law, including all related and neighbouring rights and is being made available under the Creative Commons, Public Domain Mark.

You can copy, modify, distribute and perform the work, even for commercial purposes, without asking permission.



Wellcome Collection
183 Euston Road
London NW1 2BE UK
T +44 (0)20 7611 8722
E library@wellcomecollection.org
<https://wellcomecollection.org>

Metropolitan Commission of Sewers.

The General Committee recommend to the Court to pass the following Resolutions.

I.—AS TO THE BUSINESS AND PROCEEDINGS AT COURTS OF SEWER S.

1. At the opening of every court there shall be laid on the table the printed minutes of the preceding courts, and the papers (if any) printed subsequently to the holding of the last preceding court, and the minute books, order books, and report books of the general committee and the other committees (including sub-committees).

2. The first business at every court shall be the ordering of payments; the next, the considering of the recommendations and reports (if any) of the general committee; the next, the considering of the recommendations and reports (if any) of the other committees; and the next, the considering of the other reports (if any) presented to the court: but in case of emergency any business may be taken out of its regular order.

3. It shall be competent to any one or more of the commissioners to protest against any proceeding of any court, so as notice of the intention to make such protest be given at the court at which the objection arises, and the protest, with the reasons for the same, be delivered to the order-clerk at that court, or be left for him at the principal office before four o'clock in the afternoon of the following day; and every protest so delivered shall be entered on the minutes of the court to the proceedings of which it relates; but any protest not so delivered shall not be entered on the minutes without the sanction of the next court.

II.—AS TO THE APPOINTMENT OF COMMITTEES.

1. The appointment (already made provisionally by the court) of a general committee, consisting of all the commissioners, is confirmed.

2. The appointment (already made provisionally by the court) of three committees, one for Finance, another for Works, and the third for Bye-laws, each to consist of not less than six commissioners, is confirmed.

III.—AS TO THE POWERS OF COMMITTEES.

I.—The General Committee shall (so far as is consistent with the provisions of the Act 11 and 12 Victoria, c. 112, and the bye-laws, orders and resolutions of the court for the time being in force) have full power of regulating and managing
(1.)

all the business and affairs of the commission, and full control over all the officers and servants of the commissioners, and authority to adopt, amend, send back for re-consideration, and reject, the recommendations and reports of other committees, except such recommendations and reports as are ordered to be made directly to the court.

2. The Finance Committee shall have under their immediate regulation and management (but subject to the general committee) the assessment, collection and payment of the rates, and the payments and accounts of the commission; and also the immediate control over the clerk of accounts, collectors, and other officers and servants of the commissioners employed about any such financial affairs; and shall be empowered (but subject to the approval of the court) to employ an accountant when necessary.

3. The Works Committee shall have under their immediate regulation and management (but subject to the general committee) the works and operations ordered or sanctioned by the court; and also the immediate control over the engineers, surveyors, assistant surveyors, and other officers and servants of the commissioners employed about such works and operations; and shall be empowered to obtain plans, sections, and estimates for all proposed works and operations, and to employ accordingly (but subject to the approval of the court) such clerks of the works and other subordinate officers and workmen as may be necessary.

4. The Works Committee shall not order or sanction the execution of any work or operation previously sanctioned but not expressly ordered by the court, except on the certificate as to its necessity and fitness, and on the responsibility, of the surveyor, and at an expense to the commission not exceeding 50%.

5. The Bye-laws Committee shall have under their immediate regulation and management (but subject to the general committee) all the legal and technical affairs of the commission, and shall be empowered (but subject to the approval of the court) to obtain legal assistance in all cases of difficulty.

IV.—AS TO THE BUSINESS AND PROCEEDINGS OF THE GENERAL COMMITTEE.

1. At the sitting of the general committee, there shall be laid on the table the printed minutes of the preceding courts, and the papers (if any) printed subsequently to the last preceding meeting of that committee, and the minute books, order books, and report books of the general committee and the other committees (including sub-committees).

2. The first business at every meeting of the general committee shall be the reading of the minutes of the last preceding meeting of that committee; the next, the business (if any) left by the preceding general committee; the next, the considering of the recommendations and reports (if any) of the other committees; and the next, the considering of the other reports (if any) presented to the general committee.

3. It shall be competent to the general committee, in any case of emergency, to take any business out of its regular order.

4. It shall be competent to any one or more of the commissioners to protest against any proceeding of the general committee, so as notice of the intention to make such protest be given at the committee-meeting, and the protest, with the reasons for the same, be delivered to the order-clerk at that meeting, or be left for him at the principal office before four o'clock in the afternoon of the following day ; and every protest so delivered shall be entered on the minutes of the meeting to the proceedings of which it relates : but any protest not so delivered shall not be entered on the minutes without the sanction of the next meeting.

5. Except in cases of urgency, to be allowed by the court on the requisition in writing of three or more commissioners, and except also in accordance with any previous order or resolution of the court, every recommendation to the court shall be brought before the general committee before it is brought before the court ; and any recommendation or report to the court shall not be brought before the court until it has been adopted by and made (within the meaning of the Statute 11 and 12 Victoria, c. 112, s. 21) "the act" of the general committee.

6. Every recommendation of any increase of salary, or of any retiring pension or allowance, or of any special remuneration to any salaried officer, shall lie on the table of the general committee for one calendar month before it is taken into consideration ; and special notice of it shall be given in the notice for the committee-meeting at which it is to be taken into consideration.

7. The general committee may refer to the other committees such points within their respective provinces, first mooted in the general committee, as may appear to call for special investigation.

8. The general committee shall from time to time report to the court as to whatever may be required for the business of the commission.

V.—AS TO THE BUSINESS AND PROCEEDINGS OF COMMITTEES AND SUB-COMMITTEES.

1. The first business at every meeting of every committee shall be the reading of the minutes of the last preceding meeting of that committee.

2. It shall be competent to any one or more of the commissioners to protest against any proceeding of the respective committee, so as notice of the intention to make such protest be given at the committee-meeting, and the protest, with the reasons for the same, be delivered to the order-clerk at that meeting, or be left for him at the principal office before four o'clock in the afternoon of the following day ; and every protest so delivered shall be entered on the minutes of the meeting to the proceedings of which it relates : but any protest not so delivered shall not be entered on the minutes without the sanction of the next meeting.

3. Every committee shall have power (subject to the limitation of the court) to print papers and send them to the commissioners.

4. Except in cases of urgency, to be allowed by the general committee or by the respective committee, every recommendation and report by a sub-committee

shall be submitted to the committee of which it is a sub-committee before being brought before the general committee.

5. Any matter falling within the province of any committee or sub-committee shall be referable, in the first instance, by any other committee or sub-committee, or by the order-clerk, to that committee, without being previously brought under the notice of the court or of the general committee.

6. Every committee shall report, from time to time, to the general committee as to the services which such committee will require for the performance of the duties under its supervision.

7. Every committee shall be authorised to obtain, in cases of emergency, such services as it may require for the performance of the duties under its supervision, reporting thereon to the next meeting of the general committee; but such services shall not be continued after such meeting without the sanction of the general committee.

8. Every commissioner not being a member of a committee shall be at liberty to attend all its meetings, not taking part in the discussions or voting thereat.

VI.—AS TO CLERKS FOR COMMITTEES, AND THE BOOKS AND PAPERS OF COMMITTEES.

1. The order-clerk shall be the clerk of every committee, and he shall attend the general committee, and, when practicable, each of the other committees, as its clerk, giving preference to the works' committee.

2. An officer on the establishment shall be appointed, as aid to the order-clerk, to attend each of the committees and sub-committees as its acting clerk.

3. The clerk of accounts, as aid to the order-clerk, shall always attend the finance committee as its acting clerk, whether the order-clerk be present or absent.

4. It shall be a duty of every acting committee-clerk to bring under the notice of the committee which he attends every instance of the proceedings of such committee being irregular in point of form, or exceeding the authority conferred on it by the court.

5. Every acting committee-clerk shall be responsible for the regularity of all the papers and books of the committee to which he is attached.

6. The acting committee-clerks shall give to the order-clerk notice in writing of all orders made by the committees and sub-committees which they have attended, and shall, without delay, deliver to him the rough minutes and other papers of such committees.

7. The order-clerk shall bring all orders of the court and of any committee under the notice of the proper officers, and shall report to the court or the committee (as the case may be) all instances of non-compliance with the orders.

8. The general committee, and every other committee and sub-committee, shall have its separate minute book, order book, and report book.

9. All minute books, order books, and report books shall be open to the inspection of every commissioner, at all times, at the principal office.

10. All motions, amendments, proposals, and protests in committees, and all orders and reports of committees, shall be entered by the acting committee-clerks in the proper books, under their proper dates.

11. All the paragraphs in the committee books shall be numbered in regular progression.

12. All orders and reports shall be referred to in the minutes by numbers and dates.

13. All orders shall be entered on the left-hand pages of the order book ; and minutes of compliance or reasons for non-compliance with the orders shall be entered, with the dates, on the corresponding right-hand pages.

14. All requisitions, motions, amendments, and other proposals submitted by any of the commissioners to the court or to any committee, and all protests, shall be in writing, and be signed by the commissioners making them.

15. All draft reports, reports, and other papers presented by commissioners and officers shall, when first presented, be signed by their authors or proposers.

16. Every report adopted by a committee shall be signed by the order-clerk.

VII.—AS TO THE OFFICERS.

1. It shall be the duty of the order-clerk to see, generally, that the proceedings of the commission are regular in point of form.

2. The consulting engineer, and every surveyor, assistant-surveyor, and clerk of the works, shall keep a diary, setting forth the places where, and the particular works or description of works, or the services on which they are engaged every day.

3. The consulting engineer shall prepare forthwith forms for such diaries.

4. The diary of every officer shall be laid weekly before the committee or sub-committee under whose supervision he is more especially employed.

5. When any paper is referred to any officer, his name, and the dates of the reference to him, and of the return from him, shall be noted thereon.

6. A table of all the existing officers and servants of the commissioners, showing their duties and their salaries, wages, or remuneration, shall be forthwith drawn up by the clerk of accounts, and printed, and shall be corrected by him half-yearly to the 5th of January and the 5th of July ; and a copy of every such table shall, within seven days after those dates, respectively, be posted in the court and sent to the commissioners.

7. Every officer and servant of the commissioners shall, when required by the court, or by any committee acting within its province, show his authority, or, for want of authority, his reason for any act done or sanctioned, or for any order given by him.

By Order,

LEWIS C. HERTSLET,
ORDER-CLERK.

1 GREEK STREET, SOHO SQUARE,
24th February, 1849.

Metropolitan Commission of Sewers.

RECOMMENDATION

OF

GENERAL COMMITTEE

AS TO

RESOLUTIONS TO BE ADOPTED

24th February, 1849.