

Annual Meeting of the Council

Mon 18 May
2009

7.15 pm (or at such time
as the preceding Council
meeting concludes)

Council Chamber
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL



www.redditchbc.gov.uk

Access to Information - Your Rights

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Council and its Committees (or summaries of business

undertaken in private) for up to six years following a meeting.

- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.

- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council’s Website:
www.redditchbc.gov.uk

**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact
Ivor Westmore
Committee Support Services**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: (01527) 64252 (Ext. 3269) Fax: (01527) 65216
e.mail: committee@redditchbc.gov.uk Minicom: 595528**

Welcome to today's meeting.

Guidance for the Public

Agenda Papers

The **Agenda List** at the front of the Agenda summarises the issues to be discussed and is followed by the Officers' full supporting **Reports**.

Chair

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Committee Support Officer who gives advice on the proper conduct of the meeting and ensures that the debate and the decisions are properly recorded. On the Chair's other side are the relevant Council Officers. The Councillors ("Members") of the Committee occupy the remaining seats around the table.

Running Order

Items will normally be taken in the order printed but, in particular circumstances, the Chair may agree to vary the order.

Refreshments : tea, coffee and water are normally available at meetings - please serve yourself.

Decisions

Decisions at the meeting will be taken by the **Councillors** who are the democratically elected representatives. They are advised by **Officers** who are paid professionals and do not have a vote.

Members of the Public

Members of the public may, by prior arrangement, speak at meetings of the Council or its Committees. Specific procedures exist for Appeals Hearings or for meetings involving Licence or Planning Applications. For further information on this point, please speak to the Committee Support Officer.

Special Arrangements

If you have any particular needs, please contact the Committee Support Officer.

Infra-red devices for the hearing impaired are available on request at the meeting. Other facilities may require prior arrangement.

Further Information

If you require any further information, please contact the Committee Support Officer (see foot of page opposite).

Fire/ Emergency instructions

If the alarm is sounded, please leave the building by the nearest available exit – these are clearly indicated within all the Committee Rooms.

If you discover a fire, inform a member of staff or operate the nearest alarm call point (wall mounted red rectangular box). In the event of the fire alarm sounding, leave the building immediately following the fire exit signs. Officers have been appointed with responsibility to ensure that all visitors are escorted from the building.

Do Not stop to collect personal belongings.

Do Not use lifts.

Do Not re-enter the building until told to do so.

The emergency **Assembly Area** is on the **Ringway Car Park**.

Declaration of Interests: Guidance for Councillors

DO I HAVE A "PERSONAL INTEREST" ?

- Where the item relates or is likely to affect your **registered interests** (what you have declared on the formal Register of Interests)

OR

- Where a decision in relation to the item might reasonably be regarded as affecting **your own** well-being or financial position, or that of your **family**, or your **close associates** more than most other people affected by the issue,

you have a personal interest.

WHAT MUST I DO? **Declare the existence, and nature, of your interest and stay**

- The declaration must relate to specific business being decided - a general scattergun approach is not needed
- **Exception** - where interest arises only because of your membership of another **public body**, there is no need to declare unless you **speak** on the matter.
- You **can vote** on the matter.

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

- It is a personal interest **and**
- The item affects your **financial position** (or conveys other benefits), or the position of your **family, close associates** or bodies through which you have a **registered interest** (or relates to the exercise of **regulatory functions** in relation to these groups)

and

- A member of public, with knowledge of the relevant facts, would reasonably believe the interest was likely to **prejudice** your judgement of the public interest.

WHAT MUST I DO? **Declare and Withdraw**

BUT you may make representations to the meeting before withdrawing, **if** the public have similar rights (such as the right to speak at Planning Committee).



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Council Chamber Town Hall

Agenda

Membership:

Cllrs:	J Field (Mayor)	
	P Anderson	N Hicks
	K Banks	G Hopkins
	M Braley	D Hunt
	J Brunner	R King
	M Chalk	W King
	G Chance	C MacMillan
	A Clayton	P Mould
	B Clayton	W Norton
	J Cookson	J Pearce
	D Enderby	B Quinney
	A Fry	M Shurmer
	C Gandy	D Smith
	M Hall	D Taylor
	W Hartnett	D Thomas

1. Welcome	<p>The Mayor will open the meeting and welcome all present.</p> <p>The Mayor's Chaplain, the Reverend Mike Herbert, will lead the Council in prayer.</p>
2. Apologies	<p>To receive any apologies for absence on behalf of Council members.</p>
3. Declarations of Interest	<p>To invite Councillors to declare any interests they may have in items on the agenda.</p>
4. Mayor's opening remarks	<p>To receive the Mayor's opening remarks and report on the mayoral year.</p> <p>To give notice of any items of "Urgent Business" accepted by the Mayor for consideration at the meeting.</p> <p>(No separate report)</p>

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5. Election of Mayor	To elect the Mayor for the ensuing municipal year and to take his/her declaration of acceptance of office.
6. Deputy Mayor	To appoint the Deputy Mayor for the ensuing municipal year and to take his/her declaration of acceptance of office.
7. Announcements	To receive the new Mayor's communications and announcements, including: - new Mayor's Chaplain / Mayor's Charity (-ies).
8. Minutes (Pages 1 - 8) Chief Executive	To confirm as a correct record the minutes of the meeting of the Council held on 20 April 2009. (Minutes attached)
9. Executive Committee - Referral (Pages 9 - 14) Head of Legal, Democratic and Property Services	To consider an urgent referral regarding the implementation of shared services for Electoral and Community Safety Services. (In view of the fact that it contains information relating to consultations / negotiations in connection with labour relations matters, the Appendices to the report are not for publication and have been circulated only to relevant Officers and Members of the Council.) (Report attached) (No Specific Ward Relevance)
10. Leader and Deputy Leader of the Council	To appoint members of the Council to hold the offices of Leader and Deputy Leader. (No separate report)

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11. Executive Committee, Overview and Scrutiny Committee, Sub-Committees, Panels, etc. - Chairs and Vice-Chairs - Appointment	<p>To resolve, in accordance with the Council's Constitution and Standing Orders 30, 32 and 36(2), that the Council appoint Committees, Sub-Committees, Panels, Task and Finish Groups, Working Parties, etc.; and their memberships, Chairs and Vice-Chairs (as indicated in the Appendix to the separate Order of Business report).</p> <p>(Detailed Order of Business to follow)</p>
12. Neighbourhood Groups - Appointment	<p>To appoint Councillor representatives to Neighbourhood Groups (a indicated in the Appendix to the separate Order of Business report).</p> <p>(Detailed Order of Business to follow)</p>
13. Outside Bodies	<p>A. To appoint <u>Council Representatives</u> to serve on outside bodies on behalf of the Council.</p> <p>B. To nominate Council Members for appointment to outside bodies, but <u>not to formally represent the Council</u>.</p> <p>(Detailed Order of Business to follow)</p>
14. Members' Allowances Chief Executive	<p>To receive a report on expenses and allowances paid to Members during the financial year 2008/09 under the Local Authorities (Members' Allowances) (England) Regulations 2003.</p> <p>(Report to follow)</p> <p>(No Specific Ward Relevance)</p>
15. Common Seal	<p>To order the Common Seal of the Council to be affixed to any documents necessary to carry into effect any resolutions passed by the Council during the municipal year.</p>

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16. Exclusion of the Public

During the course of the meeting, it may be necessary, in the opinion of the Chief Executive, to consider excluding the public from the meeting on the grounds that exempt information is likely to be divulged. It may be necessary, therefore, to move the following resolution:

“that, under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matter(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (*to be specified*) of Part 1 of Schedule 12 (A) of the said Act, as amended.”

Notes:

- (i) A detailed Order of Business will be circulated separately.
 - (ii) At the conclusion of the meeting, all Council members, Officers, Guests and members of the press and public are invited to join the Mayor in a reception in the Civic Suite.
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