


Annual Council



(non-decision making virtual meeting)

Title	Agenda
Date	Tuesday 18 May 2021
Time	6.30 pm
Venue	<p>Facilitated by Microsoft Teamslive virtual meetings platform – Members and officers attending this meeting are requested to see their separate Outlook meeting invitation to join the meeting.</p> <p>The meeting will be accessible by the press and public via a livestream; the link to which will be published on the Council’s website alongside guidance on how to join and the agenda papers</p>
Membership	<p>All Councillors</p> <p>You are hereby summoned to attend a non-decision making meeting of the Council to transact the business on the agenda set out below.</p>  <p>Ian Gallin Chief Executive 10 May 2021</p>
Interests – declaration and restriction on participation	<p>Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.</p>
Quorum	One quarter of the Council (16 members)

**Committee
administrator**

Claire Skoyles

Democratic Services Officer

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Venue	Virtual non-decision making meeting to be facilitated by Microsoft Teamslive.
Contact information	Telephone: 01284 757176 Email: democratic.services@westsuffolk.gov.uk Website: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting	<p>The agenda and reports will be available to view at least five clear days before the meeting on our website.</p> <p>On this occasion, a link to the meeting livestream broadcast, and guidance on how members of the public can access the meeting broadcast will be made available on the Council's website when the agenda is published.</p>
Attendance at meetings	<p>The Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.</p> <p>The meeting will be held virtually. You can view the livestream of the meeting via the link provided on the webpage where the agenda and papers are published. No formal decisions will be taken at this meeting therefore the virtual meeting is not invalid.</p>
Accessibility	If you have any difficulties in accessing the meeting, the agenda and accompanying reports, including for reasons of a disability or a protected characteristic, please contact Democratic Services at the earliest opportunity using the contact details provided above in order that we may assist you.
Recording of meetings	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>
Personal information	<p>Any personal information processed by West Suffolk Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.</p>

Agenda

Procedural matters

Part 1 – public

Pages

1. Election of Chair elect of the Council for 2021 to 2022

The outgoing Chair will call for nominations for the election of the Chair elect for the ensuing year.

Following the seeking of other nominations, a 'minded to' vote will be taken on the nomination of the Chair elect.

The outgoing Chair will then make their remarks and will remove their Chain of Office.

Note: As this meeting is being held virtually, and following formal resolution at the subsequent in person meeting arranged for 19 May 2021, the Chair will sign their Declaration of Acceptance of Office at that meeting, in the presence of the Monitoring Officer.

2. Chair elect's announcements

To receive announcements from the Chair Elect, which subject to formal resolution at the subsequent in person meeting arranged for 19 May 2021, will include acknowledging their forthcoming year in office.

3. Apologies for absence

To receive announcements (if any) from the officer advising the Chair elect (including apologies for absence).

4. Election of Vice Chair elect of the Council for 2021 to 2022

The Chair elect will make a nomination for the election of Vice Chair elect of the Council for the ensuing year.

Following the seeking of other nominations, a 'minded to' vote will be taken on the nomination of the Vice Chair elect.

The incoming Vice Chair elect, subject to formal resolution at the subsequent in person meeting arranged for 19 May 2021, will acknowledge their forthcoming year in office.

Note: As this meeting is being held virtually, and following formal resolution at the subsequent in person meeting arranged for 19 May 2021, the Vice Chair will sign their Declaration of Acceptance of Office at that meeting, in the presence of the Monitoring Officer.

5. Appointment of Cabinet members

Having regard to the provisions of the Constitution, the Chair elect will invite the Leader of the Council to announce:

- a. Up to nine members whom he will be appointing to form the Cabinet (alongside the Leader)
- b. The name of a member of the Cabinet to act as Deputy Leader
- c. The portfolios, and which members of the Cabinet will be portfolio holders

6. Review of political balance and appointment to politically balanced bodies 2021 to 2022

1 - 4

Report number: **AGM/WS/21/001**
Appendices A, B and C TO FOLLOW

Note: A 'minded to' vote will be taken with a formal resolution sought at the subsequent in person meeting arranged for 19 May 2021.

7. Appointment of Chair elects and Vice Chair elects of committees

In accordance with the Constitution, the Council will appoint the Chair elects and Vice Chair elects of the:

- a. Overview and Scrutiny Committee
- b. Performance and Audit Scrutiny Committee

Following the seeking of other nominations for each role, a 'minded to' vote will be taken with a formal resolution sought at the subsequent in person meeting arranged for 19 May 2021.

8. Representation on outside bodies 2021 to 2022

5 - 16

Report number: **AGM/WS/21/002**

Note: A 'minded to' vote will be taken with a formal resolution sought at the subsequent in person meeting arranged for 19 May 2021.

Part 2 – exempt

None