

COUNCIL PROCEDURE RULES

1. *Annual Meeting of the Council*

The Annual Meeting of the Council will take place on the Wednesday 13 calendar days after the day of local elections, or in a year when there are no local elections on the Wednesday 13 calendar days after the first Thursday in May at 7.30 pm.

The Meeting will

- (i) elect a person to preside if the Mayor or Deputy Mayor is not present;
- (ii) elect the Mayor;
- (iii) consider a Vote of Thanks to the outgoing Mayor;
- (iv) appoint the Deputy Mayor;
- (v) approve the Minutes of the previous meeting;
- (vi) receive declarations of interest by Members and officers;
- (vii) receive any announcements from the Mayor and/or the Chief Executive;
- (viii) receive a report from the Returning Officer in the year of a Council Election;
- (ix) receive a report in accordance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 in the year of a Council election;
- (x) elect the Leader, if necessary;
- (xi) note the appointments to the role of Deputy Leader and to the Cabinet;
- (xii) appoint the Scrutiny Committees and such other committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions, as set out in Part 3 of this Constitution, subject to no members of the Cabinet being appointed to sit on the Audit Committee, if one is appointed;
- (xiii) appoint such voting co-opted members as recommended by the various committees / panels;
- (xiv) appoint representatives to the Fire Authority;
- (xv) appoint a representative to the Thames Valley Police and Crime Panel;

- (xvi) receive the Leader's Scheme of Executive Delegation, as set out in Part 3 of this Constitution, except where the Leader is elected at this Annual Council meeting when the Scheme of Executive delegation will be presented to the Ordinary Council meeting following the Annual Council meeting; and
- (xvii) agree the Calendar of Meetings for the year; and
- (xviii) consider any business set out in the notice convening the meeting,

and unless otherwise determined by statute, the Mayor may vary the order of the agenda at his/her discretion and allocate an appropriate time for the transaction of each item.

The Mayor may decide to hold the Annual meeting in two parts with items (v) to (xviii) above being dealt with at a second (Business) Meeting to be held 7 days after the first (Ceremonial) meeting.

Note: The election of a person to preside in the absence of the Mayor, the election of the Mayor and the Leader and the appointment of the Deputy Mayor will follow the procedure set out in Procedure Rule 16.6.