

Article 4 - The Council meeting

This article explains the role of the Council meeting (which is when all councillors attend a formal meeting) and the role of the Mayor.

2.4.1. Council meetings

Types of Council meetings.

There are three types of Council meeting:-

- a) The Annual Meeting.
- b) Ordinary Meetings.
- c) Extraordinary Meetings.

2.4.2. Rules applying to Council meetings

The Council rules (in Part 4 section 1) will apply to Council meetings.

2.4.3. Functions of the council meeting and functions scheme

The functions of the Council meeting are set out in the Functions Scheme (part 3)

2.4.4. The Mayor

Election

The Mayor and the Deputy Mayor are elected by Council annually. The Deputy Mayor following their term of office will assume the role of Mayor, subject to agreement at Annual Council.

Without prejudice to above, the Leaders of the political groups represented on the Council agree that the determination of the Mayor and Deputy Mayor in future years, will be agreed by the Majority group in consultation with the other Group Party Leaders.

The Mayor and Deputy Mayor cannot be members of the Cabinet or a Deputy Cabinet Member.

Functions

The Mayor and, in their absence, the Deputy Mayor will have the following roles and functions:

- a) to uphold and promote the purpose of the Constitution;
- b) to decide what the Constitution means if there is a dispute, on advice from the Monitoring Officer;
- c) to chair Council meetings so that decisions can be taken efficiently and with regard to the rights of Councillors and the interests of the community;

- d) to make sure that Council meetings are a place for debating matters of concern to the local community and the place at which members who are not on the Cabinet are able to hold the Cabinet to account;
- e) to promote public involvement in the Council's activities and in the democratic process;
- f) to attend those civic and ceremonial functions which they or the Council consider appropriate; and
- g) to approve, as urgent, decisions which will not be subject to call in, when no chair of a Scrutiny Committee is available.
- h) to Chair meetings of the Standards Committee.

Roles

The Mayor fulfils several roles:

- a) Ceremonial role - The Mayor is the ceremonial head of the whole Council and its district wide representative at civic and social occasions. The Mayor has considerable discretion in exercising the ceremonial aspects of the office.
- b) Non-political role - It is important that the Mayor maintains a non-political stance especially when chairing Council meetings. The Mayor must act entirely neutrally allowing different opinions to be fully and fairly presented and debated subject to any relevant procedure rules.
- c) Mayor's announcements - Any Group Leader or Committee Chair may approach the Mayor before a Council meeting to suggest items for the Mayor to use in making announcements to Council. The Mayor has complete discretion as to which items they may think appropriate to announce.
- d) Rules of debate - The Mayor 's role in conducting meetings is to enforce the Council rules at the Council meeting as set out in part 4.
- e) Casting vote - If there are equal numbers of votes for and against, the Mayor will have a second or extra casting vote. There will be no restriction on how the Mayor chooses to exercise a casting vote.