

**Department of Legal and
Democratic Services**

Members of Council

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Date: 11 May 2015

Dear Councillor

ANNUAL MEETING OF COUNCIL – 19 MAY 2015

You are requested to attend the Annual Meeting of the Council to be held in the Council Chamber, City Hall, Bradford, on Tuesday, 19 May 2015 at 1030.

The agenda for the meeting is set out overleaf.

Yours sincerely



Assistant City Solicitor

Notes:

- ◆ This agenda can be made available in Braille, large print or tape format.
- ◆ The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.



The Council's Fire Bell and Evacuation Procedure requires people to leave the building in an orderly fashion by the nearest exit, should the fire alarm sound. No one will be allowed to stay or return until the building has been checked.

Members are reminded that under the Members' Code of Conduct, they must register within 28 days any changes to their financial and other interests and notify the Monitoring Officer of any gift or hospitality received.

AGENDA

A. PROCEDURAL ITEMS

1. ELECTION OF LORD MAYOR

To elect a Lord Mayor for the 2015-2016 municipal year.

2. APPOINTMENT OF DEPUTY LORD MAYOR

To appoint a Deputy Lord Mayor for the 2015-2016 municipal year.

3. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of Constitution)

To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it only becomes apparent to the Member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) Officers must disclose interests in accordance with Council Standing Order 44.*

4. MINUTES

Recommended -

That the minutes of the meeting held on 24 March 2015 be signed as a correct record (previously circulated).

5. APOLOGIES FOR ABSENCE

6. WRITTEN ANNOUNCEMENTS FROM THE LORD MAYOR (Standing Order 4)

(To be circulated before the meeting).

7. INSPECTION OF REPORTS AND BACKGROUND PAPERS (Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Director or Head of Service whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Adrian Tumber - 01274 432435)

B. BUSINESS ITEMS

8. REVIEW OF THE COUNCIL'S CONSTITUTION

Previous reference: Governance and Audit Committee, Minute 82 (2014-2015)

At the meeting of the Governance and Audit Committee on 17 April 2015 the report of the Assistant City Solicitor (**Governance and Audit Committee Document "AT"**) detailed proposed amendments to the Constitution for recommendation to Council to be implemented at the commencement of the municipal year 2015/16.

Recommended –

That the amendment to Article 9 of the Constitution set out at paragraph 3.8 of Document "AT" be approved.

(Dermot Pearson - 01274 432496)

9. **CONTRACT STANDING ORDERS**

Previous reference: Governance and Audit Committee, Minute 77 (2014-2015)

At the meeting of the Governance and Audit Committee on 17 April 2015 the report of the City Solicitor (**Governance and Audit Committee Document "AU"**) provided Members with details of the annual review of Contracts Standing Orders sections of the Council's Constitution and made recommendations for their amendment. It was,

Recommended -

- (1) That the proposed amendments to Contracts Standing Orders listed in Appendix 1 to Document "AU" be recommended to Council for adoption and implementation.**
- (2) That the Assistant City Solicitor reports any recommendations to Council and ensures the agreed amendments are implemented.**
- (3) That the Assistant City Solicitor be granted delegated authority to make consequential amendments to the Constitution as a result of the recommendations approved by Full Council.**

(Roy Barraclough – 01274 432670)

10. **MEMBERSHIP OF COMMITTEES**

To appoint Members to Committees; Chairs and Deputy Chairs of Committees (other than Area Committees) and West Yorkshire joint committees (**Document "A" – to be circulated before the meeting**).

(Adrian Tumber – 01274 432435)

11. **RECOMMENDATIONS FROM THE EXECUTIVE AND COMMITTEES**

(Standing Order 15)

11A PROTOCOL FOR FILMING AND RECORDING OF MEETINGS

Previous reference: Governance and Audit Committee, Minute 78 (2014-2015)

On the 6 August 2014 the Local Government Secretary, Eric Pickles, published a guide for local people and the press explaining how they can attend and report on their local council meetings.

At the meeting of the Governance and Audit Committee on 17 April 2015 the report of the Assistant City Solicitor (**Governance and Audit Committee Document "AP"**) proposed the adoption of a draft protocol to give further advice to the public on the arrangements put in place by this Council for the fair exercise of these rights at meetings of Council, Council Committees, Sub-Committees, Panels and at meetings of the Executive.

Recommended-

That the draft Protocol for Filming and Recording of Council Meetings as contained in Appendix 1 to Document "AP" be adopted.

(Dermot Pearson – 01274 432496)

11B APPOINTMENT OF CHIEF EXECUTIVE

Previous reference: Appointment Panel, Minute 15 (2014-2015)

Council is asked to approve the proposal to appoint Kersten England to the post of Chief Executive on the salary package as detailed in **Document "B"** and in accordance with the Council's Pay Policy Statement.

Recommended -

- (1) That the Council approve the appointment of Kersten England as Chief Executive.**
- (2) That the Council confirms they are in agreement with the proposal to appoint to the position of Chief Executive on the salary package as detailed in paragraph 2.9 of Document "B" in accordance with the Council's Pay Policy Statement 2015/16.**

(Sue Dunkley – 01274 436135)

- 11C To consider any recommendations (if any) arising from meetings of the Executive and Committees held after the publication of this agenda and prior to the Council meeting.

12. COUNCIL MEETINGS 2015-2016

Previous reference: Executive, Minute 82 (2014-2015)

Recommended –

That ordinary meetings of Council during the municipal year 2015-16 be held at 1600 on the following Tuesdays except where indicated otherwise:

**14 July 2015
20 October 2015
8 December 2015
19 January 2016
25 February 2016 (Thursday)
22 March 2016
17 May 2016 (1030)**

(Adrian Tumber – 01274 432435)

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THIS AGENDA AND ANY ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE,
ON RECYCLED PAPER