



ANNUAL COUNCIL

17TH MAY 2023

REPORT TITLE:	Election of Mayor for Municipal Year 2023/2024
REPORT OF:	Claire Mayhew, Corporate Manager (Democratic Services) & Deputy Monitoring Officer

REPORT SUMMARY

The Council is required to elect a Mayor at its Annual Meeting from amongst its membership to serve for the Municipal Year 2023/2024 and until their successor is entitled to act in that office in accordance with the procedure as set out in Appendix B of the Constitution.

RECOMMENDATIONS

Members are asked to:

- R1. To elect a Mayor for the Municipal Year 2023/2024 and until their successor is entitled to act in that office.**

SUPPORT ING INFORMATION

1.0 REASONS FOR RECOMMENDATIONS

It is a statutory duty.

2.0 OTHER OPTIONS CONSIDERED

The law requires that the Mayor (being Chair of the Council) shall be elected annually by the Council from amongst its Members and that the election of the Mayor shall be the first item of business transacted at the meeting of Annual Council.

3.0 BACKGROUND INFORMATION

The Mayor is elected by the Council to continue in office for one Municipal Year in accordance with the procedure as set out in Appendix B of the Constitution and until their successor is entitled to act in that office. The Mayor is the First Citizen of the Borough, a Member of the Council and its Civic and Ceremonial head. The Mayor will represent and promote the Borough at events both within and outside the Borough.

The Mayor is Chair of the meetings of the Council in accordance with Council Procedure Rules.

The Mayor will invite nominations for the election of Mayor for the Municipal Year 2023/2024.

Once the election has taken place the newly elected Mayor will duly take the Declaration of Acceptance of Oath. Following the declaration, the meeting will be adjourned to allow the newly elected Mayor to robe.

On the return of the Mayoral Party, the Mayor will make announcements including which charities the Mayor has chosen to work with during the Mayoral year.

The Mayor is accompanied to events by a Mayoress/Escort or a Consort. The Mayoress/Escort or Consort is recognised by the Council as such. A Mayoress/Escort or Consort will be announced.

After the Mayor's Mayoress/Escort or Consort has been announced, the outgoing Consort will invest the incoming Mayoress/Escort or Consort with the badge of office.

A vote of thanks to the outgoing Mayor will be proposed. Other Members will be invited to speak on the vote of thanks. The Past Mayor will then be presented with the Past Mayor's badge and with gifts from officers.

4.0 FINANCIAL IMPLICATIONS

Name/Title: Tim Willis, Interim Director of Resources

Tel/Email: 01277 312500/tim.willis@brentwood.rochford.gov.uk

There are no direct financial implications arising from the election of a Mayor. For the purpose of enabling the Mayor to meet the expense of their office, the Council may pay such allowance as the Council thinks reasonable. Item 13 of the Agenda deals with allowances.

5.0 LEGAL IMPLICATIONS

Name & Title: Andrew Hunkin, Director - Interim Director of People and Governance and Monitoring Officer

Tel & Email: 01277 312705/andrew.hunkin@brentwood.rochford.gov.uk

The Council has a statutory duty to elect a Mayor annually from among its members. The election of the Mayor must be the first business transacted at the Annual Meeting.

The process for electing the Mayor is set out in the Council's Constitution.

6.0 ENGAGEMENT/CONSULTATION

Group Leaders have been consulted.

7.0 EQUALITY IMPLICATIONS

Name/Title: Kim Anderson, Partnerships, Leisure & Funding Manager

Tel/Email: 01277 312634/kim.anderson@brentwood.gov.uk

Section 149 of the Equality Act requires the Council to have due regard to the Public Sector Equality Duty when making decisions, strategic planning and when implementing policies that may impact on those who have protected characteristics. Listed Authorities must comply with the requirements under the Equality Act 2010 (Specific Duties) Regulations 2011 (the Regulations), to publish equality data and list specific equality objectives. These Regulations apply to the Council.

8.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

Name/Title: Phil Drane, Director – Place

Tel/Email: 01277 312500/phil.drane@brentwood.rochford.gov.uk

There are no direct economic implications.

REPORT AUTHOR:

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APPENDICES

None

BACKGROUND PAPERS

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Annual Council	18.5.2022
Annual Council	19.5.2021
Annual Council	15.5.2019