

15 May 2019

Annual Council

Election of Mayor for Municipal Year 2019/2020

Report of: *Claire Mayhew, Corporate and Democratic Service Manager*

Wards Affected: *All Wards*

This report is: *Public*

1. Executive Summary

- 1.1 The Council is required to elect a Mayor at its Annual Meeting from amongst its membership to serve for the Municipal Year 2019/2020 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.

2. Recommendation(s)

- 2.1 To elect a Mayor for the Municipal Year 2019/2020 and until their successor is entitled to act in that office.**

3. Introduction and Background

- 3.1 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.
- 3.2 The Mayor is Chair of the meetings of the Council in accordance with Council Procedure Rules.
- 3.3 The Mayor will invite nominations for the election of Mayor for the Municipal Year 2019/2020.

- 3.4 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.
- 3.5 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.
- 3.6 The Mayor is accompanied to events by a Mayoress or a Consort. The Mayoress or Consort is recognised by the Council as such. A Mayoress or Consort will be announced.
- 3.7 After the Mayor's Mayoress or Consort has been announced, the outgoing Consort will invest the incoming Mayoress or Consort with the badge of office.
- 3.8 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. Issue, Options and Analysis of Options

- 4.1 The law requires that the Mayor (being Chairman 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.

5. Reasons for Recommendation

- 5.1 It is a statutory duty.

6. Consultation

- 6.1 Group Leaders would be consulted.

7. References to Corporate Plan

- 7.1 This underpins the corporate priority of *Transformation* as the role of Mayor includes upholding and promoting the Constitution and so improving governance arrangements.

8. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Finance Director

Tel & Email: 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk

- 8.1 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.

Legal Implications

Name & Title: Paula Harvey, Deputy Monitoring Officer

Tel & Email: 01277 312705/paula.harvey@brentwood.gov.uk

- 8.2 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.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

- 8.3 None

9. Background Papers (include their location and identify whether any are exempt or protected by copyright)

- 9.1 None.

10. Appendices to this report

None.

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