



Cannock Chase Council

Annual Council Meeting

Wednesday 19 May 2021 at 6:00pm

Meeting to be Held in the Ballroom, Civic Centre, Beecroft Road, Cannock

Notice is hereby given of the above-mentioned meeting of the Council, which you are summoned to attend for the purpose of transacting the business set out below:

Prior to the commencement of the formal business of the meeting the following will take place:

- Outgoing Chairman's Remarks.

Part 1

- 1. Apologies**
- 2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any interests in accordance with the Code of Conduct.
Members should refer to the guidance included as part of this agenda.
- 3. Election of a Chairman of the Council**

To elect a Chairman of the Council for the municipal year 2021-22.
- 4. Election of a Vice-Chairman of the Council**

To elect a Vice-Chairman of the Council for the municipal year 2021-22.

5. Minutes

To confirm the Minutes of the Council Meeting held on 21 April 2021, Minute Nos. 93 – 107; Page Nos. 85 – 93.

6. The Chairman's Announcements and Correspondence

To receive any Announcements and Correspondence from the Chairman of the Council.

7. Leader of the Council

To elect a Leader of the Council in accordance with the requirements set out in the Constitution.

8. The Leader's Announcements and Correspondence

To receive any Announcements and Correspondence from the Leader of the Council.

9. Form and Composition of the Cabinet

To receive notification from the Leader of the Council of the number and identity of Cabinet members and their portfolios (Item 9. – To Follow).

10. Leader of the Opposition

To receive confirmation of acceptance of office from the Leader of the Opposition.

11. Form and Composition of the Shadow Cabinet

To receive notification from the Leader of the Opposition of the number and identity of Shadow Cabinet members and their shadow portfolios (Item 11. – To Follow).

12. Allocation of Seats to Committees and Other Bodies

Report of the Interim Managing Director (Item 12.1 – 12.3).

Appendix 1 to this Report will be issued in advance of the meeting.

13. Appointment of Members, Chairmen and Vice-Chairmen to the Council's Committees, Sub-Committees and Other Bodies for 2021-22

Council is requested to consider:

- (i) The appointment of Chairmen and Vice-Chairmen to Committees, Sub-Committees and Other Bodies, provided that advance notification of any Political Group's proposed Chairmen, Vice-Chairmen and membership has been circulated by the Proper Officer to all Members at least 24 hours prior to the Annual Meeting.
- (ii) The appointment of Councillors to Committees as proposed by each of the Group Leaders.

(A schedule setting out the proposed memberships, together with the nominations for Chairmen and Vice-Chairmen, will be circulated to all Members at least 24 hours before the Annual Council meeting).

14. Representatives on Outside Bodies 2021-22

Report of the Interim Managing Director (Item 14.1 – 14.3).

Appendix 1 to this Report will be tabled at the meeting.

15. Appointment of Interim Joint Chief Executive

Report of the Leader of the Council (Item 15.1 – 15.11).



B. Kean
Interim Managing Director

11 May 2021

Guidance on Declaring Personal, Pecuniary, and Disclosable Pecuniary Interests at Meetings

Definition of what is a Personal, Pecuniary and Disclosable Pecuniary Interest

A Personal Interest is one where your well-being or financial position, or those of a member of your family or any person with whom you have a close association would be affected to a greater extent than the majority of Council Tax payers, ratepayers, or inhabitants of the electoral ward(s) affected by the decision. You automatically have a personal interest if you have given notice in the Register of Members' Interests, e.g. if you are appointed to an outside body by the Council.

A Pecuniary Interest is a personal interest where the matter

- a) affects your financial position or that of a member of your family or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests or
- b) relates to the determining of any consent, licence, permission or registration in relation to you or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests

and, in either case, where a member of the public knowing the facts would reasonably regard the interest as so significant it is likely to affect your judgement of the public interest

A Disclosable Pecuniary Interest is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) in respect of employment, office, trade, profession or vocation carried out for profit or gain; sponsorship; contracts; land; licences; corporate tenancies; or securities, as defined with the Localism Act, 2011.

Please make it clear whether it is a Personal, Pecuniary or Disclosable Pecuniary Interest

It would be helpful if, prior to the commencement of the meeting, Members informed the Monitoring Officer of any declarations of interest, of which you are aware. This will help in the recording of the declarations in the Minutes of the meeting.

Declaring Interests at Full Council

The Code of Conduct requires that personal interests where you have a personal interest in any business of the Council, and where you are aware or ought reasonably to be aware of the existence of the personal interest, and you attend a meeting of the Council at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Some items will be mentioned in the papers for full Council but are not actually being considered by Full Council. In such circumstances the Monitoring Officer's advice to Members is that there is no need to declare an interest unless the particular matter is mentioned or discussed. As a general rule, Members only need to declare an interest at full Council in the following circumstances:

- Where a matter is before the Council for a decision and/or
- Where the matter in which the Member has an interest is specifically mentioned or discussed at the Council meeting.