

1. Annual Meeting of the Council

1.1 Timing and business

- (a) In a year when there is an ordinary election of councillors, the annual meeting will take place within 21 days of the retirement of the outgoing councillors. In any other year, the annual meeting will take place in March, April or May.
- (b) The annual meeting will:
- (i) elect a person to preside if the Chairman of Council is not present;
 - (ii) elect the Chairman of Council;
 - (iii) elect the Vice-Chairman of Council;
 - (iv) approve the minutes of the last meeting;
 - (v) in a year when there is an ordinary election of councillors, receive the Returning Officer's Return of councillors elected.
 - (vi) receive any announcements from the Chairman and / or Head of Paid Service;
 - (vii) upon the expiry of the Leader's normal term of office as Leader, elect the Leader including, where available, notification by the Leader of the number of members he / she is appointing to the Executive (Cabinet), their names and their portfolios, and the Leader's Scheme of Delegation of Executive Functions;
 - (viii) appoint up to five substitute members per committee from each political group in a hierarchical list to all committees and sub-committees ~~other than the Standards Committee~~;
 - (ix) appoint at least one scrutiny and overview committee, ~~a Standards Committee~~, **a Civic Affairs Committee**, the Licensing Committee (2003 Act) and such other committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions (as set out in Part 3 of this Constitution);
 - (x) agree the scheme of delegation or such part of it as the Constitution determines it is for the Council to agree (as set out in Part 3 of this Constitution);
 - (xi) receive questions from, and provide answers to, the public in relation to matters which in the opinion of the person presiding at the meeting are relevant to the business of the meeting, in accordance with Standing Order 10 below;
 - (xii) receive reports and recommendations from the Executive and the Council's committees and receive questions and answers on any of those reports;
 - (xiii) receive the Leader of the Major Opposition Group's Annual Report;
 - (xiv) consider any business set out in the notice convening the meeting including consideration of proposals from the Executive in relation to the Council's budget and policy framework and reports of the Scrutiny and Overview Committee for debate; and
 - (xv) receive questions from, and provide answers to, members in relation to matters which in the opinion of the person presiding at the meeting are relevant to the business of the meeting, in accordance with Standing Order 11 below.

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14. Rules of Debate

~~14.15 Participation by the Chairman of the Standards Committee~~

~~The Chairman of the Standards Committee may present the reports and recommendations of the committee, brought forward under Standing Orders 1(xi) and 2(ix) above, and contribute to the debate of such items; however, he/she shall not be entitled to propose or second any Motion or amendment, or to vote.~~