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Notice of Meeting

Council

Mayor, Mrs Christine Bateson
Deputy Mayor, Mr Gary Muir
Councillors Clive Baskerville, Adam Bermange, George Blundell, Simon Bond, Mandy Brar, David Buckley, Catherine Del Campo, Alison Carpenter, Richard Coe, Carole Da Costa, Wisdom Da Costa, Suzanne Cross, Devon Davies, Karen Davies, Jack Douglas, Genevieve Gosling, Jodie Grove, Geoff Hill, Mark Howard, Maureen Hunt, Lynne Jones, Neil Knowles, Ewan Larcombe, Sayonara Luxton, Asghar Majeed, Siân Martin, Chris Moriarty, Helen Price, Gary Reeves, Joshua Reynolds, Julian Sharpe, George Shaw, Gurch Singh, Kashmir Singh, John Story, Helen Taylor, Amy Tisi, Julian Tisi, Leo Walters, Simon Werner and Mark Wilson

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Tuesday 23 May 2023 7.00 pm
Council Chamber - Guildhall, Windsor

A handwritten signature in black ink, appearing to read 'Stephen Evans'.

Stephen Evans
Chief Executive

Agenda

Item	Description	Page
1	Apologies for Absence To receive any apologies for absence	
2	Declarations of Interest To receive any declarations of interest	3 - 4
3	Election of Mayor for 2023/24 For details of the Order of Proceedings please see page 5.	5 - 6
4	Election of Deputy Mayor for 2023/24 For details of the Order of Proceedings please see page 5.	
5	Election of Leader of the Council To elect a Leader of the Council on the nomination of the Group forming the Administration of the Council.	
6	Political balance and appointment of Panels, Chairs and Vice-Chairs for 2023/24 To consider the political balance of the council, and the structure and appointment of Committees and Panels etc as the Council considers	To Follow

	<p>appropriate to deal with matters which are neither reserved to the Council nor part executive functions.</p> <p>Council to appoint the Chairs and Vice-Chairs to each body appointed under this item with the exception of the Appeals Panel, which shall select a Chair from the Panel membership at the start of each Panel meeting for the duration of that meeting, and the Overview and Scrutiny Panels which will elect Chairs from their membership.</p>	
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By attending this meeting, participants are consenting to the audio & visual recording being permitted and acknowledge that this shall remain accessible in the public domain permanently.

Please contact Kirsty Hunt, kirsty.hunt@rbwm.gov.uk, with any special requests that you may have when attending this meeting.

Published: Monday 15 May 2023

MEMBERS' GUIDE TO DECLARING INTERESTS AT MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a Disclosable Pecuniary Interest (DPI) or Other Registerable Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

Any Member with concerns about the nature of their interest should consult the Monitoring Officer in advance of the meeting.

Non-participation in case of Disclosable Pecuniary Interest (DPI)

Where a matter arises at a meeting which directly relates to one of your DPIs (summary below, further details set out in Table 1 of the Members' Code of Conduct) you must disclose the interest, **not participate in any discussion or vote on the matter and must not remain in the room** unless you have been granted a dispensation. If it is a 'sensitive interest' (as agreed in advance by the Monitoring Officer), you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted by the Monitoring Officer in limited circumstances, to enable you to participate and vote on a matter in which you have a DPI.

Where you have a DPI on a matter to be considered or is being considered by you as a Cabinet Member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

DPIs (relating to the Member or their partner) include:

- *Any employment, office, trade, profession or vocation carried on for profit or gain.*
- *Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses*
- *Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.*
- *Any beneficial interest in land within the area of the council.*
- *Any licence to occupy land in the area of the council for a month or longer.*
- *Any tenancy where the landlord is the council, and the tenant is a body in which the relevant person has a beneficial interest in the securities of.*
- *Any beneficial interest in securities of a body where:*
 - a) *that body has a place of business or land in the area of the council, and*
 - b) *either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.*

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

Disclosure of Other Registerable Interests

Where a matter arises at a meeting which **directly relates** to one of your Other Registerable Interests (summary below and as set out in Table 2 of the Members Code of Conduct), you must disclose the interest. **You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.** If it is a 'sensitive interest' (as agreed in advance by the Monitoring Officer), you do not have to disclose the nature of the interest.

Other Registerable Interests:

- a) any unpaid directorships
 - b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
 - c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)
- of which you are a member or in a position of general control or management

Disclosure of Non- Registerable Interests

Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a DPI) or a financial interest or well-being of a relative or close associate, or a body included under Other Registerable Interests in Table 2 you must disclose the interest. **You may speak on the matter only if members of the public are also allowed to speak at the meeting** but otherwise **must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation**. If it is a 'sensitive interest' (agreed in advance by the Monitoring Officer) you do not have to disclose the nature of the interest.

Where a matter arises at a meeting which **affects** –

- a. your own financial interest or well-being;
- b. a financial interest or well-being of a friend, relative, close associate; or
- c. a financial interest or well-being of a body included under Other Registerable Interests as set out in Table 2 (as set out above and in the Members' code of Conduct)

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied.

Where a matter (referred to in the paragraph above) **affects** the financial interest or well-being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise **must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation**. If it is a 'sensitive interest' (agreed in advance by the Monitoring Officer, you do not have to disclose the nature of the interest.

Other declarations

Members may wish to declare at the beginning of the meeting any other information they feel should be in the public domain in relation to an item on the agenda; such Member statements will be included in the minutes for transparency.

Royal Borough of Windsor and Maidenhead

Annual Council Meeting - 23 May 2023

Order of Proceedings

6.58 pm

1. Led by the Mace Bearer, the Mayor, Members and Directors will enter the Council Chamber.
2. Prayers will be said by Reverend Jon Drake.
3. The Mayor will announce apologies for absence and invite Members to declare any interests on items to be considered at the meeting.
4. The Mayor will address the meeting.
5. The Mayor will invite nominations for the office of Mayor for the ensuing year.
6. The appointment of Mayor will be moved and seconded.
7. In the absence of any other nominations, the Mayor will put the motion to the Council and Members will vote.
8. The Chief Executive will declare the successful nominee duly elected.
9. Led by the Mace Bearer, the new Mayor and Mayoress, accompanied by the Immediate Past Mayor, the Immediate Past Mayor's Consort and the Chief Executive will retire, and the new Mayor will put on the apparel and Chain of Office of Mayor.
10. The party will return, and the new Mayor will make the Declaration of Acceptance of Office.
11. Mrs Christine Bateson will hand to the new Mayor the Mace and will hand over the Borough Seal and keys to the Mayor's Parlour.
12. The Mayor will address the meeting, following which will present to Mrs Bateson and Mr Richard Bateson their Past Mayor's and Past Mayor's Consort's badges respectively.
13. The Mayor will then invite nominations for the office of Deputy Mayor for the ensuing year.
14. The appointment of Deputy Mayor will be moved and seconded.
15. In the absence of any other nominations, the Mayor will put the motion to the Council and Members will vote.
16. The Chief Executive will declare the successful nominee duly appointed Deputy Mayor for the ensuing year.
17. The Deputy Mayor will make the Declaration of Acceptance of Office.
18. Accompanied by the Mayor and the Mayoress, the new Deputy Mayor will retire and the new Deputy Mayor will put on the apparel and Chain of office.
19. The Deputy Mayor will address the meeting.

20. The Deputy Mayor will present Mr Gary Muir and Mrs Caron Muir with their Past Deputy Mayor's and Past Deputy Mayoress's badges respectively.
21. The Mayor will then conduct the remainder of the agenda.
22. The Mayor will invite Members to approve the membership and chairmanship of the various Council committees and panels.
23. The Mayor will close the meeting and invite those present to follow the Mayoral Party and have drinks outside on the Corn Exchange. (The Chamber will be rearranged to allow those attending to return to the room to continue with the refreshments.)