



**Rochford District
Council**

REPORT TITLE:	Election of a Chairman for Municipal Year 2024/2025
REPORT OF:	Acting Director of Governance

REPORT SUMMARY

The Council is required to elect a Chairman at its Annual Meeting from amongst its membership to serve for the Municipal Year 2024/2025 and until their successor is entitled to act in that office in accordance with the procedure as set out in paragraph 8.1 of the Council Procedure Rules, as listed in the Constitution.

RECOMMENDATION/S

- R1 - To elect a Chairman for the Municipal Year 2024/2025 and until their successor is entitled to act in that office.**

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATIONS

- 1.1 It is a statutory duty.

2.0 BACKGROUND INFORMATION

- 2.1 The Council will appoint a Chairman of the Council for the municipal year at the Annual Council meeting.

- 2.2 The Chairman is the First Citizen of the District, a Member of the Council and Ceremonial Head. The Chairman will represent and promote the District at events both within and outside the District.
- 2.3 Once the appointment has been made, the newly elected Chairman will duly take the Declaration of Acceptance of Oath. Following the Declaration, the meeting will be adjourned to allow the newly elected Chairman to accept their civic attire.
- 2.4 The Chairman is accompanied to events by a Escort or a Consort. The Escort or Consort is recognised by the Council as such.
- 2.5 The Chairman may be removed from the office of Chairman of the Council by motion on notice to an ordinary meeting of the Council or an extraordinary meeting convened for that purpose. The vote will succeed by simple majority.
- 2.6 A successful vote to remove the Chairman will take immediate effect and the Vice-Chairman will assume the chair until a new Chairman is appointed at the next ordinary meeting of the Council or at an extraordinary meeting convened for that purpose.
- 2.7 At any time, by motion with or without notice, the Council may take a vote of no confidence in the Chairman. If the vote succeeds, the Chairman will consider their position and provide their response to the next ordinary meeting of the Council.

3.0 OTHER OPTIONS CONSIDERED

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

4.0 ENGAGEMENT/CONSULTATION

- 4.1 Group Leaders have been consulted.

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5.0 FINANCIAL IMPLICATIONS

Name/Title: Tim Willis, Interim Director of Resources

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- 5.1 There are no direct financial implications arising from the election of a Chairman. For the purpose of enabling the Chairman to meet the expense of

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Annual Council	May 2023
Annual Council	May 2022
Annual Council	May 2021