



BROMSGROVE DISTRICT COUNCIL

YOU ARE HEREBY SUMMONED to attend an EXTRAORDINARY MEETING of BROMSGROVE DISTRICT COUNCIL to be held in the Council Chamber at The Council House, Burcot Lane, Bromsgrove at 6.00 p.m. on Wednesday 22nd June 2011, when the business referred to below will be brought under consideration:-

The meeting will be opened with a prayer.

- 1. To receive apologies for absence**
- 2. Declarations of Interest**
- 3. To confirm the accuracy of the minutes of the Annual Meeting of the Council held on 18th May 2011 (Pages 1 - 6)**
- 4. Review of the Role of Council Chairman and Vice Chairman (Pages 7 - 46)**
- 5. Election of Civic Head for the ensuing year**
- 6. Election of Deputy Civic Head for the ensuing year**
- 7. Recommendations from the Cabinet (Pages 47 - 48)**

To consider the recommendations from the meetings of the Cabinet held on 1st June (*attached*) and 22nd June 2011 (*to follow*) on the following items (*the full Cabinet reports are enclosed for information at the back of the Council agenda book*)

- Enforcement Action & Fixed Penalty Notices for Environmental Services
- Air Quality Management Area Declaration Worcester Road, Bromsgrove
- Financial Outturn 2010/11
- Financial Reserves Statement 2010/11

8. **To receive the minutes of the meeting of the Cabinet held on 1st June 2011** (Pages 49 - 54)

9. **Write-Off Policy** (Pages 55 - 74)

To consider the report of the Head of Financial Services

10. **Appointments to Outside Bodies** (Pages 75 - 84)

To consider the report of the Head of Legal, Equalities and Democratic Services

11. **Recommendation from the Standards Committee** (Pages 85 - 86)

To consider the recommendation from the Standards Committee held on 8th June 2011 on the following item

- Extension to term of office – Independent Member

12. **Appointment of Parish Council Representatives to the Standards Committee**

(a) To approve the appointment of Mr. J. Cypher and Mr I. Hodgetts to serve as the Parish Council Representatives on the Standards Committee for a period of one year until July 2012

(b) To approve the appointment of Ms. Karen May to serve as the Deputy Parish Council Representative on the Standards Committee for a period of one year until July 2012

13. **Recommendations from the Joint Independent Remuneration Panel** (Pages 87 - 92)

To consider recommendations from the meeting of the Joint Independent Remuneration Panel on 7th June 2011 on the following item

- Changes to Special Responsibility Allowances

14. **Quorum for Cabinet Meetings**

To approve the reduction of the quorum for Cabinet meetings from 4 Cabinet Members to 3.

- Background information on recommendations from the Cabinet - Enforcement & Fixed Penalty Notices for Environmental Services (Pages 93 - 120)
- Background information on recommendations from the Cabinet - Air Quality Management Area Declaration - Worcester Road, Bromsgrove (Pages 121 - 130)
- Background Information on recommendations from the Cabinet - Financial Outturn 2010/11 (Pages 131 - 152)
- Background Information on recommendation from the Cabinet - Financial Reserves Statement 2010/11 (Pages 153 - 164)

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

TO ALL MEMBERS OF THE BROMSGROVE DISTRICT COUNCIL