

4. FULL COUNCIL

4.2 The Policy Framework

The Policy Framework means the following plans and strategies:

Corporate Plan

Well-Being Plan

[Denbighshire Self Assessment Report](#)

Crime and Disorder Reduction Strategy

Plans and alterations which together comprise the Local Development Plan

Welsh Language Scheme

Local Housing Strategy

Rights of Way Improvement Plan

[Pay Policy Statement](#)

4.6 Functions of the Full Council

4.6.7 making or confirming the appointment of the ~~Chief Executive~~[Head of Paid Services](#); s151 Officer and the Monitoring Officer.

4.7 Membership

4.7.4 Role and Function of the Chair

The Chair of the Council and in his/her absence, the Vice Chair will have the following roles and functions:

(a) *Ceremonial Role*

The Chair of the Council:

- (i) is the civic leader of Denbighshire County Council;
- (ii) promotes the interests and reputation of the Council and Denbighshire County Council as a whole and acts as an ambassador for both; and
- (iii) undertakes civic, community and ceremonial activities and fosters community identity and pride.
- (iv) the role of the Chair and the Vice Chair is non-political. The Chair will not be a formal member of any Committee (other than the ~~Corporate~~ Governance [and Audit](#) Committee when it is undertaking review of the Constitution) and will not

have voting rights at any meeting other than County Council and the ~~Corporate~~ Governance ~~and Audit~~ Committee.

4.10 Council Procedure Rules - Annual Meeting of the Council

4.10.1 Timing and Business

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 May. The annual meeting will:

- (b) elect a person to preside if the Chair and Vice Chair of the Council is not present;
- (c) elect the Chair of the Council;
- (d) elect the Vice Chair of the Council;
- (e) approve the minutes of the last meeting;
- (f) receive any announcements from the Chair and/or the Head of Paid Service;
- (g) elect the Leader of the Council, except where the Leader was appointed for a period of ~~five~~~~four~~ years at the initial annual meeting of the Council;
- (h) be informed by the Leader of the number of Members to be appointed to the Cabinet;
- (i) appoint the Scrutiny Committees, a Standards Committee and such other committees and sub-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 Section 13 of this Constitution);
- (j) receive from the Leader the scheme of delegations (as set out in Section 13 of this Constitution);
- (k) approve a programme of ordinary meetings of the Council for the year; and
- (l) consider any business set out in the notice convening the meeting.

4.13 Time, Place and Duration of Meetings

4.13.1 Time and Place of Meetings

The time and place of meetings will be determined by the Head of Legal, HR and Democratic Services and notified in the summons. ~~The place of a meeting will include provision for meetings to be attended remotely by persons who are not in the same physical location.~~

4.17 Remote Attendance

~~A meeting may be attended remotely by persons who are not in the same physical location. Remote attendance is not allowed at any meeting, committee or sub-committee at the present time.~~

4.18 Broadcasting of meetings

~~Council meetings shall be webcast as they take place by the Council so that members of the public not in attendance at the meeting can see and hear the proceedings. The webcast shall be available electronically on the Council's website for a period of 6 months after the meeting.~~

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4.26 Voting

4.26.1 Majority

Unless this Constitution provides otherwise, any matter will be decided by a simple majority of those Members voting and present in ~~the meeting the room~~ at the time the question was put.

4.27 Record of Attendance

~~All Members present during the whole or part of a meeting must sign their names on the attendance sheets before the conclusion of every meeting to assist with the record of attendance.~~

4.29 Members' Conduct

Appendix 4

4.29.1 Speaking at Meetings

When a Member speaks at Full Council he/she must stand (if present at the physical location of the meeting) and address the meeting through the Chair. If more than one Member signifies their intention to speak, the Chair will ask one to speak. Other Members must remain silent whilst a Member is speaking unless they wish to make a point of order or a point of personal explanation.

4.30 Disturbance by Public

4.30.1 Removal of Member of the Public

If a member of the public interrupts proceedings, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting ~~from~~.