

## **Bath City Forum**

### **Annual General Meeting, 13<sup>th</sup> September 2016**

#### **Procedure Note Appointment of Chair and Vice Chair of Bath City Forum**

This procedure note should be read in the context of standing order Rule 4, set out in Appendix 1

- (i) The AGM will be opened by an officer of Bath & North East Somerset Council
- (ii) This officer will seek nominations for the Chair of the Bath City Forum. Where nominations have been made in advance, these will be announced to the meeting. Self-nominations are allowed. Only the 12 elected Bath Councillors serving as members of the Bath City Forum are eligible to be nominated for the Chair. Nominations are able to be taken from the floor during the meeting and may be made by both elected and co-opted members.
- (iii) The officer will ensure that each nomination is duly seconded.
- (iv) Each candidate who has been validly nominated and seconded will be invited to make a series of remarks (of no more than two minutes in duration) in support of their candidature. No questions will be asked of candidates or any debate entered into.
- (v) Officers will then supervise the conduct of the election for the post of Chair. A secret ballot may be held if agreed by the meeting, a motion to this effect having been duly moved and seconded. The name receiving the most number of votes from those members of the Forum present will be elected Chair. As of August 2nd 2016, the following are members of the forum and therefore eligible to vote:

Cllr Patrick Anketell-Jones – Cabinet Member  
Cllr Rob Appleyard – Liberal Democrat  
Jeremy Boss - Co-opted Member  
Cllr Dine Romero – Liberal Democrat  
Cllr Fiona Darey - Conservative  
Van DuBose - Co-opted Member  
Cllr Andy Furse – Liberal Democrat  
Cllr Bob Goodman - Conservative  
Patricia Griffin - Co-opted Member  
Sally Harris - Co-opted Member  
Michael Hill - Co-opted Member  
Matt Humberstone - Co-opted Member  
Caroline Kay - Co-opted Member  
Robin Kerr - Co-opted Member  
Penny McKissock - Co-opted Member  
Cllr Shaun McGall – Liberal Democrat  
Michael Norton -Conservative

Cllr Lin Patterson - Green  
Cllr Chris Pearce - Conservative  
Rosie Phillips - Co-opted Member  
Cllr June Player - Independent  
Cllr Joe Rayment - Labour  
Dr Christopher Roche - Co-opted Member  
George Samios - Co-opted Member  
Nigel Sherwen - Co-opted Member  
Cllr Peter Turner - Conservative

- (vi) On being elected as Chair of the Forum, the elected Chair will take the chair of the meeting and will then undertake the process of electing Vice Chair of the Forum, using a similar process to the above. Only co-opted members of the Forum are eligible to be nominated for the post of Vice Chair. However nominations may be made by both elected and co-opted members. The name receiving the most number of votes from those members of the Forum present will be elected Vice Chair.

## **Appendix 1**

### **RULE 4 – CHAIR OF BATH CITY FORUM**

The Bath City Forum will elect a Chair and Vice-Chair at its first inaugural meeting. Thereafter elections for these posts will take place at the subsequent Annual General Meeting.

The Bath City Forum will elect its own Chair and Vice Chair from its membership. The Chair shall be drawn from the 12 elected Bath Councillors serving as members of the Bath City Forum. The Vice Chair shall be drawn from the co-opted members

The Chair and Vice Chair will act independently and work on behalf of the Forum for the wider benefit

The Chair and Vice Chair will meet with the Bath & North East Somerset Council Forum Sponsor as a Steering Group to agree agendas, resolve issues and report on actions as appropriate.

Voting for the Chair and Vice Chair will be available only to those existing members of the Forum, notification of which will be made in advance.

The existing Chair and Vice Chair may seek re-election. Nominations for Chair and Vice Chair may be received prior to and at the AGM. This includes self-nominations for both positions