

**AGENDA ITEM NO. 8**

**TAVISTOCK TOWN COUNCIL**  
**TUESDAY 22<sup>nd</sup> NOVEMBER 2022**

**BRIEFING NOTE**  
**COUNCIL MEMBERSHIP**

**1. BACKGROUND**

- 1.1 Council will be familiar with normal arrangements contingent on the occurrence of a casual vacancy.
- 1.2 Also that these change when the period prior to an election of the whole Council is less than 6 months. More specifically, at that time, the requirement to afford the opportunity for an election to be called is removed, and the Council has discretion whether to choose to co-opt, or to leave a vacancy open pending the upcoming election.
- 1.3 The latter approach reflects that Council work programmes are often drawing to a close at such a time, together with the costs and practicalities of bringing new members on board in a short time-frame when typically training and development opportunities are programmed to follow the future elections. Moreover, as co-option processes typically take 6-10 weeks, any appointment would be well into the New Year.

**2. CURRENT SITUATION**

- 2.1 Councillor J Ellis has tendered his resignation from the Council. It is therefore appropriate to consider arrangements in the interregnum and pending the upcoming elections. In the interests of clarity whilst Councillor Ellis was Vice Chairman of the Council (Deputy Mayor), there is no statutory obligation upon the Council to appoint into that role.
- 2.2 However, the Council might consider that, in the interests of ensuring both civic and business continuity (both pre and potentially post-election), it is appropriate to reappoint into this role.

### **3. RECOMMENDATIONS**

- 3.1 Casual Vacancies - as it is now less than 6 months to an election, and the Council had a full complement of Members, it is recommended that no co-options now be undertaken this civic year unless the number of casual vacancies on the Council should come to exceed 25%.
  
- 3.2 Vice Chairman (Deputy Mayor) – for the reasons outlined in para 2.2 above, nominations be sought for the role of Deputy Mayor for the remaining Council term at the January Meeting of the Council.

**CARL HEARN  
TOWN CLERK  
NOVEMBER 2022  
TAVISTOCK TOWN COUNCIL**