



Leicester  
City Council

Democratic and Civic  
Support  
City Hall  
115 Charles Street  
Leicester  
LE1 1FZ

11 February 2020

Sir or Madam

I hereby summon you to a SPECIAL meeting of the LEICESTER CITY COUNCIL to be held at the Town Hall, on WEDNESDAY, 19 FEBRUARY 2020 at FOUR FIFTY in the afternoon, for the business hereunder mentioned.

**Monitoring Officer**

-----  
**AGENDA**  
-----

- 1 LORD MAYOR'S ANNOUNCEMENTS**
- 2 DECLARATIONS OF INTEREST**
- 3 APPOINTMENT OF HONORARY ALDERMEN**
  - 3(a) HONORARY ALDERMEN - NOMINATION CRITERIA**

### **3(b) APPOINTMENT OF HONORARY ALDERMEN**

In accordance with the provisions of Section 249 of the Local Government Act 1972 and by virtue of Council Minute 48 of the Meeting held on 30 November 2006 and Council Minute 32 of the Meeting held on 24 November 2011, to consider proposals to confer the title of Honorary Alderman to former members of the City Council.

(The Act provides that the Council may, by a resolution passed by not less than two thirds of the Members voting thereon at a meeting specially convened for the purpose, with notice of the object, confer the title of Honorary Alderman on persons who have in the opinion of the Council rendered eminent services to the Council as past Members of that Council, but who are not then Councillors of the Council.)

### **Fire & Emergency Evacuation Procedure**

- The Council Chamber Fire Exits are the two entrances either side of the top bench or under the balcony in the far left corner of the room.
- In the event of an emergency alarm sounding make your way to Town Hall Square and assemble on the far side of the fountain.
- Anyone who is unable to evacuate using stairs should speak to any of the Town Hall staff at the beginning of the meeting who will offer advice on evacuation arrangements.
- From the public gallery, exit via the way you came in, or via the Chamber as directed by Town Hall staff.

### **Meeting Arrangements**

- Please ensure that all mobile phones are either switched off or put on silent mode for the duration of the Council Meeting.
- Please do not take food into the Council Chamber.
- Please note that Council meetings are web cast live and also recorded for later viewing via the Council's web site. Tweeting in formal Council meetings is fine as long as it does not disrupt the meeting. Will all Members please ensure they use their microphones to assist in the clarity of the web-cast.

- The Council is committed to transparency and supports efforts to record and share reports of proceedings of public meetings through a variety of means, including social media. In accordance with government regulations and the Council's policy, persons and press attending any meeting of the Council open to the public (except Licensing Sub Committees and where the public have been formally excluded) are allowed to record and/or report all or part of that meeting. Details of the Council's policy are available at [www.leicester.gov.uk](http://www.leicester.gov.uk) or from Democratic Support. If Members of the public intend to film or make an audio recording of a meeting they are asked to notify the relevant Democratic Support Officer in advance of the meeting to ensure that participants can be notified in advance and consideration given to practicalities such as allocating appropriate space in the public gallery etc.

The aim of the Regulations and of the Council's policy is to encourage public interest and engagement so in recording or reporting on proceedings members of the public are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted and intrusive lighting avoided;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.