

## **Extraordinary Meeting of the Council**

**Tuesday, 20<sup>th</sup> June, 2023 at 6.00pm**  
**At Dudley College of Technology,**  
**The Broadway, Dudley, DY1 4AS**

You are hereby summoned to attend an extraordinary meeting of the Dudley Metropolitan Borough Council for the purpose of transacting the business set out in the numbered agenda items listed below.

### **Agenda - Public Session** **(Meeting open to the public and press)**

Prayers

1. Apologies for absence
2. To receive any declarations of interest under the Members' Code of Conduct
3. Appointment of Honorary Freemen/Women and Honorary Aldermen/Women



**Kevin O'Keefe**  
**Chief Executive**  
**Dated: 12<sup>th</sup> June, 2023**

**Distribution:**

All Members of the Council

## **Health and Safety**

Please note the following information when attending meetings:-

- Do not attend if you feel unwell; if you have tested positive for Covid-19; if you are self-isolating or if you suspect that you are symptomatic.
- Sanitise your hands when arriving and leaving the building and wash your hands regularly.
- People suffering from long term conditions or living with vulnerable people are encouraged to wear face masks in meeting rooms, communal areas and when moving around the building.
- All people are encouraged to be vaccinated to limit any potential ill-health effects.
- Be respectful of everyone's personal space and preferences when you attend meetings.
- If you cannot maintain distancing or in a crowded environment, please wear a mask

## **Public Seating**

- Seating is subject to limits on capacity and will be allocated on a 'first come' basis.

## **Toilets**

- Toilet facilities are available on site and are subject to safety measures that are in place. All the toilets have hand washing facilities.

## **No smoking**

- There is no smoking on the premises in line with national legislation. It is an offence to smoke in or on the premises. You cannot use e-cigarettes and/or similar vaping devices.

## **In Case of Emergency**

- In the event of the alarms sounding, please leave the building by the nearest exit. There are Officers who will assist you in the event of this happening, please follow their instructions.

## **Submitting Apologies for Absence**

- Elected Members can submit apologies by contacting Democratic Services (see our contact details below).

## **Private and Confidential Information**

- Any agendas containing reports with 'exempt' information should be treated as private and confidential. It is your responsibility to ensure that information containing private and personal data is kept safe and secure at all times. Confidential papers should be handed to Democratic Services for secure disposal. If you choose to retain the documents you should ensure that the information is securely stored and destroyed within six months.

## **Recording and Reporting**

- The use of mobile devices or electronic facilities is permitted for the purposes of recording/reporting during the public session of the meeting. The use of any such devices must not disrupt the meeting – Please turn off any ringtones or set your devices to silent.
- The public session of this meeting will be recorded and broadcast on the Council's YouTube Channel. The webcast can be viewed by clicking on the following link  
<https://www.youtube.com/user/dudleymbc>

## **General**

- Information about the Council and our meetings can be viewed on the website [www.dudley.gov.uk](http://www.dudley.gov.uk)

## **If you need advice or assistance**

- If you (or anyone you know) requires assistance to access the venue, or if you have any other queries, please contact Democratic Services - Telephone 01384 815238 or E-mail  
[Democratic.Services@dudley.gov.uk](mailto:Democratic.Services@dudley.gov.uk)

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