

London Borough of Harrow



PUBLICATIONS ADVISORY PANEL

TUESDAY 5 AUGUST 2003

7.30 PM

COMMITTEE AGENDA

COMMITTEE ROOM 6
HARROW CIVIC CENTRE

MEMBERSHIP (Quorum 3)

Chair: Councillor Marie-Louise Nolan

Councillors:

Harrison Lent	Knowles Jean Lammiman	Branch	(none)
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Reserve Members:

1. Foulds	1. Osborn	1. Thornton	(none)
2. Burchell	2. Janet Cowan	2. Miss Lyne	
3. Stephenson	3. Seymour		

Issued by the Committee Services Section,
Law and Administration Division

Contact: Caroline Hart, Committee Administrator
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***NOTE FOR THOSE ATTENDING THE MEETING:
IF YOU WISH TO DISPOSE OF THIS AGENDA, PLEASE LEAVE IT BEHIND AFTER THE MEETING.
IT WILL BE COLLECTED FOR RECYCLING.***

LONDON BOROUGH OF HARROW

PUBLICATIONS ADVISORY PANEL

TUESDAY 5 AUGUST 2003

AGENDA - PART I

1. **Appointment of Chair:**
To note the appointment at the meeting of the Cabinet on 20 May 2003, under the provisions of Committee Procedure Rule 7.2 (Part 4B of the Constitution), of Councillor Marie Louise Nolan as Chair of the Panel for the Municipal Year 2003/2004.
2. **Attendance by Reserve Members:**
To note the attendance at this meeting of any duly appointed Reserve Members.
3. **Declarations of Interest:**
To receive declarations of interest (if any) from Members of the Committee arising from business to be transacted at this meeting.
4. **Arrangement of Agenda:**
To consider whether any of the items listed on the agenda should be considered with the press and public excluded on the grounds that it is thought likely, in view of the nature of the business to be transacted, that there would be disclosure of confidential information in breach of an obligation of confidence or of exempt information as defined in the Local Government (Access to Information) Act 1985.
5. **Appointment of Vice Chair:**
To appoint a Vice Chair of the Panel for Municipal Year 2003/2004.
- Enc. 6. **Minutes:** (Pages 1 - 4)
(1) That the minutes of the meeting held on 13 February, having been approved, be signed as a correct record;

(2) That the minutes of the meeting held on 13 March 2003, having been circulated, be taken as read and signed as a correct record.
7. **Public Questions:**
To receive questions (if any) from local residents or organisations under the provisions of Committee Procedure Rule 15 (Part 4E of the Constitution).
8. **Petitions:**
To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Committee Procedure Rule 13 (Part 4E of the Constitution).
9. **Deputations:**
To receive deputations (if any) under the provisions of Committee Procedure Rule 14 (Part 4E of the Constitution).

10. **Communications Strategy:**
Verbal Update from the Head of Communications.
11. **Publicising the work of the Overview and Scrutiny Committee and its Four Sub Committees:**
To be discussed.
12. **Publications Audit:**
Verbal update from the Communications and Publications Manager.
13. **Corporate Branding:**
Verbal Update from the Communications and Publications Manager.
14. **Advertising on Harrow Live:**
To be discussed.
15. **Autumn Edition of Harrow People:**
To be discussed.

[NB: The papers relating to this item have been circulated under separate cover to Members of the Panel only].

16. **Any Other Business:**
Which the Chair has decided is urgent and cannot otherwise be dealt with.

AGENDA - PART II - NIL