



PUBLICATIONS ADVISORY PANEL

THURSDAY 27 NOVEMBER 2003

7.30 PM

[PLEASE NOTE TIME]

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: Samantha Johnson Committee Administrator
Tel: 020 8424 1264 E-mail: samantha.johnson@harrow.gov.uk

***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.***

HARROW COUNCIL

PUBLICATIONS ADVISORY PANEL

THURSDAY 27 NOVEMBER 2003

AGENDA - PART I

1. **Attendance by Reserve Members:**
To note the attendance at this meeting of any duly appointed Reserve Members.
2. **Declarations of Interest:**
To receive declarations of interest (if any) from Members of the Panel arising from business to be transacted at this meeting.
3. **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.
- Enc. 4. **Minutes:** (Pages 1 - 6)
That the minutes of the meeting held on 5 August 2003, having been circulated, be taken as read and signed as a correct record.
5. **Public Questions:**
To receive questions (if any) from local residents or organisations under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).
6. **Petitions:**
To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).
7. **Deputations:**
To receive deputations (if any) under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).
- Enc. 8. **References from Council and Other Committees/Panels:** (Pages 7 - 8)
To receive any references from Council and/or other Committees or Panels.
 - (a) Reference from the meeting of the Grants Advisory Panel held on 15 September - Harrow Agenda 21.
9. **Winter Edition of Harrow People:**
To be discussed.

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

10. **Communications Strategy:** (To Follow)
Report of the Head of Communications.
- Enc. 11. **Publications Audit:** (Pages 9 - 36)
Report of the Publications and Communications Manager.
12. **Advertising on Harrow Web Site:** (To Follow)
Report of the Head of Communications.
13. **Any Other Business:**
Which the Chair has decided is urgent and cannot otherwise be dealt with.

AGENDA - PART II - NIL