

2004 - 2005

HARROW COUNCIL
COUNCIL SUMMONS

ANNUAL MEETING
Thursday 13 May 2004



COUNCIL SUMMONS

Law and Administration Division

Civic Centre

Harrow

6 May 2004

Dear Member

I hereby request and summon you to attend the **ANNUAL MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF HARROW** to be held in the **COUNCIL CHAMBER** at the **CIVIC CENTRE, STATION ROAD, HARROW, on Thursday, 13th day of May 2004 at 7.30 pm** to take into consideration the following numbered matters and to pass such resolutions and to make such orders thereon as may then be determined.

I. ELECTION OF MAYOR - ORDER OF PROCEEDINGS

1. ELECTION OF MAYOR:

To elect a Mayor of the Borough for the Municipal Year 2004/2005.

[Local Government Act 1972: Schedule 2, Paragraph 3(1)] (Pages 1 - 6)

2. APPOINTMENT OF DEPUTY MAYOR:

To receive the Mayor's intimation in writing of the appointment of a Councillor of the Borough to be Deputy Mayor.

[Local Government Act 1972: Schedule 2, Paragraph 5(1) and (2)]

3. APPOINTMENT OF CHAPLAIN:

To receive, the Mayor's announcement concerning a Chaplain (as may be appropriate).

(Note: The Order of Proceedings for Item 1-3 above is attached as an appendix to this Summons.)

II. ELECTION OF THE EXECUTIVE

4. APPOINTMENT OF THE LEADER OF THE COUNCIL 2004/05:

(Article 7 of the Constitution - "The Executive").

Paragraph 7.03 of Article 7 provides for the annual appointment of the Leader of the Council.

(i) The Council is requested to agree the re-appointment of Councillor Foulds as the Leader of the Council.

(ii) The Council is requested also to agree the re-appointment of Councillor Navin Shah as the Deputy Leader of the Council.

For the information of the Council, the Groups have notified the following appointments-

<u>Group</u>	<u>Leader</u>	<u>Deputy Leader</u>
Labour	Councillor Foulds	Councillor N Shah
Conservative	Councillor C Mote	Councillor D Ashton
Liberal Democrat	Councillor Miss Lyne	Councillor Thornton

FOR DECISION

5. EXECUTIVE FUNCTIONS 2004/2005:

Enc. To receive the proposals from the Leader of the Council. (Pages 7 - 10)

III. PROCEDURAL

6. COUNCIL MINUTES:

To defer the Minutes of the Council Meeting held on 29 April 2004 until they are printed into the Council Minute Book.

7. CIVIC FUNCTIONS:

To receive any communications from the newly elected Mayor as to the Civic Functions for the Municipal Year 2004-05.

8. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL:

To consider any announcements as to the Authority's business which the Leader of the Council requires to advise at this Council Meeting.

9. PROCEDURAL MATTERS AND MOTIONS:

(1) **DECLARATIONS OF INTEREST:** To receive any declarations of interest by Members of Council arising from the remaining business for this Annual Meeting.

(2) **PROCEDURAL MOTIONS:** To receive and consider any procedural motions by Members of Council under the relevant Council Procedure Rules in relation to the conduct of the remaining business for this Annual Meeting of the Council.

IV. ESTABLISHMENT OF COMMITTEES AND DELEGATIONS

10. ESTABLISHMENT OF AN AD-HOC AUDIT COMMITTEE:

RECOMMENDATION I: OVERVIEW AND SCRUTINY COMMITTEE
(27 April 2004).

(N.B. It is understood that there is consensus between the political groups that the Ad-hoc Audit Committee should comprise five Members and be designated as non-proportionate). (Pages 11 - 20)

11. DETERMINATION AS TO THE SIZE OF COMMITTEES OF THE COUNCIL AND THE PROPORTIONAL ALLOCATION OF COMMITTEE PLACES:

(Local Government (Committees and Political Groups) Regulations 1990).

To receive and confirm the Determination as to the proportional allocation of Committee places for the Municipal Year 2004-05 under the 1990 Regulations.

(A draft Determination based on the 2003/04 number and size of Committees of the Council has been prepared by the Borough Solicitor and advised to the political groups on the Council).

FOR CONFIRMATION

(Note: The Determination as agreed would be utilised for the formal appointment of Committee memberships - see Item below).

12. APPOINTMENT OF MEMBERS TO COUNCIL COMMITTEES:

To
follow

To receive the nominations of the groups to Committee places in accordance with their proportional entitlements under the approved Determination and formally to establish Committees of the Council and their memberships for the Municipal Year 2004/05.

FOR CONFIRMATION

13. APPOINTMENT OF CHAIRS TO COUNCIL COMMITTEES:

To
follow

To receive a proposal from the Leader of the Council as to the appointment of Chairs to Committees of the Council for the Municipal Year 2004/05 (further to Rule 1.1 (xii) of the Constitution's Council Procedure Rules).

FOR DECISION

14. TERMS OF REFERENCE FOR COUNCIL COMMITTEES AND DELEGATED POWERS:

On a proposal from the Leader of the Council to continue the existing arrangements as set out in Part 3 of the Constitution.

FOR CONFIRMATION

15. DELEGATIONS TO OFFICERS:

On a proposal from the Leader of the Council to continue the existing arrangements as set out in Part 3 of the Constitution.

FOR CONFIRMATION

V. COUNCIL MEETINGS

16. DATES OF COUNCIL MEETINGS 2004/05:

(1) SCHEDULED MEETINGS

To note and confirm the dates of the Meetings of Council for the Municipal Year, as follows:-

21 October 2004

*

24 February 2005 (Council Tax)

21 April 2005

12 May 2005 (Annual Council)

The above dates were included in the Authority's Calendar of Meetings for 2004/05 as approved by the Cabinet and circulated to all Members.

(*Note: the 20 January 2005 reserved date is omitted, on the basis that the Council will agree to delegate fixing the Council Tax Base to Cabinet : item 18 below refers).

FOR CONFIRMATION

(2) EXTRAORDINARY MEETING

Council is requested to approve that an Extraordinary Meeting be convened for 8.00 pm on Thursday 24 June, 2004, to receive a Recommendation from the Cabinet meeting on that evening (proposed to commence at 6.30 pm) on the adoption of a replacement Unitary Development Plan.

FOR DECISION

IX. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

17. OUTSIDE BODY APPOINTMENTS 2004/05:

To follow To receive proposals from the Groups as to the appointment of representatives of the Authority to serve on outside bodies for the Municipal Year 2004/05.

X. MISCELLANEOUS

18. CHANGES TO THE COUNCIL'S CONSTITUTION:

Report of the Chief Executive. (Pages 21 - 48)

Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Balabany', written in a cursive style.

Borough Solicitor

To: His Worship the Mayor and all Members of the Council of the London Borough of Harrow