

2005 - 2006

**HARROW COUNCIL
COUNCIL SUMMONS**

**ANNUAL MEETING
Thursday 12 May 2005**



COUNCIL SUMMONS

Legal Services Department

Civic Centre

Harrow

4 May 2005

Dear Member

I hereby request and summon you to attend an **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, 12th day of May 2005 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.

PRAYERS

The Mayor's Chaplain, the Reverend Clive Pearce, will open the meeting with Prayers.

I. ELECTION OF MAYOR – ORDER OF PROCEEDINGS

1. ELECTION OF MAYOR: (Pages 1 - 2)

To elect a Mayor of the Borough for the Municipal Year 2005/2006.

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

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 Items 1-3 above is to follow].

II. ELECTION OF THE EXECUTIVE

4. APPOINTMENT OF THE LEADER OF THE COUNCIL 2005/06:

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 a Leader of the Council.**

(ii) **The Council is requested also to agree the re-appointment of a 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 N. Shah	Councillor Dighé
Conservative	Councillor C. Mote	Councillor D. Ashton
Liberal Democrat	Councillor Miss Lyne	Councillor Thornton

FOR DECISION

5. EXECUTIVE FUNCTIONS 2005/2006: (Pages 3 - 4)

To receive the proposals from the Leader of the Council.
(This is to follow).

III. PROCEDURAL

6. COUNCIL MINUTES: (Pages 5 - 14)

That (1) the minutes of the meeting held on 21 April 2005, having been circulated, be taken as read and signed as a correct record.

[Notes: (i) The Council minutes of 21 April 2005 will be circulated within Volume 11 of the Cabinet and Council Minutes (April 2004/05);

(ii) those minutes are also now enclosed with the Summons].

7. CIVIC FUNCTIONS:

To receive any communications from the newly elected Mayor as to the Civic Functions for the Municipal Year 2005-06.

[NOTE: It is anticipated that the dates of Civic Functions for 2005/06 will be confirmed to Members of Council in the week following the Annual Council Meeting].

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 declarations of personal or prejudicial interests, arising from the remaining business to be transacted at this Annual Meeting of the Council, from all Members present.

(2) **PROCEDURAL MOTIONS:** To receive and consider any procedural motions by Members of the 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. 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 2005-06 under the 1990 Regulations.

(A draft Determination based on the 2004-05 number and size of Committees of the Council has been prepared by the Chief Executive 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].

11. APPOINTMENT OF MEMBERS TO COUNCIL COMMITTEES: (Pages 15 - 24)

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 2005-06.

FOR CONFIRMATION

12. APPOINTMENT OF CHAIRS TO COUNCIL COMMITTEES: (Pages 25 - 28)

To receive a proposal from the Leader of the Council as to the appointment of Chairs to Committees for the Municipal Year 2005-06 (further to Rule 1.1 (xii) of the Constitution's Council Procedure Rules).

FOR DECISION

13. 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 (with the exception of the separate proposals being submitted on this Summons in respect of the Audit Committee).

FOR CONFIRMATION

14. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2005-06: (Pages 29 - 38)

To receive proposals from the political Groups as to the appointment of representatives of the Authority to serve on outside bodies for the Municipal Year 2005-06.

A proposal on behalf of the Major Minority Group (the Labour Group) as to the appointments to be made is attached.

FOR DECISION

V. REPORTS FROM COUNCIL COMMITTEES

To be
tabled

15. AUDIT COMMITTEE: TERMS OF REFERENCE: (Pages 39 - 40)

AUDIT COMMITTEE (10 MAY 2005) - RECOMMENDATION I

[Note: It is anticipated that this Recommendation will arise, in which case it necessarily will be tabled].

VI. COUNCIL MEETINGS

16. DATES OF COUNCIL MEETINGS 2005-06:

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

20 October 2005
19 January 2006 (Council Tax taxbase: unless delegated to the Cabinet).
23 February 2006 (Council Tax)
27 April 2006
25 May 2006 (Annual Council: following the Borough Elections).

VII. REPORTS FROM THE EXECUTIVE

17. OPERATION AND PROVISIONS FOR CALL IN AND URGENCY: (Pages 41 - 46)

To receive a report of the Chief Executive in accordance with the requirements of paragraph 23.7 of the Overview and Scrutiny Procedure Rules for the operation of these provisions to be considered on an annual basis.

VIII. ISSUES RAISED BY COUNCIL MEMBERS

18. MOTION: AN OPEN BUDGET IN HARROW:

Councillor Mark Ingram has given notice of a Motion under the provisions of Procedure Rule 15, to be seconded by Councillors N. Shah, C. Mote and Miss P. Lyne in the following terms:-

“That this Council notes

1. the unsatisfactory turnout at local and national elections,
2. the need to ‘re-engage’ more effectively with the people of Harrow, in a cost-effective manner,
3. the successful use of open budget processes in various locations around the world, and
4. the document being circulated titled ‘An Open Budget in Harrow’ concerning the creation of an Open Budget Process for Harrow to commence with an Assembly in September or October 2005.

This Council believes that Harrow Council should make reasonable efforts to engage in an open budget process when setting the 06/07 budget that meets the principles below:

- Influence: those who take part in the process must feel that their views or decisions will have some influence;
- Information: information required by participants to deliberate on the budget is available in full and is presented in a user-friendly and accessible form;

- Deliberation: any events or meetings that are held as part of the process should be structured in such a way that they encourage self-education, deliberation and negotiation rather than confrontation;
- Feedback: all those involved must be kept informed of how their views and decisions have played a role in the decision-making process;
- Independence: the process should be supervised and assessed by an independent body if it is to possess legitimacy from the start.

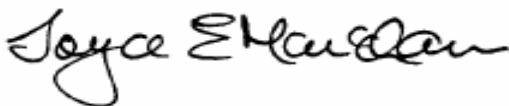
This Council resolves that the Cabinet should take whatever steps are necessary to implement and reasonably resource an open budget process that meets with the criteria identified above, and as set out in the document titled 'An Open Budget in Harrow'.

[NOTE: The document titled 'An Open Budget in Harrow' as referred to in the above Motion is separately circulated with this Annual Council Summons for the information of Members].

[NOTE: Under Council Procedure Rule 15.6 this Motion should stand referred to the Executive as being a matter within its delegated powers. Any Member may move that such a referral should not apply, which procedural motion would be put to a vote without discussion.

The mover and seconders of the above Motion have given notice that they will move a procedural motion seeking that the Council should not apply Rule 15.6].

Yours sincerely



Chief Executive

To: The Worshipful the Mayor and all Members of the Council of the London Borough of Harrow