



**Havering**  
LONDON BOROUGH

# **ANNUAL MEETING OF THE COUNCIL**

**7.30 pm Wednesday, 11 June 2014  
At Council Chamber - Town Hall**

**Members of the Council of the London Borough of Havering are hereby summoned to attend the Annual Meeting of the Council at the time and place indicated for the transaction of the following business.**

**Monitoring Officer**

**For information about the meeting please contact:  
Anthony Clements  
Tel: 01708 433065  
Email: [anthony.clements@oneSource.co.uk](mailto:anthony.clements@oneSource.co.uk)**



**Please note that this meeting will be webcast.**

**Members of the public who do not wish to appear  
in the webcast will be able to sit in the balcony,  
which is not in camera range.**

## AGENDA

### 1 PRAYERS

### 2 APOLOGIES FOR ABSENCE

To receive apologies for absence (if any).

### 3 DISCLOSURE OF PECUNIARY INTERESTS

Members are invited to disclose any pecuniary interest in any of the items on the agenda at this point of the meeting.

*Members may still disclose any pecuniary interest in an item at any time prior to the consideration of the matter.*

### 4 PRESENTATION TO MAYOR'S CADET

The Mayor will make a presentation to the Mayor's Cadet for 2013/14.

### 5 MAYORALTY (Pages 1 - 2)

(a) To elect the Mayor of the Borough for the Municipal Year 2014/15 (see attached motions paper).

(b) To receive notice of the appointment of the Deputy Mayor of the Borough for the Municipal Year 2014/15.

### 6 MINUTES (Pages 3 - 78)

To sign as a true record the minutes of the Meeting of the Council held on 26 March 2014 (attached) and to authorise the Mayor to sign them.

### 7 ANNOUNCEMENTS BY THE MAYOR

To receive announcements (if any).

### 8 TO ELECT THE LEADER OF THE COUNCIL (Pages 79 - 80)

In accordance with the Local Government Act 2000, as amended, the Leader is elected for a term of four years ending at the Annual Meeting of the Council following the borough elections in 2018.

At the meeting, the Council will consider nominations for the appointment and the candidate obtaining the most votes will be elected (see attached motions paper).

**9 TO RECEIVE NOTICE OF THE APPOINTMENTS BY THE LEADER OF THE MEMBERS OF THE CABINET, INCLUDING THE DEPUTY LEADER**

In accordance with the Local Government Act 2000, as amended, the Leader may appoint up to nine other Members of the Cabinet, one of whom must be appointed as Deputy Leader. The Council's Constitution requires that the Leader must announce the names of the Deputy and other Cabinet Members at this meeting.

The Deputy Leader may be removed from office by the Leader at any time, and replaced. Notice of any such removal and replacement will be given to Council at its next convenient meeting after such an event.

The other Cabinet Members may be removed from office by the Leader at any time, and a replacement appointment may be made. Notice of any such removal and replacement will be given to Council at its next convenient meeting after such an event.

**10 ESTABLISHING THE COMMITTEES OF THE COUNCIL (Pages 81 - 90)**

To consider the report of the Monitoring Officer (attached) about establishing Committees within the Council's Constitution and about the political balance requirements and any other relevant issues, and then to establish:

(a) The following statutory Committees:

- (i) Overview & Scrutiny Committees
- (ii) The Licensing Committee
- (iii) The Health and Wellbeing Board

(b) Other, non-statutory Committees to deal with matters which are neither reserved to the Council nor are executive functions, as set out within the Council's Constitution.

**11 APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES**  
(Pages 91 - 104)

The Council, having appointed Committees, to appoint their Chairmen and Vice-Chairmen.

It is customary for each Committee to have one Vice-Chairman, apart from the Adjudication & Review Committee (two Vice-Chairmen) and Licensing Committee (three Vice-Chairmen) both of which have more than one Vice-Chairman in order to facilitate the chairing of Initial Assessment Panels and Licensing Sub-Committees.

It is customary for Groups to put forward their preferred nomination by motion (or, once a motion has been proposed, by amendment) listing the offices sought and the name(s) of Members who are the candidates. At the meeting, the Council will consider nominations for the various appointments and the candidates obtaining most votes will be elected (see motions paper attached).

**12 SPECIAL RESPONSIBILITY ALLOWANCES** (Pages 105 - 106)

Report attached.

**13 APPOINTMENT OF THE STATUTORY LEAD MEMBER FOR CHILDREN'S SERVICES** (Pages 107 - 108)

The Council has a legal obligation to appoint one of its Members to be the statutory Lead Member for Children's Services.

Having regard to the duties of that office, it is usual for the Cabinet Member whose portfolio includes responsibility for Children's Services to be appointed to it, but there is no obligation to do so.

It is customary for Groups to put forward their preferred nominations by motion (or, once a motion has been proposed, by amendment) giving the name of the Member who is the candidate. At the meeting, the Council will consider the nomination(s) for the appointment and the candidate obtaining most votes will be elected (see motions paper attached).

**14 APPOINTMENT OF A MONITORING OFFICER** (Pages 109 - 110)

The Council has a legal obligation to appoint a monitoring officer (report attached).

**15 APPOINTMENT OF THE MEMBER CHAMPIONS** (Pages 111 - 114)

To appoint Member Champions for the following roles:

- (i) The Armed Forces
- (ii) Equalities and Diversity
- (iii) The Historic Environment
- (iv) The Over Fifties
- (v) The Voluntary Sector
- (vi) Younger Persons

It is customary for Groups to put forward their preferred nominations by motion (or, once a motion has been proposed) by amendment, listing the offices sought and the name(s) of Members who are the candidates. At the meeting, the Council will consider nominations for the various appointments and the candidates obtaining most votes will be elected (see motions paper attached).

**16 TO DEAL WITH ANY CONSEQUENTIAL OR OTHER MATTERS THAT MAY ONLY BE DETERMINED BY THE COUNCIL**

To be listed, as required, in a supplementary agenda.

**17 TO CONSIDER ANY OTHER BUSINESS IN RELATION TO POLICY OR BUDGETARY MATTERS**

To be listed, as required, in a supplementary agenda.

**18 TO RECEIVE A STATEMENT BY THE LEADER OF THE COUNCIL**