



SUMMONS TO ATTEND ANNUAL COUNCIL MEETING

Wednesday 1 May 2019 at 6.00 pm

Grand Hall - Brent Civic Centre, Engineers Way,
Wembley, HA9 0FJ

To the Mayor and Councillors of the London Borough of Brent and to each and every one of them.

I hereby summon you to attend the MEETING OF THE ANNUAL COUNCIL of this Borough.

CAROLYN DOWNS
Chief Executive

Dated: 23 April 2019

For further information contact: Thomas Cattermole, Head of Executive and Member Services Tel:020 8937 5446;Email: thomas.cattermole@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit:
democracy.brent.gov.uk

The press and public are welcome to attend this meeting.

Please note by entering the meeting room you will be deemed to have consented to the possibility of being filmed and to the possible use of those images and sound recordings.

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also a Prejudicial Interest (i.e. it affects a financial position or relates to determining of any approval, consent, licence, permission, or registration) then (unless an exception at 14(2) of the Members Code applies), after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences** - Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
 - To which you are appointed by the council;
 - which exercises functions of a public nature;
 - which is directed is to charitable purposes;
 - whose principal purposes include the influence of public opinion or policy (including a political party of trade union).
- (b) The interests a of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral ward affected by the decision, the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who employs or has appointed any of these or in whom they have a beneficial interest in a class of securities exceeding the nominal value of £25,000, or any firm in which they are a partner, or any company of which they are a director
- any body of a type described in (a) above

Agenda

1 Apologies for Absence

To receive any apologies for absence notified by Members.

2 To elect the Mayor of the Borough for the Municipal Year 2019/2020

For the Council to elect a Mayor for the 2019/2020 Municipal Year, in accordance with Standing Order 27(a).

3 To receive written notification of the appointment of a Deputy Mayor

An intimation will be received from the incoming Mayor regarding the appointment of a Councillor of the Borough to be Deputy Mayor, in accordance with Standing Order 27(b).

4 Vote of Thanks to the Outgoing Mayor

For the incoming Mayor to invite a vote of thanks for the outgoing Mayor, in accordance with Standing Order 27(c).

5 Declarations of Interest

In accordance with the Members' Code of Conduct and Standing Order 27(e), Members are invited to declare, at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in relation to any matter to be considered at the meeting.

6 Minutes of the Previous Meeting

1 - 22

To confirm as a correct record, the attached minutes from the meeting of the Full Council held on Monday 25 February 2019, in accordance with Standing Order 27 (f).

7 Member Long Service Awards

To present long service awards to those Councillor(s) who have served as members of the Council for 25 years or more.

8 Changes to the Constitution

23 - 38

To receive a report from the Director of Legal and HR Services seeking approval to a number of changes to the Constitution, in accordance with Standing Order 27 (g).

9 Representation of Political Groups on Committees

39 - 44

To receive a report from the Chief Executive asking Members to review and determine, under Section 15 of the Local Government and Housing Act 1989 or any re-enactment or modification thereof, the allocation of seats on Council committees and other relevant bodies, in accordance with Standing Order 27(h).

10 Appointment to Committees and Outside Bodies & Appointment of Chairs & Vice-Chairs To Follow

To receive a report from the Chief Executive seeking Council's approval to the appointment of Chairs and Vice-Chairs, membership and substitute members of Council committees and Joint Committees and other relevant bodies, forums and panels, in accordance with Standing Order 27(i).

Members are asked to note that the list of Full Council appointments will be circulated prior to the meeting.

Appointments that are not constitutionally made by Full Council (including the notification of appointment(s) of the Deputy Leader and to Cabinet and any Cabinet Committees) will also be circulated prior to the meeting, for Members to note.

11 Calendar of Council Meetings for the 2019/2020 Municipal Year

45 - 66

To receive a report from the Chief Executive seeking approval to the calendar of Council meetings for the 2019/2020 municipal year, in accordance with Standing Order 27(j & k).

12 Urgent Business

At the discretion of the Mayor to consider any urgent business, in accordance with Standing Order 27 (m).



Please remember to switch your mobile phone to silent during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.



LONDON BOROUGH OF BRENT

**Minutes of the ORDINARY MEETING OF THE COUNCIL
held on Monday 25 February 2019 at 6.00 pm**

PRESENT:

The Worshipful the Mayor
Councillor Arshad Mahmood

The Deputy Mayor
Councillor Ernest Ezeajughi

COUNCILLORS:

Abdi	Aden
Afzal	Ahmed
Allie	M Butt
S Butt	Chan
Chappell	Chohan
S Choudhary	A Choudry
Colacicco	Colwill
Conneely	Crane
Daly	Dar
Denselow	Dixon
Donnelly-Jackson	Ethapemi
Farah	Gbajumo
Gill	Hector
Hirani	Johnson
Kabir	Kansagra
Kelcher	Kennelly
Knight	Lo
Long	Marquis
Mashari	Maurice
McLeish	McLennan
Miller	J Mitchell Murray
W Mitchell Murray	Naheerathan
Nerva	M Patel
RS Patel	Patterson
Perrin	Sangani
Shahzad	Ketan Sheth
Southwood	Stephens
Tatler	Thakkar

1. Apologies for Absence

The Mayor advised that direct apologies for absence had been received from Councillors Agha, Pavey and Krupa Sheth.

Apologies for lateness were received from Councillors Abdirazak, Aden, Chan, Donnelly-Jackson and Mashari.

2. **Mayor's Statement - Order of Business**

Before consideration of the formal agenda, the Mayor informed members of a change to the order of business set out on the original summons. Given its relevance to the budget setting process, the Mayor advised that, in accordance with Standing Order 30, he intended to move the report on the Borough Plan 2019-2023 forward for consideration, following the Mayor's Announcements.

It was therefore **RESOLVED** that:

- (1) The business to be considered at the meeting be re-arranged in the following order:
 - Agenda Item 6 – Borough Plan 2019 - 2023
- (2) The remaining items of business follow in the same order as listed on the agenda

3. **Procedural Motion - Conduct of Business**

The Mayor advised that as this was the Council's formal budget and Council Tax setting meeting he would be inviting Councillor Kabir (as Majority Group Chief Whip) to move a procedural motion, in accordance with Standing Orders, relating to the conduct of the debate on the budget report.

RESOLVED that the following procedural motion moved by Councillor Kabir, be agreed:

Debate on the Budget and Council Tax 2019-19

The debate on the budget be structured as follows:

1. The Leader of the Council be permitted to speak for up to 15 minutes in presenting the 2019/2020 and 2020/2021 Budget and Council Tax report to the meeting, after which the following arrangements would apply:
 - (a) The Leader of the Conservative Group be permitted to speak for up to 15 minutes.
 - (b) The Deputy Leader of the Council be permitted to speak for up to 10 minutes.
 - (c) The Chair of the Resources and Public Realm Scrutiny Committee be permitted to speak for up to 10 minutes.

- (d) A general debate follow during which the usual rules for debate would apply as set out in Standing Orders.
2. At the end of the general debate, the Leader of the Council be permitted to speak for up to 5 minutes to submit his closing remarks prior to a recorded vote being taken on the budget proposals (to be moved en bloc)

4. **Minutes of the Previous Meeting**

RESOLVED that the minutes of the meeting held on Monday 26 November 2018 be approved as an accurate record of the meeting.

5. **Declarations of Interest**

The Mayor invited Members to declare any personal or disclosable pecuniary interests in relation to matters due to be considered at the meeting, in accordance with the Members Code of Conduct.

- (a) Councillor Crane declared a personal interest in respect of Agenda Item 6 (Budget and Council Tax 2019/2020 and 2020/2021) as a Council appointed Board Member on i4B and First Wave Housing.
- (b) Councillor Nerva declared a personal interest in respect of Agenda Item 6 (Budget and Council Tax 2019/2020 and 2020/2021) as Vice Chair of the Local Government Information Unit and as a shared leaseholder Brent Housing.

6. **Mayor's Announcements (including any petitions received)**

The Mayor made the following announcements:

(i) Queens New Year's Honours List 2019

The Mayor announced he was delighted to see so many Brent residents having been rewarded in the New Year's Honours List. Members were asked to join him in congratulating the following individuals:

- Vera Schaufeld 88, who he advised lived in Barnhill and had been made an MBE for services to Holocaust Education, having dedicated her life to teaching adults and children with little or no knowledge of the English language.
- Mustafa Field, Director of Faith Forum for London who had been made an OBE for services to faith communities and social cohesion.
- Jashu Vekaria, Deputy Head Teacher of Uxendon Manor Primary who, having been voted best teacher in the Pearson Teaching Awards 2016, had now also received an MBE for services to primary education.
- Andria Zafirakou, who taught at Alperton Community School and had been awarded an MBE for services to education and young people, having also recently won the global competition to find the world's best teacher.

- Jamshaid Ahmad, a home office immigration officer who had been recognised with an MBE for services to law and order.
- Councillor Tariq Dar who had received an MBE for the work done over four decades with communities across Brent and whose award he felt was highly deserved.

(ii) Holocaust and Genocide Memorial Day

The Mayor informed Members that he was honoured to have attended the Holocaust and Genocide Memorial Day event, which had taken place at the Civic Centre to remember the victims of the Holocaust, Nazi persecution and subsequent genocides.

He felt the memorial had highlighted the importance in ensuring events like these were never able to happen again and reinforced the need to continue challenging hatred and prejudice at every level.

(iii) Lest We Forget Bench

The Mayor was pleased to remind Members of the unveiling, back in December 2019, of the *Lest we forget Bench* in order to commemorate the 100th anniversary of World War One. The bench, located in the Paul Daisley Garden, had been designed to create space for reflection in memory of all conflicts past and present and to honour service personnel in the sacrifices they and their families had made.

(iv) Pride of Brent

The Mayor was pleased to advise that he and the Chief Executive had been able to invite many long serving staff, unable to attend the Pride of Brent awards, to tea in the Mayor's Parlour. This had been an enjoyable afternoon providing a further opportunity to recognise staff for their valuable contribution.

(v) Rainbow Flag

The Mayor advised he had been delighted to join staff, councillors and residents to celebrate diversity, inclusion and tolerance at the recent rainbow flag raising ceremony on 19 February 2019 in honour of LGBT+ History Month.

Members were reminded that LGBT+ History Month took place in February each year and provided an opportunity to recognise the achievements of lesbian, gay, bisexual and transgender people, and to raise awareness of matters affecting the LGBT+ community. The theme of this year's month was Peace, Activism and Reconciliation.

(vi) Gala Fundraising Dinner and other announcements

The Mayor reminded Members that his last Gala Fundraising dinner would be taking place on Friday 5 April 2019 at Brent Civic Centre. The evening would consist of a three course meal and entertainment with tickets available via the Mayors Office.

The Mayor also took the opportunity:

- (a) To wish Councillor Denselow good luck in completing his tenth London Marathon, which he was running to raise funds for the children's library at the community-run Kensal Rise Library.
- (b) To advise Members that he been honoured to have had the opportunity to welcome several high level international delegations to Brent in order to promote the Borough. He highlighted how impressed they had all been by the Council's progressive, innovative approach to delivering quality public services for its residents.
- (c) To highlight a number of visits he had been privileged to undertake to various synagogues, temples, mosques, churches and other places of worship, given the key role they played across the Borough.
- (d) To wish Carolyn Downs, as Chief Executive, a happy birthday on behalf of all Members of the Council.

(vii) Petitions

Finally, the Mayor drew members' attention to the list of current petitions along with action being taken to deal with them, which had been tabled at the meeting, in accordance with Standing Order 66.

7. Appointments to Committees and Outside Bodies and Appointment of Chairs/Vice Chairs (if any)

The Mayor advised that there were change in appointments to be considered at the meeting.

8. Borough Plan 2019-2023

Following the change in order of the agenda agreed at the start of the meeting, Councillor Butt (Leader of the Council) was invited to introduce the report of the Director of Performance, Policy & Partnerships which set out the Borough Plan, presenting the Council's vision, strategic themes and priorities over the next four years 2019-2023,

In introducing the report Councillor M.Butt highlighted that the Plan had been developed on the basis of Brent's Labour Party Manifesto with an emphasis on culture, empathy and ensuring that opportunities in Brent were shared amongst all communities. The Plan included a number of high-level desired outcomes for residents focussed around the following themes – every opportunity to succeed; a future built for everyone, an economy fit for all; a cleaner more considerate Brent; a borough where everyone can feel safe, secure, happy and healthy; and strong foundations. Councillor M.Butt advised that the Borough Plan, in conjunction with the budget, would provide the focus to deliver the aspirations and outcomes identified whilst also providing an opportunity for residents to be able to hold the Administration to account. He concluded by advising that he was proud of the commitments set out within the Plan, which the Administration had accepted the

significant challenge and responsibility for delivering, and thanked all involved for their efforts in its preparation.

As no other members indicated they wanted to speak on the report, the Mayor put the recommendations to the vote by a show of hands and they were unanimously declared **CARRIED**.

It was therefore **RESOLVED** to adopt the Borough Plan (as detailed in Appendix 1 of the report) and Delivery Plan (as detailed in Appendix 2 of the report) 2019-2023.

9. **Budget and Council Tax 2019/2020 and 2020/21**

The Council received a report from the Chief Finance Officer setting out the Council's budget proposals for 2019/20 and business plans for 2020/2021 along with the overall financial position facing the Council over the next four years.

In accordance with the procedural motion agreed at the start of the meeting, the Mayor invited Councillor M.Butt to present the report setting out the budget and Council Tax proposals for 2019/20 – 2020/21.

Councillor M.Butt began by highlighting the difficult financial position faced by the Council, as a result of Central Government's austerity programme with Brent's funding continuing to fall short of what was needed and he felt could reasonably be considered as adequate.

As a result of the ongoing funding limitations being placed on local authorities by the Government he pointed out that the coming years would require a further round of £ multi-million transformation, efficiencies and cuts in order to deliver the additional £40m identified as required to meet the shortfall in funding over the next 2 years and on top of the funding already lost to government austerity.

In terms of the budget presented for approval at the meeting, this had been designed to provide a detailed plan for the year ahead whilst also reinforcing the longer term strategy to address the ongoing pressure and cuts to public sector funding. Whilst the position moving forward was made even more difficult to predict due to the uncertainty over Brexit, one thing it was possible to be clear about was that spending on core services had once again fallen, this time in cash terms by 11%. Whilst this would be difficult enough it was not felt to represent the full picture as it failed, Councillor M.Butt pointed out, to take account of:

- the cumulative damage caused by the Government's ongoing programme of austerity and what the Council's current position might have been without almost a decade of funding cuts;
- population growth and the increasingly complex nature and volume of demand for local services along with the true costs of being able to meet these.

Councillor M.Butt went on to highlight the budget report had identified that for the Council to stand still in terms of its finances and in terms of being able to deliver the same quality and quantity of services as provided in 2018/19, would require a growth in core service spend of more than £17m as opposed to the reductions proposed. If funding had been maintained at the same level as set immediately prior to austerity the budget being set now would have been upwards of £370m,

without taking account of public health, as a result highlighting a shortfall of almost £100m.

Whilst the level of cuts had been criticised by some, Councillor M.Butt felt that things may get even worse, given what he considered to be the move away nationally from the principles of informed and inclusive government and a rise in less tolerant behaviour and views.

Notwithstanding the current position, the Council had however been keen once again to focus on providing the maximum level of support and opportunity for those within the borough whilst also ensuring the legal obligation to set a balanced and deliverable budget so that the borough could live within its means. The approach developed had been designed to treat everyone seeking help, support and advice with empathy and respect which were standards Councillor M.Butt felt everyone had the right to expect. Whilst the Conservative Government had removed the ability to provide a sufficient level of service in many areas this had not prevented the Council from looking to ensure that what remained was provided to the best of its ability.

Moving on to focus on the position regarding the Council's financial reserves, Councillor M.Butt highlighted the criticism often directed towards the Council by the Conservatives and their supporters for what he felt to be the prudent and responsible approach taken towards their management by the current Administration. Whilst the Council currently maintained a balance of approx. £12m in useable ear-marked reserves its Council Tax base for 2019/2020 was anticipated to be approx. £120m, all of which would be required to fund spend on core services which, with the exception of the Housing Revenue Account, was in the region of £238m. Removing the prospect of additional inflation, both in terms of cost and demand, would he pointed out mean that the current level of reserves would only provide a buffer of 1.6% against lower than anticipated collection rates and higher than expected demand. Whilst not complacent, the Council had therefore had to make tough decisions in order to provide a responsible, sustainable and solvent business model, which was an approach other authorities had not been able to deliver.

Turning then to the fees and charges proposed within the budget, Councillor M.Butt recognised that these would not all be popular making specific reference to the plans to increase the cost of owning and operating diesel powered vehicles in Brent. Whilst having some empathy with these motorists, the Leader took the opportunity to highlight the policy had been designed not as an income generating exercise but to encourage motorists out of more environmentally harmful vehicles and into something more greener or ideally on to public transport, recognising the harmful impact of climate change and need for more radical solutions.

In summing up, Councillor M.Butt advised that the Administration in presenting its budget proposals had recognised the difficult need to strike a balance between the delivery of longer term more strategic aims and more immediate priorities/demand. As examples he referred to the planning be undertaken for the future development of the boroughs high streets and work being undertaken in relation to highway repairs; the work to address the current housing crisis and at the same time tackle the immediate pressures in relation to homelessness and to provide every child and young person in the borough with the opportunity to succeed with the brightest

possible future. Whilst not an easy budget to develop he advised he was proud of the Labour Administration's achievements, which had seen the Council look to stretch the use of every resource available in order to protect and sustain the social and civic infrastructure on which so many residents were dependent and not just wave through the unrestrained austerity of the Conservative Government. He finished by highlighting how strongly this approach had also been endorsed by residents at the last local elections and on this basis formally commended and moved the recommendations within the report.

The Mayor then invited Councillor Kansagra to respond to the budget proposals on behalf of the Conservative Group.

Councillor Kansagra began by highlighting what he felt to be the misleading nature of the context to the budget setting process outlined by Councillor M.Butt in relation to the need for austerity, given the economic collapse presided over by Labour when in power. He felt the position nationally was more positive than presented by the Leader, referring to the reduction in unemployment; increase in average weekly earnings and employment rates which had all been presided over by the Conservative Government over recent years. In terms of the position in Brent, he referred to the reduction of residents recorded as claiming benefits in both Brent North and Brent Central, using this as an example of the positive impact of the Conservative Government's approach creating and encouraging people towards sustainable employment opportunities rather than relying on a long term benefits culture.

Having noted the extent of the budget reductions proposed within the report, Councillor Kansagra advised that the Conservative Group whilst supportive of the efficiency savings identified, had concerns regarding a number of other issues relating to the budget proposals which were identified as follows:

- the lack of any review of Benefits staff being retained by the Council following the establishment of the Universal Credit regime and transfer of benefit claims management to the Department for Work & Pensions;
- the number of Executive Members appointed by the Leader, given what was felt to be an overlap of functions and cost to the Members Allowance Scheme;
- whilst welcoming attempts made to encourage and increase recycling rates, continued opposition was expressed in relation to the principle of the Green Bin Tax alongside the increase in fees;
- the current performance in relation to highway repairs relating to potholes, given the additional funding provided by the Government and cost of damage claims to the Council;
- the cessation of the Met Police Plus service given ongoing concerns relating to knife crime and its impact in terms of the Council's priority towards making Brent safer for its residents.

In concluding, Councillor Kansagra advised that the Conservative Group would not be submitting any alternative budget proposals but urged members to take account of the concerns outlined in response to the budget proposals.

The Mayor thanked Councillor Kansagra for his comments and then moved on to invite Councillor McLennan (Deputy Leader) to speak, as the next stage in the budget debate.

Councillor McLennan began by thanking the Council's Chief Executive and Management Team along with all the officers involved for their hard work, innovation, support and effort in preparing the budget report and proposals. She also took the opportunity to thank the Cabinet and all Members involved in the work of the Budget Scrutiny Task Group for their efforts in reviewing and monitoring development and delivery of the budget proposals and also all residents and stakeholders who had contributed to the budget consultation process.

Whilst there were no alternative budget proposals to respond on, Councillor McLennan felt it was clear that the Government's austerity programme was far from over. Despite the comments made by Councillor Kansagra, she highlighted the current pressures being caused as a direct result of the ongoing reduction in government funding for public services and resulting impact on local residents. In addition she highlighted significant concerns relating to the potential outcome of the Government's current Local Government Fair Funding review and its impact on authorities such as Brent.

In order to protect essential services for those most in need, given the extent of the reductions in funding and savings already delivered, she pointed out that the Council had had no choice but to recommend an increase in Council Tax as the process for identifying further savings and service transformation became increasingly difficult. Notwithstanding this she also felt it important to highlight the opportunities presented within the budget, which included the capital pipeline proposals designed to enhance infrastructure across the borough and also the options relating to the insourcing of Council services such as Council Tax and Housing Management.

In terms of the budget proposals, moved by the Leader, she pointed out these had been designed to comply with the legal requirement to set a balanced budget having included a requirement to achieve £40m of further savings over the current four year period. In summing up she felt the budget proposals moved by the Leader whilst challenging would enable residents to take confidence that the Labour Administration would continue to stand up for public services and the needs of local residents. She therefore endorsed and commended the budget to Members for approval.

The Mayor thanked Councillor McLennan and prior to opening the budget up to general debate, invited Councillor Kelcher, as Chair of the Resources and Public Realm Scrutiny Committee to speak in order to present the findings of the scrutiny budget review undertaken by a cross scrutiny Task Group lead by his Committee.

Councillor Kelcher began by outlining the approach taken towards the scrutiny review which, as this was the first in a two year cycle, had involved the review of all proposals included within the budget consultation process. A more strategic focus in relation to specific plans would be taken at the mid-point in the cycle, as in previous years. Whilst disappointed at the lack of any alternative budget options presented by the Opposition Group and querying the purpose of the Special Responsibility Allowance provided to the Leader of the Opposition as a result, he took the opportunity to thank all members, officers and other stakeholders for their engagement in the scrutiny process, which he pointed out had been designed to provide a "critical friend" approach. The Task Group, whilst aware of the

consequences in making any savings, had also recognised the need to set a legal and balanced budget and impact of Government funding reductions in driving many of the cuts proposed with the scrutiny focus therefore on areas where it was felt alternative options may be available or of most concern in relation to their impact.

In terms of specific comments, Councillor Kelcher advised that given concerns raised by the Scrutiny Budget Task Group, he had been pleased the following saving proposals had not been accepted:

- Full closure of Abbey Road Recycling Centre;
- Introduction of 15 minute social care visits;
- Reduction in Library opening hours.

In addition the Task Group and Scrutiny Committee had welcomed the reclassification of some proposals by identifying them either as pure budget savings or proposals linked to wider service or policy reform. It was felt this helped to make the consultation process more transparent and was an initiative the Task Group were keen to see developed in future years.

Councillor Kelcher then moved on to highlight a number of additional areas raised by the Resources and Public Realm Scrutiny Committee in relation to the budget on which responses had also been requested from Cabinet. These had been presented to Cabinet as an addendum to the main Budget Task Group report and included the following proposals for consideration:

- Lobbying for the introduction of a locally set tourist tax;
- The undertaking of full Impact Assessments on each budget proposal;
- Ensuring the necessary signposting was available to alternative funding mechanisms for the voluntary and community sector, following on from the scaling back of local authority funding support;
- Ensuring the engagement of scrutiny and other non-executive members in the decision making process relating to the delivery and allocation of funding for the London Borough of Culture;
- Identification of proposals designed to add value to the use of public library buildings;
- Improving the Cleaner Brent App in order to enable more types of issues to be reported; and
- Ring-fencing the use of funds generated through licensing activity to those areas impacted directly by the different activities being permitted.

Councillor Kelcher advised he looked forward to receiving responses on the above issues and to continue working constructively with the Executive in relation to future development and ongoing delivery of the budget.

The Mayor thanked Councillor Kelcher and advised that as the opening statements had now concluded he would open up the budget proposals for general debate by other Members.

Councillor Kabir opened the debate by highlighting what she felt to be the brutal and devastating nature of the ongoing round of funding cuts being imposed on local authorities, including Brent, under the Conservative Government's austerity

programme. Without the proposed increase in Council Tax, she pointed out that the Council's core budget for 2019/2020 would have reduced by 1.4% compared to the previous year with an overall reduction in the base budget totalling £185m since 2010. The efforts being made by the Council to engage local residents in the hard budget decisions now needing to be made in order to protect key front line services were recognised, although specific concern was expressed about the proposed 15% reduction in the budget for the Council Tax Support Scheme by 2020/2021. Notwithstanding the significant budget pressures identified, Councillor Kabir felt it was also important to highlight the positive measures which it had still been possible for the Council to deliver as a result of prudent financial forward planning in relation to local town centre improvements in areas such as Kingsbury. In commending the budget proposals for approval, Councillor Kabir ended by highlighting a need for the Government to acknowledge the full impact of austerity as part of their Fair Funding review for Local Government.

Other members who spoke in support of the budget proposals were as follows:

Councillor S.Choudhury who also recognised the scale of overall savings delivered by the Council and increasing difficulties faced in delivering a balanced budget, given the level of funding cuts required under the Conservative Government's ongoing programme of austerity. Of particular concern were the consultation proposals made in relation to Adult Social Care; Met Police Plus Patrol; Recycling, Refuge and Street Cleaning services which he felt if they were accepted, would have had a significant impact on local residents.

Councillor R.Patel highlighting the focus within the final budget proposals on the Labour Administrations core values, as set out within the Borough Plan. Given the difficult financial circumstances created by the government's ongoing reduction in funding he congratulated the Leader and Cabinet for their efforts in delivering what he felt was a fair, balanced and humane budget in such challenging circumstances.

Councillor Tatler, who also felt it was important to highlight the difficult choices having to be considered due to the financial pressures being placed on local services by central government, especially local authorities, as a result of austerity. Expressing concern at the potential impact of the removal of deprivation as a measure within the Local Government Fair Funding formula she felt the Government had continued to abdicate responsibility not only in terms of pursuing its policy on austerity but also in relation to the introduction of Universal Credit. Against this background, she pointed out the Administration had been required to take difficult decisions in order to continue supporting the most vulnerable and providing opportunities for local communities to prosper. Taking a more targeted and creative approach towards the use of its limited resources she pointed out it had, however, still been possible to deliver additional support for Small and Medium Enterprises whilst improving town centres across the borough leading to increased footfall; allocate over £3m of Neighbourhood Community Infrastructure Levy (CIL) funding to local community schemes; double the number of trees planted across the borough; deliver improvements to the cycling infrastructure and increase the installation of electric vehicle charging points. In addition, Councillor Tatler advised she was pleased to be able to announce the establishment of a £20m Capital Investment budget for footway improvements across the borough, but remained concerned that all of these measures were continuing to be delivered against the

background of the divisive austerity measures being pursued by the Conservative Government.

Councillor Dar who whilst supportive of the budget proposals, also took the opportunity to express concern at the impact which the Conservative Government's austerity measures and associated reductions in funding were having on the voluntary and community sector. Whilst local communities had stepped forward to assist he highlighted the continued strain on the sector in being able to support and assist those most in need as funding was cut across the public sector, which he felt required a reversal in Government policy.

Councillor Choudhry expressed disappointment at the lack of response from the Conservative Group towards the budget proposals given the difficult choices needing to be made in order to present a viable and balanced budget. In recognising the unique challenges and funding issues within Brent, he urged the Conservative Group to support the Administration in continuing to challenge the Government's ongoing funding policies and approach given their impact across Brent. He also highlighted the potential need, given the ongoing uncertainty in the Governments' approach, for the Council to have to consider increasing its level of reserves. Whilst recognising the serious nature of the Council's financial position, he commended the Leader and Deputy Leader for the difficult choices they had needed to take over the current and previous years in order to maintain a prudent budget approach and enable the Council to continue delivering services and meeting their commitments, which he pointed out other local authorities were struggling to achieve.

Councillor Knight, who also expressed concern, in the form of a poem, regarding the impact of the Conservative Government's ongoing programme of austerity on local communities within her ward and across the borough.

Councillor Johnson who thanked those members and officers involved for their efforts in preparing a budget in such challenging circumstances. Whilst recognising there was no option but to set a legal and balanced budget, he took the opportunity to highlight the overall level of funding lost by the Council as a result of the Government's austerity measures since 2010 and called for its reinstatement in order to reflect the level of need and demand on services now being experienced. Specific concerns were highlighted in relation to increasing levels of homelessness and the impact of the Government's welfare reforms.

Councillor Shahzad, who highlighted the widening funding gap in relation to public services and expressed specific concern at the impact of the Government's austerity programme and limited funding available to support the provision of Community Mental Health Services.

Councillor Chappell, highlighting the increasing impact of the Government's austerity programme with specific reference to levels of child poverty and foodbank use within his ward. In support of previous comments made he recognised that whilst not ideal, the budget proposals were attempting to address what he felt was an impossible situation created entirely by the Conservative Government.

Councillor Nerva who highlighted the difficult choices and extent of cuts having to be delivered not just within Brent but by local authorities across the country, as

identified within the Local Government Information Unit (LGIU) State of Local Finance Survey 2019, as a result of the Government's continued austerity measures. Whilst the nature of cuts identified reflected political choice he was pleased, as an example, that Brent had taken the decision not to recommend a reduction in library opening hours; was continuing to support the develop of its community run libraries and also supported the establishment of the capital footway investment programme announced earlier in the meeting. He took the opportunity to thank officers for their support in preparing the budget and finished by highlighting a need for the Labour Party in order to prepare nationally for Government to tackle anti-Semitism and misogyny.

Councillor Donnelly-Jackson who also highlighted concerns in relation to the impact of austerity in Brent linked with an associated reduction in average household income, increase in debt, roll out of Universal Credit and increased private sector rental costs leading to increased demand on Council services. Whilst the Council aspired to maintain its high performing services, quality of care, education and library provision, support the police and increase the supply of affordable housing she reminded Members of the comments made by the Leader when opening the debate regarding the level of funding required for 2019/2020 (£17.9m) – 2020/2021 (£18.7m) in order for the Council to maintain current levels of service. This was against a background of huge Government funding reductions requiring the Council to make significant cuts and transformation to services with many families experiencing reduced levels of income after housing costs. Concern was also raised at the recent comments made by the UN raconteur for Extreme Poverty and Human Rights regarding the impact of increasing levels of child poverty. Recognising the attempts made to produce a balanced budget with empathy as well as with economic sense, addressing these concerns would, she felt, also require a change in Government nationally.

Councillor Southwood who expressed disappointment at what she felt to be the lack of any credible response from the Conservative Group in relation to the budget proposals. Highlighting the impact of the Government's programme of welfare reforms in terms of the number of households now worse off under Universal Credit and as demonstrated by the increased use of foodbanks in those areas where it had been rolled out for more than a year she called for its implementation to be halted with immediate effect. Staff and residents were praised for their efforts in seeking to address the difficulties created as a result of the roll-out of Universal Credit alongside the cumulative impact of the cuts resulting from the Government's ongoing reduction in public sector funding, the effects of which were continually reflected in councillors increasingly challenging casework. The Council were, however, responding she pointed out by looking to increase and co-ordinate local access to services via Community Hubs; secure funding to support the increasing number of rough sleepers; increase the supply of affordable housing (including the building of its own housing) and by ensuring local residents continued to be represented in a decent and caring way, recognising the real difficulties being experienced as a result of the Governments current policies.

Councillor Colaccico commending the balanced nature of the budget which she pointed out, had been based on a genuine consultation process and not only sought to provide investment in infrastructure such as footways but also protect the needs of the most vulnerable including those relying on Adult Social Care.

Councillor M.Patel who, focussing on children and young people, highlighted the impact of the Government's 62% funding reduction in youth services since 2010 which she felt had been aimed at reversing the previous Labour Governments programme of investment. Whilst recognising the challenging circumstances this presented she outlined how the Council's budget proposals had been focussed on prioritising the most vulnerable, building on the authorities highest ever OFSTED rating for Children's Services of good and outstanding for experience and progress of care leavers with staff thanked for their efforts. In terms of innovation she highlighted the proposals supported within the budget to establish family hubs focusing on the local delivery of services for those up to 18 in key neighbourhoods across the borough. As well as these measures she also highlighted the support within the budget to continue the delivery of youth service provision at Roundwood Youth Centre and which, she felt, demonstrated the aim within the budget to protect the most vulnerable and ongoing delivery of children's services within Brent.

Councillor Afzal who also took the opportunity to highlight the local impact on Brent created by the Government's ongoing programme of austerity demonstrated, as specific examples, through the increased use of foodbanks, cuts in youth services, cuts in police numbers and increase in poverty . On a more positive note he highlighted the way in which local communities were coming together in order to actively engage in addressing these challenges, as evidenced through the establishment of the community library within his ward.

Councillor Hirani, who took the opportunity to highlight the impact which cuts being imposed on local authorities and across the public sector in general, were having on local communities and in areas such as public health along with the associated effect on the NHS. As examples he highlighted cuts to funding for smoking cessation activity with the impact on cancer treatment and support and the consistent level of cuts to Adult Social Care with the knock on effect in relation to A&E. He felt the Government had failed to recognise the interaction of funding streams for local services across the public sector and the extent of the impact cuts in these areas were having. Despite the challenges created by austerity, however, he felt it important to note the focus within the Council's budget proposals in securing local investment for young people, arts and culture supported through the London Borough of Culture which he felt was in direct contrast to the Governments approach.

Councillor Ethapeni, who also highlight concerns in relation to the ongoing impact on local communities across Brent as a direct result of the Government's austerity measures. Specific concerns were raised regarding the ability to tackle crime and anti-social behaviour as a result of cuts to the police and closure of local police stations, ending of the Sure Start programme, cuts in funding for youth service provision and reductions in the street cleansing service which he felt all impacted on reducing the overall sense of local community and strengthening the view that austerity was far from over. He felt this was also reflected in the substantial savings which the Council was still being required to make as a result of the ongoing reductions in Government funding support and increase in Council Tax needing to be sought as a direct consequence in order to ameliorate the financial challenges faced.

Councillor Miller who thanked the Leader, Deputy Leader, Members and the public for their involvement in having to set what he felt had been the toughest budget he

had experienced as a local councillor in Brent. He highlighted the impact which the significant cuts imposed by the Government had had within community safety, including funding for the Met Police Patrol Plus service. Whilst few of the cuts identified in the current budget proposals would have been choices the Administration wanted to make the lack of options had required difficult choices to be made. He felt the Government's approach was seeking to shift blame on to local authorities rather than recognising the reality they had created and which he felt would be made worse as a result of the proposals being considered under their Fair Funding review and which would, in his view, require a radical re-route in approach nationally.

Councillor Hector who also highlighted concerns regarding the Conservative Government's Fair Funding formula review in terms of the proposals to disregard deprivation and poverty as indicators within the formula.

Councillor Kennelly highlighting what he felt to be the Conservative Government's lack of vision when compared to the ambition within the budget proposals moved by the Leader and more widely by the Mayor for London in terms of the levels of investment being made across London and within Brent. Whilst recognising the ongoing challenges created by the Government's continued programme of austerity and concerned by the taxation regimes which large multi-national companies were being allowed to operate under, he was particularly keen to support the ongoing development of the 24 hour economy given its associated benefits in terms of generating income and employment opportunities.

Councillor Dixon took the opportunity to thank the Leader, Deputy Leader and all other colleagues who had participated during the debate for their contributions in supporting the budget proposals. Following on from comments previously made she highlighted her specific support, as a member of the Fostering Panel, for the commitment and hard work of all those involved in the provision of children's services across the borough and welcomed the ongoing support for the provision of these and other vital local services.

Councillor Stephens, as the final contribution from the Labour Group during the debate, recognised that whilst not ideal the options available for consideration within the budget had in reality been limited by the cuts being imposed by the Conservative Government which he urged members of the Conservative Group to highlight the real impact of with their colleagues nationally. Whilst recognising the challenges still to be faced, he felt that the budget proposals enabled him to honour a commitment to be open and honest with residents about the choices and options available. Although the Government appeared not to believe in the provision of universal local civic services he felt the Council's budget had sought to maintain provision of these essential services for the most vulnerable whilst also providing investment in infrastructure, young people and libraries.

Responding during the debate to the comments made in relation to the Conservative Group, Councillor Colwill whilst recognising the challenges faced in balancing the budget, felt it was too easy for the Labour Group to blame the Conservative Government for the lack of funding available. As an example he highlighted the level of funds owed to the Council, which according to the accounts remained uncollected and felt this was an area which should also have been

subject to review and examined in more detail by scrutiny as part of the Budget consultation process.

These comments were supported by Councillor Maurice who highlighted the difficulty given the current size of the Conservative Group and resources available to them, in preparing a detailed alternative set of budget proposals. He reiterated the point highlighted by Councillor Colwill in relation to the level of uncollected Council Tax, which he felt could have been used to offset some of the issues and budget reductions on which concerns had been raised during the debate. In light of the concerns raised in relation to the impact of austerity he felt it would be hard to see how members could then justify acceptance of the 2% increase in Members Allowances being recommended later in the meeting and also supported the concerns highlighted in response to any surcharge being imposed on diesel vehicles, pointing out that a majority of the Council's own fleet would also be affected.

Having concluded the debate the Mayor thanked all Members for their contributions and then invited Councillor M.Butt to sum and respond to the points raised.

Councillor M.Butt thanked all Cabinet colleagues and Members for their contributions, highlighting that the choices having to be made were some of the most difficult he had had to present given their impact on local residents and the borough. He felt, however, that this was entirely as a consequence of the position taken by the Conservative Government and was proud that the Labour Administration were seeking to continue defending, protecting and where possible enhancing services for local residents and those most in need. As an example he made it clear that the Administration had taken the decision not to recommend, as part of the budget, the closure of Abbey Road Recycling Centre, introduction of 15 minute social care visits, a reduction in Library opening hours, removal of grants to the Voluntary and Community Sector or funding for the Connexions service. He felt this demonstrated the Administration's commitment to protecting services for those most in need alongside the values of social justice and empowering residents. He reminded Members that the budget proposals had been designed to address the steps needing to be taken by the Council in order to continue delivering for the borough and as such ended by once again commending the budget to Council.

The Mayor advised that this now concluded the budget debate and he would therefore be moving to the vote on the recommended budget moved by Councillor M.Butt. As the recommendations to be considered related to the budget setting process he reminded Members that these would require a recorded vote to be taken.

On a recorded vote being taken the budget proposals, as moved by Councillor M.Butt, were declared **CARRIED**.

Accordingly it was **RESOLVED**:

- (1) To note the decisions made by Cabinet on 11 February 19 in relation to the budget and Council Tax 2019/2020 and 2020/21.

- (2) To approve an overall 4.99% increase in the Council's element of council tax for 2019/20 with 2% as a precept for Adult Social Care and a 2.99% general increase.
- (3) To approve the General Fund revenue budget for 2019/20, as summarised in Appendix A of the report.
- (4) To approve the cost pressures and technical adjustments detailed in Appendix B of the report.
- (5) To note the report from the Budget Scrutiny Panel and addendum from the Resources and Public Realm Scrutiny Committee, as detailed in Appendix D of the report.
- (6) To note and agree for inclusion in the overall budget for 2019/20 the HRA Budget as set out in section eight of the report.
- (7) To approve the dedicated schools grant, as set out in section nine of the report.
- (8) To approve the capital programme as set out in Appendix E of the report.
- (9) To approve the Treasury Management Strategy, Capital Strategy, Investment Strategy and MRP Policy as set out in Appendices F, G, H and I of the report.
- (10) To note the advice of the Director of Legal and HR as set out in Appendix J of the report.
- (11) To approve the schedule of fees and charges as set out in Appendix K of the report.
- (12) To note the results of consultation as set out in section 7 and detailed in Appendix L of the report.
- (13) To approve the Pay Policy Statement for 2019/20 as set out in Appendix M of the report.

Council Tax recommendations

Council noted that the recommendations agreed below only included a provisional Council Tax level for the GLA as its final budget had not been agreed at the time the Council's budget report was despatched. As a result it was noted that the statutory calculation of the total amount of Council Tax under Section 30(2) of the Local Government Finance Act 1992 may be amended by the final Greater London Authority precept.

- (14) To resolve in relation to the council tax for 2019/20:

That the following amounts be now calculated by the Council for the year 2019/20 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended:

- (a) £1,027,149,293 being the aggregate of the amount that the Council estimates for the items set out in Section 31A(2) of the Act.
- (b) 905,158,017 being the aggregate of the amounts that the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) £121,991,275 being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year.
- (d) £1,262.34 being the amount at (c) above, divided by the amount for the tax base of 96,639, agreed by the General Purposes Committee on the 21 January 2018, calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year.

(e) Valuation Bands

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
841.56	981.82	1,122.08	1,262.34	1,542.86	1,823.38	2,103.90	2,524.68

being the amounts given by multiplying the amount at (d) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (15)** That it be noted that for the year 2019/20 the proposed Greater London Authority precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, in respect of the Greater London Authority, for each of the categories of dwellings are as shown below:

Valuation Bands

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
213.67	249.29	284.90	320.51	391.73	462.96	534.18	641.02

- (16)** That, having calculated the aggregate in each case of the amounts at paragraph (14)(e) and (15), the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2019/20 for each of the categories of dwellings shown below:

Valuation Bands

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
1,055.23	1,231.11	1,406.98	1,582.85	1,934.59	2,286.34	2,638.08	3,165.70

- (17)** That it be noted that the Chief Finance Officer has determined that the Council's basic amount of Council Tax for 2019/20 is not excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992.
- (a)** That the Chief Finance Officer be and is hereby authorised to give due notice of the said council tax in the manner provided by Section 38(2) of the 1992 Act.
 - (b)** That the Chief Finance Officer be and is hereby authorised when necessary to apply for a summons against any council tax payer or non-domestic ratepayer on whom an account for the said tax or rate and any arrears has been duly served and who has failed to pay the amounts due to take all subsequent necessary action to recover them promptly.
 - (c)** That the Chief Finance Officer be and is hereby authorised to collect revenues and distribute monies from the Collection Fund and is authorised to borrow or to lend money in accordance with the regulations to the maximum benefit of each fund.
- (18)** That in the event that the GLA sets a different council tax precept to that set out in this report (which was the published provisional amount at the date of the budget report dispatch) that authority be delegated to the Chief Finance Officer to vary the amounts at **(15)**, but only insofar as to reflect the GLA decision, and to make consequential, but no other, amendments to the amounts at **(16)**.

In accordance with Standing Order 43, as the above decisions related to the setting of the budget and Council Tax they were subject to a recorded vote with members voting as follows:

For (51): Councillors Aden, Afzal, Ahmed, Allie, M.Butt, S.Butt, Chappell, Chohan, S Choudhary, Choudry, Colacicco, Conneely, Crane, Daly, Dar, Denselow, Dixon, Donnelly-Jackson, Ethapemi, Farah, Gbajumo, Gill, Hector, Hirani, Johnson, Kabir, Kelcher, Kennelly, Knight, Lo, Long, Marquis, Mashari, McLeish, McLennan, Miller, Mitchell-Murray, Murray, Naheerathan, Nerva, M.Patel, R.Patel, Patterson, Perrin, Sangani, Shahzad, Ketan Sheth, Southwood, Stephens, Tatler and Thakkar.

Against (0)

Abstain (5): Councillors Mahmood (Mayor), Ezeajughi (Deputy Mayor), Colwill, Kansagra and Maurice.

10. **Changes to the Constitution**

Councillor M.Butt (Leader of the Council) introduced the report from the Director of Legal and HR Services which he advised proposed a number of changes to the Constitution relating to Full Council meetings; the scrutiny committee structure; senior management appointments and Planning Petitions.

As no other members indicated they wanted to speak on the report, the Mayor put the recommendations to the vote by a show of hands and they were declared **CARRIED**.

It was therefore **RESOLVED**:

- (1) To approve the following changes to the Constitution as detailed within the report and Appendices 1-3:
 - (a) Procedural Rules & Order of Business for Full Council meetings (as set out in Appendix 1 of the report);
 - (b) Procedural rules for the recruitment of Operational and more senior officer posts (as set out in Appendix 1 of the report)
 - (c) Scrutiny Committee structure and Terms of Reference (as set out in Appendix 2 of the report)
 - (d) Petition scheme relating to Planning (as set out in Appendix 3 of the report).
- (2) To authorise the Director of Legal and HR Services to amend the Constitution accordingly, including the making of any necessary incidental or consequential changes;
- (3) To note, to the extent that the changes relate to executive functions of the Council, they have been approved by the Leader.

11. **Members Allowance Scheme - Annual Review**

Councillor M.Butt introduced the report from the Director of Legal and HR Services seeking approval to the making of a Members' Allowance Scheme, in the proposed terms set out in the report, for the 2019/20 Financial Year.

In introducing the report Councillor M.Butt highlighted the annual review had continued to be informed by the principles and guidelines within the most recent review of Members Allowances undertaken by the Independent Remuneration Panel (IRP) in 2018 on behalf of London Councils. As part of the annual review process the Scheme included provision for an annual uplift in line with any inflationary pay award agreed under the Local Government Pay Settlement. Members noted the importance of the Scheme in recognising and supporting individuals in being able to undertake their role as local councillor.

As there were no other members who indicated they wanted to speak on the report the Mayor put the recommendations to the vote by a show of hands and they were declared **CARRIED**.

RESOLVED:

- (1) To approve and make a Members' Allowance Scheme in the terms set out in the report for the financial year 2019/20.
- (2) To authorise the Director of Legal and HR Services to comply with the statutory requirements to publicise the Council's Members' Allowance Scheme.

12. Urgent Business


The Mayor advised Members there were no urgent items of business for consideration.

As this was the final Council business meeting of his year in office, the Mayor ended by thanking all Members for their support and co-operation over the last year and advised that the next meeting would be the Annual Council and Mayor Making ceremony on Monday 1 May 2019.

The meeting closed at 8.15 pm

COUNCILLOR ARSHAD MAHMOOD
Mayor

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	Full Council 1 May 2019
	Report from the Director of Legal and HR Services
Changes to the Constitution	

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	One Appendix 1 – Changes to Constitution
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Debra Norman, Director of Legal and HR Services, 0208 937 1578 Debra.Norman@brent.gov.uk

1.0 Purpose of the Report

- 1.1 This report proposes a number of changes to the Council's Constitution. These mainly affect officer delegated powers and decision making but also include some minor updating arising from the annual review of the Constitution.

2.0 Recommendations

- 2.1 To approve the changes to the Constitution proposed in this report and/or contained in the Appendices.
- 2.2 To authorise the Director of Legal and HR Services to amend the Constitution accordingly, including making any necessary incidental or consequential changes.
- 2.3 To note that, to the extent that the changes relate to executive functions of the Council, they have been approved by the Leader.

3.0 Detail

Officer Delegated Powers

- 3.1 All decisions are delegated to officers unless they are reserved to members. The categories of decisions reserved to members are:
- (a) Matters specifically delegated to committees or individual Cabinet Members or reserved to Full Council.
 - (b) Matters covered by the general restrictions on officer which are set out in Part 3 Section 10.1. These are set out in Appendix 1.
 - (c) Additional specific decisions in respect of particular powers set out in a table in Part 3 Section 9.5. This table is contained in Appendix 1.
 - (d) Specific financial thresholds in respect of Property related decisions contained in Part 3 Section 1.
 - (e) Specific reservations to members in respect of highways matters contained in Part 3 Section 12.
- 3.2 Powers are delegated to the Chief Executive, Strategic Directors, the Chief Finance Officer, the Director of Legal and HR Services and the Director of Public Health. Strategic Directors are able to authorise officers in their departments, by name, to exercise powers on their behalf, and are required to record these authorisations in a list submitted to the Director of Legal and HR Services.
- 3.3 A recent Audit has highlighted that covering exercise of officers powers by way of lists maintained by Strategic Directors outside the constitution, means that it is often not readily apparent what powers are available to which officers below the level of those specifically listed in the Constitution. Due to the requirement to authorise named officers, it is also challenging to keep these lists up to date.
- 3.4 The Appendix to this report contains some proposed amendments to the exclusions from officer powers and new delegations direct to Operational Directors, to remove the need to issue and keep up to date individual authorisations and to provide consistency in officer powers at this level.
- 3.5 The existing power for Strategic Directors to issue authorisations would be retained. This will ensure there is a reserve power for the Chief Executive and Strategic Directors to authorise another officer to exercise particular functions if the need arose.
- 3.6 It is also proposed in the Appendix that express provision for the Chief Executive and Strategic Directors to nominate a deputy from time to time to act in their absence be added to the Constitution, to make the deputising arrangements transparent

Officer Decision-making Processes

- 3.7 Where officers make decisions which are “Key” decisions those decisions are required to follow most of the same processes as is the case where members

and member bodies make decisions. In particular, such decisions must be included in the Forward Plan and the reports and decisions must be published.

3.8 Key decisions are defined in the Constitution simply by reference to the statutory provisions as follows:

“A decision will be a Key Decision if it relates to an executive function and is likely:

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority’s budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.”

It can be difficult to apply this test. A recent survey of some London boroughs reveals that of the 13 boroughs considered, 10 have a defined financial threshold above which decisions will be regarded as “Key”. The most common threshold level for revenue is £500k and it is proposed that this threshold be adopted for Brent. This will apply to member decisions as well as officer decisions.

Other Important Decisions

3.9 In addition to the key decision requirements, Regulations require that officers should as soon as reasonably practicable after making an executive decision, (even when the decisions are not key) produce or instruct the proper officer to produce a written statement of that decision which includes information specified in the legislation, including the date it was made and the reasons for it.

3.10 Since this cannot reasonably be interpreted to cover all decision making by officers, the approach recommended in guidance is that administrative and minor decision making should be excluded from the requirement so that only decisions involving exercise of discretion, and likely to be of significance and interest to the public, are caught.

3.11 There is also a specific requirement in Regulations to publish decisions (whether concerning executive functions or not) falling into the follow categories:

- a) decisions the officer is specifically authorised to make – e.g. a decision delegated at a cabinet meeting
- b) decisions under a general authorisation which:
 - i. grant a permission or licence;
 - ii. affect the rights of an individual; or

- iii. awards a contract or incurs expenditure which, in either case, **materially affects** that relevant local government body's financial position.

- 3.12 Guidance provides examples of what is and is not covered. It is considered that the £500k threshold proposed for Key Decisions above covers the requirement at iii. above.
- 3.13 It is proposed that a level of decisions below key decisions be defined and a process for recording and publishing these be adopted. A proposed definition for these "recordable" decisions is contained in Appendix 1.

Other Changes

- 3.14 Comments on other minor changes proposed to the Constitution are contained in footnotes in the Appendix

4.0 Financial Implications

- 4.1 None.

5.0 Legal Implications

- 5.1 These are contained in the body of the report.

6.0 Equality Implications

- 6.1 Under section 149 of the Equality Act 2010, the council has a duty when exercising its functions to have "due regard" to the need to eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act and advance equality of opportunity and foster good relations between persons who share a protected characteristic and persons who do not. This is the public sector equality duty. The protected characteristics are age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 6.2 "Due regard" is the regard that is appropriate in all the circumstances. The weight to be attached to the effect is a matter for the council. As long as the council is properly aware of the effects and has taken them into account, the duty is discharged. Depending on the circumstances, regard should be had to the following:
 - the need to enquire into whether and how a proposed decision disproportionately affects people with a protected characteristic. In other words, the indirect discriminatory effects of a proposed decision;
 - the need to remove or minimise disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic;
 - the need to take steps to meet the needs of persons who share a protected characteristic that are different from the needs of persons who do not share it. This includes taking account of disabled persons' disabilities. There can be a positive duty to take action to help a disabled

person. What matters is how they are affected, whatever proportion of the relevant group of people they might be;

- the need to encourage persons who share a protected characteristic to participate in public life (or in any other activity in which participation by such persons is disproportionately low); and
- the need to tackle prejudice and promote understanding.

6.3 No equalities implications arise directly from this report.

7.0 Consultation with Ward Members and Stakeholders

7.1 The proposals in this report have been considered by the Council's Constitutional Working Group.

8.0 Human Resources/Property Implications (if appropriate)

8.1 None.

Background Papers

None

Report sign off:

DEBRA NORMAN

Director of Legal and HR Resources

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Appendix 1

PART 1 - INTRODUCTION

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6. Scrutiny

.....

The Scrutiny Committees shall comprise ~~118~~ members of the Council who shall not be members of the Cabinet. The Community and Wellbeing Scrutiny Committee shall also comprise of 4 voting education co-opted members and 2 non-voting education co-opted members appointed in accordance with Standing Order 50. Members, chairs and vice chairs of the Scrutiny Committees will be appointed by Full Council.

DEFINITIONS

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- The term **Key Decision** is defined in the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. A decision will be a Key Decision if it relates to an executive function and is likely:

- (a) to result in the local authority incurring expenditure ~~which is~~ or the making of savings ~~of £500k or more; which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or~~
 - (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.
-

- Officers designated as **Operational Directors** are those officers who are directors of the various service units which make up the service areas and who report directly to either a Strategic Director or the Chief Executive.
-

Recordable Decisions are those decisions made by officers which are not otherwise published and are not operational or administrative and which fall within the following criteria:

- a) A decision which in the opinion of the Chief Executive or the relevant Strategic Director are of such significance that a published record of the decision is required to ensure transparency and accountability in relation to decision making within the Council.
- b) Decisions which are an exception to an approved council policy and/or raise significant new issues of policy.
- c) decisions to exercise powers of Compulsory Purchase;
- d) decisions that would have a significant impact on communities in a single ward.
- e) decisions to carry out major road works
- f) determination of licencing applications, building control decisions and notices;
and
- g) determinations of planning applications and listed building consents.
- h) A decision specifically delegated to an Officer at a Cabinet meeting.

PART 2 - PROCEDURAL RULES

75. Appointments to Senior Management Posts

- (a) The Director of Legal and HR Services shall be consulted on all appointments to posts covered by this Standing Order. 'Appointments' in this Standing Order 75 refers to permanent appointments. Fixed terms and interim appointments to Senior Management posts are addressed in Standing Order 76 below.
- (b) This Standing Order shall apply to the posts of:-
- (i) the Chief Executive;
 - (ii) any director (or other senior officer) reporting directly or being directly accountable to the Chief Executive;
 - (iii) statutory Chief Officers being:
 - the Strategic Director Children and Young People (acting as the Director of Children's Services appointed under section 18 of the Children Act 2004);
 - the Strategic Director Community Wellbeing (acting as the Director of Adult Social Services appointed under section 6 (A1) of the Local Authority Social Services Act 1970 as amended by the Children Act 2004);
 - the Chief Finance Officer appointed under section 151 of the Local Government Act 1972;
 - (iv) any officer who, as respects all or most of the duties of his or her post, is required to report directly or is directly accountable to the Full Council itself or any committee or sub-committee of the Authority;
 - (v) the Monitoring Officer; and
 - (vi) any Operational Director reporting directly to a Strategic Director.
- (c) The posts mentioned in paragraph (b) above may only be created, amended (other than a minor variation) or deleted by the Cabinet or the¹ Chief Executive in consultation with the relevant Cabinet member(s) following consideration of a report from the relevant Strategic Director or other officer nominated by the Chief Executive setting out the proposed job description and person specification for that post and/or the reasons for the creation, amendment or deletion of the post and any legal or financial or other implications arising there from.

86. Contracts not subject to full tendering requirements

- (c) Save where required by European Procurement Legislation, no formal tendering procedures apply to Low Value Contracts except that at least three written quotes must be sought and the quotes sought and/or obtained shall be recorded or alternatively the contract is procured through the Online Market Place. Where quotes are sought, advice must be sought from the Council's procurement officers about how to select the three organisations to be invited to quote and how to structure the quotation process. Unless the Council's procurement officers advise that it is not necessary or appropriate, all quotes shall be sought using the Electronic Tender Facility and at least one of the quotes shall be sought from a Local Brent Provider. ~~In the case of Low Value Works Contracts valued at above the relevant EU Threshold for supplies or services contracts (currently £181,302), approval of the Director of Legal and HR Services is required to use a quotation process; if~~

¹ This is a clarification

~~approval is not given then a tender process under Standing Order 96 below is required for such contract.²~~

ACCESS TO INFORMATION RULES

.....

Recordable Key Decisions

26. As soon as reasonably practicable after an officer has made a recordable decision as defined in Part 1 of the Constitution, the officer must produce and send to the Proper Officer to be made available at the Civic Centre and on the council's website a record of the decision which must include:
- (i) the date it was made;
 - (ii) the reasons for the decision;
 - (iii) details of any alternative options considered and rejected by the officer when making the decision;
 - (iv) any conflict of interest declared by any cabinet member who is consulted by the officer which relates to the decision; and
 - (v) in respect of any such declared conflict of interest, a note of dispensation granted by the council's Chief Executive.
- EXCEPT THAT this paragraph shall not:
- apply in respect of non-executive decisions where legislation other than the Openness of Local Government Bodies regulations 2014 requires the decision and the information in (e) (i) and (ii) to be recorded;
 - require the disclosure of exempt or confidential information or advice from a political assistant (if any).

Key Decisions

27. A decision taken by Cabinet or a Cabinet Committee, the Leader or a Cabinet Member or an officer exercising an executive function under delegated powers will be a Key Decision if the decision is likely to:
- (a) result in the Council incurring expenditure ~~which is, or the making of savings of £500k or more which are, significant having regard to the Council's budget for the service or function to which the decision relates;~~ or
 - (b) be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

PART 3 - RESPONSIBILITY FOR FUNCTIONS

.....

9. Powers Delegated to Officers

- 9.1 .
9.2 .

² As this requirement only covers works contracts is a very narrow range (£181,302 - £250,00) which is well below the EU threshold, it is proposed that this requirement be removed.

- 9.3 The Chief Executive may exercise any functions delegated to other officers and may ~~delegate authorise decisions or functions to~~ one or more officers in any of the Council's departments to make decisions or exercise functions unless expressly prohibited by law from doing so.

Power	Exception, restriction or limitation
3(b) to extend, vary, renegotiate, novate or assign contracts, agreements, deeds or other transactions.	<p>(a) .</p> <p>(b) .</p> <p>(c) .</p> <p>(d) if the extension goes beyond the period of extension provided for in the contract (if any) or is otherwise not in accordance with the extension provisions in the contract:</p> <p>(i) in the case of any contract, agreement, deed or other transaction with a life of not more than one year (including any possible extension provided for in the contract) the extension shall not exceed a period of six months; or</p> <p>(ii) in the case of any contract, agreement, deed or other transaction with a life of more than one year (including any possible extension provided for in the contract) the extension shall not exceed a period of one year.</p> <p>(e) <u>the relevant cabinet member shall be consulted prior to a decision within (d) (i) or (ii) above and may request that the decision instead be referred to them.</u>³</p> <p>(f) provided that in the case of any variation (other than an extension):</p> <p>(i) the total value of the variation is less than £1m; and</p> <p>(ii) if the total value of the variation (and any previous variations agreed under this provision) is more than £50k it is not more than 50% of the original contract value (calculated over the life of the contract including any extensions or possible</p>

³ This provision has been added to ensure that cabinet members can ask for such decisions to be referred to them instead where they consider this appropriate

	<p>extensions and adjusted in accordance with any price review mechanism provided for in the contract).</p> <p>(gf) <u>the relevant cabinet member shall be consulted prior to a decision within (f) (i) or (ii) above and may request that the decision instead be referred to them.</u></p>
4. to establish or re-organise the staffing structure of their service area or corporate unit and to appoint, discipline and dismiss staff.	<p>(a) subject to the Standing Orders relating to staff.</p> <p><u>(b) any staffing restructure report potentially giving rise to a redundancy situation shall be approved by the Chief Finance Officer and the Director of Legal and HR shall be notified of any potential redundancy situation as soon as it becomes apparent and:</u></p> <p>(b) subject to the council's pension Employer Discretion Policy, no award of compensatory added years on the grounds of redundancy and no severance payment on the grounds of redundancy that exceeds the amount normally payable under the Council's severance scheme</p> <p>shall be made or agreed to be made without the prior written approval of the Chief Finance Officer.</p> <p>(d) the Chief Finance Officer shall be notified of all proposals that a person be retired early on grounds of ill health as soon as the possibility of such retirement becomes apparent.</p> <p>(e)<u>(c) no severance payment and no award of compensatory added years on the grounds of termination of employment in the interests of the efficient exercise of the Council's functions shall be made or agreed to be made to a HAY graded member of staff except with the prior written approval of the Chief Finance Officer, the Monitoring Officer and the Chief Executive.</u>⁴</p>

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⁴ These changes reflect existing good practice

8. to exercise discretion in writing off or remitting in whole or in part debts due to the Council.	(a) - (b)(a) no sums exceeding £204,000 ⁵ shall be written off without the written approval of the Chief Finance Officer.
12. to authorise or nominate other officers to act on their behalf in exercising any of their functions.	(a) this may not be exercised other than by the officers listed in paragraph 9.4 above. (b) authorisations and nominations are subject to any limitations or provisos that the officers listed in paragraph 9.4 above may consider appropriate. (c) the names of the persons authorised or nominated shall be specified in a list maintained by the relevant officer listed in paragraph 9.4 above for that purpose and notified to the Director of Legal and HR Services
14. to take up posts on outside bodies or companies and appoint other staff to outside bodies or companies.	(a) only where it is related to their area of work or is agreed by the Chief Executive . (b) the prior advice of the Director of Legal and HR Services should be obtained.

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9.6 The Chief Executive and Strategic Directors (The Chief Officers), may, from time to time, nominate a deputy to act on their behalf in the event of their absence. The nominated deputy may, (subject to the same restrictions as would apply to the relevant Chief Officer) exercise all the powers of the relevant Chief Officer; save in so far as that is inconsistent with any other part of the Constitution.

9.7 Officers designated as Operational Directors have delegated to them, (subject to the same restrictions as would apply to their Strategic Director (or the Chief Executive as applicable); all the powers of their Strategic Director (or the Chief Executive if the Operational Director reports directly to her) in so far as they relate to the services (s) for which they are responsible, save in so far as that is inconsistent with any other part of the Constituion or their Strategic Director (or the Chief Executive) has directed them not to exercise particular powers.

9.8 For the avoidance of doubt, the officers specified in 8.3 will retain the specific statutory responsibilities arising from their designations irrespective of these delegations.

10. Exemptions, Restrictions and Limitations on Powers Delegated to Officers

⁵ This updates a provision that has been in place for many years

(c) **Advice:**

The exercise of that function or the making of that decision would or would be likely to conflict with advice from the Head of Paid Service, Monitoring Officer or the Chief Finance¹⁵¹ Officer or the External Auditor carrying out their statutory functions.

(d) **Ultra Vires:**

The exercise of that function or the making of that decision would or would be likely to result in unlawful or ultra vires activity or actions as advised by the Director of Legal and HR Services Monitoring Officer.

(e) **Overspends:**

The ~~exercise of that function or the~~ making of that decision would or would be likely to result in discretionary spending of either a revenue or capital nature significantly exceeding the approved revenue or capital budgets in either the current or any future year. [Where the overspend is considered unavoidable (or not incurring it would result in breach of statutory requirements or serious failure to deliver agreed corporate priorities) it must nonetheless be reported at the first available opportunity].⁶

~~(g) **Accountable body status and Partnership Arrangements:**~~

~~— The exercise of that function or the making of that decision would confer accountable body status on the Authority or would result in a Partnership Arrangement with another body unless the prior written approval of the Chief Finance Officer has been obtained or approval has been obtained from the Cabinet⁷.~~

~~(h)~~ **Company or partnership:**

The exercise of that function would result in the setting up of a company or entering into ~~a~~ a legally binding partnership arrangement with any other body.

(m) **Closure of a facility or reduction in services:**

The exercise of that function or the making of that decision would result or would be likely to result in the permanent closure of a facility used by the public or a permanent and significant reduction in the level of services or facilities provided to the public other than where such closure or reduction in service is considered necessary by the relevant Strategic Director or the Chief Executive ~~director~~ for reasons of health and safety.

(n) **Call-In:**

~~— The matter is called in for scrutiny in accordance with Standing Orders.~~

~~(o)~~ **Charges and Fees:**

The decision relates to the setting, levying or increase of any fees or charges to any member of the public in respect of a Council service (other than room lettings and copying charges) unless it is authorised by the Council's Fees and Charges Policy and related guidance.

⁶ This is a clarification

⁷ This is already covered elsewhere in the constitution

10.2 In cases where an officer is prevented from exercising any function delegated to him or her by virtue of any of the above or where he or she or the Chief Executive decides that they cannot or should not exercise the function then, subject to paragraph 9.3 above, that function shall be exercised by the person or body who would otherwise have responsibility for that function, or the General Purposes Committee if none other is specified (unless it is a matter which is reserved to Full Council).

11. Acquiring, managing and disposing of land and buildings

11.1 Only the Strategic Director Resources or the Operational Director of Property and Assets may acquire or dispose of an interest in land or buildings. The restrictions placed upon such acquisitions or disposals are set out in paragraphs 11.2 and 11.3 below.

.....

13. Decisions by individual Members

.....

CATEGORY	INDIVIDUAL MEMBER DELEGATED DECISIONS (in relation to their portfolio area)
	<u>Agreement of other contract extensions, variations or terminations where the individual requests that a decision be referred to them pursuant to Part 3 paragraph 9.5 3(b)(e) or 3(b)(g).</u>

PART 4 - TERMS OF REFERENCE FOR COUNCIL COMMITTEES AND SUB-COMMITTEES⁸

AUDIT AND STANDARDS ADVISORY COMMITTEE

1 MEMBERSHIP

- The committee comprises ~~7~~5 non-executive councillors and upto 5 voting co-opted members, one of whom will be the Chair of the committee.

AUDIT AND STANDARDS COMMITTEE

2 MEMBERSHIP

- The committee comprises of the ~~7~~5 councillor members of the Audit and Standards Advisory

SCRUTINY COMMITTEES

General Membership rules

Each committee shall comprise of ~~11~~8 councillors in total. None of the councillors shall be members of the Cabinet or the Health and Wellbeing Board.

Community and Wellbeing Scrutiny Committee

Specific Membership Rules


In addition to the ~~11~~8 councillors, the membership of the Community and Wellbeing Scrutiny Committee shall comprise of 4 voting education co-opted members (who may vote on matters relating to school education only) and 2 non-voting education co-opted members (who may not vote on any matter).

⁸ The changes is membership below are to reallocate the seats formerly on the Housing Scrutiny Committee

PART 5 - CODES AND PROTOCOLS

LOCAL CODE OF CORPORATE GOVERNANCE

- The Council maintains an Internal Audit service that operates in accordance with the published internal audit standards expected of a local authority in the United Kingdom. The Head of Internal Audit has direct access to the Chief Executive, the Section151 Officer and the Chair of the Audit and Standards Committee and now the Chair of the Audit and Standards Advisory Committee.
- The council has established a counter fraud team to ensure a systematic, disciplined approach to investigation, evaluating and improving the effectiveness of fraud prevention and detection and the subsequent prosecution of individuals and organisations where appropriate.
- Robust business continuity management arrangements exist within the council, with all critical services having business continuity plans in place.

 Brent	<p align="center">Annual Meeting of the Council 1 May 2019</p> <p align="center">Report from the Chief Executive</p>
<p>Representation of Political Groups on Committees</p>	

Wards Affected:	All
Key or Non-Key Decision:	Non-key
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Open
No. of Appendices:	One: Appendix 1 - The political balance rules prescribed by the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990
Background Papers:	None
Contact Officer(s): (Name, Title, Contact Details)	James Kinsella, Governance Manager, Executive & Members Services Tel: 020 8937 2063 james.kinsella@brent.gov.uk

1.0 Summary

- 1.1 This report fulfils the Council's duty to review and determine the representation of different political groups on certain committees at its Annual Meeting or as soon as practicable thereafter.
- 1.2 The review has been based on the current membership of the Council standing at 63 Members. Having undertaken the review, the Council then has a duty to make appointments (where necessary) to those committees giving effect to the wishes of the political group allocated the seats.
- 1.3 Members are also asked to note that the allocation of seats on committees reflects the changes to the Scrutiny structure agreed by Full Council on 25 February 2019 and also the proposed increase in membership on Committee's being recommended within the Changes to the Constitution report included for consideration as Agenda Item 8 on the Council summons, for implementation at the start of the 2019/20 Municipal Year.

2.0 Recommendations

Full Council is asked:

- (1) To agree the size of each committee;
- (2) To agree (where the rules of political balance apply) the allocation of seats on committees to each of the Council's political groups as set out in the report;
- (3) To make appointments to those committees giving effect to the wishes of the political group allocated the seats; and
- (4) To note that the political balance on sub-committees will be reviewed at the first meeting of the General Purposes Committee and the Licensing Committee; and

3.0 Detail

Representation of Political Groups

- 3.1 The Council is required to review and determine the representation of different political groups on certain committees at, or as soon as practicable, after its Annual Meeting.
- 3.2 As soon as practicable after the review, the Council then has a duty to determine the allocation to the different political groups of all seats on the relevant committees. The allocation is determined by applying the "political balance rules" prescribed by the Local Government and Housing Act 1989 and supplemented by the Local Government (Committees and Political Groups) Regulations 1990. These rules are set out in Appendix 1 to this report and are designed to ensure that the political composition of the Council's decision making and deliberative committees, as far as possible, replicates the political composition of Full Council. Subsequently, the Council has a duty to make appointments to those committees giving effect to the wishes of the political group allocated the seats.
- 3.3 The Committees that the political balance rules apply to have similar duties in relation to any sub-committees they may have.
- 3.4 The Membership of the Council now stands at 63 councillors with the composition of political groups as follows:

60 Labour Group councillors (95.24%) and 3 Conservative Group councillors (4.76%).
- 3.5 The table below sets out the 5 ordinary committees of the Council which the political balance rules apply to; the size of each committee (excluding any non-voting co-opted committee members in accordance with the political balance rules); the total number of seats required to be allocated; the number of seats each political group is strictly entitled to based on the number of group members and any adjustments required by the political balance rules.

- 3.6 There are a total of **38** ordinary committee seats to which the political balance requirements will formally apply. As the 60 members of the Labour Group constitute 95.24% of the total membership of the Council, the proportion of seats the group is strictly entitled to is **36**. However, as the political balance rules do not allow all the seats on a committee to be allocated to the same political group, at least **5** seats have to be allocated to the other political group. This will result in a final allocation of **33** seats to the Labour Group.
- 3.7 The Conservative Group are strictly entitled (based on the size of the group) to an allocation of **2** seats. However, as the Labour Group can only be allocated **33** and not 36 seats, the **3** remaining seats have to be allocated to the opposition group.

Ordinary Committees	Size	Labour Group	Conservative Group
		60 95.24%	3 4.76%
General Purposes Committee	8	7	1
Planning Committee	8	7	1
Audit & Standards Committee	7	6	1
Corporate Parenting Committee	5	4	1
Licensing Committee	10	9	1
Total seats	38		
Strict Entitlement (based on a proportion of total members)		36	2
Final Allocation (based on the political balance rules)		33 (-3)	5 (+3)

- 3.8 There are other committees which the political balance rules apply to but only principles (a), (b) and (d) (see Appendix 1, paragraph 3). Namely, the

existing Scrutiny Committees and the Audit & Standards Advisory Committee

- 3.9 The table below confirms the size and make-up of these Committees. The Conservative Group is entitled to be allocated the single opposition group seat on all three Committees.

Other Committees	Size	Labour Group	Conservative Group
		60 95.24%	3 4.76%
Community and Wellbeing Scrutiny Committee	11 (plus 4 voting co-opted members and 2 non-voting co-opted members)	10	1
Resources and Public Realm Scrutiny Committee	11	10	1
Audit & Standards Advisory Committee	7 (plus up to 5 voting co-opted members)	6	1

- 3.10 Subsequent to allocating seats, the Council has a duty to make appointments to the specified committees giving effect to the wishes of the political group allocated the seats. The appointments to committees being made by each political group are detailed within the report on appointments to be considered as Agenda Item 10 on the Council summons.

- 3.11 The political balance rules do not apply to the Health and Wellbeing Board but it has been previously agreed that this Board comprise 4 Cabinet Members and one opposition Member. Members are therefore also asked to make the appointments to the Health and Wellbeing Board.

4.0 Financial Implications

- 4.1 There are no financial implications arising directly from this report.

5.0 Legal Implications

- 5.1 These are addressed in the body of the report.

6.0 Diversity Implications

6.1 None.

Report sign off:


PETER GADSDON

Director of Policy, Performance and
Partnership

Appendix 1

The political balance rules prescribed by the Local Government and Housing Act 1989 ('the Act') and the Local Government (Committees and Political Groups) Regulations 1990 ('the 1990 Regulations')

1. The rules are that seats on relevant committees must be allocated to different political groups so far as reasonably practicable in accordance with the following four principles:
 - (a) that not all the seats on the body are allocated to the same political group;
 - (b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the Council's membership;
 - (c) subject to paragraphs (a) and (b) above, that each political group is allocated the same proportion of the total seats across all the ordinary committees of the Council as the proportion of the members of the Council that belong to that group; and
 - (d) subject to paragraphs (a) to (c) above, that each political group is allocated the same proportion of the seats on each relevant body as the proportion of the members of the Council that belong to that group.
2. Principle (c) refers to "ordinary committees" which under the Act means those appointed under section 102(1)(a) of the Local Government Act 1972, namely General Purposes Committee, Audit & Standards Committee, Corporate Parenting Committee, Planning Committee and Licensing Committee.
3. Principles (a), (b) and (d) apply to a "body" to which the Council makes appointments. The Act provides that the bodies to which this principle applies include ordinary committees (as defined above) and ordinary sub committees, advisory committees and sub-committees, and joint committees where at least 3 seats are filled by appointments made by the Council.
4. Principles (a), (b) and (d) therefore apply to the Audit and Standards Advisory Committee. Strictly speaking, according to principle (b), the Labour Group is entitled to a majority of the seats on the Committee. However, to maintain the current size of the Committee, Full Council can depart from the rules provided no member votes against the proposal.
5. By virtue of the Local Government Act 2000, principles (a), (b) and (d) also apply to the Scrutiny Committees.
6. According to principle (c) above, the General Purposes Committee, Audit & Standards Committee, Corporate Parenting Committee, Planning Committee and Licensing Committee first have to be taken together to determine the *number* of seats that should be allocated to each group. Then, in accordance with paragraph (d) above, the number of seats each political group is entitled to has to be allocated proportionately to individual committees so far as possible.
7. The political balance principles do not apply to the London Councils' Joint Committees or the Joint Health Overview and Scrutiny Committee because only one appointment on each Committee is made by the Council.

	Annual Council 1 May 2019
	Report from the Chief Executive
Municipal Calendar of Meetings 2019/2020	

Wards Affected:	All
Key or Non-Key Decision:	Non-Key
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	One: Appendix 1 - Draft Annual Calendar of Meetings 2019/20
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	James Kinsella, Governance Manager, Executive & Member Services Tel: 020 8937 2063 Email: james.kinsella@brent.gov.uk

1.0 Purpose of the Report

- 1.1 This report proposes a calendar of meetings for the 2019/2020 Municipal Year (Appendix 1).

2.0 Recommendations

- 2.1 That Members agree, in principle, the dates for Full Council and other meetings to take place during the 2019/2020 Municipal Year, as attached in Appendix 1.
- 2.2 That Members agree that the Head of Executive and Member Services be authorised to make any alterations deemed necessary to the Municipal Calendar during the course of the municipal year having consulted the Leader of the Council; the Leader of the Opposition Group and the Chair of the affected meeting.

3.0 Detail

- 3.1 Attached as Appendix 1 is the draft calendar of meetings prepared for the 2019/2020 Municipal Year, which lists the dates proposed for Council, and its committee/sub-committee meetings, meetings of the Cabinet and other bodies. These will continue to be kept under review as the Municipal Year progresses.

- 3.2 As a basis for compiling the calendar, attempts have been made, wherever possible, to avoid clashes of meetings for Members, based on a review of current committee membership.
- 3.3 Religious holidays have been included in the calendar and meetings have been avoided on dates where it has been deemed inappropriate to hold them due to the importance associated with any particular religious holiday.
- 3.4 For information purposes, the calendar now also includes principal civic events and the 2019-20 pre-election period in advance of the Greater London Assembly (GLA) and Mayor for London elections to take place on 7 May 2020. In addition, major dates relating to the London Borough of Culture will be included as they are confirmed.
- 3.6 The dates of the meetings proposed for Full Council are as follows:

Monday 8 July 2019

Monday 16 September 2019

Monday 25 November 2019

Wednesday 19 February 2020 (Council Tax and Budget Setting)**

Wednesday 27 May 2020 (Annual Meeting of Council and Mayor Making)

** The date identified for this meeting has been based around maximising the time available to complete the year end processing and production/issue of Council Tax bills for 2020/21.

- 3.7 The meetings of Full Council, the Planning Committee, the Scrutiny Committees, the Standards and Audit Advisory Committee and the majority of the remaining Committees will continue to take place at 6:00 pm. Brent Connects meetings, Joint Committees and meetings of other bodies will continue to take place at 7:00 pm, unless otherwise indicated.
- 3.8 As previously, all Members will receive Outlook diary invitations once the Calendar of Meetings and committee appointments are agreed.
- 3.9 Provision has been made for Member Learning and Development sessions throughout the Municipal Year.
- 3.10 The dates of meetings of the following bodies have been agreed jointly with the other authorities listed:
- Welsh Harp Joint Consultative Committee – London Borough of Barnet;
 - Trading Standards Joint Advisory Board - Harrow Council;
 - Joint Committee of the London Boroughs of Brent Lewisham and Southwark - London Boroughs of Lewisham and Southwark;
 - West London Prosperity Board - West London Alliance and the London Borough of Ealing which is hosting the Board throughout the 2019/2020 Municipal Year.
- 3.14 The dates of the five Brent Connects Forums are included. Each Forum will meet four times during the year.

- 3.15 Following the decision taken by Full Council at its meeting held on 11 July 2016, each individual Member is responsible for submitting his or her apologies for absence from meetings for Full Council. Such notifications shall be in writing and sent to the Head of Executive and Member Services, at thomas.cattermole@brent.gov.uk in good time and in any event, before the commencement of the meeting in question. If such notification is not received, the Member(s) apologies will not be recorded in the resulting minutes of the meeting.

4.0 Financial Implications

- 4.1 There are none specific to this report.

5.0 Legal Implications

- 5.1 Section 85 (1) of the Local Government Act 1972 requires Members of a Local Authority to attend at least one meeting of that Authority within a six-month consecutive period, in order to avoid being disqualified as a Councillor. The calendar of meetings has been developed to ensure that membership clashes between meetings are avoided but members will still be responsible for managing their attendance in order to comply with this requirement.

- 5.2 There are no other legal implications relating to this report.

6.0 Equality Implications

- 6.1 As outlined above, religious holidays have been included on the calendar and meetings have not been arranged on evenings where it has been deemed inappropriate to hold meetings because of the importance associated with any particular religious holiday.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 The draft Annual Calendar of Meetings was discussed by the Constitutional Working Group at its meeting held on Thursday 18 April 2019 and has been subject to consultation with CMT, other relevant officers and both Political Groups.

Report sign off:

PETER GADSDON

Director of Performance, Policy and Partnerships

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Day	Committee Meeting
MAY 2019	
Wednesday 01 May	Annual Council Meeting
Thursday 02 May	
Friday 03 May	
Saturday 04 May	
Sunday 05 May	Ramadan starts
Monday 06 May	Early May Bank Holiday
Tuesday 07 May	
Wednesday 08 May	Member Learning and Development - Planning Committee Mandatory Training
Thursday 09 May	
Friday 10 May	
Saturday 11 May	
Sunday 12 May	
Monday 13 May	Member Learning and Development (TBC)
Tuesday 14 May	Member Learning and Development - Scrutiny Induction and Training
Wednesday 15 May	Member Learning and Development - Standards and Code of Conduct Mandatory Training
Thursday 16 May	
Friday 17 May	
Saturday 18 May	
Sunday 19 May	
Monday 20 May	Cabinet
	General Purposes Committee
	Scrutiny Work Programme Setting meeting (1)
Tuesday 21 May	
Wednesday 22 May	Licensing Committee (FULL)
	Member Learning and Development - Alcohol and Entertainment Licensing Committee Mandatory Training
Thursday 23 May	i4B/ FWH board meetings
Friday 24 May	
Saturday 25 May	
Sunday 26 May	
Monday 27 May	Summer Half-Term Holiday Starts /Late May Bank Holiday
Tuesday 28 May	Scrutiny Work Programme Setting meeting (2)
Wednesday 29 May	Member Learning and Development - Brent Pension Fund - Approach to Responsible Investment
	Brent Pension Fund Sub-Committee
Thursday 30 May	

JUNE 2019

Day	Committee Meeting
Saturday 01 June	
Sunday 02 June	
Monday 03 June	
Tuesday 04 June	Ramadan ends / Eid ul Fitr (to be confirmed closer to the time)
Wednesday 05 June	Ramadan ends / Eid ul Fitr (to be confirmed closer to the time)
Thursday 06 June	
Friday 07 June	
Saturday 08 June	
Sunday 09 June	Shavout
Monday 10 June	Shavout
	Member Learning and Development - Corporate Parenting
Tuesday 11 June	Planning Committee
Wednesday 12 June	Member Learning and Development (TBC)
	Schools Forum
Thursday 13 June	Pension Board
Friday 14 June	
Saturday 15 June	
Sunday 16 June	
Monday 17 June	Cabinet
	Member Learning and Development - Audit and Standards Committee Mandatory Training
Tuesday 18 June	Brent Connects - Kilburn
Wednesday 19 June	Brent Safeguarding Adults Board - Executive Group
	Brent Connects - Kingsbury & Kenton
Thursday 20 June	i4B/ FWH board meetings
Friday 21 June	
Saturday 22 June	National Windrush Day
Sunday 23 June	
Monday 24 June	Member Learning and Development - Safeguarding Vulnerable Adults
Tuesday 25 June	Member Learning and Development - (TBC)
Wednesday 26 June	Trading Standards Joint Advisory Board (Harrow)
	Brent Connects - Willesden
Thursday 27 June	LSCB meeting
	Brent Connects - Harlesden
Friday 28 June	

Saturday 29 June	Brent Youth Parliament
Sunday 30 June	

JULY 2019

Day	Committee Meeting
Monday 01 July	
Tuesday 02 July	Brent Connects - Wembley
Wednesday 03 July	Resources and Public Realm Scrutiny Committee
Thursday 04 July	
Friday 05 July	Alcohol and Entertainment Licensing Sub-Committee
Saturday 06 July	
Sunday 07 July	
Monday 08 July	Full Council
Tuesday 09 July	Community and Wellbeing Scrutiny Committee
Wednesday 10 July	Audit and Standards Advisory Committee & Audit and Standards Committee
Thursday 11 July	Brent Safeguarding Adults Board
Friday 12 July	
Saturday 13 July	
Sunday 14 July	
Page 53	Monday 15 July
	Cabinet
	Health & Wellbeing Board
	Tuesday 16 July
	Planning Committee
Wednesday 17 July	Welsh Harp Joint Consultative Committee
Thursday 18 July	i4B/ FWH board meetings
Friday 19 July	Alcohol and Entertainment Licensing Sub-Committee
Saturday 20 July	
Sunday 21 July	
Monday 22 July	General Purposes Committee
	Member Learning and Development
Tuesday 23 July	Civic Ceremony
Wednesday 24 July	Corporate Parenting Committee
Thursday 25 July	Teachers' Joint Consultative Committee
Friday 26 July	Last day of Summer Term
Saturday 27 July	Brent Youth Parliament
Sunday 28 July	
Monday 29 July	
Tuesday 30 July	Member Learning and Development
Wednesday 31 July	Alcohol and Entertainment Licensing Sub-Committee

AUGUST 2019

Day	Committee Meeting
Thursday 01 August	
Friday 02 August	
Saturday 03 August	
Sunday 04 August	
Monday 05 August	
Tuesday 06 August	
Wednesday 07 August	
Thursday 08 August	
Friday 09 August	
Saturday 10 August	
Sunday 11 August	
Monday 12 August	Eid ul Adha
Tuesday 13 August	Eid ul Adha
Wednesday 14 August	Cabinet
Thursday 15 August	
Friday 16 August	Alcohol and Entertainment Licensing Sub-Committee
Saturday 17 August	
Sunday 18 August	
Monday 19 August	
Tuesday 20 August	
Wednesday 21 August	Planning Committee
Thursday 22 August	
Friday 23 August	
Saturday 24 August	Brent Youth Parliament/Janmastami
Sunday 25 August	
Monday 26 August	Summer bank holiday
Tuesday 27 August	
Wednesday 28 August	
Thursday 29 August	Alcohol and Entertainment Licensing Sub-Committee
Friday 30 August	
Saturday 31 August	Muslim New Year

SEPTEMBER 2019

Day	Committee Meeting
Sunday 01 September	Muslim New Year
Monday 02 September	Autumn Term Starts
Tuesday 03 September	Barham Park Trust Committee
Wednesday 04 September	Community and Wellbeing Scrutiny Committee
Thursday 05 September	
Friday 06 September	
Saturday 07 September	
Sunday 08 September	
Monday 09 September	Cabinet
Tuesday 10 September	Member Learning and Development
Wednesday 11 September	Alcohol and Entertainment Licensing Sub-Committee
	Planning Committee
Thursday 12 September	Resources and Public Realm Scrutiny Committee
Friday 13 September	Tabernacles starts
Saturday 14 September	
Sunday 15 September	
Monday 16 September	Full Council
Tuesday 17 September	General Purposes Committee
Wednesday 18 September	Member Learning and Development
Thursday 19 September	i4B/ FWH board meetings
Friday 20 September	Tabernacles ends
Saturday 21 September	
Sunday 22 September	Labour Party Conference
Monday 23 September	Labour Party Conference
Tuesday 24 September	Labour Party Conference
Wednesday 25 September	Labour Party Conference
Thursday 26 September	LSCB meeting
	Audit and Standards Advisory Committee
Friday 27 September	Alcohol and Entertainment Licensing Sub-Committee
Saturday 28 September	Brent Youth Parliament
Sunday 29 September	Navratri starts
	Conservative Party Conference
	Conservative Party Conference / Jewish New Year
Monday 30 September	Conservative Party Conference / Jewish New Year

OCTOBER 2019

Day	Committee Meeting
Tuesday 01 October	Conservative Party Conference / Jewish New Year
Wednesday 02 October	Conservative Party Conference
	Pension Fund Sub-Committee
Thursday 03 October	
Friday 04 October	
Saturday 05 October	
Sunday 06 October	
Monday 07 October	Health & Wellbeing Board
Tuesday 08 October	Navratri ends
	Yom Kippur
Wednesday 09 October	Yom Kippur
	Member Learning and Development
Thursday 10 October	Brent Safeguarding Adults Board
	Brent Connects - Kingsbury & Kenton
Friday 11 October	Alcohol and Entertainment Licensing Sub-Committee
Saturday 12 October	
Sunday 13 October	Tabernacles starts
Monday 14 October	Local Democracy Week starts
	Cabinet
	Brent Connects - Harlesden
Tuesday 15 October	Joint Committee of the London Boroughs of Brent, Lewisham and Southwark
Wednesday 16 October	Planning Committee
Thursday 17 October	
Friday 18 October	
Saturday 19 October	Brent Youth Parliament
Sunday 20 October	Tabernacles ends
Monday 21 October	Autumn Half-Term Holiday Starts
Tuesday 22 October	Pension Board
Wednesday 23 October	Brent Connects - Wembley
Thursday 24 October	i4B/ FWH board meetings
Friday 25 October	Alcohol and Entertainment Licensing Sub-Committee
Saturday 26 October	
Sunday 27 October	Diwali
Monday 28 October	Hindu New Year

Tuesday 29 October	Brent Connects - Kilburn
Wednesday 30 October	Corporate Parenting Committee
	Member Learning and Development
Thursday 31 October	Brent Connects - Willesden

NOVEMBER 2019

Day	Committee Meeting
Friday 01 November	
Saturday 02 November	
Sunday 03 November	
Monday 04 November	
Tuesday 05 November	
Wednesday 06 November	Alcohol and Entertainment Licensing Sub-Committee
	Schools Forum
Thursday 07 November	
Friday 08 November	
Saturday 09 November	
Sunday 10 November	Remembrance Sunday
Monday 11 November	Cabinet
	Member Learning and Development
Tuesday 12 November	Birthday of Guru Nanak
Wednesday 13 November	Planning Committee
	Trading Standards Joint Advisory Board (Brent)
Thursday 14 November	
Friday 15 November	
Saturday 16 November	
Sunday 17 November	
Monday 18 November	
Tuesday 19 November	Welsh Harp Joint Consultative Committee
Wednesday 20 November	Alcohol and Entertainment Licensing Sub-Committee
	Member Learning and Development
Thursday 21 November	i4B/ FWH board meetings
Friday 22 November	
Saturday 23 November	
Sunday 24 November	
Monday 25 November	Full Council
Tuesday 26 November	Community and Wellbeing Scrutiny Committee
	Member Learning and Development
Wednesday 27 November	Brent Pension Fund Sub-Committee
Thursday 28 November	
Friday 29 November	

DECEMBER 2019

Day	Committee Meeting
Sunday 01 December	
Monday 02 December	
Tuesday 03 December	Teachers' Joint Consultative Committee
Wednesday 04 December	Resources and Public Realm Scrutiny Committee
Thursday 05 December	
Friday 06 December	Mayor - Christmas Event
Saturday 07 December	
Sunday 08 December	
Monday 09 December	Cabinet
	General Purposes Committee
Tuesday 10 December	Member Learning and Development
Wednesday 11 December	Schools Forum
	Pension Board
Thursday 12 December	
Friday 13 December	
Saturday 14 December	
Sunday 15 December	
Monday 16 December	
Tuesday 17 December	Member Learning and Development
Wednesday 18 December	Alcohol and Entertainment Licensing Sub-Committee
	Planning Committee
Thursday 19 December	i4B/ FWH board meetings
Friday 20 December	Winter School Holiday Starts
Saturday 21 December	
Sunday 22 December	First Day of Hanukkah
Monday 23 December	
Tuesday 24 December	
Wednesday 25 December	Christmas Day
Thursday 26 December	Boxing Day
Friday 27 December	
Saturday 28 December	
Sunday 29 December	
Monday 30 December	Last day of Hanukkah
Tuesday 31 December	

JANUARY 2020

Day	Committee Meeting
Wednesday 01 January	New Year's Day
Thursday 02 January	
Friday 03 January	
Saturday 04 January	
Sunday 05 January	
Monday 06 January	Spring Term Starts
Tuesday 07 January	Member Learning and Development
Wednesday 08 January	Brent Connects - Kilburn
Thursday 09 January	
Friday 10 January	
Saturday 11 January	
Sunday 12 January	
Monday 13 January	Brent Connects - Kingsbury & Kenton
Tuesday 14 January	Cabinet
	Member Learning and Development
Wednesday 15 January	Schools Forum
Thursday 16 January	i4B/ FWH board meetings
Friday 17 January	Alcohol and Entertainment Licensing Sub-Committee
Saturday 18 January	
Sunday 19 January	
Monday 20 January	General Purposes Committee
	Audit and Standards Advisory Committee
Tuesday 21 January	Health & Wellbeing Board
Wednesday 22 January	Planning Committee
Thursday 23 January	Brent Safeguarding Adults Board
	Brent Holocaust Genocide Memorial Day - To be confirmed
Friday 24 January	
Saturday 25 January	
Sunday 26 January	
Monday 27 January	Brent Connects - Harlesden
Tuesday 28 January	Brent Connects - Wembley
Wednesday 29 January	Resources and Public Realm Scrutiny Committee
Thursday 30 January	Brent Connects - Willesden
Friday 31 January	

FEBRUARY 2020

Day	Committee Meeting
Saturday 01 February	
Sunday 02 February	
Monday 03 February	
Tuesday 04 February	Community and Wellbeing Scrutiny Committee
Wednesday 05 February	Corporate Parenting Committee
	Member Learning and Development
Thursday 06 February	
Friday 07 February	Alcohol and Entertainment Licensing Sub-Committee
Saturday 08 February	
Sunday 09 February	
Monday 10 February	Cabinet
Tuesday 11 February	
Wednesday 12 February	Member Learning and Development
Thursday 13 February	
Friday 14 February	
Saturday 15 February	
Sunday 16 February	
Monday 17 February	Spring Half-Term Holiday Starts
Tuesday 18 February	Planning Committee
Wednesday 19 February	Alcohol and Entertainment Licensing Sub-Committee
	Full Council
Thursday 20 February	i4B/ FWH board meetings
Friday 21 February	
Saturday 22 February	
Sunday 23 February	
Monday 24 February	Member Learning and Development
Tuesday 25 February	Pension Fund Sub-Committee
Wednesday 26 February	Schools Forum
Thursday 27 February	
Friday 28 February	
Saturday 29 February	

MARCH 2020

Day	Committee Meeting
Sunday 01 March	
Monday 02 March	
Tuesday 03 March	Teachers' Joint Consultative Committee
	Joint Committee of the London Boroughs of Brent, Lewisham and Southwark
Wednesday 04 March	Alcohol and Entertainment Licensing Sub-Committee
	Welsh Harp Joint Consultative Committee
Thursday 05 March	
Friday 06 March	
Saturday 07 March	
Sunday 08 March	
Monday 09 March	Cabinet
	General Purposes Committee
Tuesday 10 March	Member Learning and Development
Wednesday 11 March	Audit and Standards Advisory Committee
Thursday 12 March	Resources and Public Realm Scrutiny Committee
Friday 13 March	
Saturday 14 March	
Sunday 15 March	
Monday 16 March	Community and Wellbeing Scrutiny Committee
Tuesday 17 March	Planning Committee
Wednesday 18 March	Trading Standards Joint Advisory Board (Harrow)
Thursday 19 March	
Friday 20 March	
Saturday 21 March	
Sunday 22 March	
Monday 23 March	Brent Connects - Willesden
Tuesday 24 March	Member Learning and Development
Wednesday 25 March	Pension Board
	Brent Connects - Wembley
Thursday 26 March	Pre-election period starts
Friday 27 March	Alcohol and Entertainment Licensing Sub-Committee
Saturday 28 March	Brent Youth Parliament
Sunday 29 March	
Monday 30 March	Brent Connects - Kilburn

APRIL 2020

Day	Committee Meeting
Wednesday 01 April	Member Learning and Development
Thursday 02 April	
Friday 03 April	Alcohol and Entertainment Licensing Sub-Committee
Saturday 04 April	
Sunday 05 April	
Monday 06 April	Spring School Holiday Starts
Tuesday 07 April	
Wednesday 08 April	Brent Connects - Kingsbury & Kenton
Thursday 09 April	
Friday 10 April	Good Friday
Saturday 11 April	
Sunday 12 April	Easter
Monday 13 April	Easter Monday
Tuesday 14 April	Health & Wellbeing Board
Wednesday 15 April	Planning Committee
Thursday 16 April	i4B/ FWH board meetings
Friday 17 April	Spring School Holiday Ends / Alcohol and Entertainment Licensing Sub-Committee
Saturday 18 April	
Sunday 19 April	First Day of Passover
Monday 20 April	Cabinet
	Audit and Standards Advisory Committee
Tuesday 21 April	Resources and Public Realm Scrutiny Committee
Wednesday 22 April	Community and Wellbeing Scrutiny Committee
Thursday 23 April	Ramadan starts
Friday 24 April	Alcohol and Entertainment Licensing Sub-Committee
Saturday 25 April	
Sunday 26 April	
Monday 27 April	Last Day of Passover
Tuesday 28 April	Corporate Parenting Committee
Wednesday 29 April	Member Learning and Development
Thursday 30 April	

MAY 2020

Day	Committee Meeting
Friday 01 May	
Saturday 02 May	
Sunday 03 May	
Monday 04 May	May Day Bank Holiday
Tuesday 05 May	
Wednesday 06 May	
Thursday 07 May	MAYORAL AND GLA ELECTION
Friday 08 May	
Saturday 09 May	
Sunday 10 May	
Monday 11 May	
Tuesday 12 May	
Wednesday 13 May	
Thursday 14 May	
Friday 15 May	
Saturday 16 May	
Sunday 17 May	
Monday 18 May	
Tuesday 19 May	
Wednesday 20 May	
Thursday 21 May	i4B/ FWH board meetings
Friday 22 May	
Saturday 23 May	Ramadan ends / Eid ul Fitr
Sunday 24 May	
Monday 25 May	Summer Half-Term Holiday Starts / Spring Bank Holiday
Tuesday 26 May	
Wednesday 27 May	Annual Council Meeting
Thursday 28 May	Cabinet
Friday 29 May	
Saturday 30 May	
Sunday 31 May	