



## SUMMONS TO ATTEND ANNUAL COUNCIL MEETING

**Wednesday 22 May 2024 at 6.00 pm**

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

Please note that this meeting will be held as a physical meeting with all members of the Council required to attend in person.

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 ANNUAL MEETING OF THE COUNCIL of this Borough.

KIM WRIGHT  
Chief Executive

Dated: 14 May 2024 (agenda republished on 21 May 2024)

**For further information contact:** James Kinsella, Governance Manager  
Tel: 020 8937 2063; Email: james.kinsella@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**

**Please note it will also be possible to follow the meeting via the live webcast. The link to follow proceedings via the live webcast is available [here](#)**

## **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

## 2 To elect the Mayor of the Borough for the Municipal Year 2024 - 2025

For the Council to elect a Mayor for the 2024-2025 Municipal Year, in accordance with Standing Order 27(a).

## 3 To appoint a Councillor of the Borough to be Deputy Mayor

To receive notice from the 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

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

## 5 Declarations of Interest

Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.

## 6 Minutes of the Previous Meeting 1 - 34

To confirm as a correct record, the minutes of the previous meeting of the Council held on Thursday 29 February 2024.

## 7 Annual Review of Constitution 35 - 54

To receive, in accordance with Standing Order 27(g), a report from the Corporate Director of Law & Governance outlining proposed changes to the Constitution following its annual review.

(Agenda republished on 21 May 24 to include details of further amendment(s) to the Constitution submitted by the Liberal Democrats Group)

**Ward Affected:**  
All Wards

**Contact Officer:** Debra Norman, Corporate  
Director of Law & Governance  
020 8937 1578  
[Debra.Norman@brent.gov.uk](mailto:Debra.Norman@brent.gov.uk)

## 8 Representation of Political Groups on Committees

55 - 62

To receive a report from the Corporate Director of Law & Governance asking Members to review and determine, under Section 15 of the Local Government and Housing Act 1989, the allocation of seats on Council Committees and other relevant bodies, in accordance with Standing Order 27(h).

**Ward Affected:**  
All Wards

**Contact Officer:** Amira Nassr, Deputy Director  
Democratic Services  
020 8937 5436  
[amira.nassr@brent.gov.uk](mailto:amira.nassr@brent.gov.uk)

## 9 Appointment to Committees and Outside Bodies including the appointment of Chairs & Vice-Chairs

63 - 84

To receive a report from the Corporate Director of Law & Governance seeking approval to the appointment of Chairs and Vice-Chairs along with the membership and substitute membership on Council Committees and other relevant bodies, in accordance with Standing Order 27(i).

Members are asked to note that the full list of appointments have been attached.

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

(Agenda republished on 21 May 2024 to include appendices 1-4 of the main report detailing the full list of appointments)

**Ward Affected:**  
All Wards

**Contact Officer:** Amira Nassr, Deputy Director  
Democratic Services  
020 8937 5436  
[amira.nassr@brent.gov.uk](mailto:amira.nassr@brent.gov.uk)

## 10 Calendar of Council Meetings for the 2024 -2025 Municipal Year

85 - 106

To receive a report from the Corporate Director of Law & Governance seeking approval to the final calendar of Council meetings to take place following the Annual Council meeting for the 2024 - 2025 Municipal Year, in accordance with Standing Order 27 (j) & (k).

**Ward Affected:**  
All Wards

**Contact Officer:** Amira Nassr, Deputy Director  
Democratic Services  
020 8937 5436  
[amira.nassr@brent.gov.uk](mailto:amira.nassr@brent.gov.uk)

## 11 Review of Arrangements for "Call In" of Executive decisions to Scrutiny Committees 107 - 116

To receive a report from the Corporate Director Law & Governance presenting the outcome of a review of the current arrangements for "Call-In" of Executive decisions to Scrutiny Committees and seeking a decision on any changes required to the process as a result.

(Agenda republished on 21 May 24 to include details of an amendment to the proposals submitted by the Liberal Democrats Group)

**Ward Affected:**  
All Wards

**Contact Officer:** Debra Norman, Corporate  
Director of Law & Governance  
020 8937 1578  
[Debra.Norman@brent.gov.uk](mailto:Debra.Norman@brent.gov.uk)

## 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. Alternatively, it will be possible to follow proceedings via the live webcast [HERE](#)