



# SUMMONS TO ATTEND THE ANNUAL COUNCIL MEETING

**Thursday 29 April 2021 at 2.00 pm**

This will be held as a virtual online meeting

The link to view this meeting via the live webcast is available [HERE](#)

Please note the earlier start time for the meeting.

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.

CAROLYN DOWNS  
Chief Executive

Dated: Wednesday 21 April 2021 & republished on Thursday 29 April 2021

**For further information contact:** James Kinsella, Governance Manager  
Tel: 020 8937 2063; Email: [james.kinsella@brent.gov.uk](mailto: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](https://democracy.brent.gov.uk)**

**The press and public are welcome to attend this as an online virtual meeting. The link to view the meeting live 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**

To receive any apologies for absence notified by Members.

## **2 To elect the Mayor of the Borough for the Municipal Year 2021/2022**

For the Council to elect a Mayor for the 2021/2022 Municipal Year, in accordance with Standing Order 27(a).

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

An intimation will be received 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**

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 - 26

To confirm as a correct record, the minutes of the previous meeting of the Council held on Monday 22 February 2021.

## **7 Mayor's Announcements**

To receive any announcements from the Mayor.

## **8 Constitution Changes & Pay Policy Statement**

27 - 66

To receive, in accordance with Standing Order 27(g), a report from the Director of Legal, HR, Audit & Investigations outlining changes identified to the Constitution following its annual review alongside amendments to the Council's Pay Policy Statement 2021-22 following withdrawal of the Regulations concerning public sector employee exit payments.

**Ward Affected:**  
All Wards

**Contact Officer:** Debra Norman, Director of  
Legal, HR, Audit & Investigations  
Tel: 020 8937 1578  
Email: [debra.norman@brent.gov.uk](mailto:debra.norman@brent.gov.uk)

## **9 Representation of Political Groups on Committees**

67 - 74

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, the allocation of seats on Council committees and other relevant bodies, in accordance with Standing Order 27(h).

**Ward Affected:**  
All Wards

**Contact Officer:** Katie Smith, Head of Executive  
& Member Services  
Tel: 020 8937 1399  
Email: [katie.smith@brent.gov.uk](mailto:katie.smith@brent.gov.uk)

## **10 Appointment to Committees and Outside Bodies & Appointment of Chairs & Vice-Chairs**

75 - 96

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 full lists of appointments have now been attached as part of the republished agenda on 29 April 2021.

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.

**Ward Affected:**  
All Wards

**Contact Officer:** Katie Smith, Head of Executive  
& Member Services  
Tel: 020 8937 1399  
Email: [katie.smith@brent.gov.uk](mailto:katie.smith@brent.gov.uk)

## **11 Calendar of Council Meetings for the 2021/2022 Municipal Year**

97 - 114

To receive a report from the Chief Executive seeking approval to the final calendar of Council meetings to take place following the Annual Council meeting for 2021/2022 municipal year, in accordance with Standing Order 27(j & k).

**Ward Affected:**  
All Wards

**Contact Officer:** Katie Smith, Head of Executive  
& Member Services

Tel: 020 8937 1399  
Email: [katie.smith@brent.gov.uk](mailto:katie.smith@brent.gov.uk)

## **12 Urgent Business**

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