



ANNUAL MEETING OF TOWER HAMLETS COUNCIL

Wednesday, 16th May 2012 at 7.00 p.m.

A G E N D A

**VENUE
Council Chamber, 1st Floor,
Town Hall, Mulberry Place,
5 Clove Crescent,
London E14 2BG**

If you require any further information relating to this meeting, would like to request a large print, Braille or audio version of this document, or would like to discuss access arrangements or any other special requirements, please contact:

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**TO THE MAYOR AND COUNCILLORS OF THE LONDON BOROUGH OF TOWER
HAMLETS**

You are summoned to attend the Annual Meeting of the Council of the London Borough of Tower Hamlets to be held in **THE COUNCIL CHAMBER, 1ST FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE CRESCENT, LONDON, E14 2BG** at 7.00 p.m. on **WEDNESDAY, 16TH MAY 2012**

Aman Dalvi
Interim Chief Executive

LONDON BOROUGH OF TOWER HAMLETS

ANNUAL MEETING OF THE COUNCIL

WEDNESDAY, 16TH MAY 2012

7.00 p.m.

**PAGE
NUMBER**

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

1 - 2

To note any declarations of interest made by Members, including those restricting Members from voting on the questions detailed in Section 106 of the Local Government Finance Act, 1992. See attached note from the Chief Executive.

3. ELECTION OF SPEAKER

To elect a Speaker of the Council to serve for the municipal year 2012/13.

4. ELECTION OF DEPUTY SPEAKER

To elect a Deputy Speaker of the Council to serve for the municipal year 2012/13.

**5. TO RECEIVE ANNOUNCEMENTS (IF ANY) FROM THE
SPEAKER OR THE CHIEF EXECUTIVE**

6. MAYOR'S EXECUTIVE SCHEME OF DELEGATION

To note the Mayor's Executive Scheme of Delegation as at 16th May 2012 (to follow).

**7. PROPORTIONALITY AND ESTABLISHMENT OF
COMMITTEES**

3 - 6

To establish committees and panels of the Council for the Municipal Year 2012/13 and allocate places on those committees and panels in accordance with the review of proportionality as required by the Local Government and Housing Act 1989. The report of the Service Head, Democratic Services is attached.

8. APPOINTMENTS TO COMMITTEES AND PANELS OF THE COUNCIL

To appoint members to the committees and panels of the Council in accordance with the allocation of places agreed at agenda item 7 (schedule of nominations to be tabled).

9. CALENDAR OF MEETINGS 2012/13

7 - 12

To agree the calendar of Council, committee and other meetings for the municipal year 2012/13. The report of the Service Head, Democratic Services is attached.

Agenda Item 2

DECLARATIONS OF INTERESTS - NOTE FROM THE CHIEF EXECUTIVE

This note is guidance only. Members should consult the Council's Code of Conduct for further details. Note: Only Members can decide if they have an interest therefore they must make their own decision. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending at a meeting.

Declaration of interests for Members

Where Members have a personal interest in any business of the authority as described in paragraph 4 of the Council's Code of Conduct (contained in part 5 of the Council's Constitution) then s/he must disclose this personal interest as in accordance with paragraph 5 of the Code. Members must disclose the existence and nature of the interest at the start of the meeting and certainly no later than the commencement of the item or where the interest becomes apparent.

You have a **personal interest** in any business of your authority where it relates to or is likely to affect:

- (a) An interest that you must **register**
- (b) An interest that is not on the register, but where the well-being or financial position of you, members of your family, or people with whom you have a close association, is likely to be affected by the business of your authority more than it would affect the majority of inhabitants of the ward affected by the decision.

Where a personal interest is declared a Member may stay and take part in the debate and decision on that item.

What constitutes a prejudicial interest? - Please refer to paragraph 6 of the adopted Code of Conduct.

Your personal interest will also be a prejudicial interest in a matter if (a), (b) and either (c) or (d) below apply:-

- (a) A member of the public, who knows the relevant facts, would reasonably think that your personal interests are so significant that it is likely to prejudice your judgment of the public interests; AND
- (b) The matter does not fall within one of the exempt categories of decision listed in paragraph 6.2 of the Code; AND EITHER
- (c) The matter affects your financial position or the financial interest of a body with which you are associated; or
- (d) The matter relates to the determination of a licensing or regulatory application

The key points to remember if you have a prejudicial interest in a matter being discussed at a meeting:-

- i. You must declare that you have a prejudicial interest, and the nature of that interest, as soon as that interest becomes apparent to you; and
- ii. You must leave the room for the duration of consideration and decision on the item and not seek to influence the debate or decision unless (iv) below applies; and

- iii. You must not seek to improperly influence a decision in which you have a prejudicial interest.
- iv. If Members of the public are allowed to speak or make representations at the meeting, give evidence or answer questions about the matter, by statutory right or otherwise (e.g. planning or licensing committees), you can declare your prejudicial interest but make representations. However, you must immediately leave the room once you have finished your representations and answered questions (if any). You cannot remain in the meeting or in the public gallery during the debate or decision on the matter.

LONDON BOROUGH OF TOWER HAMLETS

ANNUAL COUNCIL MEETING - WEDNESDAY 16th MAY 2012

**REVIEW OF PROPORTIONALITY AND ESTABLISHMENT OF
COMMITTEES AND PANELS OF THE COUNCIL**

REPORT OF THE SERVICE HEAD, DEMOCRATIC SERVICES

1. SUMMARY

- 1.1 This report reviews proportionality as required by section 15 of the Local Government & Housing Act 1989 ('The 1989 Act'), recommends the establishment of committees and panels in accordance with the Constitution and sets out the allocation of places on those committees and panels between the political groups represented on the Council.
- 1.2 The nominations from the groups and others for membership of the committees/panels in accordance with this allocation and other bodies not covered by the proportionality rules, will follow at the next agenda item.
- 1.3 Part 4 of the Constitution states that the Annual Council Meeting will establish an Overview & Scrutiny Committee, a Standards Committee and such other committees/panels as it considers appropriate to deal with matters which are neither reserved to the Council nor executive functions. Other bodies appointed by the Council are listed at Part 3 of the Constitution.
- 1.4 The Localism Act 2011 deleted the requirement to establish a Standards Committee. A report elsewhere on the Council agenda proposes that the Council establish a Standards Advisory Committee as part of the new Standards regime to apply from 1st July 2012. Other than this, and minor changes to the size of the Appeals Committee and Strategic Development Committee to improve representation, this report proposes no changes to the committee structure that was in place during 2011/12.
- 1.5 Following the by-elections in Spitalfields & Banglatown and Weavers wards in April and May 2012, the political composition of the Authority remains as at the last review of proportionality on 21st September 2011.

2. RECOMMENDATIONS

- 2.1 That the review of proportionality be noted.
- 2.2 That committees and panels be established for the Municipal Year 2012/13, and places be allocated on those committees and panels, as set out at paragraph 4.2 overleaf.

- 2.3 That the existing Standards Committee (not subject to proportionality) be re-established for the period until the effective date of the new Standards regime (i.e. until 30th June 2012).
- 2.4 That the membership of the new Standards Advisory Committee to be established from 1st July 2012 include Councillors as listed at paragraph 4.2 below (who may not include the Mayor or more than one other Cabinet Member); and up to seven co-opted (i.e. non-Councillor) members, one of whom shall chair the Advisory Committee; and that Article 9 of the Council's Constitution be amended accordingly.

3. REVIEW OF PROPORTIONALITY

- 3.1 Section 15(1) of the 1989 Act requires the Council at or as soon as practicable after the Annual Meeting to carry out a review to determine the allocation to the political groups of seats on the committees/panels of the Council. The principles which must be adopted are:
- (i) that in relation to each body covered by the Act, all seats are not allocated to the same political group;
 - (ii) that the majority of seats on each body must go to the political group with the majority on the Council;
 - (iii) that subject to (i) and (ii) the number of seats on the total of all the ordinary committees/panels of the authority allocated to each group bears the same proportion as that group's proportion of the seats on the full Council; and
 - (iv) that subject to the above three principles, the number of seats on each ordinary committee/panel of the authority allocated to each political group bears the same proportion as that group's proportion of the seats on the full Council.
- 3.2 Once the political groups have been allocated their places in accordance with the above rules, the Council may appoint ungrouped members to any remaining positions.
- 3.3 The Cabinet and any executive sub-groups of the Cabinet are not covered by the requirement for proportionality.
- 3.4 The political composition of the Council is currently as follows:

Group	seats	%
Labour	32	62.74
Conservative	7	13.73
Respect	2	3.92
(Ungrouped*)	<u>10</u>	
Total	51	

* NB: For the purposes of the 1989 Act an individual Councillor cannot constitute a political group. The 'ungrouped' category above therefore includes Councillor Stephanie Eaton (Liberal Democrat) as well as the nine 'independent' Councillors.

4. ESTABLISHMENT OF COMMITTEES AND PANELS

4.1 In accordance with the Constitution it is recommended that the Council establish the committees and panels listed below for the municipal year 2012/13. These provide for a total of 91 committee/panel seats, which will be allocated to the political groups in proportion to their numbers on the full Council as follows:-

Labour: 57 places
 Conservative: 13 places
 Respect: 4 places

4.2 The remaining 17 places are available for ungrouped members. Applying the principles in the Act as closely as is reasonably practicable the proposed allocation of places on the committees and panels for the municipal year 2012/13 is as follows:-

Committee	Total	Labour	Conser- vative	Respect	Un- grouped
Overview & Scrutiny Committee (plus 6 co-optees)	9	6	1	1	1
Health Scrutiny Panel	7	5	1		1
Appeals Committee	9	6	1		2
Audit Committee	7	5	1		1
Development Committee	7	4	1	1	1
Strategic Development Committee	9	5	2		2
General Purposes Committee	7	4	1		2
Human Resources Committee	7	4	1		2
Licensing Committee	15	9	2	1	3
Pensions Committee	7	5	1		1
Standards Advisory Committee (from 1.7.12) (plus 7 co-optees)	7	4	1	1	1

4.3 Each political group has been invited to submit nominations to the positions allocated to that group and the 'ungrouped' Members have been invited to

indicate their preferences for membership. A schedule of proposed appointments will be tabled at the Annual Council meeting.

5. CONCURRENT REPORT OF THE ASSISTANT CHIEF EXECUTIVE (LEGAL)

5.1 The legal position is set out in the main body of the report.

6. COMMENTS OF THE CHIEF FINANCIAL OFFICER

6.1 There are no direct financial considerations arising from this report.

LOCAL GOVERNMENT ACT, 1972 SECTION 100D (AS AMENDED)

LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT

Brief description of background papers:

Name and telephone number of holder and address where open to inspection

- None

LONDON BOROUGH OF TOWER HAMLETS

ANNUAL COUNCIL MEETING

WEDNESDAY 16th MAY 2012

CALENDAR OF MEETINGS 2012/13

REPORT OF THE SERVICE HEAD, DEMOCRATIC SERVICES

1. Summary

- 1.1 This report requests the Council to agree the programme of Council, committee and other meetings for the forthcoming municipal year.

2. Recommendation

- 2.1 That the Council approve the proposed calendar of meetings for the municipal year 2012/13 as set out at Appendix A.

3. Background

- 3.1 The Council Procedure Rules provide for the Council to agree a programme of meetings for each municipal year. A draft schedule of Council, Cabinet, main committee and panel meetings is proposed for adoption at Appendix A.
- 3.2 The draft calendar follows the pattern set in previous years in respect of frequency of meetings/meeting days for the various committees, adapted to address any issues that have arisen during the year and taking into account officer advice on service requirements.

4. Olympic/Paralympic Games and other points to note

- 4.1 The main distinctive feature of the draft calendar for the coming year is that as far as possible meetings are avoided during the period of the Olympics and Paralympics, when the transport and other infrastructure is likely to be under most pressure. This period (27th July to 9th September 2012) overlaps fully or partially with the summer school holidays and with Ramadan and these are both periods during which the Council in any case tries to minimise meetings.
- 4.2 It is necessary for a small number of meetings to continue during the summer period but these are limited to the Cabinet and Overview & Scrutiny Committee; and the regulatory committees where time limits apply for the determination of applications. Where it is necessary to

programme meetings during Ramadan, these are scheduled to begin at 5.30 p.m. to avoid continuing beyond Iftar.

4.3 Other key points to note in relation to the proposed calendar are:

- Full Council Meetings have been scheduled taking into account the reporting timetable for Budget and Policy Framework items.
- The Budget Council meeting is programmed for 20th February 2013. This will allow time for a second Budget Council meeting to be arranged on 6th March if necessary.
- As far as possible meetings have been minimised during school holidays, major religious festivals and major political party national conferences.
- Appeals Committee has been programmed to meet on a fortnightly basis as in the previous year to ensure that a backlog does not occur.
- Reflecting the continuing high number of hearings, the Licensing Sub-Committee has also been scheduled fortnightly.
- The Appointments Sub-Committee will be convened on an ad hoc basis.

5. Standards Committee

- 5.1 A report is included elsewhere on the Council agenda in relation to the changes made by the Localism Act 2011 to the Standards regime for local authorities with effect from 1st July 2012. Among a range of provisions, the Act deletes the requirement to appoint a Standards Committee. The report therefore proposes that the existing statutory Standards Committee is abolished with effect from 30th June 2012 and a new Standards Advisory Committee is established from 1st July.
- 5.2 The attached draft calendar reflects these proposals, and includes two meetings of the existing Standards Committee, in May and June 2012, to complete outstanding business before the start of the new regime.

6. Start times of meetings

- 6.1 In accordance with Members' wishes, Cabinet meetings continue to be programmed for a 5.30 p.m. start. Full Council Meetings are scheduled for 7.30 p.m.
- 6.2 In relation to other committees and sub-committees, a range of different arrangements have developed over recent years (for example Licensing Sub-Committees and Health Scrutiny Panel start at 6.30 p.m.; Overview and Scrutiny Committee, Strategic Development and

Development at 7.00 p.m.; and Standards and GP Committees amongst others at 7.30 p.m.). Although this does not promote consistency, the arrangements do reflect the differing requirements of particular meetings and are therefore included unchanged in the draft calendar.

6.3 Investment Panel meetings are scheduled to take place immediately before the Pensions Committee to facilitate Member attendance.

7. Observations of the Chief Financial Officer

7.1 There are no specific financial comments arising from this report.

8. Concurrent Report of the Assistant Chief Executive (Legal)

8.1 There are no specific legal implications arising from this report.

9. Implications for One Tower Hamlets

9.1 In drawing up this schedule of meetings, consideration has been given where possible to avoiding school holidays, known religious holidays and other dates which could inhibit attendance or participation by one or more section(s) of the borough's community.

10. Anti-Poverty Implications

10.1 There are no anti-poverty implications arising from the proposals in this report.

11. Risk Management Implications

11.1 The Council needs to have in place a programme of meetings to ensure effective and efficient decision-making arrangements.

12. Strategic Action for a Greener Environment

12.1 No implications arising from this report.

LOCAL GOVERNMENT ACT, 2000 (SECTION 97)

LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT

Brief description of "background paper"	Name and telephone number of holder and address where open to inspection
None.	

CALENDAR OF MEETINGS FOR THE 2012/2013 MUNICIPAL YEAR

	USUAL MEETING DAY	MAY '12	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY' 13
COUNCIL	WEDNESDAY (7.30pm)	16 (7.00 AGM and 7.45 Ord)		11		19		28		23	20 (budget)	6 (Prov 2 nd budget)	17	22 (AGM)
CABINET	WEDNESDAY (5.30 pm)	9	20	4 and 25		5	3	7	5	9	6	13	10	8
OVERVIEW & SCRUTINY COMMITTEE	TUESDAY (7.00pm)	8	19	3 and 24 (5.30)		4	2	6	4	8	5	12	9	7
HEALTH SCRUTINY PANEL	TUESDAY (6.30pm)		26			11		13		22			23	
STRATEGIC DEVELOPMENT COMMITTEE	THURSDAY (7.00pm)	31		5	16 (5.30)	27		8	13	24		7	18	(7 June)
DEVELOPMENT COMMITTEE	WEDNESDAY (7.00pm)	9	6	10 (Tues)	15 (5.30)	12	10	14	12	16	13	13	11 (Thurs)	15
LICENSING COMMITTEE	TUESDAY (7.00pm)	29				11			18			19		
LICENSING SUB COMMITTEE	TUESDAY OR THURSDAY (6.30pm)	15	7, 19	5, 19, 24 (5.30)	14 (5.30), 23	13, 25	9, 25	8, 20	6, 18	10, 22	7, 19	7, 19	4, 16	2, 16
STANDARDS COMMITTEE (STANDARDS ADVISORY COMMITTEE from 1.7.12)	TUESDAY (7.30pm)	10 and *29	*27 (Weds)	17			9			15			16	

	USUAL MEETING DAY	MAY '12	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY' 13
APPEALS COMMITTEE	MONDAY OR TUESDAY (7.00pm)	14, 28	12, 25	9, 23 (5.30)	14 (5.30), 28	10, 24	8, 23	5, 19	3, 17	7, 21	4, 18	5, 18	8, 22	14
GENERAL PURPOSES COMMITTEE	WEDNESDAY (7.30pm)		13			13 (Thurs)			19			27		
AUDIT COMMITTEE	TUESDAY (7.00pm)		26			25			11			26		
HUMAN RESOURCES COMMITTEE	WEDNESDAY (7.30pm)			18			24			17 (Thurs)			24	
PENSIONS COMMITTEE	THURSDAY (7.30pm)		14			20		15			21			
INVESTMENT PANEL	THURSDAY (5.30pm)		14			20		15			21			
KING GEORGE'S FIELD CHARITY BOARD	WEDNESDAY (6.30pm)	8 (Tues)		18				21			13			

NOTES:

- OTHER MEETINGS including Appointments Sub-Committee arranged on an ad hoc basis as required.
- BUDGET & COUNCIL TAX SETTING: Statutory deadline 11th March. Date of meeting set to enable receipt of GLA precept information.
- ELECTIONS: GLA Elections – 3rd May 2012
- Diamond Jubilee of Queen Elizabeth II – Tuesday 5th June 2012 (and Spring Bank Holiday for 28th May 2012 moved to Monday 4th June 2012)
- RAMADAN provisional dates: 20th July 2012 – 18th August 2012 (to be confirmed)
- Olympics – 27th July 2012 – 12th August 2012; Paralympics – 29th August 2012 – 9th September 2012
- ROSH HASHANAH - 17th & 18th September 2012; YOM KIPPUR – 26th September 2012
- EID-UL-ADHA provisional date: 26th – 29th October 2012 , ASHURA: 24th November 2012
- EASTER 2013: Good Friday 29th March 2013, Easter Monday 1st April 2013.

* Additional meetings scheduled for existing Standards Committee in May/June 2012 to conclude outstanding business before the new standards regime comes into effect in July. Remaining dates subject to Council agreeing the establishment of new Standards Advisory Committee.

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