

# ANNUAL MEETING OF HARLOW COUNCIL

8:00pm on Thursday, 28 May 2009

in the Council Chamber, Civic Centre

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## AGENDA

1. Apologies for Absence

2. Declarations of Interest

Members' declarations of interest (if any) in relation to any matters on the agenda.

3. Minutes

The minutes of the Full Council meeting held on 26 March 2009 and the Special Council meeting held on 15 April 2009 are at pages 1 – 12.

4. Civic and Community Awards

5. Review of the Municipal Year

The Chairman of the Council will review the events of his year in office.

This will include a request to Council to note the Chairman's signing of a "Memorandum of Understanding" between Prague 15, Great Parndon Community Association and Harlow Council. (A copy of the Memorandum is attached at pages 13 - 14)

6. District Council By-Election Result

To note the result of the District Council By-Election on 30 April 2009. (Attached at page 15)

7. Election of Chairman of the Council and Declaration of Acceptance of Office

The Chairman will call for nominations for the appointment of Chairman of the Council for 2009/10 (if there is more than one nomination, there will be a vote in the usual way).

The Chairman will declare the successful nominee to be elected and invest him/her with the chain and badge of office.

The Chief Executive will call on the elected Chairman of the Council to sign a declaration of acceptance of office.

The newly elected Chairman of the Council will give an acceptance speech.

8. Election of Vice-Chairman of the Council and Declaration of Acceptance of Office

The newly elected Chairman of the Council will call for nominations for the appointment of Vice-Chairman of the Council for 2009/10 (if there is more than one nomination, there will be a vote in the usual way).

The Chairman will declare the successful nominee to be elected.

The Chief Executive will call upon the elected Vice-Chairman of the Council to sign a declaration of acceptance of office.

9. Election of Leader of the Council

The Chairman will call for nominations for appointment of Leader of the Council.

The Chairman will declare the successful nominee to be elected.

10. Election of Deputy Leader of the Council

The Chairman will call for nominations for appointment of Deputy Leader of the Council.

The Chairman will declare the successful nominee to be elected.

11. Appointment to committees of the Council, their Chairmen and Vice-Chairmen

The Chairman will call for nominations to the membership of committees and their Chairmen and Vice-Chairmen. (A list of committees to be appointed to is attached at page 16)

12. Appointment to sub-committees, working parties/groups/panels

The Chairman will call for nominations to the membership of sub-committees/working parties/groups/panels. (A list of sub-committees/working parties/groups/panels to be appointed to is attached at page 17)

13. Appointment of substitutes

The Council Rules of Procedure permit a group leader to appoint any member of his/her group as a substitute for any body subject to certain restrictions.

14. Nomination for appointment of Council representatives on outside bodies

The Chairman will call for nominations for appointment of Council representatives on the outside bodies listed at pages 18 – 22. (The list includes 2008/09 appointments for information)

15. Appointment of Member Champions

The Constitution Working Group has been considering the issue of Member Champions and will submit a report to the next meeting of the Audit and Improvement Committee.

Member Champions will be appointed by Council after the report has been considered.

16. Calendar of Meetings 2009/10

To approve the calendar of meetings for the 2009/10 municipal year (to follow).

17. Matters of Urgent Business