



16 May 2012

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TO THE COUNCILLORS OF SPELTHORNE BOROUGH COUNCIL

I hereby summon you to attend a meeting of the Council to be held in the **Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames** on **Thursday 24 May 2012** commencing at **7.30pm** for the transaction of the following business.

**Roberto Tambini**  
*Chief Executive*

Councillors are encouraged to wear their badge of past office at the Council meeting.

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# AGENDA

Page no.

**1. Election of the Mayor**

- (a) To elect the Mayor of the Borough for the Municipal Year 2012-13.
- (b) The Mayor to make the Declaration of Acceptance of Office.

**2. Apologies for absence**

To receive any apologies for non-attendance.

**3. Minutes of the Council Meeting held on 26 April 2012**

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To confirm as a correct record the minutes of the Council meeting held on 26 April 2012.

**4. Election of the Deputy Mayor**

- (a) To elect the Deputy Mayor of the Borough for the Municipal Year 2012-13.
- (b) The Deputy Mayor to make the Declaration of Acceptance of Office.

**5. Disclosures of Interest**

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for Members.

**6. Announcements from the Mayor**

To receive any announcements from the Mayor.

**7. Announcements from the Leader**

To receive any announcements from the Leader.

**8. Committees 2012-13**

**(1) Establishment of Committees**

In accordance with Articles 6, 8 and 9 of the Council Constitution, and pursuant to Part 4 (a) – Standing Order 8.2, to appoint the following committees of the size indicated below and with the terms of reference and functions set out in Part 3 (a) of the Council Constitution.

<b>Committee</b>	<b>Total voting members**</b>
Audit Committee	7
Licensing Committee	15
Overview and Scrutiny Committee	15
Planning Committee	15
Standards Committee	**8
Staffing and Appeals Committee	5

**(2) Allocation of seats on Committees**

Pursuant to Section 15 of the Local Government and Housing Act 1989 to

agree the representation of the different political groups on Committees.

The Council is advised that the following allocation of seats would meet the requirements of Section 15(4) of the Act.

<b>Committee</b>	<b>Conservative</b>	<b>Liberal Democrat</b>	<b>Independent</b>	<b>Total Council members</b>
Audit	6	1		7
Licensing	13	2		15
Overview & Scrutiny	12	3		15
Planning	12	2	1	15
Standards	5	1		6
Staffing and Appeals	4	1		5

**\*\*Note:-**

- (a) The political proportionality rules technically do not apply to the Standards Committee, but the Council has agreed that all political groups, including a member of the Cabinet, should be represented on that committee.
- (b) Two members of the Standards Committee are independent non-councillors.

**(3) Appointment of members to Committees**

In accordance with the Council Constitution, to appoint the members to serve on the above-mentioned committees, including Mr. M. Litvak and Miss S. Faulkner as the non-elected Chairman and Vice-Chairman respectively of the Standards Committee.

***[The nominations to Committees [Appendix A] will be circulated, under separate cover, as soon as they have been finalised by the Group Leaders.]***

**9. Discretionary Housing Payments Review Board**

To appoint all councillors, except those appointed to the Cabinet, to form a Panel from which Discretionary Housing Payments Review Boards can be drawn, as necessary.

**10. Appointment by the Council to an Outside Body**

To appoint a councillor representative and a councillor deputy representative to serve on the South West Middlesex Crematorium Board.

***(The nominations for this Outside Body Appointment (Appendix B) will be circulated under separate cover as soon as they have been finalised by the Group Leaders).***

