SWINDON BOROUGH COUNCIL

Municipal Year 2011/12

Friday, 20 May 2011

COUNCIL CHAMBER
CIVIC OFFICES
SWINDON

19 May 2011

DEAR COUNCILLOR,

Summons to attend Council Meeting

A MEETING of the **Council**, which you are requested to attend, is to be held at the CIVIC OFFICES, SWINDON, on **Friday, 20 May 2011** at **2.30 p.m.**

The business to be transacted will be as follows:-

AGENDA

1. **Apologies for Absence**

2. **To elect a qualified person to be Mayor of the Borough for the Municipal Year 2011/12**

3. **To elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year 2011/12**

4. **Return of Councillors Elected** (Pages 1 - 4)

5. **Communications**
   To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.

6. **Minutes** (Pages 5 - 28)
To receive the minutes of the previous meeting held on 14th April 2011.

7. **Declarations of Interest**
Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

8. **Public Question Time**
See explanatory note below.

9. **Minutes for Confirmation** (Pages 29 - 30)
To consider Minutes for Confirmation (Minutes 109 and 110 of the Cabinet are attached for Members' information. The relevant reports are set out in the Background Papers Pack.).

10. **Council Petition Scheme**
To note that there are no petitions to be considered under the Council's Petition Scheme.

11. **Adoption of Revisions to Swindon Borough Council's Constitution 2011/12** (Pages 31 - 36)

12. **Appointment of Leader of Swindon Borough Council** (Pages 37 - 48)

13. **Numbers to Serve on Council Committees** (Pages 49 - 52)

14. **Allocation of Seats to Political Groups and Appointments to Committees, Other Bodies and Outside Bodies** (Pages 53 - 62)

15. **Calendar of Meetings 2011/12** (Pages 63 - 66)

16. **Councillors Question Time**
Questions (if any) of which notice has been given by Councillors in accordance with Standing Order 15.

Yours faithfully

Director of Law and Democratic Services

Questions by Members of the Public in accordance with Standing Order 11

Swindon Borough Council is committed to increasing its accountability to the public and to promoting active citizenship. Up to 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from members of the public about the work of the Council (except for confidential matters and specific planning applications). Questions must be relevant, clear and concise. Because of time constraints Public Question Time is not an opportunity to make speeches or statements. Prior notice of a question to the Director of Law and Democratic Services is desirable - particularly if detailed background information is needed.