



SWINDON BOROUGH COUNCIL
Municipal Year 2016/17

Friday, 20 May 2016

**COUNCIL CHAMBER
CIVIC OFFICES
SWINDON**

17 September 2018

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 2016 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 2016/17**
- 3. To elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year 2016/17**
- 4. Return of Councillors Elected (Pages 5 - 8)**
- 5. Communications**
To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.

6. **Minutes** (Pages 9 - 14)
To receive the minutes of the previous meeting.
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. **Adoption of Revisions to Swindon Borough Council's Constitution** (Pages 15 - 26)
10. **Numbers to Serve on Committees** (Pages 27 - 30)
11. **Allocation of Seats to Political Groups and Appointments to Committees, Other Bodies and Outside Bodies** (Pages 31 - 44)
12. **Calendar of Meetings 2016/17** (Pages 45 - 48)
13. **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 remains committed to increasing its accountability to the public and to promoting active citizenship. 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from the public about the work of the Committee (except for confidential matters, and matters relating to planning and licensing applications). We will give priority to those who submit questions in writing at least two days before the meeting. Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements.

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Director of Law and Democratic Services, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website (<http://www5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

Access Arrangements - The venue is wheelchair accessible and an infrared receiver hearing system is provided. If you have any special requirements to enable you to attend the meeting or would like to receive any of the pages contained in this agenda in a larger print size, please contact the Committee Officer as soon as possible prior to the date of the meeting.