



AGENDA

**You are hereby summoned to attend the ANNUAL MEETING of the
COUNCIL on TUESDAY the TWENTY-FIRST day of MAY 2013
at CITY HALL at THREE-THIRTY P.M.**

THE following business is proposed to be transacted -

1. **TO** receive the Lord Mayor's communications.
2. **TO** elect a Lord Mayor for the new civic year.
3. **TO** appoint a Sheriff for the new civic year.
4. **TO** pass votes of thanks to the outgoing Lord Mayor and to the outgoing Sheriff.
5. **TO** elect a Deputy Lord Mayor to chair council meetings in the absence (or on the authority) of the Lord Mayor.
6. **TO** elect the Leader of the council.
7. **TO** note the Leader of the council's cabinet appointments.
(attached at Appendix A)
8. **TO** appoint the Honorary Recorder.
9. **TO** –
 - (a) elect the chairs of the scrutiny and audit committees for the new civic year;
 - (b) elect the chairs of the licensing and planning applications committees and determine the number of places on these committees, which are not set out in the constitution, for the new civic year;
 - (c) elect the vice-chair of the Norwich highways agency committee for the new civic year;
 - (d) agree the schedule of meetings for the new civic year (attached at Appendix B);

- (e) delegate to the head of law and governance, in consultation with the leaders of the political groups, the appointment of members to committees, joint committees and other working parties/panels of the council, in accordance with the political balance rules;
- (f) note that a report on the appointment of representatives to outside organisations will be submitted to the council on 25 June 2013 and to agree that any changes to existing appointments to organisations meeting before that council should be delegated to the head of law and governance, in consultation with the leaders of the political groups.

DATED this fourteenth day of May 2013



Head of law and governance

FOR FURTHER INFORMATION PLEASE CONTACT -

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Item 7 – Cabinet Portfolios

Subject to Councillor Arthur being appointed as Leader under item 6 on the agenda, to note that her cabinet portfolio appointments are as follows:-

Name	Portfolio
Councillor Waters	Deputy Leader and Resources
Councillor Bremner	Housing
Councillor Stonard	Development
Councillor Kendrick	Neighbourhoods & Community Safety
Councillor Sands	Customer Services

MEETINGS OF NORWICH CITY COUNCIL, CABINET AND COMMITTEES –2013-14 CIVIC YEAR

APPENDIX B

Committee	Day of Meet-ing	Time	2013								2014				
			May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Council	Tue	7.30	21 ¹	25	23	-	24	-	26	-	28	18 ²	18 ³	-	20 ¹
Cabinet	Wed	5.30	-	12	10	-	11	9	13	11	15	5	12	-	-
Scrutiny	Thu	4.30	-	6/20	18	-	26	24	28	19	30	27	20	-	22
Audit	Tue	4.30	-	-	23 ⁴	-	24 ⁴	-	19	-	21	-	11	-	-
Planning applications	Thu	9.30	16	13	4/25	15	12	10	7	5	9	6	6	3/24	-
Licensing	Thu	4.30	-	13	-	-	19	-	-	12	-	-	13	-	-
Regulatory sub	Mon	2.00	20	17	22	19	16	21	18	16	20	24	17	28	-
Licensing sub	TBA														
Standards	Fri	10.00		21	-	-	27	-	-	13	-	-	21	-	-
Norwich Highways Agency	Thu	10.00	23	-	18	-	19	-	28	-	16	-	20	-	22
Norfolk Records	Fri	10.00	-	28	-	-	-	-	22	-	-	-	-	-	-
Norfolk Joint Museums	Fri	2.00	-	28	-	-	-	-	22	-	-	-	-	-	-

¹ Annual council is held at 3.30 pm. Please note that the date of annual council in May 2014 may need to be reconsidered if an EU election is held.

² Budget council, school holidays are normally avoided but budget council needs to be held on this date to meet deadlines for publication of council tax leaflets

³ Council moved forward a week to avoid “purdah” period for local council elections

⁴ On same night as council because of deadlines for preparation of accounts/approval of accounts

Committee	Day of Meet-ing	Time	2013								2014				
			May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Sustainable development panel	Wed	9.30	-	5/26	24	-	25	23	27	18	29	26	26	-	-
Constitution working party	Mon	4.30	-	-	15	-	-	-	18	-	20	-	10	-	-
Twinning	Thu	4.00	-	27	-	-	-	17	-	-	-	26		-	-
Mousehold heath conservators	Fri	2.00	-	21	-	-	-	18	-	-	17	-	-	-	-
Norwich area museums	Tue	2.00	-	4	-	-	-	1	-	3	-	4	-	-	
All members briefings	Tue	6.00	-	18	9	-	17	22	12	10	14	11	4	8	-
Members' training sessions	Tue	6.00		11	2	-	10	1	5	3	7	4	-	1	-