

Part 7 - Terms of Reference

COUNCIL

All elected Councillors

The Mayor will chair meetings of the Council. In his/her absence a chair of the meeting will be elected from the councilors present.

Purpose

1. To elect a Mayor of the borough for the ensuing year at each Annual Council Meeting (or at a subsequent Council meeting in the event of the office becoming vacant before expiry of the term of office).
2. At the annual Meeting following an ordinary council election, to elect a councillor to serve as Leader of the Council for a term of 4 years (or at a subsequent meeting in the event of the office becoming vacant before expiry of the term of office).
3. To approve, with or without amendment, the Council's budget and the Council Tax for the Borough recommended to it by the Cabinet.
4. To approve, make, vary, or alter the Council's Constitution.
5. To approve at the Annual Meeting the procedures for and the appointment of Scrutiny Committees and such other bodies as the Council may decide to discharge the Council's functions.
6. To appoint the Chairs and Vice-Chairs of Committees and to determine their memberships.
7. To delegate functions to Council officers.
8. To promote or oppose proposed legislation in the Houses of Parliament.
9. To confer Freedom of the Borough and Civic Awards.

10. To approve the Councillors' Allowances Scheme.
11. To make, vary, alter, revoke, or repeal byelaws.
12. To decide, as required by Local Government Act 2000, on the following policies and any other appropriate statutory plan following consultation with Cabinet and any other relevant body:

Policy or Plan	Relevant Law
Crime and Disorder Reduction Strategy	Sections 5 and 6, Part 2 and Schedule 8 of the Crime and Disorder Act 1998
Development plan documents	Section 15 of the Planning and Compulsory Purchase Act 2004
Licensing Authority Policy Statement and Statement of Licensing Policy	Section 349, Gambling Act 2005 and Section 5, Licensing Act 2003
Plan or Strategy for the control of the Authority's borrowing, investments or capital expenditure	The Local Authorities (Functions and Responsibilities) (England) Regulations 2000
Youth Justice Plan	Section 40 of the Crime and Disorder Act 1998
Joint Plans with the Health Authority	The joint Health and Wellbeing strategy as required by the Local Government and Public Involvement in Health Act 2007 as amended by the Health and Social Care Act 2012. The Sustainability and Transformation Plan as required by the NHS shared planning guidance and such other significant plans as the Council's Health and Wellbeing Board may unanimously recommend are joint plans for the purposes of the policy framework.

Note: The Health and Safety Policy, is delegated to the Audit and Governance Committee. Approval of other plans and strategies of the Council are delegated to Cabinet.

13. To decide on those statutory plans and/or policies not included in the list at paragraph 12 but which the Chief Executive, in

consultation with the Director of Governance & Law and the Leader of the Council, deems to be major policies in terms of their implications and/or impact on the borough or part of it. The Council's decision will be made following consultation with Cabinet and any other relevant body.

14. To deal with matters relating to elections, including considering proposals relating to status and the variation of boundaries, electoral divisions, wards and polling districts.
15. To determine whether any decision of the Cabinet, not yet implemented and referred to it by a Scrutiny Committee as part of the Call-In process, should be reconsidered by the Cabinet in accordance with the Call-In procedure.
16. To receive Annual Progress Reports from the Scrutiny Committees and to question them about the performance of their duties.
17. To authorise applications to the Secretary of State for the transfer of housing land or stock owned by the Council, if it is for more than 500 dwellings.
18. To determine recommendations from Committees.
19. To determine such other matters that the Council may from time to time reserve to itself or any other matters required by statute to be decided by Council.
20. To consider questions, motions, petitions and deputations in accordance with procedures set out in the Constitution's Part 4 Council Procedure Rules.
21. To provide an opportunity for members of the public to make statements about Council policy.

22. To carry out any other functions required by statute to be discharged by the Council.
23. To deal with all matters relating to the variation or transfer of Council powers.
24. To approve the Council's Treasury Policy Statement
25. To approve the appointment of the Head of Paid Service.
26. To receive reports from the Monitoring Officer on Urgent Key Decisions under rule 16 of the Access to Information Rules in Part 8 of this Constitution.

Meeting Arrangements

Unless determined otherwise by the Council, there shall be 4 ordinary meetings of the Full Council in a municipal year, an Annual Meeting and a special meeting to determine the council budget. The meetings are subject to the provisions of the Local Government (Access to Information) Act, 1985, which legally bind the Council regarding public access to reports and meetings.

The quorum shall be one-quarter of the membership eligible to vote or the nearest whole number above one-quarter.

In the event of an equality of votes on any issue the Chair of the meeting shall have a second or casting vote.

The minutes will be available to members of the public on request at the reception Desk of Waltham Forest Town Hall, Forest Road, Walthamstow, through any of Waltham Forest's public libraries and the Council's website at www.walthamforest.gov.uk .