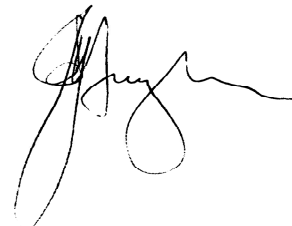


EAST HERTFORDSHIRE DISTRICT COUNCIL

NOTICE IS HEREBY GIVEN that the annual meeting of East Hertfordshire District Council will be held in the Council Chamber, Wallfields, Hertford on Wednesday 16th May, 2012 at 7.00 pm, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

Dated this 3rd day of May 2012



Jeff Hughes
Head of Democratic and
Legal Support Services

Note: Prayers will be said before the meeting commences. Those Members who do not wish to participate will be invited to enter the Chamber at their conclusion.

AGENDA

1. Chairman's Announcements

To receive any announcements.

2. Election of Chairman of the Council for the Civic Year 2012/13

Following election, the Chairman to make the statutory declaration of acceptance of office.

3. Appointment of Vice-Chairman of the Council for the Civic Year 2012/13

Following appointment, the Vice-Chairman to make the statutory declaration of acceptance of office.

4. Further Chairman's Announcements

To receive any announcements of the newly-elected Chairman.

5. Minutes (Pages 7 - 14)

To approve as a correct record and authorise the Chairman to sign the Minutes of the Council meeting held on 4 April 2012.

6. Declarations of Interest

To receive any Members' declarations of interest.

7. Members' questions

To receive any Members' questions.

8. Executive Report - 6 March 2012 (Pages 15 - 20)

To receive a report from the Leader of the Council.

9. Executive Report - 4 April 2012 (Pages 21 - 26)

To receive a report from the Leader of the Council.

Note – For Information only - the recommended items at Minutes 739 – 742 were approved by Council on 4 April 2012.

10. Community Scrutiny Committee: Minutes - 28 February 2012 (Pages 27 - 36)

Chairman: Councillor G McAndrew

11. Development Control Committee: Minutes - 29 February 2012 (Pages 37 - 56)

Chairman: Councillor W Ashley

12. Licensing Committee: Minutes - 8 March 2012 (Pages 57 - 66)

Chairman: Councillor M McMullen

13. Environment Scrutiny Committee: Minutes - 13 March 2012 (Pages 67 - 74)

Chairman: Councillor Mrs D Hollebon

14. Audit Committee: Minutes - 14 March 2012 (Pages 75 - 82)

Chairman: Councillor J Ranger

15. Standards Committee: Minutes - 14 March 2012 (Pages 83 - 92)

Chairman: Mr T Vickers

To consider the following recommendations:

(A) IT protocol for Members (Pages 93 - 94)

Minute 711 refers – the proposed protocol is also attached.

16. Corporate Business Scrutiny Committee: Minutes - 20 March 2012 (Pages 95 - 102)

Chairman: Councillor D Andrews

17. Development Control Committee: Minutes - 21 March 2012 (Pages 103 - 114)

Chairman: Councillor W Ashley

18. Chief Executive and Director of XX Recruitment Panel: Minutes - 18 April 2012 (Pages 115 - 116)

Chairman: Councillor A Jackson

19. Development Control Committee: Minutes - 18 April 2012 (Pages 117 - 138)

Chairman: Councillor S Rutland-Barsby

20. Standards Committee: Minutes - 19 April 2012 (Pages 139 - 142)

Chairman: Mr T Vickers

To consider the following recommendations:

(A) Localism Act 2011 (Pages 143 - 202)

Minute 782 refers – a report of the Monitoring Officer is also attached.

21. Appointment of Statutory Officers (Pages 203 - 206)

To consider a report of the Leader of the Council.

22. Review of Constitution (Pages 207 - 226)

To consider a report of the Monitoring Officer.

23. Decision-Making Structure

To consider a report (to follow) of the Head of Democratic and Legal Support Services.

24. Motions on Notice

To receive Motions on Notice.

PERSONAL AND PREJUDICIAL INTERESTS

1. A Member with a personal interest in any business of the Council who attends a meeting of the Authority at which the business is considered must, with certain specified exemptions (see section 5 below), disclose to that meeting the existence and nature of that interest prior to the commencement of it being considered or when the interest becomes apparent.
2. Members should decide whether or not they have a personal interest in any matter under discussion at a meeting. If a Member decides they have a personal interest then they must also consider whether that personal interest is also prejudicial.
3. A personal interest is either an interest, as prescribed, that you must register under relevant regulations or it is an interest that is not registrable but where the well-being or financial position of you, members of your family, or people with whom you have a close association, is likely to be affected by the business of the Council more than it would affect the majority of inhabitants of the ward(s) affected by the decision.
4. Members with personal interests, having declared the nature of that personal interest, can remain in the meeting, speak and vote on the matter unless the personal interest is also a prejudicial interest.
5. An exemption to declaring a personal interest applies when the interest arises solely from a Member's membership of or position of general control or management on:
 - any other body to which they have been appointed or nominated by the authority
 - any other body exercising functions of a public nature (e.g. another local authority)

In these exceptional cases, provided a Member does not have a prejudicial interest, they only need to declare their interest if they speak. If a Member does not want to speak to the meeting, they may still vote on the matter without making a declaration.

6. A personal interest will also be a prejudicial interest in a matter if all of the following conditions are met:
 - the matter does not fall within one of the exempt categories of decisions
 - the matter affects your financial interests or relates to a licensing or regulatory matter
 - a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgement of the public interest.

7. Exempt categories of decisions are:
- setting council tax
 - any ceremonial honour given to Members
 - an allowance, payment or indemnity for Members
 - statutory sick pay
 - school meals or school transport and travelling expenses: if you are a parent or guardian of a child in full-time education or you are a parent governor, unless it relates particularly to the school your child attends
 - housing; if you hold a tenancy or lease with the Council, as long as the matter does not relate to your particular tenancy or lease.
8. If you have a prejudicial interest in a matter being discussed at a meeting, you must declare that interest and its nature as soon as the interest becomes apparent to you.
9. If you have declared a personal and prejudicial interest, you must leave the room, unless members of the public are allowed to make representations, give evidence or answer questions about the matter, by statutory right or otherwise. If that is the case, you can also attend the meeting for that purpose. However, you must immediately leave the room once you have finished or when the meeting decides that you have finished (if that is earlier). You cannot remain in the public gallery to observe proceedings.
10. Members intending to make a declaration of interest, are invited to complete the form below and to hand this to Jeff Hughes or Martin Ibrahim, prior to the meeting. This will assist in recording all declarations. Members are still required to make a verbal declaration at agenda item 6.

Member:			
Minute or item number	Subject	Personal or Personal and Prejudicial	Nature