

## EAST HERTFORDSHIRE DISTRICT COUNCIL

NOTICE IS HEREBY GIVEN that a meeting of East Hertfordshire District Council will be held in the Council Chamber, Wallfields, Hertford on Wednesday 20th May, 2015 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 11th day of May 2015

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 2015-16

*To elect the Chairman of the Council for the civic year 2015-16, following which the Chairman to make the statutory declaration of acceptance of office.*

3. Appointment of Vice-Chairman of the Council for 2015/16

*To appoint the Vice-Chairman of the Council for the civic year 2015-16, following which 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 - 16)

*To approve as a correct record and authorise the Chairman to sign the Minutes of the Council meeting held on 4 March 2015.*

6. Declarations of Interest

*To receive any Members' declarations of interest.*

7. Review of the Council's Decision-Making Structure

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

8. Members' questions

*To receive any Members' questions.*

9. Community Scrutiny Committee: Minutes - 10 March 2015 (Pages 17 - 26)

*Chairman: Councillor Mrs D Hollebon*

10. Development Management Committee: Minutes - 16 March 2015 (Pages 27 - 38)

*Chairman: Councillor Mrs R Cheswright*

11. Corporate Business Scrutiny Committee: Minutes - 17 March 2015 (Pages 39 - 46)

*Chairman: Councillor G Jones*

12. Audit Committee: Minutes - 18 March 2015 (Pages 47 - 56)

*Vice-Chairman: Councillor W Mortimer*

13. Human Resources Committee: Minutes - 25 March 2015 (Pages 57 - 62)

*Chairman: Councillor G McAndrew*

14. Development Management Committee: Minutes - 25 March 2015 (Pages 63 - 84)

*Chairman: Councillor Mrs R Cheswright*

15. Licensing Committee: Minutes - 26 March 2015 (Pages 85 - 90)

*Vice-Chairman: Councillor M McMullen*

16. Review of Constitution (Pages 91 - 258)

*To consider a report of the Monitoring Officer.*

17. Arrangements with regard to the Post of Chief Executive (Pages 259 - 272)

*To consider a report of the Leader of the Council.*

18. Member Development and Training Strategy: 2015-19 and Pledge (Pages 273 - 284)

*To consider a report of the Head of Democratic and Legal Support Services.*

19. Motion of Censure (Pages 285 - 408)

*To consider a report of the Monitoring Officer*

## DISCLOSABLE PECUNIARY INTERESTS

1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
  - must not participate in any discussion of the matter at the meeting;
  - must not participate in any vote taken on the matter at the meeting;
  - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
  - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
  - must leave the room while any discussion or voting takes place.
  
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
  
3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.

4. It is a criminal offence to:

- fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register;
- fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
- participate in any discussion or vote on a matter in which a Member has a DPI;
- knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

(Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years.)

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### **Audio/Visual Recording of meetings**

Everyone is welcome to record meetings of the Council and its Committees using whatever, non-disruptive, methods you think are suitable, which may include social media of any kind, such as tweeting, blogging or Facebook. However, oral reporting or commentary is prohibited. If you have any questions about this please contact Democratic Services (members of the press should contact the Press Office). Please note that the Chairman of the meeting has the discretion to halt any recording for a number of reasons, including disruption caused by the filming or the nature of the business being conducted. Anyone filming a meeting should focus only on those actively participating and be sensitive to the rights of minors, vulnerable adults and those members of the public who have not consented to being filmed.