

## **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 15th May, 2019 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 7th May 2019

Alison Stuart  
Head of Legal and  
Democratic 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 2019/20

*To elect the Chairman of the Council for 2019/20 following which the Chairman will make the statutory declaration of acceptance of office.*

3. Appointment of Vice Chairman 2019/20

*To elect the Vice Chairman of the Council for 2019/20 following which the Vice Chairman will make the statutory declaration of acceptance of office.*

4. Further Chairman's Announcements

*To receive any announcement from the newly elected Chairman.*

5. Apologies for Absence

*To receive any Members' apologies for absence.*

6. Minutes - 5 March 2019 (Pages 7 - 34)

*To approve as a correct record and authorise the Chairman to sign the Minutes of the Council meeting held on 5 March 2019.*

7. Declarations of Interest

*To receive any Members' declarations of interest.*

8. Petitions

*To receive any petitions.*

9. Public Questions

*To receive any public questions.*

10. Members' questions

*To receive any Members' questions.*

11. Political Balance of the Council 2019/20 (Pages 35 - 50)

12. Review of the Constitution (Pages 51 - 82)

13. Review of Scrutiny (Pages 83 - 126)
14. Annual Report of Scrutiny Committees (Pages 127 - 142)
15. Outside Bodies - Annual Report (Pages 143 - 196)
16. Human Resources Committee: Minutes - 13 March 2019 (Pages 197 - 206)

*Chairman: Councillor P Boylan*

17. Human Resources Committee - Minutes 10 April 2019 (Pages 207 - 212)

*The Minutes of HR Committee, 10 April 2019 are submitted here as a draft. Members of HR Committee are asked to approve the Minutes as they relate to the Pay Policy Statement which requires the approval of Council this evening.*

(A) Pay Policy Statement (Pages 213 - 224)

18. Performance, Audit and Governance Scrutiny Committee: Minutes - 22 January 2019 (Pages 225 - 234)

*Chairman: Councillor M Pope*

19. Licensing Committee: Minutes - 6 February 2019 (Pages 235 - 240)

*Chairman: Councillor D Andrews*

20. Development Management Committee: Minutes - 13 February 2019 (Pages 241 - 258)

*Chairman: Councillor T Page*

21. Motions on Notice (Pages 259 - 260)

*To receive Motions on Notice.*

## **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.)

### **Public Attendance**

East Herts Council welcomes public attendance at its meetings and will provide a reasonable number of agendas for viewing at the meeting. Please note that there is seating for 27 members of the public and space for a further 30 standing in the Council Chamber on a “first come first served” basis. When the Council anticipates a large attendance, an additional 30 members of the public can be accommodated in Room 27 (standing room only), again on a “first come, first served” basis, to view the meeting via webcast.

If you think a meeting you plan to attend could be very busy, you can check if the extra space will be available by emailing [democraticservices@eastherts.gov.uk](mailto:democraticservices@eastherts.gov.uk) or calling the Council on 01279 655261 and asking to speak to Democratic Services.

### **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.

Implementing paperless meetings will save East Herts Council approximately £50,000 each year in printing and distribution costs of agenda packs for councillors and officers.

You can use the mod.gov app to access, annotate and keep all committee paperwork on your mobile device.

Visit <https://www.eastherts.gov.uk/article/35542/Political-Structure> for