



Alison Stuart  
Head of Legal and  
Democratic Services

**MEETING** : PERFORMANCE, AUDIT AND GOVERNANCE  
OVERSIGHT COMMITTEE  
**VENUE** : COUNCIL CHAMBER, WALLFIELDS, HERTFORD  
**DATE** : WEDNESDAY 31 JULY 2019  
**TIME** : 7.00 PM

### **MEMBERS OF THE COMMITTEE**

Councillor M Pope (Chairman)  
Councillors A Alder, S Bull, J Burmicz, L Corpe, A Curtis and T Stowe  
(Vice-Chairman)

### **Substitutes**

Conservative Group: Councillors C Rowley and A Ward-Booth

*(Note: Substitution arrangements must be notified by the absent Member to Democratic Services 24 hours before the meeting)*

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## **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**

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## AGENDA

1. Apologies

2. Minutes - 21 May 2019 (Pages 7 - 16)

To approve as a correct record the Minutes of the meeting held on 21 May 2019.

3. Declaration of Interest

To receive any Members' declarations of interest.

4. Chairman's Announcements

5. Council Tax Reduction Scheme (Pages 17 - 38)

6. Statement of Accounts 2018/19 (Pages 39 - 44)

7. Annual Governance Statement (Pages 45 - 66)

8. Annual Performance Report (Pages 67 - 120)

9. SIAS Progress Report (Pages 121 - 148)

10. SIAS Annual Assurance Statement and Internal Audit Report (Pages 149 - 174)

11. SIAS Annual Report (Pages 175 - 188)

12. Draft Work Programme Proposals 2019-20 (Pages 189 - 198)

## 13. Urgent Items