



*James Ellis*  
Head of Legal and Democratic Services

**MEETING** : HARLOW AND GILSTON GARDEN TOWN JOINT  
COMMITTEE  
**VENUE** : COUNCIL CHAMBER IN THE CIVIC CENTRE, THE  
WATER GARDENS, COLLEGE SQUARE, HARLOW  
CM20 1WG  
**DATE** : TUESDAY 11 JUNE 2024  
**TIME** : 6.30 PM

**PLEASE NOTE TIME AND VENUE**

**MEMBERS OF THE COMMITTEE**

Councillors B Crystall, N Bedford, L Wagland, D Swords and S Boulton

**CONTACT OFFICER:**  
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(01992) 564243

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## **Disclosable Pecuniary Interests**

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.

## **Public Attendance**

East Herts Council welcomes public attendance at its meetings and meetings will continue to be live streamed and webcasted. For further information, please email [democraticservices@eastherts.gov.uk](mailto:democraticservices@eastherts.gov.uk) or call the Council on 01279 655261 and ask to speak to Democratic Services.

The Council operates a paperless policy in respect of agendas at committee meetings and the Council will no longer be providing spare copies of Agendas for the Public at Committee Meetings. The mod.gov app is available to download for free from app stores for electronic devices. 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 details.

### **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.

## AGENDA

### 1. Webcasting Introduction (Pages 7 - 9)

This meeting is to be webcast and the Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or other such use by third parties).

Therefore, by participating in this meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

Please also be aware that if technical difficulties interrupt the meeting that cannot be overcome, I may need to adjourn the meeting.

Members are reminded to activate their microphones before speaking”

### 2. Apologies for Absence

To be announced at the meeting.

To report non-attendance before the meeting, please contact the [EFDC Democratic Services](#) to ensure your absence is properly logged.

### 3. Substitute Members

To report on the appointment of any substitute members for the meeting.

### 4. Declarations of Interest

Members of the Joint Committee to declare any Disclosable Pecuniary Interests or Personal Interest in any item on this agenda.

### 5. Minutes

This is the first meeting of the HGGT Joint Committee and there no

minutes of the previous meeting.

6. Matters Arising and Outstanding Actions

This is the first meeting of the HGGT Joint Committee and therefore no matters arising or outstanding actions.

7. Requests to address the Joint Committee

Any member of the public or elected member may address the Joint Committee on any agenda item (except those dealt with in private session as exempt or confidential business) due to be considered at the meeting, in accordance with the provisions contained within Part 21 and 22 of the Inter-Authority Agreement.

8. Election of the Chairman of the Joint Committee

To elect the Chairman of the Joint Committee for the remainder of the 2024/2025 Municipal Year.

9. Election of the Deputy Chairman of the Joint Committee

To elect the Deputy Chairman of the Joint Committee for the remainder of the 2024/2025 Municipal Year.

10. Introduction to the Harlow and Gilston Garden Town Joint Committee (Pages 10 - 39)

To introduce the newly established Harlow and Gilston Garden Town Joint Committee.

11. HGGT 2024/25 Budget and Programme (Pages 40 - 47)

To review the HGGT 2024/25 Budget and Programme.

12. Any Other Business

Section 100B(4)(b) of the Local Government Act 1972 requires that the permission of the Chairman be obtained, after prior notice to the

Proper Officer, before urgent business not specified in the agenda may be transacted.

13. Date of Next Meeting

The next meeting of the Harlow and Gilston Garden Town Joint Committee will be held on Tuesday 22nd July 2024.