

10 May 2016

Our Ref. Council 19/5/16  
Your Ref.  
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To: The Chairman and Members of North Hertfordshire District Council

You are invited to attend the

## **ANNUAL MEETING OF THE COUNCIL**

to be held in

**COUNCIL CHAMBER, COUNCIL OFFICES, GERON ROAD,  
LETCHWORTH GARDEN CITY, HERTS. SG6 3JF**

on

**THURSDAY, 19 MAY 2016**

**at 7.30pm**

At the conclusion of Agenda Item 13, the meeting of the Annual Council will adjourn for the purpose of convening the following meetings to elect their respective Chairman and Vice-Chairman:

**BALDOCK AND DISTRICT COMMITTEE  
HITCHIN COMMITTEE  
LETCHWORTH COMMITTEE  
ROYSTON AND DISTRICT COMMITTEE  
SOUTHERN RURAL COMMITTEE**

At the conclusion of the meeting of the Southern Rural Committee, the Annual Meeting of the Council will reconvene to consider the remainder of the business on the agenda.

Yours sincerely,



David Miley  
Democratic Services Manager

**AGENDA**  
**PART I**

<b>ITEM</b>	<b>PAGE</b>
<b>1. ELECTION OF CHAIRMAN TO OPEN MEETING</b> To elect a Chairman to open the meeting until such time as a Chairman of the Council is elected for 2016/17.	
<b>2. APOLOGIES FOR ABSENCE</b>	
<b>3. ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2016/2017</b> To elect a Chairman of the Council to hold office until the election of a successor at the next Annual Meeting of the Council.	-
<b>4. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2016/2017</b> To appoint a Vice-Chairman of the Council to hold office until the appointment of a successor at the next Annual Meeting of the Council.	-
<b>5. MINUTES</b> To take as read and approve as a true record the minutes of the meeting of the Council held on 12 April 2016.	-
<b>6. CHAIRMAN'S ANNOUNCEMENTS</b> Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.	-
<b>7. DISTRICT COUNCIL ELECTIONS – 5 MAY 2016</b> <b>REPORT OF THE RETURNING OFFICER</b> To receive the report of the Returning Officer as to the results of the District Council Elections held on 5 May 2016.	<b>1</b>
<b>8. SCHEDULE OF COUNCIL MEETINGS 2016/17</b> <b>REPORT OF THE CHIEF EXECUTIVE</b> To seek approval to a programme of ordinary meetings of the Council for the Civic Year 2016/17.	<b>7</b>
<b>9. LEADER OF THE COUNCIL</b> To note that the Leader of the Council for the period until May 2015 will be Councillor Mrs L.A. Needham.	-
<b>10. APPOINTMENT OF A DEPUTY LEADER OF THE COUNCIL</b> To note the Leader's appointment of a Deputy Leader of the Council for the Civic Year 2016/17.	-

<b>ITEM</b>	<b>PAGE</b>
<p><b>11. APPOINTMENT OF MEMBERS OF THE CABINET FOR 2016/17</b>            To note the Leader of the Council's appointment of Executive Members making up the Membership of the Cabinet for 2016/17, and to note the Leader's delegation of powers to Executive Members.</p>	<p><b>11</b>  <b>[Note: The appendix to this report will be tabled]</b></p>
<p><b>12. TO APPOINT MEMBERS OF COMMITTEES FOR 2016/2017</b>            To determine the Committees to be appointed for 2016/2017, the number of places on each and allocation thereof to the respective Groups and to appoint Members in accordance with their nominations.</p> <p>The Democratic Services Manager will present a report to assist in the determination of the constitution and political balance.</p>	<p><b>13</b>  <b>[Note: The appendices to this report will be tabled]</b></p>
<p><b>13. APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES FOR 2016/2017</b>            To appoint the Chairmen and Vice-Chairmen of the Committees (except the Chairmen and Vice-Chairmen of the Area Committees) for 2016/17.</p>	<p><b>17</b>  <b>[Note: The appendix to this report will be tabled]</b></p>
<p><b>14. ADJOURNMENT TO ENABLE THE APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF AREA COMMITTEES</b></p>	<p><b>-</b></p>
<p><b>15. KEY DECISIONS – ANNUAL REPORT ON CASES OF SPECIAL URGENCY</b>            REPORT OF THE LEADER OF THE COUNCIL            To inform the Council of any occasions over the past year where the provisions relating to "Special Urgency" have been used in connection with the publication of an intention to make a Key Decision, as required by legislation.</p>	<p><b>19</b></p>
<p><b>16. ANNUAL REPORT OF OVERVIEW AND SCRUTINY COMMITTEE</b>            REPORT OF THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE            The Chairman of the Overview and Scrutiny Committee for 2015/2016 will present to the Council the Annual Report of the Overview and Scrutiny Committee.</p>	<p><b>23</b></p>
<p><b>17. ANNUAL REPORT OF STANDARDS COMMITTEE</b>            ORAL REPORT OF THE CHAIRMAN OF THE STANDARDS COMMITTEE            The Chairman of the Standards Committee for 2015/2016 will present orally to the Council the Annual Report of the Standards Committee.</p>	<p><b>-</b></p>
<p><b>18. NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2016/17</b>            To nominate the Council's representatives on outside organisations and other bodies for 2016/17.</p>	<p><b>35</b>  <b>[Note: The appendix to this report will be tabled]</b></p>

**Future ordinary meetings of the Council have been scheduled to take place on:**

Thursday, 14 July 2016;  
Wednesday, 20 July 2016 (Extraordinary Meeting);  
Thursday, 1 September 2016;  
Thursday, 24 November 2016;  
Thursday, 19 January 2017;  
Thursday, 9 February 2017; and  
Tuesday, 11 April 2017.