

9 May 2018

Our Ref Council/17.5.18
Your Ref.
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To: The Chairman and Members of North Hertfordshire District Council

You are invited to attend a

ANNUAL MEETING OF THE COUNCIL

to be held in the

**COUNCIL CHAMBER, COUNCIL OFFICES, GERNON ROAD,
LETCHWORTH GARDEN CITY**

on

THURSDAY, 17 MAY 2018

at

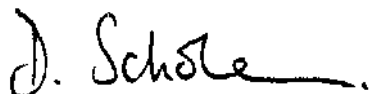
7.30 PM

At the conclusion of Agenda Item 12, 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 Scholes
Chief Executive

Agenda **Part I**

Item	Page
1. APOLOGIES FOR ABSENCE	
2. ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2018/19 To elect a Chairman of the Council to hold office until the election of a successor at the next Annual Meeting of the Council.	
3. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2018/19 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.	
4. MINUTES - 10 APRIL 2018 To take as read and approve as a true record the minutes of the meeting of the Council held on 10 April 2018.	1 - 10
5. CHAIRMAN'S ANNOUNCEMENTS 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.	
6. DISTRICT COUNCIL ELECTIONS - 3 MAY 2018 REPORT OF THE RETURNING OFFICER To receive the report of the Returning Officer as to the results of the District Council Elections held on 3 May 2018.	11 - 16
7. SCHEDULE OF COUNCIL MEETINGS 2018/19 REPORT OF THE CHIEF EXECUTIVE To seek approval to a programme of ordinary meetings of the Council for the Civic Year 2018/19.	17 - 20
8. LEADER OF THE COUNCIL To note that the Leader of the Council for the period until May 2019 will be Councillor Mrs L.A. Needham.	
9. APPOINTMENT OF A DEPUTY LEADER OF THE COUNCIL To note the Leader's appointment of a Deputy Leader of the Council for the Civic Year 2018/19.	

- 10. APPOINTMENT OF MEMBERS OF THE CABINET FOR 2018/19** 21 – 24
 To note the Leader of the Council's appointment of Executive Members making up the Membership of the Cabinet for 2018/19, and to note the Leader's delegation of powers to Executive Members.
[Note: The appendix to this report will be tabled]
- 11. TO APPOINT MEMBERS OF COMMITTEES FOR 2018/19** 25 - 28
 To determine the Committees to be appointed for 2018/19, the number of places on each and allocation thereof to the respective Groups and to appoint Members in accordance with their nominations.

 A report will be presented to assist in the determination of the constitution and political balance.
[Note: The appendices to this report will be tabled]
- 12. APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES FOR 2018/19** 29 - 30
 To appoint the Chairmen and Vice-Chairmen of the Committees (except the Chairmen and Vice-Chairmen of the Area Committees) for 2018/19.
[Note: The appendix to this report will be tabled]
- 13. ADJOURNMENT TO ENABLE THE APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF AREA COMMITTEES**
- 14. KEY DECISIONS - ANNUAL REPORT ON CASES OF SPECIAL URGENCY** 31 - 36
 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.
- 15. ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE** 37 - 46
 REPORT OF THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE

 The Chairman of the Overview and Scrutiny Committee for 2017/18 will present to the Council the Annual Report of the Overview and Scrutiny Committee.
- 16. ANNUAL REPORT OF STANDARDS COMMITTEE** 47 - 60
 REPORT OF THE CHAIRMAN OF THE STANDARDS COMMITTEE

 The Chairman of the Standards Committee for 2017/18 will present to the Council the Annual Report of the Standards Committee.
- 17. NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2018/19** 61 - 64
 To nominate the Council's representatives on outside organisations and other bodies for 2018/19.
[Note: The appendix to this report will be tabled]

18. **ITEMS REFERRED FROM EMPLOYMENT COMMITTEE: 11 MAY 2018 -
APPOINTMENT OF CHIEF FINANCE OFFICER AND MONITORING
OFFICER** **To be
tabled**