

**Chief Executive's Office**

Chief Executive: CJ Bull

**To: All Members of Cabinet:  
RJ Phillips (Chairman)  
LO Barnett  
AJM Blackshaw  
H Bramer  
JP French  
JA Hyde  
JG Jarvis  
PD Price  
DB Wilcox**

Your Ref:

Our Ref: CJB/SAHC

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16th December 2008

Dear Councillor,

**MEETING OF CABINET  
THURSDAY 18 DECEMBER 2008 AT 2.00 P.M.  
THE COUNCIL CHAMBER, BROCKINGTON, 35 HAFOD ROAD, HEREFORD**

**AGENDA (08/09)**

**1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**2. DECLARATIONS OF INTEREST**

To receive any declarations of interest by Members in respect of items on the Agenda.

**GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS**

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close



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friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is and leave the meeting room.

**3. MINUTES**

To approve and sign the minutes of the meeting held on 20 November 2008. (*Pages 1 - 10*)

**4. ANNUAL MONITORING REPORT 2007/08**

To approve the Annual Monitoring Report 2007-2008 and its formal submission to the Secretary of State. (*Pages 11 - 72*)

**5. PROPOSAL AND ACTION PLAN TO ADDRESS THE SUSTAINABLE COMMUNITIES ACT 2007**

To update the Cabinet on the Sustainable Communities Act 2007 and to make recommendations on its implementation in Herefordshire in the light of the recent invitation from the Secretary of State to submit proposals under the Act. (*Pages 73 - 76*)

Yours sincerely,



**CJ BULL  
CHIEF EXECUTIVE**

Copies to: Chairman of the Council  
Chairman of Strategic Monitoring Committee  
Vice-Chairman of Strategic Monitoring Committee  
Chairmen of Scrutiny Committees  
Group Leaders  
Directors  
Assistant Chief Executive



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