

AGENDA

Overview and Scrutiny Committee

Date: **Friday 9 December 2011**

Time: **10.00 am**

Place: **The Council Chamber, Brockington, 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

Tim Brown, Committee Manager (Scrutiny)

Tel: 01432 260239

Email: tbrown@herefordshire.gov.uk

If you would like help to understand this document, or would like it in another format or language, please call Tim Brown, Committee Manager (Scrutiny) on 01432 260239 or e-mail tbrown@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Overview and Scrutiny Committee

Membership

Chairman	Councillor A Seldon
Deputy-Chairman	Councillor JW Millar
	Councillor AM Atkinson
	Councillor PL Bettington
	Councillor WLS Bowen
	Councillor MJK Cooper
	Councillor PGH Cutter
	Councillor EPJ Harvey
	Councillor MAF Hubbard
	Councillor RC Hunt
	Councillor TM James
	Councillor Brig P Jones CBE
	Councillor JLV Kenyon
	Councillor R Preece
	Councillor SJ Robertson
	Councillor P Rone
	Councillor PJ Watts

Statutory Co-optees

Mr P Burbidge - Roman Catholic Church
Miss E Lowenstein – Secondary School Parent Governor
Mr T Plumer – Primary School Parent Governor
Mr P Sell – Church of England

GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

What do I need to do if I have a personal interest?

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

What is a prejudicial interest?

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

What do I need to do if I have a prejudicial interest?

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

AGENDA

Pages

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.
2. **NAMED SUBSTITUTES (IF ANY)**

To receive details of any Member nominated to attend the meeting in place of a Member of the Committee.
3. **DECLARATIONS OF INTEREST**

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

To approve and sign the Minutes of the meeting held on 28 November 2011.
(To Follow)
5. **SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY**

To consider suggestions from members of the public on issues the Committee could scrutinise in the future.

(There will be no discussion of the issue at the time when the matter is raised. Consideration will be given to whether it should form part of the Committee's work programme when compared with other competing priorities.)
6. **QUESTIONS FROM THE PUBLIC**

To note questions received from the public and the items to which they relate.

*(Questions are welcomed for consideration at a Scrutiny Committee meeting so long as the question is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it **no later than two working days before the meeting** to the Committee Officer. This will help to ensure that an answer can be provided at the meeting).*
7. **LOCAL DEVELOPMENT FRAMEWORK CONSULTATION PROCESS**

To inform the Committee of the legal requirements governing consultation on the Local Development Framework (LDF) and to set out the consultation process undertaken to date by the Council.

(This report does not detail the content of the LDF, nor the analysis of the responses received to the consultations.)

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