



**Corporate Support Centre**  
Paul Walker - Chief Executive

**To: All members of the Council**

our ref: Council - 16 June 2022  
contact: Michael Carr, Statutory Scrutiny Officer  
telephone: 01432 260659  
email: Michael.Carr@herefordshire.gov.uk

8 June 2022

Dear Councillor,

**You are hereby summoned** to attend the meeting of the Herefordshire Council to be held on **Thursday 16 June 2022** at the Herefordshire Council Offices, Plough Lane, Hereford, HR4 0LE at **2.00 pm** at which the business set out in the attached agenda is proposed to be transacted.

Yours sincerely  
**Claire Porter**



**Monitoring Officer**



# AGENDA

## Scrutiny Management Board

Date: **Thursday 16 June 2022**

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Time: **2.00 pm**

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Place: **Herefordshire Council Offices, Plough Lane, Hereford, HR4  
0LE**

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

For any further information please contact:

**Michael Carr, Statutory Scrutiny Officer**

Tel: 01432 260659

Email: [Michael.Carr@herefordshire.gov.uk](mailto:Michael.Carr@herefordshire.gov.uk)

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If you would like help to understand this document, or would like it in another format or language, please call Michael Carr, Statutory Scrutiny Officer on 01432 260659 or e-mail [Michael.Carr@herefordshire.gov.uk](mailto:Michael.Carr@herefordshire.gov.uk) in advance of the meeting.

# Agenda for the Meeting of the Scrutiny Management Board

## Membership

**Chairperson**                    **Councillor Christy Bolderson**  
**Vice-Chairperson**        **Councillor Yolande Watson**

Councillor Graham Andrews	Councillor Toni Fagan
Councillor Phillip Howells	Councillor Graham Jones
Councillor Jonathan Lester	Councillor Felicity Norman
Councillor Louis Stark	Councillor David Summers
Councillor Elissa Swinglehurst	Councillor William Wilding

## Agenda

### Pages

**1. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**2. NAMED SUBSTITUTES**

To receive details of members nominated to attend the meeting in place of a member of the board.

**3. DECLARATIONS OF INTEREST**

To receive declarations of interests in respect of Schedule 1, Schedule 2 or Other Interests from members of the board in respect of items on the agenda.

**How to submit questions**

The deadline for the submission of questions for this meeting is 5.00 pm on 10 June.

Questions must be submitted to [councillorservices@herefordshire.gov.uk](mailto:councillorservices@herefordshire.gov.uk). Questions sent to any other address may not be accepted.

Accepted questions and the responses will be published as a supplement to the agenda papers prior to the meeting. Further information and guidance is available at [www.herefordshire.gov.uk/getinvolved](http://www.herefordshire.gov.uk/getinvolved)

**4. QUESTIONS FROM MEMBERS OF THE PUBLIC**

To receive any written questions from members of the public.

**5. QUESTIONS FROM MEMBERS OF THE COUNCIL**

To receive any written questions from members of the council.

**6. ROLE OF THE SCRUTINY MANAGEMENT BOARD**

To consider and discuss the role of the Scrutiny Management Board and to make any recommendations on its future operation

## **The Seven Principles of Public Life (Nolan Principles)**

### **1. Selflessness**

Holders of public office should act solely in terms of the public interest.

### **2. Integrity**

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

### **3. Objectivity**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

### **4. Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

### **5. Openness**

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

### **6. Honesty**

Holders of public office should be truthful.

### **7. Leadership**

Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

## The public's rights to information and attendance at meetings

In view of the continued prevalence of Covid, we have introduced changes to our usual procedures for accessing public meetings. These will help to keep our councillors, staff and members of the public safe.

Please take time to read the latest guidance on the council website by following the link at [www.herefordshire.gov.uk/meetings](http://www.herefordshire.gov.uk/meetings) and support us in promoting a safe environment for everyone. If you have any queries please contact the governance support team on 01432 261699 or at [governancesupportteam@herefordshire.gov.uk](mailto:governancesupportteam@herefordshire.gov.uk)

We will review and update this guidance in line with Government advice and restrictions.

Thank you for your help in keeping Herefordshire Council meetings safe.

### You have a right to:

- Attend all council, cabinet, committee and sub-committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting. Agenda and reports (relating to items to be considered in public) are available at [www.herefordshire.gov.uk/meetings](http://www.herefordshire.gov.uk/meetings)
- Inspect minutes of the council and all committees and sub-committees and written statements of decisions taken by the cabinet or individual cabinet members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting (a list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public register stating the names, addresses and wards of all councillors with details of the membership of cabinet and of all committees and sub-committees. Information about councillors is available at [www.herefordshire.gov.uk/councillors](http://www.herefordshire.gov.uk/councillors)
- Have access to a list specifying those powers on which the council have delegated decision making to their officers identifying the officers concerned by title. The council's constitution is available at [www.herefordshire.gov.uk/constitution](http://www.herefordshire.gov.uk/constitution)
- Access to this summary of your rights as members of the public to attend meetings of the council, cabinet, committees and sub-committees and to inspect documents.

## **Recording of meetings**

Please note that filming, photography and recording of this meeting is permitted provided that it does not disrupt the business of the meeting.

Members of the public are advised that if you do not wish to be filmed or photographed you should let the governance services team know before the meeting starts so that anyone who intends filming or photographing the meeting can be made aware.

The reporting of meetings is subject to the law and it is the responsibility of those doing the reporting to ensure that they comply.

The council may make a recording of this public meeting or stream it live to the council's website. Such recordings are made available for members of the public via the council's YouTube channel at [www.youtube.com/user/HerefordshireCouncil/videos](http://www.youtube.com/user/HerefordshireCouncil/videos)

## **Public transport links**

The Herefordshire Council office at Plough Lane is located off Whitecross Road in Hereford, approximately 1 kilometre from the City Bus Station.

The location of the office and details of city bus services can be viewed at:  
[www.herefordshire.gov.uk/downloads/file/1597/hereford-city-bus-map-local-services-](http://www.herefordshire.gov.uk/downloads/file/1597/hereford-city-bus-map-local-services-)

## **The seven principles of public life**

### **(Nolan Principles)**

#### **1. Selflessness**

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