



# WELWYN HATFIELD

**Please note that by law this meeting can be filmed, audio-recorded, photographed or reported electronically by the use of social media by anyone attending. This does not apply to any part of the meeting that is held in private session.**

Please ask for:  
Graham Seal

1 July 2016

Dear Councillor

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL to be held on Monday 11 July 2016 at 7.30pm in the Council Chamber, Council Offices, The Campus, Welwyn Garden City, Hert AL8 6AE

Yours faithfully

Director (Governance)

## AGENDA PART 1

1. APOLOGIES

To receive apologies for absence, if any.

2. MINUTES

To confirm as correct records the Minutes of the annual meeting of the Council on 23 May (circulated previously) and the special meeting on 14 June 2016 (circulated separately).

3. PETITIONS

The Mayor will receive petitions (limited to the first three petitions presented).

4. QUESTIONS FROM THE PUBLIC

A period of thirty minutes will be made available for questions to be put by Members of the public to Members of the Cabinet on matters for which the Council has a responsibility or which affect the Borough.

5. DECLARATIONS OF INTERESTS BY MEMBERS

To note declarations of Members' disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in respect of items on the Agenda.

6. ANNOUNCEMENTS

To receive any announcements from the Mayor, Leader of the Council, Member of the Cabinet or the Head of Paid Service.

7. QUESTIONS BY MEMBERS

For a period of up to thirty minutes, a Member of the Council who has given prior notice in accordance with Council Procedure Rule 45, may ask (a) the Mayor, (b) the Leader of the Council or (c) a Member of the Cabinet a question on any matter in relation to which the Council has powers or duties or which affects the Borough.

Details of questions received in accordance with Procedure Rule 45 will be tabled at the meeting. A Member asking a question under Rule 44 may ask, without giving notice, one supplementary question of the Member to whom the first question was asked. The supplementary question must arise directly out of the reply.

8. MATTERS ARISING FROM THE CABINET

To consider recommendations from the meeting of the Cabinet on 14 June 2016 (attached).

(a) Food Safety Service Plan (Pages 1 - 26)

(b) Health and Safety Service Plan (Pages 27 - 44)

(c) Environment Service Third Quarter Performance 2015/16 (Pages 45 - 54)

9. MATTER ARISING FROM THE ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

To consider the following recommendation from the meeting of the Committee on 4 July 2016 (to be circulated separately).

(a) Environmental Enforcement (Pages 55 - 58)

10. WELWYN HATFIELD MEMBERS' ALLOWANCES SCHEME (Pages 59 - 66)

Report of the Chief Executive considering the recommendations from a review of Members' allowances by the Independent Remuneration Panel.

11. REVIEW OF THE CONSTITUTION (Pages 67 - 70)

Report of the Director (Governance) proposing updates to the Constitution.

12. NOTICES OF MOTIONS UNDER PROCEDURE RULE 49

To consider notices of motions submitted under Procedure Rule 49 in such order as the Mayor shall direct. Details of motions received by the deadline of 12noon on 4 July 2016 will be circulated separately.

13. URGENT MATTERS

To consider any matters of urgency subject to the agreement of the Mayor in accordance with Procedure Rule 13(r).

Circulation: The Mayor and Members of the Welwyn Hatfield Borough Council  
Executive Board  
Press and Public (except Part II Items)

**If you require any further information about this Agenda please contact Graham Seal, Governance Services Unit on 01707 357444, fax 01707 357257 or email – [g.seal@welhat.gov.uk](mailto:g.seal@welhat.gov.uk)**