

**AGENDA for a meeting of the COMMUNITY INFORMATION & PROTECTION SELECT COMMITTEE in the Council Chamber, County Hall, Hertford, on Tuesday 13 March 2001 at 10.30 am**

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**MEMBER MEETINGS (FOR MEMBERS ONLY)**

Opposition	2.00 pm	8 March	Mimram Room
Administration	3.30 pm	8 March	Mimram Room
Conservative	9.30 am	13 March	Committee Room 'A'
Labour	9.30 am	13 March	Committee Room 'C'
Liberal Democrat	9.30 am	13 March	Room 111

**MEMBERS OF THE COMMITTEE (10) - QUORUM 4**

P T J Channell (Vice-Chairman), M D Colne, D J Drake, B P Hall, B N W Hammond, J A Hobday (Chairman), S J Mills, J R Morton, J W A Usher, B Wing

**AGENDA**

**AUDIO SYSTEM**

The Council Chamber is fitted with an audio system to assist those with hearing impairment. Anyone who wishes to use this should contact main (front) reception.

**PART 1 (PUBLIC) AGENDA**

Meetings of the Committee are open to the public (this includes the press) and attendance is welcomed. However, there may be occasions when the public are excluded from the meeting for particular items of business. Any such items are taken at the end of the public part of the meeting and are listed under "Part II ('closed') agenda."

## **MINUTES**

To confirm the accuracy of the minutes of the meeting of the Committee held on 16 January 2001 (previously circulated) subject to the addition of Executive Members David Beatty, Gerald Game, Jane Pitman and Alan Searing in the list of members in attendance.

## **PUBLIC PETITIONS (Standing Order SC10)**

Any member of the public, (who is a resident in Hertfordshire or is on the electoral register for Hertfordshire) may present a petition to the Committee. An authorised representative of any Hertfordshire parish or town council subscribing to a parish charter approved by the County Council may also present a petition to the Committee in relation to matters within that parish. The subject of the petition must be appropriate for the Committee and must be signed by at least 100 residents or business ratepayers of Hertfordshire.

Notification of intent to present a petition must be given in writing to the County Secretary, (County Hall, Hertford, SG13 8DE) at least fourteen clear days before the meeting where an item relating to the subject matter of the petition does not appear on the agenda for the meeting and at least three clear days before where the item is the subject of a report.

If you have any queries about the procedure please contact Joan Blake on telephone no. (01992) 555560.

No notice of petitions had been received at the time of agenda despatch.

## **QUESTION TIME**

Members are able to question the relevant Executive Member(s) on matters which are not the subject of reports on the agenda. A member who wishes to ask a question shall give written notice of it to the County Secretary at least three clear working days before the meeting stating to whom the question is to be put. Written copies of the questions and answers shall be available at the meeting. Questions shall be answered orally at the meeting in the order in which notice has been received. The member asking the question may ask one supplementary question. The person responding may choose to answer such a supplementary question, or promise a written reply within seven days. The period of time allocated for questions shall not exceed ten minutes. Any questions remaining after that period has elapsed shall be answered in writing within seven days. The Chairman may, however, accept questions without notice if satisfied they are urgent. Such questions shall not count towards the allocated time limit of 10 minutes and shall be answered orally at the meeting or in writing within 7 days.

Questions relating to matters on the agenda shall be asked when that matter is discussed and may be addressed to the Chairman or to an officer, who may answer orally or may undertake to provide a written reply within seven days.

[No notification of questions had been received at the time of agenda despatch.]

**The following reports are attached to this agenda:-**

The Executive Member for these items is Gerald Game

**Item referred by the Cabinet**

Report of the Director of Community Information

**1 DRAFT FOOD SERVICE PLAN 2001/2**

Referred by the Cabinet Meeting of 29 January 2001.

**Scrutiny Item**

Report of the Chief Fire Officer

**2 FIRE SAFETY EDUCATION FOR SCHOOL AGE PUPILS (TO FOLLOW)**

**ITEMS REFERRED TO THE COUNTY COUNCIL**

The Select Committee may choose to refer one or more items and the Opposition may select one item to the Council.

**PART II ('CLOSED') AGENDA**

**EXCLUSION OF PRESS AND PUBLIC**

There are no items of Part II business on this agenda but if an item is notified the Chairman will move:-

"That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph ... of Part 1 of Schedule 12A to the said Act."

**Please note that full papers have been despatched to Committee members only. All other members have been sent the front sheets of each report.**

**If you require a copy of any of the reports mentioned above or require further information about this agenda please contact Joan Blake, Committee Services, County Secretary's Department, on telephone no. (01992) 555560 or fax. 01992 555518**