

PLEASE NOTE THERE WILL BE A SEMINAR TO WHICH ALL MEMBERS OF THE COUNTY COUNCIL ARE INVITED ON COMMUNITY INFORMATION AND PROTECTION ON WEDNESDAY 4 JULY 10.00 A.M. TO 12.00 P.M. IN THE BEANE ROOM FOLLOWED BY A BUFFET LUNCH IN THE BALLROOM

AGENDA for a meeting of the COMMUNITY INFORMATION & PROTECTION SELECT COMMITTEE in the Council Chamber, County Hall, Hertford, on Wednesday 4 July 2001 at 2.15 pm

MEMBER MEETINGS (FOR MEMBERS ONLY)

Conservative	9.30	4 July	Committee Room 'A'
Labour	1.45	4 July	Labour Group Room
Liberal Democrat	9.30	4 July	246

MEMBERS OF THE COMMITTEE (10) - QUORUM 3

P T J Channell, M D Colne, K M Crout, K F Emsall (Chairman), B N W Hammond, J A Hobday (Vice-Chairman), D R McManus, M H O'Neill, P A Ruffles, J W A Usher.

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 19 June 2001 (to follow).

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 Nikki Patient 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:-

Reports of the County Secretary

- 1. FUNCTIONS AND REMIT OF THE COMMUNITY INFORMATION & PROTECTION SELECT COMMITTEE**
- 2. ESTABLISHMENT OF ADDITIONAL PANELS**
- 3. STANDING COMMITTEE FOR MUSEUMS SERVICES IN HERTFORDSHIRE**

The Standing Committee for Museums Services in Hertfordshire comprises representatives from the County Council and subscribing district/borough councils and independent museums. The Standing Committee meets at least twice a year. The Chairman and a representative for the Standing Committee should be appointed by the Community Information & Protection Select Committee.

The Committee are requested to appoint a Chairman and a representative to the Standing Committee.

Scrutiny Items

- 4. SELECT COMMITTEE SCRUTINY WORK PROGRAMME 2001/02**

Report of the Director of Community Information

- 5. HERTFORDSHIRE ARCHIVES AND LOCAL STUDIES (HALS) ACCOMMODATION**

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 Nikki Patient, Committee Services, County Secretary's Department, on telephone no. (01992) 555560 or fax. 01992 555518