

Madam Mayor and Members of the Governance and Procedures Committee; Cllrs Boulter, Chappell, Hey, Lloyd-Hayes, Stevens, Tawn and Wilcox.

You are hereby summoned to attend a meeting of the Committee as set out below and at which the matters for discussion are on this agenda.

Steve Kerry

Town Clerk

HEREFORD CITY COUNCIL

GOVERNANCE AND PROCEDURES COMMITTEE

The Hereford City Council Committee Room, Town Hall, Hereford

TUESDAY 15th May 2018 at 6 pm

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence

2. SUBSTITUTIONS

To note the appointment of any substitute members

3. DECLARATIONS OF INTEREST

To receive declarations of interest under the Herefordshire Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.

4. MINUTES OF PREVIOUS MEETINGS

APPENDIX ONE

To receive and approve the Minutes of the meeting of 6th February 2018

5. WEBSITE AND SOCIAL MEDIA

APPENDIX TWO

To receive a report from the Town Clerk on the protocols for the new website and other social media.

6. REVISED DATA PROTECTION REGULATIONS

APPENDIX THREE

To receive a report from the Town Clerk regarding the work in progress to ensure the Council is moving towards compliance with the new regulations by 25th May 2018, noting

that the requirement to appoint a Data Protection Officer by that date has been relaxed by the government.

7. PRIVACY POLICY

APPENDIX FOUR

To receive a report from the Town Clerk and consider the recommendations.

8. TRAINING FOR MEMEBRS

To give further consideration to the needs of members for training and to identify topics and a suitable time for a training day.

9. CIVIC COMMEMORATIONS

APPENDIX FIVE

To receive the report of the Town Clerk on a suitable commemorative wall plaque for Junior Mayors, recognition of recent awards of Freeman of the City and a plaque for the Millennium Child.

10. STANDING ORDERS

APPENDIX SIX

To consider recommending to Council the adoption of the revised NALC Standing Orders.

11. JAWORZNO RELATIONSHIP

APPENDIX SEVEN

To consider the report of the Town Clerk on a proposed visit by the Mayor, Deputy Mayor and a Council Officer.

11. ITEMS FOR FUTURE MEETINGS

Election of Chairman and Vice Chairman

Risk Analysis Annual Report

14. DATE OF NEXT MEETING

3rd July 2018 at 6 pm