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NORTH HERTFORDSHIRE DISTRICT COUNCIL

COUNCIL

THURSDAY, 25TH MAY, 2023

SUPPLEMENTARY AGENDA

Please find attached supplementary papers relating to the above meeting, as follows:

Agenda No Item

7. **APPOINTMENT OF THE DEPUTY LEADER OF COUNCIL, MEMBERS OF THE CABINET AND DEPUTY EXECUTIVE MEMBERS FOR 2023/24**
(Pages 3 - 4)

REPORT OF THE DEMOCRATIC SERVICES MANAGER

To inform the Council of the Leader's appointment of members of the Cabinet for 2023/24.

Appendix A included as supplementary document.
8. **APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2023/24** **(Pages 5 - 14)**

REPORT OF THE DEMOCRATIC SERVICES MANAGER

To inform the Council of the appointment of Members of Committees for 2023/24.

Appendix B included as a supplementary document.
9. **APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2023/24** **(Pages 15 - 16)**

REPORT OF THE DEMOCRATIC SERVICES MANAGER

To inform the Council of the appointment of Chairs and Vice-Chairs of Committees (except Area Forums) for 2023/24.

Appendix A included as supplementary document.
13. **NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2023/24** **(Pages 17 - 20)**

REPORT OF THE DEMOCRATIC SERVICES MANAGER

The purpose of this report is to present a list setting out the nomination of representatives on Outside Organisations and Other Bodies for 2023/24.

Appendix A included as supplementary document.

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APPOINTMENT OF MEMBERS OF THE CABINET (INCLUDING DEPUTY EXECUTIVE MEMBERS) 2023/24

Report by the Leader of the Council

The Cabinet will consist of the Leader of the Council and the Deputy Leader together with at least one, but no more than eight, Councillors appointed to the Cabinet by the Council on the recommendation of the Leader. Each of the Cabinet Members shall be responsible for a portfolio.

In a joint administration a 'deputy' to an Executive portfolio holder may be appointed. That deputy will be invited to attend relevant meetings of the Executive (formal or informal) where executive functions are discussed, give their opinion and for this to be taken into account by the Executive decision maker or Cabinet, although they are not formally part of the Cabinet Executive nor an Executive decision maker. This does not apply to the Deputy Leader who is appointed to acts as per section 5.4.Functions of Cabinet. The table below lists the Members appointed as Deputy Executive Members.

DELEGATIONS FOR INCLUSION IN THE SCHEME OF DELEGATION

In accordance with the Cabinet Procedure Rules and Terms of Reference executive functions will be delegated to the following Cabinet Executive Members:

PORTFOLIO	CABINET EXECUTIVE MEMBER	WARD	DEPUTY EXECUTIVE MEMBER
Planning and Transport	Ruth Brown	Royston Heath	Ian Mantle
Finance and IT	Ian Albert	Hitchin Bearton	Matt Barnes
Communities & Partnerships	Alistair Willoughby	Baldock Town	Dominic Griffiths
Enterprise and Arts	Keith Hoskins	Hitchin Highbury	Tamsin Thomas
Recycling and Waste Management	Amy Allen	Letchworth Wilbury	Tom Tyson
Environment and Leisure	Steve Jarvis	Weston & Sandon	Mick Debenham
Housing and Environmental Health	Sean Prendegast	Letchworth South West	TBC

The extent of the authority delegated to these Members will be as set out in Section 14.6.5 to 14.6.12 of the Council's Constitution.

Councillor Elizabeth Dennis
Leader of the Council
25 May 2023

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APPOINTMENT OF MEMBERS OF COMMITTEES FOR 2023/24

NORTH HERTFORDSHIRE DISTRICT COUNCIL

CONSTITUTION OF COMMITTEES, SUB-COMMITTEES, WORKING GROUPS AND PANELS 2023/2024

Set out below are the proposed Members of the Committees, Sub-Committees, Working Groups and Panels for the Civic Year 2023-2024

Each committee/panel is with the numbers provisionally allocated, on a proportional basis, to each group for 2023/24. The proportionality calculations are included as Appendix A to the report.

Please indicate which Members you want to nominate for the positions on each of the Committees, Panels, Working Groups and Sub-Committees below.

If you wish to have the same Members for 2023/24 as for last year, please indicate on the table below.

Committee	Party	Number of seats (subs)	2023/24 Nominees (<i>subs</i>)
Overview and Scrutiny Committee (12 Members)	Conservative	4 (2)	Cllr Adam Compton Cllr David Levett Cllr Ian Moody Cllr Ralph Muncer <i>Cllr David Barnard</i> <i>Cllr Mandi Tandi</i>
	Labour & Co-Operative	5 (3)	Cllr Nigel Mason Cllr Val Bryant Cllr Daniel Wright-Mason Cllr Mick Debenham Cllr Clare Billing <i>Cllr Sean Nolan</i> <i>Cllr Daniel Allen</i> <i>Cllr James Denselow</i>
	Liberal Democrat	3 (2)	Cllr Matt Barnes Cllr Dom Griffiths VACANCY <i>Cllr Sam Collins</i> <i>Cllr Lisa Nash</i> <i>Cllr Raj Bhakar</i>
Finance, Audit and Risk Committee (7 Members)	Conservative	2 (2)	Cllr Terry Hone Cllr Mandi Tandi <i>Cllr Juan Cowell</i> <i>Cllr Adam Compton</i>
	Labour & Co-Operative	3 (2)	Cllr Sean Nolan Cllr Tamsin Thomas Cllr Tom Plater <i>Cllr Daniel Marsh</i> <i>Cllr Clare Billing</i>
	Liberal Democrat	2 (2)	Cllr Terry Tyler Cllr Chris Lucas <i>Cllr Matt Barnes</i> <i>Cllr Sam Collins</i>

Planning Control Committee (12 Members)	Conservative	3 (2)	Cllr Simon Bloxham Cllr David Levett Cllr Ian Moody <i>Cllr David Barnard</i> <i>Cllr Michael Muir</i>
	Labour & Co-Operative	5 (3)	Cllr Val Bryant Cllr Daniel Allen Cllr Sean Nolan Cllr Nigel Mason Cllr Mick Debenham <i>Cllr Dave Winstanley</i> <i>Cllr Cathy Brownjohn</i> <i>VACANCY</i>
	Liberal Democrat	4 (2)	Cllr Tom Tyson Cllr Louise Peace Cllr Phil Weeder Cllr Terry Tyler <i>Cllr Sam Collins</i> <i>VACANCY</i>
Licensing and Regulation Committee (13 Members)	Conservative	4	Cllr David Barnard Cllr Gerald Morris Cllr Michael Muir Cllr Michael Weeks
	Labour & Co-Operative	5	Cllr Daniel Allen Cllr Elizabeth Dennis Cllr Ian Albert Cllr Nigel Mason Cllr Alistair Willoughby
	Liberal Democrat	4	Cllr Tom Tyson Cllr Raj Bhakar Cllr Lisa Nash Cllr Ruth Brown

Standards Committee (13 Members) Independent Person, two Reserve Independent Persons (advisory roles) 2 Parish Council Members – non-voting co- optees	Conservative	4 (2)	Cllr Juan Cowell Cllr Ralph Muncer Cllr Gerald Morris Cllr Richard Thake <i>Cllr Faye Frost</i> <i>Cllr David Levett</i>
	Labour & Co-Operative	5 (3)	Cllr Clare Billing Cllr Val Bryant Cllr Alistair Willoughby Cllr Cathy Brownjohn Cllr Ian Albert <i>Cllr James Denselow</i> <i>Cllr Nigel Mason</i> <i>VACANCY</i>
	Liberal Democrat	4 (2)	Cllr Ruth Brown Cllr Raj Bhakar Cllr Sean Prendergast VACANCY <i>Cllr Dom Griffiths</i> <i>VACANCY</i>
Council Tax Setting Committee (5 Members)	Conservative	1 (1)	Cllr Terry Hone <i>Cllr Richard Thake</i>
	Labour & Co-Operative	2 (2)	Cllr Elizabeth Dennis Cllr Ian Albert <i>Cllr Sean Nolan</i> <i>Cllr Tamsin Thomas</i>
	Liberal Democrat	2 (2)	Cllr Matt Barnes VACANCY <i>Cllr Ruth Brown</i> <i>VACANCY</i>

Employment Committee (5 Members, including at least 1 member of Cabinet)	Conservative	1 (1)	Cllr David Levett <i>Cllr Terry Hone</i>
	Labour & Co-Operative	2 (2)	Cllr Elizabeth Dennis Cllr Ian Albert <i>Cllr Amy Allen</i> <i>Cllr Daniel Wright-Mason</i>
	Liberal Democrat	2 (2)	Cllr Raj Bhakar Cllr Keith Hoskins <i>Cllr Ruth Brown</i> VACANCY
Employment Appeals Committee (5 Members, who are not members of Employment Committee and at least 1 member of Cabinet)	Conservative	2 (2)	Cllr Richard Thake Cllr Mandi Tandi <i>Cllr Faye Frost</i> <i>Cllr Simon Bloxham</i>
	Labour & Co-Operative	2 (2)	Cllr Chris Hinchliff Cllr Tom Plater <i>Cllr Clare Billing</i> <i>Cllr Val Bryant</i>
	Liberal Democrat	1 (1)	Cllr Steve Jarvis <i>Cllr Sam Collins</i>
Joint Staff Consultative Committee (5 Members)	Conservative	2 (2)	Cllr Claire Strong Cllr Terry Hone <i>Cllr Michael Muir</i> <i>Cllr Richard Thake</i>
	Labour & Co-Operative	2 (2)	Cllr Tom Plater Cllr Elizabeth Dennis <i>Cllr Nigel Mason</i> <i>Cllr James Denselow</i>
	Liberal Democrat	1 (1)	Cllr Raj Bhakar Cllr Keith Hoskins <i>Cllr Ruth Brown</i>

Bodies not included in proportionality calculations

Committee/Panel	Party	Number of seats (subs)	2023/24 Nominees
Cabinet Panel on Environment (9 Members)	Conservative	3 (2)	Cllr Gerald Morris Cllr Michael Muir Cllr David Levett <i>Cllr Juan Cowell</i> <i>Cllr David Barnard</i>
	Labour & Co-Operative	3 (2)	Cllr Amy Allen Cllr Chris Hinchliff Cllr Cathy Brownjohn <i>Cllr Daniel Wright-Mason</i> <i>Cllr Tamsin Thomas</i>
	Liberal Democrat	3 (2)	Cllr Steve Jarvis Cllr Louise Peace Cllr Dom Griffiths <i>Cllr Bryony May</i> <i>VACANCY</i>
District Wide Community Facilities Capital and Revenue Grant Panel (10 Members)	Conservative	3	Cllr Adam Compton Cllr Fay Frost Cllr Richard Thake
	Labour & Co-Operative	4	Cllr Ian Albert Cllr Sean Nolan Cllr Tamsin Thomas Cllr Mick Debenham
	Liberal Democrat	3	Cllr Ruth Brown Cllr Keith Hoskins Cllr Matt Barnes
Joint Member Panel – LGC Heritage Foundation (All Letchworth Members)	Conservative	3	Cllr Simon Bloxham Cllr David Levett Cllr Terry Hone
	Labour & Co-Operative	8	Cllr Ian Mantle Cllr Tamsin Thomas

			Cllr Daniel Allen Cllr Daniel Marsh Cllr Mick Debenham Cllr Sean Nolan Cllr Amy Allen Cllr Tom Plater
	Liberal Democrat	2	Cllr Phil Weeder Cllr Sean Prendergast
Herts Growth Board (Leader of the Council)	Labour & Co-Operative	1	Cllr Elizabeth Dennis
	Liberal Democrat	(1)	<i>Cllr Ruth Brown</i>
Herts Growth Board Scrutiny Committee (1 Non-Cabinet Member)	Labour & Co-Operative	1	VACANCY
	Liberal Democrat	(1)	VACANCY
CCTV Partnership Joint Executive (3 Members of Cabinet)	Labour & Co-Operative	2	Cllr Alistair Willoughby Cllr Ian Albert
	Liberal Democrat	1	Cllr Keith Hoskins

Committee/Panel	Party	Number of seats (subs)	2023/24 Nominees
Cabinet Sub-Committee (Council Charities) (3 Members of Cabinet)	Labour & Co-Operative	2	Cllr Ian Albert Cllr Alistair Willoughby
	Liberal Democrat	1	Cllr Ruth Brown
Cabinet Sub-Committee (Local Authority Trading Companies Shareholder) (3 Members of Cabinet)	Labour & Co-Operative	2	Cllr Ian Albert Cllr Alistair Willoughby
	Liberal Democrat	1	Cllr Keith Hoskins

Area Forum	Party	Number of seats (subs)	2023/24 Members
Baldock and District Area Forum	Conservative	3	Cllr Michael Muir Cllr Michael Weeks Cllr Juan Cowell
	Labour & Co-Operative	1	Cllr Alistair Willoughby
	Liberal Democrat	2	Cllr Tom Tyson Cllr Steve Jarvis
Hitchin Area Forum	Conservative	1	Cllr Richard Thake
	Labour & Co-Operative	8	Cllr Ian Albert Cllr Elizabeth Dennis Cllr Val Bryant Cllr James Denselow Cllr Daniel Wright-Mason Cllr Nigel Mason Cllr Clare Billing Cllr Dave Winstanley
	Liberal Democrat	4	Cllr Keith Hoskins Cllr Chris Lucas Cllr Sam Collins Cllr Raj Bhakar
Letchworth Area Forum	Conservative	3	Cllr Simon Bloxham Cllr David Levett Cllr Terry Hone
	Labour & Co-Operative	8	Cllr Ian Mantle Cllr Tamsin Thomas Cllr Daniel Allen Cllr Daniel Marsh Cllr Mick Debenham Cllr Sean Nolan Cllr Amy Allen Cllr Tom Plater
	Liberal Democrat	2	Cllr Phil Weeder Cllr Sean Prendergast

Royston and District Area Forum	Conservative	2	Cllr Adam Compton Cllr Gerald Morris
	Labour & Co-Operative	2	Cllr Cathy Brownjohn Cllr Chris Hinchliff
	Liberal Democrat	3	Cllr Ruth Brown Cllr Bryony May Cllr Matt Barnes
Southern Rural Area Forum	Conservative	6	Cllr Claire Strong Cllr Mandi Tandi Cllr Ralph Muncer Cllr David Barnard Cllr Faye Frost Cllr Ian Moody
	Labour & Co-Operative	0	
	Liberal Democrat	4	Cllr Lisa Nash Cllr Dominic Griffiths Cllr Terry Tyler Cllr Louise Peace

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Agenda Item 9

APPENDIX A

APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES 2023-2024

COMMITTEE	PROPOSED CHAIR	PROPOSED VICE-CHAIR
Overview & Scrutiny Committee	Cllr Adam Compton	Cllr Val Bryant
Finance, Audit & Risk Committee	Cllr Sean Nolan	Cllr Terry Tyler
Licensing & Regulation Committee	Cllr Tom Tyson	Cllr Daniel Allen
Joint Staff Consultative Committee	Cllr Elizabeth Dennis	Cllr Raj Bhakar
Planning Control Committee	Cllr Val Bryant	Cllr Tom Tyson
Council Tax Setting Committee	Cllr Ian Albert	Cllr Ruth Brown
Standards Committee	Cllr Ruth Brown	TBC
Employment Committee	Cllr Elizabeth Dennis	Cllr Keith Hoskins
Employment Appeals Committee	Cllr Clare Billing	Cllr Steve Jarvis

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Agenda Item 13

NOMINATION OF REPRESENTATIVES OF THE COUNCIL ON OUTSIDE BODIES AND ORGANISATIONS **2023/24**

Nominees highlighted are to be confirmed at Annual Council on Thursday 25 May 2023

Organisation	Representative	Date of Retirement	Term of Office	Nominees
Baldock Community Forum Community Interest Company	Cllr A Willoughby	2023	1	Cllr J Cowell Cllr A Willoughby
Baldock Town Twinning Association	Cllr M. Weeks Cllr J Cowell	2023 2023	1 1	Cllr M Weeks Cllr J Cowell Cllr A Willoughby
Baldock United Almshouses Charities	Cllr J Cowell Cllr M Muir Cllr M Weeks	2023 2023 2023	1 1 1	Cllr J Cowell Cllr M Muir Cllr M Weeks Cllr A Willoughby
Baldock Youth and Community Association	Cllr J Cowell Cllr M Weeks Cllr A Willoughby	2023 2023 2023	1 1 1	Cllr J Cowell Cllr M Weeks Cllr A Willoughby
Bedford and River Ivel Internal Drainage Board	Cllr S Jarvis (Executive Member)	2023	1	Cllr S Jarvis
British Schools Museum	Cllr K Hoskins	2023	1	Cllr K Hoskins
Charles Collison Trust	Cllr I Albert	2023	1	Cllr I Albert
Chilterns Conservation Board	Cllr S Jarvis (Executive Member)	2023	1	Cllr S Jarvis
Citizens Advice North Herts	Cllr R Brown Cllr I Mantle Cllr J Green	2023 2023 2023	1 1 1	Cllr L Peace Cllr D Marsh Cllr S Bloxham Cllr D Levett
East of England Leaders Group	Cllr E Dennis-Harburg (Leader of the Council) Sub Cllr R Brown (Deputy Leader of the Council)	2023 2023	1 1	Cllr E Dennis Cllr R Brown (sub)
Grange Fellowship Community Association	Cllr D Allen Cllr M Derbyshire Cllr S Bloxham	2023 2023 2023	1 1 1	Cllr D Allen Cllr D Marsh XXX
Hertfordshire Building Preservation Trust	Cllr J Green	2023	1	Cllr D Levett
Hertfordshire Community Covenant Board	Vacant (Executive Member for Community Engagement)	Vacant	1	Cllr A Willoughby
Hertfordshire Climate Change and Sustainability Partnership	Cllr S Jarvis	2023	1	Cllr S Jarvis
Hertfordshire Health Scrutiny Committee ¹	Cllr V Bryant Sub	2023	1 1	Cllr V Bryant Cllr D Levett (sub)
Hertfordshire Waste Partnership	Cllr A Allen (Executive Member for Recycling & Waste Management) Sub Cllr Tom Tyson (Deputy Executive Member for Recycling and Waste Management)	2023 2023	1 1	Cllr A Allen Cllr T Tyson (sub)
Herts Leaders' Group	Cllr E Dennis-Harburg (Leader of the Council) Sub Cllr R Brown (Deputy Leader of the Council)	2023 2023	1 1	Cllr E Dennis Cllr R Brown (sub)
Hitchin BID	Cllr K Hoskins	2023	1	Cllr K Hoskins
Hitchin Charity School Endowment	Cllr V Bryant	2023	1	Cllr V Bryant
Hitchin Cow Common Trust	Cllr I Albert	2023	1	Cllr I Albert

¹ NB. Cannot be an Executive Member and must be a Member of Overview and Scrutiny Also, cannot be a staff member of Hertfordshire County Council or a staff member or board member of any Hertfordshire Health Trust.

Hitchin Educational Foundation	Cllr K Hoskins Cllr R Thake Cllr I Albert Cllr C Strong Vacant	2023 2025 2025 2024 Vacant	4 4 4 4 4	Cllr K Hoskins Cllr R Thake Cllr I Albert Cllr C Strong XXX
Hitchin Initiative	Chairman of Hitchin Committee	2023	1	Chair of Hitchin Forum
Hitchin Senior Citizens Welfare Committee	Cllr C Billing Cllr Hoskins Cllr Thake	2023 2023 2023		Now defunct
Hitchin Town Band Committee	Cllr E Dennis-Harburg	2023	1	Cllr N Mason
Hitchin Town Twinning	Cllr I Albert Cllr S Collins	2023 2023	1 1	Cllr S Collins Cllr I Albert
Hitchin United Charities	Cllr I Albert Cllr R Thake Cllr T Tyler Cllr C Strong Cllr V Bryant	2023 2023 2024 2023 2024	1 1 3 1 3	XXX Cllr R Thake Cllr T Tyler Cllr C Strong Cllr V Bryant
Howard Garden Social and Day Care Centre	Cllr P Weeder Cllr M Muir Cllr S Nolan	2023 2023 2023	1 1 1	Cllr P Weeder Cllr M Muir Cllr T Thomas
Jackmans Community Association	Cllr S Nolan Cllr D Levett Cllr A Ruggiero-Cakir	2023 2023 2023	1 1 1	Cllr S Nolan Cllr D Levett Cllr M Debenham
King George V Playing Fields User Group	Cllr I Albert Cllr C Lucas Cllr R Thake Cllr J Denselow	2023 2023 2023 2023	1 1 1 1	Cllr I Albert Cllr C Lucas Cllr R Thake Cllr D Winstanley
Knebworth House Education and Preservation Trust	Chair of the Council	2023	1	Chair of Council
Knebworth Twinning Association	Cllr L Nash	2023	1	Cllr L Nash
Knebworth Village Trust	Cllr M Tandi Cllr L Nash	2023 2023	1 1	Cllr M Tandi Cllr L Nash
Letchworth Civic Trust	Cllr D Allen Cllr P Weeder	2023 2023	1 1	Cllr S Bloxham Cllr P Weeder Cllr D Allen
Letchworth Garden City BID	Cllr D Allen	2023	1	Cllr S Bloxham Cllr D Allen
Letchworth Garden City Heritage Foundation	Cllr I Mantle	2024	The term of office of the person appointed	Cllr I Mantle
Letchworth Garden City Town Twinning Association	Cllr P Weeder	2023	1	Cllr P Weeder
Letchworth Sustainability Forum	Cllr A Allen	2023		Now defunct
London Luton Airport Consultative Committee	Cllr S Collins	2023	1	Cllr S Jarvis Cllr M Muir
North Hertfordshire Centre for Voluntary Service	Cllr M Derbyshire Cllr R Brown Vacant	2023 2023 Vacant	1 1 1	Cllr D Levett Cllr V Bryant XXX
North Herts Minority Ethnic Forum	Cllr A Ruggiero-Cakir	2023	1	Cllr C Brownjohn
Parking Traffic Regulations Outside London (PATROL) Adjudication Joint Committee	Cllr R Brown	2023	1	Cllr R Brown
Police and Crime Panel	Cllr S North Sub: Vacant	2023 Vacant	1 1	Cllr R Muncer Cllr A Willoughby Cllr V Bryant (sub)
Rands Educational Foundation	Cllr C Strong	May 2025	4	No longer appointing representative
Royston & District Community Transport Scheme	Cllr T Hunter	2023	1	Cllr R Brown

Royston Community Association	Cllr A Compton Cllr T Hunter Cllr C Stanier	2023 2023 2023	1 1 1	Cllr R Brown Cllr C Brownjohn XXX
Royston First Advisory Council (BID)	Cllr R Brown	2023	1	Cllr R Brown
Royston Old People's Day Centre Committee (Royston Old Barn)	Cllr T Hunter	2023	1	Cllr R Brown Cllr C Brownjohn
Royston Town Twinning Association	Cllr A Compton	2023	1	Cllr A Compton Cllr C Brownjohn
St. Michaels Mount Community Centre, Hitchin – Management Committee	Cllr E Dennis-Harburg Cllr J Denselow Vacant	2023 2023 Vacant	1 1 1	Cllr J Denselow Cllr E Dennis Cllr D Wright-Mason
Survivors Against Domestic Abuse (SADA)	Cllr S Prendergast	2023	1	Cllr S Prendergast
Walsworth Community Association	Cllr J Denselow Cllr E Dennis-Harburg Cllr K Tart	2023 2023 2023	1 1 1	Cllr J Denselow Cllr E Dennis Cllr D Wright-Mason
Westmill Community Centre, Hitchin – Management Committee	Vacant	Vacant	1	Cllr C Billing

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