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NORTH HERTFORDSHIRE DISTRICT COUNCIL COUNCIL

THURSDAY, 23RD MAY, 2024

SUPPLEMENTARY AGENDA

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

Agenda No **Item**

8. **APPOINTMENT OF THE DEPUTY LEADER OF COUNCIL AND MEMBERS OF THE CABINET FOR 2024/25** (Pages 3 - 4)

REPORT OF THE DEMOCRATIC SERVICES MANAGER

To inform the Council of the Leader's appointment of members of the Cabinet for 2024/25.

Appendix A Included as supplementary document.

9. **APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2024/25** (Pages 5 - 14)

REPORT OF THE DEMOCRATIC SERVICES MANAGER

To inform the Council of the appointment of members of Committees for 2024/25.

Appendix B included as supplementary document.

10. **APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2024/25** (Pages 15 - 16)

REPORT OF THE DEMOCRATIC SERVICES MANAGER

To inform the Council of the appointment of Chairs and Vice Chairs for 2024/25

Appendix A Included as supplementary document.

14. **NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2024/25** (Pages 17 - 20)

REPORT OF THE DEMOCRATIC SERVICES MANAGER

To present a list to Council setting out the nomination of representatives on Outside Organisations and Other Bodies for 2024/25.

Appendix A Included as supplementary document.

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APPOINTMENT OF MEMBERS OF THE CABINET 2024/25

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.

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:

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.

PORTFOLIO	CABINET EXECUTIVE MEMBER	WARD
Planning and Transport	Cllr Chris Hinchliff	Royston Palace
Finance and IT	Cllr Ian Albert	Hitchin Bearton
Community / Partnerships	Cllr Val Bryant	Hitchin Bearton
Enterprise and Arts	Cllr Tamsin Thomas	Letchworth South East
Recycling and Waste Management	Cllr Amy Allen	Letchworth Wilbury
Environment, Leisure and Green Spaces	Cllr Mick Debenham	Letchworth South East
Housing and Environmental Health	Cllr Dave Winstanley	Hitchin Bearton

Councillor Daniel Allen
Leader of the Council
23 May 2024

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APPOINTMENT OF MEMBERS OF COMMITTEES FOR 2024/25

NORTH HERTFORDSHIRE COUNCIL

CONSTITUTION OF COMMITTEES, SUB-COMMITTEES, WORKING GROUPS AND PANELS 2024/2025

Set out below are the proposed Members of the Committees, Sub-Committees, Working Groups and Panels for the Civic Year 2024-2025

Each committee/panel is with the numbers provisionally allocated, on a proportional basis, to each group for 2024/25. The proportionality calculations are included as Appendix A.

N.B. Any changes to Members appointed by Annual Council to Committees, Sub-Committee, Panels, Boards and outside bodies or as substitutes throughout the civic year should be notified in writing to the Service Director/Democratic Services Manager for consultation with Group Leaders as per 14.6.9 (a) (xix) of the Council's Constitution.

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

Committee	Party	Number of seats (subs)	2024/25 Nominees (subs)
Overview and Scrutiny Committee (12 Members)	Conservative	2 (2)	Ralph Muncer Martin Prescott <i>Claire Strong</i> <i>David Barnard</i>
	Labour & Co-Operative	5 (3)	Tina Bhartwas Elizabeth Dennis Daniel Wright-Mason Laura Williams Donna Wright <i>Vijaiya Poopalasingham</i> <i>Clare Billing</i> <i>Emma Fernandes</i>
	Liberal Democrat	5 (3)	Matt Barnes Tom Tyson Jon Clayden Louise Peace Claire Winchester <i>Sean Prendergast</i> <i>Keith Hoskins</i> <i>David Chalmers</i>
Finance, Audit and Risk Committee (7 Members)	Conservative	1 (1)	Steve Patmore <i>Ralph Muncer</i>
	Labour & Co-Operative	4 (3)	Sean Nolan Vijaiya Poopalasingham Tina Bhartwas Stewart Willoughby <i>Daniel Wright Mason</i> <i>Nigel Mason</i> <i>Cathy Brownjohn</i>

	Liberal Democrat	3 (3)	Paul Ward Dominic Griffiths Ruth Brown <i>Claire Winchester</i> <i>Sam Collins</i> <i>Caroline McDonnell</i>
Planning Control Committee (12 Members)	Conservative	1 (1)	Michael Muir <i>Martin Prescott</i>
	Labour & Co-Operative	6 (3)	Elizabeth Dennis Nigel Mason Emma Fernandes Sadie Billing VACANCY VACANCY <i>Ian Mantle</i> <i>Mick Debenham</i> <i>Val Bryant</i>
	Liberal Democrat	5 (3)	Caroline McDonnell Ruth Brown Louise Peace Tom Tyson Bryony May <i>Jon Clayden</i> <i>Steve Jarvis</i> <i>Keith Hoskins</i>
Licensing and Regulation Committee (up to 15 Members)	Conservative	2	David Barnard Steve Patmore
	Labour & Co-Operative	7	Alistair Willoughby Ian Albert Elizabeth Dennis Stewart Willoughby Amy Allen Emma Rowe Nigel Mason

	Liberal Democrat	6	Ruth Brown Sean Prendergast Keith Hoskins Lisa Nash Tim Johnson Bryony May
Standards Committee (13 Members) Independent Person, two Reserve Independent Persons (advisory roles) 2 Parish Council Members – non- voting co-optees	Conservative	1 (1)	Michael Muir <i>David Barnard</i>
	Labour & Co-Operative	6 (3)	Ian Albert Val Bryant Vijaiya Poopalasingham Elizabeth Dennis Alistair Willoughby Emma Rowe <i>Clare Billing</i> <i>Emma Fernandes</i> <i>Donna Wright</i>
	Liberal Democrat	5 (3)	Sean Prendergast Tom Tyson Dominic Griffiths Ruth Brown Keith Hoskins <i>Paul Ward</i> <i>Sam Collins</i> <i>Caroline McDonnell</i>
Council Tax Setting Committee (5 Members)	Conservative	1 (1)	Ralph Muncer <i>David Barnard</i>
	Labour & Co-Operative	3 (3)	Ian Albert Val Bryant Alistair Willoughby <i>Rhona Cameron</i> <i>Stewart Willoughby</i> <i>Sean Nolan</i>
	Liberal Democrat	1 (1)	Ruth Brown <i>Lisa Nash</i>

Employment Committee (5 Members, including at least 1 member of Cabinet)	Conservative	1 (1)	Claire Strong <i>Joe Graziano</i>
	Labour & Co-Operative	2 (2)	Daniel Allen Emma Rowe <i>Val Bryant</i> <i>Rhona Cameron</i>
	Liberal Democrat	1 (1)	Ruth Brown <i>Keith Hoskins</i>
Employment Appeals Committee (5 Members, who are not members of Employment Committee and at least 1 member of Cabinet)	Conservative	1 (1)	Joe Graziano <i>Michael Muir</i>
	Labour & Co-Operative	2 (2)	Chris Hinchliff Nigel Mason <i>Daniel Wright-Mason</i> <i>Ian Albert</i>
	Liberal Democrat	1 (1)	Keith Hoskins <i>Lisa Nash</i>
Joint Staff Consultative Committee (5 Members)	Conservative	1 (1)	Claire Strong <i>Joe Graziano</i>
	Labour & Co-Operative	3 (3)	Rhona Cameron Daniel Allen Val Bryant <i>Nigel Mason</i> <i>Sadie Billing</i> <i>Chris Hinchliff</i>
	Liberal Democrat	1 (1)	Ruth Brown <i>Dominic Griffiths</i>

Bodies not included in proportionality calculations

Committee/Panel	Party	Number of seats (subs)	2024/25 Nominees
Cabinet Panel on Environment (9 Members)	Conservative	3 (3)	Joe Graziano Claire Strong VACANCY <i>VACANCY</i> <i>VACANCY</i> <i>VACANCY</i>
	Labour & Co-Operative	3 (3)	Amy Allen Mick Debenham Tina Bhartwas <i>Daniel Wright-Mason</i> <i>Emma Fernandes</i> <i>Donna Wright</i>
	Liberal Democrat	3 (3)	Bryony May Dominic Griffiths Lisa Nash <i>Paul Ward</i> <i>Claire Winchester</i> <i>Caroline McDonnell</i>
District Wide Community Facilities Capital and Revenue Grant Panel (10 Members)	Conservative	1	Joe Graziano
	Labour & Co-Operative	5	Vijaiya Poopalasingham Alistair Willoughby Tina Bhartwas Ian Albert Emma Rowe
	Liberal Democrat	4	Paul Ward Dominic Griffiths Lisa Nash Ruth Brown

Joint Member Panel – LGC Heritage Foundation (All Letchworth Members)	Conservative	0	
	Labour & Co-Operative	9	Daniel Allen Amy Allen Mick Debenham Tamsin Thomas Ian Mantle Sadie Billing Emma Fernandes Sean Nolan Tina Bhartwas
	Liberal Democrat	3	Sean Prendergast David Chalmers Claire Winchester
Herts Growth Board (Leader of the Council)	Labour & Co-Operative	1 (1)	Daniel Allen VACANCY
Herts Growth Board Scrutiny Committee (1 Non-Cabinet Member)	Labour & Co-Operative	1	Elizabeth Dennis
CCTV Partnership Joint Executive (3 Members of Cabinet)	Labour & Co-Operative	3	Ian Albert Val Bryant Mick Debenham
Constitutional & Governance Working Group (3 members, Party Group Leaders)	Conservative	1	Ralph Muncer
	Labour & Co-Operative	1	Daniel Allen
	Liberal Democrat	1	Ruth Brown
Community Governance Review Working Group (3 members, Party Group Leaders)	Conservative	1	Ralph Muncer
	Labour & Co-Operative	1	Daniel Allen
	Liberal Democrat	1	Ruth Brown

Cabinet Sub-Committee (Council Charities) (3 Members of Cabinet)	Labour & Co-Operative	3	Amy Allen Dave Winstanley Mick Debenham
Cabinet Sub-Committee (Local Authority Trading Companies Shareholder) (3 Members of Cabinet)	Labour & Co-Operative	3	Ian Albert Val Bryant Tamsin Thomas

Community Forums

Community Forum	Party	Number of seats	2024/25 Members
Baldock and District Community Forum (7 members)	Conservative	1	Cllr Michael Muir
	Labour & Co-Operative	4	Cllr Emma Rowe Cllr Alistair Willoughby Cllr Stewart Willoughby Cllr Rhona Cameron
	Liberal Democrat	2	Cllr Tom Tyson Cllr Steve Jarvis
Hitchin Community Forum (12 members)	Conservative	0	
	Labour & Co-Operative	8	Cllr Ian Albert Cllr Elizabeth Dennis Cllr Nigel Mason Cllr Daniel Wright-Mason Cllr Donna Wright Cllr Val Bryant Cllr Dave Winstanley Cllr Clare Billing
	Liberal Democrat	4	Cllr Chris Lucas Cllr Keith Hoskins Cllr Sam Collins Cllr Jon Clayden
Letchworth Community Forum (12 members)	Conservative	0	
	Labour & Co-Operative	9	Cllr Daniel Allen Cllr Amy Allen Cllr Mick Debenham Cllr Tamsin Thomas Cllr Ian Mantle Cllr Sadie Billing Cllr Emma Fernandes Cllr Sean Nolan Cllr Tina Bhartwas

	Liberal Democrat	3	Cllr Sean Prendergast Cllr David Chalmers Cllr Claire Winchester
Royston and District Community Forum (8 members)	Conservative	1	Cllr Martin Prescott
	Labour & Co-Operative	2	Cllr Chris Hinchliff Cllr Cathy Brownjohn
	Liberal Democrat	5	Cllr Ruth Brown Cllr Matt Barnes Cllr Ruth Clifton Cllr Tim Johnson Cllr Bryony May
Southern Rural Community Forum (12 members)	Conservative	5	Cllr Ralph Muncer Cllr Claire Strong Cllr David Barnard Cllr Joe Graziano Cllr Steven Patmore
	Labour & Co-Operative	2	Cllr Vijaiya Poopalasingham Cllr Laura Williams
	Liberal Democrat	5	Cllr Dominic Griffiths Cllr Louise Peace Cllr Caroline McDonnell Cllr Lisa Nash Cllr Paul Ward

Agenda Item 10

APPENDIX A

APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES 2024-2025

COMMITTEE	PROPOSED CHAIR	PROPOSED VICE-CHAIR
Overview & Scrutiny Committee	Matt Barnes (Lib Dem)	Tom Tyson (Lib Dem) Martin Prescott (Con)
Finance, Audit & Risk Committee	Sean Nolan (L&C)	Vijaiya Poopalasingham (L&C)
Licensing & Regulation Committee	Alistair Willoughby (L&C)	Emma Rowe (L&C)
Joint Staff Consultative Committee	Daniel Allen (L&C)	
Planning Control Committee	Elizabeth Dennis (L&C)	Nigel Mason (L&C)
Council Tax Setting Committee	Ian Albert (L&C)	Val Bryant (L&C)
Standards Committee	Alistair Willoughby (L&C)	
Employment Committee		
Employment Appeals Committee		

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Agenda Item 14

NOMINATION OF REPRESENTATIVES OF THE COUNCIL ON OUTSIDE BODIES AND ORGANISATIONS **2024/25**

Where more than the appointees required have been nominated, a vote will be required at Annual Council.
Where this is the case, it has been highlighted in red.

Organisation	23/24 Representative	Date of Retirement	Term of Office	24/25 Nominees
Baldock Community Forum Community Interest Company	Cllr A Willoughby	2024	1	Cllr A Willoughby
Baldock Town Twinning Association	Cllr J Cowell Cllr A Willoughby	2024 2024	1 1	Cllr M Muir Cllr A Willoughby Cllr S Willoughby
Baldock United Almshouses Charities	Cllr M Muir Cllr M Weeks Cllr A Willoughby	2024 2024 2024	1 1 1	Cllr M Muir Cllr A Willoughby Cllr S Willoughby Cllr E Rowe
Baldock Youth and Community Association	Cllr J Cowell Cllr M Weeks Cllr A Willoughby	2024 2024 2024	1 1 1	Cllr M Muir Cllr A Willoughby Cllr S Willoughby Cllr E Rowe
Bedford and River Ivel Internal Drainage Board	Cllr S Jarvis (Executive Member)	2024	1	Cllr A Willoughby
British Schools Museum	Cllr K Hoskins	2024	1	Cllr J Clayden
Charles Collison Trust	Cllr I Albert	2024	1	Cllr I Albert
Chilterns Conservation Board	Cllr S Jarvis (Executive Member)	2024	1	Cllr M Debenham
Citizens Advice North Herts	Cllr L Peace Cllr D Marsh Cllr S Bloxham	2024 2024 2024	1 1 1	Cllr J Graziano Cllr L Peace Cllr V Poopalasingham
East of England Leaders Group	Cllr E Dennis (Leader of the Council) Sub Cllr R Brown (Deputy Leader of the Council)	2024 2024	1 1	Leader of Council Sub – Deputy Leader of Council
Grange Fellowship Community Association	Cllr D Allen Cllr D Marsh Vacant	2024 2024 Vacant	1 1 1	Cllr E Fernandes Cllr I Mantle Cllr T Bhartwas
Hertfordshire Building Preservation Trust	Cllr D Levett	2024	1	Cllr E Fernandes
Hertfordshire Community Covenant Board	Cllr A Willoughby	2024	1	Cllr V Bryant
Hertfordshire Climate Change and Sustainability Partnership	Cllr S Jarvis	2024	1	Cllr M Debenham
Hertfordshire Health Scrutiny Committee ¹	Cllr V Bryant Sub Cllr D Levett	2024	1 1	Cllr J Clayden Cllr T Bhartwas Sub: Cllr D Wright
Hertfordshire Waste Partnership	Cllr A Allen (Executive Member for Recycling & Waste Management) Sub Cllr Tom Tyson (Deputy Executive Member for Recycling and Waste Management)	2024 2024	1 1	Cllr A Allen Sub: Cllr D Winstanley
Herts Leaders' Group	Cllr E Dennis (Leader of the Council) Sub Cllr R Brown (Deputy Leader of the Council)	2024 2024	1 1	Leader of Council Sub: Deputy Leader of Council
Hitchin BID	Cllr K Hoskins	2024	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 Charity School Endowment	Cllr V Bryant	2024	1	Cllr V Bryant
Hitchin Cow Common Trust	Cllr I Albert	2024	1	Cllr I Albert
Hitchin Educational Foundation	Cllr K Hoskins Cllr R Thake Cllr C Strong Vacant Cllr I Albert	2024 2025 2024 2025	4 4 4 4	Cllr K Hoskins Cllr D Wright Cllr C Strong Cllr D Wright-Mason Cllr I Albert
Hitchin Initiative	Chair of Hitchin Forum	2024	1	Chair of Hitchin Community Forum
Hitchin Town Band Committee	Cllr N Mason	2024	1	Cllr N Mason
Hitchin Town Twinning	Cllr S Collins Cllr I Albert	2024 2024	1 1	Cllr I Albert Cllr J Clayden
Hitchin United Charities	Vacant Cllr R Thake Cllr T Tyler Cllr C Strong Cllr V Bryant	Vacant 2024 2024 2024 2024	1 1 3 1 3	Cllr K Hoskins Cllr I Albert Cllr D Winstanley Cllr C Strong Cllr V Bryant
Howard Garden Social and Day Care Centre	Cllr P Weeder Cllr M Muir Cllr T Thomas	2024 2024 2024	1 1 1	Cllr D Chalmers Cllr T Thomas VACANT
Jackmans Community Association	Cllr S Nolan Cllr D Levett Cllr M Debenham	2024 2024 2024	1 1 1	Cllr S Nolan Cllr M Debenham VACANT
King George V Playing Fields User Group	Cllr I Albert Cllr C Lucas Cllr R Thake Cllr D Winstanley	2024 2024 2024 2024	1 1 1 1	Cllr I Albert Cllr N Mason Cllr D Winstanley VACANT
Knebworth House Education and Preservation Trust	Chair of the Council	2024	1	Chair of the Council
Knebworth Twinning Association	Cllr L Nash	2024	1	Cllr P Ward
Knebworth Village Trust	Cllr M Tandi Cllr L Nash	2024 2024	1 1	Cllr P Ward Cllr L Nash
Letchworth Civic Trust	Cllr P Weeder Cllr D Allen	2024 2024	1 1	Cllr C Winchester Cllr E Fernandes Cllr D Allen
Letchworth Garden City BID	Cllr D Allen	2024	1	Cllr S Prendergast Cllr T Thomas
Letchworth Garden City Heritage Foundation	Cllr I Mantle	2024	The term of office of appointee	Cllr S Prendergast Cllr I Mantle
Letchworth Garden City Town Twinning Association	Cllr P Weeder	2024	1	Cllr D Chalmers Cllr M Debenham
London Luton Airport Consultative Committee	Cllr S Jarvis	2024	1	Cllr S Collins Cllr M Debenham
North Hertfordshire Centre for Voluntary Service	Cllr D Levett Cllr V Bryant Vacant	2024 2024 2024	1 1 1	Cllr J Graziano Cllr V Bryant Cllr R Brown
North Herts Minority Ethnic Forum	Cllr C Brownjohn	2024	1	Cllr C Brownjohn
Parking Traffic Regulations Outside London (PATROL) Adjudication Joint Committee	Cllr R Brown	2024	1	Cllr C Hinchliff
Police and Crime Panel	Cllr A Willoughby Sub Cllr V Bryant	2024 2024	1 1	Cllr S Prendergast Cllr V Bryant Sub: Cllr V Poopalasingham
Royston & District Community Transport Scheme	Cllr R Brown	2024	1 1	Cllr M Barnes
Royston Community Association	Cllr R Brown Cllr C Brownjohn Vacant	2024 2024 2024	1 1 1	Cllr R Brown Cllr C Brownjohn VACANT
Royston First Advisory Council (BID)	Cllr R Brown	2024	1	Cllr R Brown
Royston Old People's Day Centre Committee (Royston Old Barn)	Cllr C Brownjohn	2024	1	Cllr Bryony May Cllr C Brownjohn

Royston Town Twinning Association	Cllr C Brownjohn	2024	1	Cllr C Brownjohn
St. Michaels Mount Community Centre, Hitchin – Management Committee	Cllr J Denselow	2024	1	Cllr D Wright
	Cllr E Dennis	2024	1	Cllr E Dennis
	Cllr D Wright-Mason	2024	1	Cllr D Wright-Mason
Survivors Against Domestic Abuse (SADA)	Cllr S Prendergast	2024	1	Cllr E Dennis
Walsworth Community Association	Cllr J Denselow	2024	1	Cllr D Wright
	Cllr E Dennis	2024	1	Cllr E Dennis
	Cllr D Wright-Mason	2024	1	Cllr D Wright-Mason
Westmill Community Centre, Hitchin – Management Committee	Cllr C Billing	2024	1	Cllr C Billing

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