

# Public Document Pack

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### MINUTES

Meeting of the Council held in the This will be a virtual meeting  
on Thursday, 4th June, 2020 at 7.30 pm

**PRESENT:** Councillors: Jean Green (Chair), Terry Tyler (Vice-Chair), Ian Albert, Daniel Allen, Kate Aspinwall, David Barnard, Clare Billing, Judi Billing, John Bishop, Ruth Brown, Val Bryant, Paul Clark, Sam Collins, Bill Davidson, George Davies, Steve Deakin-Davies, Elizabeth Dennis-Harburg, Morgan Derbyshire, Faye Frost, Gary Grindal, Simon Harwood, Terry Hone, Keith Hoskins, Mike Hughson, Tony Hunter, Steve Jarvis, David Levett, Ian Mantle, Jim McNally, Ian Moody, Gerald Morris, Michael Muir, Lisa Nash, Sue Ngwala, Sam North, Helen Oliver, Sean Prendergast, Mike Rice, Adem Ruggiero-Cakir, Val Shanley, Carol Stanier, Martin Stears-Handscomb, Claire Strong, Kay Tart, Richard Thake, Tom Tyson and Michael Weeks

**IN ATTENDANCE:** David Scholes (Chief Executive), Anthony Roche (Managing Director), Jeanette Thompson (Service Director - Legal and Community), Melanie Stimpson (Democratic Services Manager), Hilary Dineen (Committee, Member and Scrutiny Manager) and Matthew Hepburn (Committee, Member and Scrutiny Officer)

#### 1 WELCOME AND INTRODUCTION

*Audio Recording - 1 minute 33 seconds*

The Chair welcomed everyone to this virtual Council meeting that was being conducted with Members and Officers at various locations, communicating via audio/video and online and advised that there was the opportunity for the public and press to listen and view proceedings.

The Committee, Member and Scrutiny Manager gave advice regarding the following:

##### Attendance

A roll call was undertaken to confirm that the required Members were present and could hear and be heard.:

##### Live Streaming

The meeting was being streamed live on the Council's You Tube channel and also recorded on Zoom. If live streaming failed the meeting would adjourn. If the live stream could not be restored within a reasonable period then the remaining business would be considered at a time and date fixed by the Chair. If the Chair did not fix a date, the remaining business would be considered at the next ordinary meeting.

Please stay in view of the camera at all times.

If for any reason the meeting was not quorate an Officer would notify attendees by interjecting the meeting. The meeting would adjourn immediately. Once the meeting was quorate the meeting would resume. If connection could not be restored within a reasonable period, then the remaining business would be considered at a time and date fixed by the Chair. If the Chair did not fix a date, the remaining business would be considered at the next ordinary meeting.

Only Members present for the entire debate and consideration of an item were entitled to vote. If technology failed for a Member during the debate and they rejoined the meeting, they would not be able to vote on that item.

### Noise interference

The Committee, Member and Scrutiny Manager requested that mobile phones and other noise emitting devices be muted.

The mute button on tablets or computers should be activated when not speaking. If cameras were activated, please be mindful that others can see you.

Members would be invited to address Council by the Chair - please show respect to each other and do not talk over someone who is already speaking or interject uninvited.

### Rules of Debate

If a Member wished to speak they should use the raise hand button and unmute their microphone before speaking.

Members were reminded that the normal procedure rules in respect of debate and times to speak would apply:

No speeches may be made after the mover has moved a proposal and explained the purpose of it until the motion has been seconded.

When seconding a motion or amendment, a Member may reserve their speech until later in the debate.

The mover of an amendment had no right of reply.

Members were reminded that, In accordance with the Constitution, no speech should exceed five minutes without the consent of the Chair

If a Member had a closure motion, personal explanation or point of order, they should interject the meeting at an appropriate time and wait for the Chair's invitation to address the meeting.

If any of the Officers needed to address Council at any point during proceedings, to aid discussions, they should respectfully interject and await a response before addressing the Chair.

### Voting

When satisfied that there has been sufficient debate the Chair would request that the Committee, Member and Scrutiny Manager read out the recommendation that Members would be voting upon.

When requested to vote, voting would be via the Green tick for "Yes", Red Cross for "No" and Blue Raise Hand for "abstain", located in the participants section at the bottom of the screen. To enable the votes to be counted, votes should not be cleared until requested to do so.

Details of how Members voted would not be kept or minuted unless a Recorded Vote was requested or an individual requested that their vote be recorded, and it would not be heard or seen on the audio and YouTube recordings of the meeting.

The Committee, Member and Scrutiny Manager would clearly state the result of the vote and the Chair would proceed to the next agenda item.

In the event of a tied vote the Chair would have the casting vote.

The Chairman of the Council, Councillor Jean Green started the meeting proper.

**2 FORMER CHAIRMAN OF THE COUNCIL ALAN MILLARD**

*Audio Recording – 11 minutes 7 seconds*

The Chairman of the Council, Leader of the Council and Councillors Clark, Levett and Muir paid tribute to former Chairman of the Council Alan Millard who passed away on Saturday 30 May 2020.

A Minutes silence was held in his memory.

**3 ELECTION OF CHAIR OF THE COUNCIL FOR THE CIVIC YEAR 2020/21**

*Audio Recording – 19 minutes 25 seconds*

It was proposed by Councillor Paul Clark and seconded by Councillor Steve Jarvis that Councillor Terry Tyler be elected Chair of North Herts District Council for the Civic Year 2020/21.

There being no other nominations it was:

**RESOLVED:** That Councillor Terry Tyler be elected Chair of North Herts District Council for the Civic Year 2020/21

Councillor Jean Green, outgoing Chairman of the Council, welcomed Councillor Terry Tyler and Chair of the Council.

Councillor Terry Tyler read and signed the Declaration of Acceptance of Office of Chair of the Council. He thanked the Council for electing him as Chair of the Council and announced that his Consort would be Mrs Deborah Freeman.

Councillor Terry Tyler asked Council to formerly thank Councillor Jean Green for her work as Chairman of the Council in the Civic Year 2019-2020.

Upon the vote it was

**RESOLVED:** That the Council places on record its sincere thanks and appreciation to Councillor Jean Green for her service as Chairman of the Council during the past year and also her consort, Mr James Graft, for giving help and support during her term of office.

Councillor Terry Tyler took the chair for the rest of the meeting.

**4 APOLOGIES FOR ABSENCE**

*Audio Recording – 24 minutes 7 seconds*

There were no apologies for absence

## 5 ELECTION OF VICE-CHAIR OF THE COUNCIL FOR THE CIVIC YEAR 2020/21

*Audio Recording – 24 minutes 46 seconds*

It was proposed by Councillor Martin Stears-Handscomb and seconded by Councillor Kate Aspinwall that Councillor Val Bryant be elected Vice-Chair of North Herts District Council for the Civic Year 2020/21.

It was proposed by Councillor David Levett and seconded by Councillor Tony Hunter that Councillor David Barnard be elected Vice-Chair of North Herts District Council for the Civic Year 2020/21.

Upon the vote it was

**RESOLVED:** That Councillor Val Bryant be elected Vice-Chair of North Herts District Council for the Civic Year 2020/21.

Councillor Val Bryant read and signed the Declaration of Acceptance of Office of Chair of the Council. She thanked the Council for electing her as Vice-Chair of the Council and announced that her Consort would be Mr Stewart Bryant.

## 6 CHAIR'S ANNOUNCEMENTS

*Audio Recording – 29 minutes 13 seconds*

### (1) Audio Recording

In accordance with Council policy this meeting was being audio recorded as well as filmed. The audio and film recordings would be available to view on Mod.gov and the film recording via the NHDC Youtube channel.

### (2) Climate Emergency

Members were reminded that this Council had declared a Climate Emergency. This was a serious decision and meant that, as this was an emergency, all of us, officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District.

### (3) Declarations of Interest

Members were reminded to make declarations of interest before an item, the detailed reminder about this and speaking rights was set out under Chair's Announcements on the agenda.

### (4) Rules of Debate

The Chair reminded Members again of the rules of debate that had already been explained by the Committee, Member and Scrutiny Manager.

### (5) Chair's Charity

The Chair advised that he was considering which charity to support and would announce this in due course.

**7 SCHEDULE OF COUNCIL MEETINGS 2020/21**

*Audio Recording – 32 minutes 23 seconds*

Councillor Martin Stears-Handscomb and Paul Clark thanked the Committee, Member and Scrutiny Team for their work on the Calendar of Meetings

It was proposed by Councillor Martin Stears-Handscomb, seconded by Councillor Paul Clark and

**RESOLVED:**

- (1) That the following programme of ordinary meetings of the Council be approved for the Civic Year 2020/21:
  - Thursday, 9 July 2020 – 7.30pm
  - Thursday, 10 September 2020 – 7.30pm
  - Thursday, 12 November 2020 – 7.30pm
  - Thursday, 21 January 2021 – 7.30pm
  - Thursday, 11 February 2021 – 7.30pm
  - Thursday, 15 April 2021 - 7.30 pm
- (2) That the Calendar of Meetings for 2020/21, as attached as Appendix A to the report, be approved.

**REASON FOR DECISION:** To enable Members to agree a programme of ordinary meetings of the Council for 2020/21.

**8 APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL, MEMBERS OF THE CABINET AND DEPUTY EXECUTIVE MEMBERS FOR 2020/21**

*Audio Recording – 34 minutes 38 seconds*

The Leader of the Council, Councillor Martin Stears-Handscomb, thanked the Executive Members and Deputy Executive Members for their work in the past year and advised Council that:

- Councillor Paul Clark was appointed as Deputy Leader of the Council for the Civic Year 2020/21;
- That Executive Members and Deputy Executive Members were appointed as detailed in Appendix A to the report.

**RESOLVED:**

- (1) That it be noted that the Leader of the Council had appointed Councillor Paul Clark as the Deputy Leader of the Council for the Civic Year 2020/21;
- (2) That it be noted that the following Members be appointed as Executive Members of the Cabinet for 2020/21 responsible for the following areas:

**Cabinet Member**

Councillor Martin Stears-Handscorn  
Councillor Paul Clark

Councillor Ian Albert  
Councillor Judi Billing  
Councillor Keith Hoskins  
Councillor Steve Jarvis  
Councillor Gary Grindal  
Councillor Elizabeth Dennis-Harburg

**Portfolio**

Leader and Cabinet Chairman  
Planning and Transport and Cabinet  
Vice-Chairman  
Finance and IT  
Community Engagement  
Enterprise and Co-Operative Development  
Environment and Leisure  
Housing & Environmental Health  
Recycling and Waste Management

- (1) That it be noted that the following Members be appointed as Deputy Executive Members of the Cabinet for 2020/21 for the following areas:

**Deputy Executive Member**

Councillor Ian Mantle  
Councillor Sam North  
Councillor Ruth Brown  
Councillor Helen Oliver  
Councillor Kay Tart  
Councillor Sean Prendergast  
Councillor Carol Stanier

Planning and Transport  
Finance and IT  
Community Engagement  
Enterprise and Co-Operative Development  
Environment and Leisure  
Housing & Environmental Health  
Recycling and Waste Management

**REASON FOR DECISIONS:** To comply with the provisions of the Local Government Act 2000 and Sections 4.8.1 (vii), 5.2, 5.3.4 and 5.6 of the Council's Constitution

**4 CHANGES TO CONSTITUTION RECOMMENDED BY CORPORATE PEER CHALLENGE & FLEXIBILITY OF MEETINGS REGULATIONS CHANGES**

*Audio Recording – 39 minutes 35 seconds*

The Service Director – Legal and Community presented the report entitled Changes to Constitution Recommended by Corporate Peer Challenge & Flexibility of Meetings Regulations Changes together with the following appendices:

- Appendix A – Table of Potential Constitutional Changes;
- Appendix B - Revised Terms of Reference for Cabinet Panel on the Environment;
- Appendix C - Revised Terms of Reference for Cabinet Panel on Community Engagement, Enterprise and Co-operative Development;
- Appendix D - Revised Terms of Reference for Cabinet Panel on Housing, Strategic Planning and Transport.

It was proposed by Councillor Martin Stears-Handscorn and seconded by Councillor Paul Clark that the recommendations and proposed amendments to the Constitution be approved and that for clarification in respect of Paragraph 8.4.5 c (iii) the second option be approved.

Councillor David Levett proposed and Councillor Simon Harwood seconded the following amendment:

“8.4.5(c)(iii) within three (3) weeks of the matter appearing in the weekly lists of applications a Member requests in writing the matter to be determined by the Committee detailing the reasons based upon one or more relevant material planning considerations and detailing the reasons that the matter is in the wider public interest.”

The following Members took part in the debate on the amendment:

- Councillor Martin Stears-Handscorn;
- Councillor Simon Harwood;
- Councillor Richard Thake;
- Councillor Ian Mantle;
- Councillor Gerald Morris
- Councillor Jim McNally;
- Councillor Judi Billing.

Upon the vote the motion was lost.

Councillor David Levett proposed the following amendment:

“4.8.4 (c)(ii) the request is sent via email to the proper officer by noon on the day of the meeting”

The Service Director-Legal and Community advised that in order to comply with the Local Government Act, Membership of Committees had to receive 5 clear days notice of a meeting and there was also a need to check that Members had received relevant training. This amendment would open the Council up for challenge.

She advised against the proposed amendment.

Councillor David Levett withdrew the proposed amendment.

Councillor Levett proposed and Councillor Strong seconded the following amendment:

“That the proposed amendment to Paragraph 4.8.9 (d) regarding public presentations be removed.”

The Service Director – Legal and Community advised that if the Council had presentations from members of the public prior to the meeting, they could be taken into account if that member of public were to drop out of the meeting.

The following Members took part in the debate in the amendment:

- Councillor Martin Stears-Handscorn;
- Councillor Steve Jarvis;
- Councillor Judi Billing;
- Councillor George Davies;
- Councillor Steve Jarvis;
- Councillor Gerald Morris;
- Councillor Clare Billing;
- Councillor Michael Muir;
- Councillor Claire Strong.

Councillor Daniel Allen called for a recorded vote.

Upon the vote the motion was unanimously carried with the votes recorded as follows:

**FOR**

Councillors: Ian Albert, Daniel Allen, Kate Aspinwall, David Barnard, Clare Billing, Judi Billing, John Bishop, Ruth Brown, Val Bryant, Paul Clark, Sam Collins, Bill Davidson, George Davies, Steve Deakin-Davies, Elizabeth Dennis-Harburg, Morgan Derbyshire, Faye Frost, Jean Green, Gary Grindal, Simon Harwood, Terry Hone, Keith Hoskins, Mike Hughson, Tony Hunter, Steve Jarvis, David Levett, Ian Mantle, Jim McNally, Ian Moody, Gerald Morris, Michael Muir, Lisa Nash, Sue Ngwala, Sam North, Helen Oliver, Sean Prendergast, Mike Rice, Adem Ruggiero-Cakir, Val Shanley, Carol Stanier, Martin Stears-Handscomb, Claire Strong, Kay Tart, Richard Thake, Terry Tyler, Tom Tyson and Michael Weeks.

**TOTAL 47**

Councillor David Levett proposed and Councillor Martin Stears-Handscomb seconded the following amendment:

“8.3.1 Three (3) Councillors shall be appointed to a Licensing Sub-Committee and one non-voting observer reserve Councillor.

Footnote: NB in the event that one of the voting Councillors cannot attend, has a conflict or is unable to participate for the whole of the meeting the reserve shall become a voting participating member of the Sub-Committee for quorum and decision making purposes.”

Upon the vote the motion was carried.

Members voted on the recommendations as amended by the motions above and it was:

**RESOLVED:** That, subject to the amendments below, the proposed amendments set out in Appendix A be approved to take effect immediately.

- That the proposed amendment to Paragraph 4.8.9 (d) regarding public presentations be removed;
- That 8.3.1 be amended to read:  
Three (3) Councillors shall be appointed to a Licensing Sub-Committee and one non-voting observer reserve Councillor.

Footnote: NB in the event that one of the voting Councillors cannot attend, has a conflict or is unable to participate for the whole of the meeting the reserve shall become a voting participating member of the Sub-Committee for quorum and decision making purpose.

**REASON FOR DECISION:**

- (1) To ensure the Council meets its statutory obligations and continues to improve its working practices.
- (2) That the decision takes immediate effect, specifically in respect of the updated Committee membership, so that appointments can be approved at this Council meeting to reflect the revised (legally proportionate) membership.

Council adjourned at 20.58 and reconvened at 21.07.

**10 APPOINTMENT OF MEMBERS OF COMMITTEES FOR 2020/21**

*Audio Recording – 1 hour 34 minutes 22 seconds*

Councillor Martin Stears-Handscomb presented the report entitled Appointment of Committee for 2020/21 together with the associated appendices:



- Appendix A – Appointment of Committees, including those to which Section 15 of the Local Government and Housing Act 1989 applies
- Appendix B - Committee Places – REVISED

Councillor Clark advised that, in respect of Council Tax Setting Committee Substitutes, Councillor Sam Collins had been listed twice and Councillor Terry Tyler had not been included.

Councillor Martin Stears-Handscorn proposed, Councillor Paul Clark seconded and it was

**RESOLVED:**

- (1) That, in line with the feedback from the 2020 Peer Challenge, the membership of the Overview and Scrutiny Committee be reduced to 12 (currently 16)
- (2) That, in line with the feedback from the 2020 Peer Challenge, the membership of the Planning Control Committee be reduced to 12 (currently 15).
- (3) That, in line with the agreement of Group Leaders, the membership of the Licensing and Appeals Committee be reduced to 13 (currently 14)
- (4) That the seats allocated to each political party on the Committees to which Section 15 of the Local Government and Housing Act 1989 applied and the seats allocated to each political party on the bodies to which Section 15 of the Local Government and Housing Act 1989 did not apply be as set out in Appendix A to these Minutes.
- (5) That, Members be appointed to the various Committees and other bodies in accordance with the wishes of the individual groups, as detailed in Appendix B to these Minutes

**REASON FOR DECISIONS:** To comply with the provisions of Section 15 of the Local Government and Housing Act 1989.

## 11 APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2020/21

*Audio Recording – 1 hour 37 minutes 27 seconds*

Councillor Martin Stears-Handscorn proposed, Councillor Paul Clark seconded and it was

**RESOLVED:** That the Chairs and Vice-Chairs of Committees for 2020/21 be appointed in accordance with the details set out in Appendix C to these Minutes.

**REASON FOR DECISION:** To comply with the provisions of Standing Order 4.8.1(a)(ix) of the Council's Constitution.

## 12 KEY DECISIONS - ANNUAL REPORT ON CASES OF SPECIAL URGENCY

*Audio Recording 1 hour 39 minutes 48 seconds*

The Leader of the Council, Councillor Martin Stears-Handscorn presented the report entitled Key Decisions - Annual Report on Cases of Special Urgency.

He thanked the Committee, Member and Scrutiny Team for their efforts that enabled Members to contribute to decisions during the period between the cessation of face to face meetings and the introduction of virtual meetings.

Councillor Martin Stears-Handscorn proposed, Councillor Paul Clark seconded and it was:

**RESOLVED:** That the report entitled Key Decisions – Annual Report on Cases of Special Urgency be noted.

**REASON FOR DECISION:** To comply with Regulation 19 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

**13 NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2020/21**

*Audio Recording – 1 hour 41 minutes 20 seconds*

The Democratic Services Manager presented the report and addendum report entitled Nomination of Representatives on Outside Organisations and Other Bodies for 2020/21 and the associated appendix:

- Appendix A - Nominations to Outside Bodies.

Councillor Martin Stears-Handscorn proposed and Councillor Paul Clark seconded the recommendations included in the report and the addendum report.

The following Members took part in the debate:

Councillor Ruth Brown advised that there should only be one nomination to Royston Town Twinning.

Councillor Claire Strong advised that the nomination to Hertfordshire Building Preservation Trust should be Councillor Terry Tyler as Chair of the Council

**RESOLVED:**

- (1) That the list of nominations of representatives on Outside Organisations and Other Bodies for 2020/21, as detailed in Appendix D to the Minutes be approved;
- (2) That the Group Leaders be consulted regarding the nomination to Royston Town Twinning.
- (3) That Political Group Leaders notify the Democratic Services Manager of nominations to the remaining vacancies or any changes to the existing representatives on outside organisations.

**REASON FOR DECISIONS:** To comply with the provisions of Standing Order 4.8.1(b)(iv) and (v) of the Council's Constitution.

The meeting closed at 9.21 pm

Chair

# Minute Item 10

## APPENDIX A TO THE MINUTES

### APPOINTMENT OF COMMITTEES INCLUDING THOSE TO WHICH SECTION 15 OF THE LOCAL GOVERNMENT AND HOUSING ACT 1989 APPLIES

	<b>Conservative</b>	<b>%</b>	<b>L&amp;C</b>	<b>%</b>	<b>Lib Dem</b>	<b>%</b>	<b>Constitution</b>
<b>Total Seats</b>	<b>21</b>	<b>44.68%</b>	<b>15</b>	<b>31.91%</b>	<b>11</b>	<b>23.40%</b>	<b>47</b>
Overview & Scrutiny Committee	5	41.67%	4	33.33%	3	25.00%	12
Finance, Audit & Risk Committee	3	42.86%	2	28.57%	2	28.57%	7
Planning Control Committee	5	41.67%	4	33.33%	3	25.00%	12
Licensing & Appeals Committee	6	46.15%	4	30.77%	3	23.08%	10 to 15 Currently 13
Standards Committee	5	41.67%	4	33.33%	3	25.00%	12
Council Tax Setting Committee	2	40.00%	2	40.00%	1	20.00%	5
Employment Committee	2	40.00%	2	40.00%	1	20.00%	5
Employment Appeals Committee	2	40.00%	2	40.00%	1	20.00%	5
Joint Staff Consultative Committee (JSCC)	2	40.00%	2	40.00%	1	20.00%	5
<b>Totals</b>	<b>32</b>	<b>42.11%</b>	<b>26</b>	<b>34.21%</b>	<b>18</b>	<b>23.68%</b>	<b>73 to 78</b>
Variation		-2.58%		+2.30%		+0.28%	Currently 76

<b>AREA COMMITTEE</b>	<b>Conservative</b>	<b>L&amp;C</b>	<b>Lib Dem</b>	<b>Total</b>
Baldock & District Committee	4	-	2	<b>6</b>
Hitchin Committee	2	8	3	<b>13</b>
Letchworth Committee	4	7	1	<b>12</b>
Royston & District Committee	4	-	2	<b>6</b>
Southern Rural Committee	7	-	3	<b>10</b>
<b>Total</b>	<b>21</b>	<b>15</b>	<b>11</b>	<b>47</b>

**APPOINTMENT OF BODIES NOT INCLUDED IN THE POLITICAL BALANCE CALCULATIONS**

<b>Name of Body</b>	<b>Conservative</b>	<b>L&amp;C</b>	<b>Lib Dem</b>	<b>Total</b>
Cabinet	-	5	3	8
Hitchin Town Centre Working Party				
Community Facilities Capital Grants Panel	4	3	2	9
Joint Member Panel of NHDC and Letchworth Garden City Heritage Foundation (All Members of the Letchworth Committee)	4	7	1	12
CCTV Joint Committee (Three Cabinet Members)	-	2	1	3
Cabinet Sub-Committee (Council Charities) [Three Cabinet Members nominated by the Leader of the Council]	-	2	1	3
Cabinet Sub-Committee (Local Authority Trading Companies' Shareholder) [Three Cabinet Members nominated by the Leader of the Council]	-	1	2	3
Cabinet Panel on Community Engagement, Enterprise and Co-Operative Development [Agreed within Terms of Reference that Panel be politically balanced]	4	3	2	9
Cabinet Panel on the Environment [Agreed within Terms of Reference that Panel be politically balanced]	4	3	2	9
Cabinet Panel on Housing, Strategic Planning and Transport [Agreed within Terms of Reference that Panel be politically balanced]	4	3	2	9

**APPOINTMENT OF MEMBERS OF COMMITTEES FOR 2020/21**

**NORTH HERTFORDSHIRE DISTRICT COUNCIL**

**CONSTITUTION OF COMMITTEES, SUB-COMMITTEES AND WORKING GROUPS 2020/21**

Set out below are the proposed Members of the Committees, Sub-Committees and Working Groups for the Civic Year 2020/21:

**OVERVIEW AND SCRUTINY COMMITTEE**

(12 Members)

Councillor Kate Aspinwall  
Councillor Val Bryant  
Councillor Sam Collins  
Councillor Terry Hone  
Councillor Tony Hunter  
Councillor David Levett  
Councillor Jim McNally  
Councillor Lisa Nash  
Councillor Sue Ngwala  
Councillor Adem Ruggiero-Cakir  
Councillor Claire Strong  
Councillor Tom Tyson

**(Substitutes:**

Councillor Clare Billing  
Councillor Ruth Brown  
Councillor Bill Davidson  
Councillor Morgan Derbyshire  
Councillor Gerald Morris  
Councillor Sam North  
Councillor Helen Oliver)

**FINANCE, AUDIT & RISK COMMITTEE**

(7 Members)

Councillor Kate Aspinwall  
Councillor Sam Collins  
Councillor Steve Deakin-Davies  
Councillor Morgan Derbyshire  
Councillor Sam North  
Councillor Adem Ruggiero-Cakir  
Councillor Michael Weeks

**(Substitutes:**

Councillor George Davies  
Councillor Steve Jarvis  
Councillor Ian Moody  
Councillor Helen Oliver  
Councillor Kay Tart  
Councillor Terry Tyler)

### **COUNCIL TAX SETTING COMMITTEE**

(5 Members)

Councillor Ian Albert  
Councillor David Levett  
Councillor Sam North  
Councillor Martin Stears-Handscomb  
Councillor Claire Strong

#### **(Substitutes:**

Councillor Sam Collins  
Councillor George Davies  
Councillor Simon Harwood  
Councillor Sue Ngwala  
Councillor Kay Tart  
Councillor Terry Tyler)

### **EMPLOYMENT COMMITTEE**

(5 Members)

Councillor Judi Billing  
Councillor Keith Hoskins  
Councillor David Levett  
Councillor Val Shanley  
Councillor Martin Stears-Handscomb

#### **(Substitutes:**

Councillor Ian Albert  
Councillor Kate Aspinwall  
Councillor Paul Clark  
Councillor Steve Jarvis  
Councillor Ian Moody  
Councillor Claire Strong)

### **EMPLOYMENT APPEALS COMMITTEE**

(5 Members - none of whom are Members of the Employment Committee and at least one of whom must be an Executive Member)  
(Chairman to be elected at each meeting)

Councillor Kate Aspinwall  
Councillor David Barnard  
Councillor Paul Clark  
Councillor Sue Ngwala  
Councillor Michael Weeks

**(Substitutes:**

Councillor Clare Billing  
Councillor Ruth Brown  
Councillor Val Bryant  
Councillor Steve Jarvis  
Councillor Mike Rice  
Councillor Jean Green

**JOINT STAFF CONSULTATIVE COMMITTEE**

(5 Members)

Councillor Kate Aspinwall  
Councillor Terry Hone  
Councillor Keith Hoskins  
Councillor Claire Strong  
Councillor Kay Tart

**(Substitutes:**

Councillor David Barnard  
Councillor Paul Clark  
Councillor Sam Collins  
Councillor Tony Hunter  
Councillor Sue Ngwala  
Councillor Martin Stears-Handscorn)

**CABINET SUB-COMMITTEE (COUNCIL CHARITIES)**

(3 Cabinet Members)

Councillor Judi Billing  
Councillor Elizabeth Dennis-Harburg  
Councillor Steve Jarvis

**CABINET SUB-COMMITTEE (LOCAL AUTHORITY TRADING COMPANIES' SHAREHOLDER)**

(3 Cabinet Members)

Councillor Ian Albert  
Councillor Paul Clark  
Councillor Keith Hoskins

## **PLANNING CONTROL COMMITTEE**

(12 Members)

Councillor Daniel Allen  
Councillor Ruth Brown  
Councillor Val Bryant  
Councillor Morgan Derbyshire  
Councillor Mike Hughson  
Councillor Tony Hunter  
Councillor David Levett  
Councillor Ian Moody  
Councillor Sue Ngwala  
Councillor Sean Prendergast  
Councillor Mike Rice  
Councillor Tom Tyson

### **(Substitutes:**

Councillor David Barnard  
Councillor Sam Collins  
Councillor George Davies  
Councillor Ian Mantle  
Councillor Michael Muir  
Councillor Carol Stanier  
Councillor Kay Tart)

## **LICENSING AND APPEALS COMMITTEE**

(Pool consisting of 10 to 15 Members)

### **NO Substitutes**

Councillor Ian Albert  
Councillor Daniel Allen  
Councillor David Barnard  
Councillor Elizabeth Dennis-Harburg  
Councillor Jim McNally  
Councillor Gerald Morris  
Councillor Lisa Nash  
Councillor Sam North  
Councillor Mike Rice  
Councillor Adem Ruggiero-Cakir  
Councillor Richard Thake  
Councillor Tom Tyson  
Councillor Michael Weeks



## **BALDOCK & DISTRICT COMMITTEE**

(Baldock, Arbury & Weston & Sandon Wards - Parishes of Ashwell, Bygrave, Caldecote, Clothall, Hinxworth, Newnham, Radwell, Rushden, Sandon, Wallington & Weston)

(6 Members)

Councillor Steve Jarvis  
Councillor Jim McNally  
Councillor Michael Muir  
Councillor Valentine Shanley  
Councillor Tom Tyson  
Councillor Michael Weeks

## **HITCHIN COMMITTEE**

(Hitchin and St. Ippolyts (North) Parish ward)

(13 Members)

Councillor Ian Albert  
Councillor Clare Billing  
Councillor Judi Billing  
Councillor Val Bryant  
Councillor Paul Clark  
Councillor Sam Collins  
Councillor Elizabeth Dennis-Harburg  
Councillor Simon Harwood  
Councillor Keith Hoskins  
Councillor Mike Hughson  
Councillor Martin Stears-Handscomb  
Councillor Kay Tart  
Councillor Richard Thake

## **LETCHWORTH COMMITTEE**

(Letchworth only)

(12 Members + 1 vacancy)

Councillor Daniel Allen  
Councillor Kate Aspinwall  
Councillor Morgan Derbyshire  
Councillor Gary Grindal  
Councillor Terry Hone  
Councillor David Levett  
Councillor Ian Mantle  
Councillor Sean Prendergast  
Councillor Sue Ngwala  
Councillor Helen Oliver  
Councillor Mike Rice  
Councillor Adem Ruggiero-Cakir

## **ROYSTON & DISTRICT COMMITTEE**

(Royston & Ermine Ward - Parishes of Barkway, Barley, Kelshall, Nuthampstead, Reed & Therfield)

(6 Members + 1 vacancy)

Councillor Ruth Brown  
Councillor Bill Davidson  
Councillor Jean Green  
Councillor Tony Hunter  
Councillor Gerald Morris  
Councillor Carol Stanier

## **SOUTHERN RURAL COMMITTEE**

(Parishes of Codicote, Gosmore, Graveley, Great Ashby, Hexton, Holwell, Ickleford, Kimpton, Kings Walden, Knebworth, Langley, Lilley, Offley, Pirton, Preston, St. Ippolyts (South), St. Paul's Walden & Wymondley)

(10 Members)

Councillor David Barnard  
Councillor John Bishop  
Councillor George Davies  
Councillor Steve Deakin-Davies  
Councillor Faye S Frost  
Councillor Ian Moody  
Councillor Lisa Nash  
Councillor Sam North  
Councillor Claire Strong  
Councillor Terry Tyler

## **STANDARDS COMMITTEE**

(12 District Council Members  
Independent Person and Reserve Independent Person (advisory roles);  
2 Parish Council Members – non-voting co-optees)

(12 District Councillors)

Councillor Kate Aspinwall  
Councillor Clare Billing  
Councillor Judi Billing  
Councillor Ruth Brown  
Councillor Sam Collins  
Councillor David Levett  
Councillor Gerald Morris  
Councillor Sean Prendergast  
Councillor Mike Rice  
Councillor Martin Stears-Handscorn  
Councillor Claire Strong  
Councillor Richard Thake

**(Substitutes:**

Councillor Ian Albert  
Councillor Paul Clark  
Councillor George Davies  
Councillor Simon Harwood  
Councillor Lisa Nash  
Councillor Adem Ruggiero-Cakir  
Councillor Michael Muir

Independent Person: Mr Nicholas Moss (advisory)  
Reserve Independent Person: Mr Peter Chapman (advisory)  
Parish Councillors Helena Gregory +2 vacancies – non-voting co-optees)

**CABINET PANEL ON THE ENVIRONMENT**

(9 Members)

Councillor Val Bryant  
Councillor Sam Collins  
Councillor Elizabeth Dennis-Harburg  
Councillor Steve Jarvis  
Councillor Ian Moody  
Councillor Gerald Morris  
Councillor Michael Muir  
Councillor Claire Strong  
Councillor Kay Tart

**(Substitutes:**

Councillor Mike Hughson  
Councillor David Levett  
Councillor Adem Ruggiero-Cakir  
Councillor Carol Stanier  
Councillor Richard Thake  
**1 Liberal Democrat substitute to be advised)**

**CABINET PANEL ON COMMUNITY ENGAGEMENT AND COOPERATIVE DEVELOPMENT**

(9 Members)

Councillor Judi Billing  
Councillor Ruth Brown  
Councillor George Davies  
Councillor Jean Green  
Councillor Simon Harwood  
Councillor Keith Hoskins  
Councillor Helen Oliver  
Councillor Kay Tart  
Councillor Michael Weeks

**(Substitutes:**

Councillor Ian Albert  
Councillor Faye Frost  
Councillor Michael Muir

**1 Labour and Cooperative substitute to be advised  
2 Liberal Democrat substitutes to be advised)**

**CABINET PANEL ON HOUSING, STRATEGIC PLANNING AND TRANSPORT**

(9 Members)

Councillor David Barnard  
Councillor Clare Billing  
Councillor Paul Clark  
Councillor Bill Davidson  
Councillor Gary Grindal  
Councillor Ian Mantle  
Councillor Ian Moody  
Councillor Michael Muir  
Councillor Sean Prendergast

**(Substitutes:**

Councillor Daniel Allen  
Councillor George Davies  
Councillor Jean Green  
Councillor Sue Ngwala

**2 Liberal Democrat substitutes to be advised)**

**HITCHIN TOWN CENTRE WORKING PARTY**

(7 Members)

Nominations to be advised

**COMMUNITY FACILITIES CAPITAL GRANTS PANEL**

(9 Members + 1 vacancy)

Councillor Ian Albert  
Councillor Clare Billing  
Councillor David Barnard  
Councillor Ruth Brown  
Councillor Bill Davidson  
Councillor Michael Muir  
Councillor Sue Ngwala  
Councillor Sam North  
Councillor Mike Rice

**CCTV PARTNERSHIP JOINT EXECUTIVE**

(3 Members)

Councillor Ian Albert  
Councillor Judi Billing  
Councillor Paul Clark

**JOINT MEMBER PANEL – LETCHWORTH GARDEN CITY HERITAGE FOUNDATION**

(All Members of the Letchworth Committee)

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# Minute Item 11

## APPENDIX C TO THE MINUTES

### APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES 2020/21

<b>COMMITTEE</b>	<b>PROPOSED CHAIR</b>	<b>PROPOSED VICE-CHAIR</b>
Overview & Scrutiny Committee	Councillor David Levett	Councillor Kate Aspinwall
Finance, Audit & Risk Committee	Councillor Kate Aspinwall	Councillor Sam North
Licensing & Appeals Committee	Councillor Lisa Nash	Councillor Daniel Allen
Joint Staff Consultative Committee	Councillor Kay Tart	Councillor Kate Aspinwall
Planning Control Committee	Councillor Ruth Brown	Councillor Daniel Allen
Council Tax Setting Committee	Councillor Ian Albert	N/A
Standards Committee	Councillor Judi Billing	Councillor Ruth Brown
Employment Committee	Councillor Martin Stears-Handscomb	N/A
Employment Appeals Committee	Councillor Sue Ngwala	N/A
Community Facilities Capital Grants Panel	Councillor Clare Billing	

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**NOMINATION OF REPRESENTATIVES OF THE COUNCIL ON OUTSIDE BODIES AND ORGANISATIONS**  
**2019/20**

Organisation	Representative	Date of Retirement	Term of Office (Years)	Party	Comments
Baldock Community Forum Community Interest Company	Cllr M Weeks	2021	1	CON	
Baldock Town Twinning Association	Cllr M. Weeks Cllr J McNally	2021 2021	1 1	CON CON	
Baldock United Almshouses Charities	Cllr V Shanley Cllr M Muir Cllr M Weeks	2021 2021 2021	1 1 1	CON CON CON	
Baldock Youth and Community Association	Cllr J McNally Cllr V Shanley Cllr M Weeks	2021 2021 2021	1 1 1	CON CON CON	
Bedford and River Ivel Internal Drainage Board	Cllr S Jarvis (Executive Member)	2021	1	L&C	
British Schools Museum	Cllr V Bryant	2021	1	L&C	
Charles Collison Trust	Cllr I Albert	2021	1	L&C	
Chilterns Conservation Board	Cllr S Jarvis (Executive Member)	2021	1	LD	
Citizens Advice North Herts	Cllr R Brown Cllr I Mantle Cllr M Rice	2021 2021 2021	1 1 1	LD L&C CON	
E.A. Lucas Technical School Foundation	Cllr S Collins	2021	1	LD	
East of England Leaders Group	Cllr M Stears- Handscomb Sub Cllr P Clark	2021	1	L&C  LD	
Grange Fellowship Community Association	Cllr D Allen Cllr M Derbyshire Cllr H Oliver	2021 2021 2021	1 1 1	L&C CON L&C	
Groundwork Hertfordshire	Cllr S Jarvis (Executive Member)	2021	1	LD	
Hertfordshire Building Preservation Trust	Cllr T Tyler	2021	1	LD	
Hertfordshire Community Covenant Board	Cllr J Billing (Executive Member for Community Engagement)	2021	1	L&C	
Hertfordshire Health Scrutiny Committee	Cllr S Ngwala Cllr L Nash (Sub)	2021 2021	1 1	L&C LD	
Hertfordshire Waste Partnership	Cllr E Dennis-Harburg (Executive Member for Recycling & Waste) Sub Cllr C Stanier (Deputy EXecutive Member)	2021  2021	1  1	L&C  LD	
Herts Leaders' Group	Cllr M Stears- Handscomb Sub Cllr P Clark	2021	1	L&C  LD	
Hitchin BID	Cllr K Hoskins	2021	1	LD	
Hitchin Charity School Endowment	Cllr V Bryant	2021	1	L&C	
Hitchin Cow Common Trust	Cllr I Albert	2021	1	L&C	
Hitchin Educational Foundation	Cllr P Clark Cllr Simon Harwood Cllr M Stears- Handscomb Cllr C Strong Cllr K Tart	2023 2021 2021  2024 2023	4 4 4  4 4	LD CON L&C  CON L&C	
Hitchin Initiative	Chairman of Hitchin Committee	2021	1	L&C	

Organisation	Representative	Date of Retirement	Term of Office (Years)	Party	Comments
Hitchin Senior Citizens' Welfare Committee	Cllr M Hughson	2021	1	L&C	
	Cllr Keith Hoskins	2021	1	LD	
	Cllr R Thake	2021	1	CON	
Hitchin Town Band Committee	Cllr S Harwood	2021	1	CON	
	Cllr K Tart	2021	1	L&C	
Hitchin Town Twinning	Cllr I Albert	2021	1	L&C	
	Cllr S Collins	2021	1	LD	
Hitchin United Charities	Cllr I Albert	2021	1	L&C	
	Cllr R Thake	2021	1	CON	
	Cllr T Tyler	2021	3	LD	
	<b>VACANCY</b>	<b>2021</b>	<b>1</b>	<b>CON</b>	
	<b>VACANCY</b>	<b>2021</b>	<b>3</b>	<b>L&amp;C</b>	
Howard Garden Social and Day Care Centre	Cllr K Aspinwall	2021	1	L&C	
	Cllr M Muir	2021	1	CON	
	Cllr S Ngwala	2021	1	L&C	
Jackmans Community Association	Cllr K Aspinwall	2021	1	L&C	
	Cllr D Levett	2021	1	CON	
	Cllr A Ruggiero-Cakir	2021	1	L&C	
King George V Playing Fields User Group	Cllr I Albert	2021	1	L&C	
	Cllr P Clark	2021	1	LD	
	Cllr S Harwood	2021	1	CON	
Knebworth House Education and Preservation Trust	Chairman of the Council	2021	1	CON	
Knebworth Twinning Association	Cllr L Nash	2021	1	LD	
Knebworth Village Trust	Cllr S Deakin-Davies	2021	1	CON	
	Cllr L Nash	2021	1	LD	
Letchworth Civic Trust	Cllr D Allen	2021	1	L&C	
	Cllr M Rice	2021	1	CON	
Letchworth Garden City BID	Cllr H Oliver	2021	1	L&C	
Letchworth Garden City Heritage Foundation	Cllr H Oliver	2021	The term of office of the person appointed	<b>L&amp;C</b>	
Letchworth Garden City Town Twinning Association	Cllr I Mantle	2021	1	L&C	
Letchworth Sustainability Forum	Cllr A Ruggiero-Cakir	2021	1	L&C	
London Luton Airport Consultative Committee	Cllr P Clark	2021	1	LD	
North Hertfordshire Council for Voluntary Service	Cllr T Hunter	2021	1	CON	
	Cllr M Stears-Handscomb	2021	1	L&C	
North Herts Local Strategic Partnership	Cllr T Hunter	2021	1	CON	
	Cllr S North	2021	1	LD	
	Cllr Martin Stears-Handscomb	2021	1	L&C	
North Herts Minority Ethnic Forum	Cllr A Ruggiero-Cakir	2021	1	L&C	
Police and Crime Panel	Cllr S North Sub: Cllr J Billing	2021	1	LD L&C	
Rands Educational Foundation	Cllr C Strong	May 2021	4	CON	
Royston & District Community Transport Scheme	Cllr T Hunter	2021	1	CON	
Royston & District Sports Council	Cllr C Stanier	2021	1	LD	
Royston Community Assn.	Cllr B Davidson	2021	1	CON	
	<b>Vacancy</b>	2021	1	CON	
	Cllr C Stanier	2021	1	LD	
Royston First Advisory Council (BID)	Cllr R Brown	2021	1	LD	

Organisation	Representative	Date of Retirement	Term of Office (Years)	Party	Comments
Royston Old People's Day Centre Committee	Cllr B Davidson	2021	1	CON	
Royston Town Twinning Association	Cllr R Brown <b>Vacancy</b>	2021 2021	1 1	LD CON	
Sport North Herts	Cllr J Bishop Cllr E Dennis-Harburg Cllr F Frost Cllr G Grindal Cllr C Stanier	2021 2021 2021 2021 2021	1 1 1 1 1	CON L&C CON L&C LD	
St. Michaels Mount Community Centre, Hitchin – Management Committee	Cllr E Dennis-Harburg Cllr M Hughson Cllr K Tart	2021 2021 2021	1 1 1	L&C L&C L&C	
Survivors Against Domestic Abuse (SADA)	Cllr G Grindal (Executive Member for Housing and Environmental Health)	2021	1	L&C	
Walsworth Community Association	Cllr M Hughson Cllr E Dennis-Harburg Cllr K Tart	2021 2021 2021	1 1 1	L&C L&C L&C	
Westmill Community Centre, Hitchin – Management Committee	Cllr C. Billing	2021	1	L&C	

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