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NORTH HERTFORDSHIRE DISTRICT COUNCIL

MINUTES

Meeting of the Council held in the Council Chamber, District Council Offices,
Gernon Road, Letchworth Garden City
on Wednesday, 26th May, 2021 at 7.30 pm

PRESENT: Councillors: Terry Tyler (Chair), Val Bryant (Vice-Chair), Ian Albert, Amy Allen, Judi Billing, Simon Bloxham, Ruth Brown, Paul Clark, Adam Compton, George Davies, Elizabeth Dennis-Harburg, Morgan Derbyshire, Simon Harwood, Tony Hunter, Steve Jarvis, Nigel Mason, Jim McNally, Ian Moody, Claire Strong and Tom Tyson

IN ATTENDANCE: 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

Audio Recording – 46 seconds

The Chair of the Council welcomed everyone to the meeting and drew attention to there being only 20 Members present.

He advised that, due to the cessation of the Flexible Meeting Arrangements on 7 May 2021, it was now a requirement that the majority of formal meetings convene in person.

Having been unable to find a suitable alternative venue, Group Leaders agreed that the meeting would take place in the Council Chamber which could only hold this number of people whilst social distancing requirements were still in place.

Although minimal officers were present in the room, other officers had joined the meeting remotely, as the requirement to meet in person only applied to Councillors and, where required, members of the public.

There was still the opportunity for those Members not present, public and press to listen and view proceedings on the Council's YouTube channel as the meeting was being streamed live.

As new systems were being used he asked that Members be guided by officers and be patient as things may take longer than usual.

The Committee, Member and Scrutiny Manager undertook a roll call of officers attending remotely to ensure that they could be heard and be heard.

She advised that new cameras had been installed which were linked to the microphones and would move to show whoever had their microphone on.

An officer who was in attendance remotely would be shown on the screens around the room and would be visible on the YouTube livestream when they spoke.

If a Member wished to speak they should use the speak button (located on the microphone unit). The microphone would light up green and the Chair would be alerted the request to speak. When the Chair invited a Member to speak their microphone would be made live and would turn red at which point the Member could speak.

The normal procedure rules in respect of debate and times to speak would apply:

No speeches may be made until the mover had moved a proposal and explained the purpose and it had been seconded.

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

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 must indicate this by pressing the speak button on their microphone and raising their hand to alert the Chair.

Voting would be via the Yes/No/Abstain buttons on the microphone unit. Instructions regarding how to use the microphone unit were included on the back of the nameplates. Details of how Members voted would be shown on the screens around the room and the result would be visible on the YouTube stream.

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

Members and Officers were required to wear masks when standing or moving around the room or the building. Masks could be removed whilst seated.

Exit and entry to the room and the building would be guided by marshals.

The Chair of the Council, Councillor Terry Tyler started the meeting proper.

2 ELECTION OF CHAIR OF THE COUNCIL FOR THE CIVIC YEAR 2021/22

Audio Recording – 4 minutes 51 seconds

The Chair of the Council called for nominations to the position of Chair of the Council for the Civic Year 2021/22.

It was proposed by Councillor Elizabeth Dennis-Harburg, seconded by Councillor Paul Clark and:

RESOLVED: That Councillor Val Bryant be elected Chair of the Council to hold office until the next Annual Meeting of the Council in 2022.

Councillor Val Bryant took the Chair then read and signed the Statutory Declaration of Acceptance of Office and took possession of the chain of office. Councillor Bryant thanked the Council for her election as Chair and advised that her Consort for the year would be Mr Stewart Bryant.

The Chair thanked the former Chair of the Council for his work over the last year which had been an unusual year. Councillor Tyler had, due to the pandemic only parked in his car park space twice and had never had the opportunity to chair an “in person” meeting of full Council.

Councillor Val Bryant proposed, Councillor Paul Clark seconded and it was

RESOLVED: That the Council places on record its sincere thanks and appreciation to Councillor Terry Tyler for his service as Chair of the Council during the past year and also to his Consort Mrs Deborah Freeman for her help and support during his term of office.

3 APOLOGIES FOR ABSENCE

Audio recording – 10 minutes 9 seconds

Councillor Strong advised that she wished to give apologies for the members of the Conservative Group who were unable to attend due to the decision to hold a quorate plus meeting as a result of the Covid social distancing requirements

4 ELECTION OF A VICE-CHAIR OF THE COUNCIL FOR THE CIVIC YEAR 2021/22

Audio Recording – 11 minutes 10 seconds

The Chair called for nominations to the position of Vice-Chair of the Council for the Civic Year 2021/22.

Councillor Paul Clark informed Council that Councillor Terry Tyler had had an unusual year as Chair of the Council, during which, due to the Covid Pandemic, he had never chaired an in person meeting of Council, had not been able to attend the normal civic events and had been unable to raise funds for his chosen charities. He therefore wished to nominate him as Vice-Chair so that he could hopefully do all of those things when once again Chair.

It was proposed by Councillor Paul Clark and seconded by Councillor Elizabeth Dennis-Harburg that Councillor Terry Tyler be appointed as Vice-Chair of the Council for the Civic Years 2021/22.

Councillor Claire Strong advised Council that Councillor Simon Bloxham, although newly elected on 6 May 2021, had previously been a District Councillor and had also been a County Councillor. He held an ambition to be the Chair of the Council and follow in the footsteps of his Father. She asked Council to support this ambition.

It was proposed by Councillor Morgan Derbyshire and seconded by Councillor Claire Strong that Councillor Simon Bloxham be appointed as Vice-Chair of the Council for the Civic Year 2021/22.

Upon the vote it was:

RESOLVED: That Councillor Terry Tyler be appointed Vice-Chair of the Council to hold office until the next Annual meeting of the Council in 2022.

Councillor Terry Tyler then read and signed the Statutory Declaration of Acceptance of Office and took possession of the Chain of office. Councillor Tyler thanked the Council for his election as Vice-Chair and advised that his Consort for the year would be Councillor Lisa Nash.

5 MINUTES - 15 APRIL 2021

Audio Recording – 16 minutes 53 seconds

It was moved by Councillor Val Bryant, seconded by Councillor Elizabeth Dennis-Harburg and:

RESOLVED: That the Minutes of the Meeting of the Council meeting held on 15 April 2021 be approved as a true record of the proceedings and be signed by the Chair.

6 CHAIR'S ANNOUNCEMENTS

Audio recording – 17 minutes 56 seconds

- (1) The Chair advised that, in accordance with Council policy, this meeting was being audio recorded as well as filmed. The audio recordings would be available to view on Mod.gov and the film recording via the NHDC YouTube channel.
- (2) 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) 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) The Chair welcomed and congratulated the following new Members to the District Council following their successful election on 6 May 2021 - Councillors Amy Allen, Simon Bloxham, Adam Compton, Juan Cowell, Sarah Dingley, Nigel Mason and Mandi Tandi.
- (5) The Chair congratulated the following who were successfully re-elected at the District Council Elections - Councillors Ian Albert, Paul Clark, Elizabeth Dennis-Harburg, Terry Hone, David Levett, Ian Mantle. Claire Strong, Richard Thake, Terry Tyler and Michael Weeks.
- (6) The Chair thanked former Councillors Bill Davidson, Steve Deakin Davies, Helen Oliver and Val Shanley who did not stand for re-election.
- (7) The Chair announced that her final thanks were to the former Leader of the Council, Martin Stears-Handscomb, who was unsuccessful in being re-elected.

Martin would have very much liked to have been present at the meeting but, the Covid Social Distancing measures meant that space in the Chamber was limited. He did however hope to come to a future meeting once some form of normality resumed.

Martin served the Council for 28 and half years, the last two years as Leader of the Council.

She was sure that all would wish to join her in wishing him well in his life outside of NHDC.

Councillors Elizabeth Dennis-Harburg, Claire Strong, Paul Clark and Judi Billing paid tribute to former Councillor Martin Stears-Handscomb.

- (8) Members were reminded to complete their Registers of Interest forms online.

This would need to be completed on a laptop or a computer through citrix. Delivery of laptops to newly elected Members would start on 27 May 2021.

If Members had any issues accessing the form they should contact the Committee Services Team.

- (9) Members were reminded that they may only speak once on a motion and once on any amendment.

- (10) The Chair advised that she did not intend to have any comfort breaks unless Members requested one.

7 DISTRICT COUNCIL ELECTION RESULTS (INCLUDING ALL POLLS) - 6 MAY 2021

Audio recording – 27 minutes 8 seconds

The Retuning Officer presented the results of the District Council, County Council, Police Crime Commissioner and Parish Council Elections and Baldock, Bygrave and Clothall Neighbourhood Planning Referendum held on 6 May 2021.

RESOLVED: That the report of the Returning Officer regarding the results of the District Council, County Council, Police Crime Commissioner and Parish Council Elections and Baldock, Bygrave and Clothall Neighbourhood Planning Referendum held on 6 May 2021 be noted.

REASON FOR DECISION: To inform Members of the results of the District Council, County Council, Police Crime Commissioner and Parish Council Elections and Baldock, Bygrave and Clothall Neighbourhood Planning Referendum held on 6 May 2021.

8 LEADER OF THE COUNCIL

Audio recording – 27 minutes 46 seconds

It was proposed by Councillor Paul Clark, seconded by Councillor Ian Albert and:

RESOLVED: That Councillor Elizabeth Dennis-Harburg be elected as Leader of the Council until Annual Council in May 2025.

9 NOTING THE APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL, MEMBERS OF THE CABINET AND DEPUTY EXECUTIVE MEMBERS FOR 2021/22

Audio recording – 29 minutes 12 seconds

The Leader of the Council, Councillor Elizabeth Dennis-Harburg, advised Council that:

- Councillor Paul Clark was appointed as Deputy Leader of the Council for the Civic Year 2021/22;
- 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 2021/22;
- (2) That it be noted that the following Members be appointed as Executive Members of the Cabinet for 2021/22 responsible for the following areas:

Cabinet Member	Portfolio
Councillor Elizabeth Dennis-Harburg	Leader and Cabinet Chair
Councillor Paul Clark	Planning and Cabinet Vice-Chair
Councillor Ian Albert	Finance and IT
Councillor Judi Billing	Community Engagement

Councillor Sam Collins	Enterprise, the Arts & Transport
Councillor Amy Allen	Recycling and Waste Management
Councillor Steve Jarvis	Environment and Leisure
Councillor Gary Grindal	Housing and Environmental Health

- (3) That it be noted that the following Members be appointed as Deputy Executive Members of the Cabinet for 2021/22 for the following areas:

Deputy Executive Member	Portfolio
To be advised	Planning
Councillor Sam North	Finance and IT
Councillor Ruth Brown	Community Engagement
Councillor Nigel Mason	Enterprise, the Arts & Transport
Councillor Carol Stanier	Recycling and Waste Management
Councillor Adem Ruggerio-Cakir	Environment and Leisure
Councillor Sean Prendergast	Housing and Environmental Health

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.

10 APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2021/22

Audio recording – 30 minutes 15 seconds

The Leader of the Council, Councillor Elizabeth Dennis-Harburg presented the report entitled Appointment of Members of Committees, Joint Committees and Panels for 2021/22 together with the following appendices:

- Appendix A – Proportionality;
- Appendix B - Committee Places;
- Appendix B - Committee Places.

Councillor Elizabeth Dennis-Harburg proposed, Councillor Paul Clark seconded and it was:

RESOLVED:

- (1) That, in line with the agreement of Group Leaders, the membership of the Licensing and Appeals Committee be increased to 14 (currently 13);
- (2) That, for 2021/22, the seats allocated to each political party on the Committees to which Section 15 of the Local Government and Housing Act 1989 applies and the seats allocated each political party on the bodies to which Section 15 of the Local Government and Housing Act 1989 does not apply, as set out in Appendix A to these Minutes, be noted.
- (3) That, for 2021/22, Members be appointed to the various Committees and other bodies in accordance with the wishes of the individual political 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 2021/22

Audio Recording – 32 minutes 20 seconds

The Leader of the Council, Councillor Elizabeth Dennis-Harburg proposed, Councillor Paul Clark seconded and it was

RESOLVED: That the Chairs and Vice-Chairs of Committees for 2021/22 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 – 33 minutes 39 seconds

The Leader of the Council, Councillor Elizabeth Dennis-Harburg presented the report entitled Key Decision - Annual Report on Cases of Special Urgency.

Councillor Elizabeth Dennis-Harburg 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 APPROVE A PROGRAMME OF ORDINARY MEETINGS FOR THE COUNCIL FOR THE CIVIC YEAR 2021/22

Audio recording – 34 minutes 58 seconds

The Leader of the Council, Councillor Elizabeth Dennis-Harburg, presented the report entitled Approve a Programme of Ordinary Meetings for the Council for the Civic Year 2021/22 together with the following appendix:

- Appendix A - 2021-22 - Outside Bodies List.

She expressed disappointment that, due to the cessation of the Flexibility of Meetings regulations, the meetings was not able to be held in a more flexible manner.

Councillor Claire Strong stated that she hoped that all 49 Members would be able to meet for the next Council meeting, due to be held on 8 July 2021.

Councillor Amy Allen thanked officers for their hard work in putting together previous online meetings and this quorate Annual Council meeting.

Councillor Elizabeth Dennis-Harburg proposed, Councillor Paul Clark seconded and it was

RESOLVED:

- (1) That the following programme of ordinary meetings of the Council be approved for the Civic Year 2021/22:
Thursday, 8 July 2021 – 7.30pm
Thursday, 23 September 2021 – 7.30pm
Thursday, 11 November 2021 – 7.30pm
Thursday, 20 January 2022 – 7.30pm
Thursday, 10 February 2022 – 7.30pm
Wednesday, 23 March 2022 - 7.30 pm.
- (2) That the Calendar of Meetings for 2021/22, as attached as Appendix D to these Minutes, be approved.

REASON FOR DECISION: To enable Members to agree a programme of ordinary meetings of the Council for 2021/22.

14 NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2021/22

Audio recording – 38 minutes 51 seconds

The Democratic Services Manager presented the report entitled Nomination of Representatives on Outside Organisations and Other Bodies for 2021/22 and the associated appendix:

- Appendix A - Nominations to Outside Bodies.

Councillor Elizabeth Dennis-Harburg moved the nominations contained in the report with the exception of those where additional votes were required, this was seconded by Councillor Clark.

Councillor Morgan Derbyshire advised that he was withdrawing his nomination to North Hertfordshire Council for Voluntary Service.

Councillor Steve Jarvis advised that there was no appointment to be made to Groundwork Hertfordshire and that the organisation should be removed from the list.

He further advised that he was, as Executive Member for Environment and Leisure, appointed to Hertfordshire Climate Change and Sustainability Partnership and thought this should be documented on the list of Outside bodies.

RESOLVED:

- (1) That the list of nominations of representatives on Outside Organisations and Other Bodies for 2021/22, as detailed in Appendix E to the Minutes be approved, with confirmation that:
 - (a) The Council's representative on Hertfordshire Building Preservation Trust be Councillor Terry Tyler;
 - (b) The Council's representative on Royston First (BID) be Councillor Ruth Brown.
- (2) That Groundwork Hertfordshire, has been identified as not being in existence and therefore the nomination be removed from the list of Outside Organisations

- (3) That, subject to the usual checks on outside organisations being undertaken and satisfactory, the Hertfordshire Climate Change and Sustainability Partnership be added to the list of Outside Organisations and that the Executive Member for Environment and Leisure be nominated as the representative to this organisation;
- (4) 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.

15 **RESOLUTION TO EXTEND THE 6 MONTH RULE - SECTION 85 LOCAL GOVERNMENT ACT 1972**

Audio recording – 50 minutes 38 seconds

The Democratic Services Manager presented the report entitled Resolution to Extend the 6 Month Rule - Section 85 Local Government Act 1972.

Councillor Claire Strong stated that it was sensible and desirable to go ahead with this.

Councillor Elizabeth Dennis-Harburg proposed, Councillor Paul Clark seconded and it was:

RESOLVED: That an extension of the six-month rule for Councillors unable to attend Committee meetings owing to the Coronavirus, or health related reasons following the cessation of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 and the requirement for Local Authorities to hold meetings in person be approved. The six-month period will end on 26 November 2021.

REASONS FOR DECISION:

- (1) Section 85 of the Local Government Act 1972 states that 'if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority'. Whilst the Local Government Association has been lobbying for this issue to be dealt with, this has so far not been addressed by central government.
- (2) The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 allowed Local Authorities to hold remote meetings until 7 May 2021. This has now expired and Local Authorities are required to hold meetings in person.
- (3) The recommendation at 2.1 is therefore required to enable Councillors to continue to serve as District Councillors whilst they feel too vulnerable to attend meetings in person and social distancing is required due to the pandemic.

16 **CONSTITUTIONAL REPORT TO COUNCIL UNDER SECTION 2.6.6**

Audio recording – 53 minutes

The Service Director – Legal and Community presented the report entitled Constitutional Report to Council under Section 2.6.6 together with the following Appendices:

Wednesday, 26th May, 2021

- Delegated Decision 6.5.21;
- Appendix A to the Delegated Decision - Schedule of Constitutional Amendments.

Councillor Paul Clark thanked the Monitoring Officer for her due diligence and hard work.

It was proposed by Councillor Elizabeth Dennis-Harburg, seconded by Councillor Paul Clark and it was:

RESOLVED: That the amendments made to the Constitution be noted and endorsed.

REASON FOR DECISION: To ensure the Constitution reflects legislative change and minor amendments required following Council resolution of 15 April 2021.

The meeting closed at 8.27 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

	Conservative	%	L&C	%	Lib Dem	%	Constitution
Total Seats	23	46.94%	15	30.64%	11	22.45%	49
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	6	50.00%	3	25.00%	3	25.00%	12
Licensing & Appeals Committee	7	50.00%	4	28.57%	3	21.43%	10 to 15 Currently 14
Standards Committee	6	50.00%	3	25.00%	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
Totals	35	45.45%	24	31.17%	18	23.38%	73 to 78
Variation		-1.48%		+0.56%		+0.93%	Currently 77

AREA COMMITTEE	Conservative	L&C	Lib Dem	Total
Baldock & District Committee	4	-	2	6
Hitchin Committee	2	8	3	13
Letchworth Committee	5	7	1	13
Royston & District Committee	5	-	2	7
Southern Rural Committee	7	-	3	10
Total	23	15	11	49

APPOINTMENT OF BODIES NOT INCLUDED IN THE POLITICAL BALANCE CALCULATIONS

Name of Body	Conservative	L&C	Lib Dem	Total
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)	5	7	1	13
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, JOINT COMMITTEES AND PANELS FOR
2021/22**

NORTH HERTFORDSHIRE DISTRICT COUNCIL

Set out below are the proposed Members of the Committees, Sub-Committees, Joint Committees, Panels and Working Groups for the Civic Year 2021/22:

OVERVIEW AND SCRUTINY COMMITTEE

(12 Members)

Councillor Daniel Allen
Councillor Kate Aspinwall
Councillor Tony Hunter
Councillor David Levett
Councillor Nigel Mason
Councillor Jim McNally
Councillor Ian Moody
Councillor Lisa Nash
Councillor Sue Ngwala
Councillor Carol Stanier
Councillor Claire Strong
Councillor Terry Tyler

(Substitutes:

Councillor Clare Billing
Councillor Ruth Brown
Councillor Morgan Derbyshire
Councillor Terry Hone
Councillor Gerald Morris
Councillor Sam North
Councillor Kay Tart)

FINANCE, AUDIT & RISK COMMITTEE

(7 Members)

Councillor Clare Billing
Councillor Sam Collins
Councillor Adam Compton
Councillor Morgan Derbyshire
Councillor Terry Hone
Councillor Keith Hoskins
Councillor Adem Ruggiero-Cakir

(Substitutes:

Councillor Juan Cowell
Councillor George Davies
Councillor Steve Jarvis
Councillor Nigel Mason
Councillor Kay Tart
Councillor Terry Tyler)

COUNCIL TAX SETTING COMMITTEE

(5 Members)

Councillor Ian Albert
Councillor Elizabeth Dennis-Harburg
Councillor Morgan Derbyshire
Councillor Sam North
Councillor Claire Strong

(Substitutes:

Councillor Paul Clark
Councillor Sam Collins
Councillor Simon Harwood
Councillor Ian Moody
Councillor Sue Ngwala
Councillor Kay Tart)

EMPLOYMENT COMMITTEE

(5 Members)

Councillor Judi Billing
Councillor Elizabeth Dennis-Harburg
Councillor Morgan Derbyshire
Councillor Keith Hoskins
Councillor Claire Strong

(Substitutes:

Councillor Ian Albert
Councillor Kate Aspinwall
Councillor Paul Clark
Councillor Tony Hunter
Councillor Steve Jarvis
Councillor Ian Moody)

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 Mandi Tandi

(Substitutes:

Councillor Clare Billing
Councillor Simon Bloxham
Councillor Ruth Brown
Councillor Val Bryant
Councillor Steve Jarvis
Councillor Mike Rice)

JOINT STAFF CONSULTATIVE COMMITTEE

(5 Members)

Councillor Kate Aspinwall
Councillor Terry Hone
Councillor Keith Hoskins
Councillor Sue Ngwala
Councillor Claire Strong

(Substitutes:

Councillor Paul Clark
Councillor Sam Collins
Councillor Elizabeth Dennis-Harburg
Councillor Tony Hunter
Councillor Mandi Tandi
Councillor Kay Tart)

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 Sam Collins

PLANNING CONTROL COMMITTEE

(12 Members)

Councillor John Bishop
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 Mike Rice
Councillor Terry Tyler
Councillor Tom Tyson

(Substitutes:

Councillor Simon Bloxham
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

NB for 2021/22 this Committee will consist of 14 members

Councillor Ian Albert
Councillor Daniel Allen
Councillor David Barnard
Councillor Simon Bloxham
Councillor Elizabeth Dennis-Harburg
Councillor Jean Green
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

BALDOCK & DISTRICT COMMITTEE

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

(6 Members)

Councillor Juan Cowell
Councillor Steve Jarvis
Councillor Jim McNally
Councillor Michael Muir
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 Nigel Mason
Councillor Kay Tart
Councillor Richard Thake

LETCHWORTH COMMITTEE

(Letchworth only)

(13 Members)

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

ROYSTON & DISTRICT COMMITTEE

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

Councillor Ruth Brown
Councillor Adam Compton
Councillor Sarah Dingley
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, Langleigh, Lilley, Offley, Pirton, Preston, St. Ippolyts (South), St. Paul's Walden & Wymondley)

(10 Members)

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

STANDARDS COMMITTEE

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

(12 District Councillors)

Councillor Kate Aspinwall
Councillor Judi Billing
Councillor Ruth Brown
Councillor Sam Collins
Councillor Elizabeth Dennis-Harburg
Councillor David Levett
Councillor Gerald Morris
Councillor Sean Prendergast
Councillor Mike Rice
Councillor Claire Strong
Councillor Mandi Tandi
Councillor Richard Thake

(Substitutes:

Councillor Ian Albert
Councillor Simon Bloxham
Councillor Paul Clark
Councillor George Davies
Councillor Simon Harwood
Councillor Lisa Nash
Councillor Adem Ruggiero-Cakir)

Independent Person: Mr Nicholas Moss (advisory)
Reserve Independent Persons: Mr Peter Chapman and Mr John Richardson (advisory)
Parish Councillors Rebecca Elliott and Martin Griffin – non-voting co-optees)

CABINET PANEL ON THE ENVIRONMENT

(9 Members)

Councillor Amy Allen
Councillor Val Bryant
Councillor Juan Cowell
Councillor George Davies
Councillor Sarah Dingley
Councillor Keith Hoskins
Councillor Steve Jarvis
Councillor Gerald Morris
Councillor Ruggiero-Cakir

(Substitutes:

Councillor Mike Hughson
Councillor Michael Muir
Councillor Carol Stanier
Councillor Kay Tart
Councillor Richard Thake
Councillor Tom Tyson

CABINET PANEL ON COMMUNITY ENGAGEMENT AND COOPERATIVE DEVELOPMENT

(9 Members)

Councillor Daniel Allen
Councillor Judi Billing
Councillor Ruth Brown
Councillor Sam Collins
Councillor Sarah Dingley
Councillor Jean Green
Councillor Tony Hunter
Councillor Kay Tart
Councillor Mandi Tandi

(Substitutes:

Councillor Ian Albert
Councillor Juan Cowell
Councillor Michael Muir
Councillor Lisa Nash
Councillor Terry Tyler

1 Labour and Cooperative substitute to be advised

CABINET PANEL ON HOUSING, STRATEGIC PLANNING AND TRANSPORT

(9 Members)

Councillor David Barnard
Councillor Clare Billing
Councillor Paul Clark
Councillor Adam Compton
Councillor Gary Grindal
Councillor David Levett
Councillor Ian Mantle
Councillor Ian Moody
Councillor Sean Prendergast

(Substitutes:

Councillor Daniel Allen
Councillor Sam Collins
Councillor Juan Cowell
Councillor George Davies
Councillor Sue Ngwala
Councillor Carol Stanier

HITCHIN TOWN CENTRE WORKING PARTY

(7 Members)

Nominations to be advised

COMMUNITY FACILITIES CAPITAL GRANTS PANEL

(9 Members + 1 vacancy)

Councillor Ian Albert
Councillor David Barnard
Councillor Clare Billing
Councillor Ruth Brown
Councillor Juan Cowell
Councillor Terry Hone
Councillor Sue Ngwala
Councillor Sam North
Councillor Mike Rice

CCTV PARTNERSHIP JOINT EXECUTIVE

(3 Cabinet 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 2021/22

COMMITTEE	PROPOSED CHAIR	PROPOSED VICE-CHAIR
Overview & Scrutiny Committee	Councillor David Levett	Councillor Daniel Allen
Finance, Audit & Risk Committee	Councillor Keith Hoskins	Councillor Claire Billing
Licensing & Appeals Committee	Councillor Lisa Nash	Councillor Daniel Allen
Joint Staff Consultative Committee	Councillor Kate Aspinwall	Councillor Sue Ngwala
Planning Control Committee	Councillor Ruth Brown	Councillor Sue Ngwala
Council Tax Setting Committee	Councillor Ian Albert	N/A
Standards Committee	Councillor Judi Billing	Councillor Ruth Brown
Employment Committee	Councillor Elizabeth Dennis-Harburg	N/A
Employment Appeals Committee	Councillor Sue Ngwala	N/A
Community Facilities Capital Grants Panel	Councillor Clare Billing	N/A

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SUBJECT TO RATIFICATION AT THE COUNCIL MEETING ON 20 MAY 2021

NORTH HERTFORDSHIRE DISTRICT COUNCIL
SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS 2021/2022

7.30pm start unless stated	Regular Meeting day	MAY 2021	JUNE 2021	JULY 2021	AUG 2021	SEPT 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022
COUNCIL													
COUNCIL	Thurs	26 Annual		8		23		11		20	10**	23	
Council Tax Setting Cttee (5.00pm)	Thurs									13 Publish papers 05.01.21	28***		
EXECUTIVE													
CABINET	Tues		29	20		21			21	25*		22	
Cabinet Sub-Committee (Council Charities) (3.00pm)									13				
Cabinet Sub-Committee (Local Authority Trading Companies' Shareholder)													
REGULATORY													
Licensing and Appeals Committee				5							7		
Planning Control Committee	Thurs	27	17 & 30	15 & 22	19	2 & 16	14	4 & 18	2 & 16	19 & 27	9 & 24	17 & 31	20 (Wed)
Standards Committee	Tues						19 (Tue)					2 (Wed)	
SCRUTINY													
Overview & Scrutiny Committee	Tues		22	13		14			14	18		15	

SUBJECT TO RATIFICATION AT THE COUNCIL MEETING ON 20 MAY 2021

7.30pm start unless stated	Regular Meeting day	MAY 2021	JUNE 2021	JULY 2021	AUG 2021	SEPT 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022
AREA COMMITTEES													
Baldock and District Committee	Mon		21				4		6			14	
Hitchin Committee	Tues		15				12	30				1	
Letchworth Committee	Wed		16				13		8			9	
Royston & District. Committee	Wed		9				20		1			8	
Southern Rural Committee	Thurs		24				21		9			3	
OTHER COMMITTEES													
Finance, Audit & Risk Committee	Mon/ Wed		23	12 (Mon)		15 (Wed)			15	17 (Mon)		16	
Joint Staff Consultative Cttee (10.00am)	Wed		9			22			15			9	

SUBJECT TO RATIFICATION AT THE COUNCIL MEETING ON 20 MAY 2021

7.30pm start unless stated	Regular Meeting day	MAY 2021	JUNE 2021	JULY 2021	AUG 2021	SEPT 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022
PARTNERSHIPS, PANELS AND LIAISON MEETINGS													
Cabinet Panel on Community Engagement and Cooperative Development	Mon		7	19		6		8		31			
Cabinet Panel on the Environment	Tues		8	6		7		16			22		
Cabinet Panel on Housing, Strategic Planning and Transport	Wed		28	14		1		24			2		
CCTV Partnership Joint Executive													
Highways Liaison (7.00pm)				21							23		
BUDGET WORKSHOPS:													
Administration								1 (Mon.)					
Opposition								3 (Wed.)					
CIVIC AND ELECTORAL EVENTS													
District Council, County Council and Police and Crime Commissioner Elections		6											
Civic Dinner and Awards Ceremony											25		

* Cabinet to consider Budgets; ** Council to set Budgets; *** To set Council Tax.

2022 – 2023

District Council Elections – Thursday 5 May 2022

Annual Council Meeting – Thursday, 19 May 2022

Civic Dinner and Awards Ceremony – Friday 25 February 2022

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NOMINATION OF REPRESENTATIVES OF THE COUNCIL ON OUTSIDE BODIES AND ORGANISATIONS
2021/22

Organisation	Representative	Date of Retirement	Term of Office (Years)	Party	Comments
Baldock Community Forum Community Interest Company	Cllr M Weeks	2022	1	CON	
Baldock Town Twinning Association	Cllr M. Weeks Cllr J McNally	2022 2022	1 1	CON CON	
Baldock United Almshouses Charities	Cllr J Cowell Cllr M Muir Cllr M Weeks	2022 2022 2022	1 1 1	CON CON CON	
Baldock Youth and Community Association	Cllr J McNally Cllr J Cowell Cllr M Weeks	2022 2022 2022	1 1 1	CON CON CON	
Bedford and River Ivel Internal Drainage Board	Cllr S Jarvis (Executive Member)	2022	1	LD	
British Schools Museum	Cllr V Bryant	2022	1	L&C	
Charles Collison Trust	Cllr I Albert	2022	1	L&C	
Chilterns Conservation Board	Cllr S Jarvis (Executive Member)	2022	1	LD	
Citizens Advice North Herts	Cllr R Brown Cllr I Mantle Cllr M Rice	2022 2022 2022	1 1 1	LD L&C CON	
E.A. Lucas Technical School Foundation	Cllr S Collins	2022	1	LD	
East of England Leaders Group	Cllr E Dennis-Harburg (Leader of the Council) Sub Cllr P Clark (Deputy Leader of the Council)	2022 2022	1 1	L&C LD	
Grange Fellowship Community Association	Cllr D Allen Cllr M Derbyshire Cllr S Bloxham	2022 2022 2022	1 1 1	L&C CON CON	
Groundwork Hertfordshire	Cllr S Jarvis (Executive Member for Environment & Leisure)	2022	1	LD	
Hertfordshire Building Preservation Trust	Cllr T Tyler	2022	1	LD	
Hertfordshire Community Covenant Board	Cllr J Billing (Executive Member for Community Engagement)	2022	1	L&C	
Hertfordshire Health Scrutiny Committee	Cllr S Ngwala Cllr L Nash (Sub)	2022 2022	1 1	L&C LD	
Hertfordshire Waste Partnership	Cllr A Allen (Executive Member for Recycling & Waste Management) Sub Cllr C Stanier (Deputy Executive Member for Recycling and Waste Management)	2022 2022	1 1	L&C LD	
Herts Leaders' Group	Cllr E Dennis-Harburg (Leader of the Council) Sub Cllr P Clark (Deputy Leader of the Council)	2022 2022	1 1	L&C LD	
Hitchin BID	Cllr K Hoskins	2022	1	LD	
Hitchin Charity School Endowment	Cllr V Bryant	2022	1	L&C	
Hitchin Cow Common Trust	Cllr I Albert	2022	1	L&C	

Hitchin Educational Foundation	Cllr P Clark	2023	4	LD	
	Cllr Simon Harwood	2025	4	CON	
	Cllr I Albert	2025	4	L&C	
	Cllr C Strong	2024	4	CON	
	Cllr K Tart	2023	4	L&C	
Hitchin Initiative	Chairman of Hitchin Committee	2022	1	L&C	
Hitchin Senior Citizens' Welfare Committee	Cllr M Hughson	2022	1	L&C	
	Cllr Keith Hoskins	2022	1	LD	
	Cllr R Thake	2022	1	CON	
Hitchin Town Band Committee	Cllr S Harwood	2022	1	CON	
	Cllr K Tart	2022	1	L&C	
Hitchin Town Twinning	Cllr I Albert	2022	1	L&C	
	Cllr S Collins	2022	1	LD	
Hitchin United Charities	Cllr I Albert	2022	1	L&C	
	Cllr R Thake	2022	1	CON	
	Cllr T Tyler	2024	3	LD	
	Cllr C Strong	2022	1	CON	
	VACANCY	2024	3	L&C	
Howard Garden Social and Day Care Centre	Cllr K Aspinwall	2022	1	L&C	
	Cllr M Muir	2022	1	CON	
	Cllr D Allen	2022	1	L&C	
Jackmans Community Association	Cllr K Aspinwall	2022	1	L&C	
	Cllr D Levett	2022	1	CON	
	Cllr A Ruggiero-Cakir	2022	1	L&C	
King George V Playing Fields User Group	Cllr I Albert	2022	1	L&C	
	Cllr P Clark	2022	1	LD	
	Cllr S Harwood	2022	1	CON	
Knebworth House Education and Preservation Trust	Chair of the Council	2022	1		
Knebworth Twinning Association	Cllr L Nash	2022	1	LD	
Knebworth Village Trust	Cllr M Tandi	2022	1	CON	
	Cllr L Nash	2022	1	LD	
Letchworth Civic Trust	Cllr D Allen	2022	1	L&C	
	Cllr M Rice	2022	1	CON	
Letchworth Garden City BID	Cllr D Allen	2022	1	L&C	
Letchworth Garden City Heritage Foundation	Cllr S Ngwala	2022		The term of office of the person appointed	L&C
Letchworth Garden City Town Twinning Association	Cllr I Mantle	2022	1	L&C	
Letchworth Sustainability Forum	Cllr A Ruggiero-Cakir	2022	1	L&C	
London Luton Airport Consultative Committee	Cllr P Clark	2022	1	LD	
North Hertfordshire Council for Voluntary Service	Cllr T Hunter	2022	1	CON	
	Cllr J Billing	2022	1	L&C	
North Herts Local Strategic Partnership	Cllr T Hunter	2022	1	CON	This organisation is in the process of closing down
	Cllr S North	2022	1	LD	
	Cllr E Dennis-Harburg	2022	1	L&C	
North Herts Minority Ethnic Forum	Cllr A Ruggiero-Cakir	2022	1	L&C	
Police and Crime Panel	Cllr S North	2022	1	LD	
	Sub: Cllr J Billing	2022	1	L&C	
Rands Educational Foundation	Cllr C Strong	May 2025	4	CON	
Royston & District Community Transport Scheme	Cllr T Hunter	2022	1	CON	
Royston & District Sports Council	Cllr C Stanier	2022	1	LD	
Royston Community Assn.	Cllr A Compton	2022	1	CON	
	Cllr T Hunter	2022	1	CON	
	Cllr C Stanier	2022	1	LD	
Royston First Advisory Council (BID)	Cllr R Brown	2022	1	LD	

Royston Old People's Day Centre Committee	Cllr T Hunter	2022	1	CON	
Royston Town Twinning Association	Cllr R Brown Cllr T Hunter	2022 2022	1 1	LD CON	
Sport North Herts	Cllr J Bishop Cllr E Dennis-Harburg Cllr F Frost Cllr G Grindal Cllr C Stanier	2022 2022 2022 2022 2022	1 1 1 1 1	CON L&C CON L&C LD	This organisation is in the process of closing down
St. Michaels Mount Community Centre, Hitchin – Management Committee	Cllr E Dennis-Harburg Cllr M Hughson Cllr K Tart	2022 2022 2022	1 1 1	L&C L&C L&C	
Survivors Against Domestic Abuse SADA)	Cllr G Grindal (Executive Member for Housing and Environmental Health)	2022	1	L&C	
Walsworth Community Association	Cllr M Hughson Cllr E Dennis-Harburg Cllr K Tart	2022 2022 2022	1 1 1	L&C L&C L&C	
Westmill Community Centre, Hitchin – Management Committee	Cllr C. Billing	2022	1	L&C	

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