

NORTH HERTFORDSHIRE DISTRICT COUNCIL



18/05/22

Our Ref Council/26/05/22
Contact. Committee Services
Direct Dial. (01462) 474655
Email. Committee.services@north-herts.gov.uk

To: The Chair and Members of North Hertfordshire District Council

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE COUNCIL

to be held in the

**COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES,
LETCHWORTH GARDEN CITY**

on

THURSDAY, 26 MAY 2022

at

7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda

Part I

Item		Page
1.	ELECTION OF A CHAIR OF COUNCIL FOR THE CIVIC YEAR 2022/23	
2.	APOLOGIES FOR ABSENCE	
3.	ELECTION OF A VICE-CHAIR OF COUNCIL FOR THE CIVIC YEAR 2022/23	
4.	MINUTES - 23 MARCH 2022 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 23 rd March 2022.	5 - 10
5.	CHAIR'S ANNOUNCEMENTS <u>Climate Emergency</u> The Council has declared a climate emergency and is committed to achieving a target of zero carbon emissions by 2030 and helping local people and businesses to reduce their own carbon emissions. A Cabinet Panel on the Environment has been established to engage with local people on matters relating to the climate emergency and advise the council on how to achieve these climate change objectives. A Climate Change Implementation group of councillors and council officers meets regularly to produce plans and monitor progress. Actions taken or currently underway include switching to green energy, incentives for low emission taxis, expanding tree planting and working to cut food waste. In addition the council is a member of the Hertfordshire Climate Change and Sustainability Partnership, working with other councils across Hertfordshire to reduce the county's carbon emissions and climate impact. The Council's dedicated webpage on Climate Change includes details of the council's climate change strategy, the work of the Cabinet Panel on the Environment and a monthly briefing on progress. <u>Declarations of Interest</u> Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chair of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.	

6.	DISTRICT COUNCIL ELECTION RESULTS (INCLUDING ALL POLLS) - 5 MAY 2022	11 - 24
7.	APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL, MEMBERS OF THE CABINET AND DEPUTY EXECUTIVE MEMBERS FOR 2022/23	25 - 28
8.	APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2022/23	29 - 36
9.	APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2022/23	37 - 40
10.	ADJOURNMENT The Annual Meeting of Council will adjourn to allow meetings of each Area Committee to convene and elect Chairs and Vice Chairs for the civic year.	
11.	KEY DECISIONS - LEADER'S ANNUAL REPORT ON CASES OF SPECIAL URGENCY	41 - 46
12.	SCHEDULE OF COUNCIL MEETINGS 2022/23	47 - 54
13.	NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2022/23	55 - 58

This page is intentionally left blank

Public Document Pack Agenda Item 4

NORTH HERTFORDSHIRE DISTRICT COUNCIL

MINUTES

Meeting of the Council held in the Council Chamber, District Council Offices, Letchworth Garden City
on Wednesday, 23rd March, 2022 at 7.30 pm

PRESENT: Councillors: Councillor Val Bryant (Chair), Ian Albert, Amy Allen, Daniel Allen, Kate Aspinwall, Clare Billing, Judi Billing, Simon Bloxham, Ruth Brown, Sam Collins, George Davies, Elizabeth Dennis-Harburg, Morgan Derbyshire, Sarah Dingley, Keith Hoskins, Mike Hughson, Tony Hunter, Steve Jarvis, David Levett, Ian Mantle, Nigel Mason, Jim McNally, Ian Moody, Gerald Morris, Sean Prendergast, Mike Rice, Adem Ruggiero-Cakir, Claire Strong, Mandi Tandi, Kay Tart, Richard Thake and Tom Tyson

IN ATTENDANCE: Anthony Roche (Managing Director), Steve Crowley (Service Director – Commercial) Melanie Stimpson (Democratic Services Manager), Isabelle Allajooz (Legal Commercial Team Manager) James Lovegrove (Committee, Member and Scrutiny Officer) and Louis Mutter (Committee, Member and Scrutiny Officer)

100 APOLOGIES FOR ABSENCE

Audio recording – 2:05

Apologies for absence were received from Councillors Terry Hone, Gary Grindal, Lisa Nash, Raj Bhakar, Sam North, Simon Harwood, Carol Stanier, Terry Tyler, Juan Cowell, Faye Frost, David Barnard, Adam Compton and Jean Green.

101 MINUTES - 10 FEBRUARY 2022

Audio Recording – 3:00

RESOLVED: That the Minutes of the Meeting of the Committee held on 10 February 2022 be approved as a true record of the proceedings and be signed by the Chair.

102 NOTIFICATION OF OTHER BUSINESS

Audio recording – 4:35

There was no other business notified.

103 CHAIR'S ANNOUNCEMENTS

Audio recording – 4:45

- (1) The Chair welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (3) 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.

- (4) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (5) The Chair advised that the usual rules in respect of debate and times to speak would apply;
- (6) The Chair advised that there had been a change to the order of business and that items 10, 11 and 12 be taken before items 8 and 9;
- (7) The Chair advised that there was no longer a requirement for Members to stand while addressing the Council;
- (8) The Chair advised that the fundraiser in support of her chosen charities would be taking place on 22 May at The Orange Tree in Baldock, and that tickets would be available on the Council website.

104 PUBLIC PARTICIPATION

Audio recording – 8:30

There was no public participation.

105 QUESTIONS FROM MEMBERS

Audio recording – 8:35

There were no questions submitted by Members

106 NOTICE OF MOTIONS

Audio recording – 8:42

There were 2 motions on notice submitted in accordance with Standing Orders 4.8.12 and 4.8.15(b)

a) MOTION ON HYBRID MEETINGS

The Leader of the Council presented the Motion entitled Motion on Hybrid Meetings and highlighted the following points:

- The pandemic created a lot of challenges for the Council, but also provided some good things that could be utilised going forward;
- Hybrid meetings would allow greater democratic outreach and allow those that have work commitments or health conditions to attend remotely;
- A number of absent Members would also have been able to attend if Hybrid Meetings were put in place;
- The Leader of the Council would like the Council to support the petition, which has been brought forward by the Association of Democratic Services Officers.

The following Members took part in the debate:

- Councillor Judi Billing
- Councillor Claire Strong
- Councillor Gerald Morris
- Councillor Daniel Allen
- Councillor Steve Jarvis
- Councillor Kate Aspinwall
- Councillor Mike Rice
- Councillor Ian Albert
- Councillor Mandi Tandi
- Councillor Sarah Dingley
- Councillor Amy Allen
- Councillor Elizabeth Dennis-Harburg

Councillor Elizabeth Dennis-Harburg, as Leader of the Council proposed, and Councillor Judi Billing seconded and, following a vote it was:

RESOLVED: That Council:

- (1) Supports the petition launched by ADSO and LLG o 5 January with regard to remote and hybrid meetings;
- (2) Agrees to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.

b) **MOTION SIMILAR TO ONE PREVIOUSLY REJECTED**

The Leader of the Council presented the Motion entitled Motion Similar to One Previously Rejected and highlighted the following points:

- This Council previously considered a Motion on the Churchgate Leasehold;
- There have been significant changes and developments since it was last considered;
- Members had the opportunity to attend a cross-party workshop where all of the information on Churchgate has been provided.

Councillor Dennis-Harburg, as Leader of the Council proposed, Councillor Ian Albert seconded and, following a vote it was:

RESOLVED: That Full Council considers a report and recommendation on an offer to acquire Churchgate leasehold on its meeting on 23 March.

107 ITEMS REFERRED FROM OTHER COMMITTEES

Audio recording – 1:37:10 (N.B. This item was taken after items 10,11 & 12)

There were no items referred from other Committees.

108 PAY POLICY STATEMENT

Audio Recording: 1:37:15 (N.B. This item was taken after items 10,11 & 12)

The Leader of the Council presented the item entitled Pay Policy Statement.

Councillor Elizabeth Dennis-Harburg as Leader of the Council proposed and Councillor Ruth Brown seconded and, following a vote, it was:

RESOLVED:

(1) That Council approves the 2022/23 Pay Policy Statement attached at Appendix 1.

(2) That Council delegates the authority for revisions made in year to the Pay Policy Statement, to the Service Director – Resources, in consultation with the Leader of the Council. Revisions which might arise in the year include changes in structure, changes to employment benefits, subsequent pay awards agreed nationally and new legislative requirements.

REASON FOR DECISION: To comply with the requirements of Section 38 of the Localism Act 2011, Statutory Guidance issued under s40 and the Local Government Transparency Code 2015.

109 CHURCHGATE UPDATE

Audio Recording: 40:30

The Chair advised that the Leader of the Council, Councillor Elizabeth Dennis-Harburg, had been provided with additional time to present this item.

The Leader of the Council gave a detailed speech regarding the entitled Churchgate Update.

The following Members took part in the debate:

- Councillor Sam Collins
- Councillor Keith Hoskins
- Councillor Judi Billing
- Councillor Richard Thake
- Councillor Gerald Morris
- Councillor Ian Albert
- Councillor Claire Strong
- Councillor Ruth Brown

Councillor Elizabeth Dennis-Harburg, as Leader of the Council proposed and Councillor Ian Albert seconded and, following a vote, it was:

RESOLVED: That having considered the report, Full Council confirms that its position on respect of the future of the Churchgate Shopping Centre is: -

- (1) That in principle the Council should purchase the leasehold interest for the Churchgate Shopping Centre, subject to the economic case for doing so.
- (2) That any regeneration of Churchgate and the surrounding area must be a viable investment that maintains a return for the Council.
- (3) That a Council led approach should be adopted where following consultation with the public and other stakeholders, the Council will come to a decision on what it considers is most appropriate vision for the future of the site.
- (4) That the Council then decides how to deliver that vision for the site and any necessary delivery partners for the work.

REASON FOR DECISION: The previous developer led approaches for the regeneration of the Churchgate Shopping Centre, and often the surrounding area, have not produced a proposal that has met the aspirations of the Council to (at least) maintain its existing income through a sympathetically designed scheme that is financially viable and acceptable

110 EXCLUSION OF PRESS AND PUBLIC

Audio recording – 1:08:45

Councillor Val Bryant proposed and Councillor Sam Collins seconded and, following a vote, it was:

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

111 CHURCHGATE UPDATE - PART 2

Details of the debate decisions taken on this item are restricted due to the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of Section 100A(4) of the Local Government Act 1972.

The meeting closed at 21:18 pm

Chair

This page is intentionally left blank

ANNUAL COUNCIL 26 MAY 2022

PART 1 – PUBLIC DOCUMENT

**TITLE OF REPORT: DISTRICT COUNCIL ELECTION RESULTS (INCLUDING ALL POLLS)
– 5 MAY 2022**

REPORT OF THE RETURNING OFFICER

Results of the District, Town and Neighbourhood Planning Referendum polls are attached as appendices to this report.

This page is intentionally left blank

Election of DISTRICT COUNCILLORS for the Wards of North Hertfordshire District Council Summary of Results

Date of Election : Thursday 05 May 2022

Contested Elections

Baldock Town

Name of Candidate	Description (if any)	Number of Votes
BAKER Harvey William	The Conservative Party Candidate	806
DRAY Michelle Carine	Heritage Party	32
LEE Timothy Peter	The Green Party	224
THOMAS Steven Paul	Liberal Democrats	210
WILLOUGHBY Alistair Kieran Oliver	Labour and Co-operative Party	871 Elected

Vacant Seats: 1 Electorate: 5,668 Ballot Papers Issued: 2,150 Turnout: 37.93%

Codicote

Name of Candidate	Description (if any)	Number of Votes
KING Roger Ian	Liberal Democrats	110
MOODY Ian Robert	The Conservative Party Candidate	519 Elected
WRIGHT-MASON Daniel Ian	Labour Party	250

Vacant Seats: 1 Electorate: 2,107 Ballot Papers Issued: 883 Turnout: 41.91%

Hitchin Bearton

Name of Candidate	Description (if any)	Number of Votes
BRYANT Valerie Ann	Labour and Co-operative Party	1,238 Elected
CLAYDEN Jonathan Daniel	Liberal Democrats	358
SANDER Anni Elke	The Green Party	326
STRONG Anthony Patrick	The Conservative Party Candidate	367

Vacant Seats: 1 Electorate: 6,380 Ballot Papers Issued: 2,303 Turnout: 36.10%

Contested Elections

Hitchin Highbury

Name of Candidate	Description (if any)	Number of Votes
COLLINS Samuel Peter William	Liberal Democrats	1,790 Elected
FORSYTH Samuel William	The Conservative Party Candidate	549
GRIGGS Angela Jean	Labour Party	281
SMITH Leigh	Christian Peoples Alliance	35

Vacant Seats: 1 Electorate: 6,226 Ballot Papers Issued: 2,660 Turnout: 42.72%

Hitchin Oughton

Name of Candidate	Description (if any)	Number of Votes
BILLING Clare Helen	Labour and Co-operative Party	663 Elected
CORDLE Sidney Clifford	Christian Peoples Alliance	35
FREE Sarah Jane	The Conservative Party Candidate	263
MUÑOZ MANIEGA Susana	Liberal Democrats	167

Vacant Seats: 1 Electorate: 3,638 Ballot Papers Issued: 1,130 Turnout: 31.06%

Hitchin Priory

Name of Candidate	Description (if any)	Number of Votes
ELTRINGHAM Deolinda Maria	The Green Party	101
GRIFFITHS Dominic John Crean	The Conservative Party Candidate	530
LUCAS Christopher Francis	Liberal Democrats	1,080 Elected
TAYLOR Peter Malcolm	Labour Party	140

Vacant Seats: 1 Electorate: 3,729 Ballot Papers Issued: 1,859 Turnout: 49.85%

Hitchin Walsworth

Name of Candidate	Description (if any)	Number of Votes
DENSELOW James Howard	Labour and Co-operative Party	1,109 Elected
LATIF Nusrat	The Conservative Party Candidate	586
LAVIN William Barry	The Green Party	343
TOWNSEND Elizabeth Julie	Liberal Democrats	377

Vacant Seats: 1 Electorate: 6,215 Ballot Papers Issued: 2,428 Turnout: 39.07%

Hitchwood, Offa & Hoo

Name of Candidate	Description (if any)	Number of Votes
FROST Faye Susan	The Conservative Party Candidate	1,196 Elected
PARKIN Marilyn Margaret	Liberal Democrats	672
WINSTANLEY David James	Labour Party	395

Vacant Seats: 1 Electorate: 5,992 Ballot Papers Issued: 2,278 Turnout: 38.02%

Contested Elections

Kimpton

Name of Candidate	Description (if any)	Number of Votes
BISHOP John Cyril	Independent	48
JACKMAN Nicola Miranda Campbell	Liberal Democrats	276
JENNER Douglas Arthur	Labour Party	106
MALCOLM Davina Ruth	The Green Party	61
MUNCER Ralph Gerald	The Conservative Party Candidate	349 Elected

Vacant Seats: 1 Electorate: 1,789 Ballot Papers Issued: 843 Turnout: 47.12%

Knebworth

Name of Candidate	Description (if any)	Number of Votes
CHAPMAN Lee Jonathan	The Conservative Party Candidate	621
NASH Catherine Lisa	Liberal Democrats	1,206 Elected
TRANGMAR Alan Garth	Labour Party	170

Vacant Seats: 1 Electorate: 4,156 Ballot Papers Issued: 2,010 Turnout: 48.36%

Letchworth East

Name of Candidate	Description (if any)	Number of Votes
DERBYSHIRE Helen Denise	The Conservative Party Candidate	365
JARVIS Sally Margaret	Liberal Democrats	179
THOMAS Tamsin Le Ann Scott	Labour and Co-operative Party	833 Elected

Vacant Seats: 1 Electorate: 4,414 Ballot Papers Issued: 1,388 Turnout: 31.45%

Letchworth Grange

Name of Candidate	Description (if any)	Number of Votes
ALLEN Daniel Peter Mark	Labour and Co-operative Party	1,185 Elected
BOAKES Stephen Robert	The Conservative Party Candidate	835

Vacant Seats: 1 Electorate: 5,569 Ballot Papers Issued: 2,048 Turnout: 36.78%

Letchworth South East

Name of Candidate	Description (if any)	Number of Votes
CLARE Andrew	The Conservative Party Candidate	776
MARMENT Paul Anthony James	Liberal Democrats	248
MIDDLETON Hazel Tracy	The Green Party	126
NOLAN Sean	Labour and Co-operative Party	784 Elected

Vacant Seats: 1 Electorate: 5,306 Ballot Papers Issued: 1,953 Turnout: 36.81%

Contested Elections

Letchworth South West

Name of Candidate	Description (if any)	Number of Votes
BORGARS Alan Edmund	The Green Party	169
CHAPMAN Leo James	Labour Party	351
DURSTON James	The Conservative Party Candidate	965
WEEDER Phillip Christopher	Liberal Democrats	1,067 Elected

Vacant Seats: 1 **Electorate: 5,971** **Ballot Papers Issued: 2,567** **Turnout: 42.99%**

Letchworth Wilbury

Name of Candidate	Description (if any)	Number of Votes
CLAYFIELD Ian Huw John	The Green Party	147
EDWARDS Harrison Michael	The Conservative Party Candidate	352
IRCHA Andrew	Liberal Democrats	88
PLATER Thomas Joseph	Labour and Co-operative Party	675 Elected

Vacant Seats: 1 **Electorate: 3,957** **Ballot Papers Issued: 1,269** **Turnout: 32.07%**

Royston Heath

Name of Candidate	Description (if any)	Number of Votes
BROWN Ruth Gillian	Liberal Democrats	988 Elected
GARLAND Kenneth	Labour and Co-operative Party	196
HUGHES Mark James	The Conservative Party Candidate	536
PARKER Hugh David	The Green Party	111

Vacant Seats: 1 **Electorate: 4,458** **Ballot Papers Issued: 1,853** **Turnout: 41.57%**

Royston Meridian

Name of Candidate	Description (if any)	Number of Votes
COMPTON Adam	The Conservative Party Candidate	749 Elected
DI CAPITE Amy Chesterton	Liberal Democrats	694
HULLY John Briggs	The Green Party	90
LOCKETT Stephen	Labour Party	195

Vacant Seats: 1 **Electorate: 4,249** **Ballot Papers Issued: 1,734** **Turnout: 40.81%**

Royston Palace

Name of Candidate	Description (if any)	Number of Votes
DINGLEY Sarah Anne	The Conservative Party Candidate	563
HINCHLIFF Christopher Volante	Labour and Co-operative Party	590 Elected
MAY Bryony Clare	Liberal Democrats	297

Vacant Seats: 1 **Electorate: 4,376** **Ballot Papers Issued: 1,468** **Turnout: 33.55%**

Totals for District Election

Ballot Papers Issued	=	32,824	Votes Cast	=	32,614
Electorate	=	84,200	Votes Rejected	=	207
Turnout %	=	38.98 %			

This page is intentionally left blank

Election of PARISH COUNCILLORS for the Parish Wards of North Hertfordshire District Council Summary of Results

Date of Election : Thursday 05 May 2022

Contested Elections

Royston Town (Palace)

Name of Candidate	Description (if any)	Number of Votes
ADAMS Lisa Jayne	Royston Town Party	786 Elected
HAUGH Luke John	Royston Town Party	504
INWOOD Robert Edward	Royston Town Party	993 Elected
JANI Bindi Manish	Royston Town Party	672 Elected
LANGDON Lynsey Jane	Royston Town Party	733 Elected
LEGGETT Iain Leslie	The Conservative Party Candidate	473
REES John Ivor	Labour Party	600 Elected

Vacant Seats: 5 Electorate: 4,376 Ballot Papers Issued: 1,478 Turnout: 33.78%

Royston Town (South)

Name of Candidate	Description (if any)	Number of Votes
ANTONY Mary Robin	Royston Town Party	261 Elected
DIXON Robin Stuart	Royston Town Party	253
STANIER Carol Ann	Liberal Democrats	262 Elected
WEST Vaughan	Labour Party	108

Vacant Seats: 2 Electorate: 1,142 Ballot Papers Issued: 510 Turnout: 44.66%

Royston Town (West)

Name of Candidate	Description (if any)	Number of Votes
AHMED Md Bulbul	Royston Town Party	402
BEARDWELL Elizabeth Mary	Liberal Democrats	782 Elected
BROWN Ruth Gillian	Liberal Democrats	869 Elected
GARLAND Kenneth	Labour Party	221
SQUIRE-SMITH Emma Jane	Liberal Democrats	630 Elected

Vacant Seats: 3 Electorate: 3,316 Ballot Papers Issued: 1,323 Turnout: 39.90%

Totals for Parish Election

Ballot Papers Issued	=	3,311	Votes Cast	=	8,549
Electorate	=	8,834	Votes Rejected	=	55
Turnout %	=	37.48 %			

UnContested Elections

Codicote (East)

Name of Candidate	Description (if any)	Number of Votes
GREEN Russell James		

Vacant Seats: 2 Electorate: 643

Codicote (Village)

Name of Candidate	Description (if any)	Number of Votes
ARGENT Colin James		
BEXTON Peter Edward		
BUNDY James Thomas		
FOTHERGILL Neil James		
GILBERT Georgia Edwina		
KANE Michael Joseph		
MAYGER Caroline Judith		
SOUTH Arthur		

Vacant Seats: 8 Electorate: 2,107

Kimpton

Name of Candidate	Description (if any)	Number of Votes
DURRANT Grahame Hyde		
FIRTH Alexander James		
MARSH Jonathan Robert		
O'BRIEN Susan Nicole		
PROCTER Carley		
REAVELL David Ian	Company Director	

Vacant Seats: 8 Electorate: 1,789

UnContested Elections

Knebworth

Name of Candidate	Description (if any)	Number of Votes
CHARTER Adrienne Louise		
COSSON Charlotte Elizabeth		
FARR Philip Edward		
GODFREY Jeremey Grayston		
HEMINGWAY Stephen John		
JOBLING Paul Graeme		
KUGATHASAN Praba		
STRINGER Colin Richard		
WARD Paul Michael		
WILLCOCKS Roger Keith William		

Vacant Seats: 12 **Electorate: 3,513**

Royston Town (Meridian)

Name of Candidate	Description (if any)	Number of Votes
BIRCH James Hubert	Royston Town Party	
COMPTON Adam	The Conservative Party Candidate	
HARRISON Michael Edward	The Conservative Party Candidate	
HORGAN Joseph Patrick	Royston Town Party	
LOCKETT Stephen James	Labour Party	

Vacant Seats: 5 **Electorate: 4,249**

This page is intentionally left blank

Summary of Results

Date of Election : Thursday 05 May 2022

Contested Elections

Knebworth Neighbourhood Area

Name of Candidate	Description (if any)	Number of Votes
NO <input type="checkbox"/>		243
YES <input type="checkbox"/>		1,449

Vacant Seats: 0 Electorate: 3,513 Ballot Papers Issued: 1,727 Turnout: 49.16%

Totals for Neighbourhood Planning Referendum Election

Ballot Papers Issued	=	1,727	Votes Cast	=	1,692
Electorate	=	3,513	Votes Rejected	=	35
Turnout %	=	49.16 %			

This page is intentionally left blank

**ANNUAL COUNCIL
26 MAY 2022**

PART 1 – PUBLIC DOCUMENT

TITLE OF REPORT: NOTING THE APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL, MEMBERS OF THE CABINET AND DEPUTY EXECUTIVE MEMBERS FOR 2022/23

REPORT OF THE DEMOCRATIC SERVICES MANAGER

COUNCIL PRIORITY: PEOPLE FIRST / SUSTAINABILITY / A BRIGHTER FUTURE TOGETHER*

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform the Council of the Leader's appointment of members of the Cabinet for 2022/23.

2. RECOMMENDATIONS

- 2.1 That the appointment of the Deputy Leader of the Council for the Civic Year 2022/23 be noted.
- 2.2 That the Members to be appointed as Executive Members of the Cabinet for 2022/23 and the areas for which they will be responsible as detailed in Appendix A be noted.
- 2.3 That the Members to be appointed as Deputy Executive Members for 2022/23 and the areas for which they will act as Deputy Executive Member as detailed at Appendix A be noted.

3. REASONS FOR RECOMMENDATIONS

- 3.1 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. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 The Leader of the Council will inform the Council of the appointment of the Deputy Leader of the Council and Cabinet Members for 2022/23.

- 5.2 The Leader will inform the Council of the appointment of Deputy Executive Members for 2022/23.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 As required as one of the choices of political model set out in the Local Government Act 2000, North Hertfordshire Council has adopted a Leader and Cabinet form of executive governance.

8. RELEVANT CONSIDERATIONS

- 8.1 Under Section 5.2 of the Council's Constitution, it is set out that the Cabinet will consist of:

“5.2.1 the Leader of the Council (the “Leader”); and

5.2.2 at least two but not more than nine (or other parameters set by legislation) Councillors appointed to the Cabinet as Executive Members by the Leader.”

- 8.2 Under Section 4.8.1 of the Council's Constitution, it is set out that Annual Council will:

(vii) note the number of Members to be appointed to the Cabinet and the appointment those Members;

- 8.3 Under Section 5.6 of the Council's Constitution, it is set out that:

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

- 8.4 Appendix A to the report sets out the Leader's appointments to the Cabinet Executive Member positions for 2022/23 and the appointment of Deputy Executive Members for the same period.

- 8.5 In accordance with Section 5.3.4 of the Council's Constitution, it is also required that “within two weeks of being elected as Leader, the Leader will submit to the Proper Officer a Cabinet Scheme of Delegations setting out the responsibilities and delegated authority of each member of the Cabinet and any other delegation of any Executive Function the Leader chooses to make.”

9. LEGAL IMPLICATIONS

- 9.1 The legal and constitutional requirements are set out in the main body of this report.

10. FINANCIAL IMPLICATIONS

- 10.1 As detailed in paragraph 8.1 there can be between 2 and 9 (inclusive) Executive Members appointed by the Leader of the Council. Each Executive Member receives a set allowance as set by the Member Allowances Scheme. The budget is based on 7 Executive Members being appointed. That does not preclude the Leader appointing a different number of Executive Members, but there would be a financial impact arising from that decision.

11. RISK IMPLICATIONS

- 11.1 There are no direct risk implications arising from this report.

12. EQUALITIES IMPLICATIONS

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 The Social Value Act and “go local” policy do not apply to this report.

14. ENVIRONMENTAL IMPLICATIONS

- 14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

- 15.1 There are no human resource implications.

16. APPENDICES

- 16.1 Appendix A – Appointment of Members of the Cabinet (Including Deputy Executive Members) for 2022/23. (Appendix A will be circulated separately)

17. CONTACT OFFICERS

Author

- 17.1 William Edwards, Committee, Member and Scrutiny Manager
William.edwards@north-herts.gov.uk

Contributors

- 17.2 Melanie Stimpson, Democratic Services Manager
melanie.stimpson@north-herts.gov.uk
- 17.3 Isabelle Alajooz
Legal Commercial Team Manager and Deputy Monitoring Officer
isabelle.alajooz@north-herts.gov.uk
- 17.4 Alice Simms
Trainee Policy Officer
Alice.simms@north-herts.gov.uk

18. BACKGROUND PAPERS

- 18.1 None.

**ANNUAL COUNCIL
26 MAY 2022**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2022/23

REPORT OF THE DEMOCRATIC SERVICES MANAGER

COUNCIL PRIORITY: PEOPLE FIRST / SUSTAINABILITY / A BRIGHTER FUTURE TOGETHER

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform the Council of the appointment of Members of Committees for 2022/23.

2. RECOMMENDATIONS

- 2.1 That, for 2022/23, 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 to 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 this report, be noted.
- 2.2 That, for 2022/23, 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 this report.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To comply with the provisions of Section 15 of the Local Government and Housing Act 1989.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 The Leaders of the Political Groups have been consulted and have been requested to inform the Democratic Services Manager of their Committee Member nominations for 2022/23.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 The provisions of Section 15 of the Local Government and Housing Act 1989 (“the Act”) imposed a duty for the Council to review the representation of the different Political Groups on the Council’s Committees. The representation needs to be broadly proportional to the number of seats held by each Political Group of the Council. The Committees to which Section 15 of the Act applies are:

- Overview and Scrutiny Committee;
- Finance, Audit and Risk Committee;
- Planning Control Committee;
- Licensing and Regulation Committee;
- Standards Committee;
- Council Tax Setting Committee;
- Employment Committee;
- Employment Appeals Committee; and
- Joint Staff Consultative Committee.

- 7.2 The Council is also required to appoint to various other bodies, to which Section 15 of the Act does not apply, in accordance with the nominations received from the Political Groups.

8. RELEVANT CONSIDERATIONS

- 8.1 Appendix A to the report (circulated subsequent to the agenda publication) sets out political balance of Committees, as required under the provisions of Section 15 of the Local Government and Housing Act 1989, and the proposed allocation of seats for those bodies to which Section 15 does not apply, for 2022/23.

- 8.2 Appendix B to the report (circulated subsequent to the agenda publication) will set out the proposed appointment of Members to Committees for 2022/23, in accordance with the wishes of the Political Groups.

- 8.3 In respect of substitutes to committees the constitution states at Paragraph 4.8.4:

“(b) For Committees or Sub-Committees listed at 4.8.4(d) below and Panels, but not the Cabinet, the Council will appoint a proportionate number of substitutes in respect of each political group as that group holds ordinary seats on that Committee, Sub-Committee or Panel. The number of substitutes shall be a minimum of two substitutes per group and a maximum of 50% of the total of each group’s full committee or Panel membership rounded up to the nearest whole number.”

9. LEGAL IMPLICATIONS

- 9.1 The legal and constitutional requirements are set out in the main body of this report.
- 9.2 The proposed appointments are due to be made in line with the provisions of the Local Government and Housing Act 1989 and the subsequent Local Government (Committees and Political Groups) Regulations 1990 as amended by the Local Government (Committees and Political Groups) (Amendment) Regulations 1991.

10. FINANCIAL IMPLICATIONS

- 10.1 There are no financial implications arising directly from this report.

11. RISK IMPLICATIONS

- 11.1 There are no direct risk implications arising from this report.

12. EQUALITIES IMPLICATIONS

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 The Social Value Act and “go local” policy do not apply to this report.

15. ENVIRONMENTAL IMPLICATIONS

- 15.1. There are no known Environmental impacts or requirements that apply to this report.

14. HUMAN RESOURCE IMPLICATIONS

- 14.1 There are no human resource implications.

15. APPENDICES

- 15.1 Appendix A – Political Proportionality & Balance calculations including to those committees governed by Section 15 of the Local Government and Housing Act 1989
- 15.2 Appendix B – Appointment of Members of Committees for 2022/23. (Appendix B will be circulated separately).

16. CONTACT OFFICERS

Author

- 16.1 William Edwards, Committee, Member and Scrutiny Manager

William.edwards@north-herts.gov.uk

01462474295

Contributors

16.2 Melanie Stimpson, Democratic Services Manager

melanie.stimpson@north-herts.gov.uk

01462 474208

16.3 Isabelle Alajooz

Legal Commercial Team Manager and Deputy Monitoring Officer

isabelle.alajooz@north-herts.gov.uk

01462 474346

17. BACKGROUND PAPERS

17.1 None

Political Proportionality Balance calculations including to those committees governed by Section 15 of the Local Government and Housing Act 1989

	Conservative	%	Labour	%	Lib Dem	%	Totals		1 Member = %
Total Council Seats	19	38.78%	17	34.69%	13	26.53%	49		2.040816327
Overview & Scrutiny Committee	5	41.67%	4	33.33%	3	25.00%	12	100.00%	8.333333333
Variation		0.028912		-0.013605442		-0.01531	12		
Substitutes	3		2		2				
Finance, Audit & Risk Committee	3	42.86%	2	28.57%	2	28.57%	7	100.00%	14.28571429
Variation		4.08%		-6.12%		2.04%	7		
Substitutes	2		2		2				
Planning Control Committee	5	41.67%	4	33.33%	3	25.00%	12	100.00%	6.666666667
Variation		2.89%		-1.36%		-1.53%	12		
Substitutes	3		2		2				
Licensing and Regulation Committee	5	33.33%	5	33.33%	5	33.33%	15	100.00%	7.142857143
Variation		-5.44%		-1.36%		6.80%	15		
Substitutes	N/A		N/A		N/A				
Standards Committee	5	41.67%	4	33.33%	3	25.00%	12	100.00%	8.333333333
Variation		2.89%		-1.36%		-1.53%	12		
Substitutes	3		2		2				
Council Tax Setting Committee	2	40.00%	2	40.00%	1	20.00%	5	100.00%	20
Variation		1.22%		5.31%		-6.53%	5		
Substitutes	2		2		2				
Employment Committee	2	40.00%	2	40.00%	1	20.00%	5	100.00%	20
Variation		1.22%		5.31%		-6.53%	5		
Substitutes	2		2		2				
Employment Appeals Committee	2	40.00%	2	40.00%	1	20.00%	5	100.00%	20
Variation		1.22%		5.31%		-6.53%	5		
Substitutes	2		2		2				
Joint Staff Consultative Committee	2	40.00%	2	40.00%	1	20.00%	5	100.00%	20

Political Proportionality Balance calculations including to those committees governed by Section 15 of the Local Government and Housing Act 1989

Variation		1.22%		5.31%			-6.53%	5		
Substitutes	2		2			2				
Total Proportional Committee Seats	31	39.74%	27	34.62%		20	25.64%	78	100.00%	1.19047619
Overall Variation		0.97%		-0.08%			-0.89%			
AREA COMMITTEES										
Baldock and District	3		1			2		6		
Hitchin	1		8			4		13		
Letchworth	4		6			3		13		
Royston and District	4		1			2		7		
Southern Rural	7		0			3		10		
Total Area Committee Seats	19		16			14		49		
BODIES NOT INCLUDED IN PROPORTIONALITY CALCULATIONS										
Cabinet Panel on the Environment (Politically Balanced)	4		3			2				
Cabinet Panel on Place (Politically Balanced)	4		3			2				

Political Proportionality Balance calculations including to those committees governed by Section 15 of the Local Government and Housing Act 1989

Cabinet Panel on Community (Politically Balanced)	4		3		2				
District Wide Community Facilities Capital and Revenue Grants Panel	4		3		2				
CCTV Partnership Joint Executive (3 Members of Cabinet)			2		1				
Joint Member Panel - LWGC Heritage Foundation (All Members of Letchworth Committee)	4		6		3				
Hertfordshire Growth Board (Leader of Council)			1						
Hertfordshire Growth Board Scrutiny Committee (One non-executive Member)									
Cabinet Sub Committee [Council Charities] (3 Members of Cabinet)			2		1				
Cabinet Sub-Committee [Local Authority Trading Companies' Shareholder] (3 Members of Cabinet)			2		1				
Total Non-Proportional Body Seats	20		25		14		59		
TOTAL SEATS ACROSS ALL APPOINTMENTS	70		68		48		186		

This page is intentionally left blank

**ANNUAL COUNCIL
26 MAY 2022**

***PART 1 – PUBLIC DOCUMENT**

**TITLE OF REPORT: APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES
FOR 2022/23**

REPORT OF THE DEMOCRATIC SERVICES MANAGER

COUNCIL PRIORITY: PEOPLE FIRST / SUSTAINABILITY / A BRIGHTER FUTURE
TOGETHER

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform the Council of the appointment of Chairs and Vice-Chairs of Committees (except Area Committees) for 2022/23.

2. RECOMMENDATIONS

- 2.1 That the Chairs and Vice-Chairs of Committees (except Area Committees) for 2022/23 be appointed in accordance with the details set out in Appendix A to the report.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To comply with the provisions of Standing Order 4.8.1(a)(ix) of the Council's Constitution.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 The Leaders of the Political Groups have been consulted and have informed the Democratic Services Manager of their nominations for Chairs and Vice-Chairs of Committees (except Area Committees) for 2022/23.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 Standing Order 4.8.1(a)(ix) of the Council's Constitution states that the Annual Council will:

“appoint the Chairs and Vice-Chairs of Committees, with the exception of the Area Committees, subject to any requirements of this Constitution concerning who may be appointed to such positions”.

8. RELEVANT CONSIDERATIONS

- 8.1 Appendix A to the report comprises nominations for the appointment of Chairs and Vice-Chairs of Committees (except Area Committees) for 2022/23.

9. LEGAL IMPLICATIONS

- 9.1 The legal and constitutional requirements are set out in the main body of this report.
- 9.2 The appointments are due to be made in line with the provisions of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 as amended by the Local Government (Committees and Political Groups) (Amendment) Regulations 1991.

10. FINANCIAL IMPLICATIONS

- 10.1 There are no direct financial implications arising directly from this report

11. RISK IMPLICATIONS

- 11.1 There are no direct risk implications arising from this report.

12. EQUALITIES IMPLICATIONS

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 The Social Value Act and “go local” policy do not apply to this report.

14. ENVIRONMENTAL IMPLICATIONS

- 14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

- 15.1 There are no human resource implications.

16. APPENDICES

- 16.1 Appendix A – Appointment of Chairs and Vice-Chairs of Committees (except Area Committees) for 2022/23. (Appendix A will be circulated separately).

17. CONTACT OFFICERS

Author

- 17.1 William Edwards, Committee, Member and Scrutiny Manager
William.edwards@north-herts.gov.uk
01462474295

Contributors

- 17.2 Melanie Stimpson, Democratic Services Manager
melanie.stimpson@north-herts.gov.uk
01462 474208
- 17.3 Isabelle Alajooz
Legal Commercial Team Manager and Deputy Monitoring Officer
Isabelle.alajooz@north-herts.gov.uk
01462 484346

18. BACKGROUND PAPERS

- 18.1 None.

This page is intentionally left blank

**ANNUAL COUNCIL
26 MAY 2022**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: KEY DECISIONS - ANNUAL REPORT ON CASES OF SPECIAL URGENCY

REPORT OF THE LEADER OF THE COUNCIL

COUNCIL PRIORITY: PEOPLE FIRST / SUSTAINABILITY / A BRIGHTER FUTURE TOGETHER

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform the Council of any occasions over the past year where the provisions relating to “Special Urgency” have been used in connection with the publication of an intention to make a Key Decision, as required by legislation.

2. RECOMMENDATIONS

- 2.1 That the report be noted.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To comply with Regulation 19 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (“the Regulations”).

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 None.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 came into force on 10 September 2012. The Regulations, inter alia, revised the procedures for publicity in connection with Key Decisions.
- 7.2 A Key Decision means an executive decision which is likely –
- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates; or
 - (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.
- 7.3 The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, Regulation 9(2) requires that at least 28 clear days notice is given by the Council before a Key Decision is made. This requirement is ordinarily met at North Herts Council by the regular publication of the Forward Plan of Key Decisions.
- 7.4 Regulation 10 requires that, where the publication of the intention to make a Key decision under regulation 9(2) is impracticable, that decision may only be made –
- (a) where the proper officer has informed the Chair of the relevant Overview and Scrutiny Committee or, if there is no such person, each member of the relevant Overview and Scrutiny Committee by notice in writing, of the matter about which the decision is to be made;
 - (b) where the proper officer has made available at the offices of the relevant local authority for inspection by the public and published on the relevant local authority's website, if it has one, a copy of the notice given pursuant to sub-paragraph (a); and
 - (c) after five clear days have elapsed following the day on which the proper officer made available the notice referred to in sub-paragraph (b).
- 7.5 In cases of Special Urgency, Regulation 11 requires that where the date by which a key decision must be made, makes compliance with regulation 10 impracticable, the decision may only be made where the decision maker has obtained agreement from -
- (a) the Chair of the relevant Overview and Scrutiny Committee; or
 - (b) if there is no such person, or if the Chair of the relevant Overview and Scrutiny Committee is unable to act, the Chair of the relevant local authority; or
 - (c) where there is no Chair of either the relevant Overview and Scrutiny Committee or of the relevant local authority, the Vice-Chair of the relevant local authority, that the making of the decision is urgent and cannot reasonably be deferred.
- 7.6 Regulation 19(1) requires that the Executive Leader must submit to the relevant local authority at such intervals as may be determined by the relevant local authority a report

containing details of each executive decision taken during the period since the last report was submitted to the authority where the making of the decision was agreed as urgent in accordance with Regulation 11.

- 7.7 As contained within the Council's Constitution it is stated that the Executive Leader will submit a report annually to Council on the Cabinet decisions taken under the special urgency provisions.
- 7.8 Regulation 19(2) requires that a report submitted for the purposes of Regulation 19(1) must include –
- (a) particulars of each decision made; and
 - (b) a summary of the matters in respect of which each decision was made.
- 7.9 Regulation 19(3) requires that the Executive Leader must submit at least one report under Regulation 19(1) annually to the relevant local authority.

8. RELEVANT CONSIDERATIONS

- 8.1 In 2021/22, the following Key Decisions required the Special Urgency procedure outlined in Regulation 11 to be invoked

Subject Matter: Homeless Funding

Decision:

- (1) The allocation of £200k of homelessness funding received from the Ministry of Housing, Communities and Local Government to grant fund the development of an accommodation and support scheme for homeless single people in North Hertfordshire. This service will be provided by Keystage Housing (subject to agreement terms as detailed below).
- (2) As this opportunity is time limited, this decision has been considered in accordance with 'Special Urgency' provisions in accordance with the Council's constitution.

Decision Taker: Anthony Roche – Managing Director

Date of Decision: 13 August 2021

Reason for Urgency:

This decision is a key Executive decision that the Leader of the Council considers to be urgent. It has not been possible to notify the public by including it in the Forward Plan as the opportunity will only be available until 31 August 2021 and the necessary assurances have only just been received by the Council. The Council has received a homelessness funding allocation of £340k from the Ministry of Housing, Communities and Local Government (MHCLG) for 2021/22. The funding is ringfenced for use in managing homelessness pressures, including supporting those who are at risk of homelessness and rough sleeping. The Council has experienced a high demand for housing related

support services from single people, many of whom present with complex support needs and are at risk of rough sleeping. This decision concerns £200k of the MHCLG allocation to grant fund development of a local Keystage service with the purpose of operating accommodation-based support services for single homeless people (for a minimum period of 10 years). The overall project is conditional on completion and the service being operational from 1 October 2021, which would make compliance with the time periods set out in regulation 10 (or indeed 9) impossible. Further details of the delegated decision and reasons will be available on the Delegated Decision page for 2021: <https://www.north-herts.gov.uk/home/council-and-democracy/decisions/delegated-decisions-2021> It is confirmed that in providing this notice the Council concludes that this is an opportunity to provide an important service for the community, hence the urgency. The Chair of the Overview and Scrutiny Committee has been informed and agreed that the decision cannot be deferred

- 8.8 All Notices of Special Urgency can be viewed on the Council's Website: <https://www.north-herts.gov.uk/home/council-and-democracy/decisions>

9. LEGAL IMPLICATIONS

- 9.1 This report is a requirement of the Council Procedure Rules as set out in Part 15.16.3 of the Council's Constitution which provides that the Leader of the Council will submit an annual report to the Council on Cabinet decision taken in the circumstances set out in 15.15 (special urgency) in the preceding year. The report will include the number of decisions so taken and a summary of the matters in respect of which those decisions were taken.
- 9.2 The requirements of the Regulations are set out in the main body of this report.

10. FINANCIAL IMPLICATIONS

- 10.1 There are no financial implications arising directly from this report. In the event of the use of Special Urgency procedures, financial (and other) implications would be considered in the decision-making process and reported to Full Council.

11. RISK IMPLICATIONS

- 11.1 There are no direct risk implications arising from this report.

12. EQUALITIES IMPLICATIONS

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 This is a noting report, the intention of which is to ensure transparency of decision making. Considerations with regards to equalities implications, in relation to each decision, will have been set out in the reports concerned.

12.3 There are no direct equalities implications arising from this report.

13. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value Act and “go local” policy do not apply to this report.

14 HUMAN RESOURCE IMPLICATIONS

14.1 There are no human resource implications.

15. ENVIRONMENTAL IMPLICATIONS

15.1. Considerations with regards to environmental implications, in relation to each decision, will have been set out in the reports concerned.

16. APPENDICES

16.1 None.

17. CONTACT OFFICERS

Author

17.1 William Edwards, Committee, Member and Scrutiny Manager
William.edwards@north-herts.gov.uk

Contributors

17.2 Louis Mutter
Committee, Member and Scrutiny Officer
Louis.mutter@north-herts.gov.uk

17.3 Melanie Stimpson
Democratic Services Manager
melanie.stimpson@north-herts.gov.uk

17.4 Nurainatta Katevu
Legal Regulatory Team Manager and Deputy Monitoring Officer
Nurainatta.katevu@north-herts.gov.uk

17.5 Alice Simms
Trainee Policy Officer
Alice.Simms@north-herts.gov.uk

18. BACKGROUND PAPERS

18.1 None.

This page is intentionally left blank

**ANNUAL COUNCIL
26 MAY 2022**

PART 1 – PUBLIC DOCUMENT

TITLE OF REPORT: APPROVE A PROGRAMME OF ORDINARY MEETINGS FOR THE COUNCIL FOR THE CIVIC YEAR 2022/23

REPORT OF THE DEMOCRATIC SERVICES MANAGER

COUNCIL PRIORITY: PEOPLE FIRST / SUSTAINABILITY / A BRIGHTER FUTURE TOGETHER

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to seek approval to a programme of ordinary meetings of the Council for the Civic Year 2022/23.

2. RECOMMENDATIONS

- 2.1 That the following programme of ordinary meetings of the Council be approved for the Civic Year 2022/23:

Thursday, 7 July 2022 – 7.30pm
Thursday, 22 September 2022 – 7.30pm
Thursday, 10 November 2022 – 7.30pm
Thursday, 19 January 2023 – 7.30pm
Thursday, 23 February 2023 – 7.30pm
Wednesday, 30 March 2023 - 7.30 pm

- 2.2 That the Calendar of Meetings for 2022/23, as attached as Appendix A, be approved.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To enable Members to agree a programme of ordinary meetings of the Council for 2022/23.
- 3.2 To enable Members to agree the Calendar of meetings for 2022/23.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 A number of alternative dates were considered during consultation.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 Consultation has been undertaken with the political Group Leaders.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 Standing Order 4.8.1(a)(xi) requires the Council, at its Annual meeting, to approve a programme of ordinary meetings of the Council for the ensuing Civic Year.

8. RELEVANT CONSIDERATIONS

- 8.1 Following consultation with the political Group Leaders, the following dates are recommended for ordinary meetings of the Council during the Civic Year 2022/23:

Thursday, 7 July 2022 – 7.30pm
Thursday, 22 September 2022 – 7.30pm
Thursday, 10 November 2022 – 7.30pm
Thursday, 19 January 2023 – 7.30pm
Thursday, 23 February 2023 – 7.30pm
Wednesday, 30 March 2023 - 7.30 pm

- 8.2 Should circumstances dictate that any extraordinary meetings of the Council are required to deal with time critical issues in addition to the above programme of meetings then these will be arranged as necessary.

- 8.3 Following consultation with the political Group Leaders, the Calendar of Meetings for 2022/23, as attached as Appendix A, is recommended for the Civic Year.

- 8.4 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 ('the Regulations'), which allowed Council and Committee meetings to be held virtually, expired as of 7 May 2021. Despite attempts for this to be changed (Lawyers in Local Government (LLG), the Association of Democratic Services Officers (ADSO) and Hertfordshire County Council asked the High Court to declare that the Local Government Act 1972 empowers local authorities to hold meetings remotely, including whether press and public could also be permitted to attend remotely under the Act. As well as the recent petition by ADSO and LLG calling for the UK Government and Parliament to allow Councils in England to have the choice to meet remotely.

Council and Committee meetings are still not able to meeting virtually and must be held in person.

9. LEGAL IMPLICATIONS

- 9.1 Paragraph 4.8.1(a) (xi) of the constitution provides in the terms of reference for the Annual Council meeting to include amongst other things "approving a programme of ordinary meetings of the Council for the year".

9.2 Provisions for calling meetings, enabling the public to be present and making documents available are contained in two principal pieces of legislation: the Local Government Act 1972, ss 100A to 100K for meetings of the full council and for non-executive committees and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 for executive meetings, in particular cabinet.

9.3 The Local Government Act 1972 requires members to be physically present in order for a meeting to take place.

10. FINANCIAL IMPLICATIONS

10.1 No financial implications arise directly from this report. A schedule of meetings forms part of the Council's usual business arrangements.

11. RISK IMPLICATIONS

11.1 There are no direct risk implications arising from this report.

12. EQUALITIES IMPLICATIONS

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 There are no equalities implications in this report.

13. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value Act and "go local" policy do not apply to this report.

14. ENVIRONMENTAL IMPLICATIONS

14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no human resource implications.

16. APPENDICES

16.1 Appendix A – Calendar of Meetings 2022/23

17. CONTACT OFFICERS

Author

17.1 William Edwards, Committee, Member and Scrutiny Manager
William.edwards@north-herts.gov.uk
01462474295

Contributors

17.2 Melanie Stimpson, Democratic Services Manager
melanie.stimpson@north-herts.gov.uk
01462 474208

17.3 Nurainatta Katevu
Legal Regulatory Team Manager and Deputy Monitoring Officer
Nurainatta.katevu@north-herts.gov.uk
01462 474364

17. BACKGROUND PAPERS

17.1 None.

SUBJECT TO RATIFICATION AT ANNUAL COUNCIL

NORTH HERTFORDSHIRE DISTRICT COUNCIL
SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS 2022/2023

7.30pm start unless stated	Regular Meeting day	MAY 2022	JUNE 2022	JULY 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023
COUNCIL													
COUNCIL	Thurs	26 Annual		7		22		10		19	23**	30	
Council Tax Setting Cttee (5.00pm)	Thurs									30	28***		
EXECUTIVE													
CABINET	Tues		21			13			13	31*		14	
Cabinet Sub-Committee (Council Charities) (3.00pm)									13				
Cabinet Sub-Committee (Local Authority Trading Companies' Shareholder)													
REGULATORY													
Licensing and Regulation Committee				5							7		
Planning Control Committee	Thurs		9 & 23	14	18 & 31	14	13 & 27	17	1 & 15	12	9 & 16	16	6 & 13
Standards Committee			22				20					22 Wed	
SCRUTINY													
Overview & Scrutiny Committee	Tues		13 (Mon	12 (C&D Meeting)		6			6	24		9	

SUBJECT TO RATIFICATION AT ANNUAL COUNCIL

7.30pm start unless stated	Regular Meeting day	MAY 2022	JUNE 2022	JULY 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023
AREA COMMITTEES													
Baldock and District Committee	Mon		20			19			5			20	
Hitchin Committee	Tues		28			27			8			28	
Letchworth Committee	Wed		8			21			14			15	
Royston & District. Committee	Wed		29			28		30				23	
Southern Rural Committee	Thurs		30			29			20 (Tues)			2	
OTHER COMMITTEES													
Finance, Audit & Risk Committee	wed		15			7		28	7	25		8	
Joint Staff Consultative Cttee (10.00am)	Wed		8			21			14			15	
PARTNERSHIPS, PANELS AND LIAISON MEETINGS													
Cabinet Panel on Community				18			17			9	20		
Cabinet Panel on the Environment				20			19			11	22		
Cabinet Panel on Place				19			18			10	21		
CCTV Partnership Joint Executive													

SUBJECT TO RATIFICATION AT ANNUAL COUNCIL

Highways Liaison (7.00pm)	Tues			1							6		
7.30pm start unless stated	Regular Meeting day	MAY 2022	JUNE 2022	JULY 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023
BUDGET WORKSHOPS:													
Administration								1 (Mon.)					
Opposition								3 (Wed.)					
CIVIC AND ELECTORAL EVENTS													
District Council.County Council and Police and Crime Commissioner Elections		6											
Chair's Reception/Civic Event											25		

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

2022 – 2023

District and Town/Parish Council Elections – 5 May 2022
 Annual Council Meeting – Thursday 26 May 2022
 Chair's Reception/Civic Event – Sunday 22 May 2023
 District and Town/Parish Council Elections – 4 May 2023

School Holidays Hertfordshire

School year (2021/22)

Start of term: 1 September 2021

Half term holiday: 25 October 2021 - 29 October 2021

Christmas holiday: 22 December 2021 - 4 January 2022

Half term holiday: 14 February 2022 - 18 February 2022

Easter holiday: 4 April 2022 – 18 April 2022

Half term holiday: 30 May 2022 - 3 June 2022

Summer holiday: 25 July 2022 - 31 August 2022

SUBJECT TO RATIFICATION AT ANNUAL COUNCIL

School Year (2022/23)

Start of term: 1 September 2022

Half term holiday: 24 October 2022 - 28 October 2022

Christmas holiday: 22 December 2022 - 4 January 2023

Half term holiday: 13 February 2023 - 17 February 2023

Easter holiday: 3 April 2023 - 14 April 2023

Half term holiday: 29 May 2023 – 2 June 2023

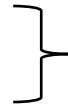
Summer holiday: 24 July 2023 - 31 August 2023

Conferences

Labour Conference:

Conservative Conference:

Liberal Conference:



NB: These dates have not yet been confirmed

**ANNUAL COUNCIL
26 MAY 2022**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2022/23

REPORT OF THE DEMOCRATIC SERVICES MANAGER

COUNCIL PRIORITY: PEOPLE FIRST / SUSTAINABILITY / A BRIGHTER FUTURE TOGETHER

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to present a list setting out the nomination of representatives on Outside Organisations and Other Bodies for 2022/23.

2. RECOMMENDATIONS

- 2.1 That the list of nominations of representatives on Outside Organisations and Other Bodies for 2022/23, as set out in Appendix A to the report be approved.
- 2.2 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.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To comply with the provisions of Standing Order 4.8.1(b)(iv) and (v) of the Council's Constitution.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 The Leaders of the Political Groups have been consulted regarding the nomination of representatives on Outside Organisations and Other Bodies for 2022/23.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 Standing Order 4.8.1(b)(iv) of the Council's Constitution states that at the Annual Meeting, the Council will

“receive nominations of Councillors to serve on each Committee and outside body”.

- 7.2 Standing Order 4.8.1(b)(v) states that at the Annual Meeting, the Council will also

“make appointments to those Committees and nominations to outside bodies, except where nomination to those bodies has been delegated by the Council or is exercisable by the Cabinet”.

8. RELEVANT CONSIDERATIONS

- 8.1 A light touch review was carried out last year and due to a reduction in staff numbers and the need to meet core service delivery requirements within the Democratic Services Team the annual review of outside body appointments was not conducted this year.

- 8.2 Group Leaders have been advised of this and were asked to consider the nominations as approved for 2021/22 and propose any alterations they felt necessary.

- 8.3 We have been advised that the Council should appoint a representative to the Parking and Traffic Regulations Outside London (PATROL) Adjudication Joint Committee. This body was established to enable Councils undertaking civil parking enforcement in England and Wales and civil bus lane and moving traffic enforcement in Wales to exercise their functions under relevant legislation. Although there are no specific requirements for nominees except for being a Councillor, they generally have an involvement in transport or environmental matters.

- 8.4 Whilst we continue to appoint to the Bedfordshire and River Ivel Internal Drainage Board (IDB), we have been informed of a proposed amalgamation of the Bedfordshire and River Ivel IDB with the Buckingham and River Ouzel IDB and the Alconbury and Ellington IDB which may impact on the Council's future representation on this board.

- 8.3 Appendix A to the report sets out the nomination of representatives to Outside Organisations and Other Bodies for 2022/23.

9. LEGAL IMPLICATIONS

- 9.1 The legal and constitutional requirements are set out in the main body of this report.

9.2 It is a constitutional requirement to review the appointments to outside organisations at the Annual Meeting.

9.3 Appointments are made by the Council in the interests of openness and transparency.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications arising directly from this report.

11. RISK IMPLICATIONS

11.1 There are no direct risk implications arising from this report.

12. EQUALITIES IMPLICATIONS

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.

13. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value Act and “go local” policy do not apply to this report.

14. ENVIRONMENTAL IMPLICATIONS

14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no human resource implications.

16. APPENDICES

16.1 Appendix A – Nomination of Representatives on Outside Organisations and Other Bodies for 2023/23. (Appendix A will be circulated separately).

17. CONTACT OFFICERS

Author

17.1 William Edwards, Committee, Member and Scrutiny Manager
William.edwards@north-herts.gov.uk
Ext 4295

Contributors

- 17.2 Melanie Stimpson
Democratic Services Manager
melanie.stimpson@north-herts.gov.uk
Ext 4208
- 17.3 Isabelle Alajooz
Legal Legal Commercial Team Manager and Deputy Monitoring Officer
Isabelle.alajooz@north-herts.gov.uk
01462 484346

18. BACKGROUND PAPERS

- 18.1 None.