

**ANNUAL COUNCIL  
23 MAY 2024**

**PART 1 – PUBLIC DOCUMENT**

**TITLE OF REPORT: APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2024/25**

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 2024/25.

**2. RECOMMENDATIONS**

2.1 That, for 2024/25, the seats allocated to each political group 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 2024/25, 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.

2.3 That, for 2024/25, each political group leader be appointed to the Constitutional and Governance Working Group and the Community Governance Review Working Group, as detailed in 8.6 of the 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 2024/25.

## **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 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 2024/25.

- 8.2 The political proportionality is based on members requests to form political groups through providing notification to the Proper Officer, as outlined in the Local Government (Committees and Political Groups) Regulations 1990 and should include the names and signatures of members (by hand), as well as the group name and group leader.

- 8.3 Where notice has not been received by the Proper Officer of a member registering with a political group, they will be considered as an independent member within proportionality calculations until the point at which a signature has been received (by hand) by the Proper Officer as notification of group membership.

8.4 Appendix B to the report (to be circulated subsequent to the agenda publication) will set out the proposed appointment of Members to Committees for 2024/25, in accordance with the wishes of the Political Groups.

8.5 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.”

8.6 There are two Working Groups included on the Calendar of Meetings for 2024/25 (the ratification of which is a separate agenda item) - the Constitutional and Governance Working Group and the Community Governance Review Working Group, which will not be appointed to under the proportionality calculations. The membership of these Working Groups will be the relevant Group Leaders of the political groups, as notified to the Proper Officer in line with 8.2 and 8.3 above.

## **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 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered. Each year the Council undertakes a review of outside bodies, including whether Members are insured or indemnity provided by the outside body. This is a relevant consideration when nominating any Member to an external organisation.

## **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 2024/25. ***(A more comprehensive Appendix B detailing further appointments will be circulated as a supplement when available).***

### **16. CONTACT OFFICERS**

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### **17. BACKGROUND PAPERS**

17.1 None