

**ANNUAL COUNCIL
22 MAY 2025**

PART 1 – PUBLIC DOCUMENT

TITLE OF REPORT: NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2025/26

REPORT OF THE DEMOCRATIC SERVICES MANAGER

COUNCIL PRIORITY: THRIVING COMMUNITIES / ACCESSIBLE SERVICES / RESPONSIBLE GROWTH / SUSTAINABILITY

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 2025/26.

NB If a Member is nominated to or is on an outside body, they have an Interest under the Code of Conduct, they must comply with the Code requirements Section 17, Appendix B – Constitution [\[page click here\]](#). If unclear, seek advice from the Monitoring Officer or Deputy.

2. RECOMMENDATIONS

- 2.1 That the list of nominations of representatives on Outside Organisations and Other Bodies for 2025/26, 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 2025/26.

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 comprehensive review of Outside Body appointments was carried out between January – March 2025. Both outside organisations and the appointed Members were surveyed. The survey assisted to ascertain whether the outside bodies were still active as well as the value in appointments to Outside Bodies. The response rate for organisations was 33 out of 49 (67%) and 24 out of 33 Members appointed to bodies (73%).
- 8.2 Group Leaders have been asked to consider the nominations as approved for 2024/25 and propose any alterations they felt necessary for 2025/2026, having given regard to 8.3 – 8.6 below.
- 8.3 A few organisations, namely Baldock Community Forum – Community Interest Company (CIC), Walsworth Community Association and Westmill Community Centre all raised issues with their representatives not attending meetings or being unresponsive to correspondence, but they all wished to continue having a Council representative.
- 8.4 The majority of organisations, namely Bedford and River Ivel Internal Drainage Board, Hertfordshire Armed Forces Governance Board, Hitchin Common Cow Trust, Royston Community Association and Survivors Against Domestic Abuse (SADA), all noted that the Member representative was of value to the organisations. Having a Council representative provided them with opportunities for networking, plus the representative could offer support and give advice on how the Council operates.
- 8.5 Some responses received from both the organisation and the appointed Members stated that they had not had contact with each other throughout the last year. Therefore, should Members require support in contacting the organisation, they should speak to Committee Services as soon as possible.

- 8.6 We have been advised by Councillor Tina Bhartwas that the Letchworth Garden Shed Library would benefit from having a Council representative appointed to them for 2025/26.
- 8.7 We have been advised that Royston First Advisory Council (BID) was dissolved on 1 April 2024. Therefore, it is proposed that an appointment is no longer made to this organisation.
- 8.8 Appendix A to the report sets out the nomination of representatives to Outside Organisations and Other Bodies for 2025/26.

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.
- 9.4 Members are required to include any appointments to Outside Organisations or Bodies on their Register of Interests within 28 days of the appointment.

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 as it not a procurement.

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 2025/26. (***Appendix A will be circulated as a supplement when available***)

17. CONTACT OFFICERS

Author

- 17.1 James Lovegrove, Committee, Member and Scrutiny Manager
James.Lovegrove@north-herts.gov.uk

Contributors

- 17.2 Melanie Stimpson, Democratic Services Manager
melanie.stimpson@north-herts.gov.uk
- 17.3 Jeanette Thompson, Service Director: Legal and Community
Jeanette.Thompson@north-herts.gov.uk

18. BACKGROUND PAPERS

- 18.1 None.