

COUNCIL
10 JULY 2025

PART 1 – PUBLIC DOCUMENT

TITLE OF REPORT: NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS (HOWARD GARDEN SOCIAL AND DAY CARE CENTRE, HERTFORDSHIRE CLIMATE CHANGE AND SUSTAINABILITY PARTNERSHIP, CHILTERN CONSERVATION BOARD)

REPORT OF: DEMOCRATIC SERVICES MANAGER

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

1. EXECUTIVE SUMMARY

- 1.1. To consider appointing three Member Representatives to the Howard Garden Social and Day Care Centre, the appointment of the Member Representative to the Hertfordshire Climate Change and Sustainability Partnership and the appointment of the Member Representative to the Chilterns Conservation Board.

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 Monitoring Officer.

2. RECOMMENDATIONS

- 2.1. That Council nominate and approve **three** Members to the outside organisation the Howard Garden Social and Day Care Centre.
- 2.2. That Council nominate and approve Councillor Amy Allen as the representative of the Council to the outside organisation the Hertfordshire Climate Change and Sustainability Partnership.
- 2.3. That Council nominate and approve **one** Member to the outside organisation the Chilterns Conservation Board.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To comply with the provision of Standing Order 4.4.1(h) of the Council's Constitution.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1. To not appoint a Member representative to the organisations.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 As outlined at 7.3, the Member concerned confirmed that they would not be standing as a nominee to the Howard Garden Social and Day Care Centre.
- 5.2 The Hertfordshire Climate Change and Sustainability Partnership were consulted as to which Member would be best suited at the Council's appointment to this organisation.
- 5.3 No consultation has taken place with the Chilterns Conservation Board, however, the terms of reference of the board outline that any Member can be appointed to the Board as the representative of the member authority.

6. FORWARD PLAN

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

7. BACKGROUND

- 7.1 Section 4.8.1(b)(iv) of the Council's Constitution ("Standing Orders") 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".
- 7.3 At Annual Council on 22 May 2025, there was a point raised as to whether the appointment of a Councillor to the Howard Garden Social and Day Care Centre would be in conflict with a position they already held at the organisation. Following discussions with the Member concerned, it was advised that they would not be standing as a nominee to this Outside Body.
- 7.4 It was advised by Cllr Mick Debenham, who was appointed as the Council's representative at the Annual Council meeting on 22 May 2025 on the Hertfordshire Climate Change and Sustainability Partnership (HCCSP), that he was appointed to this in his previous Executive Member role. As this role had now changed, it would not be appropriate for him to continue as the appointed Member for this organisation. It was therefore proposed that Councillor Amy Allen, as Executive Member – Environment, should be the Council's representative.
- 7.5 It was advised by Cllr Mick Debenham, who was appointed as the Council's representative at the Annual Council meeting on 22 May 2025 on the Chilterns Conservation Board, that he was appointed to this in his previous Executive Member role. As this role had now changed, it would not be appropriate for him to continue as the appointed Member for this organisation. Therefore, the position requires a further appointment by Council.

8. RELEVANT CONSIDERATIONS

- 8.1 The Council is required to appoint Member representatives to the vacant Outside Organisation positions. In the interest of transparency, this has been brought to the next ordinary Council meeting, following Annual Council, to consider these appointments.

9. LEGAL IMPLICATIONS

- 9.1 The legal and constitutional requirements are set out in paragraphs 7.1 and 7.2 of this report.
- 9.2 Whilst Annual Council delegated 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 as this is in effect a new appointment, in the interests of openness and transparency Council is being requested to agree and nominate a District Councillor representative.
- 9.3 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” requirements do not apply to this report as it is 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 None

17. CONTACT OFFICERS

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18. BACKGROUND PAPERS

- 18.1 [Reports and Minutes from Annual Council meeting on 22 May 2025.](#)