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NORTH HERTFORDSHIRE DISTRICT COUNCIL

MINUTES

Meeting of the Council held in the Council Chamber, Council Offices,
Gernon Road, Letchworth Garden City
on Tuesday, 21st May, 2019 at 7.30 pm

PRESENT: Councillors Jean Green (Vice-Chairman), Ian Albert, Daniel Allen, Kate Aspinwall, Clare Billing, Judi Billing, Ruth Brown, Val Bryant, Paul Clark, Sam Collins, Bill Davidson, George Davies, Steve Deakin-Davies, Elizabeth Dennis-Harburg, Morgan Derbyshire, Gary Grindal, Simon Harwood, Terry Hone, Keith Hoskins, Mike Hughson, Tony Hunter, Steve Jarvis, David Levett, Ian Mantle, Jim McNally, Ian Moody, Gerald Morris, Michael Muir, Lisa Nash, Lynda Needham, Sue Ngwala, Sam North, Helen Oliver, Sean Prendergast, Mike Rice, Adem Ruggiero-Cakir, Val Shanley, Carol Stanier, Martin Stears-Handscomb, Claire Strong, Kay Tart, Richard Thake, Terry Tyler, Tom Tyson and Michael Weeks

IN ATTENDANCE: David Scholes (Chief Executive), Anthony Roche (Deputy Chief Executive), Jeanette Thompson (Service Director - Legal and Community), Melanie Stimpson (Democratic Services Manager) and Hilary Dineen (Committee, Member and Scrutiny Manager)

ALSO PRESENT: At the commencement of the meeting approximately 30 members of the public.

1 ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2019/20

Audio Recording – Start of Item – Session 1 - 10 seconds

The Chief Executive welcomed everyone to the meeting and advised that the current Chairman of the Council (Councillor John Bishop) was unable to attend the meeting.

He called for nominations to the position of Chairman of the Council.

It was proposed by Councillor David Levett, seconded by Councillor Bill Davidson and:

RESOLVED: That Councillor Jean Green be elected Chairman of the Council to hold office until the next Annual Meeting of the Council in 2020.

Councillor Jean Green then read and signed the Statutory Declaration of Acceptance of Office and the Chief Executive (David Scholes) placed the chain of office upon her. Councillor Green thanked the Council for her election as Chairman and advised that her Consort for the year would be Mr James Graft.

2 APOLOGIES FOR ABSENCE

Audio Recording – Start of Item – Session 1 - 6 minutes 43 seconds

Apologies for absence were received from Councillors David Barnard, John Bishop, Faye Frost, Ben Lewis and Deepak Sangha.

3 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2019/20

Audio Recording – Start of Item – Session 1 – 7 minutes 19 seconds

The Chairman called for nominations to the position of Vice-Chairman of the Council.

It was proposed by Councillor Martin Stears-Handscomb, seconded by Councillor David Levett and:

RESOLVED: That Councillor Terry Tyler be appointed Vice-Chairman of the Council to hold office until the next Annual meeting of the Council in 2020.

Councillor Terry Tyler then read and signed the Statutory Declaration of Acceptance of Office and the Chairman (Councillor Jean Green) placed the chain of office upon him. Councillor Tyler thanked the Council for his election as Vice-Chairman.

4 MINUTES - 17 JANUARY 2019

Audio recording – Start of Item – 11 minutes 32 seconds

Councillor Paul Clark raised a query in that he had requested that a full written copy of the statement given by the Leader of the Council in response to a question be sent to him. This statement had not been received, nor had it been included in the Minutes.

It was moved by Councillor David Levett, seconded by Councillor Martin Stears-Handscomb and:

RESOLVED: That the Minutes of the Meeting of the Committee held on 17 January 2019 be approved as a true record of the proceedings and be signed by the Chairman.

5 MINUTES - 7 FEBRUARY 2019

Audio recording – Start of Item – 11 minutes 59 seconds

It was proposed by Councillor David Levett, seconded by Councillor Martin Stears-Handscomb and:

RESOLVED: That the Minutes of the Meeting of the Committee held on 7 February 2019 be approved as a true record of the proceedings and be signed by the Chairman.

6 MINUTES - 20 MARCH 2019

Audio recording – Start of Item – 12 minutes 20 seconds

It was proposed by Councillor David Levett, seconded by Councillor Martin Stears-Handscomb and:

RESOLVED: That the Minutes of the Meeting of the Committee held on 20 March 2019 be approved as a true record of the proceedings and be signed by the Chairman.

Councillor Stears-Handscomb raised a Point of Order in that Paragraph 4.8.2 of the Constitution was unclear as to the circumstances in which a meeting of Council could be cancelled and this had resulted in the cancellation of the scheduled Full Council meeting due to take place on 4 April 2019.

He had sought assurances from Officers that in future all Group Leaders would be consulted prior to the cancellation of a Full Council meeting and had requested Officers to bring a report to Council regarding an amendment to the constitution regarding this matter.

7 CHAIRMAN'S ANNOUNCEMENTS

Audio recording – Start of Item – 22 minutes 51 seconds

(1) Audio Recording

The Chairman announced that, in accordance with Council policy, this meeting was being audio recorded. Members of the public and the press may use their devices to film/photograph, or do a sound recording of the meeting. Please do not use flash and disable any sound notifications that may emit from your device.

(2) Filming of Meeting

The Chairman reminded everyone present that this meeting was being filmed and that it was likely that participants in the meeting would be captured. Any member of the public who does not wish to be filmed should identify themselves to the Committee clerk.

(3) Declarations of Interest

Members were 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 Chairman 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, who wished 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.

(4) Paperless Meetings

All meetings going forward would be paperless.

Members were advised that, prior to any meeting they should ensure that the agenda was downloaded onto the tablet. This would also ensure that if there were any updates required that this was completed prior to the tablet needing to be used at a particular meeting.

If Members had any issues with the tablets prior to a meeting they should contact IT in advance. However, IT support would be available in the refreshment area on the ground floor from 6pm prior to Council, Cabinet Planning and Overview and Scrutiny meetings.

IT support was available at the meeting tonight. If Members had any issues with their tablet during the meeting please indicate for assistance to one of the IT Team.

The late papers would be displayed on the screens around the Council Chamber.

(5) New Councillors

The Chairman congratulated and welcomed Councillors George Davies, Morgan Derbyshire, Keith Hoskins, Sam North, Sean Prendergast, Adem Ruggiero-Cakir, Carol Stanier, Kay Tart and Tom Tyson following their successful election on 2 May 2019.

(6) **Re-elected Councillors**

The Chairman congratulated Councillors David Barnard, Judi Billing, Jean Green, Tony Hunter, Steve Jarvis, Gerald Morris and Michael Muir who were successfully re-elected at the District Council Elections.

(7) **Councillors who did not stand for re-election**

The Chairman thanked those Councillors who did not stand for re-election for their work and effort, namely former Councillors Julian Cunningham, Nicola Harris, Cathryn Henry, Bernard Lovewell, Paul Marmont, Janine Paterson and Harry Spencer-Smith.

(8) **Councillors who were unsuccessful in seeking re-election**

The Chairman thanked those Councillors who were unsuccessful at the District Council Elections for their work and effort, namely former Councillors Sarah Dingley and Lynda Needham.

Councillors David Levett, Martin Stears-Handscorn and Paul Clark paid tribute to former Councillor and Leader of the Council Lynda Needham.

(9) **Register of Interests Forms**

The Chairman advised that, as Members were aware, there had been some technical difficulties with the on-line completion of the Register of Interests form which Committee, Member and Scrutiny Services apologised for. The technical difficulties had now been resolved and the online version was now available.

Please remember that Members that are required by law to complete a Register of Interests form – these will need to be completed by the required deadline of 4 June 2019.

(10) **Refreshments**

All Councillors were invited to refreshments after the meeting in Committee Rooms 2/3.

(11) **Order of Business**

The Chairman advised that she was changing the order of business as follows:

Items 20 – Petition and 21 – Notice of Motion will be taken after item 12 – Appointment of Members of Cabinet.

8 DISTRICT COUNCIL ELECTIONS - 2 MAY 2019

Audio recording – Start of Item – 34 minutes 23 seconds

The Returning Officer presented the results of the District and Parish Council Elections held on 2 May 2019.

RESOLVED: That the report of the Returning Officer regarding the results of the District and Parish Council Elections held on 2 May 2019 be noted.

REASON FOR DECISION: To inform Members of the results of the District and Parish Council Elections held on 2 May 2019.

9 SCHEDULE OF COUNCIL MEETINGS 2019/20

Audio recording – Start of Item – 35 minutes

Councillor Martin Stears-Handscomb proposed that the schedule of Council meetings be approved subject to the following amendments:

- that there be an additional meeting of Full Council to take place on 16 January 2020;
- that the Budget Workshops due to be held on 9 September 2019 and 4 November 2019 be retitled “Administration”
- that the Budget Workshops due to be held on 10 September 2019 and 6 November 2019 be retitled “Opposition”

This proposal was seconded by Councillor David Levett.

The following Member took part in the debate:

- Councillor Richard Thake.

It was moved by Councillor Stears-Handscomb, seconded by Councillor David Levett and

RESOLVED:

- (1) That the following programme of ordinary meetings of the Council be approved for the Civic Year 2019/20:

Thursday, 11 July 2019;
Thursday, 12 September 2019;
Thursday, 21 November 2019;
Thursday, 6 February 2020;
Thursday, 16 January 2020;
Thursday, 2 April 2020.

- (2) That the Service Director – Legal be requested to present a report to Council regarding the Constitution
- (3) That, subject to the following, the Calendar of Meetings for 2019/20, as attached as Appendix A, be approved.
 - The Budget Workshops due to be held on 9 September 2019 and 4 November 2019 be retitled “Administration”
 - The Budget Workshops due to be held on 10 September 2019 and 6 November 2019 be retitled “Opposition”
 - An additional meeting of Council be held on or about 16 January 2020 (date to be confirmed).

REASON FOR DECISION: To enable Members to agree a programme of ordinary meetings of the Council for 2019/20.

10 LEADER OF THE COUNCIL

Audio Recording – Start of Item – 38 Minutes 25 seconds

It was proposed by Councillor Helen Oliver, seconded by Councillor Judi Billing and:

RESOLVED: That Councillor Martin Stears-Handscomb be elected as Leader of the Council until Annual Council in May 2023.

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Councillor Stears-Handscomb thanked the Council for electing him as Leader of the Council. He stated that it was a great honour as well as being a great challenge, which he would do his best to meet.

It was a joint Administration and he would be working very closely with the Deputy Leader of the Council and would be looking for opportunities to use the expertise of all of the Councillors.

11 APPOINTMENT OF A DEPUTY LEADER OF THE COUNCIL

Audio recording – Start of Item – 40 minutes 57 seconds

The Council noted that the Leader of the Council had appointed Councillor Paul Clark as Deputy Leader for the 2019/20 Civic Year.

12 APPOINTMENT OF MEMBERS OF THE CABINET FOR 2019/20

Audio recording- Start of Item – 41 minutes 20 seconds

The Leader of the Council informed Members of the Cabinet Members and restated that this was a joint Administration.

He advised that Deputy Cabinet Members would be appointed to each position and this information would be announced in Members Information Service.

There was an additional Cabinet Member this year, but to ensure this did not cause additional cost to the Council, the Service Director – Legal and Community had been requested to bring a report to Council in due course.

RESOLVED: That it be noted that the following Members be appointed as Executive Members of the Cabinet for 2019/20 responsible for the following areas, and that the delegations for inclusion in the Council's Constitution will be advised by the Leader and reported to the next meeting of Full Council:

Cabinet Member

Councillor Martin Stears-Handscomb
Councillor Paul Clark

Councillor Ian Albert
Councillor Judi Billing
Councillor Keith Hoskins
Councillor Steve Jarvis
Councillor Gary Grindal
Councillor Elizabeth Dennis-Harburg

Portfolio

Leader and Cabinet Chairman
Planning and Transport and Cabinet
Chairman
Finance and IT
Community Engagement
Enterprise and Co-Operative Development
Environment and Leisure
Housing & Environmental Health
Recycling and Waste Management

13 PETITION

Audio Recording – Start of Item – 42 minutes 58 seconds

Mr Philip Devonald introduced Ms Annie Sander and Ms Gilly Chegwyn who presented a petition with approximately 520 signatures asking that North Hertfordshire District Council declare a Climate Emergency.

Ms Sander, on behalf of the Green Party and Ms Chegwyn, Co-ordinator of the local Extinction Rebellion Group, gave a verbal presentation in support of the petition.

The Democratic Service Manager advised that the petition followed the same wording as the notice of motion and asked North Hertfordshire District Council to support the motion. A sample of 120 signatures was taken to ensure that this was a valid petition.

RESOLVED: That the petition asking that North Hertfordshire District Council declare a Climate Emergency be received.

14 NOTICE OF MOTION

Audio Recording – Start of Item – 51 minutes 9 seconds

Climate Emergency

Due notice having been given in accordance with Standing Order 4.8.12, it was moved by Councillor Elizabeth Dennis-Harburg and seconded by Councillor Sue Ngwala that:

“Council notes that:

- (a) the recent 2018 Intergovernmental Panel on Climate Change (IPCC) report states that we have just 12 years to act on climate change if global temperature rises are to be kept within the recommended 1.5 degrees Celsius;
- (b) all governments (national, regional and local) have a duty to limit the negative impacts on climate breakdown, and the governments that recognise this should not wait for their national governments to change their policies. UK county, district and city councils need to commit to aggressive reduction targets and carbon neutrality as quickly as possible;
- (c) districts are well placed to lead the world in reducing carbon emissions, as their responsibility for planning policies opens up a range of sustainable transport, buildings and energy opportunities;

In light of the above, the Council therefore agrees to:

- (1) Join other councils in declaring a Climate Emergency;
- (2) Ask the Leader to write to the Secretary of State requesting that they provide the necessary powers and resources to make local action on climate change easier;
- (3) Request that, in light of the IPCC report, officers review the council’s Climate Change Policy with the aim of bringing a report to Council in autumn of 2019, after consideration by Overview and Scrutiny. The review should include an action plan to achieve a target of zero carbon emissions by 2030 and proposals for regular reporting to Overview and Scrutiny Committee of the progress with the plan;
- (4) Ask officers to ensure that, as the Council’s policies are routinely reviewed, specific consideration is given to how policies and our related decisions and actions, affect our contribution to climate change, and where necessary, update these policies to reduce our impact wherever possible;
- (5) Ask officers to investigate the most appropriate training for Members and officers about how to promote carbon neutral policies for consideration by Council;
- (6) Continue to work with partners across the district, county and wide region to deliver widespread carbon reductions.”

Councillor Dennis-Harburg thanked the presenters of the petition on the same subject.

She reminded Members that the Government had now declared a Climate Emergency, although this did not negate the need for this Council to recognise the serious situation and take steps, however small, to push back against man made, accelerated climate breakdown. District Council's are well placed to take action in terms of Planning and infrastructure development, working alongside colleagues at County, to build homes and networks fit for the future and lead by example.

The climate change strategy, currently being developed, must be reviewed by Overview and Scrutiny Committee and that there is a commitment to attain zero carbon emissions by 2030.

The following Members took part in the debate:

- Councillor David Levett;
- Councillor Martin Stears-Handscorn;
- Councillor Steve Jarvis;
- Councillor Judi Billing;
- Councillor Paul Clark;
- Councillor Michael Weeks;
- Councillor Jim McNally.

Councillor Thake moved that the motion be put.

Councillor Stears-Handscorn called for a recorded vote.

The result of the vote was as follows:

For

Councillors: Ian Albert, Daniel Allen, Kate Aspinwall, Clare Billing, Judi Billing, Ruth Brown, Val Bryant, Paul Clark, Sam Collins, Bill Davidson, George Davies, Steve Deakin-Davies, Elizabeth Dennis-Harburg, Morgan Derbyshire, Jean Green, Gary Grindal, Simon Harwood, Terry Hone, Keith Hoskins, Mike Hughson, Tony Hunter, Steve Jarvis, David Levett, Ian Mantle, Jim McNally, Ian Moody, Gerald Morris, Michael Muir, Lisa Nash, Sue Ngwala, Sam North, Helen Oliver, Sean Prendergast, Mike Rice, Adem Ruggiero-Cakir, Val Shanley, Carol Stanier, Martin Stears-Handscorn, Claire Strong, Kay Tart, Richard Thake, Terry Tyler and Tom Tyson.

TOTAL 43

Abstain

Councillor Michael Weeks

TOTAL 1

It was therefore:

RESOLVED:

Council notes that:

- (a) the recent 2018 Intergovernmental Panel on Climate Change (IPCC) report states that we have just 12 years to act on climate change if global temperature rises are to be kept within the recommended 1.5 degrees Celsius;

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- (b) all governments (national, regional and local) have a duty to limit the negative impacts on climate breakdown, and the governments that recognise this should not wait for their national governments to change their policies. UK county, district and city councils need to commit to aggressive reduction targets and carbon neutrality as quickly as possible;
- (c) districts are well placed to lead the world in reducing carbon emissions, as their responsibility for planning policies opens up a range of sustainable transport, buildings and energy opportunities;

In light of the above, the Council therefore agrees to:

- (1) Join other councils in declaring a Climate Emergency;
- (2) Ask the Leader to write to the Secretary of State requesting that they provide the necessary powers and resources to make local action on climate change easier;
- (3) Request that, in light of the IPCC report, officers review the council's Climate Change Policy with the aim of bringing a report to Council in autumn of 2019, after consideration by Overview and Scrutiny. The review should include an action plan to achieve a target of zero carbon emissions by 2030 and proposals for regular reporting to Overview and Scrutiny Committee of the progress with the plan;
- (4) Ask officers to ensure that, as the Council's policies are routinely reviewed, specific consideration is given to how policies and our related decisions and actions, affect our contribution to climate change, and where necessary, update these policies to reduce our impact wherever possible;
- (5) Ask officers to investigate the most appropriate training for Members and officers about how to promote carbon neutral policies for consideration by Council;
- (6) Continue to work with partners across the district, county and wide region to deliver widespread carbon reductions.

NB: A 5 minute comfort break was taken at this point in the meeting.

15 TO APPOINT MEMBERS OF COMMITTEES FOR 2019/20

Audio Recording – Start of Item – Session 2 – 13 seconds

It was moved by Councillor Stears-Handscomb, seconded by Councillor Helen Oliver and

RESOLVED:

- (1) That the seats allocated to each political party on the Committees to which Section 15 of the Local Government and Housing Act 1989 applied and the seats allocated to each political party on the bodies to which Section 15 of the Local Government and Housing Act 1989 did not apply be as set out in Appendix A to these Minutes; and
- (2) That Members be appointed to the various Committees and other bodies in accordance with the wishes of the individual groups, as detailed in Appendix B to these Minutes.

REASON FOR DECISION: To comply with the provisions of Section 15 of the Local Government and Housing Act 1989.

16 APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES FOR 2019/20

Audio Recording – Start of Item – Session 2 – 1 minute 21 seconds

It was moved by Councillor Stears-Handscomb, seconded by Councillor Paul Clark that the Chairmen and Vice-Chairmen of Committees for 2019/20 be appointed in accordance with the details set out in appendix A to the report and:

It was moved by Councillor Harwood and seconded by Councillor Claire Strong that Councillor David Levett be appointed as Chairman of the Overview and Scrutiny Committee and

RESOLVED: That the Chairmen and Vice-Chairmen of Committees for 2019/20 be appointed in accordance with the details set out in the 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.

17 ADJOURNMENT

Audio Recording – Start of Item – Session 2 – 2 minutes 4 seconds

The Chairman adjourned the meeting to enable the five Area Committees to meet to elect their respective Chairmen and Vice-Chairmen for 2019/20.

The meeting was adjourned at 8.48pm

The meeting was reconvened at 9.10pm.

18 KEY DECISIONS - ANNUAL REPORT ON CASES OF SPECIAL URGENCY

Audio Recording – Start of Item – Session 2 - Start of Item – 9 minutes 36 seconds

The Leader of the Council presented the report entitled Key Decisions – Annual Report on cases of Special Urgency and asked that Council note the report.

Councillor David Levett seconded the report 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.

19 ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE

Audio Recording – Start of Item – Session 2 – 10 minutes 42 seconds

Councillor Dennis-Harburg (Vice-Chairman of the Overview and Scrutiny Committee 2018/19) introduced the Annual Report of the Overview and Scrutiny Committee and called upon former Councillor Cathryn Henry (Chairman of the Overview and Scrutiny Committee 2018/19) to present the report.

RESOLVED: That the Annual Report of the Overview and Scrutiny Committee for 2018/19 be noted.

REASON FOR DECISION: To comply with the provisions of Standing Order 6.2.6 of the Council's Constitution.

20 ANNUAL REPORT OF THE STANDARDS COMMITTEE 2018/19

Audio Recording – Start of Item – Session 2 – 15 minutes 25 seconds

Councillor Rice (Chairman of the Standards Committee 2018/19) presented the Annual Report of the Standards Committee.

Councillor Rice moved, Councillor Levett seconded and it was:

RESOLVED: That the Annual Report of the Standards Committee for 2018/19, as attached at Appendix A to the report, be received and noted.

REASON FOR DECISION: To promote and maintain high standards of conduct and to demonstrate a strong commitment to ethical values.

21 NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2019/20

Audio Recording – Start of Item – Session 2 – 18 minutes 40 seconds

The Leader of the Council moved the nominations contained in the report entitled Nomination of Representatives on Outside Organisations and other bodies for 2019/20 with the exception of those where additional votes were required, this was seconded by Councillor Clark.

RESOLVED:

- (1) That the report regarding nominations to Outside Organisations, as submitted, be approved, with confirmation that:
 - (a) the Council's nominated representative on the British Schools Museum will be Councillor Val Bryant;
 - (b) the Council's nominated representative on the Chilterns Conservation Board will be Councillor Steve Jarvis;
 - (c) the Council's nominated representative on the Hertfordshire Health Scrutiny Committee will be Councillor Sue Ngwala;
 - (d) the Council's nominated representative on Hitchin Cow Common Trust will be Councillor Ian Albert;
 - (e) the Council's nominated representative on the Letchworth Garden City Heritage Foundation will be Councillor Helen Oliver;
 - (f) the Council's nominated representative on the London Luton Airport Consultative Committee will be Councillor Paul Clark;
 - (g) the Council's nominated representative on the North Herts Minority Ethnic Forum will be Councillor Adem Ruggiero-Cakir;
 - (h) the Council's nominated representative on the Police and Crime Panel will be Councillor Sam North;
 - (i) the Council's nominated substitute on the Police and Crime Panel will be Councillor Judi Billing;

- (j) the Council's nominated representative on the Royston & District Sports Council will be Councillor Carol Stanier;
 - (k) the Council's nominated representatives on the Royston Town Twinning Association will be Councillors Ruth Brown and Jean Green;
 - (l) the Council's nominated representatives on the King George V Playing Fields User Group will be Councillors Ian Albert, Paul Clark and Simon Harwood;
- (2) That the Committee, Member and Scrutiny Manager be requested to investigate whether there are any requirements from the organisation regarding nominations to Royston First (BID);
 - (3) That, subject to the findings of (2) above, the Council's nominated representative on the Royston First (BID) will be Councillor Ruth Brown;
 - (4) That the Committee, Member and Scrutiny Manager be requested to investigate whether nominations are required for the Bedfordshire and River Ivel Internal Drainage Board and refer this to the next meeting of Full Council;
 - (5) That the following organisations, that have either ceased to exist or no longer require nominations, be removed from the list of Outside Organisations:
 - (i) Arts Council for North Herts
 - (ii) settle
 - (iii) Royston and District Volunteer Centre
 - (iv) Stevenage and North Herts Women's Resource Centre.
 - (6) That the Committee, Member and Scrutiny Manager be requested to investigate whether the East and North Herts NHS Trust – Involvement Committee is still in operation;
 - (7) That, subject to the findings regarding (6) above, the Council's nominated representative on the East and North Herts NHS Trust – Involvement Committee will be Councillor Lisa Nash;
 - (8) That Political Group Leaders notify the Proper Officer 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.

The meeting closed at 9.40 pm

Chairman

APPENDIX A

APPOINTMENT OF COMMITTEES INCLUDING THOSE TO WHICH SECTION 15 OF THE LOCAL GOVERNMENT AND HOUSING ACT 1989 APPLIES

	Conservative	%	Labour	%	Lib Dem	%	Constitution
Total Seats	22	44.90%	16	32.65%	11	22.45%	49
Overview & Scrutiny Committee	7	43.75%	5	31.25%	4	25.00%	16
Finance, Audit & Risk Committee	3	42.86%	2	28.57%	2	28.57%	7
Planning Control Committee	7	46.67%	5	33.33%	3	20.00%	15
Licensing & Appeals Committee	6	42.86%	5	35.71%	3	21.43%	10 to 15 Currently 14
Standards Committee	5	41.67%	4	33.33%	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	36	42.86%	29	34.52%	19	22.62%	80 to 85
Variation		-2.04%		1.87%		+0.17%	Currently 84

AREA COMMITTEE	Conservative	Labour	Lib Dem	Total
Baldock & District Committee	4	-	2	6
Hitchin Committee	2	8	3	13
Letchworth Committee	4	8	1	13
Royston & District Committee	5	-	2	7
Southern Rural Committee	7	-	3	10
Total	22	16	11	49

APPOINTMENT OF BODIES NOT INCLUDED IN THE POLITICAL BALANCE CALCULATIONS

TO BE ADVISED

Name of Body	Conservative	Labour	Lib Dem	Total
Hitchin Town Centre Working Party	Membership to be advised	Membership to be advised	Membership to be advised	
Community Facilities Capital Grants Panel	3	4	2	10 (1 vacancy)
Joint Member Panel of NHDC and Letchworth Garden City Heritage Foundation (All Members of the Letchworth Committee)	4	8	1	13
CCTV Joint Committee (three Cabinet Members)	0	2	1	3
Cabinet Sub-Committee (Council Charities) [3 Cabinet Members nominated by the Leader of the Council]	0	2	1	3
Cabinet Sub-Committee (Local Authority Trading Companies' Shareholder) [3 Cabinet Members nominated by the Leader of the Council]	0	1	2	3
Total	7	17	7	31 (1 vacancy)

APPOINTMENT OF MEMBERS OF COMMITTEES FOR 2019/20

NORTH HERTFORDSHIRE DISTRICT COUNCIL

CONSTITUTION OF COMMITTEES, SUB-COMMITTEES AND WORKING GROUPS 2019/20

Set out below are the proposed Members of the Committees, Sub-Committees and Working Groups for the Civic Year 2019/20:

OVERVIEW AND SCRUTINY COMMITTEE

(16 Members)

Councillor Kate Aspinwall
Councillor Val Bryant
Councillor Sam Collins
Councillor George Davies
Councillor Simon Harwood
Councillor Terry Hone
Councillor Tony Hunter
Councillor David Levett
Councillor Jim McNally
Councillor Lisa Nash
Councillor Sue Ngwala
Councillor Helen Oliver
Councillor Adem Ruggiero-Cakir
Councillor Carol Stanier
Councillor Claire Strong
Councillor Tom Tyson

(Substitutes:

Councillor Ruth Brown
Councillor Bill Davidson
Councillor Morgan Derbyshire
Councillor Ian Mantle
Councillor Gerald Morris
Councillor Sam North
Councillor Kay Tart

FINANCE, AUDIT & RISK COMMITTEE

(7 Members)

Councillor Kate Aspinwall
Councillor Steve Deakin-Davies
Councillor Morgan Derbyshire
Councillor Steve Jarvis
Councillor Sam North
Councillor Kay Tart
Councillor Michael Weeks

(Substitutes:

Councillor Sam Collins
Councillor George Davies
Councillor Ian Moody
Councillor Adem Ruggiero-Cakir

COUNCIL TAX SETTING COMMITTEE

(5 Members)

Councillor Ian Albert
Councillor David Levett
Councillor Sam North
Councillor Martin Stears-Handscomb
Councillor Claire Strong

(Substitutes:

Councillor Sam Collins
Councillor Simon Harwood
Councillor Kay Tart

EMPLOYMENT COMMITTEE

(5 Members)

Councillor Judi Billing MBE
Councillor Keith Hoskins MBE
Councillor David Levett
Councillor Val Shanley
Councillor Martin Stears-Handscomb

(Substitutes:

Councillor Kate Aspinwall
Councillor Paul Clark
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 Michael Weeks

(Substitutes:

Councillor Val Bryant
Councillor Steve Jarvis
Councillor Mike Rice

JOINT STAFF CONSULTATIVE COMMITTEE

(5 Members)

Councillor Kate Aspinwall
Councillor Terry Hone
Councillor Keith Hoskins MBE
Councillor Claire Strong
Councillor Kay Tart

(Substitutes:

Councillor Paul Clark
Councillor Tony Hunter
Councillor Martin Stears-Handscomb

CABINET SUB-COMMITTEE (COUNCIL CHARITIES)

(3 Cabinet Members)

Councillor Judi Billing MBE
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 Keith Hoskins MBE

PLANNING CONTROL COMMITTEE

(15 Members)

Councillor Daniel Allen
Councillor Ruth Brown
Councillor Val Bryant
Councillor Morgan Derbyshire
Councillor Mike Hughson
Councillor Tony Hunter
Councillor David Levett
Councillor Ian Mantle
Councillor Ian Moody
Councillor Sue Ngwala
Councillor Sean Prendergast
Councillor Mike Rice
Councillor Val Shanley
Councillor Terry Tyler
Councillor Michael Weeks

(Substitutes:

Councillor David Barnard
Councillor Sam Collins
Councillor George Davies
Councillor Gary Grindal
Councillor Michael Muir
Councillor Adem Ruggiero-Cakir
Councillor Carol Stanier

LICENSING AND APPEALS COMMITTEE

(Pool consisting of 10 to 15 Members)
(Usually 14 Members appointed) - **NO Substitutes**

Councillor Ian Albert
Councillor Daniel Allen
Councillor David Barnard
Councillor Elizabeth Dennis-Harburg
Councillor Gary Grindal
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
Councillor Michael Weeks

BALDOCK & DISTRICT COMMITTEE

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

(6 Members)

Councillor Steve Jarvis
Councillor Jim McNally
Councillor Michael Muir
Councillor Valentine Shanley
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 MBE
Councillor Val Bryant
Councillor Paul Clark
Councillor Sam Collins
Councillor Elizabeth Dennis-Harburg
Councillor Simon Harwood

Councillor Keith Hoskins MBE
Councillor Mike Hughson
Councillor Martin Stears-Handscomb
Councillor Kay Tart
Councillor Richard Thake

LETCHWORTH COMMITTEE

(Letchworth only)

(13 Members)

Councillor Daniel Allen
Councillor Kate Aspinwall
Councillor Morgan Derbyshire
Councillor Gary Grindal
Councillor Terry Hone
Councillor David Levett
Councillor Ian Mantle
Councillor Sean Prendergast
Councillor Sue Ngwala
Councillor Helen Oliver
Councillor Mike Rice
Councillor Adem Ruggiero-Cakir
Councillor Deepak Sangha

ROYSTON & DISTRICT COMMITTEE

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

(7 Members)

Councillor Ruth Brown
Councillor Bill Davidson
Councillor Jean Green
Councillor Tony Hunter
Councillor Ben Lewis
Councillor Gerald Morris
Councillor Carol Stanier

SOUTHERN RURAL COMMITTEE

(Parishes of Codicote, Gosmore, Graveley, Great Ashby, Hexton, Holwell, Ickleford, Kimpton, Kings Walden, Knebworth, Langley, Lilley, Offley, Pirton, Preston, St. Ippolyts (South), St. Paul's Walden & Wymondley)

(10 Members)

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

STANDARDS COMMITTEE

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

(12 District Councillors)

Councillor Kate Aspinwall
Councillor Clare Billing
Councillor Judi Billing MBE
Councillor Ruth Brown
Councillor Sam Collins
Councillor David Levett
Councillor Gerald Morris
Councillor Sean Prendergast
Councillor Mike Rice
Councillor Martin Stears-Handscorn
Councillor Claire Strong
Councillor Richard Thake

(Substitutes:

Councillor Ian Albert
Councillor Paul Clark
Councillor George Davies
Councillor Simon Harwood
Councillor Lisa Nash
Councillor Deepak Sangha

Independent Person: Mr Nicholas Moss OBE (advisory)
Reserve Independent Person: Mr Peter Chapman (advisory)
Parish Councillors Helena Gregory and Gary Hills – non-voting co-optees)

HITCHIN TOWN CENTRE WORKING PARTY

(7 Members)

Nominations to be advised

COMMUNITY FACILITIES CAPITAL GRANTS PANEL

(10 Members)

Nominations to be advised

CCTV PARTNERSHIP JOINT EXECUTIVE

Councillor Ian Albert
Councillor Paul Clark
Councillor Martin Stears-Handscorn

JOINT MEMBER PANEL – LETCHWORTH GARDEN CITY HERITAGE FOUNDATION

(All Members of the Letchworth Committee)

APPENDIX C

APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES 2019/20

COMMITTEE	PROPOSED CHAIRMAN	PROPOSED VICE-CHAIRMAN
Overview & Scrutiny Committee	Councillor David Levett	Councillor Kate Aspinwall
Finance, Audit & Risk Committee	Councillor Kate Aspinwall	Councillor Sam North
Licensing & Appeals Committee	Councillor Lisa Nash	Councillor Daniel Allen
Joint Staff Consultative Committee	Councillor Kay Tart	N/A
Planning Control Committee	Councillor Terry Tyler	Councillor Daniel Allen
Council Tax Setting Committee	Councillor Ian Albert	N/A
Standards Committee	Councillor Judi Billing	Councillor Ruth Brown
Employment Committee	Councillor Martin Stears-Handscomb	N/A
Employment Appeals Committee	Councillor Sue Ngwala	N/A

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