

ANNUAL COUNCIL MEETING

To: ALL MEMBERS OF THE THREE RIVERS DISTRICT COUNCIL

You are hereby summoned to the Annual Council Meeting on Tuesday 23 May 2023 at 7.30pm to be held in the Penn Chamber, Three Rivers House, Northway, Rickmansworth, WD3 1RL for the purpose of transacting the under mentioned business:-

AGENDA

1. ELECTION OF CHAIR OF THE COUNCIL

(Pages 7
- 10)

To elect the Chair of Council for the Local Government Year 2023/2024 in accordance with the procedure agreed by Council on 8 March 1998 (Minute 229/88) and 19 April 1988 (Minute 398/88) and on the point's scheme.

To receive the nomination for the Chair of Council

2. CHAIR ELECT

The Chair Elect to make the Declaration of Acceptance of Office and to acknowledge the honour conferred.

3. VOTE OF THANKS TO RETIRING CHAIR

The retiring Chair to reply and to receive a Scroll from the new Chair thanking the retiring Chair for their Term of Office. (Retiring Chair to take the Vice-Chair's seat and to move to the main chamber area after their reply).

4. APPOINTMENT OF VICE-CHAIR OF COUNCIL

To elect the Vice-Chair of Council for the Local Government Year 2023/2024

5. VICE-CHAIR ELECT

The Vice-Chair Elect to make the Declaration of Acceptance of Office and to acknowledge the honour conferred.

6. APOLOGIES FOR ABSENCE

7. ELECTION RETURN

(Pages
11 - 12)

The Returning Officer to report the results of the District Council Elections held in the District on 4 May 2023 and to confirm that all Councillors have signed the Declaration of Office.

7a THANK YOU TO PAST COUNCILLORS

8. THREE RIVERS DISTRICT COUNCIL HEALTH AND SAFETY POLICY STATEMENT 2023/2024

Deferred to the July Council meeting

9. RECOMMENDATIONS OF THE POLICY AND RESOURCES COMMITTEE FROM THE MEETING HELD ON 13 MARCH 2023

Council are asked to approve the following Policy and Resources Committee recommendations:

- a) CIL Governance Arrangements
 - i) The draft CIL Governance arrangements as set out in Paragraph 5.3 to 6.2 of the Committee report
 - ii) Final details on the implementation of the amended Governance arrangements are delegated to the DCES in consultation with the Lead Member with an anticipated commencement date of June 2023.
- b) Minute Writing Standard

That the Minute Writing Standards be agreed and the Constitution amended accordingly

- c) Budget Monitoring Report to 31 January 2023

That the revenue and capital budget variations shown in the table at Paragraph be approved and incorporated into the three-year medium term financial plan.

A link to the reports from the Policy and Resources Committee on 13 March 2023 is provided [here](#)

A link to the minutes from the meeting is provided [here](#)

10. MINUTES

(Pages
13 - 60)

To confirm as a correct record the minutes of the meeting of Council held on 21 February 2023

11. CHAIRS ANNOUNCEMENTS

12. TO RECEIVE ANY ANNOUNCEMENT FROM THE HEAD OF PAID SERVICE

(Pages
61 - 88)

13. APPOINTMENT OF THE LEADER OF THE COUNCIL

14. APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL

15. APPOINTMENT OF THE LEAD MEMBERS

To appoint the Lead Members for:

Resources and Shared Services (Policy and Resources)

Transport and Economic Development (Infrastructure, Housing and Economic Development)

Infrastructure and Planning Policy (Infrastructure, Housing and Economic Development)

Housing (Infrastructure, Housing and Economic Development)

Leisure (Leisure, Environment and Community)

Environmental Services, Climate Change and Sustainability (Leisure, Environment and Community)

Community Safety and Partnerships (Leisure, Environment and Community)

The Chair of the two Service Committees will be split between the three Lead Members who will preside over the meetings of the Service Committees with the other two acting as the Vice Chair when not in the Chair

In accordance with the Council Constitution these Members are appointed to the Policy and Resources Committee (see item 15a)

16. APPOINTMENT OF POLICY AND RESOURCES, PLANNING, REGULATORY SERVICES, LICENSING, INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT, LEISURE, ENVIRONMENT AND COMMUNITY, AUDIT AND COUNCIL TAX SETTING COMMITTEES (Pages 89 - 98)

16a TO APPOINT TO THE POLICY AND RESOURCES COMMITTEE

To appoint Members to serve on the Policy and Resources Committee in accordance with the Council Constitution to include the Leader of the Council, Deputy Leader of the Council and the Lead Members as appointed in Items 13, 14 and 15

16b TO APPOINT MEMBERS TO THE POLICY AND RESOURCES, PLANNING, REGULATORY SERVICES, LICENSING, INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT, LEISURE, ENVIRONMENT AND COMMUNITY, AUDIT AND COUNCIL TAX SETTING COMMITTEES

16c TO APPOINT SUBSTITUTE MEMBERS

17. APPOINTMENT OF CHAIRS AND VICE CHAIRS

In accordance with Council Procedure Rule 29, to appoint the Chair and Vice-Chair of the Planning, Regulatory Services, Licensing, Audit and Council Tax Setting Committees

18. STANDARDS REGIME

a) Members' Panel to deal with Code of Conduct Complaints

To reconstitute this Panel to deal with Code of Conduct Complaints against District and Parish Councillors under the stages agreed at the Executive Committee on 2 April 2012 (Minute EX104/11). This Panel will also consider any necessary report by Investigatory and Disciplinary Committee. See item 21 below

Membership

The Panel will consist of Group Leaders (or their nominees)

19. APPOINTMENTS COMMITTEE

To establish the Appointments Committee with terms of reference as set out in Part 3 of the Constitution and appoint 7 Members to serve thereon. The

Committee is subject to the Rules governing proportionality.

20. APPEALS COMMITTEE

To establish an Appeals Committee to hear any necessary Appeals in relation to Senior Staff Members should a dispute arise under the Terms of a JNC contract. To appoint 5 Members to serve thereon. The Committee is subject to the Rules governing proportionality.

21. INVESTIGATORY AND DISCIPLINARY COMMITTEE

To establish an Investigatory and Disciplinary Committee to consider any report or complaint in relation to Senior Staff Members appointed under the terms of a JNC contract. To appoint 5 Members to serve thereon. The Committee is subject to the Rules governing JNC proportionality.

22. APPOINTMENT OF OTHER COUNCIL BODIES

(Pages
99 - 106)

23. APPOINTMENT OF THE CHAIRS AND VICE-CHAIRS FOR EACH OF THE LOCAL AREA FORUMS

(Pages
107 -
116)

24. APPOINTMENT OF OUTSIDE BODIES

(Pages
117 -
124)

25. SENIORS' CHAMPION

26. YOUNG PERSONS' CHAMPION

27. MEMBER TRAINING CHAMPION

28. INDEPENDENT PANEL ON MEMBERS' ALLOWANCES

To reconstitute the above Panel to review Members' allowances. By statue, all appointments must be external to the Council. It is recommended that the Chief Executive makes the appointments.

Livestreaming details for the Annual Council meeting

The link to watch the livestream of the Annual Council meeting is provided below:

https://teams.microsoft.com/join/19%3ameeting_YWFINTRhZDItdODFiYy00NjVjLThjNTktZGJiNTYwNzg5Nzlw%40thread.v2/0?context=%7B%22Tid%22%3A%2258420664-1284-4d81-9225-35da8165ae7a%22%2C%22Oid%22%3A%2258c99d6e-8c11-4f06-9519-c296e92897fc%22%2C%22IsBroadcastMeeting%22%3Atrue%2C%22role%22%3A%22a%22%7D&btype=a&role=a

Joanne Wagstaffe

Chief Executive

15 May 2023

General Enquiries: Committee.Team@threerivers.gov.uk