

ANNUAL COUNCIL – 23 MAY 2023

PART I

24 APPOINTMENT TO OUTSIDE BODIES (EHoS)

1 Summary

- 1.1 To agree the appointments to the outside bodies as listed in Appendix 1.

2 Detail

- 2.1 The following outside bodies have disbanded or merged with another outside body and appointments are therefore not required:

Local Government Association Urban Commission, Croxley Road Safety Group, Local Government Association Rural Commission, Clinical Commissioning Group for the West of the County, Green Deal Together, USEA and Thrive Homes (Minute CL74/14 – 24 February 2015 refers).

- 2.2 Appointments to the Hertfordshire Rural Forum are made by the Hertfordshire Leaders Group therefore no appointments required.

- 2.3 At the Council meeting on 24 February 2009 (Minute No CL64/08), Council voted to withdraw from the Membership of the Colne Valley Partnership from April 2010.

- 2.4 Appointments are not required this year for the following outside bodies:

- Eastbury Farm JMI School Governing Body
- Maple Cross JMI School Governing Body
- Rickmansworth Park JMI School Governing Body
- St Peters JMI School Governing Body
- Shepherds JMI School Governing Body
- CPRE (Campaign to Protect Rural England) Hertfordshire
- Woodlands YMCA Consultative Group
- Rickmansworth Golf Club
- Family Support District Partnership - all Councillors made aware of the dates of meetings should they wish to attend.

- 2.5 The Herts Sustainability Forum disbanded and was replaced with the Herts Climate Change and Sustainability Partnership (HCCSP).

3 Options/Reasons for Recommendation

- 3.1 Council is asked to consider whether it still wishes to appoint representative(s) to the bodies listed in Appendix 1.

4 Policy/Budget Reference and Implications

- 4.1 The recommendations in this report are within the Council's agreed policy and budgets.

5. Financial, Legal, Equal Opportunities, Environmental, Community Safety, Public Health, Customer Services Centre Implications

- 5.1 None specific.

6. Staffing Implications

6.1 The Committee Team will update the mod.gov committee management system following the appointments being agreed at Annual Council

7. Risk and Health & Safety Implications

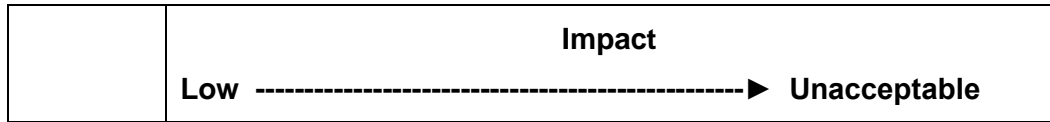
7.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council’s duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

7.2 The subject of this report is covered by the Legal and Committee service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this plan.

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(tolerate, treat, terminate, transfer)</i>	Risk Rating <i>(combination of likelihood and impact)</i>
No appointments to the outside bodies	The Council is not represented on the outside bodies	Annual Council agree the appointments	Treat	1 - Low

7.3 The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

Very Likely Remote ↓ Likelihood	Low 4	High 8	Very High 12	Very High 16
	Low 3	Medium 6	High 9	Very High 12
	Low 2	Low 4	Medium 6	High 8
	Low 1	Low 2	Low 3	Low 4



Impact Score	Likelihood Score
4 (Catastrophic)	4 (Very Likely (≥80%))
3 (Critical)	3 (Likely (21-79%))
2 (Significant)	2 (Unlikely (6-20%))
1 (Marginal)	1 (Remote (≤5%))

7.3.1 In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

The remainder are therefore operational risks. Progress against the treatment plans for strategic risks is reported to the Policy and Resources Committee quarterly. The effectiveness of all treatment plans are reviewed by the Audit Committee annually.

8. Recommendation

8.1 That Council agrees the appointments to the outside bodies as listed in Appendix 1.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

Background Papers

Past Annual Council papers

Appendices/Attachments

Appendix 1 – Outside Bodies appointments to be made

Data provided by the Committee and Web Officer.

Data Quality

Data sources: Outside bodies appointments May 2022

1	Poor	
2	Sufficient	x
3	High	

APPENDIX 1 - THREE RIVERS DISTRICT COUNCIL - APPOINTMENT OF DISTRICT COUNCIL REPRESENTATIVES TO OUTSIDE BODIES

No	Organisation	Current role holder	Notes
1.	East of England Local Government Association	Cllr Sarah Nelmes Sub: Cllr Stephen Giles-Medhurst	<p>The East of England Local Government Association is a politically-led, cross-party organisation which works on behalf of the 50 Local Councils in the East of England to harness their collective strength to shape and serve their communities and localities. It is a voluntary body funded by subscription.</p> <p>The full assembly of the Leaders meets twice a year. This is a forum for discussion on common issues, but importantly provides a platform for all leaders to meet and hear from Ministers and other policy makers on key issues. The representative should be the Leader of the Council.</p>
2.	Chilterns Conservation Board	Councillor Jon Tankard	<p>The Board, set up by Parliament, gives the Council the right to appoint 1 Board Member. The appointed Member is not appointed as a Three Rivers District Council representative but acts independently and is paid an allowance and travel expenses by the Board. There are 3 meetings each year. Three Rivers District Council currently appoints its representative for one year but it is at the Council's discretion how long that appointment is for. The representative has to be a serving Councillor. On an annual basis, at the annual general meeting, members can seek election to two formal sub committees. The Board's Executive Committee and Planning Committee meet four times a year.</p>
3.	Denham Aerodrome Consultative Committee	Councillor Raj Khiroya	<p>The Committee meets four times a year usually on the second Wednesday in March, June and September and the first Wednesday in December although it is understood the June meeting this year will be deferred to September. Denham Aerodrome provides facilities for consultation with local interests. Flight paths for aircraft going to and from Denham pass over parts of the Three Rivers District and it is useful to have a representative at the Committee meetings, preferably an Elected Member.</p> <p>The membership of the Denham Aerodrome Consultative Committee includes representatives from district councils, town and parish councils, and representatives of aerodrome users and the airport operator. They believe that local authority members have an important representational role, and also membership should enable local authorities to better consider how the airport features in local authority plans and policies through the knowledge gained by being on the committee. We consider that membership of the consultative committee by councillors has led to a better understanding of problems and issues.</p>

No	Organisation	Current role holder	Notes
4.	Herts Waste Partnership	Cllr Phil Williams Sub: Cllr Stephen Giles-Medhurst	Each partner will appoint one elected Member and one substitute elected Member to serve on the Partnership (called Partnership Members). Whilst appointments will be reviewed annually strong consistency of membership is encouraged. The Lead Member appointed by each Partner will be the Member of that Council with Lead Member/Portfolio Holder/Committee Chair responsibility for Waste issues (as appropriate to each Partner's political structure).
5.	Local Government Association General Assembly	Cllr Sarah Nelmes Sub: Cllr Stephen Giles-Medhurst	The Local Government Association (LGA) General Assembly meets once a year. It is a key element of the LGA's member structure. Officers can attend meetings in the capacity of observers. Member authorities are formally invited to appoint their representatives to serve on the LGA General Assembly
6.	Hertfordshire Building Preservation Trust Ltd	Councillor Jon Tankard	<p>The Trust has asked the Council to appoint an Elected Member. The Member appointed should be interested in the built environment and be familiar with the buildings at risk in the area. Details on the Trust are available from their website at www.hertfordshirebpt.org</p> <p>Some Councils elect for one year and others two or three years. We require an appointment of a Councillor from the local authorities as set out in the Articles of Association 1963. The elected member is invited to the twice yearly Company meetings in March and September.</p> <p>The AGM is held in November. The elected members have sole voting rights to elect Trust Directors and approve the annual accounts. There are no changes to the terms and duties.</p>

No	Organisation	Current role holder	Notes
7.	Herts County Council (HCC) Health Scrutiny Committee	Past Councillor	<p>The meetings normally take place at County Hall at 10am In addition, Members may be required to attend site visits as agreed by the Committee and have the opportunity of sitting on various Topic Groups.</p> <p>The representative should be a member of a scrutiny committee and not a member of the Executive/Lead Member.</p> <p>There are normally eight Health Scrutiny Committee meetings per municipal year. These are normally held between 10-1pm on a weekday, with the exception of the Annual Quality Scrutiny in May which is an all-day event. Additional meetings are sometimes called where the Chair decrees that there is an urgent matter of business that requires discussion before the next formal meeting date. As much notice as practicable will be given regarding these.</p> <p>In order to undertake an effective scrutiny process, Members are expected to attend <u>all</u> scheduled meetings. If due to mitigating circumstances attendance at a meeting is not possible, Members are expected to nominate an appropriate substitute Member to attend in their absence. The substitute Member is also expected to meet the above outlined eligibility criteria and notification of their attendance must be formally provided in advance. Your council may, at the time of nominating a representative, wish to nominate a 'standing sub', who also meets the eligibility criteria.</p> <p>The representative must meet/continue to meet the following eligibility criteria:</p> <ul style="list-style-type: none"> . They are <i>not</i> a member of the District/Borough Council Member Executive; . They are a member of one of your District/Borough Council scrutiny committees . They are <i>not</i> a staff member of Hertfordshire County Council; . They are <i>not</i> a staff member or board member of any Hertfordshire Health Trust.
8.	Three Rivers Museum Trust	Past Councillor	The Trust would welcome the appointment of an Elected Member. Meetings are held as necessary, normally three or four times a year, and the AGM held in October.
9.	Moor Park Mansion Heritage Foundation Trust	Cllrs Stephen King, Reena Ranger OBE and Past Councillor	The Trust has requested the appointment of three Trustees who should be Elected Members. The role of the Trust is to safeguard the chattels of the mansion which include artwork, precious sculptures and historical objects. We meet twice a year usually February and July, dates and times to be agreed.

No	Organisation	Current role holder	Notes
10.	Traffic management Act 2004 Adjudication Joint Committee (PATROLAJC)	Cllr Paul Rainbow Sub: Cllr Stephen Giles-Medhurst	<p>PATROL Adjudication Joint Committee requires one representative with voting rights to be appointed from Three Rivers District Council. Meetings take place annually. A briefing note with further information is available to the appointed Members. There is a statutory requirement for all local authorities undertaking civil parking enforcement to make provision for independent adjudication, and this is delivered through the Traffic Penalty Tribunal.</p> <p>In order to execute this statutory requirement, the PATROL Adjudication Joint Committee Agreement to which your authority is party, requires nomination of a Councillor to the Joint Committee, even if that Councillor is unable to attend meetings.</p> <p>The nominated Councillor will be a committee member with voting rights. There are no specific requirements however the Councillor will generally have an involvement in transport/environmental matters. They don't need to be a portfolio holder or committee chair.</p>
11.	Abbots Langley Community Centre – Management Committee	Councillor David Major	Representative to be an Elected Member.
12.	Hertfordshire Police and Crime Scrutiny Panel	Cllr Andrew Scarth Sub: Cllr Sarah Nelmes	The purpose of the Panel is to scrutinise the decisions of the Hertfordshire Police and Crime Commissioner. The Panel meets at least 4 times per year. Special meetings are held when a key appointment is notified to the Panel. Meetings take place at Council Offices around the County on rotation. Occasionally there will be meetings for training purposes and small groups of members who volunteer will also meet for specific purposes related to the Panel's work.
13.	Hertfordshire Armed Forces Covenant	Councillor Jon Tankard	The Covenant is a commitment from public and private organisations in the County to support the active and retired Armed Forces community living and working in Hertfordshire. This includes raising the profile of the Armed Forces in Hertfordshire and to celebrate and honour the commitment and sacrifices that they have made, helping with access to local services and offering advice and assistance to ensure a smooth transition into civilian life.
14.	Herts Climate Change and Sustainability Partnership	Councillor Phil Williams Sub: Cllr Jon Tankard	Three Rivers is an active member of HCCSP at both officer and member level and require us to appoint an elected Member to the Partnership.

15.	Herts Growth Board	Councillor Sarah Nelmes Substitute Member: Councillor Stephen Giles-Medhurst	Hertfordshire Growth Board (HGB) has been operating since late 2018 as a non-constituted partnership of the 11 Local authorities and Local Enterprise Partnership in Hertfordshire. Formed as a coalition with the purpose of taking a longer-term place leadership approach to our place ambitions, growth pressures and economic performance, it has promoted effective joint working and common cause. The appointment of a Member and substitute Member to the HGB is required.
16.	South West Herts Strategic Planning Members Group (SPMG)	Councillor Stephen Giles-Medhurst Substitute Member – Councillor Matthew Bedford	To appoint a member to the Group and substitute member.
17.	Watford and Three Rivers Trust	Councillor Sara Bedford	To appoint an observer representative