

ANNUAL COUNCIL – 23 MAY 2023

PART I - DELEGATED

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

1 Summary

- 1.1 To agree the appointment of the Chairs and Vice-Chairs of the Local Area Forums.

2 Details

- 2.1 Council makes its appointments on the following division of areas, with the Division being as follows:

Chorleywood and Sarratt Local Area Forum (Chorleywood North, Chorleywood South and Sarratt)

Rickmansworth Local Area Forum (Moor Park and Eastbury, Penn and Mill End, Maple Cross and Rickmansworth Town)

Croxley Green Local Area Forum (Dickinson and Durrants)

Abbots Langley Local Area Forum (Abbots Langley and Bedmond, Gade Valley and Leavesden)

Watford Rural Local Area Forum (Carpenders Park, Oxhey Hall and Hayling, South Oxhey)

- 2.2 As detailed in Article 10 of the Council Constitution the meetings will be run and managed by the Chair and Vice Chair with no officer presence although the Committee Team will continue to publish the agendas, circulate meeting details and launch the meeting but the items for the agenda are the responsibility of the Chair to formulate.

3 Options and Reasons for Recommendations

- 3.1 That the Council continue with the current division of areas, as detailed in Paragraph 2.1 above and appoint a Chair and Vice-Chair for each Forum.

4 Policy/Budget Reference and Implications

- 4.1 An existing budgetary provision exists of £1,555.

5 Staffing Implications

- 5.1 The Committee Team will continue to publish the agendas, circulate meeting details and launch the meetings should they be held virtually.

6. Legal, Community Safety, Customer Services Centre and Health and Safety Implications.

- 6.1 None specific.

7. Equality Implications

- 7.1 An Equality impact assessment has been completed on the appointments of the Chairs and Vice Chairs for the Forums.

8. Environmental Implications

- 8.1 Holding of meetings virtually supports the Council's Climate Change strategy in reducing our carbon emissions.

9. Communications

- 9.1 Details will be provided to the Digital Services Manager for posting onto local social media pages and local noticeboards.

10 Website Implications

- 10.1 The Committee Team will continue to ensure that all agendas for the meetings are published on the Council's website.

11. Risk Management

- 11.1 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.

- 11.2 The subject of this report is covered by the 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>
Not appointing the Chair and Vice-Chairs of the Forums	Lack of democracy in enabling members of the public to have their say on local issues in their area	Attendees feel part of the democratic process	Treat	Low - 2

- 11.3 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 od Likelihood	Low	High	Very High	Very High
	4	8	12	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			
	Low -----> Unacceptable			

Impact Score

- 4 (Catastrophic)
- 3 (Critical)
- 2 (Significant)
- 1 (Marginal)

Likelihood Score

- 4 (Very Likely (≥80%))
- 3 (Likely (21-79%))
- 2 (Unlikely (6-20%))
- 1 **(Remote (≤5%))**

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

12. Recommendation

12.1 That the Council continue with the current division of areas, as detailed in Paragraph 2.1 above and appoint a Chair and Vice-Chair for each Forum.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

Data sources: Council Constitution

Data checked by: Interim Chief Legal Officer, Ciara Feeney and Executive Head of Service, Kimberley Grout

1	Poor	
2	Sufficient	✓
3	High	

Background Papers

None