

## ANNUAL COUNCIL – 23 MAY 2023

### PART I

#### 22 APPOINTMENT OF OTHER COUNCIL BODIES (EHoS)

##### 1 Summary

- 1.1 To appoint a representative on or reconstitute the other Council bodies as detailed in Paragraph 2.1 of the report.

##### 2 Details

- 2.1 Council is asked to appoint a representative on or reconstitute the following other Council bodies:-

Three Rivers Community Safety Partnership Board

Three Rivers Local Strategic Partnership

Community Safety Board (Police and Crime Commissioner)

Environmental Forum

Seniors' Forum

Youth Council

Internal Complaints Panel

Staff Employer Forum

South Oxhey Community Board

##### 2.3 Three Rivers Community Safety Partnership Board

- 2.3.1 The Board leads the Community Safety Partnership and makes strategic decisions concerning community safety. It is a function requiring the appointment of one Member, who is the Lead Member for Community Safety and Partnerships and who is also Chair of the Community Safety Board.

##### 2.4 Three Rivers District Local Strategic Partnership

- 2.4.1. The Local Strategic Partnership (LSP) produces the Community Strategy for Three Rivers and ensures that the vision is achieved. The LSP consists of key organisations that deliver services across the District (Police, Herts Valleys Clinical Commissioning Group, Hertfordshire County Council, Parish Councils, Thrive Homes, Watford Community Housing Trust, West Herts College, Job Centre Plus, Citizens Advice Bureau, Hertfordshire Chamber of Commerce and Three Rivers District Council). Both the LSP Board and Community Safety Board meetings are co-joined. A change to the Terms of Reference of the LSP Board was agreed in (October 2020) and that the Chair of the Community Safety Board should automatically have a seat on the LSP Board, the current Chair of the Board being the Lead Member for Community Safety and Partnerships. The Council are required to appoint 2 Members to the Board, one of which is the Chair of the Community Safety Board.

##### 2.5 Police and Crime Commissioner - Community Safety Board

2.5.1 The Community Safety Board is a quarterly forum chaired by the Police and Crime Commissioner. The key functions of the Board are to provide oversight of countywide community safety related strategies and as an advisory board on community safety activities. The Members of the Board are representatives from each of the following bodies from within Hertfordshire:

- . Hertfordshire Police and Crime Commissioner
- . Hertfordshire Constabulary  
Hertfordshire County Council and all District/Borough Councils (one elected member and one officer from each council)
- . Hertfordshire County Community Safety Unit
- . Hertfordshire Fire and Rescue Service
- . Hertfordshire Probation Service
- . Clinical Commissioning Groups
- . Hertfordshire Public Health
- . Hertfordshire Youth Justice Service

The Member appointed should be the Lead Member for Community Safety and Partnerships. For the appointment to the Police and Crime Scrutiny Panel see agenda Item 27.

## 2.6 **Environmental Forum**

2.6.1 The Forum meets three times a year, with terms of reference to meet with voluntary organisations and other interested groups, to discuss environmental initiatives as proposed or currently undertaken by those organisations and groups; to consider relevant reports by the Council and the organisations and to make recommendations for action to the relevant Committee.

2.6.2 Membership - Council are asked to appoint 9 Members to the Forum (5 Liberal Democrats, 3 Conservative and 1 Labour).

2.6.3 Council is also asked to appoint the Chair of the Forum and Vice Chair of the Forum.

## 2.7 **Seniors' Forum**

2.7.1 The Seniors' Forum features presentations and debate on local issues. Speakers and topics are chosen by the group themselves and there is an opportunity to raise any local issues they wish. Forum meetings sometimes include consultations relevant to older people. The forum is open to all older people in the District.

2.7.2 Membership - Council agreed that the Forum be open to all Members to attend.

## 2.8 **Youth Council**

2.8.1 The Youth Council is there for anyone in full time primary or secondary education in Three Rivers and surrounding areas.

2.8.2 The key aim is facilitating school students and school Councillors in playing an active role in society as per the Citizenship curriculum. This means debating issues, driving change and letting young people lead. The Youth Council has a voice and the Council want young people to tell us what they are interested in. The

Youth Council in partnership with the Three Rivers Primary Schools Consortium had over 200 school Councillors from 15 schools take part in a big debate driven by their own ideas of what they wanted to discuss. The Council has also worked with several schools helping to set up a constitution and facilitating debates. The key to the success of the Three Rivers Youth Council is having a strong working partnership.

#### 2.8.3 Membership

To be one Member from each Group.

### 2.9 **Internal Complaints Panel**

2.9.1 The Panel's role is to consider complaints, especially where there was a difference of opinion on the level of local settlement, which might be appropriate. A minimum of three Members are required to make a decision and the Panel has authority to settle amounts up to a maximum of £500.

#### 2.9.2 Membership

It is proposed the membership be (4 Liberal Democrats, 1 Conservative, 1 Labour and 1 Green Group).

### 2.10 **Staff Employer Forum**

2.10.1 This Forum considers matters between employees and elected Members of the Council and makes recommendations/gives advice to the Policy and Resources Committee which, if necessary, refers the matter to Council.

#### 2.10.2 Membership

Annual Council are asked to agree the appointments to this body of (4 Liberal Democrats, 1 Conservative, 1 Labour and 1 Green). Members are reminded that the provisions of the Local Government and Housing Act 1989 exclude those Members who are local authority employees (including teachers) and those Members who are trade union officials, whose union has Members in Local Government, from being involved in negotiations with staff. Such Members should not be appointed to this Forum. As the Forum is advisory, it is not subject to proportionality.

### 2.11. **South Oxhey Community Board**

2.11.1 The South Oxhey Community Board is run and organised by Countryside/Home Group. Council are asked to appoint three Members to the Board.

### 2.12 **Shareholder and Commercial Ventures Scrutiny Panel**

2.12.1 The Panel was established by Full Council in July 2021 with a membership of 3 Liberal Democrats, 1 Conservative and 1 Labour. Council are asked to re-establish the Panel with the membership not changing.

2.13 Council should note that the appointment to the West Herts Crematorium was made in 2022 for 3 years until 2025 and is Councillor David Major.

## 3 **Policy/Budget Reference and Implications**

3.1 Budgetary provision exists for Members' expenses to be paid in respect of those bodies which are on the approved list of meetings.

3.2 The recommendations in this report are not the Council's agreed policy and budgets.

#### **4 Legal Implications**

4.1 Proportionality legislation does not apply to these bodies.

#### **5 Staffing Implications**

5.1 The Committee Team will be required to ensure that the appointments are correctly communicated and amended for all the bodies.

#### **6 Equalities, Community Safety, Public Health Implications**

6.1 None specific.

#### **7. Climate Change and Sustainability Implications**

6.1 A sustainability impact assessment is not applicable for this report.

#### **8. Customer Services Centre Implications**

8.1 Details of the appointments will be provided to the Head of Service for circulation to the CSC.

#### **9. Communications and Website Implications**

9.1 The website will be updated following the appointments.

#### **10. Risk and Health & Safety Implications**

10.1 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.

10.2 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/these plan(s).

<b>Nature of Risk</b>	<b>Consequence</b>	<b>Suggested Control Measures</b>	<b>Response</b> <i>(tolerate, treat terminate, transfer)</i>	<b>Risk Rating</b> <i>(combination of likelihood and impact)</i>
Not appointing to these other council bodies	Bodies would not be able to meet without the appointments being made	Annual Council make the appointments required	Treat	Low -2

10.3 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.

<b>Very Likely</b> ----- <b>Likelihood</b> ----- ▼ <b>Remote</b>	<b>Low</b> 4	<b>High</b> 8	<b>Very High</b> 12	<b>Very High</b> 16
	<b>Low</b> 3	<b>Medium</b> 6	<b>High</b> 9	<b>Very High</b> 12
	<b>Low</b> 2	<b>Low</b> 4	<b>Medium</b> 6	<b>High</b> 8
	<b>Low</b> 1	<b>Low</b> 2	<b>Low</b> 3	<b>Low</b> 4
<b>Impact</b> Low -----► Unacceptable				

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%))

10.4 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.

## 11. Recommendation

11.1 That the Council agrees to appoint to the following:

11.1.2 Three Rivers Community Safety Partnership Board:

- Appoints the Lead Member for Community Safety and Partnerships who will also be the Chair.

11.1.3 Three Rivers Local Strategic Partnership:

- Appoints the Chair of the Community Safety Board and one other Member to the Board.

#### 11.1.4 Community Safety Board (Police and Crime Commissioner):

- Appoints the Lead Member for Community Safety and Partnerships to the Board

#### 11.1.5 Environmental Forum:

- Appoints 9 Members to the Forum (5 Liberal Democrats, 3 Conservative 1 Labour and 1 Green)
- Appoints the Chair and Vice Chair of the Forum

#### 11.1.6 Seniors' Forum:

- Council agrees that the Forum be open to all Members to attend.

#### 11.1.7 Youth Council:

- Appoints one Member from each Group.

#### 11.1.8 Internal Complaints Panel:

- Appoints to the Panel: 4 Liberal Democrats, 1 Conservative, 1 Labour and 1 Green Group

#### 11.1.9 Staff Employer Forum:

- Appoints to the body: 4 Liberal Democrats, 1 Conservative, 1 Labour and 1 Green

#### 11.1.10 South Oxhey Community Board:

- Appoints three Members to the Board – 1 Liberal Democrat, 1 Conservative and 1 Labour.

#### 11.1.11 Shareholder and Commercial Ventures Scrutiny Panel

- Council are asked to re-establish the Panel with the membership being 3 Liberal Democrats, 1 Conservative and 1 Labour.

Report prepared by: Sarah Haythorpe, Principal Committee Manager.

Data sources:

Annual Council papers and minutes May 2022

Data checked by: Ciara Feeney, Interim Monitoring Officer and Joanne Wagstaffe, Chief Executive

1	Poor	
2	Sufficient	✓
3	High	

**Background Papers – none**