

ANNUAL COUNCIL – 21 MAY 2019

23. APPOINTMENT OF OTHER COUNCIL BODIES (CED)

1. Summary

1.1 To reconstitute other Council bodies referred to in Paragraphs below of this report.

2. Details

2.1 Council is asked to reconstitute the following bodies:-

Three Rivers Community Safety Partnership Board
Three Rivers Community Safety Co-ordinating Group
Three Rivers Local Strategic Partnership
Community Safety Board
Environmental Forum
Pensioners' Forum
Youth Council
Internal Complaints Panel
Editorial Working Party
Staff Employer Forum
South Oxhey Community Board
West Herts Crematorium Joint Committee

2.1.1 It should be noted that Council decided to withdraw from the Housing and Regeneration Initiative (HARI) in December 2014 (Minute PR54/14) therefore no further appointment is required.

2.1.2 The Watford and Three Rivers Health Partnership Executive Group, Parking Services Working Party, Constitution Working Party and Local Plan Working Party have disbanded. The sub-committees for the Constitution and Local Plan have been established by the Policy and Resources Committee (January 2019) and the appointments to these sub-committees will be agreed at the Policy and Resources Committee meeting on 17 June 2019.

2.1.3 As the Joint Meeting with the Parish Councils, South Oxhey Scrutiny Panel and Property Scrutiny Panel have not met it is not proposed to reconstitute these bodies at this time. If necessary P&R Committee can consider setting up a sub-committee to scrutinise property matters.

2.1.4 Council are asked to appoint a representative to West Herts Crematorium Joint Committee until June 2022 as the current appointment ends in June 2019.

2.2 Three Rivers Community Safety Partnership Board and Coordinating Group

2.2.1 The Board leads the Community Safety Partnership and makes strategic decisions concerning community safety. It is a function requiring the appointment of one Member, last year's representative being the Lead Member for Community Safety.

2.2.2 The Community Safety Co-ordinating Group carries out functions delegated by the Community Safety Board by managing, co-ordinating and tasking the work of the Partnership concerned with the delivery of the Community Safety Strategy and Action Plan. It reports to the Community Safety Board. One Member will need to be appointed to the Group.

2.3 Three Rivers District Local Strategic Partnership

- 2.3.1. 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). Two Members will need to be appointed to the Partnership.

2.4 Community Safety Board

- 2.4.1 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:

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

The Member appointed should be the Lead Member for Community Safety. For the appointment to the Police and Crime Scrutiny Panel see agenda Item 24.

3. **Environmental Forum**

- 3.1 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.

- 3.2 Membership - Council are asked to appoint 8 Members to the Forum (4 Liberal Democrats, 3 Conservative and 1 Labour).

- 3.3 Council is asked to appoint the Chair of the Forum.

4. **Pensioners' Forum**

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

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

5. **Youth Council**

- 5.1 The Youth Council first met in March 1996 to provide young people in Three Rivers an opportunity to openly and frankly give their views and be consulted on local matters.

There are no agreed terms of reference or constitution for the Youth Council and the meetings are not public meetings and are not included on the Council calendar.

5.2 Membership

To be one Member from each Group.

6. **Meetings with Parish Councils**

6.1 These meetings are meant to be held annually with two representatives from each Parish Council, plus the Clerk, invited to attend. The purpose of the meetings is to discuss matters of mutual interest and concern (Minute ST20/95 refers).

6.2 Membership

Last year Council agreed that Membership be the Leader, Deputy Leader, Lead Members, Chairman of the Council and representatives from each of the other two groups on the Council although no meeting took place last year.

7. **Internal Complaints Panel**

7.1 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.

7.2 Membership

Last year Council agreed that the Panel should comprise six Members, two from each Group.

8. **Editorial Working Party**

8.1 The role of the Working Party is to consider all matters relating to the Council's Three Rivers Times with authority being given to the Chief Executive to produce the magazine, deal with distribution and decide on matters of budget in consultation with the Working Party. The Editorial Working Party is also consulted on all matters regarding the District Guide and A-Z directory of services together with the web strategy.

8.2 Membership

Council are asked to reappoint the Working Group to the proportionality provided above (3 Liberal Democrats, 1 Conservative and 1 Labour). The Working Party is not subject to proportionality.

9. **Staff Employer Forum**

9.1 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.

9.3 Membership

Council on 15 April 2003 agreed that appointments to this body be made at Annual Council and that six Members (two from each Political Group) serve. 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.

14. South Oxhey Community Board

14.1 The South Oxhey Community Board is run and organised by Countryside/Home Group. Council are asked to appoint one Member from each Group to the Board, a total of 3 Members are required.

15. West Herts Crematorium Joint Committee

15.1 In May 2016, Council appointed Councillor David Major as the representative to the Committee until June 2019. A new appointment is therefore required to this Committee until June 2022.

16. Financial Implications

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

17. Legal Implications

17.1 Proportionality legislation does not apply to these bodies.

18. Recommendation

18.1 That the Council agrees to reconstitute the above bodies with terms of reference as detailed, appoints Members to serve thereon and agrees the Chairmanship of the body where appropriate.

Report prepared by: Sarah Haythorpe, Principal Committee Manager.

Data sources:

Full Council and Annual Council papers and minutes 2017/18/19

Data checked by: Anne Morgan, Solicitor to the Council

1	Poor	
2	Sufficient	✓
3	High	

Background Papers

Council minutes May 2018