

## ANNUAL COUNCIL – 22 MAY 2018

### 22. 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  
Meetings with Parish Councils  
Internal Complaints Panel  
Editorial Working Party  
Staff Employer Forum  
Constitution Working Party  
Local Plan Member Working Group  
Parking Services Working Party  
South Oxhey Community Board  
South Oxhey Scrutiny Panel

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 was disbanded in 2017.

2.1.3 In May 2016, Council appointed Councillor David Major as the representative to West Herts Crematorium Joint Committee until 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 Chairmanship - Council is asked to appoint the Chairman 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 formally 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.

## **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 (2 Liberal Democrats, 2 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.

9.2 The Terms of Reference for the Forum are to be reviewed by the Constitution Working Party.

### **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.

## **10. Constitution Working Party**

10.1 The Policy and Resources Committee has in the past asked a Working Party to review various aspects of the Council's Constitution.

10.2 Membership

The Executive Committee agreed, EX183/06 refers, that the Constitution Working Party be re-formed to review and make recommendations. Any recommendations from the Working Group concerning the Council's Constitution are made to the Policy and Resources Committee. The proportionality to be:

- 5 Liberal Democrats
- 2 Conservative
- 1 Labour

10.3 Council are asked to reappoint the Working Group to the proportionality provided above.

**11. Local Plan Member Working Group**

11.1 The Executive Committee agreed, Minute EX169/07 refers, that a Working Group be established. The Group's purpose is to inform and advise the key decisions on matters relating to Local Plan production. The Group make recommendations to the Policy and Resources Committee.

11.2 Council are asked to reappoint the Working Group to the following proportionality 6 Liberal Democrats, 4 Conservative and 1 Labour.

**12. Parking Services Working Party**

12.1 This Working Party was established by the Policy and Resources Committee in December 2015. The membership of the Working Party is taken from the 39 Councillors.

12.2 Membership

The current membership of the working party is as follows:

- 3 Liberal Democrats
- 2 Conservative
- 1 Labour

12.3 Council are asked to reappoint the Working Party to the current membership as detailed in Paragraph 12.2. The Working Party is not subject to proportionality.

**13. South Oxhey Scrutiny Panel**

13.1 Council is asked to reappoint the Panel on the current proportionality arrangements but to note that The Policy and Resources Committee agreed to undertake the scrutiny of the South Oxhey Initiative, as long as a meeting falls within three weeks of a Project Board meeting; if an interval of more than three weeks is due, then the Scrutiny Panel be planned in advance to take place by the end of the three weeks.

13.2 Membership

Members from each political party represented on the Council to be Members, the current proposed split being 2 Liberal Democrats, 2 Conservatives and 1 Labour Member. Each party would also have one additional nominated Member as a reserve to ensure consistency in representation at Board meetings.

13.3 Council is asked to reappoint the Panel on the current proportionality arrangements.

**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. Financial Implications**

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

**16. Legal Implications**

16.1 Proportionality legislation does not apply to these bodies.

**17. Recommendation**

17.1 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:

Council Minutes May 2016 and February 2017

Data checked by: Anne Morgan, Solicitor to the Council

1	Poor	
2	Sufficient	✓
3	High	

**Background Papers**

Council minutes May 2017