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Contact:
democracy@welhat.gov.uk

9 July 2024

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL to be held on Wednesday 17 July 2024 at 7.30 pm in the Council Chamber, Campus East, Welwyn Garden City, Herts, AL8 6AE.

AGENDA
PART 1

1. **MINUTES**

To confirm as a correct record the Minutes of the meeting held on 20th May 2024 (previously circulated).

2. **APOLOGIES**

To receive apologies for absence, if any.

3. **PETITIONS**

The Mayor will receive petitions (limited to the first three petitions presented).

4. **QUESTIONS FROM THE PUBLIC**

A period of thirty minutes will be made available for questions to be put by Members of the public to Members of the Cabinet on matters for which the Council has a responsibility or which affect the Borough.

5. **DECLARATIONS OF INTERESTS BY MEMBERS**

To note declarations of Members' disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in respect of items on the agenda.

6. ANNOUNCEMENTS

To receive any announcements from the Mayor, Leader of the Council, Member of the Cabinet or the Head of Paid Service.

7. QUESTIONS BY MEMBERS (Pages 3 - 4)

For a period of up to thirty minutes, a Member of the Council who has given prior notice in accordance with Council Procedure Rule 15, may ask (a) the Mayor, (b) the Leader of the Council or (c) a Member of the Cabinet a question on any matter in relation to which the Council has powers or duties or which affects the Borough.

The questions received for this meeting are attached. A Member asking a question may ask, without giving notice, one supplementary question of the Member to whom the first question was asked. The supplementary question must arise directly out of the reply.

8. MATTERS ARISING FROM THE CABINET

To consider recommendations from the meetings of the Cabinet on 9 July 2024 (to be circulated separately):

(a) FP2067 Tenancy Policy and Strategy

The Cabinet reports for this item can be found at Agenda Item 9 using the below link:

<https://democracy.welhat.gov.uk/documents/g1723/Public%20reports%20pack%2009th-Jul-2024%2018.30%20Cabinet.pdf?T=10>

9. NOTICES OF MOTIONS UNDER PROCEDURE RULE 16

To consider notices of motions submitted under Procedure Rule 16 in such order as the Mayor shall direct. No motions were received for this meeting.

10. APPOINTMENT OF MONITORING OFFICER (Pages 5 - 6)

Report of the Executive Director (Finance and Transformation).

11. URGENT MATTERS

To consider any matters of urgency subject to the agreement of the Mayor in accordance with Procedure Rule 5.1(s).

Circulation: The Mayor and Members of the Welwyn Hatfield Borough Council
Senior Leadership Team
Press and Public (except Part II Items)

If you require any further information about this Agenda please contact Democratic Services, Governance Services on or email – democracy@welhat.gov.uk

WELWYN HATFIELD BOROUGH COUNCIL
COUNCIL MEETING – 17 July 2024

COUNCIL PROCEDURE RULE NO. 15 QUESTIONS – QUESTIONS BY MEMBERS

Notice of the following questions has been received in accordance with Council Procedure Rule No 15:

1. Question to the Executive Member for Environment from Councillor Kingsbury

“During May and June this year, and for several locations into July, the grass across the Borough remained uncut, leading to numerous complaints from residents. This has been noted by many as the worst period of uncut grass anyone can remember. Could the Cabinet member explain how this has been allowed to happen and outline the measures being taken to restore the previous standards of grass maintenance?”

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Part I

Main author: Richard Baker

Executive Member: Cllr Kieran Thorpe

All Wards

WELWYN HATFIELD BOROUGH COUNCIL

COUNCIL – 17 JULY 2024

REPORT OF THE EXECUTIVE DIRECTOR (FINANCE AND TRANSFORMATION)

APPOINTMENT OF MONITORING OFFICER

1 Executive Summary

1.1 This report seeks approval of the appointment of the Council's Monitoring Officer.

2 Recommendation(s)

2.1 That the Council approves that Gavin Ramtohal be appointed to the statutory post of Monitoring Officer.

2.2 That delegated responsibility be given to the Human Resources Manager, in consultation with the Executive Director (Finance and Transformation), to finalise the arrangements for this appointment.

3 Explanation

3.1 Under section 5 of the Local Government and Housing Act 1989, Council is required to appoint one of its officers as its monitoring officer. The role of the monitoring officer includes such responsibilities as ensuring the lawfulness and fairness of the council's decision making; promoting and maintaining high standards of conduct; reporting to Council on any instances of maladministration; and reviewing the councils' Constitution on an ongoing basis.

3.2 The Monitoring Officer role is carried out by the postholder of Assistant Director (Legal and Governance).

3.3 Following the resignation of the current Monitoring Officer, the Legal Services Manager was appointed as Acting Deputy Monitoring Officer while a recruitment campaign took place.

3.4 An external recruitment campaign for the AD (Legal and Governance) post attracted eleven applications.

3.5 After a rigorous selection process, which included a technical assessment, presentation and interview, the Panel gave full consideration to all the candidates and unanimously agreed to recommend that Gavin Ramtohal be recommended to be appointed to the role.

3.6 Gavin brings a wealth of relevant experience and knowledge, and has a range of legal qualifications. He has been in his current role as Head of Legal and Monitoring Officer for the past 4 years at a Borough Council and prior to that Deputy Monitoring Officer at North Herts District Council. As well as in depth legal experience, he also has strong procurement experience. Gavin currently works as part of the senior leadership team and is also accustomed to working very closely with Members.

3.7 The final pre-employment checks are underway, and it is recommended that delegated responsibility be given to the Human Resources Manager, in consultation with the Executive Director (Finance and Transformation), to finalise

the arrangements for this appointment once these final checks are completed.

Implications

4 Legal Implication(s)

4.1 Under section 5 of the Local Government and Housing Act 1989, Council is required to appoint one of its officers as its monitoring officer.

5 Financial Implication(s)

5.1 There are no direct financial implications arising from the report, other than the salary of the officer, which will be paid in line with the council pay policy and is a budgeted role in the councils establishment.

6 Risk Management Implications

6.1 There are no inherent risks in this report.

7 Security and Terrorism Implication(s)

7.1 There are no security and terrorism implications inherent in this report.

8 Procurement Implication(s)

8.1 There are no procurement implications in this report.

9 Climate Change Implication(s)

9.1 There are no climate change implications in this report.

10 Human Resources Implication(s)

10.1 The Human Resource implications are contained in the body of this report.

11 Health and Wellbeing Implication(s)

11.1 There are no health & wellbeing implications associated with this report.

12 Communication and Engagement Implication(s)

12.1 The appointment will be formally communicated after this meeting.

13 Link to Corporate Priorities

13.1 The subject of this report is linked to the Council's Corporate Priority of a 'Well-run Council which puts our customers first'.

14 Equality and Diversity

14.1 An Equality Impact Assessment was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

Name of author	Richard Baker
Title	Executive Director (Finance and Transformation)