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Contact:  
democracy@welhat.gov.uk

12 May 2023

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL to be held on Monday 22 May 2023 at 7.30 pm in the Hawthorne Theatre, Campus West, Welwyn Garden City, Herts.

**AGENDA**  
**PART 1**

1. **ELECTION OF MAYOR**

To elect the Mayor for the Municipal Year 2023/24.

The retiring Mayor will present the Civic Awards for 2023.

2. **APPOINTMENT OF DEPUTY MAYOR**

To appoint the Deputy Mayor for the Municipal Year 2023/24.

3. **APOLOGIES**

To receive apologies for absence, if any.

4. **MINUTES**

To confirm as a correct record the Minutes of the special meeting held on 24 March 2023 (previously circulated).

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. OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT 2022/23 (Pages 3 - 6)  
To receive the Annual Report on the Overview and Scrutiny Committee.
8. MEMBER DEVELOPMENT ANNUAL REPORT (Pages 7 - 12)  
To receive the Annual Report on Member Development.
9. REVIEW OF POLITICAL PROPORTIONALITY (Pages 13 - 16)  
To consider the report of the Monitoring Officer on a review of the political proportionality of Member appointments to Committees.
10. APPOINTMENT OF THE LEADER OF THE COUNCIL, CABINET AND COMMITTEES 2023/24
  - (a) To appoint the Leader of the Council.
  - (b) To note the appointments by the Leader of the Council of the Cabinet. (Pages 17 - 18)
  - (c) To approve the appointment of Committees and amendment to substitution procedures. (Pages 19 - 24)
11. APPOINTMENT OF REPRESENTATIVES (Pages 25 - 28)  
To appoint representatives to serve on outside bodies in 2023/24 (report to follow).
12. ATTENDANCES (Pages 29 - 30)  
To note the summary of attendances by Members at meetings during 2022/23.

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 Governance Services by email – [democracy@welhat.gov.uk](mailto:democracy@welhat.gov.uk)**

## Part I

Main author: Richard Baker

All Wards

WELWYN HATFIELD BOROUGH COUNCIL  
ANNUAL COUNCIL – 22 MAY 2023  
REPORT OF THE ASSISTANT DIRECTOR (LEGAL AND GOVERNANCE)

### **OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT 2022/23**

#### **1 Executive Summary**

- 1.1 In accordance with Part 3a of the Constitution, the Council will receive an Annual Report from the Overview and Scrutiny Committee in relation to its work. This report illustrates the work of the Committee and its Task and Finish Panels during the 2022/23 Municipal Year.

#### **2 Recommendation(s)**

- 2.1 That the Council note the Annual Report of the Overview and Scrutiny Committee 2022/23.

#### **3 Membership and Work Programme 2022/23**

- 3.1 The Membership of the Overview and Scrutiny Committee for 2022/23 was Councillors G. Michaelides (Chair), F. Marsh (Vice-Chair), M. Holloway (Vice-Chair), L. Chesterman, L. Crofton, A. Hellyer, C. Juggins, T. Rowse, M. Siewniak, C. Stanbury, S. Thusu, T. Travell, and R. Trigg.
- 3.2 An Annual Work Programme was set at the start of the municipal year in liaison with Members and relevant Officers. The work programme was then reviewed at each meeting of the Committee, which met four times during the municipal year: 27 September 2022, 22 November 2022, 17 January 2023 and 14 March 2023.
- 3.3 Committee Work Programme – The business considered by the Overview and Scrutiny Committee included:
- a) Food Safety Service Plan: The Committee noted the annual service plan and report.
  - b) Annual Budget Setting: The Committee received the report of the Task and Finish Panel it had established.
  - c) Garage Maintenance: The Committee received the report of the Task and Finish Panel it had established.
  - d) Streetscene Contract: The Committee received the report of the Task and Finish Panel it had established.
  - e) Review of Provision of the Discharge of Crime and Disorder Services in the Borough: The Committee received an update from officers on the work of the Community Safety Partnership over the past year and also looked at the year ahead.
  - f) Covid Vaccine Champions Project: The Committee received an update from officers which included a summary of how the funding was used to support the uptake of the covid vaccine in hard-to-reach communities.

3.4 **Task and Finish Panels:** Three Task and Finish Panels operated during the year, and reported their findings to the January and March meetings of the Committee:

a) Budget Setting Task and Finish Panel:

The Membership of the Panel was Councillors J. Broach (Chair), J. Boulton, F. Marsh, G. Michaelides, and P. Smith.

The Panel met on three occasions between November 2022 and January 2023 as part of the budget setting process. The budget was fully scrutinised by the panel who received an overview of the savings proposals, growth proposals, and fees and charges. The Panel made no changes from the recommendations that came out of Cabinet.

b) Garage Maintenance Task and Finish Panel:

The Membership of the Panel was Councillors M. Holloway (Chair), J. Cragg, S. McNamara, J.P. Skoczylas, and S. Thusu.

The Panel met on three occasions between November 2022 and January 2023 and considered; Occupancy rates; the number of repairs with completion rates; rental comparisons with other Hertfordshire local authorities; waiting list numbers; the number of complaints over the past 20 months; marketing objectives; and details of an ongoing data review.

c) Streetscene Contract Task and Finish Panel:

The Membership of the Panel was Councillors F. Marsh (Chair), C. Juggins, C. Stanbury, K. Thorpe, and S. Tunstall.

The Panel met on three occasions in November and December 2023 and considered; missed bin numbers and performance against KPI's; missed bin reporting for communal properties; access issues for refuse collection vehicles; use of CCTV and surveillance to prevent fly tipping; contractor staff morale; complaint numbers; recycling banks; waste cage days; use of social media to educate residents; recycling in flats; leaf clearance; gritting of pavements; vehicle numbers on the contract; contract inflation; spillages by collection crews; integration of council systems with Urbaser waste systems; commercial waste collection; and the accidents and collisions process.

Following disruption to waste collections during the snow and cold period in December it was agreed that a further meeting of the Panel would take place on 7 February 2023. At this meeting Urbaser delivered a presentation on the issues and lessons learned. Members had the opportunity to ask questions and provide feedback. There were questions raised on gritting of side roads and some town centre locations. Officers advised that this was the responsibility of Hertfordshire County Council.

3.5 **Cabinet Response to Recommendations:** One recommendation was made by the Committee to Cabinet:

a) At its meeting on 24 January 2023, Cabinet considered the comments of the Overview and Scrutiny Committee from its meeting on 17 January 2023 on the budget proposals for 2023/24.

The draft budget was previously considered at Cabinet on 10 January 2023, following its review through the Overview and Scrutiny Committee and the Budget Task and Finish Panel. The budget was fully scrutinised by the Task and Finish panel who received an overview of the savings proposals, the growth proposals, and the fees and charges.

The panel acknowledged the challenges faced by the council in relation to the cost-of-living crisis, the limits on council tax and the medium-term uncertainties around government funding. No changes were proposed by the panel, which was supported by the Overview and Scrutiny Work programme 2023/24

- 3.6 Prioritisation is necessary to ensure that the scrutiny function concentrates on delivering work that is of genuine value and relevance to the work of the wider authority.
- 3.7 Members of the Committee can, during the course of the year, add items within the remit of the Committee that they wished to be considered, and discussed.
- 3.8 Once the membership of the Overview and Scrutiny Committee for 2023/24 has been appointed at Annual Council in May, Committee members will be invited to a work-programming workshop on 25 May 2023. A further workshop is scheduled for 1 June 2023 where officers can be invited to help aid discussion arising from the first workshop.

#### **Implications**

#### **4 Legal Implication(s)**

- 4.1 The requirement for local authorities in England to establish Overview and Scrutiny Committees is set out in sections 9F to 9FI of the Local Government Act 2000 as amended by the Localism Act 2011. The Council itself cannot undertake the Overview and Scrutiny function and must establish a committee to do so.

#### **5 Financial Implication(s)**

There are no financial implications. Officer support for the Overview and Scrutiny function is met from existing resources.

#### **6 Risk Management Implication(s)**

- 7.1 None

#### **8 Security and Terrorism Implication(s)**

- 8.1 None

#### **9 Procurement Implication(s)**

- 9.1 None

#### **10 Climate Change Implication(s)**

- 10.1 None

#### **11 Human Resources Implication(s)**

- 11.1 None

**12 Health and Wellbeing Implication(s)**

12.1 The Overview and Scrutiny Committee discharges the function of Health Scrutiny.

**13 Communication and Engagement Implication(s)**

13.1 None

**14 Link to Corporate Priorities**

14.1 The subject of this report is linked to the Council's Corporate Priority of a well-run council which puts our customers first, and specifically to the achievement of delivering modern, efficient and transparent services for everyone.

**15 Equality and Diversity**

15.1 An Equality Impact Assessment (EqIA) 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 & Transformation)
Date	12 May 2023

## Part I

Main author: Kyle Houston

Executive Member for Governance:  
(All Wards)

WELWYN HATFIELD BOROUGH COUNCIL  
ANNUAL COUNCIL – 22 MAY 2023  
REPORT OF THE ASSISTANT DIRECTOR (LEGAL AND GOVERNANCE)

### MEMBER DEVELOPMENT ANNUAL REPORT

#### **1 EXECUTIVE SUMMARY**

Report of the Assistant Director (Legal and Governance) providing a brief overview of Member Development which had taken place during the previous municipal year, whilst looking ahead to the forthcoming year and the programme to be approved.

#### **2 RECOMMENDATION(S)**

- 2.1 To note the Member Development Annual Report.
- 2.2 To note the training sessions held and the need to evaluate the effectiveness of virtual meetings and use of virtual platforms to deliver Member training sessions.
- 2.3 To note the objectives as being to assist Members in carrying out their roles efficiently, and to maintain the highest standard of elected Members in carrying out their responsibilities to the Council and the communities they serve.

#### **3 EXPLANATION**

- 3.1 Member Development is considered to be essential in providing support, knowledge and guidance to Members, both new and experienced.
- 3.2 A number of training sessions are mandatory for all Members, whilst others are mandatory for those Members joining certain technical committees (such as planning and licensing).
- 3.3 Member Development is overseen by the Member Development Steering Group. The Group is comprised of 4 Councillors, a chair and a member from each political group. It is envisaged that the Group will meet four times during the year 2023-2024.

#### **Member Development Programme 2022/23**

- 3.4 Borough Council elections were held in May 2022 and nine new Members were elected. An induction programme was provided for these new Members, as well as mandatory training for all Members covering the Council Code of Conduct, and General Data Protection Regulations (GDPR)/ Data Protection Act 2018 (DPA). Specific mandatory training for new Committee Members was also arranged covering Planning, and Licensing (including Hackney Carriages)
- 3.5 Further sessions were held throughout the year: these included Member Briefing sessions, which had been arranged in response to events as they occurred.
- 3.6 A full list of dates and sessions are contained in the table below.

## 2022/23 Member Development Sessions and Briefings

<b>Date</b>	<b>Session</b>	<b>Attendance</b>
10 May 2022	Induction	11
11 May 2022	Council Code of Conduct	18
17 May 2022	GDPR/DPA, Regulatory Investigatory Powers Act, and Freedom of Information/Environmental Information requests.	15
25 May 2022	Licensing and Hackney Carriage	20
8 June 2022	Development Management Committee (Planning) Code of Conduct	24
5 July 2022	Licensing and Hackney Carriage (repeated)	1
18 July 2022	Housing Compliance	20
3 August 2022	Hertfordshire Independent Living Services	12
4 August 2022	Parking restrictions	14
1 September 2022	Social Media training	16
5 October 2022	Housing allocations, options, and development	23
28 February 2023	Housing white papers	21

- 3.7 The Member Development Steering Group were pleased with the Member Development programme 2022/23.
- 3.8 There were 12 Member Development sessions held in 2022/23 with an average attendance of 18 Councillors a session. 6 were statutory training sessions, 3 sessions related to housing, 1 session related to parking, 1 session related to social media, and 1 was provided by HCC relating to the Hertfordshire Independent Living Services. Overall feedback was good for all sessions. 3 sessions were externally provided, and 9 were provided internally.
- 3.9 16 Local Government Association and East of England Local Government Association training opportunities were circulated to the members throughout the



year. A majority of these opportunities were free, and the Member Development Steering Group noted these opportunities were useful for new members.

- 3.10 The Member Development Programme 2022/23 also saw the introduction of internally provided training sessions being recorded for future use by members. It should be noted that there is not a record of members who retroactively watch the recording of the session afterwards, and therefore they are not record as having received the training.

**Member Development Programme 2023/24**

- 3.11 Given current budgetary realities the objective will be to ensure Member Development is delivered in a cost effective manner. This includes fully utilising the Member Information Hubs to share relevant information, working collaboratively with neighbouring councils and public authorities and being proactive in sign posting Members to good, free to access and low cost development resources provided by groups such as the Local Government Association and Association of Democratic Services Officers. The council will also look to utilise internal expertise to deliver training sessions where appropriate.
- 3.12 The initial Member Development Programme for 2023/24 is set out in the table below. Further sessions and briefings are being considered and will be taken to the Member Development Steering Group for agreement.

Session	Date
Member induction	10 May 2023
Licensing and Hackney Carriage	11 May 2023
GDPR/DPA, Regulatory Investigatory Powers Act 2000, and Freedom of Information Act 2000 / Environmental Information regulations 2004.	16 May 2023
Council Code of Conduct	18 May 2023
Development Management Committee (Planning) Code of Conduct	30 May 2023

- 3.13 Once the programme is agreed and individual sessions have been arranged, details will be shared with all Members.
- 3.14 A new procedure will be introduced to record information on how many members retroactively receive member development training from recorded sessions. This will allow the MDSG to evaluate the effectiveness of recording sessions for retroactive training.
- 3.15 In 2011 Welwyn Hatfield Borough Council was awarded the Charter for Elected Member Development. The award, which lasted for three years, was a national standard developed by the East of England Local Government Association and

involved a rigorous assessment of the Council's training and development programme to ensure it met the needs of the community. The Member Development Steering Group will revisit the Charter and current application.

#### **Implications**

#### **4 Legal Implication(s)**

4.1 This report is for information and noting only and there are no legal implications arising.

#### **5 Financial Implication(s)**

5.1 This report is for information only and there are no financial implications arising. However, Members should note the objective to continue to utilise cost effective Member development tools given budget realities.

#### **6 Financial Implication(s)**

6.1 This report is for information only and there are no risk management implications arising. However, failure to deliver mandatory training would create a compliance risk and/or prevent Members carrying out their duties effectively.

#### **7 Security and Terrorism Implication(s):**

7.1 There are no security and terrorism implications arising from this report.

#### **8 Procurement Implication(s):**

8.1 There are no procurement implications arising from this report.

#### **9 Climate Change Implication(s):**

9.1 There are no climate change implications arising from this report. However Members should note the intention to continue with providing training sessions remotely in part to avoid the associated carbon impact of travel to and from in person training sessions.

#### **10 Human Resources Implication(s):**

10.1 There are no HR implications arising from this report.

#### **11 Health and Wellbeing Implication(s):**

11.1 There are no health and wellbeing implications arising from this report.

#### **12 Communications and Engagement Implication(s):**

12.1 This report is for information only and there are no wider communication implications.

#### **13 Link to Corporate Priorities:**

13.1 This report is linked to all of the council's corporate priorities, increasing the effectiveness of Members to affect change, scrutinise performances and ensure the Council fulfils its duties.

**14 Equality and Diversity:**

14.1 An EqIA 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	Kyle Houston
Title	Information Governance and Member Support Assistant
Date	20 April 2023

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# Agenda Item 9

## Part I

Main author: Vanisha Mistry

Not Ward Specific

WELWYN HATFIELD BOROUGH COUNCIL  
ANNUAL COUNCIL – 22 MAY 2023  
REPORT OF THE ASSISTANT DIRECTOR (LEGAL AND GOVERNANCE)

## REVIEW OF POLITICAL PROPORTIONALITY

### **1 Executive Summary**

- 1.1 The purpose of this report is to review the political proportionality of Member appointments to Committees to take account of the Borough Council Election on 4 May 2023.

### **2 Recommendation**

- 2.1 That the review of political proportionality of Member appointments to Committees be noted and the allocation of seats be as set out in the schedule to the report.

### **3 Explanation**

- 3.1 It is necessary to review the political proportionality of Member appointments to Committees following the Borough Council election on 4 May 2023 and to reflect the results in the constitution of Committees.
- 3.2 The Council has a legal duty to secure the balance of the different political groups on the authority.
- 3.3 The nominations for Member appointments to Committees listed under agenda item 10c are in accordance with this review of political proportionality.

## **Implications**

### **4 Legal Implication(s)**

- 4.1 Section 15 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 set out the Council's legal duty to reflect the overall political composition of the Council in the appointment of Members to Committees.

### **5 Financial Implication(s)**

- 5.1 None

### **6 Risk Management Implications**

- 6.1 None

### **7 Security and Terrorism Implication(s)**

- 7.1 None

### **8 Procurement Implication(s)**

- 8.1 None

### **9 Climate Change Implication(s)**

- 9.1 None

**10 Human Resources Implication(s)**

10.1 None

**11 Health and Wellbeing Implication(s)**

11.1 None

**12 Communication and Engagement Implication(s)**

12.1 None.

**13 Link to Corporate Priorities**

13.1 The subject of this report is linked to a statutory requirement under the Local Government and Housing Act 1989 and Regulations.

**14 Equality and Diversity**

14.1 An Equality Impact Assessment (EIA) has not been carried out in connection with the proposals that are set out in this report.

Name of author	Vanisha Mistry
Title	Democratic Services Assistant
Date	19 May 2023

**Welwyn Hatfield Borough Council**  
Committee Proportionality Ratios

Seats on Council	2022/23		2023/24	
Conservative	26	54.17%	22	45.83%
Liberal Democrat	12	25%	14	29.17%
Labour	10	20.83%	12	25%
<b>TOTAL</b>	<b>48</b>	<b>100%</b>	<b>48</b>	<b>100%</b>

Committee	Seats		Ratio	
	2022/23	2023/24	2022/23	2023/24
Estates Management Appeals Panel	9	9	5:2:2	4:3:2
Audit Committee	7	5	4:2:1	2:2:1
Cabinet Housing Panel	11	11	6:3:2	5:3:3
Cabinet Planning and Parking Panel	13	13	7:3:3	6:4:3
Grants Board	9	9	5:2:2	4:3:2
Overview and Scrutiny	13	13	7:3:3	6:4:3
Development Management	13	13	7:3:3	6:4:3
Licensing	7	7	4:2:1	3:2:2
Campus West Cabinet Panel	9	7	5:2:2	3:2:2
<b>Total seats</b>	<b>91</b>	<b>87</b>	<b>91</b>	<b>87</b>
<b>Entitlement (%)</b>			<b>54:24:20</b>	<b>45:30:25</b>

**Notes:**

This is the list of Committees included in the calculations for political proportionality. Groups will also have seats on other bodies not shown in this list.

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**EXECUTIVE APPOINTMENTS 2023/24**  
**APPOINTED BY THE LEADER**

**Cabinet**

S Bonfante  
J Broach  
L Chesterman (VC)  
M Holloway  
D Jones  
J Quinton  
P Zukowskyj (C)

**Executive Members**

P Zukowskyj	Leader of the Council and Executive Member, Climate Change
L Chesterman	Deputy Leader of the Council and Executive Member, Housing
S Bonfante	Executive Member, Environment
J Broach	Executive Member, Governance
M Holloway	Executive Member, Community
D Jones	Executive Member, Resources
J Quinton	Executive Member, Planning

**Note**

(C) Denotes Chair  
(VC) Denotes Vice Chair

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## Part I

Main author: Saleem Chughtai

Not Ward Specific

WELWYN HATFIELD BOROUGH COUNCIL  
ANNUAL COUNCIL – 22 MAY 2023  
REPORT OF THE ASSISTANT DIRECTOR (LEGAL AND GOVERNANCE)

### APPOINTMENT OF COMMITTEES AND AMENDMENT TO SUBSTITUTION PROCEDURES

#### **1 Executive Summary**

- 1.1 The purpose of this report is for Annual Council to consider and agree Member appointments to Committees, as put forward by political party group leaders, as required in line with the Councils constitution.

#### **2 Recommendation**

- 2.1 That the appointment of committees be considered.
- 2.2 That the constitution be amended, as set out in paragraph 3.4 of this report.

#### **3 Explanation**

- 3.1 It is a requirement of the constitution for Annual Council to consider and agree, the Member appointments to committees.
- 3.2 Group leaders have been consulted, and nominations to committees (including the proposed chair and vice chair) is attached in appendix A for consideration.
- 3.3 Under Section 9P of the Local Government Act 2000 (LGA 2000) the Council is under a duty to prepare and keep up to date a Constitution. One of the aspects which needs refining is substitutes for quasi-judicial committees including Development Management Committee, Licensing Committee, Licensing and Regulated Entertainment Committee and Hackney Carriage Committee.
- 3.4 It is recommended that Council authorises a clarification to the wording of the constitution regarding substitutions, which are currently required by the constitution to be agreed at Annual Council. In practice, for many years Groups have agreed to nominate substitutions up to 2 hours prior to a relevant committee meeting, with any member that has completed the requisite training eligible to be named.
- 3.5 The clarifications to the wording will ensure that this process can continue to operate as it has done historically and would regularise the practice which has been adopted for many years. It is recommended that points 22.1 to 22.4, of section 2, part 4 of the constitution be replaced with the following:

*22.1. Substitutions are not permitted for meetings of the Cabinet, Standards Committee and Scrutiny Sub-Committees.*

*22.2. For all other Committees, Group Leaders or their nominated representatives must notify the Governance Services Manager in writing or by electronic mail, the appointment of any substitute Members to council meetings at least 2 hours before the scheduled start of the meeting. All substitutes must have attended all relevant training for that committee.*

## **Implications**

### **4 Legal Implication(s)**

4.1 Under Section 9P of the Local Government Act 2000 (LGA 2000) the Council is under a duty to prepare and keep up to date a Constitution. As set out in the report the practice of Group Leaders making substitute nominations needs to be regularised by a minor amendment to the Constitution. The recommendation brings the wording of the Constitution in line with the practice which the Council has adopted.

### **5 Financial Implication(s)**

5.1 None

### **6 Risk Management Implications**

6.1 None

### **7 Security and Terrorism Implication(s)**

7.1 None

### **8 Procurement Implication(s)**

8.1 None

### **9 Climate Change Implication(s)**

9.1 None

### **10 Human Resources Implication(s)**

10.1 None

### **11 Health and Wellbeing Implication(s)**

11.1 None

### **12 Communication and Engagement Implication(s)**

12.1 None.

### **13 Link to Corporate Priorities**

13.1 None.

### **14 Equality and Diversity**

14.1 An Equality Impact Assessment (EIA) has not been carried out in connection with the proposals that are set out in this report.

Name of author	Saleem Chughtai
Title	Assistant Director (Legal and Governance)
Date	18 May 2023

## **NON-EXECUTIVE COMMITTEES 2023/24**

### **Standards Committee**

(Note: To include one Executive Member plus 1 non-voting Co-Opted Local Councils Association Representative)

Constitution: 5 Members +1 co-opted

Ratio: 2:1:2

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Tony Kingsbury	Margaret Birleson (C)	Paul Zukowskyj
Nick Pace		Tim Rowse

Representative of the Welwyn Hatfield Association of Local Councils:

B.Morris

### **Overview and Scrutiny Committee**

(Note: Not to include members of Cabinet)

Constitution: 13 Members

Ratio 6:3:4

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Alastair Hellyer (VC)	Lucy Musk (C)	Tim Rowse (VC)
George Michaelides	Kieran Thorpe	Michal Siewniak
Terry Mitchinson	Larry Crofton	Adrienne Nix
Bernard Sarson		Darrell Panter
Craig Stanbury		
Sunny Thusu		

Co-opted Members:

Tenants Panel Representatives

To be appointed

### **Development Management Committee**

(Note: May include one Cabinet Member, but not as the Chairman or Vice Chairman)

Constitution: 13 Members

Ratio 6:3:4

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Stephen Boulton	Rose Grewal (VC)	Jean-Paul Skoczylas (C)
Samuel Kasumu	James Broach	Darrell Panter
Rebecca Lass	Cathy Watson	Helena Goldwater
Fiona Thomson		Frank Marsh
Roger Trigg		
Stan Tunstall		

### **Note**

(C) Denotes Chair

(VC) Denotes Vice Chair

## **NON-EXECUTIVE COMMITTEES 2023/24**

### **Audit Committee**

(Note: 5 Members of the Council, who are independent of Cabinet, Overview and Scrutiny Committee plus at least one co-opted independent)

Constitution: 5 Members + at least 1 co-opted

Ratio 2:1:2

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Jonathan Boulton	Cathy Watson (VC)	Darrell Panter (C)
Nick Pace		Russ Platt

### **Licensing Committee**

Constitution: 7 Members

Ratio 3:2:2

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Julie Cragg	Jill Weston (C)	Helena Goldwater (VC)
Steve McNamara	Cathy Watson	Duncan Jones
Paul Smith		

### **Alcohol and Regulated Entertainment Committee**

Constitution: 10-15 Members

The political proportionality rules do not apply to this Committee

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Julie Cragg	Astrid Scott	Helena Goldwater
Steve McNamara	Cathy Watson	Duncan Jones
Bernard Sarson	James Broach	Jane Quinton
Paul Smith	Kieran Thorpe	
Roger Trigg	Larry Crofton	
	Max Holloway	
	Rose Grewal	

### **Grants Board**

Constitution: 9 Members

Ratio 4:2:3

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Rebecca Lass	Margaret Birleson (VC)	Michal Siewniak (C)
Steve McNamara	Lynn Chesterman	Duncan Jones
Bernard Sarson		Jean-Paul Skoczylas
Flavia Wachuku		

#### **Note**

(C) Denotes Chair

(VC) Denotes Vice Chair

## **NON-EXECUTIVE COMMITTEES 2023/24**

### **Member Development Steering Group**

Constitution: 4 Members

Ratio 2:1:1

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Tony Kingsbury	James Broach (C)	Michal Siewniak
Flavia Wachuku		

### **Constitution Review Group**

Constitution: 7 Members

Ratio 3:2:2

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Jonathan Boulton	Lynn Chesterman (VC)	Paul Zukowskyj (C)
Tony Kingsbury	Max Holloway	Frank Marsh
Nick Pace		

### **Climate Change Member Group**

Constitution: 7 Members

Ratio 3:2:2

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Alastair Hellyer	Jill Weston (C)	Gemma Moore
Samuel Kasumu	Rose Grewal	Adrienne Nix
James Lake		

### **Officer (Head of Paid) Service Appointment Panel**

Constitution: Cabinet Members and Opposition Group Leader(s) (plus one external adviser)

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Tony Kingsbury	Lynn Chesterman	Paul Zukowskyj
	Max Holloway	Jane Quinton
	James Broach	Duncan Jones
		Sandreni Bonfante

#### **Note**

(C) Denotes Chair

(VC) Denotes Vice Chair

## **NON-EXECUTIVE COMMITTEES 2023/24**

### **Investigating and Disciplinary Committee**

(Note: to include at least one Cabinet Member)

Constitution: 5 Members

Ratio 2:1:2

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Stephen Boulton	Max Holloway (VC)	Frank Marsh (C)
Paul Smith		Paul Zukowskyj

### **Appeal Committee**

(Note: to include at least one Cabinet Member)

Constitution: 5 Members

Ratio 2:1:2

<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>
Terry Mitchinson	Lynn Chesterman (C)	Jane Quinton
George Michaelides		Tim Rowse

### **Independent Panel**

Constitution: 2 Independent Members to be determined by the Monitoring Officer as appropriate

#### **Note**

(C) Denotes Chair

(VC) Denotes Vice Chair



**NOMINATIONS FOR APPOINTMENTS OF  
REPRESENTATIVES ON OUTSIDE BODIES  
2023/24**

	<b>Organisation</b>	<b>Number of Reps</b>	<b>Period of Office</b>	<b>Nominations from Joint Administration</b>	<b>Nominations from Conservative</b>
1.	Citizens Advice Bureau (Welwyn Hatfield)	1	1 year	G Moore (LD)	F Wachuku (C)
2.	Digswell Arts Trust	2 (Observers)	1 year	F Marsh (LD) J Quinton (LD)	J Cragg (C) S Tunstall (C)
3.	Breaks Manor Youth Club	1	1 year	L Crofton (Lab)	B Sarson (C)
4.	Hatfield and District Age Concern	1	1 year	C Watson (Lab)	S Kasumu (C)
5.	Haldens Residents and Community Association	1	1 year	A Scott (Lab)	A Hellyer (C)
6.	Hertfordshire Groundwork Trust	1	1 year	J Weston (Lab)	J Cragg (C)
7.	Herts and Middx Wildlife Trust	2	1 year	R Grewal (Lab) G Moore (LD)	P Smith (C) J Cragg (C)
8.	Jubilee House Care Trust	1	1 year	S Goldwater (LD)	P Smith (C)
9.	Ludwick Family Centre	2	1 year	M Holloway (Lab)	S McNamara (C)
10.	St.John's Youth Centre and Community	1	1 year	A Nix (LD)	C Stanbury (C)

**NOMINATIONS FOR APPOINTMENTS OF  
REPRESENTATIVES ON OUTSIDE BODIES  
2023/24**

11.	Welwyn Hatfield Community and Voluntary Service	1	1 year	M Siewniak (LD)	J Cragg (C)
12.	Women's Resource Centre - Management Committee	1 (female Member)	1 year	L Musk (Lab)	G Ganney (C)
13.	Hertfordshire Health Scrutiny Committee	1	1 year	C Watson (Lab)	B Sarson (C)
14.	Welwyn Hatfield Women's Refuge	1 (female Member)	1 year	G Moore (LD)	J Cragg (C)
15.	Ellenbrook Park Trust	1	1 year	J Broach (Lab)	J Bond (C)

**NOMINATIONS FOR APPOINTMENTS OF  
REPRESENTATIVES ON OUTSIDE BODIES  
2023/24**

	<b>School Governing Bodies</b>	<b>Number of Reps</b>	<b>Nominations from Joint Administration</b>	<b>Nominations from Conservative</b>
1.	Harwood Hill JMI & Nursey School	1		G Ganney (C)
2.	Holwell JMI and Ludwick Nursery	1	D Jones (LD)	S McNamara (C)
3.	Homerswood JMI	1	F Marsh (LD)	F Wachuku (C)
4.	Peartree JMI	1	R Platt (LD)	F Thomson (C)
5.	Watchlytes JMI	1		A Hellyer (C)
6.	Southfield School	1	H Goldwater (LD)	J Lake (C)

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## Members' Attendance Summary 2022/23

First Name	Surname	Group	Actual	Possible	%
Margaret	Birleson	Labour	16	18	89
James	Bond	Conservative	5	8	63
Sandreni	Bonfante	Lib Dem	16	16	100
Jonathan	Boulton	Conservative	21	24	88
Stephen	Boulton	Conservative	23	29	79
Lenny	Brandon	Labour	5	15	33
James	Broach	Labour	19	21	90
Lynn	Chesterman	Labour	20	20	100
Julie	Cragg	Conservative	27	30	90
Larry	Crofton	Labour	13	16	81
Barbara	Fitzsimon	Conservative	7	8	88
Gail	Ganney	Conservative	8	12	67
Alastair	Hellyer	Conservative	28	28	100
Max	Holloway	Labour	16	18	89
Duncan	Jones	Lib Dem	21	21	100
Caron	Juggins	Conservative	18	24	75
Samuel	Kasumu	Conservative	17	21	81
Tony	Kingsbury	Conservative	29	29	100
James	Lake	Conservative	9	16	56
Rebecca	Lass	Conservative	18	21	86
Frank	Marsh	Lib Dem	23	23	100
Steve	McNamara	Conservative	13	15	87
George	Michaelides	Conservative	28	29	97
Terry	Mitchinson	Conservative	27	28	96
Gemma	Moore	Lib Dem	17	17	100
Lucy	Musk	Labour	19	20	95
Nick	Pace	Conservative	28	32	88
Darrell	Panter	Lib Dem	23	23	100
Russ	Platt	Lib Dem	22	25	88
Jane	Quinton	Lib Dem	20	21	95
Jayne	Ranshaw	Lib Dem	15	16	94
Drew	Richardson	Conservative	26	32	81
Tim	Rowse	Lib Dem	20	21	95
Bernard	Sarson	Conservative	24	25	96
Pankit	Shah	Labour	24	24	100
Michal	Siewniak	Lib Dem	16	18	89
Jean-Paul	Skoczylas	Lib Dem	13	22	59
Paul	Smith	Conservative	19	19	100
Craig	Stanbury	Conservative	28	28	100
Fiona	Thomson	Conservative	29	30	97
Kieran	Thorpe	Labour	17	18	94
Sunny	Thusu	Conservative	16	23	70
Teresa	Travell	Conservative	26	26	100
Roger	Trigg	Conservative	21	24	88
Stan	Tunstall	Conservative	27	34	79
Flavia	Wachuku	Conservative	18	25	72
Jill	Weston	Labour	20	26	77
Paul	Zukowskyj	Lib Dem	12	12	100

Stated figures relate to all meetings of the Council and Cabinet as well as all committees, panels, boards and task and finish groups attended by Members in the Municipal Year 2022/23. Attendance of meetings as a substitute or guest is not included.

Please note the figures of attendance on the Councillor profile pages on the website do differ from these figures because not all meetings are picked up by the online system (such as working groups).

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