

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

***PART 1 – PUBLIC DOCUMENT**

Any interest to declare/ or conflict and any dispensation granted n/a

SERVICE DIRECTORATE: LEGAL & COMMUNITY

1. DECISION TAKEN

To approve the updated Forums name to 'Community' Forums and *to note* the administrative changes to section 8 to reflect the name changes to certain wards and membership numbers per Forum, as per Appendix A (as shown as tracked changes).

2. DECISION TAKER

The Leader, Cllr Elizabeth Denis in consultation with Jeanette Thompson, Service Director, Legal & Community.

3. DATE DECISION TAKEN:

1 May 2024

4. REASON FOR DECISION

4.1 To update to reflect a request following Chair and Vice Chair Forum discussions for a more inclusive title of 'Community' Forum (the remainder is not a decision – as it falls into the category of administrative accuracy).

5. ALTERNATIVE OPTIONS CONSIDERED

5.1. To retain the current title of 'Area Forums' until the Constitutional Review is undertaken, and reported through to Council in the autumn of 2024 (for implementation in 2025).

5.2. However, given the overall feedback from the Chairs, Vice Chairs and Executive Member for Community & Partnerships, and the fact that administrative changes were required before the new municipal year, the new title for the 'Community' Forums was considered appropriate and approved.

6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS, AND THE PUBLIC)

6.1. An informal 'year' end discussion was undertaken with the Chairs and Vice Chairs of the Area Forums in April, with the Executive Member for Community & Partnerships. Whilst some of the procedures and processes are yet to be considered as part of the Constitutional/ Forum review, one regarding an aspiration to increase community involvement was expressed, and the perception that 'Community Forum' as opposed to 'Area Forum' may lead to better understanding and involvement of North Herts residents. This name change has therefore been taken forward at this stage, in advance of the new municipal year, to encourage such involvement and to ensure consistency throughout 2024/25. The Deputy Leader was part of that aforementioned discussion, and has also been notified of this decision.

7. FORWARD PLAN

7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1. Regarding the name change – see 6.1 above.
- 8.2. A calendar of meetings will need to be approved by Full Council at its Annual meeting in May. To ensure consistency of name throughout that municipal year, it was considered appropriate to make that change in advance of such a meeting. This also means that this can be reflected in the Council's meeting case management system – Mod.gov, and relevant Community & Partnership officers can publicise the newly titled Forum meetings appropriately.

9. LEGAL IMPLICATIONS

- 9.1. The Area Forums are informal bodies without decision making powers, and the Terms of Reference can be amended by Leader, or executive/ officer as per the report to Council 14 April 2023. As per 14.6.16.1 of the Constitution, the scope of the Leader's responsibilities spans all Portfolios, ensuring co-ordination and a coherent approach to the Council's decision making. The Leader can make any decision which is delegated to any Executive Member. In discharging this particular decision, the Leader is exercising her overall specific responsibility for strategic decision making, following cross party issues raised with the Leader, and does so under section 14.6.16.5 of the Constitution. The relevant Executive Member with responsibility for Community & Partnerships had also requested this name change.
- 9.2. The Service Director: Legal & Community has delegations under 14.6.9(a): (v). *To authorise changes to the Governance Policies/ Protocols/ Codes or Guidance (as the case may be) that fall within the remit of the Monitoring Officer and/ or Legal Services (and are not already covered by 14.6.9 to reflect decisions of the Council / Committees and the Cabinet, or minor ones relating to changes of fact and law, or if required for practical purposes, in order to ensure the proper administration of the Council, subject to regular notification to all Members of such changes.* The Service Director concerned also has responsibility for Community & Partnerships and was therefore consulted.
- 9.3. The North Hertfordshire (Electoral Changes) Order 2023 No 1024, created 25 wards some with differing names to those previously set out under the areas listed in section 9.8 of Appendix A. This Order also increased the number of Councillors from 49 to 51 and this needs to be reflected in the relevant section cited.

10. FINANCIAL IMPLICATIONS

- 10.1. None.

11. RISK IMPLICATIONS

- 11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.
- 11.2 Otherwise none.

12. EQUALITIES IMPLICATIONS

- 12.1 The Public Sector Equality Duty seeks Public Authorities to have due regard to encourage persons those who share a protected characteristic to participate in public life or other activities where participation is usually low. The decision may assist in this area.

13. SOCIAL VALUE IMPLICATIONS

13.1 In respect of procurement, none identified.

14. ENVIRONMENTAL IMPLICATIONS

14.1 None identified.

15. HUMAN RESOURCE IMPLICATIONS

15.1 None identified.

16. BACKGROUND PAPERS

16.1 None.

17. APPENDICES

17.1 Appendix A – Community Forums as amended.

NOTIFICATION DATE

3 May 2024

Signature of Executive Member (Leader) Decision taker...



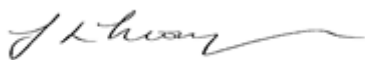
Date30 April 2024

Consultees:

Signature of Executive Member for Community & Partnerships



Signature of Service Director: Legal & Community consultee Decision Taker



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Call-in does not apply to NON-EXECUTIVE DECISIONS. This decision is partly Executive and administrative (therefore Non-Executive).