

ANNUAL COUNCIL – 22 MAY 2018

23. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN FOR EACH OF THE LOCAL AREA FORUMS (CED)

1. Summary

1.1 To agree the appointment of the Chairmen and Vice-Chairmen of the Local Area Forums.

2. Details

2.1 Last year Council made its appointments on the following division of areas, with the division being as follows:

Chorleywood and Sarratt Local Area Forum (Chorleywood North, Chorleywood South and Sarratt)

Rickmansworth Local Area Forum (Moor Park and Eastbury, Penn and Mill End, Maple Cross and Rickmansworth Town)

Croxley Green Local Area Forum (Dickinson and Durrants)

Abbots Langley Local Area Forum (Abbots Langley and Bedmond, Gade Valley and Leavesden)

Watford Rural Local Area Forum (Carpenders Park, Oxhey Hall and Hayling, South Oxhey)

3. Options/Reasons for Recommendation

3.1 That the Council continue with the current division of areas, as detailed in Paragraph 2.1 above.

4. Financial Implications

4.1 Budgetary provision exists for the hire of venues for the meetings and Members' travelling allowance to be paid in respect of these meetings.

5. Staffing Implications

5.1 The Committee team will continue to organise the venues for the meetings, the drafting, publication and circulation of the agenda, but are not required to take notes at the meeting. This role will be organised by the Chairman of each Forum but Members are asked to provide a copy of the notes to the Committee team for publication on the Council's website.

6. Legal, Equal Opportunities, Environmental, Community Safety, Customer Services Centre, Communications

6.1 None specific.

7. Website Implications

7.1 The Committee team will continue to ensure that all agendas for the meetings are published on the Council's website.

8. Health and Safety Implications

8.1 Each Chairman of the Forum will be provided with details of any emergency evacuation procedures by the meeting venues.

9. Risk Management

9.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

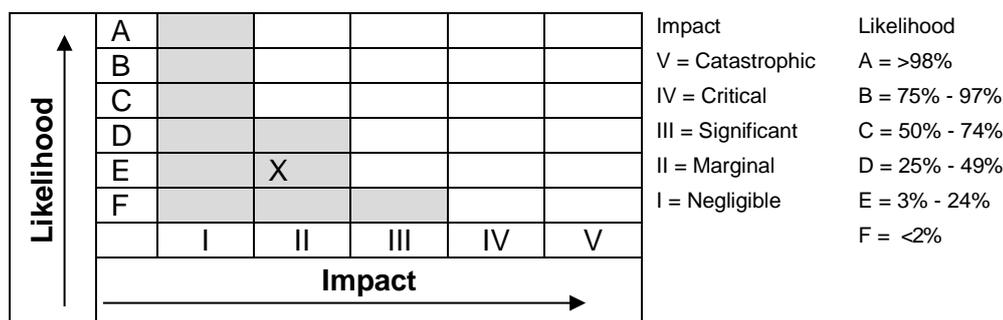
9.2 The subject of this report is covered by the Democratic Services service plan. Any risks resulting from this report will be included in the risk register. The following table gives the risks if the recommendation is agreed, together with a scored assessment of their impact and likelihood:

| Description of Risk | | Impact | Likelihood |
|---------------------|--|--------|------------|
| 1 | Not appointing the Chairman and Vice-Chairman of the Local Area Forums | II | E |

| Description of Risk | | Impact | Likelihood |
|---------------------|--|--------|------------|
| 1 | Lack of democracy in enabling members of the public to have their say on local issues in their area. | II | E |

9.3 Of the risks detailed above none is already managed within a service plan.

9.4 The above risks are plotted on the matrix below depending on the scored assessments of impact and likelihood, detailed definitions of which are included in the risk management strategy. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood are plotted in the shaded area of the matrix. The remaining risks require a treatment plan.



9.5 In the officers' opinion none of the risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of treatment plans are reviewed by the Audit Committee annually.

10. Recommendation

10.1.1 That Council appoints the Chairmen and Vice-Chairmen of the Local Area Forums for the 2018/2019 Local Government year as detailed in Paragraph 2.1.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

Data sources:

Council Constitution

Data checked by: Anne Morgan, Solicitor to the Council

| | | |
|---|------------|---|
| 1 | Poor | |
| 2 | Sufficient | ✓ |
| 3 | High | |

Background Papers

None