

East Herts Council Non-Key Decision Report

Date: 1st November 2022

Report by: Richard Cassidy Chief Executive Officer

Report Title: Change of Governance arrangements
(Hertfordshire Building Control)

Ward(s) affected: None

Summary

- East Hertfordshire District Council is one of 8 Hertfordshire local authorities who wholly own Hertfordshire Building Control Ltd. From time to time the governance arrangements need to be reviewed and appropriate recommendations made.

RECOMMENDATIONS FOR DECISION:

(A) Richard Cassidy - CEO (Shareholder Representative) is replaced by Helen Standen – DCEO who will take over the Shareholder Representative role from 1st January 2023; and

(B) Helen Standen – DCEO (appointed Director to the Board and current Chair) is replaced by Sara Saunders – Head of Planning who will take over the Director role from 1st January 2023

1.0 Proposal(s)

- 1.1 To appoint Helen Standen as Shareholder Representative on behalf of East Hertfordshire District Council to Hertfordshire Building Control Ltd

- 1.2 To appoint Sara Saunders as Director of the company on behalf of East Hertfordshire District Council to Hertfordshire Building Control Ltd

2.0 Background

- 2.1 East Hertfordshire District Council (EHDC) entered into a then 7 partner arrangement to provide building control services across the county in 2016
- 2.2 In 2019 an 8th authority (Dacorum Borough Council) joined the company
- 2.3 There is a requirement within the Inter Authority Agreement (IAA) and Articles of Association that each partner nominates a Shareholder Representative and a Director
- 2.4 Helen Standen has fulfilled the role of Director on behalf of EHDC since the inception of the company in 2016. She has also undertaken the role of Chair of the Board since mid 2019.
- 2.5 Richard Cassidy has fulfilled the role of Shareholder Representative since joining EHDC in 2019

3.0 Reason(s)

- 3.1 In order to better utilise officer time and increase knowledge and skills, it is proposed that Helen Standen takes on the Shareholder Representative role and Sara Saunders takes on the Director of the company role
- 3.2 The proposal will maintain the continuity and retain the knowledge gained over the last 6 years
- 3.3 Historically the Shareholder Representative role was held by

the CEO of each council, but over the years, many CEO's have handed the role to their nominated Director or other representative

- 3.4 More commonly Heads of Planning fulfil the Director role within the company

4.0 Options

- 4.1 The Council, under the IAA and Shareholder Agreement/Articles of Association, each partner authority must assign the role of Shareholder Representative and Director of HBC
- 4.2 EHDC can choose who it nominates. Those nominated are expected to attend meetings as required and to represent the interests of the council and the company

5.0 Risks

- 5.1 There are no risks associated with the proposal

6.0 Implications/Consultations

Community Safety

No

Data Protection

No

Equalities

No

Environmental Sustainability

No

Financial

No

Health and Safety

No

Human Resources

No

Human Rights

No

Legal

No

Specific Wards

No

7.0 Background papers, appendices and other relevant material

7.1 None

Contact Member

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