

## Report of Administration & Democratic Services Manager and Deputy Monitoring Officer

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### **Subject: Membership of Committees and Working Groups**

#### Purpose of report

1. To confirm membership of the Authority's:
  - (a) Investigating and Disciplinary Committee;
  - (b) Grievance Committee;
  - (c) Appeals Committee, and
  
2. To appoint a Member to serve on the Green Room Development Group.

#### Committee composition

Members will recall that, at the Annual General Meeting held on the 15<sup>th</sup> June 2022, it was reported that consideration of the membership of the Investigating and Disciplinary Committee, Grievance Committee and Appeals Committee would be confirmed once the Chairs and Deputy Chairs of the Authority and other relevant Committees had been appointed.

The necessary appointments have now taken place, therefore it is suggested that the composition of the under-mentioned Committees be as follows:

#### Investigating and Disciplinary Committee

Councillor Mrs D Clements, Chair, National Park Authority  
Councillor S Alderman, Deputy Chair, Audit and Corporate Services Review  
Committee  
Dr M Havard, Chair, Development Management Committee  
Mrs S Hoss  
Councillor A Wilcox

#### Grievance Committee

Dr R Heath-Davies, Deputy Chair, National Park Authority  
Councillor Dr SL Hancock, Chair, Operational Review Committee  
Mrs J James  
Councillor R Jordan  
Councillor R Owens

#### Appeals Committee

Mr GA Jones, Deputy Chair, Development Management Committee  
Dr R Plummer, Deputy Chair, Operational Review Committee  
Councillor M James  
Councillor S Skyrme-Blackhall  
Councillor M Wiggins

Please note that the Terms of Reference of the Committees can be found on the [Members' portal](#).

#### Green Room Development Group

At the Authority meeting held on the 15<sup>th</sup> September 2021, Members considered a proposal to replace the current meeting room (known as the "Green Room", kitchen area and toilets with a single storey building. To help manage the risks of the project, a Green Room Development Group was established, chaired by the Director of Countryside, Community and Visitor Services, with assistance from relevant staff from the Authority. Two Members were also appointed to serve on the Group: Councillors P Baker and PJ Morgan.

In light of Councillor Baker's retirement from the Authority, it is now necessary to appoint another Member to replace him on the Development Group.

#### **RECOMMENDATION:**

**That, subject to any comments raised at the meeting, Members:**

- 1. Confirm the membership of the Investigating and Disciplinary Committee, Grievance Committee and Appeals Committee as set out in the report, and**
- 2. Appoint a Member to serve on the Green Room Development Group.**

#### Background papers:

Report to Authority Annual General Meeting: 15<sup>th</sup> June 2022

Report to National Park Authority: 15<sup>th</sup> September 2021

*(For further information, please contact Janet Evans, Administration & Democratic Services Manager and Deputy Monitoring Officer on 01646 624834, or by e-mailing [janete@pembrokeshirecoast.org.uk](mailto:janete@pembrokeshirecoast.org.uk))*

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