



ANNUAL COUNCIL MEETING

Wednesday, 11th June, 2014

6.30 pm

**To be held in the Council Chamber,
Town Hall, Watford**

Publication date: 3 June 2014

CONTACT

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Pat Thornton on 01923 278372 or by email –

legalanddemocratic@watford.gov.uk .

Welcome to this meeting. We hope you find these notes useful.

ACCESS

The Council Chamber's Public Gallery is situated at the rear of the Town Hall between the main building and the side entrance to the Colosseum. Access is via the visitors' and Members' car parks.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Council Chamber is on the mezzanine floor of the Town Hall and a lift is available.

Induction loops are available in the Council Chamber.

TOILETS (including disabled)

Toilets are situated on the first floor, near the Committee Rooms.

FIRE/EMERGENCY INSTRUCTIONS

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

MOBILE PHONES

Please ensure that mobile phones are switched off before the start of the meeting.

MINUTES

Copies of the minutes of this meeting are usually available seven working days following the meeting and can be found on the Council's website www.watford.gov.uk/meetings

RECORDING OF MEETINGS

An audio recording may be taken at this meeting for administrative purposes only.

3 June 2014

Councillor

You are hereby summoned to attend a meeting of the Council of the Borough of Watford to be held on Wednesday, 11th June, 2014 starting at 6.30 pm To be held in the Council Chamber, Town Hall, Watford to take into consideration and determine upon the following subjects, namely: -

1. **ELECTION OF CHAIRMAN**
2. **ELECTION OF VICE-CHAIRMAN**

The meeting will be adjourned at this point and re-convened at 7.30 p.m.

3. **APOLOGIES FOR ABSENCE**
4. **DISCLOSURE OF INTERESTS**
5. **MINUTES**

The minutes of the meeting held on 19 March 2014 to be submitted and signed.
(All minutes are published on the Council's website –
<http://watford.moderngov.co.uk/ieListMeetings.aspx?Committeeld=268>)

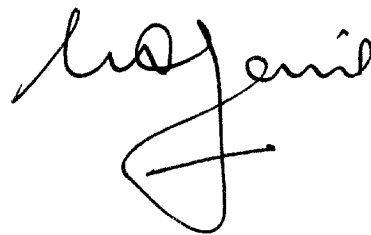
6. **OFFICIAL ANNOUNCEMENTS**
7. **QUESTIONS BY MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE 10.0**
8. **PETITIONS PRESENTED UNDER COUNCIL PROCEDURE RULE 12.0**
9. **BUSINESS ESPECIALLY BROUGHT FORWARD BY THE CHAIRMAN OR THE HEAD OF PAID SERVICE WHICH IN THE OPINION OF THE CHAIRMAN SHOULD BE CONSIDERED AS A MATTER OF URGENCY**
10. **MOTIONS SUBMITTED UNDER COUNCIL PROCEDURE RULE 13.0**
11. **NOTICE OF CONSTITUTION OF POLITICAL GROUPS (Pages 1 - 2)**

Report of the Democratic Services Manager

12. **NOTIFICATION TO COUNCIL OF MEMBERS OF THE CABINET AND PORTFOLIO HOLDERS (Pages 3 - 4)**

Report of the Mayor

- 13. EXECUTIVE SCHEME OF DELEGATION** (Pages 5 - 6)
Report of the Democratic Services Manager
- 14. PROGRAMME OF MEETINGS** (Pages 7 - 22)
Report of the Democratic Services Manager
- 15. CHANGES TO THE CONSTITUTION** (Pages 23 - 28)
Report of the Head of Democracy & Governance
- 16. ESTABLISHMENT OF COMMITTEES AND APPOINTMENT OF CHAIRS AND VICE CHAIRS** (Pages 29 - 42)
Report of the Democratic Services Manager
- 17. APPOINTMENT OF REPRESENTATIVES OF THE COUNCIL ON OUTSIDE BODIES** (Pages 43 - 46)
Report of the Democratic Services Manager
- 18. MEMBERS' REMUNERATION - COMMUNICATIONS ALLOWANCE** (Pages 47 - 50)
Report of the Democratic Services Manager
- 19. PENSIONS DISCRETIONS** (Pages 51 - 58)
Report of the Head of Human Resources
- 20. MEMBERS' PERFORMANCE SCHEME - SELF ASSESSMENTS** (Pages 59 - 124)
Report of the Member Development and Civic Officer

A handwritten signature in black ink, appearing to read 'Manny Lewis', with a stylized flourish at the end.

Manny Lewis, Managing Director

PART A

Report to: Annual Council

Date of Meeting: 11 June 2014

Report of: Democratic Services Manager

Title: Notice of Constitution of Political Groups

1. SUMMARY

Regulations made under the Local Government and Housing Act 1989 require formal notice to be given each year of the composition of political groups. This information also enables the requirements of the relevant section of that Act dealing with political balance on Council Committees to be complied with.

2.0 RECOMMENDATIONS

That Council notes the composition of the political groups on the Council as at 11 June 2014.

Contact Officer:

For further information on this report please contact
Pat Thornton, Democratic Services Manager, telephone extension 8372.
Email pat.thornton@watford.gov.uk

Report approved by the Head of Democracy & Governance.

3.0 DETAILED DISCUSSION

Details of Leaders, Deputy Leaders, Group Secretaries and membership are as follows:

Liberal Democrat Group

Leader:	Councillor Iain Sharpe
Deputy Leader	Councillor Karen Collett
Group Secretary	Councillor Peter Jeffree
Group Members:	Councillors: Aron, Bolton, J Brown, I Brown, Collett, Counter, Crout, Derbyshire, Hofman, Greenslade, Hastrick, Jeffree, Johnson, Lynch, Martins, McLeod, Saffery, Scudder, Sharpe, Taylor, Mayor Thornhill, Walford, Watkin and T. Williams

Labour Group

Leader:	Councillor Nigel Bell
Deputy Leader	Councillor Jagtar Singh Dhindsa
Group Secretary	Councillor Anne Joynes
Group Members:	Councillors: Bashir, Bell, Connal, Dhindsa, Joynes, Khan, Mauthoor, Mills, Shah, Turmaine and S.Williams.

Other Members

Councillor Ian Brandon (Green)
Councillor Binita Mehta (Conservative)

4.0 **IMPLICATIONS**

4.1 Legal issues

Notification of membership complies with the Council's Constitution, Procedure Rule 24.0 and with the requirements of the Local Government (Committees and Political Groups) Regulations 1990.

4.2 Other Implications

None

Background Papers:

Notifications submitted to the Democratic Services Manager under the Local Government (Committees and Political Groups) Regulations 1990.

Appendices: None

File Reference: None

PART A

Report to: Annual Council
Date of Meeting: 11 June 2014
Report of: The Mayor
Title: Notification to Council of Members of the Cabinet and Portfolio Holders.

1. SUMMARY

- 1.1 Part 4 Section 1.1 vii of the Council's Constitution requires the Mayor to advise Council on the composition and constitution of the Executive for the coming year and the names of the Councillors she has chosen to be members of the Executive.

2.0 RECOMMENDATIONS

- 2.1 Council is asked to note the appointments made by the Mayor as outlined in paragraph 3.1 of the report.
- 2.2 Council is asked to agree to an increase in the Members' remuneration budget of £10,815

Contact Officer:

For further information on this report please contact:
Mayor Thornhill, telephone extension: 8371

3.0 DETAILED PROPOSAL

- 3.1 The Portfolio Holders' responsibilities for 2014/15 are as follows:

3.1.1 **Mayor Dorothy Thornhill** 36 Oxhey Road, Watford, WD19 4QQ

Portfolio Holder for strategic partnerships/external relationships and community safety.

Councillor Derek Scudder 27 Garston Crescent, Garston, WD25 0LD

Deputy Mayor and Portfolio Holder for **Strategy & Client Function** – Corporate Strategy, Intelligent Client and contract management, Policy & Citizen Engagement, Equalities and Communications.

Councillor Iain Sharpe 36 Oxhey Road, Watford, WD19 4QQ

Portfolio Holder for **Regeneration & Development** – Development Management, Planning Policy & Economic Development Transport, Parking & Projects, Property (WBC asset base – strategic) and major projects.

Councillor Mark Watkin 7 Melrose Place, Watford, WD17 4LN

Portfolio Holder for **Democracy & Governance** –Facilities Management, Emergency Planning & Business Continuity, Procurement, Legal & Democratic Services, Risk Management, Human Resources, Section 151 and Shared Services.

Councillor Keith Crout 30 Orchard Drive, Watford, WD17 3DY

Portfolio Holder for **Community & Customer Services** – Environmental Health & Licensing, cultural play/sports services and customer services.

Councillor Stephen Johnson 124 Ridge lane, Watford, WD17 4SY

Portfolio Holder for **Housing**, including private sector housing

4.0 **IMPLICATIONS**

4.1 Financial

Portfolio Holders are remunerated at Band 2.5 the provision of an additional portfolio will increase the members' remuneration budget above the budget set for 2014/15 by £10,815. Council is therefore asked to agree to increasing the members' remuneration budget accordingly.

4.2 Legal Issues (Monitoring Officer)

The Head of Democracy & Governance comments that there are no legal implications in this report.

4.3 Other Implications

None

Background papers:

Watford Council Constitution

File reference:

None.

PART A

Report to: Annual Council
Date of Meeting: 11 June 2014
Report of: Democratic Services Manager
Title: Executive Scheme Of Delegation

1. **SUMMARY**

The Mayor has approved the Executive Scheme of Delegation with no changes from that currently in the Constitution.

2. **RECOMMENDATIONS**

To note that the Executive Scheme of Delegation approved by the Mayor is unchanged.

Contact Officer:

For further information on this report please contact:
Carol Chen, Head of Democracy & Governance.
telephone extension: 8350 e-mail: carol.chen@watford.gov.uk

Report approved by: The Mayor

3.0 **IMPLICATIONS**

3.1 Financial

The Director of Finance comments that there are no financial implications arising directly out of this report.

3.2 Legal Issues (Monitoring Officer)

The Head of Democracy & Governance comments that the Executive scheme of delegation is purely within the gift of the Mayor. The Mayor still retains the ability to take all Executive function decisions herself if required.

Appendices

None

Background papers:

No papers were used in the preparation of this report.

File reference:

none

PART A

Report to: Annual Council

Date of Meeting: 11 June 2014

Report of: Democratic Services Manager

Title: Programme Of Meetings – 2014/15

1 **SUMMARY**

Council Procedure Rule 1.1 (ix) requires the programme of ordinary meetings of the Council for the year to be approved at the Annual Meeting.

2 **RECOMMENDATIONS**

That the timetable of meetings for 2014/15 (**printed separately**) be adopted.

Contact Officer:

For further information on this report please contact
Pat Thornton, Democratic Services Manager - telephone extension 8372,
email Pat.Thornton@Watford.gov.uk

Report approved by the Head of Democracy and Governance

3. **DETAILED PROPOSAL**

3.1 A draft timetable of meetings for the 2014/15 Municipal Year was circulated to All Members and officers for comment.

3.2 Full Council meetings have been scheduled for the following dates:

Wednesday	30 July 2014
Wednesday	19 November 2014
Wednesday	28 January 2015 (budget)
Wednesday	18 March 2015
Wednesday	20 May 2015 (Annual Council)

3.3 Meetings of Licensing Sub Committees will be set up as and when required. They will comprise three members from the main Licensing Committee and meet during the day or evening as appropriate.

3.4 Meetings of the Chief Officer Pay Panel, Constitution Working Party, Standards Committee, Appointments Committee and Scrutiny Task Groups will also meet as and when required.

3.5 Dates of all committee meetings can be accessed through the Council's website. Reminders are also published in the monthly Members' Bulletin.

4.0 **IMPLICATIONS**

4.1 Financial

The Director of Finance comments that budget provision has been made to finance all costs associated with the democratic process.

4.2 Legal Issues (Monitoring Officer)

The Head of Democracy & Governance comments that there are no legal implications in this report.

Background papers:

Draft timetable of meetings 2014/15

Emails to officers and Members attaching draft timetable for comment.

File reference:

None

Appendices:

Timetable of Meetings 2014/15 (*printed separately*)

MAY 2014

Date	Time	Meeting	Comments
Thursday 1 st			
Friday 2 nd			
Monday 5 th	Bank Holiday ~ May Day		
Tuesday 6 th			
Wednesday 7 th	6.00 pm	Golf Club Joint Consultative Committee	@ Golf Club
Thursday 8 th			
Friday 9 th			
Monday 12 th			
Tuesday 13 th			
Wednesday 14 th			
Thursday 15 th	7.30 pm	Development Control Committee	
Friday 16 th			
Monday 19 th			
Tuesday 20 th			
Wednesday 21 st			
Thursday 22 nd	ELECTIONS ~ Borough, Mayoral and European		
Friday 23 rd			
Monday 26 th	Bank Holiday ~ Late Spring		
Tuesday 27 th			<i>Half Term</i>
Wednesday 28 th			
Thursday 29 th	6.00 pm	Constitution Working Party	
Friday 30 th			

JUNE 2014

Date	Time	Meeting	Comments
Monday 2 nd			
Tuesday 3 rd			
Wednesday 4 th			
Thursday 5 th	7.30 pm	Development Control Committee	
Friday 6 th			
Monday 9 th			
Tuesday 10 th			
Wednesday 11 th	10.30 am 6.30 pm	Licensing Sub-Committee – Jazz in the Park ANNUAL COUNCIL	
Thursday 12 th			
Friday 13 th			
Monday 16 th			
Tuesday 17 th			
Wednesday 18 th			
Thursday 19 th	10.30 am	Licensing Sub-Committee – Nascot Arms	
Friday 20 th			
Monday 23 rd	7.30 pm	Development Control Committee (Extraordinary)	
Tuesday 24 th			
Wednesday 25 th	7.00 pm	Overview and Scrutiny Committee	
Thursday 26 th	7.30 pm	Development Control Committee	
Friday 27 th			
Monday 30 th	7.00 pm	Audit Committee	

JULY 2014

Date	Time	Meeting	Comments
Tuesday 1 st			
Wednesday 2 nd			
Thursday 3 rd	6.30 pm	Major Projects Board	
Friday 4 th			
Monday 7 th	7.00 pm	Cabinet	
Tuesday 8 th	6:30 pm	Outsourced Services Scrutiny Panel	
Wednesday 9 th	7.00 pm	Budget Panel	
Thursday 10 th			
Friday 11 th			
Monday 14 th	7.30 pm	Licensing Committee	
Tuesday 15 th			
Wednesday 16 th	7.30 pm	Development Control Committee (Extraordinary)	
Thursday 17 th	7.30 pm	Development Control Committee	
Friday 18 th			
Monday 21 st			
Tuesday 22 nd	6.30 pm	Community Safety Partnership Task Group	
Wednesday 23 rd			
Thursday 24 th	7.00 pm	Overview and Scrutiny Committee	Only if item is called in
Friday 25 th			
Monday 28 th			
Tuesday 29 th	7.00 pm	Council Functions Committee	
Wednesday 30 th	7.30pm	COUNCIL	
Thursday 31 st			

AUGUST 2014

Date	Time	Meeting	Comments
Friday 1 st			<i>Summer Holidays</i>
Monday 4 th			
Tuesday 5 th			
Wednesday 6 th			
Thursday 7 th	7.30 pm	Development Control Committee	
Friday 8 th			
Monday 11 th			
Tuesday 12 th			
Wednesday 13 th			
Thursday 14 th			
Friday 15 th			
Monday 18 th			
Tuesday 19 th			
Wednesday 20 th			
Thursday 21 st			
Friday 22 nd			
Monday 25 th	Bank Holiday ~ Late Summer		
Tuesday 26 th			
Wednesday 27 th			
Thursday 28 th	7.30 pm	Development Control Committee	
Friday 29 th			

SEPTEMBER 2014

Date	Time	Meeting	Comments
Monday 1 st	7.00 pm	Cabinet	
Tuesday 2 nd	6.30 pm	Major Projects Board	
Wednesday 3 rd			
Thursday 4 th	7.00 pm	Council Functions Committee	
Friday 5 th			
Monday 8 th	7.30 pm	Licensing Committee	
Tuesday 9 th	7.00 pm	Budget Panel	
Wednesday 10 th			
Thursday 11 th			
Friday 12 th			
Monday 15 th			
Tuesday 16 th			
Wednesday 17 th	7.00 pm	Overview and Scrutiny Committee	
Thursday 18 th	7.30 pm	Development Control Committee	
Friday 19 th			
Monday 22 nd			
Tuesday 23 rd			
Wednesday 24 th			
Thursday 25 th	6.30 pm	Outsourced Services Scrutiny Panel	
Friday 26 th			
Monday 29 th	7.00 pm	Audit Committee	
Tuesday 30 th			

OCTOBER 2014

Date	Time	Meeting	Comments
Wednesday 1 st	6.30 pm	Community Safety Partnership Task Group	
Thursday 2 nd			
Friday 3 rd			
Monday 6 th			
Tuesday 7 th			
Wednesday 8 th			
Thursday 9 th			
Friday 10 th			
Monday 13 th	7.00 pm	Cabinet	
Tuesday 14 th			
Wednesday 15 th	6.00 pm	WBC/Golf Club Joint Consultative Committee	@Golf Club
Thursday 16 th	7.30 pm	Development Control Committee	
Friday 17 th			
Monday 20 th			
Tuesday 21 st			
Wednesday 22 nd			
Thursday 23 rd			
Friday 24 th			
Monday 27 th			<i>Half Term</i>
Tuesday 28 th	7.00 pm	Budget Panel	
Wednesday 29 th			
Thursday 30 th	7.00 pm	Overview and Scrutiny Committee	Only if item called in
Friday 31 st			

NOVEMBER 2014

Date	Time	Meeting	Comments
Monday 3 rd	7.00 pm	Cabinet	
Tuesday 4 th	6.30 pm	Major Projects Board	
Wednesday 5 th			
Thursday 6 th	7.30 pm	Development Control Committee	
Friday 7 th			
Monday 10 th			
Tuesday 11 th			
Wednesday 12 th			
Thursday 13 th	7.00 pm	Council Functions Committee	
Friday 14 th			
Monday 17 th			
Tuesday 18 th			
Wednesday 19 th	7.30 pm	COUNCIL	
Thursday 20 th	7.00 pm	Overview and Scrutiny Committee	
Friday 21 st			
Monday 24 th	7.30 pm	Licensing Committee	
Tuesday 25 th			
Wednesday 26 th	6.30 pm	Outsourced Services Scrutiny Panel	
Thursday 27 th	7.30 pm	Development Control Committee	
Friday 28 th			

DECEMBER 2014

Date	Time	Meeting	Comments
Monday 1 st	7.00 pm	Cabinet	
Tuesday 2 nd	7.00 pm	Budget Panel	
Wednesday 3 rd	6.30 pm	Community Safety Partnership Task Group	
Thursday 4 th			
Friday 5 th			
Monday 8 th			
Tuesday 9 th			
Wednesday 10 th			
Thursday 11 th			
Friday 12 th			
Monday 15 th			
Tuesday 16 th	7.30 pm	Development Control Committee	
Wednesday 17 th			
Thursday 18 th	7.00 pm	Overview and Scrutiny Committee	Only if item called in
Friday 19 th			
Monday 22 nd			
Tuesday 23 rd			
Wednesday 24 th			
Thursday 25 th	Bank Holiday ~ Christmas Day		
Friday 26 th	Bank Holiday ~ Boxing Day		
Monday 29 th			
Tuesday 30 th			
Wednesday 31 st			

JANUARY 2015

Date	Time	Meeting	Comments
Thursday 1 st	Bank Holiday ~ New Year's Day		
Friday 2 nd			
Monday 5 th			
Tuesday 6 th			
Wednesday 7 th			
Thursday 8 th	7.30 pm	Development Control Committee	
Friday 9 th			
Monday 12 th	7.30 pm	Licensing Committee	
Tuesday 13 th			
Wednesday 14 th	7.00 pm	Audit Committee	
Thursday 15 th	7.00 pm	Budget Panel	
Friday 16 th			
Monday 19 th	7.00 pm	Cabinet	
Tuesday 20 th			
Wednesday 21 st			
Thursday 22 nd	7.00 pm	Overview and Scrutiny Committee	
Friday 23 rd			
Monday 26 th			
Tuesday 27 th			
Wednesday 28 th	7.30 pm	COUNCIL	
Thursday 29 th	7.30 pm	Development Control Committee	
Friday 30 th			

FEBRUARY 2015

Date	Time	Meeting	Comments
Monday 2 nd			
Tuesday 3 rd			
Wednesday 4 th			
Thursday 5 th	7.00 pm	Overview and Scrutiny Committee	Only if item called in
Friday 6 th			
Monday 9 th			
Tuesday 10 th			
Wednesday 11 th			
Thursday 12 th	6.30 pm	Outsourced Services Scrutiny Panel	
Friday 13 th			
Monday 16 th	7.00 pm	Cabinet	<i>Half Term</i>
Tuesday 17 th			
Wednesday 18 th			
Thursday 19 th	7.30 pm	Development Control Committee	
Friday 20 th			
Monday 23 rd	6.30 pm	Community Safety Partnership Task Group	
Tuesday 24 th	7.00 pm	Budget Panel	
Wednesday 25 th			
Thursday 26 th	6.00 pm	Council Functions Committee	
Friday 27 th			

MARCH 2015

Date	Time	Meeting	Comments
Monday 2 nd			
Tuesday 3 rd	6.30 pm	Major Projects Board	
Wednesday 4 th			
Thursday 5 th	7.00 pm	Overview and Scrutiny Committee	
Friday 6 th			
Monday 9 th	7.00 pm	Cabinet	
Tuesday 10 th			
Wednesday 11 th	7.00 pm	Audit Committee	
Thursday 12 th	7.30 pm	Development Control Committee	
Friday 13 th			
Monday 16 th	7.30 pm	Licensing Committee	
Tuesday 17 th			
Wednesday 18 th	7.30 pm	COUNCIL	
Thursday 19 th			
Friday 20 th			
Monday 23 rd			
Tuesday 24 th			
Wednesday 25 th			
Thursday 26 th	7.00 pm	Overview and Scrutiny Committee	Only if item called in
Friday 27 th			
Monday 30 th			
Tuesday 31 st	7.30 pm	Development Control Committee	

APRIL 2015

Date	Time	Meeting	Comments
Wednesday 1 st			
Thursday 2 nd			
Friday 3 rd	Bank Holiday ~ Good Friday		
Monday 6 th	Bank Holiday ~ Easter Monday		
Tuesday 7 th			<i>Easter Holidays</i>
Wednesday 8 th			
Thursday 9 th			
Friday 10 th			
Monday 13 th			
Tuesday 14 th			
Wednesday 15 th			
Thursday 16 th			
Friday 17 th			
Monday 20 th			
Tuesday 21 st			
Wednesday 22 nd			
Thursday 23 rd	7.30 pm	Development Control Committee	
Friday 24 th			
Monday 27 th			
Tuesday 28 th			
Wednesday 29 th			
Thursday 30 th			

MAY 2015

Date	Time	Meeting	Comments
Friday 1 st			
Monday 4 th	Bank Holiday ~ May Day		
Tuesday 5 th			
Wednesday 6 th			
Thursday 7 th	ELECTIONS ~ General and Borough		
Friday 8 th			
Monday 11 th			
Tuesday 12 th			
Wednesday 13 th			
Thursday 14 th	7.30 pm	Development Control Committee	
Friday 15 th			
Monday 18 th			
Tuesday 19 th			
Wednesday 20 th	6.30 pm	ANNUAL COUNCIL	
Thursday 21 st			
Friday 22 nd			
Monday 25 th	Bank Holiday ~ Late Spring		
Tuesday 26 th			<i>Half Term</i>
Wednesday 27 th			
Thursday 28 th			
Friday 29 th			

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PART A

Report to: Council
Date of meeting: 11 June 2014
Report of: Head of Democracy & Governance
Title: Changes to the Constitution

1.0 SUMMARY

- 1.1 This report details changes to the Constitution recommended by the Constitution Working Party following its meeting on 29 May 2014

2.0 RECOMMENDATIONS

- 2.1 That the Council's Petition Scheme be amended to make it clear that the 30 signatures required before a petition can be presented to either Cabinet or Council be from residents of the Borough of Watford and that the deadline for receipt of any petition to be considered at a meeting of Cabinet or Council be 7 clear days before the date of the meeting.
- 2.2 That Rule 2 (h) of the Budget and Policy Procedure Rules be amended to read as follows:
- The Council shall, at that meeting, make its final decision on the matter on the basis of a two-thirds majority. If the Council does not agree its original decision or any amendment thereto be a two-thirds majority the motion originally proposed by the Mayor at the original meeting will be deemed to be carried. The decision shall be made public in accordance with Article 4 and shall be implemented immediately.
- 2.3.1 That membership of the Outsourced Services Scrutiny Panel be agreed at Annual Council and that the Chair of the Panel also be appointed at Annual Council
- 2.3.2 That the Outsourced Services Scrutiny Panel's membership be increased from 5 members to 7 and that it meet at least 6 times per year.
- 2.3.3 That the Chair of the Outsourced Services Scrutiny Panel be remunerated at the same level as the Chair of Budget Panel namely Band 2a
- 2.4 That it be specified in the Constitution that members of the Cabinet are excluded from membership of Audit Committee
- 2.5 That it be noted that the Elected Mayor is not counted for the purpose of the political balance calculation and is therefore precluded from appointment to any politically

balanced committee

- 2.6 That a new paragraph be added to the Officer Code of Conduct in the Constitution as follows;

Conflicts of Interest

Members of staff, their close family and friends may apply for any of the services offered by the Council in the same way as other members of the public.

If you work in a service that receives applications from the public and either you personally or you become aware that a member of your family or a friend of yours makes an application for the service that you would normally process you must immediately notify your line manager and you must not have any further involvement in dealing with the application without the express authorisation from your Head of Service. You must also complete the notification of potential conflict of interest form available from the intranet. If you are aware that either you, a member of your family or a friend of yours is on a waiting list to receive a service you must renew your form on an annual basis as long as that person remains on the list.

If you are the person with the delegated authority to make a decision regarding the matter you must not exercise that delegation and the matter must be dealt with either by your line manager or the relevant council committee or cabinet.

You must also fill in the conflict of interest form if either you, a member of your family or a friend supply the Council with goods or services either directly or through a company or sit on the management board or are a trustee of a body that receives money from the Council (unless the Council has nominated you or that person to sit on that body as a Council representative).

Contact Officer:

For further information on this report please contact: Carol Chen
telephone extension 8350 email: carol.chen@watford.gov.uk

Report approved by: Managing Director

3.0 **DETAILED PROPOSAL**

- 3.1 The Constitution Working Party met on the 29 May 2014 to consider various changes to the constitution. These are their recommendations:

3.2 Council Petition Scheme

That the Petition Scheme be amended to make it clear that the required 30 signatories necessary to trigger the petition being presented at Council or Cabinet all be residents of the Borough of Watford, and that any petition to be presented at a meeting of Council or Cabinet arrive with Democratic Services at least 7 clear days before the

date of the meeting, to ensure the petition is placed on the agenda.

3.3 Amendment to the Budget & Procedure Rules

Budget & Procedure Rule 2(f) states that

“If the Mayor objects to the decision of the Council, he/she shall give written notice to the Head of Democracy and Governance to that effect no later than 5.00 p.m. on the 6th working day prior to the date the decision is to be effective. The written notification must state the reasons for the objection. Where such notification is received, the Head of Democracy and Governance shall convene a further meeting of the Council to reconsider its decision and the decision shall not be effective pending that meeting”

2(h) states that

“The Council shall, at that meeting, make its final decision on the matter on the basis of a two-thirds majority. The decision shall be made public in accordance with Article 4 and shall be implemented immediately.”

- 3.3.1 A recent enquiry from the Mayor of Mansfield raised questions about what became of the substantive motion in this situation if the two thirds majority was not achieved and whether any amendments to the Mayor’s original motion also had to be passed on a two thirds majority.
- 3.3.2 The view of the Head of Democracy & Governance is that if the two thirds majority is not achieved the Mayor’s original motion is carried. She is also of the opinion that any amendment to the Mayor’s original motion will only stand with a two thirds majority.
- 3.3.3 It is recommended that 2(h) be amended to read *“The Council shall, at that meeting, make its final decision on the matter on the basis of a two-thirds majority. If the Council does not agree its original decision or any amendment thereto by a two-thirds majority the motion originally proposed by the Mayor at the original meeting will be deemed to be carried. The decision shall be made public in accordance with Article 4 and shall be implemented immediately”*

3.4. Outsourced Services Scrutiny Panel

Currently membership of Outsourced Services Scrutiny Panel is agreed by the Overview and Scrutiny Committee and the Chair appointed at the first meeting of the Panel. The Working Party recommends that the Panel be treated in the same way as Budget Panel in view of its increased workload following the abolition of the Shared Services Joint Committee and the decision of Council in March to implement a Lead Authority model for the shared services with Three Rivers and for the Panel to be the scrutinising body for all the shared services.

- 3.4.1 This would mean that membership of the Panel would be set at Annual Council and the Chair would also be selected at Annual Council.
- 3.4.2 In addition, the Working Party recommend that the membership of the Panel be increased from 5 to 7 and that it meet at least 6 times a year.

3.4.3 The Working Party also recommend that the Chair be remunerated at the same level as the Chair of Budget Panel namely Band 2a. As this would be an addition to the special responsibility allowances agreed by the Independent Remuneration Panel when they met in the Autumn and the scheme approved by Council in January it has been necessary to consult them. Officers have done this. They are happy for the position to be remunerated at Band 2a. Council should note that this will also mean an increase to the agreed budget for members remuneration.

3.5 Audit Committee

The establishment of an Audit Committee was recommended as good practice by CIPFA and Watford Council's Audit Committee was set up on 2005. The intention was for it to operate independently from Cabinet and Scrutiny and to look at issues with a critical eye. It could challenge Cabinet and summon the Mayor, Portfolio Holders and officers to attend meetings as appropriate.

Whilst the membership of the Audit Committee does not include a Cabinet member the Working Party recommend that this exclusion be specified in the Constitution for clarity.

3.6 Mayor not counted for Political Balance Purposes.

Watford has always counted the Mayor when working out political balance under the Local Government and Housing Act 1989. Recent communication with Bedford Council, who also operate an Elected Mayor and Cabinet model, has called this into question. Bedford obtained QC's advice on the point which they have shared and which suggests that the way the Local Government Act 2000, which introduced the Elected Mayor model was drafted makes the assumption that the Elected Mayor is neither a councillor nor an officer and, only in specified circumstances as defined, for example, standards and remuneration are they to be treated in the same way as an ordinary councillor. If that is indeed the case they are then not defined as a member for the purposes of the 1989 Act when calculating political balance. This has the knock on effect of preventing the Mayor from sitting on any politically balanced committees.

Currently the only politically balanced committee the Mayor does sit on is the Appointments Panel. Under the Officer Employment Procedure Rules the Mayor has the right to be notified of any proposed appointment of a Chief Officer and has the right to object to any appointment. Unless the Appointment Panel considers the Mayor's objection not material or well founded the appointment cannot proceed. The same will apply for any panels set up to consider the dismissal of a Chief Officer.

3.7 Amendment to the Officer Code of Conduct.

A recent report from the Council's internal auditors on the Housing Service has made a recommendation that *'Employees involved in the allocation of housing should be annually required to declare any interests they have (e.g. relatives on the waiting list). Also the above should include a declaration that the employee is responsible for informing the Housing section if occasion arises for them to deal with an application/allocation from an individual person known to them in a personal capacity'*

This was discussed by officers at the Risk Management and Business Continuity

Steering Group and it was felt it had wider applicability than just the Housing section.

The Council currently has a notification of potential conflict of interest form that can be adapted. However the requirement to declare a potential conflict of interest is not specifically referred to in the officer code of conduct for this purpose but only in relation to dealing with contracts.

It is therefore recommended that a new paragraph be inserted into the code as follows:

“Conflicts of Interest

Members of staff, their close family and friends may apply for any of the services offered by the Council in the same way as other members of the public.

If you work in a service that receives applications from the public and either you personally or you become aware that a member of your family or a friend of yours makes an application for the service that you would normally process you must immediately notify your line manager and you must not have any further involvement in dealing with the application without the express authorisation from your Head of Service. You must also complete the notification of potential conflict of interest form available from the intranet. If you are aware that either you, a member of your family or a friend of yours is on a waiting list to receive a service you must renew your form on an annual basis as long as that person remains on the list.

If you are the person with the delegated authority to make a decision regarding the matter you must not exercise that delegation and the matter must be dealt with either by your line manager or the relevant council committee or cabinet.

You must also fill in the conflict of interest form if either you, a member of your family or a friend supply the Council with goods or services either directly or through a company or sit on the management board or are a trustee of a body that receives money from the Council (unless the Council has nominated you or that person to sit on that body as a Council representative)” .

4.0 IMPLICATIONS

4.1 Financial

4.1.1 The Shared Director of Finance comments that agreeing to recommendation 3.4.4 will increase the agreed budget for member remuneration by £7,930.

4.2 Legal Issues (Monitoring Officer)

4.2.1 The Head of Democracy and Governance comments that the legal implications are contained within the body of the report.

4.3 Equalities

4.3.1 This report is not considering a new policy.

4.4 **Potential Risks**
None identified.

4.5 **Staffing**

4.5.1 No implications

4.6 **Accommodation**

4.6.1 No implications

4.7 **Community Safety**

4.7.1 No implications

4.8 **Sustainability**

4.8.1 No implications

Appendices

None

Background Papers

Report and minutes of Constitution Working Party 29 May 2014

File Reference

None

PART A

Report to: Annual Council

Date of Meeting: 11 June 2014

Report of Democratic Services Manager

Title: Establishment of Committees and Appointment of Chairs and Vice Chairs

1.0 **SUMMARY**

- 1.1 Council Procedural Rule 1.2 provides for nominations for membership of Committees and Sub-Committees to be made by the political groups (as designated under the Local Government (Committees and Political Groups) Regulations 1990
- 1.2 The Local Government and Housing Act 1989 and the Regulations require that seats on ordinary Committees are allocated in accordance with political balance. This provision also extends to scrutiny committees as they are being set up directly by the Council.

2.0 **RECOMMENDATIONS**

- 2.1 That Council unanimously agrees that the Standards Committee is not politically balanced - see paragraph 3.4.1
- 2.2 That Council agrees the establishment of politically balanced committees as set out in paragraph 3.1 of the report.
- 2.3 That Council agrees the establishment of non politically balanced committees as set out in paragraph 3.1.2
- 2.4 That Council agrees the appointment of Members to politically balanced committees as set out in paragraph 3.2.1 of the report
- 2.6 That Council agrees appointments to non politically balanced as set out in paragraphs 3.4.
- 2.7 That Council appoints chairs and vice chairs to the committees listed in paragraphs 3.1 and 3.1.2

Contact Officer:

For further information on this report please contact Pat Thornton telephone extension 8372. Email pat.thornton@watford.gov.uk.

Report approved by the *Head of Democracy & Governance*.

3.0 DETAILED DISCUSSION

3.1 Politically Balanced Committees

1.	Licensing Committee	15 seats
2.	Development Control	9 seats
3.	Overview & Scrutiny Committee	9 seats
4.	Budget Panel	9 seats
5.	Outsourced Services Scrutiny Panel	5 seats (increased to 7 if Council agrees)
6.	Highways Forum	6 seats
7.	Council Functions	7 seats
8.	Audit Committee	5 seats
9.	Chief Officer Pay Panel	5 seats
10.	Appointments Committee	5 seats
	TOTAL	75 (77) seats

3.1.2 Non Politically balanced committees

1.	Major Projects Board	7 seats (at least one from each Group)
2.	Constitution Working Party	7 seats (at least one from each Group)
3.	Member Development Group	Up to 10 seats (at least 1 from each Group).
4.	Planning Policy Advisory Group	9 Members (at least one from each Group one of whom must be the Planning Portfolio holder).
5.	Housing Policy Advisory Group	7 members (at least one from each Group including the Portfolio Holder)
6.	Standards Committee	5 seats (3 Lib Dems + 2 opposition)

7.	Community Safety Partnership Task Group	7 seats <i>Agreed at the first meeting of O&S Committee</i>
----	---	--

3.2 Seats on politically balanced committees are allocated on a proportional basis of 49 seats to the Liberal Democrat Group; 24 seats to the Labour Group and one seat to each of the other members.

3.2.1 If Council agrees that the membership of Outsourced Services Scrutiny panel be increased by two, seats will be allocated on a proportional basis of 51 seats to the Liberal Democrat Group; 24 seats to the Labour Group and one seat to each of the Independent members.

3.2.1 Seats on committees have been allocated as follows:

			Lib Dem	Lab	Green/ Conservative (one seat each)
1.	Licensing Committee	15 seats	10	5	
2.	Development Control	9 seats	6	3	
3.	Overview & Scrutiny Committee	9 seats	6	3	
4.	Budget Panel	9 seats	6	3	
5.	Outsourced Services Scrutiny Panel	5 (7) seats	3 (5)	2	
6.	Highways Forum	6 seats	4	2	
7.	Council Functions	7 seats	5	2	
8.	Audit Committee	5 seats	3	1	1
9.	Chief Officer Pay Panel	5 seats	3	1	1
10.	Appointments Committee	5 seats	3	2	
	TOTAL	75(77)	49 (51)	24	2

3.2.2 Group Leaders have been asked to nominate Members to committees. Any seats not agreed beforehand will be dealt with at the Annual Council meeting.

3.2.3 Members should note that members of the Cabinet cannot sit on a scrutiny committee and that the Mayor is not included for the purpose of political balance.

3.3 **Outsourced Services Scrutiny Panel**

3.3.1 At its meeting on 29 May, the Constitution Working Party recommended that membership of the Outsourced Services Scrutiny Panel be agreed at Annual Council. It also recommended that the Chair of the Panel be appointed at Annual Council and that its membership be increased to seven. (See earlier report on this agenda).

3.4 **Non Politically balanced committees**

3.4.1 Standards Committee

The Localism Act 2011 resulted in a number of changes to the Standards regime which came into effect on 1 July 2012.

At its Annual meeting in May 2012 Council established a Standards Committee which took effect from 1 July 2012 comprising 5 elected members of the Council. Council agreed unanimously that the committee would not be constituted on the lines of proportionality. If Council wishes to continue this approach then it must again unanimously agree that the committee is not constituted on the lines of proportionality.

3.4.2 Major Projects Board, Constitution Working Party, Planning Policy Advisory Group and Housing Policy Advisory Group.

These are not decision making bodies and should include at least one Member from each Group. Planning Advisory Group and the Housing Policy Advisory Group should include the relevant portfolio holders.

3.4.3 Member Development Group

This Group comprises up to 10 members and should include at least one representative from each political group who will act as training champion to encourage members of their Group to participate in training & development activities.

3.5 **Licensing Committee**

3.5.1 The Council is required to have two Licensing Committees: One to deal with applications under the Licensing Act 2003 and Gambling Act 2005 and setting up the sub committees and the other to deal with all other licensing matters. Each of the Licensing committees has the same membership and meet on the same evening with one meeting starting at the rising of the other.

3.5.2 The Licensing Committee is able to appoint sub-committees of 3 members from the main committee to deal with:

- Determining new and variation applications submitted under the Licensing Act 2003 where representations have been received.
- Conducting reviews of premises' licences and club premises' certificates as requested.
- Gaming machine applications for licensed premises requesting 5 or

more machines.

- Conducting reviews of gaming premises as requested.
- Determining new and variation applications submitted under the Gambling Act where representations have been received.
- Consideration of appeals from licensed hackney carriage/private hire drivers when their licence is being revoked by the Council.
- Determining Temporary Event Notices when representations had been received by the Police. These hearings have to be held at short notice.

Hearings take place either during the day or in the evening as appropriate. Chairs of the sub committees are elected at each meeting and for that meeting only.

3.6 Nominations from Political Groups

3.6.1 Group Secretaries have been asked to consider and agree nominations prior to Annual Council. Nominations received so far are attached as Appendix A. Any appointments not determined in this way will be put to the Annual Council meeting and agreed through a voting process.

3.6.2 Members are also required to agree the appointments of chairs and vice-chairs to the committees listed in 3.1 and 3.1.2 above .

The Policy Planning Advisory Group and Housing Policy Advisory Group are chaired by the Portfolio holders.

Nominations received so far are attached as Appendix B. Any outstanding appointments will be put to the Annual Council meeting and agreed through a voting process.

3.6.3 Groups should have regard to the specific training requirements which must be undertaken by all members of Development Control and Licensing Committees. Members who do not undertake the relevant training are unable to participate in meetings of these committees including acting as replacements or debating related issues at Council meetings. It is therefore advisable for all councillors to undergo training in these areas regardless of whether they are actual members of the Licensing or Development Control Committees.

4.0 **IMPLICATIONS**

4.1 Financial

The Director of Finance comments that any financial effects arising out of this report can be contained within approved budgets, subject to earlier report on the amendments to the constitution being approved.

4.2 Legal (Monitoring Officer)

The Head of Democracy & Governance comments that that the legal implications are contained within the body of the report. As the Elected Mayor is not included in the political balance calculation she cannot be nominated to any politically balanced committees or Standards regardless of the Council deciding that it should not be appointed to in accordance with political balance.

4.3 Potential Risks

Potential Risk	Likelihood	Impact	Overall score
Not complying with the principles of the Local Government and Housing Act 1989 and the Regulations could leave the Council open to challenge	1	2	2

Background Papers:

Letter to Groups from Democratic Services Manager 23 May 2014

Completed nomination forms received from Group Secretaries.

Appendices

A - Nominations to Committees

B - Nominations to Chairs and Vice-Chairs

**COMMITTEE MEMBERSHIP
NOMINATIONS 2014/15**

Committee	Lib Dem	Labour	Green/Con
POLITICALLY BALANCED COMMITTEES	Nominations	Nominations	Nominations
LICENSING 15 SEATS 10 lib Dem: 5 Lab	Jan Brown Peter Jeffree Keith Crout George Derbyshire Kareen Hastrick Helen Lynch Derek Scudder Mark Hofman Glen Saffery Ian Brown	Connal Mills Williams Mauthoor Khan	
DEVELOPMENT CONTROL 9 SEATS 6 Lib Dem :3 Lab	Rabi Martins George Derbyshire Iain Sharpe Steve Johnson Tim Williams Mark Watkin	Bell Bashir Joynes	
OVERVIEW & SCRUTINY 9 SEATS 6 Lib Dem: 3 Lab	Karen Collett Rabi Martins Jeanette Aron Kareen Hastrick Sue Greenslade Darren Walford	Dhindsa Bell Joynes	
BUDGET PANEL 9 SEATS 6 Lib Dem: 3 Lab	George Derbyshire Rabi Martins Jeanette Aron Shirena Counter Peter Taylor Sue Greenslade	Khan Dhindsa Joynes	

**COMMITTEE MEMBERSHIP
NOMINATIONS 2014/15**

Committee	Lib Dem	Labour	Green/Con
POLITICALLY BALANCED COMMITTEES			
OUTSOURCED SERVICES SCRUTINY PANEL 5 SEATS 3 Lib Dem: 2 Lab <u>OR (subject to agreement by Council)</u> 7 SEATS 5 Lib Dem: 2 Lab	Shirena Counter Karen Hastrick Rabi Martins Sue Greenslade Kelly McLeod	Dhindsa Joynes	
COUNCIL FUNCTIONS 7 SEATS 5 Lib Dem: 2 Lab	Mark Watkin Mark Hofman Darren Walford Jeanette Aron Steve Johnson	Shah Mills	
HIGHWAYS FORUM 6 SEATS 4 Lib Dem: 2 Lab	Iain Sharpe Kelly McLeod Peter Jeffree Mark Hofman	Williams Dhindsa	
AUDIT 5 SEATS 3 Lib Dem: 1 Lab: 1 Green or Con	Ian Brown Tim Williams Peter Taylor	Khan	Brandon

**COMMITTEE MEMBERSHIP
NOMINATIONS 2014/15**

Committee	Lib Dem	Labour	Green/Con
POLITICALLY BALANCED COMMITTEES			
CHIEF OFFICER PAY PANEL 5 SEATS 3 Lib Dem: 1 Lab:1 Green or Con	George Derbyshire Mark Watkin Sue Greenslade	Shah	Mehta
APPOINTMENTS COMMITTEE 5 SEATS 3 Lib Dem: 2 Lab	Mark Watkin Derek Scudder Kelly McLeod	Bashir Dhindsa	
TOTAL ALLOCATION OF SEATS PER GROUP	49 <i>(51 if additional OSSP seats agreed)</i>	24	1 Green 1 Conservative

**COMMITTEE MEMBERSHIP
NOMINATIONS 2014/15**

Committee	Lib Dem	Labour	Green/Con
OTHER COMMITTEES AND ADVISORY GROUPS			
STANDARDS COMMITTEE 5 SEATS (3 Lib Dem + 2 opposition)	Steve Johnson Keith Crout Kelly McLeod	Dhindsa Connal	
MAJOR PROJECTS BOARD 7 SEATS (at least one from each Group) <u>OVER-SUBSCRIBED BY ONE</u>	Iain Sharpe Peter Jeffree Kelly McLeod Mark Hofman	Bell Bashir	Mehta Brandon
CONSTITUTION WORKING PARTY 7 SEATS (at least one from each Group) <u>UNDER-SUBSCRIBED BY ONE</u>	Iain Sharpe Kareen Hastrick Glen Saffery Steve Johnson	Mills Joynes	
PLANNING POLICY ADVISORY GROUP 9 SEATS (at least one from each Group one of whom must be the Planning Portfolio holder)	George Derbyshire Iain Sharpe Tim Williams Rabi Martins Steve Johnson Mark Watkin Stephen Bolton	Joynes	Brandon

**COMMITTEE MEMBERSHIP
NOMINATIONS 2014/15**

Committee	Lib Dem	Labour	Green/Con
<p>MEMBER DEVELOPMENT GROUP</p> <p>10 SEATS (at least one from each Group)</p> <p><u>UNDER –SUBSCRIBED BY TWO</u></p>	<p>Karen Collett Stephen Bolton Mark Hofman Karen Hastrick Helen Lynch</p>	<p>Turmaine Connal Bashir</p>	
<p>HOUSING POLICY ADVISORY GROUP</p> <p>9 SEATS (at least one from each Group including the Portfolio Holder)</p>	<p>Keith Crout Steve Johnson Rabi Martins George Derbyshire Jeanette Aron Helen Lynch</p>	<p>Shah Mauthoor</p>	<p>Brandon</p>
<p>COMMUNITY SAFETY PARTNERSHIP</p> <p>7 SEATS</p> <p><u>Membership agreed by Overview & Scrutiny at first meeting</u></p>			

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CHAIRS & VICE CHAIRS - NOMINATIONS 2014/15

COMMITTEE	CHAIR	VICE-CHAIR
Licensing	Jan Brown	Peter Jeffree
Development Control	Rabi Martins	George Derbyshire
Council Functions	Mark Watkin	Mark Hofman
Overview & Scrutiny Committee	Karen Collett	<i>Opposition member – to be appointed at Council</i>
Budget Panel	Opposition member – to be nominated at Council.	<i>Opposition member – to be appointed at Council</i>
Outsourced Services Scrutiny Panel	Shirena Counter	Karen Hastrick
Community Safety Partnership Panel	Appointed at first meeting	Appointed at first meeting
Appointments Committee	Mark Watkin	Derek Scudder
Audit Committee	Ian Brown	Peter Taylor
Standards Committee	Keith Crout	Steve Johnson
Chief Officer Pay Panel	George Derbyshire	Sue Greenslade
Major Projects Board	Iain Sharpe	Peter Jeffree
Constitution Working Party	Kareen Hastrick	Iain Sharpe
Member Development Group	tba	

CHAIRS & VICE CHAIRS - NOMINATIONS 2014/15

Planning Policy Advisory Group	Iain Sharpe	
Housing Policy Advisory Group	Steve Johnson	

PART A

Report to: Annual Council

Date of Meeting: 11 June 2014

Report of: Democratic Services Manager

Title: Appointment of Representatives of the Council on Outside Bodies 2014/15

1. SUMMARY

- 1.1 In accordance with Council Procedural Rule 1.2. nominations have been sought from the political groups to appoint to those committees and outside bodies for the forthcoming Municipal Year except where appointment to those bodies has been delegated by the Council or is exercisable only by the Mayor.
- 1.2 These appointments do not have to be made in accordance with political balance, and the role of Members nominated is to represent the Council as a whole.
- 1.3 A list of outside bodies to whom the Council appoints with nominations received so far for 2014/15 is attached as Appendix 1.
- 1.4 Groups were also asked to submit nominations to those bodies which relate to executive functions and to which the Mayor appoints. A list of the appointments for 2014/15 will be circulated in time for the meeting.

2.0 RECOMMENDATIONS

- 2.1 That Council appoints representatives to those outside bodies listed in Appendix 1.
- 2.2 That Council notes the appointments made by the Mayor.

Contact Officer:

For further information on this report please contact
Pat Thornton, Democratic Services Manager, telephone extension 8372
email pat@watford.gov.uk

Background Papers:

Email from the Democratic Services Manager to Group Secretaries 23 May 2014
Completed nomination forms returned via Group Secretaries.

Appendices - Appendix 1
Appendix 2

Schedule of Council Appointments
Mayoral appointments (*to be circulated*)

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WATFORD BOROUGH COUNCIL

Council Appointments of Representatives to Outside Organisations
2014/15

Organisation	Total number of reps	Period of Service	Nominations 2014/15
East of England Local Government Association*	1		Dorothy Thornhill
Hertfordshire County Council Health Scrutiny Committee**	1	1 year	Jeanette Aron
*Herts Leaders' Group	1	1 year	Dorothy Thornhill
Local Government Association – General Assembly	1	1 year	Mark Watkin
Local Government Association – Eastern Region Local Government Conference	1	1 year	Mark Watkin
West Herts Crematorium Scrutiny Committee ***	1	3 years to 5/17	Karen Collett

* The appointed Member should be the Council Leader or Elected Mayor.

** The appointed Member must not be on the Executive and must be a member of one of the Council's Scrutiny Committees.

*** The appointed Member to the West Herts Crematorium Scrutiny Committee must not be an Executive Member of the Council.

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PART A

Report to: Annual Council
Date of meeting: 11 June 2014
Report of: Democratic Services Manager
Title: Members' Communications Allowance

1.0 SUMMARY

1.1 The Independent Members' Remuneration Panel undertook a quadrennial review of the Members Remuneration scheme in November 2013.

1.2 As part of its recommendations, the Panel proposed that a review of Members' telephone and broadband allowances be carried out. The panel's final report stated that:

"The panel felt that this was an area where a more formal policy should be established and it was suggested that in time this should be reviewed by Democratic Services."

1.3 With a view to achieving a fair and more consistent approach, officers carried out a thorough review of current payments for telephones and Broadband and propose replacing these payments with a standard communication allowance for all councillors.

1.4 Group Leaders and members of the Independent Remuneration Panel have been advised of the proposals and their comments are included in paragraph 3.7.1

2.0 RECOMMENDATIONS

2.1 That the current payments for telephone lines and Broadband be replaced with a standard communications allowance of £12 per month for all councillors and that the Members' Allowances Scheme be amended to take account of these changes.

Contact Officer:

For further information on this report please contact: Pat Thornton or
Caroline Harris
telephone extensions: 8372/8374
email: pat.thornton@watford.gov.uk caroline.harris@watford.gov.uk

Report approved by: Head of Democracy and Governance

3.0 DETAILED PROPOSAL

3.1 Current position

3.1.1 Sixteen councillors currently receive telephone allowances ranging from £10.00 to £23.00. The Council pays for Broadband and/or telephone lines in five councillors' homes. Fourteen councillors do not currently receive anything although some have lines installed by the County Council as they are also County Councillors.

3.1.2 This inconsistent approach to members telephone/broadband lines has evolved and become more complex over the years with the introduction of email accounts and mobile phones resulting in councillors being offered different options for their IT connectivity.

3.2 Proposal.

3.2.1 In order to establish a consistent approach which is more straightforward to administer and clear to both councillors and the public should we receive any Freedom of Information Act requests on this topic, it is proposed to introduce a standard allowance for all councillors

3.2.2 The Council is currently paying £11.99 per month for the broadband lines we provide for councillors. It is, therefore, proposed to introduce a £12 monthly Communications Allowance for all councillors to replace all other telephone allowances, Broadband and telephone lines.

3.3 Impact on current arrangements

3.3.1 For Council installed broadband and telephone lines:

Councillors would have the option to either:

- a) Have the lines transferred into their names so they would start to pay the bills directly to the supplier
- b) Chose to cancel the Council provided lines and make their own arrangements

Either way they would receive the £12 monthly Communications Allowance.

3.3.2 For those currently receiving telephone/broadband allowance:

They would be paid the £12 monthly Communications Allowance

3.3.3 For those currently not currently receiving any allowance/lines:

They would be paid the £12 monthly Communications Allowance

3.4 Elected Mayor

3.4.1 The Elected Mayor and Majority Group Leader have mobile phones which are provided by the Council. Whilst the Elected Mayor works from the Town Hall office, the role also requires them to work from home at evenings and weekends when the

Town Hall is closed. The Elected Mayor would, therefore, also receive the Communications allowance.

3.5 Payment options

- 3.5.1 Council is asked to consider whether the Communications Allowance should be paid as a separate allowance or added to the basic allowance. Whatever option is chosen, the same arrangement will be implemented for all councillors.

3.6 Councillors electing to forego allowances

- 3.6.1 As with other allowances, councillors can elect to forego their allowance by writing to the Monitoring Officer or Managing Director.

3.7 Independent Members' Remuneration Panel (IMRP)

- 3.7.1 As the introduction of a Communications Allowance would result in a change to the current Members' Allowances Scheme and the recommendation to carry out this review was part of the Panel's 2013 report, members of the IMRP have been informed and commented that the proposals are more straightforward and fairer to all. Group leaders have also been informed.

4.0 IMPLICATIONS

4.1 Financial

- 4.1.1 This new scheme would cost: $37 \times 12 = \text{£}444$ per month ($\text{£}5,328$ annually)

Current costs are:

Telephone allowances: 2012/13 = $\text{£}3,134.42$

Telephone/broadband lines 2012/13 = $\text{£}2,958.97$

Total costs for 2012/13 = $\text{£}6,093.39$

The new scheme would therefore save $\text{£}765$ based on 2012/13 figures. There may, however, be cancellation charges incurred if any existing lines are cancelled.

The Director of Finance comments that these proposals should generate a small saving to the Council.

4.2 Legal Issues (Monitoring Officer)

- 4.2.1 The Head of Democracy and Governance comments that the Independent Remuneration Panel has been consulted on the proposal as is required when a new allowance is to be introduced.

4.3 Equalities

- 4.3.1 All councillors would be entitled to receive this allowance if introduced.

4.4 **Potential Risks**
None

Appendices

None

Background Papers

IMRP report 2013
Members' Allowances Scheme

File Reference

None

Report to: Annual Council
Date of meeting: 11 June 2014
Report of: Head of Human Resources
Title: Local Government Pension Scheme (LGPS) Discretions Policy

1.0 SUMMARY

- 1.1 To provide Council with an overview of the revised Local Government Pension Scheme (LGPS) Employer Discretions required to comply with the new Local Government Pension Scheme under the LGPS 2014 regulations, and to recommend they are adopted. The revised discretions must be published by 1 July 2014.
- 1.2 A Discretions Policy has been drafted with proposals on whether Watford Borough Council should adopt each of the discretions available to employers, or not (Appendix 1).

2.0 RECOMMENDATION

- 2.1 That Council notes the report and approves the recommendation.

3.0 DETAILS

- 3.1 On 1 April 2014 the Local Government Pension Scheme changed from a final salary scheme to a Career Average Revalued Earnings (CARE) Scheme.
- 3.2 Watford Borough Council is an Employing Authority in the LGPS, and is required to draw up and publish a written statement of its policy relating to certain discretionary powers under the new LGPS regulations.
- 3.3 Most of the discretions listed in Appendix 1 reflect our existing arrangements but have been revised to link with the redrafted regulations.
- 3.4 Of the discretions listed in Appendix 1, discretions 3.1 to 3.6 are mandatory (each employing authority must have a published policy regarding them).
- 3.5 Discretions 3.7 and 3.8 are also mandatory but relate to provisions to be applied to employees who left the Council prior to 1 April 2014, and who are thus subject to the terms and conditions of the previous pension scheme.
- 3.6 Discretions 3.9 to 3.12 are not mandatory but it is recommended by the Local Government Pensions committee that employers maintain a policy regarding them.

Contact Officer:

For further information on this report please contact:

Brian Kane, HR Officer. Telephone extension: 8313 Email: Brian.Kane@watford.gov.uk

Report approved by: Cathy Watson, Head of Human Resources.

3.0 IMPLICATIONS

4.1 Financial

4.1.1 The Head of Strategic Finance has approved the policy in Appendix 1.

4.2 Legal Issues (Monitoring Officer)

4.2.1 The Head of Democracy and Governance has approved the policy in Appendix 1.

4.3 Equalities

4.3.1 There are no known equalities implications.

4.4 Potential Risks

Potential Risk	Likelihood	Impact	Overall score
Not publishing a Discretion Statement would be in breach of the legislation.	1	3	3
Lack of transparency and potential for inconsistent decision-making if Discretion Statement not published. It is a legal requirement under Regulation 60(5) that in formulating its policy, an employer in the LGPS must have regard to the extent to which the exercise of its discretions may lead to a serious loss of confidence in the public service.	1	3	3

4.5 Staffing

4.5.1 None

4.6 Accommodation

4.6.1 Not applicable

4.7 Community Safety

4.7.1 Not applicable

4.8 Sustainability

4.8.1 Not applicable

Appendices

Appendix 1: WBC Employer Discretions Statement of Policy April 2014

Background Papers

No papers were used in the preparation of this report.

File Reference

None

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WATFORD BOROUGH COUNCIL

HR POLICY: Local Government Pension Scheme Discretion Statement

DATE ISSUED: April 2014

DATE REVIEWED:

1. INTRODUCTION

1.1 Under the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 each Employing Authority is required to publish and maintain a Discretions Policy under the LGPS. This document sets out below the discretions to be applied within Watford Borough Council.

2. SCOPE

2.1 This policy and procedure set out in this document applies to all Council employees, who are eligible to and have elected to join the Local Government Pension Scheme.

3. DISCRETIONS WITHIN THE SCHEME

3.1 Discretion of employer to fund additional pension; Regulation 16 (2)(e), Regulation 16 (4)(d)

An employer may fund wholly, or in part, a member's additional pension contract (APC).

Watford Borough Council will not be adopting this discretion to fund wholly or in part a member's additional pension contract.

3.2 Discretion of employer to award additional pension: Regulation 31

An employer may increase a member's benefits by awarding additional pension up to a maximum of £6,500 per annum.

Watford Borough Council will not be adopting this discretion to award additional pension.

3.3 Discretion of employer to permit Flexible Retirement: Regulation 30 (6) & TP 11 (2)

A member of the pension scheme who has attained the age of 55 and who, with his employer's consent, reduces the hours he/she works, or the grade in which he/she is employed, may make a request in writing to the appropriate administering authority to receive all or part of his/her benefits under the

Regulations, and such benefits may, with the employer's consent, be paid to him/her notwithstanding that he/she has not retired from that employment.

Watford Borough Council will agree to an application from a current employee only in a case where it is satisfied that there is a clear business benefit, and where the service are willing to reimburse to the pension fund any costs arising from the early retirement.

Applications should be made to the Head of Human Resources.

3.4 Discretion of employer to waive actuarial reduction on Flexible Retirement: Regulation 30 (8)

If the payment of benefits takes effect before the member's Normal Pension Age they will be reduced in accordance with guidance issued by the Government Actuary unless the employer agrees to waive, in full or in part, any such reduction at their cost.

Watford Borough Council's Flexible Retirement Policy enables an employee, aged 55 or more, to apply to reduce his/her hours or grade, and receive part or full payment of pension benefits under the main LGPS regulations. The employee should be aware that the Council will not waive, in whole or in part, actuarial reduction on benefits paid on flexible retirement. Consequently, the employee should be aware that they may suffer an actuarial reduction in their pension and lump sum due to the early payment. A copy of the Flexible Retirement Policy is available on the Intranet.

3.5 Discretion of employer to waive actuarial reduction on early retirement (age 55 and over), for active and deferred members, and suspended Tier 3 ill health pensions: Regulation 30 (8)

A member of the pension scheme aged 55 or over may retire and apply for the payment of their retirement benefits. An application may be made by either a current employee, a former employee holding deferred benefits, or a former employee with a suspended Tier 3 ill health pensions.

Watford Borough Council will not waive actuarial reductions for either a current employee, a former employee holding deferred benefits, or a former employee with a suspended Tier 3 ill health pension.

3.6 Discretion of employer to apply the 85 year rule: TP Regs 1(1) (c) of Schedule 2

Watford Borough Council will not apply the 85 year rule for members aged 55 or over and under age 60 who voluntarily draw benefits and would normally meet the 85 year rule. Members should be aware that they may suffer an actuarial reduction if their pension benefits are put into payment before their Normal Pension Age.

3.7 Discretion of employer to allow early payment of pension for members aged 55 or over who left its employment prior to 1 April 2014: Regulation 30 of LGPS (Benefits, Membership and Contributions) Regulations 2007.

Watford Borough Council will not be adopting this discretion to allow early payment of pensions for members aged 55 or over who left its employment prior to 1 April 2014.

3.8 Discretion of employer to grant an application for reinstatement of a suspended tier 3 ill health pension on or after age 55 and before age 60: Regulation 30A (3) of LGPS (Benefits, Membership and Contributions) Regulations 2007.

Watford Borough Council will not be adopting this discretion to allow reinstatement of a suspended tier 3 ill health pension on or after 55 and before age 60.

3.9 Discretion of employer to determine employee contribution rate - Regulation 9(3)

All employers within the LGPS must review the contribution band to which they allocate Scheme members each April. Employers have the discretion to review band levels during the year.

Watford Borough Council will assign new members of the Local Government Pension Scheme to a contribution band on their first day of Scheme membership, based on their annual pensionable pay.

The Council will then monitor earnings each pay period (i.e on a monthly basis) and reallocate scheme members into the appropriate contribution band each time the scheme member's pensionable pay changes, i.e due to overtime payments or honorariums. Backdated pay awards will be applied retrospectively, they will not be subject to the monthly review.

3.10 Discretion of employer to contribute to Shared Cost Additional Voluntary Contributions (SCAVCs): Regulation 17(1)

An active member may elect to pay AVCs into a scheme established under contract between his/her appropriate administering authority and a body approved for the purposes of the Finance Act 2004.

An employer may contribute to the AVC scheme and where they do the AVC scheme is known as a shared cost additional voluntary contributions (SCAVC) arrangement and contributions to it as SCAVCs.

Watford Borough Council does not contribute to shared cost additional voluntary contributions.

3.11 Discretion of employer to allow non-aggregation of previous LGPS membership: Regulation 22 (8)(b)

A request not to aggregate previous LGPS membership must be made within twelve months of joining the Scheme. Any request not to aggregate previous LGPS membership after the twelve month limit will be declined unless there are extenuating circumstances for the delay.

**3.12 Discretion of employer to permit transfer in of non-LGPS pension rights:
Regulation 100 (68)**

A request to transfer pension rights from a non-LGPS scheme into the LGPS must be made within twelve months of joining the scheme. Any request to transfer non-LGPS pension rights after the twelve month limit will be declined unless there are extenuating circumstances for the delay.

4. DETERMINATION OF QUESTIONS AND DISPUTES

- 4.1 Any applications to deal with questions and disputes arising from the administration of the scheme membership must be made in writing to the Head of Human Resources, 3rd Floor, New Annexe, Town Hall, Watford, Hertfordshire, WD17 3EX.

PART A

Report to: Council
Date of meeting: 11th June 2014
Report of: Member Development and Civic Officer
Title: Members' Self Assessments 2013/14

1.0 SUMMARY

- 1.1 At its meeting on 25 February 2008 Cabinet resolved that a Members' Performance Scheme be approved for introduction to take effect from the beginning of the 2008/09 Municipal Year and that all Members be required to take part in the scheme. A key part of the scheme involved Members completing self assessments.
- 1.2 A summary, on a ward by ward basis, of all the assessments submitted for 2013/14 has been printed separately. The summary shows how the activities link with the Council's objectives.

2.0 RECOMMENDATIONS

- 2.1 That Council notes the summary of the members' self assessments for 2013/14.

Contact Officer:

For further information on this report please contact: Caroline Harris, Member Development and Civic Officer
telephone extension: 8374 email: caroline.harris@watford.gov.uk

Report approved by:

3.0 DETAILED PROPOSAL

- 3.1 28 councillors have completed self assessments this year representing eleven out of twelve wards.
- 3.2 During their quadrennial review of Members Allowances the Independent Member Remuneration Panel received the 2012/13 self assessments. The panel commented that this gave them a good insight into the roles covered, levels of activity and commitment during the past year.
- 3.3 Future self assessments completed will be given to the IMRP at their next review meeting.

3.4 Individual self assessments are published on the Council's website under each Councillor's profile page.

4.0 **IMPLICATIONS**

4.1 **Financial**

4.1.1 The Shared Director of Finance comments that there are no financial implications in this report.

4.2 **Legal Issues** (Monitoring Officer)

4.2.1 The Head of Democracy and Governance comments that there are no legal implications in this report

4.3 **Equalities**

4.3.1 None

4.4 **Potential Risks**

None

Appendices

Summary of Members' Self Assessments (printed separately)

Background Papers

The following background papers were used in the preparation of this report. If you wish to inspect or take copies of the background papers, please contact the officer named on the front page of the report.

- Cabinet report and minutes 25th February 2008
- Council report 29th January 2014

File Reference

None



Watford Borough Council Members' Performance Scheme

2013/14

End of Year Self Assessments

Watford Borough Council Members' Performance Scheme 2013/14 End of Year Self Assessments

Introduction

The Council introduced a Member Performance Scheme in February 2008. Part of the scheme required councillors to complete a self assessment at the end of each Municipal Year providing evidence of their activities and demonstrating how these contributed to the Council's objectives:

1. Making Watford a better place to live in
2. To provide the strategic lead for Watford's sustainable economic growth
3. Promoting an active, cohesive and well informed town
4. Operating the council efficiently and effectively

28 councillors have completed self assessments representing 11 of the 12 wards. The assessments are summarised in this document.

The training listed for each councillor is what they have undertaken during 2013/14.

Central Ward

Ward Councillors: Lizz Ayre, Helen Lynch and Rabi Martins

Councillors Lynch and Martins have completed self assessments.

Councillor Lynch

Year elected: 2010

Ward: Central

Reasons for becoming a councillor: To represent residents, to give them a fair outcome that benefits their daily lives and enhances the community well being.

Roles in the Council: Central Neighbourhood Forum, Council, Housing Policy Advisory Group, Joint Housing and Planning Policy Advisory Group, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee, Market Working Group

Membership of outside bodies: Watford Community Church, Chair of the Queens Community Action Group.

Training and development undertaken: Croxley Rail Link briefing, public speaking training, Health Campus briefing

Attendance record: Expected at 18 meetings. Attended 17 meetings.
Percentage = 94%

How she has met Council objectives:

Making Watford a better place to live in

- Working with officers, traders and residents to ensure that the new Watford Market is the best it can be by suggesting initiatives and encouraging communication between all parties. I have tried to ensure that every opportunity is explored to make the market vibrant, accessible, visually impactful and popular with potential customers.
- Working with residents in Zone E CPZ and officers to see the completion of extended hours enforcement. This was essential to reduce disruption caused by new Metro Quarter development.
- Working with several families and housing/ benefits officers to avoid eviction from their homes.

- Working with Veolia and WBC officers and residents in Water Lane, Gladstone Rd and The Estcourt Conservation area to find the most convenient recycling facility following introduction of blue lidded bins.
- Representing residents by speaking at several Development Control and Licensing hearings objecting to new developments/ businesses changing alcohol sales arrangements, that if approved would have a negative impact on the quality of life of communities i.e. Stanley Rd HMO, 36 Clarendon Rd, Queens Rd Spar.
- Working with minority groups in the community i.e. the Polish community, to ensure they are able to make informed decisions and are aware of their rights and opportunities.
- In liaison with police and fellow ward Councillors setting ward priorities in order to highlight ASB hot spots and increased police presence.

To provide the strategic lead for Watford's sustainable economic growth

- Working with independent businesses in Charter Place, Watford Market, Market St, Queens Rd and Watford High St to expand or to find retail outlets. I have worked with officers and local agents to support them to achieve this by networking and offering practical advice with business rates etc
- Supporting businesses in Queens Rd by instigating 20 minute free parking in the road and currently the installation of a further 7 bays.
- Communicating to residents through residents meetings and newsletters about new developments in the town i.e. Charter Place & Top end of town, Health Campus

Promoting an active, cohesive and well informed town

- Chairing Neighbourhood Forums and working with fellow Councillors to ensure that invited guests provide informative presentations, i.e. Sergeant Simon Mason speaking about measures to reduce Anti Social Behaviour and crime in town centre, Mayor Thornhill on plans for the town, Sarah Priestley from the Museum about town's historical interest.
- Regularly attending and speaking at resident's association meetings including Radlett Rd estate, Estcourt Residents Association, Wilmington, Smith St, Queens Community Action group, Radlett Rd.
- Liaising with officers and residents and arranging smaller meetings and site visits so that face to face meetings ensure a better understanding of issues and potential solutions.
- Working closely with Police and Liam Fitzgerald to ensure that residents report issues and police are aware of them in order to take action.
- Working closely with local religious leaders to promote their facilities, services, community groups and classes, as well as support networks

Operating the council efficiently and effectively

- Attending full Council meetings as well as other committee meetings. Ensuring that I am aware of issues by reading briefing documents and gaining an understanding in order to contribute to debates.
- Building relationships with officers and highlighting issues as they arise in the ward and the Borough.

Objective for 2013/14	Update on progress
<ul style="list-style-type: none"> • Work on public speaking/ question asking in chamber 	<p>I attended a public speaking course, but this has not encouraged me to speak at full council meetings.</p>
<ul style="list-style-type: none"> • Rekindle Water Lane residents group and pursue relationship with Tescos to improve this area. 	<p>Not achieved, although communication remains good with both.</p>
<ul style="list-style-type: none"> • Identify min 2 volunteers to apply to Central Community Fund who may wish to provide clubs for elderly i.e. reminiscence group, especially if it integrated young and old. 	<p>One application was approved for an elderly resident project. The community fund has been utilised more effectively with children and youth groups this year.</p>
<ul style="list-style-type: none"> • Have 6 new businesses installed in Queens Rd by Apr 2014 	<p>Achieved. There are currently 6 new businesses in the process of moving to QR including a bike shop, an estate agent, employment agency and 3 music related outlets.</p>
<ul style="list-style-type: none"> • Organise Queens Rd Summer Market for 3rd year and recruit more volunteers to bring fresh ideas, gain additional funding to promote it more effectively. Initially find a suitable venue to store the stalls etc, otherwise we won't be able to proceed at all. 	<p>Achieved.</p>

Objectives for 2014/15

- To hold the Queens Road Summer Market for the 4th year
- To continue to support minority communities and provide constructive advice and support to vulnerable residents.
- Try to address the issue of cyclists inconsiderately cycling on pavements and the intimidation to elderly residents this causes, as well as the wider community. Promoting a campaign with the Council, Police and other parties to ensure better education of cyclists and pedestrians.



Councillor Martins

Year elected: 1994

Ward: Central

Reasons for becoming a councillor:

1. Influence delivery of services to Watford residents
2. Contribute to improvements to the town social environment and economic development
3. Provide residents with a voice on the council
4. Support the town's voluntary organisations
5. Make representations on behalf of the town to Central Government
6. Improve quality of life for residents in Central Ward

Roles in the Council: Budget Panel, Central Neighbourhood Forum, Community Safety Partnership Task Group, Council, Development Control Committee (Chair), Joint Housing and Planning Policy Advisory Group, Management of Disabled Parking Bays Task Group (Chair), Overview and Scrutiny Committee, Planning Policy Advisory Group

Membership of outside bodies: Hertfordshire County Council Health Scrutiny Committee, Watford Community Church, Hertfordshire Police and Crime Panel, Central Ward Community Fund Management Team, Vice President, Watford North Scouts District

Training and development undertaken: The Shape of Planning and Development Implementing a New Scheme, The Future of the National Planning System, The Care Bill 2013: Understanding and implementing the new framework, Individual Electoral Registration Briefing, Drug and alcohol treatment briefing, London Midland Presentation, Budget Panel: Local Government Finance, Budget Panel: Business Rates since April 13, Growth and Transport – Clarendon Road, Planning in line with Policy

General: Various briefings on Watford Market with senior managers

Attendance record: Expected at 39 meetings. Attended 32 meetings.
Percentage = 82%

How he has met Council Objectives:

Making Watford a better place to live in

- Had regular meetings with the police to discuss and inform their priorities for central ward
- Regular walks around the ward to identify elements that were in need of repair/improvements reported these to the appropriate council department for action
- Met regularly with resident groups to solicit their views on general state of the town in terms of cleanliness transport, antisocial behaviour lighting etc
- Engaged with local residents and community groups and provided support including with funding from the Neighbourhood Forum Budget

To provide the strategic lead for Watford's sustainable economic growth

- Discussions / meeting with Managing Director on the new Watford Market
- Through membership of the Planning Advisory Group
- Review of Council Financial Strategy on the Budget Panel
- Discussions with Portfolio holder and Lead Officers on the Parking Enforcement Policy
- Support for local businesses by participation in meetings of the Chamber of Commerce

Promoting an active, cohesive and well informed town

- The main vehicle for this has been the Neighbourhood Forum meetings which I organise as the lead councillor. By holding the forums in different parts of the ward I ensure that it is not just the usual people who attend The attendance also changes depending on the key item on the agenda
- I also use the monthly group meetings to influence policy decisions that have an impact on the whole town A key aspect of this is arguing for continued support for the community and voluntary sector organisations in the town
- Central Ward councillors also deliver regular newsletters to every household in the ward which feature key developments in the town as well as implications of new local and national legislation/rule changes

Operating the council efficiently and effectively

- Scrutiny of councils administration and services management at Overview and Scrutiny meetings

- Discussions with Service Managers on to resolve issues raised by residents to address short term problems
- Regular meetings with Development Control Section Head to review processes such as notification of applications to residents enforcement of planning conditions etc

Objective for 2013/14	Update on progress
<p>Maintain a high level of engagement with local residents and businesses to ensure that Central Watford remains a safe and pleasant place for residents, businesses and visitors</p>	<p>I am satisfied that the objectives were fully met This assertion is based on the positive comments – verbal and in emails – that I and fellow ward councillors receive from constituents</p> <p>I have also been invited to address residents and business groups</p> <p>Central Ward Councillors also have regular formal meetings with the Police This is in addition to frequent email and other informal communication</p> <p>I regularly comment on Licensing applications and when appropriate make representations at committee on behalf of residents</p>

Objective for 2014/15

1. As in previous years maintain a high level of engagement with local residents and businesses to ensure that Central Watford remains a safe and pleasant place for residents, businesses and visitors. Continue to work as a key member of the Central Ward Team to sharing the workload and taking a lead on some aspects with mutual agreement of team members
2. Work with all concerned to promote the new space being created at the top of the town (Parade Area) as a feature of Family Friendly Watford Town Centre



Holywell Ward

Ward Councillors: Nigel Bell, Jackie Connal and Matt Turmaine

All three councillors have completed self assessments

Councillor Bell

Year elected: 2007

Reasons for becoming a councillor: I wanted to make a difference to the lives of residents in my local area with regard to anti-social behaviour, Highways issues and education policy as the father of 2-children. As a member of the Labour Party I wanted to put forward Labour policies that could help the most vulnerable and least well-off in my local area and across Watford.

Roles in the Council: Council, Development Control Committee, Major Projects Board, Labour opposition spokesman at Cabinet, Market Working Group, Overview and Scrutiny Committee, Property Scrutiny Task Group-Chair, Three Rivers and Watford Shared Services Joint Committee

Membership of outside bodies: I am a member of the County Council representing Vicarage/Holywell division and serve on the education cabinet panel and children's services cabinet panel. I am on the advisory board of Westfield children's centre. A member of the management committee of the Chessbrook Education support centre in Tolpits Lane as a County Councillor.

Training and development undertaken: Development Control training, Traffic Regulation Order Briefing, Individual Electoral Registration Briefing, Health Campus Briefing, Budget Panel: Local Government Finance, Anti Social Behaviour Briefing

General: As Leader of the Labour Group I arranged for a briefing to the Group by the new Chief Inspector of Watford and I also arranged a briefing to the Group by the Borough's Director of Finance on the Budget. As stated as Leader of the Labour Group I speak at Cabinet putting a Labour and opposition view about the Mayor and her administration's policy.

I get information and email briefings on local Government issues from the LGA and LGIU and I get advice and briefings from the Labour Party nationally and the Labour Party Local Government Association for advice.

Attendance Record: Expected at 34 meetings. Attended 29 meetings.
Percentage = 85%

How he has met the Council objectives

Making Watford a better place to live in

- As usual I attended the Annual Remembrance day service.
- I attended and urged residents to attend the 'Imagine Watford' event last summer.
- I spoke at a County Council meeting on a Labour motion to urge the County to make it easier to bring in a '20 MPH Zone' in Watford in February.
- I spoke at a Licensing Committee and at full Council in support of a 'sensitive' Licensing policy for my County area of Whippendell Road after representations from residents concerned about anti-social behaviour from street drinkers and supported the same policy for parts of Central ward and parts of St Albans Road.
- Separately, I was pleased to support a motion at Full Council on 19th March by my Labour colleagues to encourage shops to not sell super-strength alcohol after the work North Watford Labour Councillors have done in the St Albans Road area.
- As County Councillor I have continued to lobby for better Roads and footways in my West Watford division, using my £90,000 Highways locality budget for resurfacing to make a safer environment.
- My casework has included many calls from residents and emails to County Officers about potholes and I have spent much of my time making sure potholes and other Highway complaints and faults are made good.
- I raised the example of the proposed St James Road 'one-way' policy introduction in my division, which took over a year longer than it should have done at a County Council meeting to highlight the poor performance of the County's Highway maintenance contractor.
- Again I have taken up residents concerns about the streetlights being turned off at midnight, especially when residents have had property stolen at this time and I have contacted the Police about the crime figures after midnight. On crime and anti-social behaviour I have continued to liaise with the Police and the Council's anti-social behaviour officer.
- On Sunday, 2nd March I accompanied Police Officers and PCSO Officers in their 'safer streets' campaign as we knocked on doors in Whippendell Road in Vicarage ward asking residents any issues they may have had on crime and 'anti-social' behaviour
- I have had casework on crime and had a briefing at Shady Lane, Watford Police station for myself and my 2-other Holywell Labour colleagues about the local neighbourhood policing policy.
- I have also had a briefing on individual crimes affecting the Holywell Ward.
- I have continued to liaise with Housing Trust Officers including the Chief Executive and other senior Officers to get action for residents on their complaints receiving phone calls and emails at all times of the day and regularly visiting residents to listen to their problems and concerns.

To provide the strategic lead for Watford's sustainable economic growth

- On Monday 25th November I attended the opening of Morrisons supermarket in my Holywell ward along with my Holywell Labour colleague, and I have continued to meet the store Manager and make suggestions concerning the site.

Promoting an active, cohesive and well informed town

- While I welcome the new primary school proposed next to Morrisons and I have been pushing for this for years at County, I raised at the County Cabinet the concern about the school not being completed till September 2015 and asked about the plans from September 2014 to September 2015.
- I have continued to raise the issue of the 'Farm Terrace' allotments and their campaign to stay and I have argued for a new Hospital and the continuation of Farm Terrace.
- I have written letters to the Watford Observer putting a local Labour view throughout the year, and issued leaflets to residents explaining Labour policy and setting out my and Labour Council colleagues work and achievements in Holywell and Vicarage Wards.
- My main casework again has come from housing issues rivalling Highways with the most calls and emails.
- As I am a member of the County education panel, I regularly have raised the issues of the lack of primary school places in Watford and the coming lack of places for secondary schools.
- I have had casework from concerned parents on this and other education issues and have been in contact with senior officers to help parents in getting a better deal for their child.
- As the County's Labour spokesman on Children's services and member of the children's services panel, I have continued to argue for a better deal for the most vulnerable children in Watford and the County and especially, 'looked after children.'
- I have continued to contact the MP for Watford when needed on behalf of residents.

Operating the council efficiently and effectively

- I have continued to work with Council colleagues of all Political Parties for the good of the town and I am always willing to help all Councillors with advice.
- I have continued to speak at Development Control meetings.
- I spoke at the Full Council on the 29th January in the Budget debate putting forward the Labour alternative budget to the Mayor and her administration.

- I have continued to ask questions of the Mayor at Council meetings throughout the year and encouraged other Labour members to ask oral and written questions at Full Council.
- As a member of the 'Overview and Scrutiny' committee I was able to question the Watford Council Housing Trust Chief Executive about residents complaints that arose due to the 'Task Group' which was set up to look into the performance of the Housing Trust.
- As a member of the overview and scrutiny committee I have asked questions throughout the year of Officers on the Council's performance, I particularly thought it important to question the Interim Head of Revenues and Benefits on the 'overpayments' question and other Revenues and Benefits issues.
- This was also an issue I raised in my time on the Shared Services Committee with Three Rivers Council and I also questioned the privatisation of I.T. and the crucial question of the future of scrutiny for Watford members on behalf of their residents from April 1st when the new 'shared services' policy is introduced and Three Rivers will have responsibility for Revenues and Benefits.

Objective for 2013/14	Update on progress
To continue to do my best as Labour Group Leader to oppose in a constructive way the Liberal-Democrat administration and stand up for the less well-off and the vulnerable in the Town, especially to help those affected by the coalition Government's welfare reforms.	I would like to think I have met my objectives in opposing the Liberal Democrat administration with motions and questions at Full Council and campaigning throughout the year, and taking up residents issues arising from the coalition's welfare reforms. I have also encouraged my Labour Council colleagues to oppose the administration giving help and advice where I could.

Objective for 2014/15

To continue the work I have listed above in opposing the Mayor and her Liberal Democrat administration and helping my Labour Council colleagues with their development any training needs they have.

.....

Councillor Connal

Year elected: 2010

Roles in the Council: Council, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee

Training and development undertaken: Croxley Rail Link briefing, public speaking training, Individual Electoral Registration briefing, drug and alcohol treatment briefing, London Midland presentation, Health Campus briefing, Budget Panel: Local Government Finance

Attendance Record: Expected at 16 meetings. Attended 13 meetings. Percentage = 81%

How she has met the Council objectives

Making Watford a better place to live in

- Promoting activities at Holywell Community Centre
- Attending events of African Caribbean Society, Portuguese Community, and assorted lunch clubs that are held in Holywell Community Centre.
- I would like to bring more of the 'over 60s' together and propose contacting Holywell Community Centre to discuss the possibilities.
- Supporting numerous Museum Activities.
- Working with the police on crime in Holywell and CCTV in the Town Centre.

To provide the strategic lead for Watford's sustainable economic growth

- Working with Watford Community Housing Trust

Promoting an active, cohesive and well informed town

- Many visits to Holywell Community Centre
- Visiting Watford Museum on a regular basis
- On Tuesday mornings visiting Café West where I make contact with many constituents and am able to listen and help.
- Attend regular residents meetings.
- Meetings with police.
- Attending events at local schools (Laurence Haines, Holywell and St. Anthonys)
- Attending committee meetings and events at Westfield Children's Centre
- Housing difficulties resolved.

Operating the council efficiently and effectively

- Attending all Council meetings
- Attending committee meetings of all committees to which I belong and also attending many others as an Observer.
- Working with staff members on behalf of constituents
- Attending Training and Briefings.

Objective for 2013/14	Update on progress
Watford Community Housing Trust Task Group agreed in place and very useful	I am very grateful for the help I and my constituents, with problems, have received.

Objective for 2014/15

Looking into the possibilities of how the over 60s might be able to come together more.



Councillor Turmaine

Year elected: 2012

Reasons for becoming a councillor:

- To represent my community and constituents
- To promote political engagement
- To contribute to the cultural and economic development of the town
- To foster harmony and integration amongst the town's diverse communities
- To be a voice for the many
- To highlight the impact of legislation on our community and constituents

Roles in the Council: Budget Panel, Constitution Working Party, Council, Council Functions Committee, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee, Member Development Group

Training and development: Development Control training, Budget Panel: Local Government Finance, Individual Electoral Registration Briefing, Budget Panel: Business Rates since April 2013, Health Campus Briefing

Attendance Record: Expected at 20 meetings. Attended 17 meetings. Percentage = 85%

How he has met the Council objectives

Making Watford a better place to live in

- Attended regular briefings with WCHT throughout the year with residents for planning and representation.
- Attended Cassiobury Park development consultation plans.
- Attended Health Campus plans consultation and Primary Care consultation meeting.

- Attended meetings with the police throughout the year for ward and CCTV consolidation.
- Attended meeting with Sanctuary Housing regarding issues in local ward.
- Attended Farm Terrace allotments meeting.

To provide the strategic lead for Watford’s sustainable economic growth

- Attended Watford New Hope Trust Market Garden Day.
- Attended Watford Chamber of Commerce event.
- Support and attend local cultural venues, e.g. Palace Theatre events throughout the year.
- Support local economic and cultural events in local ward, e.g. Latin Community event in HCC and Watford Live.
- Support local business and retail.
- Provide support, feedback and engagement with local businesses.

Promoting an active, cohesive and well informed town

- Attended Remembrance Sunday event at memorial at Town Hall.
- Attended Eid and Vaisakhi celebrations in the town.
- Visited Watford Hospital Radio to see facilities.
- Attended Cassiobury Water Festival.
- Attended the Multicultural Centre celebratory events
- Attended Hertfordshire County Show.

Operating the council efficiently and effectively

- Attended full council meetings in order to actively participate in the process of local government as an elected member.
- Submitted motions to council to promote decent standards in local government on matters of local concern (including working with other parties to effect successful passing through council).
- Attended committee meetings in order to exercise member scrutiny on relevant departments including budget and licensing.
- Upheld the member code of conduct in engagement with council officers.

Objective for 2013/14	Update on progress
To develop my skills and experience as a councillor and to continue to represent my constituents in their casework needs, to continue to engage with the council officers for the benefit of the town and community.	Through training and experience of undertaking my responsibilities as a councillor, through being available to local residents and engaging with council officers as required.

Objective for 2014/15

Represent my constituents, participate in council meetings, uphold the council code of conduct and continue to develop my skills through training and relevant briefing sessions.

.....

Leggatts Ward

Ward Councillors: Stephen Johnson, Anne Joynes, Asif Khan

Councillors Johnson and Joynes have completed self assessments

Councillor Johnson

Year elected: 2009

Reasons for becoming a councillor: I became a Councillor because I wanted to serve the communities of Leggatts Ward by representing their interests in local government. I also wanted to have more involvement at a local level in decision making. I felt this was the next step, after chairing a local Residents Association

Roles in the Council: Constitution Working Party, Council, Development Control Committee, Housing Policy Advisory Group, Joint Housing and Planning Policy Advisory Group, Overview and Scrutiny Committee, Planning Policy Advisory Group, Property Scrutiny Task Group, Standards Committee (Chair)

Membership of outside bodies: Ridge Resident Association

Training and development: Croxley Rail Link Briefing, Development Control Training, Traffic Regulation Order Briefing, Public Speaking Training, Individual Electoral Registration Briefing, Budget Panel: Local Government Finance

Attendance Record: Expected at 39 meetings. Attended 38 meetings. Percentage = 97%

How he has met the Council objectives

Making Watford a better place to live in

- Involved in various North Watford Park clean up days and planting days organised by Ridge Residents Group. Planted bulbs and put up bird and bat boxes
- Working with Parks department to improve signage

- Represented residents of Gammons Farm Close in issues with Housing Association.
- Continued with involvement with clean-up days and planting days at North Watford Playing Fields.
- Organised meeting between County portfolio holder and Orchard school head to find a way forward for the school development plan

To provide the strategic lead for Watford’s sustainable economic growth

- Member of Planning Advisory Group
- Member of the Housing Policy Advisory Group

Promoting an active, cohesive and well informed town

- Consulting with local traders and businesses. Representing their views to the Council.
- Member of Planning Advisory Group which also concentrates on the economic wellbeing of the Town. Group has potential for doing good work.

Operating the council efficiently and effectively

- Attending appropriate training
- Awareness of Constitution and Code of Conduct
- Researching and keeping up to date on local government issues, mostly through own political party.
- Member of the overarching Scrutiny Committee

Objective for 2013/14	Update on progress
To work towards making an impact on the housing situation including through Membership of the WCHT Task Group.	I feel the Task group achieved its original aims and objectives.

Objective for 2014/15

To become more involved in the running of the Council.

.....

Councillor Joynes

Year elected: 2012

Reasons for becoming a councillor: I wanted to make a difference and act as an advocate for people who are vulnerable and to try to put forward Labour policies to the advantage of people in the ward.

Roles in the Council: Community Safety Partnership Task Group, Council, Development Control Committee, Housing Policy Advisory Group, Joint Housing and Planning Policy Advisory Group, Outsourced Services Scrutiny Panel, Planning Policy Advisory Group

Membership of outside bodies I am a County Councillor representing Callowland/Leggatts. I am a member of the cabinet panel for Customer Performance and Libraries. I also am on the Scrutiny panel

Training and development undertaken: Traffic regulation order briefing, The Future of the National Planning System, Individual Electoral Registration Briefing, Drug and Alcohol Treatment Briefing, London Midland Presentation, Budget Panel: Local Government Finance

General: At County I have undertaken training to chair a Scrutiny topic group. I shall be chairing a topic group on Children's Centres in May. I have taken part in the "Safer Streets" campaign in Leggatts. I have assisted residents in their dealings with the Housing Trust. I attend a monthly coffee morning at Hollytree House which is run by the Courtlands Residents' association.

Attendance Record: Expected at 36 meetings. Attended 35 meetings. Percentage = 97%

Making Watford a better place to live in

- I attended the annual Remembrance Day service.
- I have continued to support the local residents' associations in my ward.
- Organised neighbourhood 'clean ups' in the ward.

Objective for 2013/14	Update on progress
To work effectively with residents' associations to enable them to effect the improvements required in their communities.	I have organised neighbourhood 'clean ups'. Helped one CRA to purchase and install salt bins for the winter. Been able to deal/facilitate work on long-term road/traffic problems

Objective for 2014/15

To work on improving the 'street scene' in both wards.

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Meriden Ward

Ward Councillors: Jan Brown, Sue Greenslade, Kareen Hastrick

All three councillors have completed self assessments

Councillor J Brown

Year elected: 1998-2002 and 2003

Roles in the Council: Chief Officer Pay Panel, Council, Housing Policy Advisory Group, Joint Housing and Planning Policy Advisory Group, Licensing Committee (Chair), Licensing Committee (Licensing Act 2003) (Chair), Licensing Sub Committee

Membership of outside bodies: Unpaid director of Lemarie Centre for Charities

Training and development undertaken: Individual Electoral Registration Briefing Scannet and Asbo Training

Attendance Record: Expected at 17 meetings. Attended 17 meetings. Percentage = 100%

How she has met the Council objectives

Making Watford a better place to live in

- Together with our partners (particularly the police), we have worked really hard to find a good balance in the night time economy between having a good and safe night out and chaos in the town centre late at night. We think we have got the balance about right now and will concentrate on maintaining it. We have brought our licensing policy up to date in light of what we have experienced over the last four years.
- As Meriden ward councillor, I am now working with Veolia and our own Parks Department to get a Green Flag award for Garston Park.

To provide the strategic lead for Watford's sustainable economic growth

- Supported the Mayor and Cabinet in their proposed policies.

Promoting an active, cohesive and well informed town

- In my role as Chair of the Licensing Committee, I have worked with the Central Ward councillors with regard to licensing the pubs, clubs, bars and restaurants in the town centre. I work closely with WBC’s licensing department and regular drivers’ newsletters are sent to the hackney carriage and private hire trade.
- An ‘About Watford’ magazine is circulated to every household in the town telling them what the Council are currently doing, to which, everyone has an input.
- As for my own Ward (Meriden), we three councillors put out regular leaflets asking our residents what we can do for them and telling them what we have done to improve the area and what we propose to do. I also attend monthly meetings of the Meriden Residents’ Association and keep them well informed of what we are doing in the area – not to mention taking on board their wishes as far as possible.

Operating the council efficiently and effectively

- As a member of the ruling group, I have a say in what our policies currently are and what our future proposals are. We think we are doing a very good job making savings year on year and our aim is to keep the front line services as efficient as they possibly can be. We have yet again frozen council tax whilst still maintaining high standard, efficient front line services.

Objective for 2013/14	Update on progress
Again, I shall be continuing to administer the councillors’ neighbourhood project money on community causes in Meriden Ward.	We have spent our entire allocation of £2,500 on projects in the Ward. We have donated money for the purchase of football kits for Meriden Community Centre and complete kits for the separate Meriden youngsters’ football team, which is now affiliated to the football league.

Objective for 2014/15

My objective will be to carry on working on the balance of the night time economy in the town centre, as long as I am chair of licensing. Also to continue administering our neighbourhood project money on community causes in Meriden Ward

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Councillor Greenslade

Year elected: 2003

Reasons for becoming a councillor: To improve where I live

Roles in the Council: Budget Panel, Chief Officer Pay Panel, Council, Management of Disabled Parking Bays Task Group, Outsourced Services Scrutiny Panel, Overview and Scrutiny Committee

Membership of outside bodies: RSPB Sussex Wildlife Trust, Celebration Watford (catering)

Training and development: Individual Electoral Registration Briefing, Budget Panel: Business Rates since April 13

General: China tea club Garston community church, celebration committee doing the catering

Attendance Record: Expected at 21 meetings. Attended 14 meetings. Percentage = 67%

How she has met the Council objectives

Making Watford a better place to live in

- Graffiti in subway, cars for sale on public roads, litter bins
- Sorted residents mould etc from house, drug dealing with police and scooters subways
- Bench in parks etc.

To provide the strategic lead for Watford's sustainable economic growth

- Working with Sainsburys for rats/litter, anti social behaviour in car park at night and the expansion of the store.

Promoting an active, cohesive and well informed town

- Meeting residents out and about, going to residents open meetings
- Going to Remembrance Sunday and Vicarage Road and Carol Service
- Trying to get school to get parents to park safely outside school

Operating the council efficiently and effectively

- Attend meeting of the committees and task groups

Objective for 2013/14
Tried to get a better bus service for the Meriden estate

Objective for 2014/15

Get manhole covers resurfaced on St Albans Road

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Councillor Hastrick

Year elected: 2006

Reasons for becoming a councillor: Living in Meriden Ward, I felt it important that residents have an advocate and I was impressed with what the present administration had achieved for Watford.

Roles in the Council: Constitution Working Party (Chair), Council, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee, Outsourced Services Scrutiny Panel, Overview and Scrutiny Committee, Property Scrutiny Task Group

Membership of outside bodies: Watford Citizen's Advice Bureau, Watford Community Housing Trust, Member of Berrygrove Children's Centre Advisory Board, Herts Highways – Highways Liaison Panel

Training and development: Development Control training, Traffic Regulation Order briefing, National Grid briefing, Individual Electoral Registration briefing

Attendance Record: Expected at 22 meetings. Attended 20 meetings. Percentage = 91%

Making Watford a better place to live in

- Member of WCHT Steering Group for 'Heart Meriden' consulting residents on improvements to Meriden Estate.
- Neighbourhood Watch. Fully supporting North Watford Police. Supporting WFC Charitable Trust as landlords of Meriden Community Centre. Working with officers and residents to achieve improvements to local parks. Support for resident petition for improved crossing on Bushey Mill Lane (between the two Parkgate schools).
- Regular update meetings with Herts Highways.

To provide the strategic lead for Watford's sustainable economic growth

- Member of consultative group for Meriden Heart. Consulting with local businesses and residents over concerns.
- Member of WCHT Board.
- Attending briefings and reporting on Croxley Rail Link, improvements to Watford junction Station, Dome roundabout, Abbey Line.

Promoting an active, cohesive and well informed town

- Working with officers on outdoor gyms sited on Garston and Lea Farm Parks.
- Supporting local youth-led projects (Meriden Fishing Club, Football Club).

- Improvements to facilities on Meriden Park.
- Keeping in touch with residents with regular newsletters and social media as well as regular attendance at resident meetings.

Operating the council efficiently and effectively

- Working on variety of Watford Borough committees.
- Representation at County Council.
- Representing WBC at local Resident Associations and reporting on concerns.

Objective for 2013/14	Update on progress
Looking into support for Friends of Garston Park	This is an on-going project.

Objective for 2014/15

Re-starting Friends of Garston Park group and beginning Friends of Lea Farm Park to aid the Green Flag status classification for both parks.



Nascot Ward

Ward Councillors: Jeanette Aron, Mark Hofman, Mark Watkin

All three councillors have completed self assessments

Cllr Aron

Year elected: 2011

Reasons for becoming a councillor: to take a more active role in supporting our community when residents are faced with difficult issues or concerns, to encourage active participation in community life for all

Roles in the Council: Budget Panel, Community Safety Partnership Task Group, Council, Housing Policy Advisory Group, Joint Housing and Planning Policy Advisory Group, Major Projects Board, Overview and Scrutiny Committee

Membership of outside bodies: Hertfordshire Covenant Board, long standing volunteer with charities based in the Gambia and volunteer at own synagogue NPLS

Training and development: Tackling crime - the new policing landscape, Development Control training, Individual Electoral Registration Briefing, Drug

and alcohol treatment briefing, Health Campus Briefing, Budget Panel: Local Government Finance, Budget Panel: Business Rates since April 13

Attendance Record: Expected at 29 meetings. Attended 28 meetings.
Percentage = 97%

How she has met the Council objectives

Making Watford a better place to live in

- On going support of the Ridge Lane Residents Association with their clean-up and bulb planting weekends at North Watford Playing Fields. Litter picking at Goodwood Recreation Ground and Hempstead Road with the Courtland's Residents Association.
- Working with residents, the Nascot Residents Association and OM management Company to improve public open space at Willow Grange.
- Have attended a Safer Streets session with our Community Police Officers
- Worked with residents on issues relating to ASB with support from officers from WBC
- Regular meetings with our Community Police Officers at Shady Lane to address any concerns they or residents have in relation to Community Safety

To provide the strategic lead for Watford's sustainable economic growth

- By supporting the planned Watford Health Campus

Promoting an active, cohesive and well informed town

- Attend coffee mornings at local sheltered accommodation
- Provided support and help for the Cassiobury Residents Association, Ridge Residents Association & Nascot Residents Association as when required
- Organised a Neighbourhood Forum and worked with residents with parking issues throughout the ward or on Park improvement consultations.
- Worked with local schools with the aim of community and children's safety through parking scheme's or with Emergency Evacuations in conjunction with the local Community Police
- Have attended Nascot Grange Affordable Housing opening, helped support the Cassiobury Residents Association fun day, attended a tree planting at North Watford Playing Fields, attended a Community Day & Rugby Match at Watford Rugby Football Club
- Have attended the AGM's of the Cassiobury Residents Association & Nascot Residents Association
- Helped support and meet with residents when objecting to planning applications in their vicinity

- Worked with my colleague Cllr Watkin & helped residents with issues relating to special needs education for their children
- Working with WBC Officers in all departments to provide satisfactory solutions to any queries raised by residents
- Continue working as a team with my fellow councillors, our wonderful residents associations and all the volunteers that work to achieve so much locally

Operating the council efficiently and effectively

- On Budget Panel Committee
- Helping to support our WBC officers in their endeavours to provide an excellent service for all our residents

Objective for 2013/14	Update on progress
To continue to work with and help support the residents of Nascot Ward and the partnerships that enable my work as a councillor to support that need	Have accomplished many satisfactory results for our residents this year and will continue to be a support and help when required

Objective for 2014/15

Continue in the same vein as this year



Cllr Hofman

Year elected: 2012

Reasons for becoming a councillor: To engage with local residents, help Constituents with issues they may encounter and ensure the interests of young people are heard

Roles in the Council: Council, Council Functions Committee (Vice-Chair), Highways Forum, Major Projects Board, Member Development Group

Training and development: Veolia Outsourced Service Briefing, Croxley Rail Link Briefing, Individual Electoral Registration Briefing, Health Campus Briefing, Social Media Training

Attendance record: Expected at 14 meetings. Attended 12 meetings. Percentage = 86%

How he has met Council objectives

Making Watford a better place to live in

- I attend to residents' casework and support my fellow Nascot councillors with their work on behalf of local constituents; this is usually concerned with planning issues, parking, schools and potholes.
- In the last year I helped organise two residents' forums and liaised with local Police to ensure they have a regular opportunity to hear the issues our constituents may have.
- Meet with residents to discuss their parking concerns in a 1-2-1 capacity whenever required.
- Worked with local Police, residents and councillors to ensure minimal disruption during the Bilderberg conference.
- Work with residents associations to improve local parks, participating in clean-up sessions and funded a skip to help clear debris.
- Suggested future improvements to local infrastructure which improve the image of the town and wellbeing of residents.
- Supported the funding of a new CCTV control for Police use.

To provide the strategic lead for Watford's sustainable economic growth

- Attended the Watford Chamber of Commerce AGM.
- Encouraged the participation of the Watford Cultural Leaders Group in infrastructure improvements to help enhance the appearance of our local assets.
- Member of the Major Projects Board.
- Member of the Highways Forum.
- Regularly attended meetings of the Chamber's Creative Technologies Cluster Group and promoted export led growth amongst local businesses.

Promoting an active, cohesive and well informed town

- Nascot is home to three active residents' associations. I have supported their activities through the use of our WBC forum budget, attended their meetings, functions and met with the groups' leaders and members whenever needed.
- I provide information to residents via our frequent newsletters, telephone calls and personal visits.
- Attend civic events such as the Remembrance service at the Town Hall and the Mayor's Christmas reception for local private and public sector organisations.
- Providing advice to residents regarding the recent outsourcing of waste services.
- Attended the Individual Electoral Registration Briefing and passed on information to local residents as required.

- Supporting local residents with their objections to local development plans and representing their views at Development Control Committees. In early August I also attended Development Control Committee and represented residents who opposed the demolition of 61a Church Road.

Operating the council efficiently and effectively

- Member of the Council Functions Committee.
- Member of the Major Projects Board.
- Regularly researching new legislation affecting the Council and where possible best practice from other authorities.

Objective for 2013/14	Have you met your objective?
To continue my development as a local councillor and build my knowledge of local government.	I have built my knowledge of local government by attending training sessions and briefings during the past year to ensure I'm up-to-date with changes in the local landscape.

Objective for 2014/15

Enhance my knowledge of development control and support the enhancement of our local community assets and activities.

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Councillor Watkin

Year elected: 2006

Reasons for becoming a councillor: My principal reason was, and remains my desire, to improve the facilities and services provided to my Ward by the council and its associated bodies. "To make a difference" to the lives of the community I serve.

Roles in the Council: Cabinet, Chief Officer Pay Panel, Council, Council Functions Committee (Chair), Development Control Committee, Joint Housing and Planning Policy Advisory Group, Member Development Group, Planning Policy Advisory Group, Portfolio Holder for Democracy and Governance, Three Rivers and Watford Shared Services Joint Committee (Chair)

Membership of outside bodies: Friends of Little Cassiobury – Trustee, Friends of Cassiobury Park – member, Nascot Residents Association – member, Friends of Watford Museum – member

Training and development: LGA Conference, Traffic regulation order briefing, Developing practical responses to universal credit and welfare reform, Individual Electoral Registration Briefing, London Midland Presentation,

Budget Panel: Local Government Finance, Budget Panel: Business Rates since April 13, Audit: The Role of the Audit Committee in Risk Management

Attendance record: Expected at 37 meetings. Attended 30 meetings.
Percentage = 81%

How he has met Council objectives

Making Watford a better place to live in

- I have been actively involved in finding a use for the wonderful Little Cassiobury, possibly as a heritage museum or an arts centre.
- I am a member of the Friends of Cassiobury Park and have participated in their working parties tackling conservation issues in the Park.
- I have worked to enhance the facilities of both the parks in my Ward as these are vital to the development of a healthy lifestyle for all our community.
- I work closely with all three major Residents Associations who do such an excellent job of highlighting areas of concern in my Ward
- Through my role as a County Councillor have worked to ensure that there is sufficient primary and secondary education provision for the young people of Nascot and in particular have supported the West Hertfordshire Free School's Trust bid to open their Watford Town School.
- Together with my ward councillors we have worked to reduce the impact of the pressures of car parking on our busy streets.
- I am working to reduce the problems of speeding on roads in my Ward and I actively support the 20 is Plenty Campaign.
- I have challenged all development schemes in the ward to ensure that they are appropriate, and in keeping with our neighbourhood. Regrettably Planning Inspectors do not always agree with my and more particularly the community's views.
- I regularly report Highways faults using the online reporting tool on the HCC website.
- I am able, through my role as County Councillor, to use their Highways Locality Grant to bring about significant improvements to the highway and pavements in my Ward.

To provide the strategic lead for Watford's sustainable economic growth

- I am in the fortunate position to be a member of the Cabinet, and in this role I have reviewed and supported the Health Campus project, the development of Charter Place, and the Croxley Rail Link all of which will bring new jobs and a better environment to the town.

Promoting an active, cohesive and well informed town

- In my role as a Cabinet Member I have reviewed, commented on and approved policies and projects brought before the Cabinet which cover all these areas.
- My position as a County Councillor has enabled me to become closely involved in the planning of the education provision in the town, which is now unequalled in its variety and quality.

Operating the council efficiently and effectively

- In my role as Portfolio of Shared Services. I have worked closely with the Council's newly appointed Section 151 officer and her team to effect a transformation in the efficiency and overall performance of the Revenues and Benefits Department. This has resulted in the neediest in the community receiving the level of service that all Watford residents expect from our high achieving council.
- I have attended appropriate training to keep me abreast of the changing environment facing my portfolio responsibilities and the wider council. I also research issues on the Internet and receive a number of publications on Local Government issues.
- I believe every element of the Council's operation should be open to challenge and scrutiny to ensure that our residents receive as high a quality of service but as economically as possible. It is for this reason that I have supported the use of external providers to run our Environmental Services and our ICT Services.
- I have lead on the review of our Shared Service operation with Three Rivers which has resulted in a change in the management and governance of these services.

Providing Vision (Cabinet Members only)

- As a member of Cabinet I am constantly asked to consider matters of policy which in themselves set the vision for the future of Watford. Before agreeing to such proposals I challenge and question their effectiveness before agreeing to their implementation.
- In my particular area, my objective is to ensure that all the shared services are responsive and effective and are in good shape to meet the demands facing them in the future.

Managing Performance (Cabinet Members only)

- This is absolutely at the heart of everything I do in my portfolio. The work that has been done between me and the senior officers in Revenues and Benefit, and indeed all the Shared Services, substantiates this.

Objective for 2013/14	Update on progress
To aim to ensure that all the departments in my portfolio achieve their targets and when the services are supplied by 3 Rivers, that we receive a high standard of performance matching agreed targets.	Partly. I had hoped the new service relationship would have been implemented during FY 2013/14 but for good reasons the changes will be implemented at the start of FY 2014/15

Objective for 2014/15

To aim to ensure that all the departments in my portfolio achieve their targets and when the services are supplied by 3 Rivers, that we receive a high standard of performance matching agreed targets.



Oxhey Ward

Ward Councillors: Shirena Counter, Iain Sharpe, Peter Taylor

All three councillors have completed self assessments

Councillor Counter

Year elected: 2002

Reasons for becoming a councillor: I wanted to make a difference to my local area

Roles in the Council: Budget Panel, Council, Outsourced Services Scrutiny Panel (Chair)

Membership of outside bodies: The Ashfield School Foundation

Training and development undertaken: Individual Electoral Registration Briefing, London Midland Presentation, Budget Panel: Local Government Finance, Budget Panel: Business Rates since April 13, Speed reading training, Briefing on Scan-Net and ASB legislation changes

Attendance record: Expected at 14 meetings. Attended 14 meetings. Percentage = 100%

How she has met the Council objectives

Making Watford a better place to live in

- Liaised with Network Rail to successfully get vegetation and graffiti removed from Bushey Arches
- Liaised with planning over individual applications (eg 83 Lower Paddock Road)

- Chaired meeting with OVEG and WBC Conservation team about Oxhey Conservation Area
- I chaired a number of meetings with residents, Councillors, County and WBC officers and specialist consultants to discuss the Health Campus access road through Oxhey Park, resulting in an alternative route which will have far less impact on the park.
- I worked with fellow councillors and officers to finalise the introduction of short term parking bays in Oxhey
- I have been actively involved in casework for individual residents, including facilitating a meeting with the planning team and a local resident, liaising with the Watford Community Housing Trust on behalf of a resident with a number of issues, and dealing with minor issues such as dealing with blocked drains and road markings

To provide the strategic lead for Watford's sustainable economic growth

- I continue to liaise with London Midland to improve fast train services to both Bushey & Watford junction and am hoping that there will be further timetable improvements in May

Promoting an active, cohesive and well informed town

- Before stepping down as Chairman, I attended a number of community events such as the Vaisakhi festival and the Herts Constabulary Art awards, and I also set up the Chairman's 100 Club to generate further funding for the Chairman's charities.
- I was asked to open the Oxhey Village Environment Group summer fayre
- I helped judge the OVEG photo competition with Peter Taylor
- I undertook the sponsored dog walk organised by the Harrison/Sawyer families to raise money for the Royal British Legion
- I have attended various local meetings held by OVEG, Friends of Oxhey Park and also chaired a meeting with residents who were concerned about the demolition of a garage and its impact on bats.
- We also held a Neighbourhood Forum on the forthcoming train blockade.

Operating the council efficiently and effectively

- This year I have been chair of outsourced services scrutiny
- Member of budget panel

Objective for 2014/15

To facilitate/support the development of a biodiversity plan for Watford and work with the head of Parks & Open spaces to bid for money to run a project similar to the Wild Stevenage project.

To work with the HMWT and Health Campus team to ensure that a Wildlife corridor is planned into the design of the Health Campus Access Road, enabling wildlife to safely move across the road

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Councillor Iain Sharpe

Year elected: 1991

Roles in the Council: Cabinet, Constitution Working Party (Vice-Chair), Council, Development Control Committee, Highways Forum, Joint Housing and Planning Policy Advisory Group, Major Projects Board (Chair), Market Working Group, Planning Policy Advisory Group (Chair), Portfolio Holder for Regeneration and Development, Watford Borough Council and West Herts Golf Club Joint Committee

Membership of outside bodies: Local Government Association - Urban Commission, Traffic Management Act Adjudication Joint Committee

Training and development undertaken: Croxley Rail Link Briefing, Traffic regulation order briefing, DC training, Individual Electoral Registration Briefing, Health Campus Briefing, Budget Panel: Local Government Finance

General: As in previous years, my work as a councillor has involved both representing residents in Oxhey ward on a range of local issues and serving in the Mayor's cabinet with responsibility for Regeneration and development. I have worked closely with my ward colleagues Peter Taylor and Shirena Counter, and county councillor Stephen Giles-Medhurst to deal with issues in Oxhey such as highway repairs, concern about rail services, development and improving local green space. As chair of the Major Projects Board and cabinet member I have worked with officers to progress key projects for Watford's future, including Part 2 of the local plan, health campus, the new market, the strategic property review etc. It is implicit in what I set out below that all the matters I have worked on have involved cooperation with others and due credit must go to my councillor colleagues, council officers, local community groups etc.

Attendance record: Expected at 38 meetings. Attended 35 meetings.
Percentage = 92%

How he has met the Council objectives

Making Watford a better place to live in

- Worked with fellow councillors, officers and Friends of Oxhey Park to ensure the successful achievement of major improvements to the park, including outdoor gym, improved footpaths, gateway features, new benches etc.
- Supported the improvements to the Parade and launch of the council's events programme

- Chaired the Planning Policy Advisory Group, overseeing Part 2 of the Local Plan (also relevant to each of the other objectives below) as well as various other planning documents to encourage good design.
- Supported conservation initiatives such as restoration of the tombs in St Mary's Churchyard and the designation of a conservation area in part of Oxhey Village.
- Approved and agreed consultation on possible changes to parking arrangements and acting in accordance with the wishes of residents consulted.

To provide the strategic lead for Watford's sustainable economic growth

- As chair of the Major Projects Board I have been responsible for encouraging and scrutinising progress on key issues affecting the town, including the Watford Health Campus, provision of a new market, Charter Place redevelopment.
- Attended the Hertfordshire Infrastructure Planning Partnership (HIPP) meetings, working on the provision of infrastructure to accompany new development and to develop effective operation of the 'duty to co-operate' in planning.
- Approving the council's property review to identify ways of enhancing the effectiveness of the council's property portfolio.
- In the emerging local plan agreeing policies that identify how Watford can provide for future economic growth

Promoting an active, cohesive and well informed town

- Regular communication with local residents through newsletters and email to keep people informed about local issues.
- Ensuring that consultation on matters such as planning and parking is genuine and that the council listens to the views of local people before reaching decisions.
- Writing letters to the Watford Observer to inform residents about key local issues.
- Attending public meetings to discuss issues such as rail services and parking policy with local residents.

Operating the council efficiently and effectively

- Regular meetings with Head of Regeneration and Development to monitor general performance of the service.
- High performance according to latest figures by the development management service in terms of time taken to determine planning applications.
- Overseeing delivery of parking surveys, consultations and changes to the parking regime.
- Establishing review of the council's property portfolio.

- Contributing more widely to cabinet discussions and decisions about key services, including parks improvements and recycling.

**Providing Vision
(Cabinet Members only)**

- Contributing to development and delivery of council's key priorities, including work towards a family-friendly town centre.
- Promoting via planning policy etc. work towards a strong local economy and sustainable neighbourhoods.
- Willingness to take difficult decisions (e.g. over health campus) for the greater good of the town.
- Participation in regular meetings with senior management to further the council's policy goals.

**Managing Performance
(Cabinet Members only)**

- Regular meetings with the head of service and quarterly reviews to monitor performance of services within my cabinet portfolio.
- Attendance as necessary at scrutiny committees.
- Taking up complaints and concerns raised by local residents and being willing to challenge questionable performance by the council where necessary.

Objective for 2013/14	Update on progress
- Maintain progress on Part 2 of the Local Plan	Yes, progress maintained - ongoing
- Ensure we stick to the timetable for agreeing the Local Plan Part 2 in line with the recently agreed Local Development Scheme.	Yes, progress maintained - ongoing
- Propose more policy motions on behalf of the Liberal Democrat group at full council meetings.	Seconded motion on 20mph speed limits at November council.
- Ensure that whatever new arrangements are agreed for street cleaning, parks and refuse services continue to meet the aspirations of local residents, while delivering financial savings.	Yes new refuse and recycling and environmental services contract agreed, delivering savings, enhanced service and increased recycling rates.
- Promote the project for reducing street clutter in Oxhey.	Project carried out in cooperation with county councillor Stephen Giles-Medhurst

Objective for 2014/15

- Ensure we continue to progress the Local Plan Part 2 in line with the recently agreed Local Development Scheme.
- New market to open in 2014
- Approve conservation area character appraisal for Oxhey
- Ensure progress on improvements at Watford Heath and Riverside Road open spaces
- Increase frequency of email communication to constituents and investigate use of social media.

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Councillor Taylor

Year elected: 2012

Reasons for becoming a councillor: Wanting to make a difference in my local area

Roles in the Council: Audit Committee (Vice-Chair), Budget Panel, Council, Council Functions Committee

Training and development: Development Control training, Budget Panel: Local Government Finance, Individual Electoral Registration Briefing, Budget Panel: Business Rates since April 13, Health Campus Briefing, Audit: The Role of the Audit Committee in Risk Management

How he has met the Council objectives

Making Watford a better place to live in

- I have been actively involved in casework for individual residents, including replacement of damaged street trees, filling of potholes and pruning of overgrown vegetation.
- Liaised with WCHT and HCC to ensure the return of CCTV cameras at Longcroft. Helped residents of Longcroft with other concerns including parking of wheelchairs and damaged windows.
- Attended meeting with OVEG and WBC Conservation team about Oxhey Conservation Area
- Attended a number of meetings with residents, Councillors, County and WBC officers and specialist consultants to discuss the Health Campus access road through Oxhey Park, resulting in an alternative route which will have far less impact on the park.

- I worked with fellow councillors and officers to finalise the introduction of short term parking bays in Oxhey.
- Chaired a meeting of residents at Attenborough Court to discuss concerns with their social landlord and property maintenance company. This resulted in a number of improvements being carried out (lifts, lights, doors).

To provide the strategic lead for Watford’s sustainable economic growth

- Member of Budget Panel, questioning council officers on value for money provided by council and steps taken to boost local businesses.

Promoting an active, cohesive and well informed town

- Send regular email updates to hundred of local residents. These inform them of local events of interest.
- I helped judge the OVEG photo competition with Shirena Counter
- I have attended various local meetings held by OVEG, Friends of Oxhey Park and also chaired a meeting with residents who were concerned about the service being provided by the social landlord at Attenborough Court.
- We also held a Neighbourhood Forum on the forthcoming train cancellations.

Operating the council efficiently and effectively

- Vice-chair of Audit Committee.
- Member of Budget Panel and Council Functions committees.

Objective for 2013/14	Update on progress
1. Work closely with local groups (OVEG, FOAF, FOOP) in allocation of ward budget. 2. Promote the project for reducing street clutter in Oxhey. 3. Improve systems for contacting local residents electronically.	1. Achieved via allocation of money for bird boxes in Oxhey Park (FOOP), second hand tractor (FOAF) and digital map (OVEG). 2. Achieved – many items removed. 3. Achieved. Regular emails now sent out.

Objective for 2014/15

1. Work closely with residents and parks service to ensure that improvements are made to Watford Heath that reflect local opinions.

2. Continue to respond quickly and effectively to case work matters raised by local residents.

Park Ward

Ward Councillors: George Derbyshire, Peter Jeffree, Malcolm Meerabux

All three councillors have completed self assessments

Councillor Derbyshire

Year elected: 2004

Roles in the Council: Budget Panel, Chief Officer Pay Panel (Chair), Council (Vice-Chair), Development Control Committee (Vice-Chair), Joint Housing and Planning Policy Advisory Group, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee, Planning Policy Advisory Group, Three Rivers and Watford Shared Services Joint Committee

Membership of outside bodies: The Palace Theatre Ltd

Training and development: Development Control training, Developing practical responses to universal credit and welfare reform, Individual Electoral Registration Briefing, Health Campus Briefing, Budget Panel: Local Government Finance, Budget Panel: Business Rates since April 13

Attendance record: Expected at 45 meetings. Attended 39 meeting.
Percentage = 87%

How he has met Council Objectives

Making Watford a better place to live in

- Took part in consultants briefing/feedback sessions on proposed Heritage Lottery Fund bid for Cassiobury Park.
- Support vitality of Watford Palace Theatre by serving as an active board member.
- Attendance at Audentior Awards.
- Placing importance on heritage and good design in work as member of the Planning Policy Advisory Group.

To provide the strategic lead for Watford's sustainable economic growth

- Supporting and helping to progress major projects in the town.

Promoting an active, cohesive and well informed town

- I liaise regularly with officers of the Cassiobury Residents Association and the Cassiobury Triangle Residents Association and attend their AGMs and other meetings if called.
- I act as a subscription collector for The Cassiobury Residents Association of which, as a resident of the Cassiobury Estate, I am a member.
- Dealing with issues raised by residents either on the telephone or by mail and email is a regular feature of my life as a councillor. If necessary I call round to their homes to discuss their issues with them.
- The Liberal Democrat councillors in Park Ward produce and deliver a regular newsletter “Cassiobury Focus” to all residents in the ward.

Operating the council efficiently and effectively

- I attend all appropriate training arranged by the Council for councillors.
- I am aware of and abide by the Council’s Constitution and code of conduct.
- I regularly read the “First” magazine published by the LGA. I also undertake internet research of development of Government policy, particular in the fields of planning and benefits.
- See above for membership of relevant committees. I play an active role in the work of the Budget Panel, as well as the Licensing Committee and Development Control.
- I contact officers about issues raised with me by residents as necessary.
- I attend Cabinet as necessary whenever there is a matter under discussion affecting Park ward in particular.
- See above for chair/vice chair appointments.

Objective for 2013/14	Update on progress
Aim for inclusion into Cassiobury CPZ of the remaining few sections still outside its scope.	Secured Council agreement to inclusion of Trefusis Walk in CPZ following overwhelming demand for inclusion by residents.
Succeed in campaign to keep Watford Met station and its passenger service open.	TfL have announced decision to close Watford met Station in 2017.

Objective for 2014/15

- Aim for inclusion into Cassiobury CPZ of the remaining few sections still outside its scope.

- Continue to work to overturn decision to close Watford Met.



Councillor Jeffree

Year elected: 2011

Reasons for becoming a councillor: To contribute to making Watford a better place for people to live, work and enjoy their leisure time

Roles in the Council: Council, Licensing Committee (Vice-Chair), Licensing Committee (Licensing Act 2003) (Vice-Chair), Licensing Sub Committee, Major Projects Board (Vice-Chair), Market Working Group

Membership of outside bodies: Hertfordshire Building Preservation Trust

Training and development: DC, Croxley Rail Link Briefing, Traffic regulation order briefing, National Grid Briefing, Individual Electoral Registration Briefing, London Midland Presentation, Health Campus Briefing

Attendance record: Expected at 28 meetings. Attended 28 meeting.
Percentage = 100%

How he has achieved the Council Objectives

Making Watford a better place to live in

- Active member of the Licensing Committee, chair of several Licensing Sub Committee meetings and positively supporting Watford’s vision of creating a ‘Family Friendly Town’ through decisions made at these committees
- Working actively with the 20s Plenty for Watford campaign and Herts CC to make it easier for residents to have lower speed limits in the areas where people live
- Representing my ward at Development Control meetings to influence the committee to resist inappropriate development
- Supporting the extension of the CPZ, making Park Ward a more pleasant place to live for residents
- Supporting the bid for HLF funding for improvements to Cassiobury Park through my membership of the Steering Committee.

To provide the strategic lead for Watford’s sustainable economic growth

- As vice chair of the Major Project Board I take a close interest in all of the many capital projects which are in progress around Watford. In this role I bring to bear a lifetime of working experience in major developments and have particularly supported key schemes such as the new Watford Market, the redevelopment of Charter Place and the Health Campus.

- Member of the Market Working Group who have acted as the steering group for the new Watford Market, due to be delivered by mid September 2014
- Member of the Friends of Little Cassiobury, working towards finding a sustainable use for this important heritage building, and raising the funds to deliver it.

Promoting an active, cohesive and well informed town

- I regularly attend residents' association meetings and contribute to the issues raised at them. With other councillors I lead neighbourhood forum meetings which enable residents to discuss issues of importance which we can then follow up on their behalf.
- I contribute to preparing and delivering Cassiobury Focus newsletters which aim to keep residents well informed.
- I also manage two local websites which provide a more immediate source of local information.

Operating the council efficiently and effectively

- I am secretary of the Liberal Democrat group and aim to operate efficiently in the administrative functions which go with that role.
- As a councillor I respond to residents' communications promptly and where I need to involve other areas of the council I aim to provide an effective link between residents and the relevant council department.
- I aim to attend all of the meetings of committees I represent throughout the year, and also attend all full Council meetings. Making effective contributions to all of these where it is appropriate and helpful.

Objective for 2013/14	Update on progress
Achieve a reversal in the proposal to close Watford Met Station through representations at public enquiries and mobilising public opinion – public enquiry verdict awaited	No, the public enquiry decision went against me, so although I met my objective of making representations, the overall objective cannot now be achieved.
Deliver the CPZ expansion and safer parking and crossing points at Cassiobury shops	Yes, the scheme CPZ expansion has been delivered and the proposal for safer parking at Cassiobury shops has been approved and is expected to be delivered during Spring 2014
Continue to lobby for 20mph speed limits in residential areas to be adopted as policy by Herts CC	Yes, I represented Watford at the HCC scrutiny panel on 20 limits. I put a proposal to Watford Council in favour of 20 limits and have since worked with HCC officers on clarifying the wording of

Continue to develop my knowledge, experience and training to help become a more effective local councillor	their draft Speed Management Strategy Yes, my training record can be seen elsewhere on this form
Ensure the delivery of improved parking and pedestrian safety at Cassiobury Shops	Yes, this will be implanted in Spring 2014
Ensure that any remaining minor parking issues relating to the CPZ scheme are implemented	Yes, I am supporting further extension of the CPZ into Trefusis Walk
Continue to lobby for a change in policy regarding speed limits by Herts CC	Yes as noted earlier, lobbying has been successful in influencing the new SMS
Work with the Community Police to introduce a Community Speed Watch scheme for Park Ward	Yes, the first Community DriveSafe scheme is now up and running with regular speed checks in the Cassiobury Estate
Continue to monitor inappropriate development on the estate	Yes, this is ongoing work. I frequently support residents who are concerned with inappropriate development, for example making representations at the recent Planning meeting on the Lanchester School. I frequently substitute for members of the Development Control Committee

Objective for 2014/15

- Ensure timely completion of the parking and safety improvements at Cassiobury shops
- Support residents with any further expansion or adjustments of the CPZ
- Continue developing the Community DriveSafe scheme, increasing frequency of monitoring on Cassiobury Estate
- Support residents in Cassiobury Triangle who are working towards developing their own Community DriveSafe scheme



Councillor Meerabux

Year elected: 2010

Reasons for becoming a councillor: To play a role in enhancing the town for the benefit of all residents

Roles in the Council: Community Safety Partnership Task Group, Council, Housing Policy Advisory Group, Joint Housing and Planning Policy Advisory Group, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee, Planning Policy Advisory Group, Property Scrutiny Task Group

Membership of outside bodies: Friends of Cassiobury Park, Friends of Little Cassiobury, Friend of Watford Museum, Watford Philharmonic, Watford African Caribbean Assoc Ltd, U3A, Watford Harriers, Cassiobury Tennis Club, Volunteer at The Peace Hospice Care, St Lukes, Cassiobury Residents, Cassiobury Community Drive Safe Team, HLF stakeholders Committee member, governor at Nascot Wood School

Training and development: Croxley Rail Link Briefing, Traffic regulation order briefing, Universal credit and benefit reform seminar, National grid briefing, Politicians in planning network - annual conference, The Future of the National Planning system, Individual Electoral Registration Briefing, Drug and alcohol treatment briefing, Budget Panel: Local Government Finance, Budget Panel: Business Rates since April 13

General: It's extremely important that councillors keep well informed of a range of issues and decisions which impact positively or negatively on residents especially as we're a very congested town. An example of the knock on effects is the £6m spend on Cassiobury Park, the potential closure of the Met Station, the potential loss of the Farm Terrace Allotments, the relocation of Watford Market, access points for the Free School on Hempstead Road

Attendance record: Expected at 30 meetings. Attended 28 meetings. Percentage = 93%

How he has met the Council Objectives

Making Watford a better place to live in

- Member of a number of sub committees dealing with licence reviews e.g. off licences, clubs.
- Member of the first Watford Community Drive Safe speed awareness team based in Cassiobury which involves strong partnership working with Herts Constabulary, PCSOs and PCs at Shady Lane Police Station

- I'm regularly raising questions on the over development of housing being out of step with services e.g. school places, and the need to reduce the flat percentages and build more family homes to support social cohesiveness
- Involved in questioning the loss of the Farm Terrace Allotments

To provide the strategic lead for Watford's sustainable economic growth

- Spoke against the proposed inflation busting hike in parking charges which has damaging implications as well as the charges on the Watford Business Pk
- Assisted Residents in the St Albans Rd Area as regards the proposed CPZ which could have damaged the retail options on this high rd.
- Pushed for a rethink on the roofing proposals for the relocated Watford Market as the old design was not really appropriate in safeguarding their stock from inclement weather.

Promoting an active, cohesive and well informed town

- Regular emails to residents
- Attending Nascot Wood School governor meetings and actively taking part in their fund raising events
- Attending formal and informal residents' meetings and answering questions
- Ensuring the locality budget is spent sensitively e.g. Peace Hospice Care, GROW
- Attending civic events which provides another opportunity to engage with a broad range of residents from across the town

Operating the council efficiently and effectively

- Strong attendance at council and sub committee meetings as well as working parties
- Attending training sessions at WBC and with outside agencies keeps me informed of the changes which affect Watford's policies
- Regular questioning of officers on key decisions and policy shifts

Objective for 2014/15

To keep residents informed and providing advice on making representations

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Stanborough Ward

Councillors Keith Crout, Derek Scudder and Tim Williams

All three councillors have completed self assessments

Councillor Crout

Year elected: 1999

Reasons for becoming a councillor: Having worked on Watford's local newspapers I recognised a need to get involved and do things for the community

Roles in the Council: Cabinet, Council, Housing Policy Advisory Group (Chair), Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee, Portfolio Holder for Community and Customer Services, Watford Borough Council and West Herts Golf Club Joint Committee, Cassiobury Park Stakeholder's Forum

Membership of outside bodies: Watford and Three Rivers Housing and Regeneration Initiative Executive Committee

Training and development: Development Control training, Individual Electoral Registration Briefing, London Midland Presentation

General: Attended Leadership Academy at Warwick University for a two day course on Sports funding initiatives and sport and its role in addressing public health issues.

Attendance record: Expected at 24 meetings. Attended 24 meetings. Percentage = 100%

How he has met the Council objectives

Making Watford a better place to live in

- I play my part as a member of the Mayor's Cabinet in welcoming but also challenging new projects and initiatives.
- I convey any concerns that people may have about the development of the town.
- Together with officers I examine ways in which our facilities could be enhanced, better managed, provide value for money or develop revenue streams.
- I work with Watford Community Housing Trust to identify affordable housing solutions
- I am heavily involved in the HLF funding bid for the development of Cassiobury Park.
- I also keep an eye on national developments via trade and local government publications.

To provide the strategic lead for Watford's sustainable economic growth

- I meet regularly with my portfolio colleagues and Chief Officers to progress projects and identify any areas that need attention.
- I help to progress major projects in the town.

- I work with officers and the police to ensure a vibrant but largely trouble free town centre.

Promoting an active, cohesive and well informed town

- I keep in touch with local residents via newsletters, surveys and Facebook. I regularly attend our two local residents' associations to keep abreast of developing issues and to take up any areas of concern as necessary.
- I contribute regular fiction and non fiction articles to the Kingswood Res. Association newsletter.
- I regularly sit on Licensing Sub Committees to hear applications. Concerns from the police and local residents are examined and acted upon where possible. If we cannot help we explain why.
- I make visits to local events such as school fetes and open days in my ward and in other areas of the borough.
- We hold neighbourhood meetings to keep residents informed and to hear any concerns they have.
- I play an active role in the development of policy at group and Portfolio Holder meetings and keep my colleagues abreast of issues.
- I contribute to the letters pages in local newspapers to ensure the people I represent know where I stand on locals issues. I take up residents' concerns about any of our outsourced facilities to ensure they continue to be appreciated and supported.
- I take up residents' concerns about planning issues.
- I report and follow up on highways issues.

Operating the council efficiently and effectively

- I regularly meet representatives of community groups to keep abreast of emerging issues and examine where the authority might be able to help.
- I deal with the local media and get publicity for my work.
- I keep an eye on the local media via the Watford Observer and its website.
- I meet with the Housing Trust to tackle ward issues as they arise.
- During the year I meet regularly with my Cabinet colleagues and officers to formulate policy.
- I meet representatives of outside bodies and charities to promote the Council's objectives and ensure that I am kept abreast of their emerging issues.
- I ensure my training is up-to-date and make use of courses and training opportunities.

Providing Vision (Cabinet Members only)

- I am now the Portfolio Holder for Community and Customer Services and work with the Mayor, other Cabinet members and officers to develop our programme.

- Where possible I help to promote the Council and influence regional and national decisions.
- I try to encourage colleagues to develop their potential and am committed to succession planning within our group.
- I meet regularly with chief officers and managers to provide a political steer on our objectives while getting an understanding of the day to day activities and workings of the authority.

Managing Performance (Cabinet Members only)

- My work involves the development of sport, play and heritage, the HLF bid to enhance Cassiobury Park, developing value for money initiatives, supporting the arts, promoting events, monitoring the success of our leisure centre and the Colosseum.
- I go on site visits with officers to see new initiatives and identify any improvements that can be made.
- I have been heavily involved in the Council’s contract with Veolia to see if outsourcing would deliver worthwhile financial savings while maintaining quality of service. A big success for the Council this year.
- Serving on Licensing Sub committees and the main Licensing Committee has given me a good understanding of the committee process.
- I make a good contribution to the running of such committees and encourage other members to get more involved and to have an input.
- I work with colleagues and officers to monitor the success of the two leisure centres and our entertainment venues to ensure they are successful and promote a wide ranging programme of activities.

Objective for 2014/15

I want to develop a public health strategy for the borough and bring forward concrete measures to promote change within the resources available.



Councillor D Scudder

Year elected: 1994

Roles in the Council: Cabinet (Vice Chair), Council, Housing Policy Advisory Group, Joint Housing and Planning Policy Advisory Group, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub-Committee, Portfolio Holder for Corporate Strategy and Client Services, Watford Borough Council and West Herts Golf Club Joint Committee

Membership of outside bodies: Watford Workshop, Watford Citizens Advice Bureau, Bedford Morrison and Cordery Alms-houses, Green Deal Together CIC, Herts Sustainability Forum

Training and development: Development Control training, Traffic regulation order briefing, Individual Electoral Registration Briefing, London Midland Presentation, Budget Panel: Business Rates since April 13

Attendance record: Expected at 22 meetings. Attended 21 meetings.
Percentage = 95%

How he has met the Council objectives

Making Watford a better place to live in

- I was one of the leads for redesigning the Council's environmental services. This has led to them being integrated with high standards demanded of the contractor selected to operate them.
- I have a good working relationship with the local police and meet and correspond with them regularly.

To provide the strategic lead for Watford's sustainable economic growth

- I am part of the Cabinet team that works with senior officers in deciding on projects and developments that are improving Watford's competitiveness whilst, at the same time enhancing the environment.

Promoting an active, cohesive and well informed town

- Together with my ward colleagues I produce and distribute regular newsletters to residents
- Whenever possible I attend meetings of the local residents associations
- I receive casework on a regular basis via many channels. I always attempt to get a good outcome for residents but where this is not possible I explain the reasons why.

Operating the council efficiently and effectively

- As a member of the Cabinet I meet regularly with members of the senior management team of the council and am involved in producing the Council's annual budget.

Providing Vision (Cabinet Members only)

- I work closely with my Cabinet colleagues and the officers within my area of responsibility in formulating and developing policy. I am also heavily engaged in other strategic decision making within the council on matters outside my portfolio
- I am always available to give advice and information to other members of the council.
- My primary role in forms outside the Council is on environmental matters and I believe the Council's voice is heard and respected.

Managing Performance (Cabinet Members only)

- The Cabinet members meet regularly both together and with the Corporate Management Board to exchange information, discuss information updates and formulate policy. The collegiate approach we adopt serves the Council well.
- I have monthly meetings with the head of Corporate Strategy and Client Services at which we discuss issues of the day and also work on longer term policy and financial matters. At least one of the second tier of management usually attends to give a more in depth look at particular issues.

Objective for 2013/14	Update on progress
Ensuring that the redesign of the council's front facing services proceeds smoothly and that service quality is either maintained or improved.	This has been achieved. The new services are up and running and performing well.

Objective for 2014/15

One of the key tasks of the new service provider is to increase the recycling rate. This is the key objective for me and I will be closely monitoring this aspect of performance and working to modify or improve the service where necessary.

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Councillor Williams

Year elected: 2012

Reasons for becoming a councillor: Tim became a Councillor at the age of twenty-two, in 1987, as he wanted to help local residents with the issues that affected them, to assist residents in their dealings with the Council, and wanted to see a "younger" voice on the Council. This willingness to help local residents, and local community groups, in his Ward, and in Watford, is still his paramount reason to stand as a local Councillor in the ward that he lives in.

Roles in the Council: Council, Development Control Committee, Joint Housing and Planning Policy Advisory Group, Planning Policy Advisory Group

Training and development: Traffic regulation order briefing, Individual Electoral Registration Briefing, Audit: The Role of the Audit Committee in Risk Management

General: Away from the Council he is employed as a Credit Manager, and is a member of Friends of Woodside, Friends of Cassiobury Park, Friends of Watford Museum, Friends of Frogmore House, Leavesden Children's Centre, Watford Mayors' Association, Hunstanton Civic Society and is a Fellow of the Institute of Credit Management. Tim is a governor of his old school (St Joan of Arc, Rickmansworth) and has been since 1988.

Tim lives in Stanborough Ward, is married with two children, both attending a local school and both attending many sporting/activity clubs around the local area (e.g. swimming at Woodside Leisure Centre, Watford Youth Football Club, Dolphina Gymnastics, Cubs etc)

Attendance record: Expected at 28 meetings. Attended 25 meeting.
Percentage = 89%

How he has met the Council objectives

Making Watford a better place to live in

- Established better and more regular dialogue with the Neighbourhood Policing Team to address community safety issues and to minimise antisocial behaviour issues
- Regularly using Herts Highways Fault Reporting Service to address road/pavement issues that are causing potential hazards
- Periodically reporting to Veolia street cleansing/rubbish refuse matters to be addressed
- Worked with Watford Community Housing Trust in regards to many residents/tenants matters, and also in regards to the refurbishment of the Community Centre (opened Sept'13)
- Worked with our County Councillor in regards to Bus Services in our locality (new Bus Service 324 in Jan'14 established)
- Liaises with Council Officers in regards to the forthcoming refurbishments of Fern Way & East Drive Play Areas (to be in place Summer'14)
- Member of Friends of Woodside to ensure Woodside Playing Fields & Albans Wood are maintained to the Green Flag status (retained in Summer'13)
- Regularly "litter picks" in his locality, and also attends the monthly litter picks with Friends of Woodside
- Attended and represented residents in regards to alcohol license request to 1am by Hollywood Bowl ; this was successfully limited to 12 midnight

To provide the strategic lead for Watford's sustainable economic growth

- Member of the Development Control Committee and the Planning Policy Advisory Group, and this has a direct impact on the Town's sustainability in both the short term and the long term
- Involved with Planning decisions in regards to the Charter Place redevelopment, and the proposed Watford Health Campus
- Advises local residents and businesses in regards to both planning and licensing applications
- Liaises with local businesses and shops

Promoting an active, cohesive and well informed town

- The No.1 priority – a local Councillor needs to be a champion for the residents, and the local communities in the Ward, and the Town - the prime reason Tim became a Councillor
- Regularly takes up many and varied issues on behalf of residents
- Attends the monthly committee meeting of Kingswood Residents Association
- Meets regularly with the User Groups of Leavesden Green Community Centre
- Member of local community groups such as Friends of Woodside
- Writes a monthly article for Kingswood News
- Keeps in touch with residents via Newsletters
- Gives quick responses to residents who contact him
- Attends many local events such as School Fetes, Community Days, and Opening Days
- Utilises community budget on matters raised by local residents
- Regularly attends civic events such as Remembrance Sunday, Carol Service etc

Operating the council efficiently and effectively

- Attends appropriate training provided by the Council (see listing above)
- Follows the quarterly Finance Digests issued by the Finance Team for up-to-date position
- Reads Budget Panel and Audit Committee reports
- A member of the Audit Committee with particular interest in "risk management"
- Questions Portfolio Holders/Cabinet Members at monthly Group Meetings
- Has a good working relationship with Council Officers

Objective for 2013/14	Have you met your objective? Please add comments on how your objective has been met/worked towards.
<ul style="list-style-type: none"> • Refurbishment of Fern Way Play Area 	<p>Not yet completed, however plans are well underway for both Fern Way & East Drive Play areas to be in place this summer.</p>

<ul style="list-style-type: none"> • Establish a permanent Bus Service for Kingswood/Leavesden Green • Smooth transition & successful Rebuilding/Refurbishment of Leavesden Green Community Centre • Anti-Social Behaviour – better communications with Neighbourhood Police Team • Continue to improve our parks and open spaces • Keep up the campaign for more and better road & footway repairs from our County Council (e.g. refreshing white lines throughout ward) • Continue to work with residents, and residents' groups on getting improvements to the area 	<p>New Route 324 established in Jan'14 however reliability has been questioned but as Councillors we have taken this up with the Bus Company and received assurances</p> <p>Leavesden Green Community Centre successfully opened in Sept '13 and has become a great asset for the community</p> <p>Established far better dialogue with the Neighbourhood Police Team with regular meetings, and emails</p> <p>Woodside Playing Fields & Albans Wood retained the prestigious Green Flag award in Summer '13 and we are striving to achieve its retention in 2014</p> <p>Continually reporting road & footway defects on the Herts Highways Fault reporting service – white lines were refreshed throughout the ward during 2013/14</p> <p>Many local matters raised by residents and residents groups throughout the year – these have been taken and we've achieved successes on most of the issues raised</p>
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Objectives for 2014/15

- Refurbishment of Fern Way Play Area
- Refurbishment of East Drive Play Area
- Maintain Green Flag status for Woodside Playing Fields & Albans Wood
- Investigate improvements to Leavesden Green Playing Fields
- Continue to report and address Highway matters to Herts County Council

- Address Anti-Social Behaviour matters with the Neighbourhood Police Team
- Continue with regular communications with residents via newsletters and attendance at Residents' meetings
- Work with Watford Community Housing Trust, and other Housing organisations with matter that tenants/residents raise with me.



Tudor Ward

Councillors Kelly McLeod, Lindsey Scudder, Darren Walford

All three Councillors completed a self assessment

Councillor McLeod

Year elected: 2007

Reasons for becoming a councillor: I wished to make a difference in my community and town

Roles in the Council: Community Safety Partnership Task Group, Council, Highways Forum, Major Projects Board

Membership of outside bodies: Groundwork Hertfordshire

Training and development: Individual Electoral Registration Briefing, Facilitation Skills, Drug and alcohol treatment briefing, Health Campus briefing, social media training

General: I am Vice Chair of Governors at Knutsford Junior and Infants School. I attend as many meetings as my schedule allows and participate in the C& I committee and am the SEN Governor. I try to participate in as many activities that the school holds and attend the training required as much as possible.

I attend the Friends of Knutsford on the 3rd Saturday of every month and liaise with the parks people and the Green Gym for the work required within our ward.

This year has been very trying for me personally and professionally as my work commitments and family life have required an unprecedented amount of time but I am finding a balance for all my roles.

Attendance record: Expected at 14 meetings. Attended 11 meetings.
Percentage = 79%

How she has met the Council objectives

Making Watford a better place to live in

- The works within our local parks have started to provide a wonderful place to rest and play for our community and I believe that I have had an influence in their redevelopment. I have continued to work with the Friends of Knutsford Playing Fields, The Watford Rugby Club, the Green Gym and the parks department.
- Continuing to sit in the Community Safety Partnership Task Group has allowed me to help form the strategy and raise concerns and issues to the relevant authorities responsible. This committee informs and influences council policies and partnerships and can help make Watford a better place to live in because of this.
- The Tudor Councillors are trying to promote the reduction of traffic speed along Bushey Mill Lane between the two Parkgate school's to 20 miles an hour, in an effort to make pedestrians safer when walking to and from school.

To provide the strategic lead for Watford's sustainable economic growth

- I have attended and participated in the consultation meetings for the Abbey Line, Croxley Rail Link and the Watford Junction Rail and pedestrian improvements. I believe that transportation is one of the key factors to keeping Watford businesses and employees in business.
- I participate in group discussions at council and within the Liberal Democrat party about the needs and expectations of what my residents speak to me about.

Promoting an active, cohesive and well informed town

- I have worked with the Tudor Resident's Association and the Reeds Resident's Association and raised their concerns and issues with the relevant officers either within Watford or Hertfordshire County Council. I have acted as liaison between residents and Watford Housing Community Trust on all manner of issues to good results.
- I have participated at community events such as the light switching on at the Tudor shops at Christmas time and at the Community Police and Watford Rugby team competition in March.
- I help provide material for local leaflets, deliver and respond to street surveys and canvas for issues and concerns throughout the year.

Operating the council efficiently and effectively

- I believe that the Tudor Councillors work very well together and we use our community budgets within our ward for our residents.
- I have a good working relationship with Council officers that I have had to deal with.

Objective for 2013/14	Update on progress
Try to get my residents to participate in either the Resident's Association or the Friends of Knutsford Park so that both can become sustainable.	I have spoken about both the Residents Association and the Friends of Knutsford Park at every event that I have attended and have participated as much as possible with these groups.

Objective for 2014/15

To continue to help raise awareness within my constituency of the groups that rely on volunteers and the need for residents to participate.



Councillor L Scudder

Year elected: 2002

Reason for becoming a councillor: To improve local area and community

Roles in the Council: Council, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee, Member Development Group (Chair)

Training and development: Individual Electoral Registration briefing

Attendance record: Expected at 13 meetings. Attended 13 meeting. Percentage = 100%

How she has met the Council objectives

Making Watford a better place to live in

- Tudor Residents' Association now re-established with new committee, attend meetings when appropriate.
- Meet with local police about neighbourhood problems and priorities.
- Identify appropriate recipients of Neighbourhood Funding and process to enable funds to be transferred.

To provide the strategic lead for Watford's sustainable economic growth

- Assisting with opening ceremony for lights in local shopping parade to gain greater recognition and hopefully more customers for local businesses (in conjunction with Watford Peace Hospice).

Promoting an active, cohesive and well informed town

- Advising residents on housing, development and Licensing issues and obtaining appropriate information from WBC officers.

Operating the council efficiently and effectively

- Attended appropriate training.
- Chair Member Development Group and ensure that councillors have access to training they perceive as necessary and that funding is used efficiently.
- Ensuring Neighbourhood Funding is used effectively.

Objective for 2013/14	Update on progress
To see Knutsford Park continue to develop and be well used.	Park is being extremely well used, new Trim Trail is popular and re-laid and improved Rugby pitch is a great asset to the thriving Rugby Club. There were some initial concerns from some residents but councillors made regular visits and liaised with Parks over progress.

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Councillor Walford

Year elected: 2008 in By-election

Roles in the Council: Council, Council Functions Committee, Watford Borough Council and West Herts Golf Club Joint Committee

Training and development: Individual Electoral Registration briefing

Attendance record: Expected at 11 meetings. Attended 10 meeting.
Percentage = 91%

How he has met the Council objectives

Making Watford a better place to live in

- I work with Council officers both at Borough and County level, as well as other outside organisations, when dealing with casework on behalf of residents.
- Some recent casework examples have included dealing with issues surrounding the back pay of pensions, the removal of graffiti from the cycle path sculpture and mine and my fellow Councillors ongoing

discussions with a private company about the height of their trees, which are causing upset to the resident that lives opposite.

Promoting an active, cohesive and well informed town

- Residents know they can contact me through e-mail, phone or by stopping me in the street and they regularly do so. I also share news through the Lib Dem newsletters and through residents association meetings and neighbourhood forums.
- Having lived in the Tudor area since 2003, I have met many people over the years. I feel this has encouraged people to approach me and speak to me personally because they feel as though they already know me well. I have been approached by local residents both in the streets and shops on a number of occasions with various issues they may have regarding the area and this is where I feel I get most casework from.
- I continue to attend the Tudor Residents Association meetings as ward councillor and share the responsibility of running the local neighbourhood forum with my ward representatives.
- As my daughter attended Knutsford School I had been approached by Governors of the School to become a parent Governor but she has now left to start senior school. One of our Councillors Kelly McLeod is already a Governor at the school but I have been advised there is a Governor's post at Parkgate school which I am interested in. I feel this would benefit the community having two Councillors at different schools

Operating the council efficiently and effectively

- I have undergone training on the Council's Code of Conduct as part of my induction to the Council, and have also been trained on licensing and development control issues.
- I have yet to be involved with scrutiny, however, I understand the process and will be sure to represent the views of my residents to Cabinet should the need arise.
- I am a member of Functions committee.



Vicarage Ward

Councillors: Jagtar Singh Dhindsa, Mo Mills and Nasreen Shah

One self assessment was completed

Councillor Mills

Year elected: 2011

Reasons for becoming a councillor: Want to improve and make a difference in the Vicarage Ward.

Roles in the Council: Constitution Working Party, Council, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee

Membership of outside bodies: Littlebury Children's centre, advisory Committee, Friends of Harwoods Adventure Playground Association, West Watford Community Association, Trustee

Training and development: Public speaking training, Individual Electoral Registration Briefing, Drug and alcohol treatment briefing, Budget Panel: Local Government Finance

General: I have helped constituents with many issues such as planning, including complaints about lack of planning permission; refuse bins not being emptied; dumped rubbish in the streets including large items of furniture; neighbourhood disputes; parking issues. I have supported constituents with advice on matters to with allotments, parks, telephone and internet 'outages'. I have signposted people to other agencies for appropriate help and support, including the Police regarding drugs and alcohol and domestic violence issues.

Attendance record: Expected at 12 meetings. Attended 10 meetings.
Percentage = 83%

How she has met the Council objectives

Making Watford a better place to live in

- Help residents clear their alley ways, by supplying skips in 10 roads, 2013/14 (using locality fund)
- Encourage smokers not to drop their cigarettes onto the pavements or roads, by offering them mini bins (pouches), which I purchased from our locality fund, 2014.
- Endless phone calls to the bins & street cleaners, to remove dumped rubbish in the streets and missed bins, 2013/2014

- Hold a one hour surgery once a week, in local café, 2014.

Promoting an active, cohesive and well informed town

- Awarding local children's and young people's sports groups money for equipment from locality fund.
- Holding councillor's advice surgery in BME café

Operating the council efficiently and effectively

- Attending committee meetings and making informed contributions to decision-making process.

Objective for 2013/14: Owing to several family crises I was unable to participate in this objective

Objective 2014/15: To continue serving Vicarage Ward; to take up relevant training offered.



Woodside Ward

Councillors: Ian Brown, Glen Saffery, Karen Collett

Two Councillors completed self assessments

Councillor I Brown

Year elected: 1983 -2003, 2004

Reasons for becoming a councillor: To help residents with problems and to make Watford a better place to live in and work in

Roles in the Council: Audit Committee (Chair), Council, Licensing Committee, Licensing Committee (Licensing Act 2003), Licensing Sub Committee

Membership of outside bodies: West Herts Crematorium Joint Committee

Training and development: Setting the Agenda: Audit Committees and emerging risks, Individual Electoral Registration Briefing, Audit: The Role of the Audit Committee in Risk Management

General: I am an unpaid director of the Lemarie Centre Ltd

Attendance record: Expected at 16 meetings. Attended 16 meetings. Percentage = 100%

How he has met the Council objectives

Making Watford a better place to live in

- I have worked in partnership with the Police on community safety and reducing anti social behaviour in Woodside Ward.
- I have worked closely with Herts County Council on activities in the ward.
- Watford Community Housing Trust and I are in frequent contact in connection with their proposals for development in Woodside.
- I have advised residents on recycling matters.

To provide the strategic lead for Watford’s sustainable economic growth

- Frequent consultation with local traders and businesses has taken place.

Promoting an active, cohesive and well informed town

- Supporting Residents’ Associations has always been near the top of my priorities.
- The Woodside Councillors have fully used the neighbourhood forum budget for the benefit of local residents and groups.
- I have constant contact with my residents through meetings, telephone calls and email. I have also attended many community events.
- I have been a governor of Leavesden Green School and have also supported the local Children’s’ Centre.
- Residents are kept up to date with Council activities through a newsletter.

Operating the council efficiently and effectively

- I am Chair of the Audit Committee which also has a training session at each meeting.
- I am also on the Licensing Committee.

Objective for 2013/14	Update on progress
To ensure the residents of Woodside Ward continue to receive excellent standards of support.	Constant communication with my residents leads me to believe that I have achieved this objective.

Objective for 2014/15

- Same as 2013-14.

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Councillor Collett

Year elected: 2010

Reasons for becoming a councillor: I have always wanted to be a Councillor as this gives me the perfect opportunity to represent the people of Woodside. Firstly it is important for me to listen to the concerns and views of the people and to address them at Council meetings. Secondly I believe in supporting the local people by being involved in community groups and offering assistance where I can. Personally I have been involved with local groups in the past and so I have witnessed first-hand how powerful a community voice can be, so with that in mind I intend to uphold these values.

Roles in the Council: Council, Highways Forum, Management of Disabled Parking Bays Task Group, Market Working Group, Overview and Scrutiny Committee (Chair)

Membership of outside bodies: West Herts Crematorium Joint Scrutiny Committee

Training and development: Traffic Regulation Order Briefing, Individual Electoral Registration Briefing, Drug and alcohol treatment briefing, Health Campus Briefing, Social Media training

General: As Chair of Scrutiny for the second year I attended a Parliamentary Seminar on effective questioning which would assist me in my role. I took part in workshops that highlighted scenarios that committees might be faced with. I have thoroughly embraced my role as Chair and am extremely proud of how our committee has engaged our constituents by listening to their views on housing repairs, communication and service charges. The recommendations by the committee have been embraced and I am delighted that working closely with our partners has strengthened our relationship and ensures that we provide the best services for the residents of Watford.

One of the local groups that I am honoured to be associated with is the Music Gym, I attended the talent show that was held at the Woodside Community Centre and awarded the young people certificates. In addition I put them in touch with our local secondary school to lead assemblies for KS3 students. I am also a keen supporter of our local youth club that meet at the YMCA (Orbital Community Centre), meeting the young people and listening to their views, hearing about their latest projects is so inspiring. I love the fact that in both areas this just goes to show that young people play a vital role in the community and have many skills; this is to be praised and encouraged.

I was invited to talk to the Sunshine Group, a mature group who meet every week to socialise at a local church, they were interested to know about my role as a Councillor and what made me become one. I was glad I attended as this shows how interested local people are in what we do.

Lastly I would like to say I have worked well with the local community and upheld what I believe in. It is important to speak up for the local people and being a Councillor gives you the freedom to fight their corner and make sure that they are getting the best services that Watford can offer. It is a pleasure and an honour!

Attendance record: Expected at 19 meeting. Attended 18 meetings.
Percentage = 95%

How she has met the Council objectives

Making Watford a better place to live in

- I attended the Veolia briefing with Environmental Services to see how improvements are going to be made to recycling, parks and open spaces.
- Attended Safer streets action day with the local police and WCHT in Woodside to check on vulnerable residents and listen to their concerns. This was a successful day as we were able to identify those who need support and take up case work on their behalf.
- Informing local residents by leafleting and calling on them regarding ASB and how to report information to the police, this was in light of vehicles being damaged in one particular area.
- As a councillor making sure that WCHT address their new charges to local residents in a fair and balanced way, providing itemised bills that are easily explained and that the Grounds maintenance charges be scrapped for those living in houses.
- Having bus stops placed in 2 areas in Woodside so that residents are sheltered from the elements. Contacting County Council on pot holes, signage and road maintenance.

To provide the strategic lead for Watford's sustainable economic growth

- I attended a Preview evening at Intu Watford to view plans for Charter Place. In addition I suggested a skating rink as an added enhancement for the town which would provide family entertainment and somewhere to host events.
- I attended a Stakeholders meeting at John Lewis for the opening of Little Waitrose which was most welcomed by local people.
- I took part in the Starlight walk for the Peace Hospice to raise money so that they can support families through counselling and palliative care.
- I attended Watford Palace Theatre to see 'Equally Divided' and attended the launch of Imagine Watford to promote the arts and culture which we are so fortunate to have here in this town.

Promoting an active, cohesive and well informed town

- I have supported 3 resident associations over the past year, Leavesden Community Group and Boundary Way Action Group. Sadly Woodside Action group folded at the end of last year. However, it is with hope that this will be given a new lease of life later on. I am deeply committed to the work of these groups and involve myself in a number of events, a Children's Christmas Party, quizzes, committee meetings once a month, a member of the steering group, (concerning Boundary Way refurbishment plans) public meetings and last but not least a talent show which was well attended and showcased some of the wonderful talent that our young people possess.
- I continue to clean up Alban Wood once a month and during the year I invite Asda Volunteers and the Beavers to come along to plant bulbs and remove litter from this idyllic wood. Moreover we record the types of birds that live and breed there with a volunteer from the RSPB at our Dawn Chorus event.
- Arranged the Remembrance Service in Leavesden High Road with the local community, inviting local councillors, cadets and ex-servicemen. Later that day attended the service outside the Town Hall laying the wreath on behalf of the Liberal Democrat Party.
- Working closely with WCHT to ensure local residents concerns are raised and acted upon.
- Using my Neighbourhood Forum Budget to provide lighting and sports equipment for local youth club held at the Church of the Nazarene, money to the Lemarie Centre, a donation for a CCTV camera in Weall Green to support residents against Anti-Social Behaviour and some sports equipment for the Woodside Leisure Centre.

Operating the council efficiently and effectively

- I attend as many training and briefing sessions as I possibly can as it is important to gain up to date information and learn as much as I can so I can continue to be an effective councillor.
- I continue to read policies and have a keen interest in current political affairs.
- I am the Chair of Overview and Scrutiny committee supported by a dedicated and committed committee and have sat on the WCHT task group. In addition I meet regularly with the Mayor and the Cabinet to update them on our task groups and work programme.

Objective for 2013/14	Update on progress
To continue to improve on my case work load and manage my time effectively.	I have improved on my casework load and now manage my time more effectively. However, I know this can be improved and so this will be an ongoing objective in my role as Councillor.

Objective for 2014/15

I would like to still work on my time management and if elected this is something that another year can help me achieve that goal.

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