

ANNUAL COUNCIL

23 May 2017

Present: Councillor D Walford (Outgoing Chairman)
Councillor J Dhindsa (Incoming Chairman)
Mayor D Thornhill
Councillors S Bashir, N Bell, S Bolton, S Cavinder, K Collett,
J Connal, K Crout, A Dychton, J Fahmy, A Grimston, K Hastrick,
P Jeffree, J Johnson, S Johnson, P Kent, Ahsan Khan, Asif Khan,
R Laird, R Martins, B Mauthoor, M Mills, Parker, G Saffery,
D Scudder, N Shah, I Sharpe, Smith, N Steele, P Taylor,
M Turmaine, M Watkin and T Williams

Also present: Mavis Tyrwhitt and Norman Tyrwhitt, Freemen of the
Borough

Officers: Managing Director
Deputy Managing Director and Director of Place Shaping and
Corporate Performance
Head of Democracy and Governance
Head of Corporate Strategy and Communications
Democratic Services Manager
Mayor's Political Assistant
Member Development and Civic Officer
Committee and Scrutiny Officer

Minute's Silence - Manchester

The Chairman, Councillor Walford, asked all those present to join him in a minute's silence for the victims and their families following the terrible attack at Manchester Arena the previous evening.

1

Election of Chairman

It was moved by Councillor Bell and seconded by Councillor Taylor:

"That Councillor Jagtar Singh Dhindsa be elected Chairman of Watford Borough Council for the Municipal Year 2017/18".

The motion on being put to the meeting was declared to be CARRIED.

RESOLVED –

that Councillor Jagtar Singh Dhindsa be elected Chairman of Watford Borough Council for the Municipal Year 2017/18.

The Chairman made and delivered the declaration of acceptance of office according to law.

2 Election of Vice-Chairman

It was moved by Councillor Taylor and seconded by Councillor Bell:

“That Councillor Rabi Martins be elected Vice Chairman for the Municipal Year 2017/18.”

The motion on being put to the meeting was declared to be CARRIED.

RESOLVED –

that Councillor Rabi Martins be elected Vice Chairman of Watford Borough Council for the Municipal Year 2017/18.

The Managing Director then confirmed the appointment of Mrs Rajinder Kaur Dhindsa as the Chairman’s Consort and Natasha Martins as the Vice Chairman’s Consort.

The Chairman welcomed the new councillors, Councillors Peter Jeffree, Maggie Parker and Richard Smith.

3 Apologies for Absence

Apologies for absence were received from Councillors Barks and Hofman.

4 Disclosure of Interests

There were no disclosures of interest.

5 Minutes

The minutes of the meeting held on 21 March 2017 were submitted and signed.

Official Announcements

Councillor Ann Shaw OBE

The Chairman stated that it was sad to hear of the passing of Councillor Ann Shaw, the former leader of Three Rivers District Council. He advised that the Mayor had sent condolences and he was sure that everyone's thoughts were with Councillor Shaw's family.

Annual Scrutiny Survey

The Chairman reminded Council that the annual scrutiny survey had been emailed to all councillors in April. A further reminder would be sent with the link to the online survey.

Neighbourhood Forum Annual Reports

The Chairman advised that the draft reports had been emailed for electronic completion and should be returned by 2 June.

Members' Self-assessments

The Chairman informed Council that the self-assessment deadline had been extended to 15 June. Members had been emailed a link to the online survey.

Questions by Members of the Council under Council Procedure Rule 10.0

No questions had been received.

Petitions Presented under Council Procedure Rule 12.0

No petitions had been received.

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

There was no urgent business.

Notice of Constitution of Political Groups

The Democratic Services Manager reported receipt of notice under the Local Government (Committees and Political Groups) Regulations 1990 and Council

Procedure Rule 24.0 about the formation of political groups. The political group details were as follows:

Liberal Democrat Group

| | |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Leader | Councillor Peter Taylor |
| Deputy Leader | Councillor David Barks |
| Group Secretary | Councillor Stephen Bolton |
| Group Members | Mayor Thornhill and Councillors Barks, Bolton, Cavinder, Collett, Crout, Dychton, Fahmy, Grimston, Hastrick, Hofman, Jeffree, J Johnson, S Johnson, Kent, Laird, Martins, Parker, Saffery, Scudder, Sharpe, Steele, Taylor, Walford, Watkin and Williams |

Labour Group

| | |
|-----------------|-------------------------------------------------------------------------------------------------------------|
| Leader | Councillor Nigel Bell |
| Deputy Leader | Councillor Jagtar Singh Dhindsa |
| Group Secretary | Councillor Asif Khan |
| Group Members | Councillors Bashir, Bell, Connal, Dhindsa, Ahsan Khan, Asif Khan, Mauthoor, Mills, Shah, Smith and Turmaine |

It was noted that Councillor Ahsan Khan's first name had been spelt incorrectly in the report.

11 Notification to Council of Members of the Cabinet and Portfolio Holders

Council received a report of the Mayor setting out details of the Deputy Mayor, Members of the Cabinet and Portfolio Holders and their responsibilities.

RESOLVED –

that the appointments made by the Mayor be noted.

12 Executive Scheme of Delegation

Council received a report of the Democratic Services Manager informing members that the Mayor had approved the Executive Scheme of Delegation with no changes from that currently set out in the Constitution.

RESOLVED –

that the unchanged Executive Scheme of Delegation approved by the Mayor be noted.

13 Programme of Meetings

Council received a report of the Democratic Services Manager including the programme of ordinary meetings of the Council for the Municipal Year 2017/18. All Members had been consulted on the dates and given an opportunity to comment.

RESOLVED –

that the timetable of meetings for 2017/18 be adopted.

14 Establishment of Committees and Appointment of Chairs and Vice Chairs

Council received a report of the Democratic Services Manager requesting:

- a) that Council unanimously agrees that the Standards Committee is not politically balanced as set out in paragraph 3.3.1 of the report;
- b) that Council agrees the establishment of politically balanced committees as set out in paragraph 3.1 of the report;
- c) that Council agrees the establishment of non-politically balanced committees as set out in paragraph 3.1.2 of the report;
- d) that Council agrees the appointment of Members to politically balanced committees as set out in paragraph 3.2.1 of the report;
- e) that Council agrees appointments to non-politically balanced committees;
- f) that Council appoints Chairs and Vice-Chairs to committees listed in paragraphs 3.1 and 3.1.2 of the report.

Councillor Asif Khan, Group Secretary of the Labour Group, informed council that Councillor Ahsan Khan had agreed to have his nomination withdrawn from the Major Projects Board. Councillor Ahsan Khan would replace Councillor Shah as a Labour nomination for Overview and Scrutiny Committee. Councillor Shah would replace Councillor Ahsan Khan as a Labour nomination for Budget Panel. Finally Councillor Connal had been added to the list of Labour nominations for Member Development Group.

Planning Policy Advisory Group

The Chairman informed Council that there was an under subscription of one seat on Planning Policy Advisory Group. He asked for nominations for the remaining seat.

There were no further nominations.

Housing Policy Advisory Group

The Chairman advised that there was an under subscription of one seat on Housing Policy Advisory Group. He asked for any nominations for the remaining seat.

Councillor Collett stated that she would like to take up the vacant seat.

Digital Watford Board

The Chairman announced that there was an under subscription of one seat on Digital Watford Board. He asked for any nominations for the remaining seat.

There were no further nominations.

The Chair moved the nominations circulated with the agenda and further updated at the meeting

On being put to Council the nominations were AGREED.

Chairs and Vice-Chairs

Budget Panel – Appointment of Chair

The Chairman requested nominations for the position of Chair of Budget Panel. He reminded Council that the Chair had to be a member of Overview and Scrutiny Committee.

Councillor Bell nominated Councillor Asif Khan, which was seconded by Councillor Mills.

On being put to Council the nomination was AGREED.

Overview and Scrutiny Committee – Appointment of Vice-Chair

The Chairman asked for nominations to the position of Vice-Chair of Overview and Scrutiny Committee.

Councillor Bell nominated Councillor Ahsan Khan, which was seconded by Councillor Shah.

On being put to Council the nomination was AGREED.

Councillor Taylor, Leader of the Liberal Democrat Group, stated that his group wished to make some amendments to the nominations for vice chairs shown within the report. Councillor J Johnson would replace Councillor Williams as vice chair for Audit Committee and Councillor Barks would replace Councillor Collett as vice chair for Digital Watford Board. The amendments were seconded by Councillor Williams.

On being put to Council the amendments were AGREED.

The Chairman moved the other appointments to chairs and vice chairs as circulated and further updated by Councillor Taylor.

On being put to Council the nominations were AGREED.

RESOLVED –

1. that Council unanimously agrees that the Standards Committee is not politically balanced.
2. that the establishment of politically balanced committees be agreed as set out in the report.
3. that the establishment of non-politically balanced committees be agreed as set out in the report.
4. that the appointment of members to the politically balanced committees, as amended at the meeting and set out in Appendix 1 to these minutes, be agreed.
5. that the appointment of members to the non-politically balanced committees, as amended at the meeting and set out in Appendix 1 to these minutes, be agreed.

6. that the Chairs and Vice-Chairs to the politically balanced and non-politically balanced committees, as amended at the meeting and set out in Appendix 2 to these minutes, be agreed.

15 **Appointment of Representatives of the Council on Outside Bodies**

Council received a report of the Democratic Services Manager including nominations to Council appointments on outside bodies and details of the Mayor's appointments.

RESOLVED –

1. that Council appoints as its representatives on outside bodies those people listed in Appendix 3 to these minutes.
2. that Council notes the appointments made by the Mayor to those organisations listed in Appendix 4 to these minutes.

16 **Motions Submitted Under Council Procedure Rule 13.0**

No motions had been submitted.

Chair

The Meeting started at 6.30 pm
and finished at 8.00 pm

Committee Membership Appointments 2017/18

| Committee | Lib Dem | Labour |
|---------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Politically balanced committees | Appointments | Appointments |
| Licensing 15 seats 10 Liberal Democrat: 5 Labour | Stephen Bolton Keith Crout Aga Dychton Joe Fahmy Kareen Hastrick Mark Hofman Peter Jeffree Maggie Parker Glen Saffery Derek Scudder | Jackie Connal Ahsan Khan Bilqees Mauthoor Mo Mills Richard Smith |
| Development Management 9 seats 6 Liberal Democrat: 3 Labour | David Barks Peter Jeffree Stephen Johnson Paddy Kent Robbie Laird Iain Sharpe | Sohail Bashir Nigel Bell Matt Turmaine |
| Overview & Scrutiny 9 seats 6 Liberal Democrat: 3 Labour | Aga Dychton Amanda Grimston Kareen Hastrick Rabi Martins Darren Walford Tim Williams | Jagtar Singh Dhindsa Ahsan Khan Asif Khan |

Committee Membership Appointments 2017/18

| Committee | Lib Dem | Labour |
|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|------------------------------------------|
| Budget Panel 9 seats 6 Liberal Democrat: 3 Labour | Aga Dychton Joe Fahmy Mark Hofman Rabi Martins Maggie Parker Glen Saffery | Nigel Bell Asif Khan Nasreen Shah |
| Outsourced Services Scrutiny Panel 7 seats 5 Liberal Democrat: 2 Labour | Stephen Cavinder Kareen Hastrick Mark Hofman Paddy Kent Tim Williams | Jagtar Singh Dhindsa Bilqees Mauthoor |
| Council Functions Committee 7 seats 5 Liberal Democrat: 2 Labour | Aga Dychton Jane Johnson Nikki Steele Darren Walford Mark Watkin | Mo Mills Nasreen Shah |
| Highways Forum 6 seats 4 Liberal Democrat: 2 Labour | Stephen Cavinder Amanda Grimston Glen Saffery Iain Sharpe | Jagtar Singh Dhindsa Richard Smith |
| Audit 5 seats 3 Liberal Democrat: 2 Labour | Jane Johnson Derek Scudder Tim Williams | Ahsan Khan Bilqees Mauthoor |

Committee Membership Appointments 2017/18

| Committee | Lib Dem | Labour |
|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-----------------------------|
| Chief officer pay panel 5 seats 4 Liberal Democrat: 1 Labour | Stephen Bolton Amanda Grimston Jane Johnson Mark Watkin | Nasreen Shah |
| Appointments committee 5 seats 4 Liberal Democrat: 1 Labour | Stephen Johnson Derek Scudder Peter Taylor Mark Watkin | Jagtar Singh Dhindsa |
| TOTAL ALLOCATION OF SEATS PER GROUP | 53 | 24 |

Committee Membership Appointments 2017/18

| Committee | Lib Dem | Labour |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------------------|
| Other committees and advisory groups | | |
| Standards committee 5 seats (3 Lib Dem + 2 opposition) | Stephen Bolton Keith Crout Rabi Martins | Sohail Bashir Jagtar Singh Dhindsa |
| Major projects board 7 seats (at least one from each Group) | Stephen Bolton Mark Hofman Peter Jeffree Iain Sharpe Peter Taylor | Nigel Bell Bilqees Mauthoor |
| Constitution working party 7 seats (at least one from each Group) | Joe Fahmy Kareen Hastrick Stephen Johnson Iain Sharpe Darren Walford | Nigel Bell Ahsan Khan |
| Planning policy advisory group 9 seats (at least one from each Group one of whom must be the Planning Portfolio holder) 1 vacancy | Stephen Bolton Karen Collett Peter Jeffree Steve Johnson Rabi Martins Iain Sharpe | Sohail Bashir Jackie Connal |

Committee Membership Appointments 2017/18

| Committee | Lib Dem | Labour |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| Member development group 10 seats (at least one from each Group) | Stephen Bolton Stephen Cavinder Karen Collett Aga Dychton Amanda Grimston Paddy Kent Maggie Parker | Jackie Connal Nasreen Shah Richard Smith |
| Housing policy advisory group 9 seats (at least one from each Group including the Portfolio Holder) | Karen Collett Kareen Hastrick Peter Jeffree Steve Johnson Rabi Martins Derek Scudder Iain Sharpe | Ahsan Khan Bilqees Mauthoor |
| Community safety partnership task group 7 seats | Membership agreed by Overview & Scrutiny at first meeting | |
| Digital Watford Board 5 seats (at least one from each group, one of whom must be the Portfolio Holder) 1 vacancy | David Barks Karen Collett Mark Watkin | Ahsan Khan |

Chairs & Vice Chairs - Appointments 2017/18

| Committee | Chair | Vice-chair |
|-----------------------------------------|----------------------------------------------------|------------------|
| Licensing Committee | Joe Fahmy | Aga Dychton |
| Development Management Committee | Peter Jeffree | Steve Johnson |
| Council Functions Committee | Darren Walford | Mark Watkin |
| Overview and Scrutiny Committee | Kareen Hastrick | Ahsan Khan |
| Budget Panel | Asif Khan | Mark Hofman |
| Outsourced Services Scrutiny Panel | Tim Williams | Stephen Cavinder |
| Community Safety Partnership Task Group | Chair appointed at Overview and Scrutiny Committee | |
| Appointments Committee | Peter Taylor | Mark Watkin |
| Audit Committee | Derek Scudder | Jane Johnson |
| Highways Forum | Iain Sharpe | Amanda Grimston |
| Standards Committee | Keith Crout | Steve Bolton |
| Chief Officer Pay Panel | Mark Watkin | Steve Bolton |
| Major Projects Board | Iain Sharpe | Peter Taylor |

Chairs & Vice Chairs - Appointments 2017/18

| Committee | Chair | Vice-chair |
|--------------------------------|-----------------|---------------|
| Constitution Working Party | Kareen Hastrick | Iain Sharpe |
| Member Development Group | Karen Collett | Maggie Parker |
| Planning Policy Advisory Group | Iain Sharpe | Steve Johnson |
| Housing Policy Advisory Group | Steve Johnson | Iain Sharpe |
| Digital Watford Board | Mark Watkin | David Barks |

Watford Borough Council

Council Appointments of Representatives to Outside Organisations
2017/18

| Organisation | Total number of reps | Period of Service | Appointments 2017/18 |
|---------------------------------------------------------------------------|----------------------|-------------------|----------------------|
| East of England Local Government Association* | 1 | | Dorothy Thornhill |
| Hertfordshire County Council Health Scrutiny Committee** | 1 | 1 year | Kareen Hastrick |
| Herts Leaders' Group* | 1 | 1 year | Dorothy Thornhill |
| Local Government Association – General Assembly | 1 | 1 year | Dorothy Thornhill |
| Local Government Association – Eastern Region Local Government Conference | 1 | 1 year | Dorothy Thornhill |
| West Herts Crematorium Scrutiny Committee*** | 1 | 3 years to 5/20 | Derek Scudder |

* 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.

Watford Borough Council

Appointments by the Mayor of Representatives to Outside Organisations
2017/18

| Organisation | Total number of reps | Period of Service | Appointments 2017/18 |
|----------------------------------------------------------------|----------------------|-------------------|----------------------|
| Armed Forces Covenant Board | 1 | 1 year | Amanda Grimston |
| Ashfield School Foundation | 1 | 4 years | Shirena Counter |
| Bedford, Morison and Cordery Almshouse Charity | 1 | 3 years to 5/20 | Derek Scudder |
| Groundwork East (previously known as Groundwork Hertfordshire) | 1 | 1 year | Stephen Bolton |
| Hertfordshire Building Preservation Trust | 1 | 1 year | Vacant |
| Hertfordshire Police and Crime Panel* | 1 | Not specified | Rabi Martins |
| | Substitute | | Keith Crout |
| Hertfordshire Sustainability Forum** | 1 | 1 year | Peter Taylor |
| | 1 Deputy | 1 year | Vacant |
| Hertfordshire Waste Management Group | 1 | 1 year | Peter Taylor |

| Organisation | Total number of reps | Period of Service | Appointments 2017/18 |
|---------------------------------------------------------------------------|-----------------------------|------------------------------------|-------------------------------------------------------------------------|
| Local Government Information Unit | 1 | 1 year | Dorothy Thornhill |
| The Palace Theatre Ltd – Directors | 2 | 4 years to 5/21 4 years to 5/21 | TBC |
| PATROL Adjudication Joint Committee | 1 | 1 year | Iain Sharpe |
| Watford Borough Council and West Herts Golf Course Consultative Committee | 4 | 1 year | Derek Scudder Darren Walford Peter Taylor Jagtar Singh Dhindsa |
| Watford Citizen's Advice Bureau | 2 | 1 year | George Derbyshire Stephen Cavinder |
| Wellspring Church (Watford) | 3 (one to be an officer) | 1 year | Stephen Bolton Aga Dychton |
| Watford Community Housing Trust | 1 | 1 year | Peter Jeffree |
| West Herts Crematorium Joint Committee*** | 1 | 3 years to 5/20 | Karen Collett |
| Watford Workshop | 1 | 3 years to 5/20 | Tim Williams |

*According to the Police and Crime Panel's agreement the representative must be the Elected Mayor.

** Hertfordshire Sustainability Forum replaced Hertfordshire Environment Forum during 2011/12. The terms of reference require one appointment from each District Council. A nominated Deputy can be appointed should the appointed Councillor not be available for a meeting.

*** In accordance with the agreement, the appointment to the West Herts Crematorium Joint Committee shall be from among the members of the Council's Executive. The appointed Member's membership of the Joint Committee shall end if they cease to be a member of the Council's Executive.

