

ANNUAL COUNCIL

22 May 2018

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

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

Officers: Managing Director
Head of Democracy and Governance
Democratic Services Manager
Committee and Scrutiny Officer
Member Development and Civic Officer
Mayor's Political Assistant
Committee and Scrutiny Support Officer (JK)

1 Election of Chairman

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

“That Councillor Rabi Martins be elected Chairman of Watford Borough Council for the municipal year 2018/19”.

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

RESOLVED –

that Councillor Rabi Martins be elected Chairman of Watford Borough Council for the municipal year 2018/19.

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

2 Election of Vice-Chairman

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

“That Councillor Asif Khan be elected Vice Chairman for the Municipal Year 2018/19.”

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

RESOLVED –

that Councillor Asif Khan be elected Vice Chairman of Watford Borough Council for the Municipal Year 2018/19.

The Managing Director then confirmed the appointment of Natasha Martins as the Chairman’s Consort and Uzma Khan as the Vice Chairman’s Consort.

The Chairman welcomed the new Mayor, Peter Taylor, and new Councillors Antony Barton, Peter Kloss and Ian Stotesbury.

The Mayor extended congratulations to the Chairman and welcomed new and returning councillors. He expressed his desire to work with all parties to make Watford an even better place to live.

3 Apologies for Absence

Apologies for absence were received from Councillor Kloss.

4 Disclosure of Interests

There were no disclosures of interest.

5 Minutes

The minutes of the meeting held on 13 March 2018 were submitted and signed.

6 Official Announcements

Annual Scrutiny Survey

The Chairman reminded Council that the link to the annual scrutiny survey had been included in the members' bulletin. Councillors were asked to complete the survey by 31 May.

Neighbourhood Locality Fund Evaluation Projects

The Chairman advised that the deadline for the evaluation forms was 1 June.

7 Questions by Members of the Council under Council Procedure Rule 10.0

No questions had been received.

8 Petitions Presented under Council Procedure Rule 12.0

No petitions had been received.

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

There was no urgent business.

10 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

LeaderCouncillor Karen Collett

Deputy Leader Councillor Kareen Hastrick

Group Secretary Councillor Stephen Cavinder

Group Members Mayor Taylor and Councillors Barton, Bolton, Cavinder, Collett, Crout, Dychton, Fahmy, Grimston, Hastrick, Hofman, Jeffree, J Johnson, S Johnson, Kloss, Laird, Martins, Parker, Saffery, Scudder, Sharpe, Steele, Stotesbury, Watkin, Walford and Williams

Labour Group

Leader Councillor Nigel Bell

Deputy Leader Councillor Jagtar Singh Dhindsa

Group Secretary Councillor Matt Turmaine

Group Members Councillors Bashir, Bell, Connal, Dhindsa, Khan, Mauthoor, Mills, Shah, Smith and Turmaine

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 –

1. that the appointments made by the Mayor be noted.
2. that the increase in the members remuneration budget of £2,884 be approved.

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 2018/19. All Members had been consulted on the dates and given an opportunity to comment.

Council were advised of one change to the published timetable; Digital Watford Board had been moved from 24 September to 1 October.

RESOLVED –

that the timetable of meetings for 2018/19 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 4.4.1 of the report;
- b) that Council agrees the establishment of politically balanced committees as set out in paragraph 4.1 of the report;
- c) that Council agrees the establishment of non-politically balanced committees as set out in paragraph 4.2 of the report;
- d) that Council agrees the appointment of Members to politically balanced committees as set out in paragraph 4.3.1 of the report and Appendix A to the report;
- e) that Council agrees appointments to non-politically balanced committees as set out in paragraph 4.2 of the report and Appendix A to the report;
- f) that Council appoints chairs and vice-chairs to committees listed in paragraphs 4.1 and 4.2 of the report and Appendix B to the report.

Constitution Working Party

The Chairman informed Council that there was an under subscription of one seat on Constitution Working Party. He asked for nominations for the remaining seat. Councillor Bell nominated Councillor Khan; this was seconded by Councillor Dhindsa.

On being put to Council this was AGREED.

Planning Policy Advisory Group

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

Councillor Mauthoor stated she would like to take one of the seats. This was seconded by Councillor Khan.

Councillor Laird stated he would like to take the other seat. This was seconded by Councillor Grimston.

On being put to Council these nominations were AGREED.

Member Development Group

The Chairman announced that there was an under subscription of two seats on Member Development Group. He asked for nominations for the remaining seats.

Councillor Grimston nominated Councillor Barton; this was seconded by Councillor Sharpe.

Councillor Turmaine nominated Councillor Mills; this was seconded by Councillor Dhindsa.

On being put to Council these nominations were AGREED.

Housing Policy Advisory Group

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

Councillor Dychton stated that she would like to take up the vacant seat; this was seconded by Councillor Grimston.

On being put to Council this was AGREED.

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 Bashir, which was seconded by Councillor Dhindsa.

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 Bashir nominated Councillor Dhindsa, which was seconded by Councillor Shah.

On being put to Council the nomination was AGREED.

The Chairman moved the other appointments to chairs and vice chairs as circulated.

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.

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Motions Submitted Under Council Procedure Rule 13.0

No motions had been submitted.

Chair

The Meeting started at 6.30 pm
and finished at 7.50 pm

Committee Membership Appointments 2018/19

Committee	Lib Dem	Labour
Politically balanced committees		
Licensing 15 seats 11 Liberal Democrat: 4 Labour	Derek Scudder Peter Jeffree Kareen Hastrick Glen Saffery Stephen Bolton Maggie Parker Darren Walford Joe Fahmy Aga Dychton Antony Barton Amanda Grimston	Bilqees Mauthoor Mo Mills Richard Smith Jackie Connal
Development Management 9 seats 6 Liberal Democrat: 3 Labour	Peter Jeffree Mark Watkin Tim Williams Stephen Johnson Iain Sharpe Robbie Laird	Nigel Bell Mo Mills Richard Smith
Overview & Scrutiny 9 seats 6 Liberal Democrat: 3 Labour	Kareen Hastrick Mark Hofman Keith Crout Rabi Martins Ian Stotesbury Stephen Cavinder	Jagtar Singh Dhindsa Sohail Bashir Matt Turmaine

Committee Membership Appointments 2018/19

Committee	Lib Dem	Labour
Politically balanced committees		
Budget Panel 9 seats 6 Liberal Democrat: 3 Labour	Maggie Parker Peter Kloss Antony Barton Rabi Martins Glen Saffery Jane Johnson	Sohail Bashir Nasreen Shah Nigel Bell
Outsourced Services Scrutiny Panel 7 seats 5 Liberal Democrat: 2 Labour	Kareen Hastrick Mark Hofman Glen Saffery Stephen Cavinder Rabi Martins	Bilqees Mauthoor Jagtar Singh Dhindsa
Council Functions 7 seats 5 Liberal Democrat: 2 Labour	Jane Johnson Darren Walford Mark Watkin Nikki Steele Aga Dychton	Nasreen Shah Mo Mills
Highways Forum 6 seats 4 Liberal Democrat: 2 Labour	Stephen Cavinder Iain Sharpe Ian Stotesbury Karen Collett	Richard Smith Matt Turmaine

Committee Membership Appointments 2018/19

Committee	Lib Dem	Labour
Politically balance committees		
Audit 5 seats 4 Liberal Democrat: 1 Labour	Derek Scudder Peter Kloss Jane Johnson Glen Saffery	Asif Khan
Chief officer pay panel 5 seats 4 Liberal Democrat: 1 Labour	Jane Johnson Mark Watkin Derek Scudder Maggie Parker	Nasreen Shah
Appointments committee 5 seats 4 Liberal Democrat: 1 Labour	Mark Watkin Derek Scudder Joe Fahmy Stephen Johnson	Jagtar Singh Dhindsa
Total allocation of seats per group	55	22

Committee Membership Appointments 2018/19

Committee	Lib Dem	Labour
Other committees and advisory groups		
Standards committee 5 seats (3 Lib Dem + 2 opposition)	Keith Crout Stephen Bolton Amanda Grimston	Jagtar Singh Dhindsa Sohail Bashir
Major projects board 7 seats (at least one from each Group)	Peter Jeffree Mark Hofman Stephen Bolton Iain Sharpe Ian Stotesbury	Nigel Bell Bilqees Mauthoor
Constitution working party 7 seats (at least one from each Group)	Kareen Hastrick Stephen Bolton Stephen Johnson Iain Sharpe Darren Walford	Nigel Bell Asif Khan
Planning policy advisory group 9 seats (at least one from each Group one of whom must be the Planning Portfolio holder)	Peter Jeffree Ian Stotesbury Stephen Johnson Iain Sharpe Derek Scudder Karen Collett Robbie Laird	Richard Smith Bilqees Mauthoor

Committee Membership Appointments 2018/19

Committee	Lib Dem	Labour
Member development group 10 seats (at least one from each Group)	Maggie Parker Stephen Bolton Karen Collett Stephen Cavinder Aga Dychton Mark Watkin Antony Barton	Bilqees Mauthoor Jackie Connal Mo Mills
Housing policy advisory group 9 seats (at least one from each Group including the Portfolio Holder)	Peter Jeffree Derek Scudder Stephen Johnson Iain Sharpe Kareen Hastrick Rabi Martins Aga Dychton	Bilqees Mauthoor Jackie Connal
Community safety partnership task group 7 seats	Membership agreed by Overview and Scrutiny at first meeting	
Digital Watford Board 5 seats (at least one from each group, one of whom must be the Portfolio Holder)	Mark Hofman Mark Watkin Karen Collett Rabi Martins	Matt Turmaine

Chairs & Vice Chairs - Nominations 2018/19

Committee	Chair	Vice-chair
Licensing	Joe Fahmy	Aga Dychton
Development Management	Peter Jeffree	Stephen Johnson
Council Functions	Darren Walford	Mark Watkin
Overview & Scrutiny Committee	Kareen Hastrick	Jagtar Singh Dhindsa
Budget Panel	Sohail Bashir	Peter Kloss
Outsourced Services Scrutiny Panel	Stephen Cavinder	Mark Hofman
Community Safety Partnership Task Group	Chair appointed at O&S – to be a member of O&S	
Appointments Committee	Mark Watkin	Derek Scudder
Audit Committee	Derek Scudder	Jane Johnson
Highways Forum	Iain Sharpe	Ian Stotesbury
Standards Committee	Keith Crout	Stephen Bolton
Chief Officer Pay Panel	Mark Watkin	Maggie Parker
Major Projects Board	Iain Sharpe	Mark Hofman

Chairs & Vice Chairs - Nominations 2018/19

Constitution Working Party	Kareen Hastrick	Steve Bolton
Member Development Group	Maggie Parker	Karen Collett
Planning Policy Advisory Group	Iain Sharpe	Stephen Johnson
Housing Policy Advisory Group	Stephen Johnson	Iain Sharpe
Digital Watford Board	Mark Watkin	Mark Hofman

**Council Appointments of Representatives to Outside Organisations
2018/19**

Organisation	Total number of reps	Period of Service	Nominations 2018/19
East of England Local Government Association*	1	N/A	Peter Taylor
Hertfordshire County Council Health Scrutiny Committee**	1	1 year	Kareen Hastrick
Herts Leaders' Group*	1	1 year	Peter Taylor
Local Government Association – General Assembly	1	1 year	Peter Taylor
Local Government Association – Eastern Region Local Government Conference	1	1 year	Peter Taylor
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 be a member of one of the Council's Scrutiny Committees and therefore not an Executive Member; they must not be employed by the County Council or have any other conflict of interest.

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

**Appointments by the Mayor of Representatives to Outside Organisations
2018/19**

Organisation	Total number of reps	Period of Service	Nominations 2018/19
Armed Forces Covenant Board	1	1 year	Stephen Cavinder
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	Peter Jeffree
Hertfordshire Police and Crime Panel*	1	Not specified	Rabi Martins
	Substitute		Keith Crout
Hertfordshire Sustainability Forum**	1	1 year	Tim Williams
	1 Deputy	1 year	Vacant
Hertfordshire Waste Partnership	1	1 year	Tim Williams
Local Government Information Unit	1	1 year	Peter Taylor
The Palace Theatre Ltd – Directors	2	4 years	Karen Collett
		4 years	Tim Williams
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 Amanda Grimston Jagtar Singh Dhinsda

Organisation	Total number of reps	Period of Service	Nominations 2018/19
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 Maggie Parker
Watford Community Housing	1	1 year	Peter Jeffree
Watford Vel Mururgan Trust	3 (one to be an officer)	1 year	Mark Watkin Rabi Martins
Watford Workshop	1	3 years to 5/20	Tim Williams
West Herts Crematorium Joint Committee***	1	3 years to 5/20	Karen Collett

- * According to the Police and Crime Panel's agreement the representative must be the Elected Mayor. The Mayor can appoint a Councillor to take their place.
- ** 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.