WATFORD BOROUGH COUNCIL

COUNCIL MEETING

Items 11 and 13

21 May 2019

6.30 pm

Town Hall, Watford

Contact

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01923 278372

For information about attending meetings please visit the council's website.

Publication date: 17 May 2019

Part A

11. Notification to Council of Members of the Cabinet and Portfolio Holders (Pages 3 - 5)

Report of the Mayor

13. Programme of meetings 2019/20 (Pages 6 - 8)

Report of Democratic Services Officer (IM)

Part A

Report to: **Council**

Date of meeting: **21 May 2019**

Report author: **Mayor**

Title: **Notification to Council of Members of the Cabinet and Portfolio Holders**

1.0 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 he has chosen to be members of the Executive.

2.0 Risks

2.1

Nature of risk	**Consequence**	**Suggested Control Measures**	**Response** (treat, tolerate, terminate or transfer)	**Risk Rating** (combination of severity and likelihood)
The Mayor does not appoint a Cabinet	It is a legal requirement for the Mayor to appoint between 2-9 councillors to be on the Executive	Council notes the Mayor's report	Treat	2

3.0 Recommendations

3.1 Council is asked to note the appointments made by the Mayor as outlined in paragraph 4.1 of the report.

Further information:
Caroline Harris
caroline.harris@watford.gov.uk

4.0 Detailed proposal

4.1 The Portfolio Holders' responsibilities for 2019/20 are as follows:

4.1.1 **Mayor Peter Taylor**, 53 Oxhey Avenue, Watford, WD19 4HB

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

Councillor Karen Collett, 63 Forest Road, Watford, WD25 7QP

Deputy Mayor and Portfolio Holder for **Community** – equalities, community cohesion, refugees, community engagement, third sector and community groups (outreach and impact) and community services (play/culture/sport, environmental health and licensing).

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

Portfolio Holder for **Regeneration and Development** – Development Management, Planning Policy and Economic Development, Transport, Building Control, Parking and Projects and Major Projects.

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

Portfolio Holder for **Property and Housing**, including the Property Investment Board, WBC asset base and private sector housing.

Councillor Mark Watkin 27 Elizabeth Court, 170 Hempstead Road, Watford, WD17 4LR

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

Councillor Tim Williams, 1 Lamb Close, Watford, WD25 0TB

Portfolio Holder for **Client Services** – including outsourced services, client services, contract management and commissioning framework

5.0 Implications

5.1 Financial

5.1.1 There are no financial implications.

5.2 **Legal Issues** (Monitoring Officer)

5.2.1 The Group Head of Democracy and Governance comments that there are no legal implications.

5.3 **Equalities, Human Rights and Data Protection**

5.3.1 There are no further implications

5.4 **Staffing**

5.4.1 None

5.5 **Accommodation**

5.5.1 None

5.6 **Community Safety/Crime and Disorder**

5.6.1 None

5.7 **Sustainability**

5.7.1 None

Appendices

None

Background papers

No papers were used in the preparation of this report.

Part A

Report to: **Council**

Date of meeting: **Tuesday, 21 May 2019**

Report author: **Democratic Services Officer**

Title: **Programme of meetings 2019/20**

1.0 Summary

1.1 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.

2.0 Risks

2.1

Nature of risk	**Consequence**	**Suggested Control Measures**	**Response** (treat, tolerate, terminate or transfer)	**Risk Rating** (combination of severity and likelihood)
A programme of meetings is not agreed for the year ahead	The council cannot carry out its business	The timetable of meetings has been circulated to members and officers for comment	Treat	2

3.0 Recommendations

3.1 That the programme of meetings for 2019/20 be adopted.

Further information:
Ishbel Morren, Democratic Services Officer
ishbel.morren@watford.gov.uk

Report approved by: Group Head of Democracy & Governance

4.0 Detailed proposal

4.1 A draft calendar of public meetings for the 2019/20 municipal year was circulated to members and officers for comment.

4.2 Full Council meetings have been scheduled to take place on:

- Tuesday 9 July
- Tuesday 15 October
- Tuesday 28 January (Budget Council)
- Tuesday 17 March.

4.3 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.

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

4.5 Dates of all the committee meetings can be accessed through the Council's website.

5.0 **Implications**

5.1 **Financial**

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

5.2 **Legal Issues** (Monitoring Officer)

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

5.3 **Equalities, Human Rights and Data Protection**

5.3.1 There are no equalities, human rights and data protection issues as a result of this report.

Appendices

- Watford Borough Council – Calendar of Public Meetings 2019/20

Background papers

- Draft timetable of meetings 2019-20
- Emails to officers and members attaching the draft timetable for comment

Watford Borough Council – Calendar of Public Meetings 2019/20

	2019								2020				
	May	**June**	**July**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**Apr**	**May**
Council	Tues 21 6.30pm		Tues 9 7.30pm			Tues 15 7.30pm			Tues 28 7.30pm		Tues 17 7.30pm		Tues 19 6.30pm
Cabinet		Mon 3 7pm	Thurs 4 7pm		Mon 9 7pm	Mon 7 7pm	Mon 11 7pm	Mon 2 7pm	Mon 20 7pm	Mon 10 7pm	Mon 2 7pm		
Development Management	Wed 15 7pm	Wed 5 7pm	Wed 3/31 7pm		Wed 4 7pm	Wed 2 7pm	Wed 6 7pm	Wed 4 7pm	Wed 8 7pm	Wed 5 7pm	Wed 4 7pm	Wed 1 7pm	Wed 13 7pm
Licensing			Wed 17 7pm			Mon 21 7pm			Wed 15 7pm		Mon 9 7pm		
Audit			Tues 30 7pm		Thurs 19 7pm			Thurs 5 7pm			Thurs 12 7pm		
Council Functions					Mon 2 6.30pm		Wed 13 6.30pm			Wed 26 6.30pm			
Golf Club JCC						Wed 9 5pm							
Major Projects		Wed 12 6.30pm				Tues 1 6.30pm				Tues 11 6.30pm			
Overview & Scrutiny		Thurs 20 7pm	Tues 23 7pm		Thurs 26 7pm	Thurs 24 7pm	Thurs 28 7pm	Thurs 19 7pm		Thurs 6/27 7pm	Thurs 19 7pm		
Finance Scrutiny		Tues 25 7pm			Wed 11 7pm		Tues 26 7pm		Tues 14 7pm		Wed 11 7pm		
Scrutiny Task Group 1		Tues 18 6.30pm	Mon 15 6.30pm		Tues 17 6.30pm								
Scrutiny Task Group 2					Wed 18 6.30pm	Mon 14 6.30pm		Wed 18 6.30pm					
Scrutiny Task Group 3								Tues 17 6.30pm	Tues 21 6.30pm		Tues 10 6.30pm		

This information is correct at the date of publication, but is subject to change. Please check our website for the most up-to-date information or contact democratic services on 01923 278375.