



**WATFORD
BOROUGH
COUNCIL**

COUNCIL MEETING

15 October 2019

7.30 pm

Town Hall, Watford

Contact

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Publication date: 7 October 2019

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Councillor

You are hereby summoned to attend a meeting of the Council of the Borough of Watford to be held on Tuesday, 15 October 2019 starting at 7.30 pm at the Town Hall, Watford to take into consideration and determine upon the following subjects, namely: -

1. Apologies for Absence

2. Disclosure of Interests

3. Minutes

The [minutes](#) of the meeting held on 9 July 2019 to be submitted and signed.

4. Official Announcements

5. Mayor's Report (Pages 6 - 13)

6. Questions by Members of the Council under Council Procedure Rule 10.0

7. Questions by Members of the Public under Council Procedure Rule 11.0

The following question has been received from Brian Hodgson, on behalf of Watford Area Humanists:

"In July, at the last full council meeting, this council voted to accept a definition of Islamophobia. My question is, 'what steps will this Council take to ensure that legitimate criticism of Islamic practices will not be deemed to be islamophobic or racist?'"

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. Appointment of Managing Director and Head of Paid Service (Pages 14 - 17)

Group Head of Human Resources and Organisational Development

11. Polling District, places and stations review (Pages 18 - 35)

Report of Electoral Services Manager

12. Appointment of new councillor

Report to follow for appointment of new councillor to committee(s) following Tudor by-election.

13. Chair of Licensing (Pages 36 - 38)

Report of Democratic Services Manager

14. Members Self Assessments 2018/19 (Pages 39 - 88)

Report of Democratic Services Manager

15. Motions submitted under Council Procedure Rule 13.0

1. The following motion has been proposed by Councillor Hofman and seconded by Councillor Martins:

Hate Crime destroys lives and devastates communities, it attacks an individual's identity and can have an appalling and devastating impact on victims. People who experience such crimes can feel isolated and vulnerable and suffer from significant emotional and physical stress.

Sadly, since the Brexit referendum in 2016 the UK has experienced an unprecedented rise in hate crimes motivated by individuals and groups trying to promote a sense of "otherness" or discrimination towards people based on their race, religion, sexual orientation, disability or transgender identity.

Watford Borough Council is committed to defending the rights of everyone in our area to live free from fear and discrimination. Council fully condemns hate crime in all its forms and strongly believes that any acts motivated by prejudice or hate against a person are totally unacceptable. Watford's diverse population is one of our great strengths.

Council notes that:

Home Office figures for last year, showed that in 2017/18:

- *there were 94,098 hate crime offences recorded by the police in England and Wales, an increase of 17% compared with the previous year. This*

continues the upward trend in recent years with the number of hate crimes recorded by the police having more than doubled since 2012/13.

- *52% of religious hate crimes were targeted against Muslims (2,965 offences), with a further 12% targeted against Jews (672 offences).*
- *At the same time, the charge rates have fallen. Only 12% of hate crimes reported to the police resulted in a charge in 2017/18, which is down from 21% in 2015/16.*

Therefore, Watford Borough Council resolves to:

- 1. Continue to ensure that all possible steps should be taken by Police Services at local level in consultation with local Government and other agencies and local communities to encourage the reporting of racist incidents and crimes.*
 - 2. Commit to recruit volunteer Hate Crime Ambassadors from across the council family who will help raise awareness of the issue among their colleagues and partner organisations to ensure reporting.*
 - 3. Challenge attitudes and behaviours that underpin hate crimes.*
 - 4. Raise awareness of the impact of hate crime by supporting the annual Hate Crime Awareness Week and other initiatives.*
 - 5. Stand up for the right of everyone in Watford to live free from hate.”*
2. The following motion has been proposed by Councillor Ezeifedi and seconded by Councillor Bell:

“This Council calls on the Mayor to initiate and introduce on an annual basis ‘Black History month’ to celebrate the rich contribution of the Afro-Caribbean community in our Town.”

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

Manny Lewis, Managing Director

Elected Mayor's Report- October 2019

As ever, it has been a busy few months as Mayor. I have helped 2,700 local residents with their issues, visited some of our wonderful community groups and delivered on many of the items listed in this report. I would also like to take this opportunity to thank those of you who have supported the Audentior Awards this year.

Partnership Work

Everyone Active

Both of our leisure centres were recently accredited with an Outstanding at their most recent QUEST review. A QUEST review is a Sport England Award scheme which is designed to monitor the performance of leisure centres across the country. There are only 16 leisure centres nationally that have been given this accolade and it is a testament to the hard work and professionalism of staff at both Woodside and Central that two of these centres are in Watford.

Everyone Active are continuing to encourage people from underrepresented groups to get active, something which is very important. This includes running their Kids Go Free programme over the school holidays, their support for the This Girl Can campaign and their Dementia Friendly Toning Suite which encourages people living with Dementia and their carers to stay active.

Veolia

With the support of Watford Borough Council and local County Councillors, Deep Cleans were completed in a number of different places across the town. The only way that these can be carried out is to clear the road of traffic and although this can be disruptive for local residents, it is important so they can have cleaner streets.

Veolia have helped support the Watford BID with their popular and eye-catching floral displays across the Town Centre, which really help to enhance the High Street and have rightly received many positive comments from local businesses and visitors to the town. As well as this, they have supported our efforts in enhancing Cassiobury Park, creating new landscaping and planting around the entrance to Cassio Common.

Community Events

Over the last few months I have been to many different community events. I am always struck by the dedication of people in Watford who do things big and small to make our town an even better place to live and work.

I am delighted to be hosting my first ever Audentior Awards as Mayor. Although, at the time of writing the event has yet to take place, we have received hundreds of nominees for awards, all of whom have done remarkable things for our town. We have introduced a new way of deciding the Mayor's Award, it has voted on by over 5,000 members of the public. The Audentior Awards were introduced by my predecessor Baroness Dorothy Thornhill when she was first elected 17 years ago. A lot has changed since then but one thing has stayed the same; Watford's residents so often show their Audentior Spirit and aren't afraid to 'Be Bold'. Watford is full of people who care for others. These awards give us a chance to recognise the big and small acts that make our town an even better place for everyone.

Although it now may feel a long time ago as we enter the autumn months, we held many successful Big Events over the glorious summer months, including our Big Beach, Big Screen, Big Sports, Own the Stage and Big Bandstand series. These were very well attended and enjoyed by all ages. I am pleased that at a time where councils are under significant financial pressure from the government that we are able to put on events like this free of charge. Work is already underway preparing for our Fireworks event in Cassiobury Park, one of the largest free firework festival displays in the country.

Recently I joined Cllr Tim Williams at Beechfield School to help open their wonderful new outdoor play facilities. It was great to meet staff and pupils at the school who were very engaged, in particular quizzing me about my plans for the environment. The new facilities looked first class and I hope they are able to enjoy them for many years to come.

I really enjoyed visiting Watford Day Service and supporting their Macmillan Coffee Morning, one of many happening across the town. The Watford Day Service are a group who help support adults with disabilities and learning disabilities to get active and socialise together. They hold activity days, dancing sessions and provide vulnerable people with volunteering opportunities.

I hosted the 'Londis Ladies', Asmita, Daxa and Jay for afternoon tea in the Town Hall with local Central ward councillors. The ladies were retiring from the Queen's Road Londis after nearly 40 years of service, going out of their way to help the community in central Watford. One thing that really strikes me as Mayor of this town is our strong sense of community and these sisters sum that up completely. It was lovely to hear some of their stories about their

time on Queen's Road and I am sure there are many people in the town who have met them over the years. I wish them all the best in their retirement!

I joined the Ask for Clive campaign with Cllr Ian Stotesbury and spoke to local businesses about supporting the initiative. Ask for Clive is a campaign that started next door in St Albans but now covers over 3,000 venues across the country. It allows anyone in that bar, pub, restaurant or cafe to be able to report discrimination towards the LGBT* community by simply going to the bar to 'Ask for Clive'. I'd like to thank Bodegas, Platform Café, the Flag, Bosley's, the Prince George and the White Lion who have already supported the initiative. I am proud to be Mayor of such a diverse and tolerant town.

It has been wonderful to have so many school groups visit the Town Hall recently. We have had groups from Laurence Haines, Cassiobury Primary School, Alban Wood Primary School and Bromet School come to the Town Hall. It is always great to see how engaged they are about what is going on in the town and their concern about important issues such as climate change. If you know of a school group who would like to come to the Town Hall, please get in touch at themayor@watford.gov.uk.

I had the honour to be part of a special memorial ceremony to commemorate the loss of life in the bombing of Sandringham Road 75 years ago. I am really grateful to everyone who made this event possible. Meeting one of the survivors from the bombing really brought home the impact of this event on our town; and the phenomenal community spirit and resilience of those who survived. We must never forget the devastating impact that these wars had on our town.

I attended the Watford Women's Centre's 30th birthday celebrations, finding out more about the remarkable work they have done transforming the lives of vulnerable women in our town and offering a safe haven to those facing crisis. Domestic Abuse is rightly high on the political agenda at the moment and I hope the Women's Centre can remain a key part of our town for years to come.

Delivering my Manifesto and Working for the Town

Local Plan

Recently we launched a consultation on our Local Plan. The government have tripled Watford's housing targets. Government policy has established a target of building 300,000 new homes every year across the country. There is a particular emphasis on building on previously developed land within existing towns and cities. Every council, including Watford, is obliged to plan for significant housing growth to help achieve the government's targets for

new homes. The government have been clear that saying 'no' to new homes is simply not an option. That is why this plan is really important. A plan gives us more control, helps us protect our fantastic parks and green spaces and support our businesses. Most importantly, it makes sure we get a range of different housing for everyone, from retirement accommodation to more council houses for local families who really need them the most.

Without a Local Plan government inspectors would have the final say about development rather than local people. In a worst case scenario, the government could even write the Plan for us. This means that they would make the decision about where new housing would go to 2036 and the local community would have even less of a say about how the town will grow and change in the future. It is so important that we make sure these decisions about the future of our town are made here in Watford and not by anyone else.

There are no easy answers, however, residents' views in this process are key to getting this right. Residents can find out more about the Local Plan and fill our consultation via the website <https://www.watfordlocalplan.co.uk/> or by going to one of our many drop in events happening across the town.

Sustainable Transport for Watford

When I was elected, I promised to improve our public transport and make it more sustainable by introducing a new On Demand Bus Service, Cycle Hire Scheme and Transport App for people in the town. I'm really pleased that after hard work and diligence from council officers, looking for the best scheme for Watford, that we have agreed on operators to run these programmes.

Beryl, who have operated highly successful Cycle Hire Schemes in Bournemouth, London and Hereford, will be running our scheme in Watford that is due to launch next spring. The scheme will connect key parts of the town and encourage more people to take up cycling as a form of transport, something which will make Watford more sustainable.

ArrivaClick will be running our new On Demand Bus Scheme. ArrivaClick currently run schemes in Leicester, Liverpool and Sittingbourne with more areas looking into working with Arriva. In Liverpool, the scheme has been so popular that they have gone from operating seven buses in the town to over twenty in less than a year. ArrivaClick will also be launching in the spring, with a six month marketing campaign to encourage people to use the scheme. The new bus scheme will be bookable via an app and will pick you up no further than a five-ten minute walk from your location.

Both of these schemes have the potential to transform the way people travel in our town, encouraging more people out of their cars to use other greener forms of transport. As our town grows, it is so important to make sure our public transport improves. I cannot wait to see these schemes launch in the spring.

Watford General Hospital Investment

Recently, the Government committed £400 million investment in new health facilities for West Herts, including long awaited improvement work at Watford General Hospital. This includes new ward buildings, improved clinical facilities and an increase in capacity at the hospital.

This is brilliant news for the town. I am pleased that we have been able to make the tough decisions to make these improvements possible, including building a new access road to the hospital and providing the NHS Trust with the land to make these changes.

However, we need to know that this is not just an empty pre-election promise being made by the Prime Minister. The NHS Trust must be provided with this funding as soon as possible and patients, staff and visitors must start to see new modern facilities.

Mayor's Small Grant Fund

Recently, I launched a Small Grants fund to support local community groups, groups of neighbours or local charities in Watford. This Small Grants Fund has been very successful, with many groups benefitting from the support it brings. These groups include:

- Peace Hospice Care
- Watford Fields Residents Association
- Ganesh Chaturthi Utsavam Watford
- Watford and Three Rivers Refugee Partnership
- Watford Deaf Community
- Holywell Festival Watford
- North Watford Allotment Association
- Friends of Lanchester Primary School

Many other groups have also benefitted from this funding. It's great to be able to give a helping hand to community projects that bring benefit to our town.

Dementia Friendly Watford

I was delighted that Watford was given Dementia Friendly Community status by the Alzheimer's Society, a real testament to the hard work put in by our Dementia Friendly Steering Group.

We have been working with local businesses, local community organisations and individuals across the town to make Watford a more Dementia Friendly Town. We have surveyed carers about what they feel could be improved and have worked with St Mary's Church to set up a new Dementia Café at the church on the first Friday of each month. There's more

details about many other services available on our new website,
<https://www.dementiafriendlywatford.com> .

I enjoyed joining volunteers for the Alzheimer's Society Memory Walk in Cassiobury Park. The walk aims to raise awareness and much needed funds to help tackle Dementia and hundreds of walkers came to join in, raising thousands of pounds. I also had the privilege of supporting Watford Football Club's Community Trust 'Golden Memories' programme recently. The programme aims to use the power of football to stimulate memories in people living with Dementia. The project has received funding from the Premier League and attracted national press coverage from the BBC.

Oxhey Park North

After working closely with the Environment Agency, work now has started on this site to build new bike facilities, skate facilities, café and a play area for local families. The work is due to be completed in the spring of next year. It will be great to repurpose this part of Oxhey Park with fantastic new community facilities which can be used by people of all ages. This also fulfils one of the commitments I made when I was elected in May 2018.

To make this work possible, it has been necessary to remove some trees, however, these will be replaced in the plans of the current project.

Rediscovering the River Colne

In my manifesto I made a commitment to make the River Colne cleaner and more accessible. We have launched a new 10 year project that will improve 8 different sections of the River Colne so residents can access the river and enjoy riverbank walks and a range of water based activities, pastimes and educational programmes.

The river, which is a tributary of the Thames, will undergo an extensive clean-up and a key goal is to attract back the original biodiversity of the river and its banks including plants, fish, birds and insects and other species. Key to the project will be harnessing a strong 'citizen science' volunteer force who can carry out a range of support activities including out water monitoring.

Environmental charity Groundwork has been appointed by the council to lead on the first phase of the project which is called Rediscovering the River Colne. In the initial development phase it will create a habitat and access improvement strategy for the following public sites:

- Knutsford Playing Fields
- Radlett Road Playing Fields
- Timberlake Allotments

- Waterfields Recreation Ground
- Oxhey Park
- Riverside Recreation Ground
- Riverside Park
- Lairage Land (Local Nature Reserve)

We have so many fantastic green spaces, rivers and canals that provide public space in our town. However, the Colne which flows through key sites in Watford has been neglected. I promised during my election campaign I would take positive action to restore the river and its habitat back to how it once was. I look forward to seeing people enjoying the river and cycling on the riverbank in the not too distant future.

Town Centre Task Group Update

Last year, I set up a Town Centre Task Force, including Herts Police, Watford BID, New Hope and Watford Borough Council for us to work together to deal with crime and anti-social behaviour. The council are working hard with partners to help those vulnerable individuals who may require assistance, whilst dealing with any ASB/criminal activity that may be going on in order to make the town centre a place that everyone feels safe in and continues to enjoy visiting.

We have done this by:

- Increasing high visibility police patrols in the town centre targeting the hot spots identified to disrupt the activity as much as possible
- An improved outreach programme that targets rough sleepers
- Looking at what simple changes could be made to the town centre that would prevent the opportunity for crime.

Croxley Park Update

After all councillors voted in favour of the Council purchasing Croxley Business Park, officers have been involved in negotiations with Colombia Threadneedle (CTN) about getting the best value for money deal for local taxpayers. I'm delighted to say that Watford Borough Council are now the owners of the site after negotiations completed with CTN. The council is committed to a 40 year lease, securing an additional £1.5 million for the town every year.

I'd like to thank officers for their hard work and commitment in securing this deal. It's so important that at times where councils have received a 70% reduction in funding from central government that we look at all ways of finding income in order to protect our front line services and continue to invest in the town.

Permitted Development Rights

Many people will be aware of plans submitted to the Council to convert a textiles unit in Wellstones into 15 studio flats, 7 of them without windows. The flats did not have adequate fire escapes and were half the size of the government guidelines on small living spaces. Despite government legislation requiring councils to approve any conversion from a business unit to a residential dwelling, we refused the application because we simply did not recognise this plan as a residential dwelling due to its size. This was appealed and outrageously approved by a government inspector, who said the council has no choice but to approve these schemes under permitted development rights.

I think this is an outrage. I am clear that anyone who is living in our town should have the right to live in accommodation which is of a decent standard and that provides people with dignity. It is clear that these plans do not do this and the accommodation is simply not fit for human habitation. I have written to the Secretary of State to urgently review Permitted Development rules so situations like this can never happen again in our town.

Appointment of new Managing Director

Subject to ratification at tonight's meeting, I am delighted to announce that following a well-managed and thorough recruitment process, we have made a successful appointment to the role of Managing Director. Councillors, staff and partners were all involved in the recruitment.

Following a two day interview process, the unanimous decision of the interview panel was to offer the role to Donna Nolan, who is currently Deputy Chief Executive at Mendip District Council. Donna has subsequently accepted the appointment.

Donna will be joining us in February 2020 to allow for a smooth handover from Manny. She'll have big shoes to fill but I'm sure she will build on the many achievements that Manny, and all of us, have made.

She brings a wealth of experience from her career at Mendip and other roles in both the public and private sector.

I am very much looking forward to working with her to deliver our ambitious programme for the council and for Watford.

Part A

Report to: Council

Date of meeting: 15 October 2019

Report author: Group Head of Human Resources

Title: Appointment of Managing Director, Head of Paid Service
Electoral Registration Officer and Returning Officer

1.0 Summary

1.1 This report recommends the appointment of Donna Nolan as Managing Director and Head of Paid Service, for Watford Borough Council, effective from 3 February 2020.

1.2 In addition to her role as Managing Director and Head of Paid Service, Donna Nolan will also be appointed as Electoral Registration Officer and Returning Officer for Watford Borough Council and Clerk to the West Herts Crematorium Joint Committee.

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)
Offer is rejected by the candidate	Watford has no statutory Head of Paid Service	Verbal offer has been made and accepted.	Treat	4
Candidate is not sufficiently experienced or qualified for the role	Candidate is unable to fulfil the duties of the role.	Robust recruitment methods in place involving a variety of assessments of the candidate. References and pre-employment checks are completed.	Treat	4
Insufficient budget available to pay the candidate	Offer of employment is rejected	Offer is made within the budget allocated for the role	Treat	2

3.0 **Recommendations**

- 3.1 That Council approve the appointment of Donna Nolan as Managing Director and Head of Paid Service for Watford Borough Council. Donna will also be the Electoral Registration Officer and Returning Officer for Watford and Clerk to the West Herts Crematorium Joint Committee.

Further information:

Terry Baldwin

terry.baldwin@watford.gov.uk

Report approved by: Manny Lewis

4.0 **Detailed proposal**

- 4.1 Following the notification in May 2019 by Manny Lewis of his intention to retire and leave Watford Borough Council on 31 March 2020, a recruitment process was instigated to identify a new Managing Director and Head of Paid Service. Solace were appointed to support this search and recruitment commenced in May 2019. The post was advertised with a salary range of £135,000 to £140,000 plus Returning Officer fees and fees for acting as Clerk to the West Herts Crematorium Joint Committee.
- 4.2 19 applications for the position were received and of these six were shortlisted for interviews on 18 September 2019. The process on 18 September, which was facilitated and supported by Solace and HR, involved:
- A meeting with the elected Mayor, Peter Taylor;
 - A discussion with a stakeholder panel;
 - A discussion with two portfolio holders;
 - An interview with Operational Leadership Team (Heads of Service)
 - An interview with Strategic Leadership team (Director of Finance, Group Heads of Service, Head of Finance)
 - A written exercise
 - A tour of the Borough.
- 4.3 From these six candidates, the Appointments Panel shortlisted 4 candidates for final interview on 19 September 2019. The Appointments panel consisted of:
- CLlr Mark Watkin (Chair)
 - CLlr Sohail Bashir
 - CLlr Steve Johnson
 - CLlr Jennifer Pattinson
 - CLlr Derek Scudder.

Of the four candidates interviewed, the appointments panel concluded there were two candidates who were considered as appointable for the role; however they unanimously agreed Donna Nolan was the strongest candidate and should be offered the role, subject to final approval by Council.

4.4 In accordance with the Constitution, the council's Monitoring Officer subsequent to the appointments panel recommendation, formally notified the Executive of the proposal and requested that any concerns about this proposed appointment were notified to her or the Group Head of HR in writing within 3 working days i.e. by no later than 5 pm on 24 September 2019. No concerns were raised and therefore the appointment of Donna Nolan as Managing Director and Head of Paid Service for Watford Borough Council is recommended to Council on a salary of £135,000 per annum. In addition to these roles, Donna Nolan will also be required to undertake the roles of Electoral Registration Officer and Returning Officer for Watford and act as honorary Clerk to West Herts Crematorium Joint Committee.

4.5 Donna Nolan is currently employed as Deputy CEO for Mendip District Council where she has held this position since 2016. Prior to that and from 2011 to 2016, Donna was Corporate Manager and Monitoring Officer for Mendip District Council. Allowing for a notice period of three months, her provisional start date is 3rd February 2020.

5.0 **Implications**

5.1 **Financial**

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

5.2 **Legal Issues (Monitoring Officer)**

5.2.1 The Group Head of Democracy and Governance comments that this appointment must be approved by Council.

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

5.3.1 Having had regard to the council's obligations under s149, it is considered that the appointment of Managing Director and Head of Paid Service was openly advertised to a variety of candidates and shortlisting conducted in a fair and equitable manner, using external experts, Solace, to support the Council.

Having had regard to the council's obligations under the General Data Protection Regulation (GDPR) 2018, it is considered that officers are not required to undertake a Data Processing Impact Assessment (DPIA) for this report.

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: 15 October 2019

Report author: Electoral Services Manager

Title: Polling District, places and stations review

1.0 Summary

- 1.1 This report sets out the results of a review of the Polling Districts and Polling Places within the borough. A public notice of the review was posted which invited comments. Direct consultation was carried out with the elected members for the various tiers of government covering the borough, political parties and voluntary sector organisations, including disabled and ethnic minorities.
- 1.2 Proposals for changes to polling place/stations, including alternative premises, have been received and are set out in Appendix 1.
- 1.3 Responses have been received in respect of two wards of which only one of the wards has had alternative suggestions put forward, which are detailed in Appendices 1 and 2. Also included as appendices are location maps where submission have been made.

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)
Change of polling locations re. Polling Districts DA and DC – within Leggatts Ward	i. Increase in distance for larger number of electorate to attend their designated polling station i.e. unreasonable walking distance; ii. Possible decline in voter turnout;	i-iii. Maintain current designated polling locations without change for polling districts DA and DC	Treat	Unlikely (2) x High (3) = rating of 6

	<p>iii. Potential increase in ongoing election costs for Leggatts ward</p> <p>iv. Initial confusion for electors due to change of venue i.e. attending former polling station locations.</p>	<p>iv. Extensive public awareness action to forewarn electorate prior to the initial change of venue and at first of each type of election in addition to usual poll cards clearly highlighting change of venue with location map.</p>		
<p>Sighting an additional temporary polling station within the Holywell ward area</p>	<p>Inability to locate a suitable area of land to locate a Portakabin inclusive of the required disability access ramp; staff toilet facilities and possibly power generator without issue or obstruction.</p>	<p>Maintain current 2 x designated polling places with multiple polling stations within the Holywell electoral area.</p>		<p>Unlikely (2) x High (3) = Rating of 6</p>

3.0 Recommendations

- 3.1 that the current arrangements for Callowland, Central, Meriden, Nascot , Park, Stanborough, Vicarage and Woodside wards, as set out in Appendix 1, continue without change.
- 3.2 that the existing 2 x polling places/5 x polling stations within Holywell Ward be retained without addition for the reasons set out in Appendix 2.
- 3.3 that the current arrangements including the use of Orchard Primary School and Cherry Tree Primary School within Leggatts Ward be retained for the reasons set out in Appendix 2 .
- 3.4 that the current arrangements for Oxhey Ward will continue unchanged following advise that the existing polling arrangements for polling district LB is acceptable to the Bushey and Oxhey Infants School for the foreseeable future, as set out in Appendix 1.

- 3.5 that the current arrangements for Tudor Ward will be retained and to note that upon completion of the rebuild of Centrepoint Community Centre these facilities will be checked and consideration will be given for the return from the current arrangement with Glen Rovers Hurling and Football Club.

Further information:

Gordon Amos

gordon.amos@watford.gov.uk

Report approved by: Group Head of Democracy and Governance

4.0 Detailed proposal

- 4.1 Following conduct of the 2019 Polling District/polling places review the full details of the various submissions made to the review are contained in Appendix 1 and officer comments on them is contained in Appendix 2.

- 4.2 Only 3 submissions were received relating to 2 Wards. No changes were proposed for the other 10 Wards.

4.3 Leggatts Ward

- 4.3.1 Cherry Tree Primary School has requested that the council considers alternative accommodation and suggested the use of Everett Rovers Football Club, located in Dodd Road. A response was also received from Everett Rovers Football Club. Full details are set out in Appendices 1 and 2. This is not recommended by officers for the reasons set out in Appendix 2.

- 4.3.2 Orchard Primary School has requested that the council considers alternative accommodation and suggested the use of St Mark's Church located in Leggatts Way. Full details are set out in Appendices 1 and 2. This is not recommended by Officers for the reasons set out in Appendix 2.

4.4 Holywell Ward

- 4.4.1 Councillor Bell made a request for an additional polling place within the Holywell Ward. Full details are set out in Appendices 1 and 2. This is not recommended by Officers for the reasons set out in Appendix 2.

5.0 Implications

5.1 Financial

- 5.1.1 The Shared Director of Finance comments that in the event that Council decides to create an additional polling place in Holywell this will have budget implications

because of the need to hire and locate a Portakabin for which there is currently no budget and we would need to recruit additional polling station staff.

5.2 **Legal Issues** (Monitoring Officer)

5.2.1 The Group Head of Democracy and Governance comments that it is a legal requirement to conduct a 5 yearly review of polling districts and polling places. The Council is required to publish its polling districts and polling places in December 2020

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

5.3.1 All polling stations are checked to ensure that they are accessible by electorate with disabilities.

5.4 **Staffing**

5.4.1 If the suggested changes to the polling stations for Holywell were agreed extra polling station staff would need to be employed.

5.5 **Accommodation**

5.5.1 Should Council decide to agree to having an additional polling place in Holywell a suitable location for the additional polling station in Holywell will need to be identified. Officers will have to ensure that all new venues are accessible for the electorate. If a Portakabin is to be used members need to be aware that the space required would not be limited to the width or length of the size of the structure. Additional toilet facilities for polling staff, possible need for a generator in order to have power within the units, plus the need to provide disability access would require a suitable disability access ramp which would considerably increase the size of the polling station footprint, i.e. it would be wider than an on-street parking space. Provision of a Portakabin would incur considerable additional costs going forward including delivery, set up and subsequent removal costs in addition to the actual rental at all future elections. Plus potential costs for a traffic regulation order or hire of a suitable off-street location, which to date has not been identified.

5.6 **Community Safety/Crime and Disorder**

5.6.1 At every election the council has a single point of contact with the police in case of any crime and disorder issues and the police are entitled to enter any polling station during an election.

Appendices

Appendix 1 – Submissions received

Appendix 2 – Officers comments on the Submissions

Appendix 2a – map of Holywell ward

Appendix 2b – current and proposed polling places for polling district DA

Appendix 2c – current and proposed polling places for polling district DC

Background papers

No papers were used in the preparation of this report.

Watford Borough Polling District and Polling Station Review 2019

Callowland Ward

Polling Districts and Polling Stations EA – Parkgate Youth and Community Centre
 EB – Grace Baptist Church Hall
 EC – Christchurch Hall
 ED – Parkgate Youth and Community Centre

No responses received

Central Ward

Polling Districts and Polling Stations HB – Watford Christian Spiritualist Church
 HC – Central Primary School
 HD – Holy Rood Premises
 HE – The Wellspring Church Centre

No responses received

Holywell Ward

Polling Districts and Polling Stations KA – Chessbrook Education Support Centre
 KB – Holywell Primary School
 KC – Chessbrook Education Support Centre

Responses received as follows -

Date of response	From	Polling district / station	Details of response	Officer's comments
15 August 2019	Councillor Nigel Bell	KB/KC - Chessbrook Education Support Centre	"There are 2-main Polling stations for Holywell Ward for ALL elections at Chessbrook Education support centre with 4126 and Holywell school with 2354.	<i>Officers acknowledged Councillor Bell's comments about the location of the polling station. The Electoral Services Manager</i>

Date of response	From	Polling district / station	Details of response	Officer's comments
13 August 2019	Head Teacher Cherry Tree School	DC - Cherry Tree School	<p>“Our school, Cherry Tree has been a polling station for many, many years. I am writing to ask you, as part of your polling station review, to seriously consider moving the polling station to another venue, the new Everret Rover's Club House on the adjacent playing fields. I have set out the reasons for this below.</p> <p>Previously, before our school expanded to two forms of entry, we were able to section off the hall and enable members of the public to enter the school site, vote and leave without coming into contact with any children.</p> <p>However, we are now two forms of entry, and it is proving more and more difficult to arrange things to keep children separated from the public when they come to vote. We feel that our normally tight security systems are compromised on this day. We have a comprehensive risk assessment in place for poling days and the subsequent actions impact significantly on the pupils and staff. One of the main issues is that we have to remove two classes of children from their classrooms for the day to use these for voting, as we need to use the hall. Parents and staff are both nervous about having people coming onto our school site during the day, particularly with the current terrorist concerns. A member of staff is deployed all day to 'patrol' the voters. I have received a number of letters</p>	<p>Officers acknowledge the Head Teacher's comments, however they do have some concerns about the suggested alternative venue.</p> <p>Officers' comments about the potential change are shown in Appendix 2</p>

			<p>from parents expressing their concerns about the school being used as a polling station.</p> <p>The governors have agreed that we must keep the school open as we feel that it is an excellent way of educating the children about our democratic rights. The children should not miss out on a days education just because we have a right to vote; this gives the message to the community that the children's education is not important. In addition there are many other ways it would impact negatively on the school e.g. we would have to rearrange our calendar dates to arrange for this day to be an INSET day and we are one of three schools in a Multi Academy Trust so this is not easy, it would inconvenience working parents, and our attendance figures would be hit as some families would not send their child/ren into school on the Friday either.</p> <p>Please consider moving the polling station from Cherry Tree School to the new Everret Rover's Club House which has recently been built on the playing fields next to the school. This venue is very close to the school, would have somewhere for voters to park throughout the day and would not impact on the school in any way.”</p>	
Date of response	From	Polling district / station	Details of response	Officer's comments
19 August 2019	Executive Head Teacher Orchard School	DA/DD - Orchard Primary School	“The school understands the need for polling stations and how they play a part in the	Officers acknowledge the Executive Head Teacher's comments.

			<p>democratic system of this country. We also teach the children about this.</p> <p>The issue the school has is because of the nature of the school building layout and design we have to close the school to children on polling days and are not able to keep the school open for parents and pupils. This is to comply with safeguarding issues etc.</p> <p>There is St Marks church next to the school and could this be an alternative site for the polling station needed in the area? They have car parking and disabled access into the building. This would allow the school to stay open to pupils and parents and for pupils not to lose an education day.”</p>	<p>Officers’ comments about the suggested alternative venue are shown in Appendix 2.</p>
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Meriden Ward

Polling Districts and Polling Stations CA – Coates Way JMI and Nursery School
 CB – Garston Community Church
 CC – Meriden Community Centre

No responses received

Nascot Ward

Polling Districts and Polling Stations GA – Holy Rood Catholic Primary School
 GB – St Andrews Church
 GC – Holy Rood Catholic Primary School

No responses received

Oxhey Ward

Polling Districts and Polling Stations LA – Eastbury Court

LB – Bushey and Oxhey Infants School *

No written responses received

*Previous contact from Bushey and Oxhey Infants School with regard to desire for the polling place to be relocated, was followed up with notification at start and reminders towards the end of the 2019 Polling District/Polling Place Review consultation period. However, the Electoral Services Manager was reassured via telephone that continuation with the current designated location at Bushey and Oxhey Infants School for polling district LB was acceptable to continue for the foreseeable future.

Park Ward

Polling Districts and Polling Stations IA – St Lukes Church

IB – The Clarendon Muse – School of Music

IC – The Clarendon Muse – School of Music

ID – The Clarendon Muse – School of Music

No responses received

Stanborough Ward

Polling Districts and Polling Stations BA – Leavesden Green Community Centre

BB – Former Kingswood Baptist Church

BC – Stanborough Park Community Centre

BD – Stanborough Park Community Centre

No responses received

Tudor Ward

Polling Districts and Polling Stations FA – Parkgate Youth and Community Centre
FB – Knutsford Primary Academy
FC – Glen Rovers Hurling and Football Club *
FD – Glen Rovers Hurling and Football Club *
FE – Parkgate Youth and Community Centre

No responses received

*Further information about this venue is included in the report.

Vicarage Ward

Polling Districts and Polling Stations JA – Multi-Cultural Community Centre
JB – West Watford Community Centre
JC – St James Road Baptist Church (Hall)

No responses received

Woodside Ward

Polling Districts and Polling Stations AA – Woodside Church of the Nazarene
AB – The Crèche, Woodside Leisure Centre
AC – Orbital Community Centre
AD – Orbital Community Centre

No responses received

Suggestions for alternative polling stations

Holywell Ward

Council received a response from Councillor Bell to consider adding a third polling place within the Holywell Ward area, basically to redistribute part of the electorate currently allotted to the Chessbrook Education Centre. However, no additional premise or location was provided or suggested by Councillor Bell in his request.

Officer's response: Councillor Bell was re-contacted with a request for any suggestion of additional premise or location but without reply, and officers have been unable to locate an additional premise or suitably sized site with the potential for ongoing use as a polling place.

Pros: Additional polling stations can assist in raising elector turnout at all election levels.

Cons: Any additional polling place would mean additional costs going forward, and if it were appropriate and necessary to provide a temporary polling station i.e. Portakabin plus essential access ramp, toilet facilities and possibly power generator, the costs would be very high e.g. on the last occasion it was necessary to provide a temporary Portakabin polling station the cost was almost 60% of all the other Borough polling stations combined. With regard to Councillor Bell's request I would highlight the detail below with regard to the Council's current designated Polling Scheme for Watford Borough plus a map detailing the Holywell Ward with current polling districts KA, KB and KC with 2 x designated polling places is attached as Appendix 2a illustrating size and location of electorate in relation to current locations: -

Watford Borough Ward Polling Arrangements at Major and Combined Polls			
Note - in some instances the total station numbers are occasionally reduced when a single poll is held i.e. double stations run as single and such like dependent upon election type			
WARD	Total Polling Places	Total Polling Stations	Total Electorate (May 2019)
Callowland	3	(2 x 2 + 1 =) 5	5,578
Central	4	(1 x 2 + 3 x 1 =) 5	6,241
Holywell	2	(1 x 3 + 1 x 2 =) 5	6,470
Leggatts	3	(2 x 2 + 1 =) 5	5,728
Meriden	3	(2 x 2 + 1 =) 5	5,765
Nascot	2	(1 x 3 + 1 x 2 =) 5	6,560
Oxhey	2	(2 x 2 =) 4	5,276
Park	2	(1 x 3 + 1 x 2 =) 5	6,283

Stanborough	3	$(1 \times 2 + 2 \times 1 =) 4$	5,608
Tudor	3	$(1 \times 3 + 2 \times 1 =) 5$	5,192
Vicarage	3	$(2 \times 2 + 1 \times 1 =) 5$	5,597
Woodside	3	$(2 \times 2 + 1 =) 5$	5,801

Recommendation: that existing 2 x polling places / 5 x polling stations within the Holywell Ward be retained without addition.

Leggatts Ward

DA – The Orchard Primary School, Gammons Lane, Watford, WD24 5JW

Response received: The executive head teacher has asked the council to consider moving the polling station from his school to another venue. He acknowledges the need for the council to have polling stations and their democratic role. However the school has to close on polling day due to its layout and design. He suggested St Mark's Church, Leggatts Way, Watford, WD24 5NQ as an alternative polling station.

Officer's response: Following receipt of the responses the Electoral Services Manager visited St Mark's Church. The pros and cons of the change have been set out below. Based on this officers are of the opinion that changing the polling station to St Mark's Church would not be a viable option. It could have a negative impact on voter turnout.

Pros: The premises contained suitable facilities, has disability access into the building, the polling place, but will require some adaptation to permit smooth and safe wheeled access into the actual polling station. This could be managed if necessary. It had adequate car parking facilities.

Cons: However the location of the premises is on the edge of the polling district. Although it is suitable for some of the properties in the area many others would have to travel a lot further and potentially these voters may be less likely to walk to the polling station. For example those voters living in Goodwood Avenue and all other properties in the west of the polling district DA. This additional distance may be a problem for some voters.

A map of polling district DA is attached as Appendix 2b showing the location of Orchard Primary School and St Mark's Church.

Recommendation: that Orchard Primary School be retained as the Polling Station for Polling District DA

Leggatts Ward continued
DC – Cherry Tree Primary School,

Response received: The council received two responses regarding this polling station, as shown in Appendix 1. The Head Teacher contacted the council and asked officers to consider moving the polling station from her school to Everett Rovers Football Club on the adjacent playing field. The full response is set out in Appendix 1.

The second response was from a committee member of Everett Rovers Football Club, Dodd Road, Watford, WD24 5FS. A new club house had been opened earlier this year with facilities, disabled access and car parking with over 50 spaces. It could be used at short notice and would not cause disruption to other venues, e.g. schools. The full response is set out in Appendix 1.

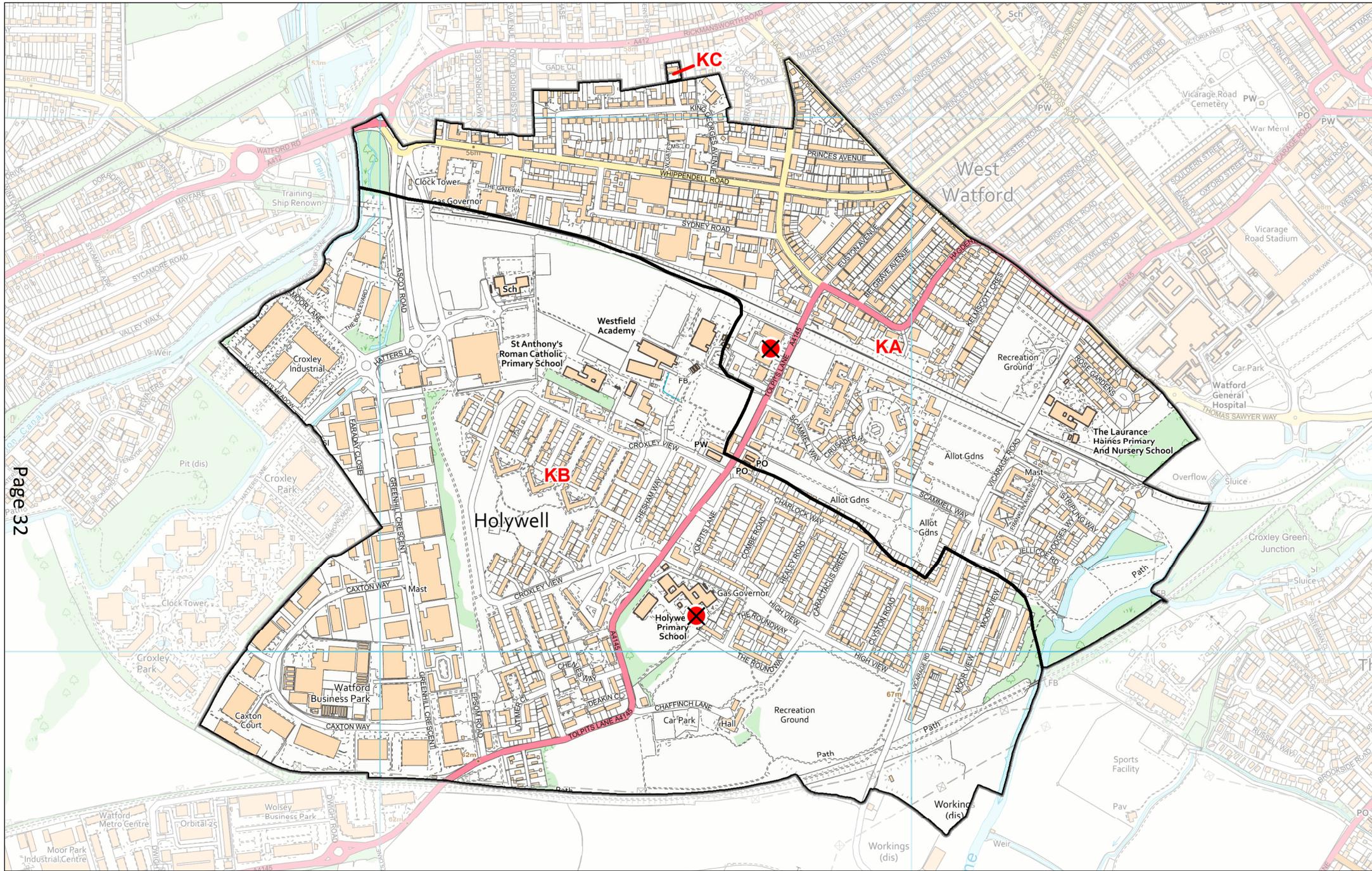
Officers' response: Following receipt of the responses the Electoral Services Manager visited the premises and walked around the area to identify any access from Berry Avenue and the other roads on the estate. Based on the visit and the pros and cons below officers are of the opinion that moving the polling station from Cherry Tree Primary School to Everett Rovers Football Club is not a viable option. There is concern that the move would have a negative impact on voter turnout.

Pros: As stated in the response from the football club, the premises contained acceptable facilities, appropriate disabled access to the venue and car parking facilities.

Cons: However the premises is located on the boundary of the polling district. Residents requiring to drive to the polling station would need to drive off the estate into St Albans Road towards the Dome Roundabout, then along the A41 towards the M25 and then turn off the A41 into Dodd Road. When leaving the polling station, residents would have to rejoin the A41, (left turn only allowed) go up the roundabout to come back down the A41 to the Dome Roundabout or go via High Road Leavesden-Ashfields-Courtlands Drive working their way back to the estate. For pedestrians there is a small footpath at the edge of Cherry Tree Park that goes behind North Watford Jamia Mosque to the A41. At the end of this footpath there is a long flight of steps to the A41 or an extensive footpath taking the pedestrian away from the destination in order to get to the A41 step-free. There are several trees along the footpath's boundary and officers are unsure how well-lit this would be in the evening, particularly when the trees are in full leaf. Along the A41 the walk is uphill. This route may not be ideal for some voters who have to or would prefer to walk to the polling station or have some form of disability.

A map of polling district DC is attached as Appendix 2c showing the location of Cherry Tree Primary School and Everett Rovers Football Club.

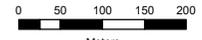
Recommendation: that Cherry Tree Primary School be retained as the Polling Station for Polling District DC



Current existing Holywell Ward Polling Districts - KA, KB & KC

Polling Stations

Map Produced by: amy.pritchard
 Publication Date: 09/10/2019



Scale 1:9,000

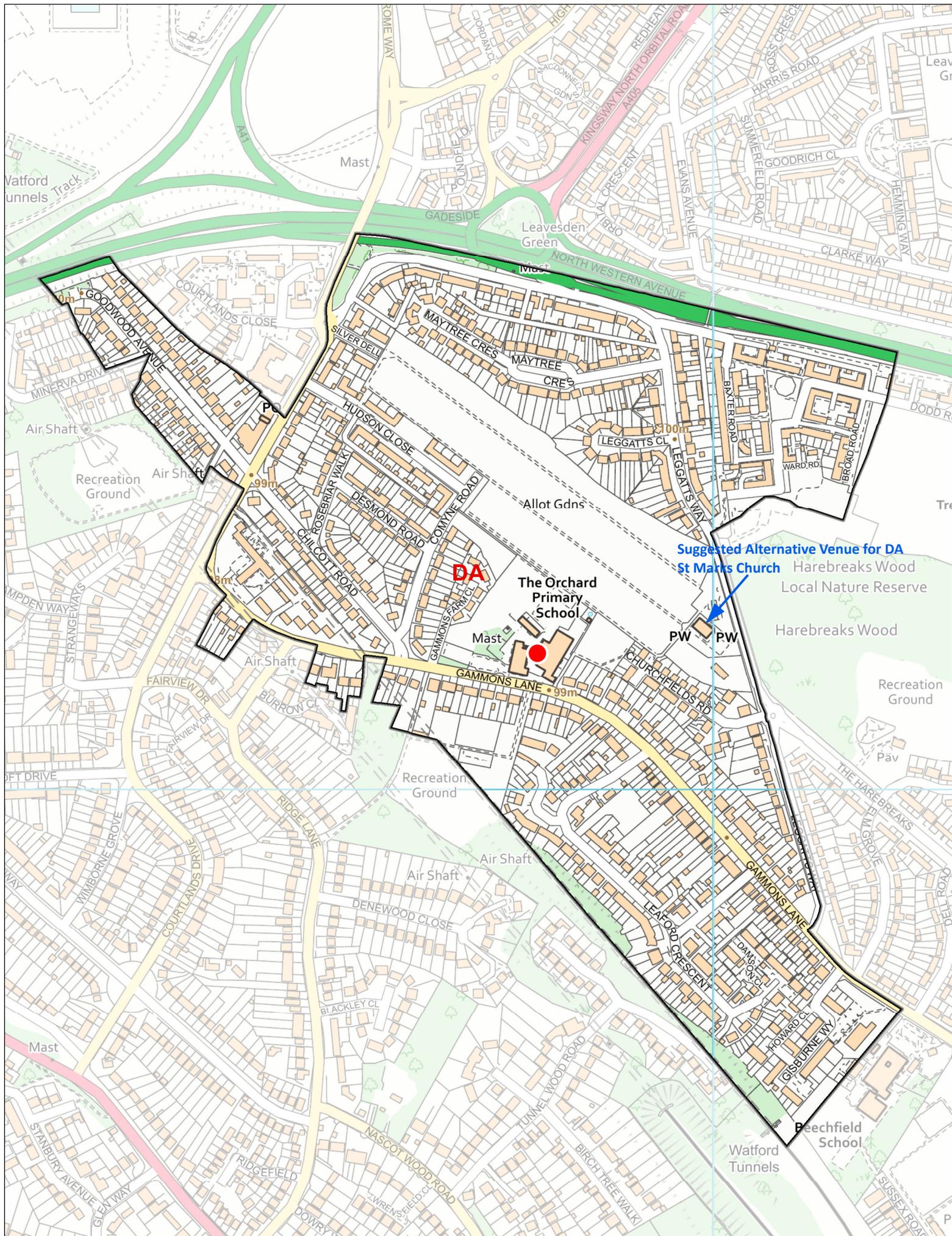


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Aerial 2010 © Geoperspectives

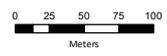
GI & Aerial 2013 © Watford BC

Town Hall, Watford,
 Hertfordshire WD17 3EX

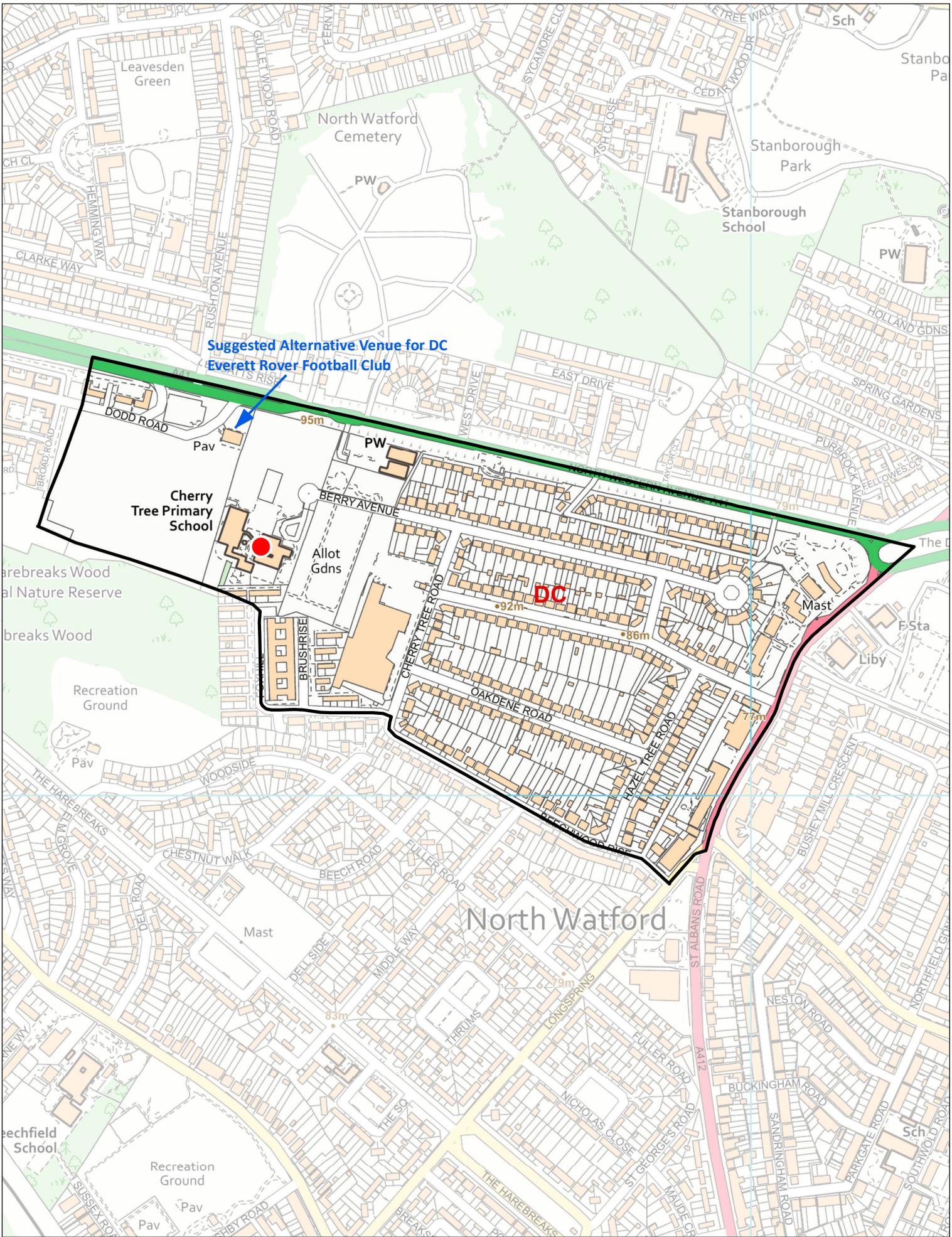


Polling District DA - Suggested Alternative Designated Polling Place Venue

● denotes current designated polling place for polling district DA

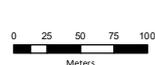


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Polling District DC - Suggested Alternative Designated Polling Place Venue

● denotes current designated polling place for polling district DC



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Town Hall, Watford,
Hertfordshire WD17 3EX

Map Produced by: ryan.rodrigues
Publication Date: 02/10/2019

Scale 1:5,663

Part A

Report to: Council

Date of meeting: 15 October 2019

Report author: Democratic Services Manager

Title: Appointment of Chair of Licensing Committee

1.0 Summary

1.1 Following the resignation of Joe Fahmy there is a vacancy for the Chair of Licensing Committee.

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 Chair of Licensing is not appointed	Licensing Committee is not able to function as effectively	Council appoints a Chair	Treat	3

3.0 Recommendations

3.1 That Council appoints Councillor Stephen Bolton as Chair of Licensing Committee for the rest of the municipal year.

Further information:

Caroline Harris

caroline.harris@watford.gov.uk

Report approved by: Group Head of Democracy and Governance

4.0 **Detailed proposal**

4.1 Joe Fahmy was appointed as Chair of Licensing Committee at the start of the municipal year. Following his resignation there is a vacancy on this committee for a Chair.

4.2 Council is asked to appoint Councillor Stephen Bolton as replacement Chair of Licensing. Councillor Bolton is a member of the current Licensing committee.

5.0 **Implications**

5.1 **Financial**

5.1.1 The Chair of Licensing receives a Special Responsibility Allowance which is part of the members' allowances budget already agreed by Council. The Shared Director of Finance comments that there are no other financial implications.

5.2 **Legal Issues** (Monitoring Officer)

5.2.1 The Head of Democracy and Governance comments that in the event that Council does not make the appointment Councillor Dychton as vice chair would act as chair for the rest of the municipal year.

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

5.3.1 There are no 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 The Licensing Committee plays an important role in setting the Licensing policies for the Council which contribute to corporate actions plans to reduce alcohol related crime and improve the night time economy.

5.7 **Sustainability**

5.7.1 None

Appendices

None

Background papers

None

Agenda Item 14

Part A

Report to: Council

Date of meeting: 15 October 2019

Report author: Democratic Services Manager

Title: Members' Self Assessments 2018/19

1.0 Summary

1.1 At its meeting on 25 February 2008 Cabinet resolved that a Members' Performance Scheme be approved for introduction. A part of the scheme involved members completing self-assessments.

1.2 The self-assessments received for 2018/19 are attached as an appendix to the report.

2.0 Risks

2.1 None

3.0 Recommendations

3.1 That Council notes the members' self-assessments for 2018/19 which will be published on the council website.

Further information:

Caroline Harris, Democratic Services Manager
caroline.harris@watford.gov.uk

Report approved by: Group Head of Democracy and Governance

4.0 Detailed proposal

4.1 Fourteen Councillors have completed self-assessments this year, representing 9 out of 12 wards. New councillors who were not elected in 2018/19 did not need to complete an assessment.

4.2 During the quadrennial review of members' allowances the Independent Members Remuneration Panel receives copies of the Members' self-assessment reports. For

the next review in 2021 they will be given access to this and subsequent Council reports to inform their considerations.

4.3 Individual self-assessments are published on the council's website under each councillor's profile page.

4.4 The Member Development Group support the completion of the self-assessments and review the format of the form within their meetings.

5.0 **Implications**

5.1 **Financial**

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

5.2 **Legal Issues** (Monitoring Officer)

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

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

5.3.1 None

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

Completed self-assessment forms for 2018/19.

Watford Borough Council

Member Self- Assessment 2018/19

Woodside Ward

Self-Assessment of: Councillor Karen Collett

1. Year elected:

2016

2. Reasons for becoming a councillor:

It was important for me to represent the local people in my ward to ensure that they have a voice, so that they feel integrated within their own community. Working for the local people is something I see as vitality important. I believe I can make a difference to their lives by working hard, listening to their concerns, views and look for a solution. In addition, I wanted to ensure that Watford remains a town that we are proud of and a place which offers opportunities for all.

3. Roles in the Council:

I am a member of the Mayor's Cabinet – I hold the position of Portfolio Holder for Community.

Deputy Mayor.

Group Leader.

Development Management Committee.

Member Development Group.

Planning Policy Advisory Group.

Attend Overview and Scrutiny.

4. Membership of outside bodies:

Trustee of Watford Palace Ltd.

Council representative on West Herts Crematorium Joint Committee.

5. Training & Development undertaken (Councillor's training record is listed):

- GDPR
- Development Management Committee
- Scrutiny
- Licensing
- Safeguarding/human trafficking and slavery
- BID briefing
- Cycle hire study briefing
- Disability awareness
- Combating gangs, violence and weapon crime conference
- Watford 2020 briefing

6. Attendance Record:

96%

Your work with Constituents and in the Community.**Please tell us about the work in your ward and for the council:**

I continue to support my local residents in my ward, dealing with housing enquiries, benefits and a range of issues. We are fortunate to have 3 residents groups which I try to attend as often as possible. In addition, I support those residents who have planning or development issues. Being an attendee on Housing Policy Advisory Group and Planning Policy Advisory Group this enables me to pass on new guidance to residents and assist them with their concerns. As half of my ward residents have Watford Community Housing as a provider I meet with them on a regular basis and attend their yearly Councillor Visit to hear about their long term plans. This year I have been made aware of other housing providers who I have challenged on behalf of those affected.

I organise poppy displays in our ward leading to the Memorial in our High Road and plan the civic service which is open to all our residents. I also attend the Town Hall Remembrance Service on the same day.

I also am a Friend of Alban Wood and so help clean up litter once a month with some additional planting during the year. I and my colleagues are also involved in the future plans for the Woodside Hub/Sports strategy.

Meet regularly with our County Councillor to discuss our local Highways Budget- looking at priorities for Woodside.

Using our locality budget we have supported the local scouts, boxing club, local schools and a trip for mothers and their young families.

I use social media such as Facebook, Twitter, e-mails and letters to communicate with my local residents on local issues, town events and news. I have had regular meetings with young people at the college to support them in their coursework and dissertations.

I meet with my local residents in their home as I feel it is important to see and hear the issues face to face. I seek answers from officers and I know residents do appreciate you coming straight back to them. Helped with mediation with neighbour disputes.

I do attend all local events, children's Christmas Parties, Halloween night, carol singing, Fruit and Vegetable summer events and last but not least local quizzes which are organised by my local community group.

I attended the Watford BID Service Excellence Awards at the Watford Colosseum which pays tribute to all sectors of our town who help with our economic growth. Attended Mount Vernon Radio's 50th Birthday celebration. I also attended and supported a show on Watford Hospital Radio. Many of our residents benefit from these wonderful services.

Imagine Watford, Palace Theatre, Colosseum, Watford Museum and The Pump House- supporting culture, heritage and the arts is vitality important to a town. I feel that we are fortunate to have many first class venues to visit and these will always be important to our cultural development.

The volunteer sector in Watford is something to be proud of, especially in the sports area. So many people give up their free time to help all generations. I fully support the Woodside Boxcleve, their work with young people is inspirational. I was honoured to hand out the medals to the children at The Big Hit. Watford Town Cricket Club who again are unsung heroes- volunteers who aim to transform young people's lives by giving them the opportunity to master the sport. Both clubs also promote young girls joining which have supported several young ladies in their success.

The Big Sports which is now in its third year has grown and takes place at the top of the town encourages people to get fit and active- which promotes health and well-being. Pleased to also work with our partners SLM Woodside and Central Leisure Centres to further promote free swims and gym sessions for young people.

Support New Hope and visit plus attended the Herts Homeless Forum which is held at WBC.

Visited Random Café and Café in the Library to celebrate their Birthdays. Both provide a unique role in our community - bringing people together, sharing and caring.

Working closely with W3RT and meeting on a regular basis. Spoke at Citizen's Advice Centre's AGM and thanked them for their support and commitment to helping Watford residents.

Attended A Bloodwise Charity Event which raises an incredible amount of money which funds research to change the lives of people living with leukaemia, lymphoma, myeloma and other blood cancers.

Equality is important and so I make it a priority to support groups and charities to promote them such as Herts Inclusive Theatre, Electric Umbrella, Watford Deaf Club, Playskill, Age UK, Women's Centre, Drum, Shopmobilty and more. As I said before there are many volunteer organisations and charities out there and I have been fortunate to visit many, something that has a special place in my heart. I also arranged a briefing for Councillors in relation to disability Watford training provider so that we could experience visual impairment and understand how important it is to get things right. Met officers at County to discuss a more user friendly approach and encouraged them to keep a regular dialogue with Disability Watford.

Watford Celebration, One Vision, Caring and Sharing Club, Kerala Community Foundation, Portuguese Association and the Filipino Community Association- attending EID and an open day to the local Mosque was a chance to celebrate a diverse town. Watford is rich in culture and it is heart-warming to see us all stand together in unity and share our traditions and learn about other beliefs.

Pleased to attend last year's Chairman's Charity dinner to raise money for his two chosen charities- so pleased to see a large amount raised.

I have attended several Police Attestation Ceremonies at Welwyn Garden City Police Headquarters to witness our special constable's take their oath. These amazing volunteers who have full police powers will work amongst the regular force. I was delighted to attend to offer our congratulations and support.

For those councillors in a leadership role, how have you met these further objectives?

7. Providing vision

Set up a meeting to discuss LGBTQ+ with members of the community and officers to highlight areas we could improve on, so that our residents feel they are included. Council Website now signposts to advice groups. Arranged for the Rainbow flag to be raised outside the Town Hall. This will continue.

Set up the Pensioners Forum with W3RT to support, offer advice by inviting outside bodies and organisations to share their knowledge. This is also a social occasion for people to come together and meet new people. Visitors have included a local GP, Herts Help, and Neighbourhood Watch, Looking after your Sight, Trading Standards and Pension Advice.

To continue offering free children's Easter and Summer play which has grown in numbers and is a success.

Free Cultural events in the year- The Big Screen, Big Beach, Sports and other events at Cassiobury Park.

Supporting Diversity and Equality throughout the town- visiting faith groups, the voluntary sector and organisations to demonstrate how fortunate we are in Watford to have such a wide range of sustainable groups.

Chairing the Health and Wellbeing Forum to look at areas listed by Public Health that we could help improve. Understanding the health issues is important so we can look at preventative outcomes and enlist outside help if necessary.
Supporting the Mayor for a Dementia Friendly Town.

Attending monthly Portfolio Holders meetings with the Leadership team of the council to steer and ensure we are providing value for money but above all good services.

It is important that we show we are a trusted brand and are able to secure our financial future by taking brave steps to meet the difficult challenges ahead which are imposed on us by Central Governments cuts to services. One of those ways is proving we are progressive and open to commercialism. Our Environmental Health and Licensing Consultancy service can help businesses seek advice to new legislation and how to manage risk. We provide a number of services under my Portfolio which are Training, Food Hygiene, Health and Safety and Licensing, Pre-application services and Pest control.

8. Managing Performance

I attend regular meetings with the Head of Service and quarterly reviews to monitor performance. To challenge policy where necessary and create a dialogue in order to shape our town. To make sure our services are sustainable and fit for purpose and can we improve on them. To make sure that our plans and decisions are informed by the views of Watford residents and the local community.

Objective(s) for 2019/20

Objectives have been met for 2018/2019

To ensure that the community is engaged and on board with our plans.

To make sure our town is a place where people want to live and work.

To make sure that we continue to be proud of such a diverse town.

To become a school Governor for Alban Wood Junior School.

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Watford Borough Council

Member Self- Assessment 2018/19

Central Ward

Self-Assessment of: Councillor Aga Dychton

1. Year elected:

2016

2. Reasons for becoming a councillor:

I've always enjoyed promoting the idea of community and helping people and being a councillor is a great way of doing just that.
Being a councillor also gives me a chance to change people's lives for the better, whoever they are and wherever they're from. I love the casework part of my job. A typical day could be helping to clear a bit of fly tipping, helping get funding for community projects or helping someone get better quality local housing. No two days are the same.

3. Roles in the Council:

- Central Neighbourhood Locality meeting
- Council
- Council Functions Committee
- Licensing Committee (Vice-Chair)
- Licensing Sub Committee
- Member Development Group
- Watford Community Housing Task Group

4. Membership of outside bodies:

N/A

5. Training & Development undertaken (Councillor's training record is listed):

GDPR

Licensing training

Safeguarding/Human trafficking and slavery

Small sites

Disability Awareness

6. Attendance Record:

72%

Your work with Constituents and in the Community.**Please tell us about the work in your ward and for the council, you may wish to mention the following:**

As a councillor I represent my ward and the people who live in it. As well as being an advocate for my local residents and signposting them to the right people at the council, I keep them informed about the issues that affect them. Quite often I arrange the meeting and keep in touch with resident by email or phone call. I work in partnership with local communities and organisations – including the public, voluntary, community and private sectors – to develop a vision for my local area, working collaboratively to improve services and quality of life for citizens. I contribute to the development of these policies and strategies, bringing the views and priorities of my local area to the debate. I am member of few Committee and task group

- Watford Community Housing Task Group
- Central Neighbourhood Locality meeting
- Council Functions Committee
- Licensing Committee (Vice-Chair)
- Licensing Sub Committee

My role as a member of Task Group was to review Watford Community Housing's service charges to tenants and its monitoring of contractors' performance. As a result of that we arrange a regular session in each ward to meet resident and talked about the experience and issue if they had any. The summary and conclusion of this task group was presented to Watford Community Housing Trust where they agreed to improve their service where it was required.

I always attended on the meeting organised by each community group in my ward and actively working with them to improve our area. As my resident I am concern about tall building development around Town Centre therefore I represent my resident on DM Committee where I was against planning development.

On a regular basis I support local organisation who aiming help other and keep in touch with students from West Herts College who very often contacting with me regards my role and responsibilities.

Support my resident and keep in touch with them is my priorities.

I am very proud to represent them.

Objective(s) for 2019/20

Continue to support, engage and keep in touch with them by emails, leaflets, and meetings. Continue to develop my knowledge and experience so I can be even more effective as a Ward Councillor.

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Watford Borough Council

Member Self- Assessment 2018/19

Meriden Ward

Self-Assessment of: Councillor Amanda Grimston

1. Year elected:

2016

2. Reasons for becoming a councillor:

To help and be involved in my local community

3. Roles in the Council:

Licensing, Standards, Community Safety Partnership task group

4. Membership of outside bodies:

West Herts Golf club

5. Training & Development undertaken (Councillor's training record is listed):

GDPR
Licensing
BID Briefing

6. Attendance Record:

83%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council

I have helped in many planning issues I have attended consultations and held residents meetings and will always visit residents individually if they have a particular issue they wish to raise.

I have had many meetings with Herts Highways regarding a vast array of issues.

I am currently involved closely with shop keepers regarding their transfer to new properties on the Meriden estate.

I use all lines of communication with residents, I do prefer to meet residents face to face.

I'm looking forward to my dementia champion training in October. I'm also attending training in October for my role as chair of Scrutiny I have currently attended two scrutiny groups which I really enjoy.

I am constantly meeting with Watford Community Housing (WCH) regarding the smooth running of the large regeneration project on the estate. I enjoy a good working relationship with the local housing officer at WCH and recently meeting with Paradigm housing group.

I also enjoy an excellent working relationship with our Police community support officers.

As I have only recently given up nursing I feel I have a good understanding of residents' social needs and have on a couple of occasions raised safe guarding concerns.

I really enjoy my role as local councillor, I love meeting residents and chatting with them I enjoy working with my fellow ward councillors and working together we all bring a different approach to issues and finding solutions. I do find sometimes I get frustrated with how long solutions take when it is causing such detriment of our residents. I find it difficult to properly navigate the surface pro but slowly I'm getting there.

Watford Borough Council

Member Self- Assessment 2018/19

Nascot Ward

Self-Assessment of: Councillor Mark Hofman

1. Year elected:

2012

2. Reasons for becoming a councillor:

To engage with residents, help constituents with issues they may encounter and ensure the interests of young people are heard.

3. Roles in the Council:

Council
Outsourced Services Scrutiny Panel (vice-chair)
Overview and Scrutiny Committee
Major Projects Board (vice-chair)

4. Membership of outside bodies:

N/A

5. Training & Development undertaken (Councillor's training record is listed):

Scrutiny
Cycle hire study briefing
Watford 2020
Centre for Public Scrutiny – questioning skills
GDPR

6. Attendance Record:

86%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:
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Alongside my Nascot colleagues Jane Johnson and Mark Watkin I have engaged extensively with residents throughout the last year. Our engagement has included meeting with residents in their homes, holding open air surgeries at popular locations throughout the ward, regularly communicating through social media, print media, online and offline newsletters, residents' surveys and petitions. Our wide-ranging engagement has brought many issues and casework to our attention.

Working closely with local people, residents associations and my Nascot councillor colleagues we have secured a number of tangible benefits for the local area over the last year, including new sports equipment for our local parks, play equipment for local children to enjoy, trees to improve our environment, new footpaths, road safety improvements, and Tommies to commemorate the Great War.

Planning continues to be a major issue in Nascot, located near major rail and road transport options we regularly see attempts to develop and intensify the ward. Working with residents and our community interest groups, we have campaigned to preserve Nascot's historic character, frequently representing residents' interests at the Development Management Committee and feeding back our concerns to Mayor Peter Taylor and the towns planning policy team.

We have also worked with closely with our community interest groups to support them with their concerns and issues, including maintenance of civic spaces, family events and fundraisers which help to develop a crucial sense of community, belonging and pride in the local area.

10. Objective(s) for 2019/20

Working with local stakeholders I aim to protect and enhance the wonderful character and heritage of Nascot Ward.

Road safety is still a concern in several areas around the ward, we will continue to press for further improvements to the ward's road and pedestrian network to ensure these concerns are heard at county hall.
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At the town hall I will continue to work with the Mayor and others to secure an inclusive, innovative and compassionate council equipped with 21st century solutions to local issues.

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Watford Borough Council

Member Self- Assessment 2018/19

Park Ward

Self-Assessment of: Councillor Peter Jeffree

1. Year elected:
2017

2. Reasons for becoming a councillor:
To support residents of Park Ward and contribute to shaping the future of Watford

3. Roles in the Council:
Development Management Committee (Chair) Licensing Committee Planning Policy Advisory Group Housing Policy Advisory Group.

4. Membership of outside bodies:
<ul style="list-style-type: none">• WBC representative on the Hertfordshire Building Preservation Trust.• WBC representative on the board of Watford Community Housing (May 2017-April 2019)• Member of the 20's Plenty for Watford group

5. Training & Development undertaken (Councillor's training record is listed):

GDPR
Development Management Committee training x2
Licensing
Safeguarding/Human Trafficking and slavery
BID briefing
Cycle hire study briefing
Small sites
Disability awareness
Watford 2020 briefing

6. Attendance Record:

89%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:

- As a member of the WCH Board, I was able to take up a number of housing issues at a high level, with some success.
- With the other Park Ward councillors I have worked with the Parks team to support the major events programme in the park and help manage their impact on residents.
- I publish a fortnightly email newsletter for residents, on behalf of Park Ward councillors
- I have attended training for Licensing and Development Management, both of which are compulsory for members serving on those committees
- As chair of Development Management Committee, I am involved in the decision making process for all major developments, and minor developments with a significant number of objections, in all wards.
- I have made a point of attending public consultations on all of the major developments where there has been a formalised public engagement event. I have also visited recent developments in Cambridge, Wembley and in the City of London to expand my awareness of the current trends in providing high density housing.

Objective(s) for 2019/20

- To continue to effectively chair Development Management Committee
- To actively influence the management of major events on Park Ward residents
- To support a long term objective (and adopted council policy) of making Watford a 20mph town

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Watford Borough Council

Member Self- Assessment 2018/19

Oxhey Ward

Self-Assessment of: Councillor Maggie Parker

1. Year elected:

2017

2. Reasons for becoming a councillor:

To help put something back into my community, I love living in Oxhey and helping people, it is rewarding to help local groups and be involved in local events etc.

3. Roles in the Council:

Licensing committee
Budget Panel member
Member Development Group (Chair)
Overview and Scrutiny

4. Membership of outside bodies:

Wellspring Church (Watford)

5. Training & Development undertaken (Councillor's training record is listed):

GDPR
Scrutiny
Licensing
Disability awareness

6. Attendance Record:

95%

Your work with Constituents and in the Community.**Please tell us about the work in your ward and for the council:**

- I assisted residents that had housing issues referring them to the relevant department teams within the council
- Supported local businesses and local events
- OVEG Summer Fayre
- Jazz in the Park
- Picnic in the Park
- Supporting local exhibitions
- Setting up Friends of Bushey Station Group to help to improve the appearance of the station
- Organised locality fund to help Oxhey Bowls Club, Allotments, Local Nursery schools and scout hut as well as church groups.
- Attended the Big Events and local ward events as well as events in other wards
- Communicate with residents by email and face to face
- I have attended relevant training which has helped me in my role as a councillor
 - Licensing
 - Development Management
 - Budget Panel
 - Overview and Scrutiny
 - Mental Health
 - Safeguarding
 - GDPR
 - Prevent
- A member of the Budget Panel scrutiny committee from May 2018
- I have assisted with planning issues by representing residents and speaking against controversial applications in my ward.

Watford Borough Council

Member Self- Assessment 2018/19

Tudor Ward

Self-Assessment of: Councillor Stephen Johnson

1. Year elected:

2009

2. Reasons for becoming a councillor:

I became a Councillor because I wanted to serve the local community 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.

3. Roles in the Council:

Portfolio Holder for Housing and Property
Annual Council
Appointments Committee
Cabinet
Constitution Working Party
Council
Development Management Committee (Vice-Chair)
Property Investment Board (Chair)
Housing Policy Advisory Group (Chair)
Finance Review Board
Strategic Housing Delivery Board
Town Hall Development plan steering group
Major Application Review Forum

Community Facilities Review Board (chair)
Town Centre Task Group

4. Membership of outside bodies:

N/A

5. Training & Development undertaken (Councillor's training record is listed):

GDPR
Development Management Committee training
Safeguarding/Human trafficking and slavery
Cycle Hire study – briefing
Small Sites
Disability awareness

6. Attendance Record:

95%

Your work with Constituents and in the Community.**Please tell us about the work in your ward and for the council, you may wish to mention the following:**

In my own ward I spend a lot of time on casework and supporting residents. We organise various clean-up days as well as organising Poppy remembrance events and Christmas lights.

As housing portfolio holder, this is an area that is very close to my heart. The South East of England is in the middle of a housing crisis. In Watford, we can react locally as best we can but the solution needs to be tackled with more determination from a national perspective.

Locally we have taken a great number of initiatives to manage the boroughs housing needs.

- We have created our own housing company to help the council build homes for local residents. Our first scheme will consist of much needed affordable homes and temporary accommodation for homeless households. These new homes should be completed by mid-2018.
- We started a new Strategic Homelessness Forum in Watford which includes representatives from a wide range of voluntary and statutory external partners. The main aim of the Forum is to reduce homelessness and improve services and provision for people and households at risk of or actually homeless within the Watford Borough Council area. Its key area of work so far has been to look at ways for agencies to work together to make better use of available supported and general needs accommodation for homeless single people locally. It also oversees the government-funded prevention of rough sleeping project.
- I chair the Housing Policy Advisory Group which is a forum for Councillors to discuss strategic housing and housing-related issues relevant to the area covered by Watford Borough Council. Over the last few months, Councillors have received presentations and had the opportunity to comment on various issues including the performance of the Housing Department in delivering its services, the work of the Environmental Health Team, the provision of temporary accommodation in the borough and updates on all

the strategic housing-related projects being worked on.

- With so few affordable/social rented homes available locally we reduced the number of applicants on our Housing Register from around 5,000 to under 800. We did this by introducing a residence requirement which means applicants must live in Watford at the time they apply to the Housing Register and must also have lived in Watford for five of the last six years.
- After a successful tendering exercise, we are now working with more contractors than before to help us source affordable private rented homes for both temporary accommodation (TA) for homeless households and for settled accommodation for those already in TA to move into.
- As part of the council's plans to improve TA, we have started work on York House, which is our largest TA hostel and has been in need of extensive modernisation
- We have taken part in the creation of the new shared, county-wide Hertfordshire Improvement Agency (HIA). We transferred Watford Borough Council's Disabled Facilities Grants service to the HIA in September 2017. I attended various meetings to discuss and agree the practicalities of the transfer. We believe the HIA will provide a more responsive service, enable an increased number of adaptations to properties and allow quicker discharge from hospital for residents.
- We have worked with the Building Research Establishment (BRE) to get a better understanding of the privately-owned housing stock in Watford so that we can more easily identify where to concentrate resources for improving these homes. The BRE's report should be ready by the end of May and its findings will feed into the council's new Private Sector Renewal Strategy which will be consulted on later this year.
- After a, thorough review was undertaken last September, I am supporting the Housing Department in working through a continuous improvement plan to put in place for Watford residents the national standard for homelessness prevention and housing options services.

7. Providing vision

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. I provide a strategy for the way forward for housing. In my 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.

8. Managing Performance

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 housing. I have regular meetings with Officers to monitor performance.

Attendance as necessary at scrutiny committees

Taking up complaints and concerns raised by residents and being willing to challenge questionable performance by the council where necessary.

Setting out clear housing policy for officers

10. Objective(s) for 2019/20

To support the setting up of a complex need's unit within the Borough.

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Watford Borough Council

Member Self- Assessment 2018/19

Oxhey Ward

Self-Assessment of: Councillor Iain Sharpe

1. Year elected:

1991

2. Reasons for becoming a councillor:

I wanted to make sure that Watford remains a good place to live in, and for people to visit and work in, especially to protect and enhance the build environment. I believe strongly in local democracy and the need for councillors to hold public bodies accountable to the public. In addition, I am a committed Liberal Democrat and believe the party has strong policies for open government, responding to the concerns of local residents, and providing quality services at a reasonable cost to taxpayers.

3. Roles in the Council:

Cabinet Member for Regeneration and Development,
Development Management Committee,
Highways Forum (Chair),
Major Projects Board (Chair)
Planning Policy Advisory Group (Chair)

4. Membership of outside bodies:

Hertfordshire Infrastructure and Planning Partnership (comprising planning portfolio holders for all Hertfordshire districts and Hertfordshire County Council.)

5. Training & Development undertaken (Councillor's training record is listed):

Development management training – main training event and ongoing sessions following Development Management Committee meetings.

Training session on the Residential Design Guide.

GDPR

I have also participated in various training and discussion events organised by the Local Government Association at the twice yearly Liberal Democrat conference, particularly in the fields of planning, housing and environmental issues.

6. Attendance Record:

89%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:

My main focus this year as cabinet member has been on progressing the Local Plan, which is crucial to shaping the future of the town and ensuring that as far as possible, Watford Council and Watford residents remain in charge of their own destiny rather than suffering 'planning by appeal'.

This has meant regular meetings of the Planning Policy Advisory Group to look at a range of policy areas, identify a chosen policy direction and develop a coherent plan that ensures Watford's continuing success as a town. The aim is that we will go out to consultation on the plan in the autumn.

Other activities I have engaged in this year include:

- As cabinet member I have been responsible for approving other parking projects and consultations, including in Central and Callowland wards, liaising with the local councillors, as well as various other local parking schemes.

- Liaising with officers and ward colleagues to consult residents on whether to introduce parking controls in Oxhey ward and attending drop-in sessions to answer residents' questions

- Responsible for introducing at cabinet consultation plans for regenerating and improving the northern part of the town centre (around the town hall)
- The successful public realm improvements in the High Street were within my portfolio and I oversaw the work of officers in ensuring that this work was carried out to complement the opening of the intu extension in Watford.
- As a member of the Development Management Committee, I have been involved in taking decisions on significant planning applications, where necessary challenging officer recommendations and trying to ensure that the council makes correct planning decisions.
- As chair of the Major Projects Board I have ensured there is full scrutiny of the major schemes and developments happening across the town.
- Taking up various individual issues raised by residents, from reporting highway faults to dealing with instances of anti-social behaviour.
- Attended meetings of the steering group overseeing the proposed activity centre for Oxhey Park North.
- Kept in touch with local residents through regular newsletters, occasional email updates, holding street stalls in Oxhey.
- Taken part in community events such as the Oxhey Park volunteer clean up sessions and supported local community projects and groups via the neighbourhood budget.

7. Providing vision

Key activities include:

- Contributing to the council's corporate plan through discussions with senior officers, the mayor, cabinet members and councillors.
- Promoting via planning policy etc. work towards a strong local economy and sustainable neighbourhoods.
- Addressing the need to provide new homes, including affordable homes through our planning policies

- Willingness to take difficult decisions (e.g. over sites such as Riverwell) for the greater good of the town, especially in trying to meet the need for new homes.
- Participation in regular meetings with senior management to further the council's policy goals.

8. Managing Performance

- Regular meetings with the head of service and quarterly reviews to monitor performance of services within my cabinet portfolio.
- Taking up complaints and concerns raised by local residents and being willing to challenge questionable performance by the council where necessary.
- As part of cabinet regular meetings with leadership team to monitor council's performance on key priorities.

Objective(s) for 2019/20

- Complete Oxhey parking consultation indicating the preferred option for residents.
- Ensure that we continue on schedule with the local plan
- Deliver Clarendon Road environmental improvements
- Continue to keep Oxhey residents informed about local issues

Iain Sharpe, 11 August 2019

Watford Borough Council

Member Self- Assessment 2018/19

Holywell Ward

Self-Assessment of: Councillor Matt Turmaine

1. Year elected:
Originally elected: 2012 Most recently elected: 2018

2. 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.

3. Roles in the Council:
Full Council Development Management Committee

4. Membership of outside bodies:
Attendance at Holywell Community Action Group. Attendance at West Watford Community Association events. Attendance at Holywell Community Centre events. Attendance at community events in the ward.

5. Training & Development undertaken (Councillor's training record is listed):

GDPR
Scrutiny
Safeguarding/Human Trafficking and Slavery

6. Attendance Record:

91%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:

- Engaged with WCHT on planning and development issues of relevance to residents.
- Working with residents on housing and development issues of importance to the community.
- Support local economic and cultural events.
- Support local businesses and retail.
- Attended Remembrance Sunday event at Town Hall marking centenary of end of WW1.
- Engaged with residents on casework and issues of local relevance.
- Accessible through e-mail, social media and in person.

10. Objective(s) for 2019/20

Represent residents in Holywell ward.
Help residents with casework.
Play an active part of the council's democratic process.
Raise issues of concern to residents through the council's processes.
Effectively discharge responsibilities as chair of finance scrutiny committee.

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Watford Borough Council

Member Self- Assessment 2018/19

Nascot Ward

Self-Assessment of: Councillor Mark Watkin

1. Year elected:
2006

2. 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

3. Roles in the Council:
Member of Cabinet - Portfolio Holder for Legal and Democratic Services, Shared Services, Watford 2020, Commercial Services and Customer Services Commercial Watford Board (Chair) Appointments Committee (Chair) Chief Officer Pay Panel Council Functions Committee Development Management Committee Planning Policy Advisory Group Property Investment Board

4. Membership of outside bodies:
Chessbrook ESC – Governor Friends of Cassiobury Park – member

Nascot Residents Association – member
 Friends of Watford Museum – member.
 Friends of Little Cassiobury - member
 Council liaison with Watford Val Murugan Trust
 Elected County Councillor for Nascot Park Division, Shadow Cabinet Member responsible for Education, Children’s Services, Libraries and Localism
 Hertfordshire SACRE (Chair)
 Hertfordshire Music Forum
 Hertfordshire Education Trust
 St. Michael and All Angels Parochial Church Council member

5. Training & Development undertaken (Councillor’s training record is listed):

GDPR
 Development Management Committee training
 Safeguarding/Human Trafficking and Slavery
 BID briefing
 Cycle Hire Study briefing
 Annual Local Government Finance Conference
 Watford 2020 briefing

6. Attendance Record:

83%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:

- I work with the four main Residents Associations in Nascot Ward attending their meetings where appropriate and actioning any issues they raise at their meetings.
- I liaise with the local PCSO particularly with ASB matters which are affecting parts of Nascot.
- I have raised parking issues affecting local businesses on the Goodwood Parade with our parking team.
- I have advised and supported a number of families in Nascot, including some whose children have special educational needs.
- Together with my ward colleagues we send out regular e-newsletters, Focus newsheets, and targeted street letters on specific local issues. I also have my own Facebook site

- I endeavour to keep up to date with my training, particularly relating to Development Management and Licensing, but I also attend national conferences on specific areas relating to my Cabinet Portfolio.
- In my role as a Cabinet Member, I attended meetings of the Outsourced Services Committee, Overview and Scrutiny Committee, the Budget Panel and the Audit Committee.
- I have advised residents on a range of planning matters and am a member of the Development Management Committee

7. Providing vision

I strive to build a town where everyone has equal opportunity to be housed, enjoy leisure, and have gainful employment. Although not directly Borough responsibilities, I look to improve the quality of the local education and ensure that the Borough is well served by its local health services.

I do this in my meetings with my fellow Cabinet Members, my work with the Senior Leadership team and with leaders of the various departments that constitute my portfolio.

8. Managing Performance

I meet regularly, typically at least once a month and where necessary more frequently with all my heads of service to discuss their department's performance and where appropriate review their key performance indicators. Good performance must be far more than just achieving a series of KPIs.

Objective(s) for 2019/20

1. To ensure that all Departments meet or pass their service targets.
2. To ensure that the Watford 2020 programme is a success.
3. To see that successful launch of Watford Commercial Services
4. Through the use of its ICT, wireless and broadband to see the Council adopt innovative strategies and services to serve Watford better.

Watford Borough Council

Member Self- Assessment 2018/19

STANBOROUGH Ward

Self-Assessment of: Councillor Tim Williams

1. Year elected:

15/05/1995 - 10/05/1999
10/05/1999 - 06/05/2002
06/05/2002 - 08/05/2006
07/05/2012 - 09/05/2016
09/05/2016 - 06/05/2019
07/05/2019 - present

2. Reasons for becoming a councillor:

I became Councillor at the age of twenty-two, in 1987, as I 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 my Ward, and in Watford, is still the paramount reason that I stand as a local Councillor in the ward that I live in with my family.

3. Roles in the Council:

Cabinet Member responsible for Client Services (the outsourced services e.g. – Veolia, Everyone Active, HQ Theatres & Watford Market)
Development Management Committee

4. Membership of outside bodies:

Hertfordshire Sustainability Forum
Hertfordshire Waste Management Group
The Palace Theatre Ltd
Watford Workshop
Committee member of Kingswood Residents Association
Member of Friends of Woodside
Member of Friends of Cassiobury Park
Member of Friends of Watford Museum
Member of Friends of Frogmore House
Member of North Watford Allotment Garden Society

Allotment holder at Briar Rd site
Member of Watford Mayors' Association
Member of Hunstanton Civic Society
Member of Everyone Active – Woodside
Fellow of the Chartered Institute of Credit Management
Governor of St Joan of Arc RC School

5. Training & Development undertaken (Councillor's training record is listed):

GDPR
Development Management Committee training
Scrutiny
Safeguarding/Human trafficking and slavery
BID briefing
Cycle hire study briefing
Small sites

6. Attendance Record:

100%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:

- Regularly taking up matters raised by residents – this ranges over many matters from Public Safety concerns, highway matters, litter, planning, housing, parks' maintenance, street scene improvements through to the types of fuel used by local buses
- Work and liaise with local community groups such as Kingswood Residents Association, Leavesden Community Group, Woodside Residents Association, Boundary Way Residents Association and Friends of Woodside
- Liaise and deal with many areas of the Council regarding the matters raised with me by residents and community groups based in Watford
- Liaise and deal with many areas of the Council that have been outsourced regarding the matters raised with me by residents and community groups based in Watford – e.g. Veolia, Everyone Active
- Liaise and deal with many outside partners of the Council, such as the Police, Watford Community Housing and NHS regarding the matters raised with me by residents and community groups based in Watford
- Continue to liaise and tackle highway issues with Herts County Council on behalf of local residents

- Attend many community events in Stanborough and throughout Watford whether organised by local groups or by Watford Borough Council
- Sponsor/award grants to various local groups in the area – often in regards to the vulnerable & disadvantaged groups
- Apply for external grants to facility improvements to our area e.g. Police Community Fund for Smart Water project in Kingswood and also for an additional Speed Indicator Device in North Approach
- Regularly attends Council Meetings, Scrutiny Sessions, topic briefings, Training and events by local organisations

7. Providing vision

Having been appointed to the Cabinet in May 2018, I regularly attend not only the Cabinet Meetings but also many internal meetings/briefings in regards policy and providing vision for the Council and for Watford. Having previously been a Chair of a Scrutiny Panel until May 2018 I now scrutinise at the outset the proposals and 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 their implementation. I provide a strategy for the way forward for the clients services that I'm responsible for, my area of Cabinet responsibility, to ensure that they currently meet the vision of the Council's and of the residents, and for them to be adaptable to meet challenges/changes that might occur i.e. that they are responsive and effective and are in good shape to meet the demands facing them in the future.

8. Managing Performance

It is crucial that we monitor and manage performance of the Council – we do this as a Cabinet, as an Administration and as a Council. As the Cabinet Member with responsibility over Client Services I have monthly meetings with the Head of Service and the management team, regularly have formal review meetings with the Outsourced Service providers, and the Scrutiny Committee often have these areas in front of them with myself, Council's management team and the outsourced service providers attending. The Key Performance Indicators are regularly checked at our meetings with questions asked. When complaints are raised by residents I am willing to challenge questionable performance by the council when/if necessary.

Objective(s) for 2019/20

Cabinet Responsibilities:

- Ensure that Veolia Contract (streetcare/refuse/recycling/parks) is matching and over-achieving the Council's and the residents' expectations with overall performance, cost effectiveness and that best value is achieved. That the new Veolia extension contract, from July 2020, continues to do this.
- Increase the sustainability levels at Watford Borough Council, and within the Borough of Watford, particularly increasing the recycling levels (particularly by 2022/23)
- Ensure that Everyone Active is matching and over-achieving the Council's and the residents' expectations with overall performance, cost effectiveness and that best value is achieved – for both Central & Woodside Leisure Centres to achieve the prestigious Quest accreditation
- Ensure that HQ Theatres is matching and over-achieving the Council's and the residents' expectations with overall performance, cost effectiveness and that best value is achieved at the Colosseum. That the new refurbishment/contract at the Colosseum enhances, and extends the offering at the venue.
- Ensure that Watford Market's offering is enhanced and increased in line with the Watford High Street (North) and Cultural Hub Masterplan

Stanborough Responsibilities

- Maintain Green Flag status for Woodside Playing Fields & Albans Wood
- Continue to report and address Highway matters to Herts County Council
- Arrange Deep Clean along North Approach in Autumn 19 – including cutting back bushes
- Address Anti-Social Behaviour matters with the Neighbourhood Police Team
- Establish new Speed Indicator Device in North Approach
- Increase 20mph Zones within Stanborough Ward
- Continue to work with residents, and residents' groups on getting improvements to the area
- Continue with regular communications with residents via newsletters and attendance at Residents' meetings
- Work with Watford Community Housing Trust, and other Housing organisations with matters that tenants/residents raise with me
- Maintain a Bus Service for Kingswood & Leavesden Green estates

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Watford Borough Council

Member Self- Assessment 2018/19

Central Ward

Self-Assessment of: Councillor Stephen Bolton

1. Year elected:

2014

2. Reasons for becoming a councillor:

To support and represent residents; to have a say in decisions affecting the local area, and Watford more broadly; and to contribute to improvements to the local environment

3. Roles in the Council:

Cabinet member (without portfolio) to review aspects of the council constitution and committee structures; Council; Licensing Committee; Standards Committee; Major Projects Board; Constitution Working Party; Member Development Group; Central Neighbourhood Forum; 'Get Active' Steering Group Chair

4. Membership of outside bodies:

Council oversight of Wellspring Church; Groundwork Hertfordshire Advisory Panel

5. Training & Development undertaken (Councillor's training record is listed):

GDPR
Development Management Committee training
Licensing Committee training

Safeguarding/Human trafficking and slavery
BID briefing
Small Sites
Disability Awareness
Watford 2020

6. Attendance Record:

97%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:

- As part of the Central Ward team, I have supported various projects and groups through the Neighbourhood Locality Budget.
- I have dealt with a variety of concerns expressed by residents, including anti-social behaviour, planning developments, parking issues, street cleaning and neighbour disputes. I have also regularly reported incidents of fly-tipping. So this has involved dealing with the Council, the Police and other service providers.
- I have dealt with housing associations including Watford Community Housing, Genesis Housing, and L&Q to get issues resolved.
- I have had contact with local businesses, Watford BID, and helped to support the process towards the town being re-awarded a Purple Flag. I also attended the awards ceremony on behalf of the Council/BID.
- I have attended and supported various events in the town, including Big Events on the Parade.
- I have shown my concern for park and leisure facilities. I have regularly reported issues affecting local parks. I supported events at both Central and Woodside Leisure Centres as new facilities were launched.
- I have kept in contact with residents through e-mail, leaflets, face to face, and using social media. Meetings have been held with residents at residential homes, as well as wider Neighbourhood Forums. I have also worked with resident groups including Queens Community Action Group and Watford Fields Residents Association.
- I have worked with and supported local charities including New Hope, Home-Start and Watford Foodbank.
- I have attended various training sessions to continue develop my knowledge, so that I can be an effective councillor.
- Planning and development has been a high-profile matter in Central Ward, and time has been spent with residents, and I have spoken at Development

Management Committee. I also attended the Planning Policy Advisory Group on occasions.

- Part of my remit in my Cabinet role was to look at the 'scrutiny' arrangements to ensure that they are effective in looking at how the Council is administered, and so various changes were made as a result.

Questions 7. and 8. for CABINET MEMBERS ONLY

7. Providing vision

As part of the Cabinet for the year, I was able to give input to the vision for the town, and to look at how the Council continues to provide good local services at a time of budget constraint and reduction in central government funding. I was able to provide comment and ideas on plans around transport, infrastructure, technology, property, housing and leisure. I also attended a regional LGA event to gain thoughts and ideas on local authority strategy.

8. Managing Performance

Monitoring and managing the performance of the Council formed part of my Cabinet role. My specific remit was to review the constitution and committees to ensure that they are fit for purpose and effective. As a result various changes were made including the removal of some committees, and the introduction of others to look at important areas of activity in a changing world, both economically and environmentally.

Objective(s) for 2019/20

- Continue to support and inform residents, and look at how residents can be better engaged
- Help to develop a new residents association
- Develop a Friends of Waterfields Park group
- Continue to develop my knowledge and experience

Watford Borough Council

Member Self- Assessment 2018/19

Park Ward

Self-Assessment of: Councillor Peter Kloss

1. Year elected:

May 2018

2. Reasons for becoming a councillor:

Make a positive difference to the local community.
Take the lead on specific local issues, and resolve/ improve them.
Play a part in the wider development on Watford.
Further the causes of liberalism.

3. Roles in the Council:

Vice Chair Financial Scrutiny committee
Member Audit committee

4. Membership of outside bodies:

5. Training & Development undertaken (Councillor's training record is listed):

New Councillor induction
Development Management
Scrutiny
Licensing
GDPR

6. Attendance Record:

93%

Your work with Constituents and in the Community.**Please tell us about the work in your ward and for the council:**

I have taken the lead on numerous local ward issues. Some examples are:

- Traffic management on Cassiobury Triangle. Listened to local resident concerns, observed the situations, identified short term and longer term resolutions and implemented some (e.g. traffic marshals on busy days, double yellow line passing places)
- Cassiobury Park events. Plan, review and hold council to account to ensure park users and residents concerns are properly understood and addressed. Instigated a monthly planning and review meeting with key council officers focussed on park events and activities
- Local Listing/ Conservation Area for Cassiobury Park Avenue/ Shepherds Road. Supported Development Management in furthering conservation objectives and spoke at Cabinet on some issues raised
- Several individual planning cases taken up with residents and Development Management
- Campaigned for resurfacing of Parkside Drive by HCC. Planned to be implemented before end 2019/20 financial year

I communicate typically through speaking with residents on the doorstep, email, phone calls, fortnightly newsletters, Focus leaflets, occasional street stalls, attending resident association meetings

I seconded full council motion for a people's vote on Brexit – spoke at full council. Motion was passed unanimously.

Objective(s) for 2019/20

Continue to support residents on the issues and concerns they raise with me.

Continue to take the lead on specific local issues, and resolve/ improve them.

For example:

- Drug dealing/ taking in and around Cassiobury Park

- Speeding and rat running through the Cassiobury Triangle roads and elsewhere

Ensure actions and improvements from previous issues are properly followed through on.

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Watford Borough Council

Member Self- Assessment 2018/19

Central Ward

Self-Assessment of: Councillor Rabindranath Martins

1. Year elected:

First term – 1994 to 1997
Second term - 1999

2. Reasons for becoming a councillor:

Serve the local community
Get involved in Council Services delivery
Further my interest in politics

3. Roles in the Council:

Council Chairman (Civic Mayor 2006/7 and 2018/19)
Mental Health Champion
Overview and Scrutiny Committee
Budget Panel
Outsourced Services Scrutiny Panel
Housing Policy Advisory Group
Digital Watford Board

4. Membership of outside bodies:

Watford Rotary Club
Watford Fair Trade
One Vision
Police and Crime Panel

5. Training & Development undertaken (Councillor's training record is listed):

Scrutiny
Licensing
GDPR
Small sites

6. Attendance Record:

83%

Your work with Constituents and in the Community.

Please tell us about the work in your ward and for the council:

The key elements of the role I have focussed on is dealing with residents queries and issues including on

1. Advocating on housing need issues raised by individuals
2. Facilitating meetings with developers for residents concerned about projects in their area
3. Representing residents group views at Development Management Committee
4. Working with resident's association on improvements to the locality including the initiation of Greening Central Watford Project

I regularly attend events in the Town Centre and the Watford Museum sometimes as an official representative of the council but mainly in my individual capacity

Rough sleeping and homelessness is a concern of mine I support New Hope Trust and other agencies as well as contribute to the Council initiatives such as the Homelessness Forum

As Mental Health Champion got the Council to sign the Time for Change Pledge and implement measures – including the appointment of Mental Health First Aiders

I am now working with the Chamber of Commerce on an exercise to persuade local businesses to develop in-house procedures on Mental Health and Wellbeing for their own staff within their respective businesses

Objective(s) for 2019/20

1. Continue to challenge developers on standards and provision of affordable/social housing
2. Work with fellow ward councillors / the council and the police to manage issues relating to ASB including drugs related activity
3. Secure continued support for Mental Health Well Being measures within the Council
4. Work with local businesses and local organisations to retain our Family Friendly Town reputation
5. Promote and support environmental projects within the ward

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