

## **COUNCIL**

**23 May 2023**

Present: The Outgoing Chairman, Councillor A Grimston  
The Incoming Chairman, Councillor A Grimston (Chairman) and  
S Feldman (Chairman)  
The Mayor (Peter Taylor)  
Councillors P Taylor, S Ahmed, D Allen-Williamson, K Clarke-  
Taylor, M Devonish, J Dhindsa, A Dychton, F Ezeifedi, P Hannon,  
P Hill, M Hofman, P Jeffree, S Johnson, A Khan, P Kloss,  
R Martins, L Nembhard, C Newstead, T Osborn, J Pattinson,  
K Rodrigues, A Saffery, G Saffery, C Saunders, N Shah, R Smith,  
I Stotesbury, S Trebar, M Turmaine, D Walford, M Watkin,  
D Watling, R Wenham and T Williams

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

Officers: Chief Executive  
Group Head of Democracy and Governance  
Director of Performance  
Democratic Services Manager  
Democratic Services Officer (IS)

### **1 Election of Chairman**

It was moved by Councillor Pattinson and seconded by Councillor Watling:

“That Councillor Simon Feldman be elected Chairman of Watford Borough  
Council for the Municipal Year 2023/24.”

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

RESOLVED –

that Councillor Simon Feldman be elected Chairman of Watford Borough Council  
for the Municipal Year 2023/24.

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

2           **Election of Vice Chairman**

It was moved by Councillor G Saffery and seconded by Mayor Taylor:

“That Councillor Dawn Allen-Williamson be elected Vice Chairman for the Municipal Year 2023/24.”

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

RESOLVED –

that Councillor Dawn Allen-Williamson be elected Vice Chairman of Watford Borough Council for the Municipal Year 2023/24.

The Chief Executive then confirmed the appointment of Jennifer Benge as the Chairman’s Consort and Alecia Esson as the Vice Chairman’s consort.

The new Chairman proposed a short adjournment. The meeting was reconvened after this, to consider the formal business.

3           **Apologies for Absence**

Apologies for absence had been received from Councillor Bell.

4           **Disclosure of Interests**

There were no disclosures of interest.

5           **Minutes**

The minutes of the meeting held on 16 March 2023 were submitted and signed.

6           **Official Announcements**

**Welcome**

Following the recent elections, the Chairman welcomed returning councillors and those newly elected who were taking up their roles for the first time. On behalf of Watford Borough Council, the Chairman thanked those councillors who had stood down at the last election for their work and support to their communities.

**Training**

The Chairman reminded members that if they were appointed as a member of the Licensing Committee or wished to substitute, then they must sign up for the

mandatory training. Those unable to attend should speak to the Democratic Services Manager.

Members were reminded that they should complete the scrutiny training if they had not been trained last year, as this was also compulsory for committee members and anyone who wished to substitute.

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

No questions had been received.

**8 Petitions presented under Council Procedure Rule 12.0**

No petitions had been received.

**9 Business especially brought forward by the Chairman or the Head of Paid Service which in the opinion of the Chairman should be considered as a matter of urgency.**

There was no urgent business.

**10 Notification of Constitution of Political Groups**

The Democratic Services Manager reported receipt of notice under the Local Government (Committees and Political Groups) Regulations 1990 and Council Procedure Rule 24.0 about the formation of political groups. It was noted that Councillor Pattinson had advised that the Liberal Democrat Deputy Leader would be Councillor Kennedy Rodrigues and not Councillor Glen Saffery as stated in the report.

The political group details were as follows:

**LIBERAL DEMOCRAT GROUP**

Leader Councillor Jennifer Pattinson

Deputy Leader Councillor Kennedy Rodrigues

Group Secretary Councillor Peter Hannon

Group Members Councillors Ahmed, Allen-Williamson, Clarke-Taylor, Devonish, Dychton, Feldman, Grimston, Hannon, Hill, Hofman, Jeffree, Johnson, Kloss, Martins, Nembhard, Newstead, Osborn, Pattinson, Rodrigues, A Saffery, G Saffery, Saunders, Stotesbury, Walford, Watkin, Wenham, Williams and Mayor Taylor

## **Labour Group**

Leader                      Councillor Nigel Bell  
Deputy Leader              Councillor Favour Ezeifedi  
Group Secretary          Councillor Asif Khan

Group Members          Councillors Bell, Dhindsa, Ezeifedi, Khan, Shah, Smith,  
Trebar, Turmaine and Watling

RESOLVED –

that Council notes the composition of the political groups as at 23 May 2023.

### **11 Notification to Council of members of the Cabinet and Portfolio Holders**

Council received a report submitted on behalf of the Mayor setting out details of the Deputy Mayor, members of the Cabinet and Portfolio Holders and their responsibilities. The Mayor commented that there would be no change from the previous year's Cabinet, and thanked the portfolio holders for their hard work.

RESOLVED –

that the appointments made by the Mayor be noted.

### **12 Executive Scheme of Delegation**

Council received a report of the Democratic Services Manager informing members that there were no changes to the Mayor's Executive Scheme of Delegation.

RESOLVED –

that the Mayor's Executive Scheme of Delegation be noted.

### **13 Programme of meetings 2023/24**

Council received a report of the Democratic Services Officer including the programme of ordinary meetings of the Council for the Municipal Year 2023/24. Groups had been consulted on the dates and given an opportunity to comment.

RESOLVED –

that the timetable of meetings for 2023/24 be adopted.

## **Establishment of Committees and Appointment of Chairs and Vice Chairs**

Council received a report of the Democratic Services Manager requesting:

- a) that Council unanimously agrees that the Standards Committee is not politically balanced as set out in paragraph 4.4.1 of the report;
- b) that Council agrees the establishment of politically balanced committees as set out in paragraph 4.1 of the report;
- c) that Council agrees the establishment of non-politically balanced committees as set out in paragraph 4.2 of the report;
- d) that Council agrees the appointment of members to politically balanced committees as set out in paragraph and 4.3.1 and Appendix 1 to the report;
- e) that Council appoints chairs and vice-chairs to committees listed in paragraphs 4.1 and 4.2 and Appendix 1 to the report.

### **Standards Committee**

On being put to Council this nomination was unanimously AGREED.

### **Climate Emergency and Sustainability Forum**

The Liberal Democrat group had advised that they wished to nominate one further councillor to this forum. Councillor Pattinson had advised that Councillor Kennedy Rodrigues was to be added to the list of nominations already published in the agenda.

### **Health and Wellbeing Forum**

The Chairman advised that there was an under subscription of two on this forum and the Liberal Democrat Group had notified that they wished to nominate Councillor Amanda Grimston to this forum. He asked if there were any additional nominations, but there were none.

### **Housing Policy Advisory Group**

The Chairman advised that there was an under subscription of two on this group and the Liberal Democrat Group had notified that they wished to nominate Councillor Peter Hannon to this forum. He asked if there were any additional nominations, but there were none.

### **Member Development Group**

The Chairman advised that there was an under subscription of two on this group and the Liberal Democrat Group had notified that they wished to nominate Councillor Penelope Hill to this forum. He asked if there were any additional nominations, but there were none.

The Chairman moved the membership of the committees and sub committees as set out in Appendix 1, subject to the above changes.

On being put to Council the nominations were AGREED.

### **Chairs and Vice Chairs**

#### **Finance Scrutiny Committee – Appointment of Chair**

The Chairman requested nominations for the position of Chair of Finance Scrutiny Committee. Nominees should be a member of Overview and Scrutiny committee and, by convention, from an opposition party. Councillor Ezeifedi nominated Councillor Khan, seconded by Councillor Turmaine.

On being put to Council the nomination was AGREED.

#### **Overview and Scrutiny Committee – Appointment of Vice-Chair**

The Chairman asked for nominations to the position of Vice-Chair of Overview and Scrutiny Committee. By convention this should be a member of an opposition party. Councillor Watling nominated Councillor Ezeifedi, seconded by Councillor Khan.

On being put to Council the nomination was AGREED.

The Chairman moved the other appointments to chairs and vice chairs as circulated in appendix 1.

On being put to Council the nominations were AGREED

RESOLVED –

1. that Council unanimously agrees that the Standards Committee is not politically balanced.
2. that the establishment of politically balanced committees be agreed as set out in the report;
3. that the establishment of non-politically balanced committees be agreed as set out in the report;

4. that the appointment of members to the politically balanced and non-politically balanced committees, subject to the changes agreed at the meeting and set out in Appendix 1 to these minutes, be agreed;

5. that the Chairs and Vice Chairs to the politically balanced and non-politically balanced committees, subject to the changes agreed at the meeting and as set out in Appendix 1 to these minutes be agreed.

15 **Appointment of Representatives of the Council of outside organisations 2023/24**

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

RESOLVED –

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

16 **Motions submitted under Council Procedure Rule 13.0**

No motions had been submitted.

Chair

The Meeting started at 6.40 pm  
and finished at 7.35 pm

**Committee Membership  
Appointments 2023/24**

<b>Committee</b>	<b>Chair and Vice Chair</b>	<b>Liberal Democrat</b>	<b>Labour</b>
<b>Appeals Panel</b>  <b>5 seats</b>	<b>Chair:</b> Jenny Pattinson  <b>Vice Chair:</b> Rabi Martins	<b>4 seats</b>	<b>1 seat</b>
		Peter Jeffree Rabi Martins Jenny Pattinson Kennedy Rodrigues	Nigel Bell
<b>Appointments And Disciplinary Committee</b>  <b>5 seats</b>	<b>Chair:</b> Mark Watkin  <b>Vice Chair:</b> Ann Saffery	<b>4 seats</b>	<b>1 seat</b>
		Rabi Martins Ann Saffery Ian Stotesbury Mark Watkin	Jagtar Singh Dhindsa
<b>Audit Committee</b>  <b>5 seats</b>	<b>Chair:</b> Mark Hofman  <b>Vice Chair:</b> Karen Clarke-Taylor	<b>4 seats</b>	<b>1 seat</b>
		Karen Clarke-Taylor Mark Hofman Lenny Nembhard Chris Newstead	Asif Khan
<b>Chief Officer Pay Panel</b>  <b>5 seats</b>	<b>Chair:</b> Mark Watkin  <b>Vice Chair:</b> Dawn Allen-Williamson	<b>4 seats</b>	<b>1 seat</b>
		Dawn Allen-Williamson Stephen Johnson Kennedy Rodrigues Mark Watkin	Nasreen Shah
<b>Council Functions Committee</b>  <b>7 seats</b>	<b>Chair:</b> Darren Walford  <b>Vice Chair:</b> Dawn Allen-Williamson	<b>5 seats</b>	<b>2 seats</b>
		Dawn Allen-Williamson Aga Dychton Stephen Johnson Darren Walford Mark Watkin	Nasreen Shah Jagtar Singh Dhindsa



**Committee Membership  
Appointments 2023/24**

<b>Committee</b>	<b>Chair and Vice Chair</b>	<b>Liberal Democrat</b>	<b>Labour</b>
<b>Development Management Committee</b>  <b>9 seats</b>	<b>Chair:</b> Peter Jeffree  <b>Vice Chair:</b> Rabi Martins	<b>6 seats</b>	<b>3 seats</b>
		Peter Jeffree Rabi Martins Jennifer Pattinson Ann Saffery Glen Saffery Mark Watkin	Nigel Bell Richard Smith Sara-Jane Trebar
<b>Finance Scrutiny Committee</b>  <b>9 seats</b>	<b>Chair:</b> Asif Khan <i>By convention an opposition member on O&amp;S to be nominated at Council.</i> <b>Vice Chair:</b> Peter Kloss	<b>7 seats</b>	<b>2 seats</b>
		Karen Clarke- Taylor Peter Kloss Rabi Martins Lenny Nembhard Kennedy Rodrigues Darren Walford Richard Wenham	Asif Khan Dennis Watling
<b>Licensing</b>  <b>15 seats</b>	<b>Chair:</b> Richard Wenham  <b>Vice Chair:</b> Mark Hofman	<b>11 seats</b>	<b>4 seats</b>
		Dawn Allen-Williamson Marilyn Devonish Simon Feldman Amanda Grimston Peter Hannon Mark Hofman Lenny Nembhard Tom Osborn Glen Saffery Charlott Saunders Richard Wenham	Richard Smith Sara-Jane Trebar Matt Turmaine Dennis Watling

**Committee Membership  
Appointments 2023/24**

Committee	Chair and Vice Chair	Liberal Democrat	Labour
<b>Overview and Scrutiny Committee</b>  9 seats	<b>Chair:</b> Amanda Grimston  <b>Vice Chair:</b> Favour Ezeifedi By convention an opposition member <i>to be nominated at Council</i>	<b>7 seats</b>	<b>2 seats</b>
		Shafiq Ahmed Marilyn Devonish Amanda Grimston Penelope Hill Peter Kloss Tom Osborn Kennedy Rodrigues	Favour Ezeifedi Asif Khan
<b>Total seats per group</b>		<b>52</b>	<b>17</b>

**Other Committees and Advisory Groups**

<b>Climate Emergency and Sustainability Forum</b>  9 seats  (Under subscribed by 1)	<b>Chair:</b> Ian Stotesbury  <b>Vice Chair</b> Karen Clarke-Taylor	<b>At least one seat</b>	<b>At least one seat</b>
		Karen Clarke-Taylor Penelope Hill Mark Hofman Kennedy Rodrigues Ann Saffery Ian Stotesbury Tim Williams	Sara Jane Trebar Dennis Watling
<b>Constitution Working Party</b>  7 seats	<b>Chair:</b> Stephen Johnson  <b>Vice Chair:</b> Tom Osborn	<b>At least one seat</b>	<b>At least one seat</b>
		Karen Clarke-Taylor Stephen Johnson Tom Osborn Ian Stotesbury Mark Watkin	Nigel Bell Asif Khan

**Committee Membership  
Appointments 2023/24**

<b>Committee</b>	<b>Chair and Vice Chair</b>	<b>Liberal Democrat</b>	<b>Labour</b>
<b>Health and Wellbeing Forum</b>  <b>9 seats</b>	<b>Chair:</b> Jennifer Pattinson  <b>Vice Chair:</b> Rabi Martins	<b>At least one seat</b>	<b>At least one seat</b>
		Karen Clarke-Taylor Marilyn Devonish Aga Dychton Amanda Grimston Rabi Martins Jennifer Pattinson Ian Stotesbury	Richard Smith Dennis Watling
<b>Housing Policy Advisory Group</b>  <b>9 seats</b>	<b>Chair:</b> Jennifer Pattinson  <b>Vice Chair:</b> Peter Jeffree	<b>At least one seat</b>	<b>At least one seat</b>
		Peter Hannon Peter Jeffree Rabi Martins Jennifer Pattinson Ann Saffery Charlott Saunders Richard Wenham	Favour Ezeifedi Richard Smith
<b>Major Projects Forum</b>  <b>7 seats</b>	<b>Chair:</b> Peter Taylor  <b>Vice Chair:</b> Mark Hofman	<b>At least one seat</b>	<b>At least one seat</b>
		Karen Clarke-Taylor Mark Hofman Tom Osborn Glen Saffery Peter Taylor	Nigel Bell Sara Jane Trebar

**Committee Membership  
Appointments 2023/24**

<b>Committee</b>	<b>Chair and Vice Chair</b>	<b>Liberal Democrat</b>	<b>Labour</b>
<b>Member Development Group</b>  <b>10 seats</b>	<b>Chair:</b> <b>Richard Wenham</b>  <b>Vice Chair:</b> <b>Marilyn Devonish</b>	<b>At least one seat</b>	<b>At least one seat</b>
		Marilyn Devonish Aga Dychton Simon Feldman Amanda Grimston Penelope Hill Chris Newstead Mark Watkin Richard Wenham	Jagtar Singh Dhindsa Nasreen Shah
<b>Standards Committee</b>  <b>5 seats</b>	<b>Chair:</b> Stephen Johnson  <b>Vice Chair:</b> Tim Williams	<b>3 seats</b>	<b>2 seats</b>
		Stephen Johnson Rabi Martins Tim Williams	Nigel Bell Jagtar Singh Dhindsa

**Council Appointments of Representatives to Outside Organisations  
2023/24**

<b>Organisation</b>	<b>Total no. of reps</b>	<b>Period of Service</b>	<b>Appointment 2022/23</b>	<b>Nominations 2023/24</b>
East of England Local Government Association <sup>1</sup>	1	N/A	Peter Taylor	Peter Taylor
Hertfordshire County Council Health Scrutiny Committee <sup>2</sup>	1 and named substitute	1 year	Simon Feldman	Amanda Grimston
				Vice Chair of Overview and Scrutiny committee
Herts Growth Board Scrutiny Committee <sup>3</sup>	1 and named substitute	N/A	Simon Feldman	Amanda Grimston
			Favour Ezeifedi	Vice Chair of Overview and Scrutiny committee
Herts Leaders' Group <sup>1</sup>	1	1 year	Peter Taylor	Peter Taylor
Local Government Association – General Assembly	1	1 year	Peter Taylor	Peter Taylor
Local Government Association – Eastern Region Local Government Conference	1	1 year	Peter Taylor	Peter Taylor
West Herts Crematorium Scrutiny Committee <sup>4</sup>	1	3 years to 5/26	Vacant (previously Glen Saffery)	Amanda Grimston

<sup>1</sup> The appointed Member should be the Council Leader or Elected Mayor.

<sup>2</sup> The appointed Member must be a member of one of the Council's Scrutiny Committees and therefore not an Executive Member; they must not be employed by the County Council or have any other conflict of interest.

<sup>3</sup> The appointed Member should be the Chair of Overview and Scrutiny Committee with the substitute being the Vice Chair. They must not be a member of the Executive.

<sup>4</sup> The appointed Member to the West Herts Crematorium Scrutiny Committee must not be an Executive Member of the Council.

**Appointments by the Mayor  
2023/24**

**Outside Organisations**

<b>Organisation</b>	<b>Total number of reps</b>	<b>Period of Service</b>	<b>Appointments 2022/23</b>	<b>Nominations 2023/24</b>
Armed Forces Covenant Board	1	1 year	Amanda Grimston	Amanda Grimston
Bedford, Morison and Cordery Almshouse Charity	1	3 years to 5/26	Marilyn Devonish	Marilyn Devonish
Groundwork East (previously known as Groundwork Hertfordshire)	1	1 year	Ian Stotesbury	Ian Stotesbury
Hertfordshire Building Preservation Trust	1	1 year	Peter Jeffree	Peter Jeffree
Hertfordshire Growth Board	1	Not specified	Peter Taylor	Peter Taylor
Hertfordshire Police and Crime Panel <sup>1</sup>	1	Not specified	Glen Saffery	Aga Dychton
	Substitute		Aga Dychton	Glen Saffery
Hertfordshire Sustainability Forum <sup>2</sup>	1	1 year	Ian Stotesbury	Ian Stotesbury
	1 Deputy	1 year	Tim Williams	Tim Williams
Hertfordshire Waste Partnership (Waste Aware)	1	1 year	Tim Williams	Tim Williams
Local Government Information Unit	1	1 year	Peter Taylor	Peter Taylor
The Palace Theatre Ltd – Directors	2	4 years to 5/26	Marilyn Devonish	Marilyn Devonish
		4 years to 5/26	Aga Dychton	Aga Dychton
PATROL Adjudication Joint Committee	1	1 year	Ian Stotesbury	Ian Stotesbury

<b>Organisation</b>	<b>Total number of reps</b>	<b>Period of Service</b>	<b>Appointments 2022/23</b>	<b>Nominations 2023/24</b>
Watford Borough Council and West Herts Golf Course Consultative Committee	4	1 year	Darren Walford Amanda Grimston Mark Hofman Glen Saffery	Darren Walford Amanda Grimston Mark Hofman Glen Saffery
Watford Citizen's Advice Bureau	2	1 year	Jenny Pattinson Kennedy Rodrigues	Jenny Pattinson Kennedy Rodrigues
Watford Community Housing	1	1 year	Kennedy Rodrigues	Jenny Pattinson
Watford Workshop	1	3 years to 5/26	Tim Williams	Tim Williams
Wellspring Church (Watford)	3 (one to be an officer)	1 year	Jenny Pattinson Aga Dychton	Jenny Pattinson Aga Dychton
West Herts Crematorium Joint Committee <sup>3</sup>	1	3 years to 5/26	Aga Dychton	Aga Dychton

- <sup>1</sup> According to the Police and Crime Panel's agreement the representative must be the Elected Mayor. The Mayor can appoint a Councillor to take their place.
- <sup>2</sup> Hertfordshire Sustainability Forum replaced Hertfordshire Environment Forum during 2011/12. The terms of reference require one appointment from each District Council. A nominated Deputy can be appointed should the appointed Councillor not be available for a meeting.
- <sup>3</sup> In accordance with the agreement, the appointment to the West Herts Crematorium Joint Committee shall be from among the members of the Council's Executive. The appointed Member's membership of the Joint Committee shall end if they cease to be a member of the Council's Executive.

### **Other Mayoral Appointments**

<b>Position</b>	<b>Period of Service</b>	<b>Appointment</b>
Mental Health Champion	1 year	Rabi Martins
Dementia Steering Group	1 year	Jenny Pattinson
White Ribbon Steering Group	1 year	Aga Dychton