



# **BUDGET PANEL**

**Tuesday, 29th October, 2013**

**7.00 pm**

**Town Hall, Watford**

**Publication date: 21 October 2013**

**CONTACT**

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Sandra Hancock in Democracy and Governance on 01923 278377 or by email to [legalanddemocratic@watford.gov.uk](mailto:legalanddemocratic@watford.gov.uk) .

Welcome to this meeting. We hope you find these notes useful.

## **ACCESS**

Access to the Town Hall after 5.15 pm is via the entrance to the Customer Service Centre from the visitors' car park.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Committee Rooms are on the first floor of the Town Hall and a lift is available. Induction loops are available in the Committee Rooms and the Council Chamber.

## **FIRE/EMERGENCY INSTRUCTIONS**

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

## **MOBILE PHONES**

Please ensure that mobile phones are switched off before the start of the meeting.

## **MINUTES**

Copies of the minutes of this meeting are usually available seven working days following the meeting and can be found on the Council's website [www.watford.gov.uk/meetings](http://www.watford.gov.uk/meetings)

## **RECORDING OF MEETINGS**

An audio recording may be taken at this meeting for administrative purposes only.

# COMMITTEE MEMBERSHIP

Councillor J Dhindsa (Chair)

Councillor S Rackett (Vice-Chair)

Councillors J Aron, S Counter, G Derbyshire, S Greenslade, R Martins, P Taylor and M Turmaine

## AGENDA

### PART A - OPEN TO THE PUBLIC

1. **FINANCE TRAINING - LOCAL GOVERNMENT FINANCE**
2. **APOLOGIES FOR ABSENCE/COMMITTEE MEMBERSHIP**
3. **DISCLOSURE OF INTERESTS (IF ANY)**
4. **MINUTES**

The minutes of the meeting held on 10 September 2013 to be submitted and signed. *(All minutes are available on the Council's website.)*

5. **REVENUES AND BENEFITS UPDATE** (Pages 1 - 6)

Report of Director of Finance

This report provides an update on the revenues and benefits service and current performance of the benefits service.

6. **REVIEW OF PARKING RESERVE ACCOUNT** (Pages 7 - 22)

Report of the Director of Finance and Head of Regeneration and Development

This report seeks Budget Panel's views regarding the future use of the CPZ Reserve.

7. **FINANCE DIGEST 2013/2014 - PERIOD 6, SEPTEMBER 2013** (Pages 23 - 48)

Report of the Senior Accountant

This report informs the Budget Panel of the reported budgetary variances at the end of September 2013 (period 6).

## **8. DATES OF NEXT MEETINGS**

- Tuesday 26 November 2013
- Wednesday 15 January 2014
- Wednesday 26 February 2014