



**WATFORD
BOROUGH
COUNCIL**

BUDGET PANEL

Tuesday, 29th November, 2016

7.00 pm

Town Hall, Watford

Publication date: 21 November 2016

Contact

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Ishbel Morren in Democracy and Governance on 01923 278375 or by email to 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. This is a Pay and Display car park. From 1 April 2016 the flat rate charge is £2.00.

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 or on silent before the start of the meeting.

Filming / Photography / Recording / Reporting

Please note: this meeting might be filmed / photographed / recorded / reported by a party other than Watford Borough Council for subsequent broadcast or publication.

If you do not wish to have your image / voice captured you should let the Chair or Democratic Services Officer know before the start of the meeting.

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

Committee Membership

Councillor Asif Khan (Chair)

Councillor M Hofman (Vice-Chair)

Councillors D Barks, N Bell, P Kent, Ahsan Khan, R Laird, R Martins and G Saffery

Agenda

Part A - Open to the Public

1. Apologies for Absence/Committee Membership

2. Disclosure of Interests (if any)

3. Minutes

The minutes of the meeting held on 06 September 2016 to be submitted and signed.

Copies of the minutes of this meeting are usually available seven working days following the meeting.

(All minutes are available on the Council's [website](#).)

4. Finance Digest 2016/17 Quarter 2 (Pages 5 - 36)

The Finance Digest 2016/17 Q2 is attached for councillors to review.

Discussions to include a review of:

- Capital scheme progress
- Council reserves and their utilisation.

5. Dates of Next Meetings

10 January 2017

- Draft fees and charges
- Draft Revenue and Capital Estimates 2017/20
- Finance Digest 2016/17: Period 8

21 February 2017

- Finance Digest 2016/17 Q3