



**WATFORD  
BOROUGH  
COUNCIL**

**Notice of Executive Key Decisions and Executive Decisions which are  
confidential under the terms of the  
Local Government Act 1972 Part 3 Schedule 12A**

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- The Local Authorities (Executive Arrangements) (meetings and Access to Information) (England) Regulations 2012 require 28 days notice to be given of all Executive Key Decisions.
- A key decision involves expenditure or savings of over £50,000 or significantly affects two or more wards within Watford. If a decision is related to the Council's property investment portfolio a key decision involves sums of £3,000,000 and over.
- The Act also requires 28 days notice to be given of **all** Executive Part B (confidential) decisions where the public and press will be excluded from the meeting.

The public and press will be excluded from a meeting during an item of business whenever:

- (a) it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence;
  - (b) the decision-making body concerned passes a resolution to exclude the public during that item where it is likely, in view of the nature of the item of business, that if members of the public were present during that item, exempt information would be disclosed to them:  
or
  - (c) a lawful power is used to exclude a member or members of the public in order to maintain orderly conduct or prevent misbehaviour at a meeting.
- The Act allows for representations to be made against an item being discussed in private, details of which must be published on the agenda for the meeting along with the Decision Making Body's response.

- The list is updated and published on the Council's web-site as required.
- Members of the public are entitled to view copies of the documents used in making a decision unless they are confidential or exempt under the provisions the Local Government Act. If you wish to view a document please contact the Democratic Services Manager (details above).
- The decision dates listed are indicative and occasionally subject to change. Please contact Democratic Services if you wish to check the decision date for a particular item.

## Membership of the Cabinet and their Portfolios:

Mayor Dorothy Thornhill	Strategic partnerships/external relationships and community safety
Councillor Karen Collett	<b>Community</b> – Equalities, Community cohesion, refugees, community engagement, third sector and community groups (outreach and impact) and community services (play/culture/sport, environmental health and licensing)
Councillor Stephen Johnson	<b>Property and Housing</b> – Property Investment Board, WBC asset base and private sector housing
Councillor Iain Sharpe	<b>Regeneration and Development</b> – Development Management, Planning Policy and Economic Development, Transport, Building Control, Parking and Projects and major projects
Councillor Peter Taylor	Deputy Mayor and Portfolio Holder for <b>Client Services</b> – Outsourced services, client services, contract management and commissioning framework
Councillor Mark Watkin	<b>Resources and Customer Service</b> – Facilities Management, Emergency Planning and Business Continuity, Procurement, Legal and Democratic Services, Risk Management, Human Resources, Section 151, Customer Services and Shared Services

<b>Decision</b>	<b>Contact Officer and extension number</b>	<b>Decision Maker</b>	<b>Date/Period decision is to be taken</b>	<b>Background documents</b>	<b>Reason item in Part B (if relevant)</b>
To award a contract for the receipt and processing of commingled recycling material	Jamie Sells Client Manager - Waste and Recycling jamie.sells@watford.gov.uk	<b>Head of Corporate Strategy and Client Services</b>	October 2016	Consortium Recycling Contract Procurement Update	Contains commercially sensitive information
Proposed purchase of a commercial property	Martin Jones Regeneration and Property Section Head martin.jones@watford.gov.uk	<b>Cabinet</b>	November 2016	LSH Report	Commercially confidential
Home Improvement Agency Service To approve Watford Borough Council joining a county wide Home Improvement Agency Service for Hertfordshire to help vulnerable persons to live more independently and safely at home. Initially the focus will be on the discharge of the statutory duty placed on the Council in relation to mandatory Disabled	Alan Gough Head of Community and Customer Services alan.gough@watford.gov.uk	<b>Cabinet</b>	November 2016		

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Facilities Grants (DFGs).					
Approval of the 5 year Business Plan for the Housing Joint Venture Company between Watford Borough Council and Watford Community Housing Trust, to be known as Hart Homes Watford Ltd	Alan Gough Head of Community and Customer Services alan.gough@watford.gov.uk	<b>Cabinet</b>	November 2016	5 year business plan Shareholder agreement	
Sale of the freehold interest in the 6th North Watford Scout HQ, East Drive, Watford, WD25 0AH	David Lewis Interim Head of Property Team david.lewis@watford.gov.uk	<b>Mayor Thornhill - Strategic Partnerships, External Relationships and Community Safety</b>	November 2016	Written valuation advice	Information relating to the financial or business affairs of any particular person (including the Authority holding that information)
Community Infrastructure Levy Annual Report 2015-16 Cabinet to agree publication and that future annual CIL reports can be published following agreement with the Portfolio Holder	Semeta Bloomfield Community Infrastructure Levy Officer semeta.bloomfield@watford.gov.uk	<b>Cabinet</b>	December 2016	Cabinet report	

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for Regeneration and Planning and the Head of Service.					
Neighbourhood Forum Task Group - Final report To consider the recommendations of the Neighbourhood Forum Task Group	Sandra Hancock Committee and Scrutiny Officer sandra.hancock@watford.gov.uk	<b>Cabinet</b>	December 2016	Protocol for Neighbourhood Forums Neighbourhood Forum Guidance Notes 2016/17 Neighbourhood Forum Task Group - Final report	
Allotment Tenancy Revisions	Paul Rabbitts Environmental Services Client Manager (Parks & Streets) paul.rabbitts@watford.gov.uk	<b>Cabinet</b>	January 2017	Updated tenancy agreement	
To submit the Local Plan Part 2 - Site Allocations and Development Management Policies for examination	Vicky Owen Spatial Planning Manager vicky.owen@watford.gov.uk	<b>Cabinet</b> <b>Council</b>	March 2017 March 2017	Local Plan Part 2 - Site allocations and development management policies Environmental Report	