



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.
- 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.

- 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 Stephen Johnson	Housing including private sector housing
Councillor Derek Scudder	Deputy Mayor and Portfolio Holder for Corporate Strategy and Client Services – Corporate Strategy, Intelligent Client and contract management, Policy and Citizen Engagement, Equalities and Communications
Councillor Iain Sharpe	Regeneration and Development – Development Management, Planning Policy and Economic Development, Transport, Parking and Projects, Property (WBC asset base – strategic) and major projects
Councillor Mark Watkin	Democracy and Governance – Facilities Management, Emergency Planning and Business Continuity, Procurement, Legal and Democratic Services, Risk Management, Human Resources, Section 151 and Shared Services
Councillor Peter Taylor	Community and Customer Services – Environmental Health and Licensing, Cultural and Play/Sports services and Customer Services

Decision	Contact Officer and extension number	Decision Maker	Date/Period decision is to be taken	Background documents	Reason item in Part B (if relevant)
Disposal of the freehold interest in 73-83 and 83b Tolpits Lane, Watford WD18 6NT	Martin Jones Regeneration and Property Section Head martin.jones@watford.gov.uk	Regeneration and Property Section Head	November 2015	Report and advice from Lambert Smith Hampton; minutes of the Property Investment Board meetings on 13 July and 14 September 2015	
Draft Revenue and Capital Estimates 2016/2019 To agree the Council Tax Base To agree the Collection Fund surplus/deficit Approve detailed revenue estimates including growth and savings and fees and charges Approve capital programme Approve the Council Tax Support Scheme To agree revised 15/16 revenue and capital budgets	Joanne Wagstaffe Shared Director of Finance joanne.wagstaffe@watford.gov.uk	Cabinet Council	January 2016 January 2016	Cabinet report Series of appendices	

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Community Infrastructure Levy Governance Framework	Jane Custance, Ian Dunsford Head of Regeneration and Development jane.custance@watford.gov.uk, Planning Policy Section Head ian.dunsford@watford.gov.uk	Cabinet	January 2016	Cabinet report	
Write-off National Non-Domestic Rates for businesses where all methods of recovery action have been exhausted and the liable person cannot be traced	Robert Della-Sala Head of Revenues and Benefits robert.della-sala@watford.gov.uk	Cabinet	January 2016	Report Breakdown of debts by account (Part B)	Appendix is Part B as it contains information about individuals
Approve the Property Investment Strategy, recommend to Council changes to the constitution and agree the outsourcing of property investment management services	Martin Jones Regeneration and Property Section Head martin.jones@watford.gov.uk	Cabinet Council	January 2016 January 2016	Cabinet report Report and advice from Lambert Smith Hampton	

Decision	Contact Officer and extension number	Decision Maker	Date/Period decision is to be taken	Background documents	Reason item in Part B (if relevant)
To approve the formation of a Joint Venture Housing Company with Watford Community Housing Trust	Jane Custance, Alan Gough Head of Regeneration and Development jane.custance@watford.gov.uk, Head of Community and Customer Services alan.gough@watford.gov.uk	Cabinet	January 2016	Cabinet report and appendices	
To take decisions on the basis of a report received on Heritage Buildings in Watford	Jane Custance Head of Regeneration and Development jane.custance@watford.gov.uk	Cabinet	January 2016	Report on historic buildings in Watford and internal report on potential revenue and capital costs	This report contains information relating to the financial and business affairs of the Council
Adoption of cemetery strategy and update on progress	Paul Rabbits Environmental Services Client Manager (Parks & Streets) paul.rabbits@watford.gov.uk	Cabinet	February 2016	Draft strategy	

Decision	Contact Officer and extension number	Decision Maker	Date/Period decision is to be taken	Background documents	Reason item in Part B (if relevant)
To note the progress on the Green Spaces Strategy Action Plan including Cassiobury Park Heritage Lottery Fund Project Update	Paul Rabbitts Environmental Services Client Manager (Parks & Streets) paul.rabbitts@watford.gov.uk	Cabinet	February 2016	Action Plan Monitoring pro-forma	
For WBC to be a board member of Skillmakers and to offer a loan of £11.5k to contribute towards the start up costs of Skillmakers from 1 April 2016 repayable in Year 3 2018/19	Cherie Norris Economic Development Officer cherie.norris@watford.gov.uk	Cabinet	February 2016	Skillmakers Cabinet report 8 February 2016 Skillmakers Project Initiation Document December 2015 Skillmakers Business Plan Draft v0.8	
Authority to grant Hertfordshire County Council a 15 year lease of the 1st floor Annexe Town Hall Complex	David Lewis Interim Head of Property Team david.lewis@watford.gov.uk	Portfolio Holder for Regeneration and Development	Not before February 2016		Information relating to the financial or business affairs of any particular person (including the Authority holding that information)

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<p>Local Development Scheme A revised Local Development Scheme is required to meet statutory requirements. The document will show the updated delivery timescales for Local Plan 2: Development Management and Sites and the timetable for the Local Plan Review which will extend the plan period through to 2036.</p>	<p>Ian Dunsford, Vicky Owen Planning Policy Section Head ian.dunsford@watford.gov.uk, Spatial Planning Manager vicky.owen@watford.gov.uk</p>	<p>Cabinet Council</p>	<p>March 2016 March 2016</p>	<p>Draft Local Development Scheme</p>	
<p>Skyline - Watford's approach to taller buildings supplementary planning document</p>	<p>Ian Dunsford, Catriona Ramsay Planning Policy Section Head ian.dunsford@watford.gov.uk, Senior Planner</p>	<p>Cabinet</p>	<p>March 2016</p>	<p>Skyline - Watford's approach to taller buildings supplementary planning document Response to consultation representations</p>	