

LONDON BOROUGH OF HAVERING - PUBLICITY IN CONNECTION WITH KEY DECISIONS INTENDED TO BE TAKEN

Where the Leader of the Council, the Cabinet, an individual Cabinet Member or an Officer intend to make a key decision, the Council is required to give a minimum of 28 clear days public notice.

The Council's Constitution, in accordance with the relevant legislation, defines a key decision an Executive decision which is likely

(i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates. For this purpose, "significant" is defined as expenditure or savings

(a) In excess of £500,000

(b) In excess of 10% of the gross controllable composite budget at Head of Service/ Assistant Chief Executive level (subject to a minimum value of £250,000)

whether relating to revenue expenditure/savings or capital expenditure

(ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Council.

Private meetings

A decision-making body may only hold a meeting in private if a minimum of 28 clear days public notice has been given.

As it is probable that some of the business at any of the meetings listed above that have yet to be held will include some business that will need to be transacted in private, notice is hereby given that it may be necessary to exclude the press and public from part of each meeting listed, due to the likelihood that, if members of the press or public were present during an item of business, confidential or exempt information would be disclosed to them.

A statement of reasons for the meeting to be held in private will given in each case with reference to the definitions of confidential and exempt information below will be published at least 5 clear days before a private meeting and available for inspection on the Council's website.

A 'private meeting' means a meeting or part of a meeting of a decision making body which is open to the public except to the extent that the public are excluded due to the confidential or exempt business to be transacted.

'Confidential information' means information provided to the Council by a Government Department on terms (however expressed) which forbid the disclosure of the information to the public or information the disclosure of which to the public is prohibited by or under any enactment of a court.

'Exempt information' comprises the descriptions of information specified in Paragraphs 1-7 of Part 1 of Schedule 12A to the Local Government Act 1972 as follows:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Information falling within the above categories is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

If you wish to make any representations as to why the proposed private meeting should be held in public please write to contact the Proper Officer who is Andrew Beesley, Committee Administration Manager, Town Hall, Main Road, Romford. RM1 3BD, or email andrew.beesley@onesource.co.uk

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What is being decided?	Who is taking the decision?	When will the decision be made? *	Who will be consulted, and how will consultation take place?	How can comments be made on the decision before it is taken, when by and to whom (e-mail addresses)? Please see bottom of the Internet 'Council and Democracy' page for addresses.	What documents or other information will be available
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Award of LGfl contract	Managing Director, One Source	Not before December		Daniel Pluck daniel.pluck@Onesource.co.uk	
Havering College re-development	Cabinet	Not before December	Leader of the Council	Garry Green, Tom Dobrashian Property Strategy Manager, Head of Economic Development garry.green@havering.gov.uk, tom.dobrashian@havering.gov.uk Tel: 01708 432566,	
Implementation of proposals to expand and amend the Additional Resourced Provision (ARP) at Hall Mead and Redden Court Secondary Schools - Phase 3 expansion.	Cabinet Member for Children & Learning, Leader of the Council	Not before December	Lead Member	Trevor Cook trevor.cook@havering.gov.uk	

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	White Hart Lane Development	Cabinet Member for Housing	January	Neighbours have been consulted as part of the Planning process	Kevin Hazlewood kevin.hazlewood@havering.gov.uk	HRA Capital Programme Delivery Strategy Executive Decision and Checkpoint Board approval to seek tenders
	Decision to Award Contract for a new learning Disabilities Floating / Outreach Support Service	Cabinet Member for Adult Social Services and Health	January costing £500k or more (Capital or Revenue)	Partner agencies including; Housing Services, Community Learning Disabilities Team, OneSource strategic business partners	David Mitchell david.mitchell@havering.gov.uk	
	Roseberry Gardens Development	Cabinet Member for Housing	January	Neighbours have been consulted as part of the Planning process	Kevin Hazlewood kevin.hazlewood@havering.gov.uk	HRA Capital Programme Delivery Strategy Executive Decision and Checkpoint Board approval to seek tenders

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	Briar Road Development	Cabinet Member for Housing	January	Neighbours have been consulted as part of the Planning process	Kevin Hazlewood kevin.hazlewood@havering.gov.uk	HRA Capital Programme Delivery Strategy Executive Decision and Checkpoint Board approval to seek tenders.
	Advertising Concession Award	Chief Operating Officer	Not before January	Affected service areas including the communications team, planning and highways.	David Pridmore david.pridmore@onesource.co.uk	
	Consultation on Proposed Licensing Schemes for HMOs and Other Private Rented Housing Sector	Cabinet	January	Landlords, tenants, landlord organisations, letting agents, general community	Patrick Keyes Head of Development & Building Control patrick.keyes@havering.gov.uk Tel: extension 2721	Cabinet report 23 September 2015
	Highways and Street Lighting Term Maintenance Contracts	Cabinet	January		Chris Layton chris.layton@havering.gov.uk	Existing Contracts with expiry dates

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	Joint Havering Carers Strategy 2016 to 2019.	Cabinet	January		Michelle Brown michelle.brown@havering.gov.uk	Care Act 2014 guidance in relation to carers.
	Affordable Housing - Adoption of a planning guidance note on the Council's approach to commuted sums payments	Cabinet	January			
	Re-allocation of Existing HRA funding to Stock Investment and Development Programmes	Cabinet Member for Housing	Not before January	Finance, Legal, HR, Corporate Diversity Advisor, Capital Budget Monitoring Group	Kevin Hazlewood kevin.hazlewood@havering.gov.uk	London Borough of Havering's Housing Strategy 2014-17 Cabinet Report (23rd September 2015) – Housing Development Plan – Strategic Overview Cabinet Report (18th November 2015) - Affordable Housing development

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						Programme 2015/16 & 2016/17 Cabinet Report (15th June 2016) – HRA major works capital programme 2016/17 8 realloc HRA funding from canx HRA develop schemes
	Avelon Road Centre. Authority to enter in to a contract for the construction of single storey building for expansion of existing SEN 16+.	Chief Executive	Not before February	Finance, Legal, HR, Schools Organisation and Diversity.	Andy Skeggs Managing Architect andy.skeggs@havering.gov.uk	Cabinet Report 4th November 2015. Agenda item 6, para.s 57-60

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Communal Electrical Maintenance Contract Award	Director of Housing and Regeneration	August	Where required, leaseholders have been consulted in accordance with the requirements of section 20 of the Housing Act 1985	Kevin Hazlewood kevin.hazlewood@havering.gov.uk	HRA Capital Programme Delivery Strategy Executive Decision and Checkpoint Board approval to seek tenders.
Commercial Gas Maintenance Contract Award	Director of Housing and Regeneration	August	Where required, leaseholders have been consulted in accordance with the requirements of section 20 of the Housing Act 1985	Kevin Hazlewood kevin.hazlewood@havering.gov.uk	HRA Capital Programme Delivery Strategy Executive Decision and Checkpoint Board approval to seek tenders