

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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	Interim contract award for sexual health services	Director of Public Health (Interim)	Not before April	Conducted by meetings, email and telephone		
	Roseberry Gardens Development	Cabinet Member for Housing	Not before April	Neighbours have been consulted as part of the Planning process	Kevin Hazlewood kevin.hazlewood@haverling.gov.uk	HRA Capital Programme Delivery Strategy Executive Decision and Checkpoint Board approval to seek tenders
	Retrospective contract award for demolition of redundant buildings at Broadford Primary School	Director of Children's Services	Not before April	Internal business partners		
	Development of land at Hilldene North, Harold Hill	Leader of the Council	Not before April		Garry Green Property Strategy Manager garry.green@haverling.gov.uk Tel: 01708 432566	
	Construction of two storey	Cabinet Member	Not before	Legal, Finance, Equalities,	Andy Skeggs	Cabinet Report

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	extension and infill classrooms to roof at Hylands Primary School	for Children & Learning	April	HR	Managing Architect andy.skeggs@havering.gov.uk	4th November 2016 to create.
	Construction of new nursery at Towers Infant School	Cabinet Member for Children & Learning	Not before April	Legal, Finance, Equalities, HR	Andy Skeggs Managing Architect andy.skeggs@havering.gov.uk	Cabinet Report 4th November 2016 to create.
	Two classroom extension and staffroom infill to Whybridge Infants School	Cabinet Member for Children & Learning	Not before April	Legal, Finance, Equalities, HR	Andy Skeggs Managing Architect andy.skeggs@havering.gov.uk	Cabinet Report 4th November 2016 to create.
	Outline Proposals to address Early Years, Primary, Secondary and SEN rising rolls - Update to Phase 3 and Phase 4 expansion Programme	Cabinet Member for Children & Learning	Not before April	Members, Children Services, Corporate Finance, Equalities & Diversity and Legal Services.	Pooneeta Mahadeo School Organisation Manager pooneeta.mahadeo@havering.gov.uk	The report; responses to the statutory notices, Decision maker guidance.
	Approval to award contracts following competitive tender process. The local authority seeks to procure preventative services which reduce, delay	Cabinet Member for Adult Social Services and Health	Not before May	Legal, Equalities, HR and Finance	Michelle Brown michelle.brown@havering.gov.uk	Non Key Executive Decision

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	and/or prevent Havering residents' from presenting eligible needs for statutory care and support.					
	DISPOSAL OF LAND AT HILLDENE NORTH, HAROLD HILL	Leader of the Council	Not before May			
	Avelon Road Centre The Chief Executive will be asked to enter in to a contract for the construction of a single storey building for expansion of existing SEN 16+.	Chief Executive	Not before May	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
	Council Tax and Benefits Service - request to return to Newham Council responsibility	Cabinet	May			
	Social Care Case Management System Procurement	Cabinet	May		rob allerton robert.allerton@havering.gov.uk	

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	Authority to submit funding application to Veolia Havering Riverside Maintenance Trust and development of mechanism for future funding of maintenance and management of Rainham Landfill aftercare	Cabinet	May	Internal business partners	Bob Flindall bob.flindall@havering.gov.uk	
	Bridge Close - Business Plan and Joint Venture Partnership Agreement	Cabinet	May	<ul style="list-style-type: none"> • Leader of Council • Deputy Leader of the Council and Cabinet Member for Housing • Cabinet Member assisting Cabinet Member for Housing 	Tom Dobrashian Head of Economic Development tom.dobrashian@havering.gov.uk	<ul style="list-style-type: none"> • Bridge Close Cabinet Report (15 June 2016) Romford Development Framework (2015) Romford Area Action Plan (2008)
	Rainham and Beam Park Housing Zone Land Acquisition Strategy - Compulsory Purchase Order.	Cabinet	May		Tom Dobrashian Head of Economic Development tom.dobrashian@havering.gov.uk	10th February 2016 Cabinet Paper – Rainham and Beam Park

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						Land Acquisition Strategy 10th February 2016 Cabinet Paper - Rainham and Beam Park Masterplan and Planning Framework 4th November 2015 Cabinet Paper - Rainham and Beam Park Housing Zone. Overarching Legal Agreement
	The future of Havering Education Services	Cabinet	May		Keval Bheda keval.bheda@haverling.gov.uk	
	CORPORATE PLAN 2017/18 Cabinet will be asked to approve the Council's Corporate Plan 2017/18.	Cabinet	May	All relevant officers and Members will be consulted. There is no formal public consultation process.	Phillipa Brent-Isherwood Head of Business performance philippa.brent-isherwood@haverling.gov.uk	Document To Follow

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	Proposed Land Acquisition in Hornchurch	Cabinet	May	LBH Officers will be consulted on draft report	Garry Green Property Strategy Manager garry.green@havering.gov.uk Tel: 01708 432566	
	Rainham and Beam Park Housing Zone - Appointment of a Joint Venture Development Partner.	Cabinet	May		Tom Dobrashian Head of Economic Development tom.dobrashian@havering.gov.uk	10th February 2016 Cabinet Paper – Rainham and Beam Park Land Acquisition Strategy 10th February 2016 Cabinet Paper - Rainham and Beam Park Masterplan and Planning Framework 4th November 2015 Cabinet Paper - Rainham and Beam Park Housing Zone. Overarching Legal Agreement

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	Award of contract for the Short Breaks Services	Director of Children's Services	May		Priti Gabberia priti.gabberia@haverling.gov.uk	
	To extend the Health Child Programme contract by two years as per the condition of the contract	Director of Public Health (Interim)	Not before June	NELFT, legal and procurement		
	White Hart Lane Development The Deputy Leader and Lead Member for Housing will be asked to give approval to enter into a formal contract for Works, for construction of new-build housing units on Council-owned land at White Hart Lane, Collier Row.	Cabinet Member for Housing	Not before June	Neighbours and members of the public generally have been consulted as part of the Planning process.	Kevin Hazlewood kevin.hazlewood@haverling.gov.uk	HRA Capital Programme Delivery Strategy Executive Decision and Checkpoint Board approval to seek tenders
	Proposed uplift of planning application fees	Cabinet	June		Helen Oakerbee helen.oakerbee@haverling.gov.uk	

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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
	Domestic Gas Maintenance Contracts 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.

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