

## **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](mailto:andrew.beesley@onesource.co.uk)

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	Approval to extend the current Reablement contract The Director of Adult Services will be asked to approve the extension of the Integrated Reablement contract for one year beyond its current scheduled end in April 2018 and increased annual funding of the extended 2018/19 contract	Director of Adult Social Care and Health	Not before March	All relevant Members, officers and business partners will be consulted together with: North East London Foundation NHS Trust Barking, Havering and Redbridge University NHS Trust Community Service Integration / Localities Programme Board BHR Clinical Commissioning Group (Service User consultation was conducted prior to the contract procurement in November 2016)	Laura Osborn laura.osborn@haverling.gov.uk	Document To Follow 17 extension current contract 12mths from apr 18 & approval to increase funding reablement service 17 Reablement Extension_Appendix
	Mead Primary School. Expansion of Infants School (KS1) by One Form of Entry, expansion of Nursery and reclassification of Additional Resource Provision The Director of Children's Services will be asked to make	Director Children's Services	Not before March	All business partners will be consulted by email.	Andy Skeggs Head of Technical Services andy.skeggs@haverling.gov.uk Tel: 01708 433600	Document To Follow

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	an award of contract.					
	<p>Rainham Village Primary School - contract for school expansion. Further to the Cabinet decision in October, 2016, the Director of Children's Services will be asked to give authority to enter into a contract for the construction of a single storey extension of 3 classrooms for a 1FE expansion at Rainham Village Primary School.</p> <p>This matter was not available to publish at the time of the June 2017 Forward Plan. It is published giving the full 28 days' notice period to members of the public.</p>	Director Children's Services	Not before March	All relevant officers and business partners will be consulted.	Andy Skeggs Head of Technical Services andy.skeggs@havering.gov.uk Tel: 01708 433600	Document To Follow
	Construction of new nursery at Towers Infant School	Cabinet Member for Children & Learning	Not before March	Legal, Finance, Equalities, HR	Andy Skeggs Head of Technical Services andy.skeggs@havering.gov.uk Tel: 01708 433600	Cabinet Report 4th November 2016 to create.

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	Construction of two storey extension and infill classrooms to roof at Hylands Primary School	Cabinet Member for Children & Learning	Not before March	Legal, Finance, Equalities, HR	Andy Skeggs Head of Technical Services andy.skeggs@havering.gov.uk Tel: 01708 433600	Cabinet Report 4th November 2016 to create.
	Two classroom extension and staffroom infill to Whybridge Infants School	Cabinet Member for Children & Learning	Not before March	Legal, Finance, Equalities, HR	Andy Skeggs Head of Technical Services andy.skeggs@havering.gov.uk Tel: 01708 433600	Cabinet Report 4th November 2016 to create.
	James Oglethorpe School - Authority to award a negotiated contract for the construction of new nursery and further internal refurbishments to existing school to complete the expansion to two forms of entry. The Director of Children's Services will be asked to give authority to negotiate and award the contract for this project..	Director Children's Services	Not before March	All business partners will be consulted.	Andy Skeggs Head of Technical Services andy.skeggs@havering.gov.uk Tel: 01708 433600	Document To Follow

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	<p>Dame Tipping School - Proposed demolition and removal of two dilapidated classrooms and replacement in modular construction The Director of Children's Services will be asked to give authority to award the contract for this project.</p>	<p>Director Children's Services</p>	<p>Not before March</p>	<p>All business partners will be consulted.</p>	<p>Andy Skeggs Head of Technical Services andy.skeggs@havering.gov.uk Tel: 01708 433600</p>	<p>Document To Follow</p>
	<p>Extension of Existing Domestic and Commercial for Quality Heating Services Limited The Director of Neighbourhoods will be asked to approve existing contracts for a period of 11 months.</p> <p>The cost of the 11 month extension is £687,500 there is no impact on the existing budget, the extension is required as soon as possible due to a delay in the procurement of the new contracts.</p>	<p>Director Neighbourhoods</p>	<p>Not before March</p>	<p>All relevant officers, business partners and members will be consulted.</p>	<p>Kevin Hazlewood (Acting) Assistant Director of Housing kevin.hazlewood@havering.gov.uk</p>	<p>Document To Follow</p>

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	<p>Extension of Existing Domestic and Commercial for S&amp;F Services Limited The Director will be asked to approve:</p> <ul style="list-style-type: none"> <li>• (retrospectively) the extension of the contract with S&amp;F Limited until 31 March 2018 as provided in the original contract and</li> <li>• an additional 11 months extension, on the original terms and conditions, to provide continuity of service until the new contracts start.</li> </ul> <p>The extension is at current tendered rates; there is no cost premium to the extensions other than the</p>	Director Neighbourhoods	Not before March	All relevant officers, business partners and members will be consulted.	Kevin Hazlewood (Acting) Assistant Director of Housing kevin.hazlewood@havering.gov.uk	Document To Follow

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	existing contractual provision for annual RPI adjustments. This decision needs to be expedited to ensure continuity of provision.					
	Leasehold Insurance -Award of Contract The Section 151 Officer will be asked to award the contract for the buildings insurance of residential leaseholders, arranged in accordance with lease agreements and recharged to leaseholders.	Statutory Section 151 Officer Finance	Not before March	Leaseholders have all been consulted by letter. All relevant Members, officers and business partners will be consulted.	Paula McLoughlin Principal Risk & Insurance Manager Paula.McLoughlin@oneSource.co.uk Tel: 01708 432116	Document To Follow
	New draft London Plan - Havering response	Leader of the Council	Not before March	LBH Officers	Martyn Thomas Development and Transport Planning Group Manager martyn.thomas@havering.gov.uk Tel: 01708 432845	18 Draft london plan response to consult from LBH 18 APPENDIX 1 Transcript - Housing Committee 23-01-18 18 APPENDIX 2 DraftLondonPlan

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						ResponseFebruary(FinalLeader) 18 ANNEXE 2 ResponseScheduleNewLondonPlanFebruary2018(FinalLeader) 18 ANNEXE 3 LBHMTSResponse
	Mercury Land Holdings North Street (Hornchurch) Business Case The Leader of the Council will be asked to approve the Business Plan for Mercury Land Holdings and the Business Case for 75 North Street, Hornchurch	Leader of the Council	Not before March	All relevant members and Officers will be consulted.	Chris Hilton Assistant Director of Development chris.hilton@havering.gov.uk	Document To Follow 83 loan to MLH for development at 75 North Street Hornchurch 83 EXEMPT Appendix 1 - LB Havering - State Aid Report - March 2017 KO 83 EXEMPT Appendix 2 Numeritas audit reportMercury 170425

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						83 EXEMPT Appendix 3 Land at North Street Hornchurch - 01.09.17 83 EXEMPT Appendix 4 Viability Assessment Appraisal Report Update 121017 83 EXEMPT Appendix 5 Indicies on long term historic house price growth 83 Appendix 6 North Street latest - new funding parameters KO adjusted+inte.._
	The award of a concession contract to a supplier to deliver a town centre Wi - Fi Network	Chief Executive	Not before March	Ward Members and relevant portfolio holder(s) Businesses		

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	in Havering					
	Agree the Heads of Terms of all loan agreements relating to 75 North Street The Leader of the Council will be asked, after consultation with the Cabinet Member for Housing Company Development & oneSource Management, the Director of Legal and Governance and the s151 Officer to agree the Heads of Terms of all loan agreements	Leader of the Council	Not before March	All relevant Members, Officers and Business Partners will be consulted.	Christopher Hobbs christopher.hobbs@havering.gov.uk	Document To Follow
	Approval to Direct Award of the Adults Emergency Duty Team (AEDT) service contract to North East London Foundation Trust (NELFT), under section 75 agreement. The Cabinet Lead Member will be asked to award the Adults Emergency Duty Team (AEDT) service contract	Cabinet Member for Adult Social Services and Health	Not before March	All relevant Members, business partners, officers and stakeholders have been consulted. All key stakeholders were consulted as part of the service review which took place in August 2017 this included NELFT, care management teams from	Hilda Nevoh hilda.nevoh@havering.gov.uk	Document To Follow

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	directly to North East London Foundation Trust (NELFT) for the provision of the out of hours emergency duty service, which is jointly commissioned across Havering, Barking & Dagenham, Redbridge and Waltham Forest, under section 75 Agreement.			each Borough and service users.  There has been ongoing consultation via the project steering groups, meetings and one to one discussions.		
	Two year contract extension of the adult drugs and alcohol treatment and recovery service contract The Acting Director of Public Health will be asked to approve the extension of the contract for a period of two years.	Director of Public Health (Interim)	Not before March	All relevant Members, officers and business partners will be consulted.	Daren Mulley  daren.mulley@havering.gov.uk	Document To Follow
	Two year contract extension of the Schools Nursing Contract The Acting Director of Public Health will be asked to approve the extension of the contract.	Director of Public Health (Interim)	Not before March	All relevant Members, officers and business partners will be consulted.	Michelle Moreland Commissioner & Projects Manager, Joint Commissioning Unit michelle.moreland@havering.gov.uk Tel: 01708 433771	Document To Follow

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Extension of the Targeted Information, Advice and Guidance Service Contract The Director of Children Services will be asked to approve a 19 month extension of the contract. The extended contract will expire on 31 <sup>st</sup> March 2020 (the service will be re-commissioned in 2019).	Director Children's Services	Not before March	All relevant members, officers and business partners will be consulted.	Daren Mulley daren.mulley@havering.gov.uk	Document To Follow
2017/2018 Beehive Court Phase 2 The Director of Neighbourhoods will be asked to award the contract regarding remodelling.	Director Neighbourhoods	Not before April	All relevant members, officers and business partners will be consulted. Residents have been consulted and there will be further consultation following the contract award.	Ian Brady Property & Land Services Manager ian.brady@havering.gov.uk	Document To Follow
Children's Direct Payment Policy and Personal Budget Policy Cabinet will be asked to approve the Children's Direct Payments and Personal Budget Policy.	Cabinet	April	Internal consultees	Priti Gabberia priti.gabberia@havering.gov.uk	Document To Follow

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Romford Business Improvement District Proposal Cabinet will be asked to approve a proposal from the Romford Town Management Partnership (RTMP) to proceed to ballot regarding the creation of a Business Improvement District for Romford	Cabinet	April	Ward Members and relevant portfolio holder Businesses	Helen Payne Interim Business Development Manager Helen.Payne@havering.gov.uk Tel: 01708 433276	Document To Follow
Integrated Community Equipment Service Cabinet will be asked to approve the decision for the Council to join an Integrated Community Equipment Service (ICES) with BHR health and social care partners which will be commissioned and hosted by the London Borough of Redbridge.	Cabinet	April	Relevant Members and officers North East London Foundation NHS Trust Barking, Havering and Redbridge University NHS Trust Community Service Integration / Localities Programme Board	Laura Osborn  laura.osborn@havering.gov.uk	Document To Follow
Employment and Skills Plan Further to the decision in	Cabinet	April	Various members of the Corporate Leadership Team,	Phillipa Brent-Isherwood Head of Business Performance	Document To Follow

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	February, 2019, Cabinet will asked to approve the Council's new Employment and Skills Plan			the whole of Senior Leadership Team and key Cabinet and Deputy Cabinet Members have already been consulted on the draft Plan. Business Partners have commented on the draft Plan in the usual way. The business community and other stakeholders (including Joint Venture partners) are to be consulted in February and March 2018.	philippa.brent-isherwood@havering.gov.uk	
	Replacement of Library Management System. The Chief Operating Officer will be asked to approve the call off from the Library Management Platform framework awarded by the London Borough Of Sutton.	Chief Operating Officer	Not before April	All relevant Members, Stakeholders, Officers and Business partners will be consulted.	Alexis Wainwright alexis.wainwright@havering.gov.uk	Document To Follow
	White Hart Lane Development The Deputy Leader and Lead Member for Housing will be asked to give approval to enter	Cabinet Member for Housing	Not before May	Neighbours and members of the public generally have been consulted as part of the Planning process.	Mark Howard mark.howard@havering.gov.uk	HRA Capital Programme Delivery Strategy Executive

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into a formal contract for Works, for construction of new-build housing units on Council-owned land at White Hart Lane, Collier Row.					Decision and Checkpoint Board approval to seek tenders
Social Cohesion Strategy Cabinet will be asked to agree the Council's new Social Cohesion Strategy.	Cabinet	June	All departments of the Council will be consulted. Should Cabinet agree this strategy, it will be subject to wider consultation within the Community.	Vernal Scott Corporate Diversity Advisor vernal.scott@havering.gov.uk	Document To Follow
Developing the Local Voluntary and Community Sector Cabinet will be asked to approve the allocation of the remaining Performance Reward Grant.	Cabinet	June	Finance, Legal, Equalities and Human Resources will all be consulted.	Jerry Haley Community Safety Officer (Strategies). jerry.haley@havering.gov.uk	Document To Follow
Main Insurance Contract Award Cabinet will be asked to award the contract for the Council's main insurance contract for classes of business including	Cabinet	June	All relevant Members, officers and business partners will be consulted.	Paula McLoughlin Principal Risk & Insurance Manager Paula.McLoughlin@oneSource.co.uk Tel: 01708 432116	Document To Follow

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	property, motor, liabilities and ancillary policies excluding engineering inspection. The existing contract expires on 30 <sup>th</sup> June, 2018. The new contract is proposed for 6 years with an option to extend. The estimated value of the contract is in excess of £10 million					
	Contract award for the Provision of the Integrated Sexual Health Service Cabinet will be asked to award the contract for the provision of the Integrated Sexual Health Service. The contract value will be in excess of £10 million.	Cabinet	June	Corporate Services and all relevant Members, officers and business partners will be consulted.	Daren Mulley  daren.mulley@havering.gov.uk	Document To Follow