



NOTICE OF A PRIVATE MEETING OF A DECISION-MAKING BODY¹

Notice of an imminent occasion when the public may be excluded from a meeting due to the likelihood that if members of the public were present during an item of business confidential or exempt information would be disclosed to them.

¹ In accordance with Regulation 5(7) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

1. At least 28 clear days before a private meeting² of a decision-making body, public notice³ must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice⁴ must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.
3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chair of the Overview and Scrutiny Management Commission.

Date of Decision or period within which the decision is to be made	Ref No:	Matter in respect of which the decision is to be made	Short Description	Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
17/03/16	EX2922	Contract Award Schools Waste Collection Services	<i>To provide information regarding the procurement tender process which will lead to a contract award to succeed the current contract.</i>	Executive	Education, Property, Broadband Karen Felgate – Contracts and Commissioning Manager	Report and Associated Appendices	(Paragraph 3 – information relating to financial/business affairs of particular person)
17/03/16	EX3101	Options for Delivering Housing Grants and Loans	<i>The purpose of this report is to outline the options available to the Council for delivering the home improvement service.</i>	Executive	Adult Social Care, Housing, Countryside, Community Culture & Leisure Services Mel Brain - Housing Strategy and Operations Manager	Report and Associated Appendices	(Paragraph 3 – information relating to financial/business affairs of particular person) (Paragraph 4 – information relating to terms proposed in negotiations in labour relation matters)

² 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.

³ In accordance with Regulation 5(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

⁴ In accordance with Regulation 5(4) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Date of Decision or period within which the decision is to be made	Ref No:	Matter in respect of which the decision is to be made	Short Description	Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
17/03/16	EX3080	Approved Provider List for Community Home Care Services	<i>Members to agree contract award of Approved Provider List for Community Home Care Services</i>	Executive	Adult Social Care, Housing, Countryside, Community Culture & Leisure Services Karen Felgate – Contracts and Commissioning Manager	Report and Associated Appendices	(Paragraph 3 - information relating to financial/business affairs of a particular person)

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