



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. The authority can take an urgent key decision without giving 28 days' notice where it is impracticable to give the full notice, provided that the authority gives at least five days' clear notice to all Members of the Overview and Scrutiny Management Commission, which can then call in the decision to check that it was genuinely urgent; or
4. Where a key decision is so urgent there is not even time to give five clear days' notice, the authority can take the decision if the Chairman of the Overview and Scrutiny Management Commission has agreed that the key decision is urgent and cannot reasonably be deferred.

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.
21 April 2016	EX3094	Staffing implications associated with additional savings put forward to deliver the 2016/17 Revenue Budget: Approval to pay Redundancy Payments	<i>To seek approval to make the redundancy payments associated with the required staffing implications associated with the Phase 2 savings to deliver the 2016/17 revenue budget.</i>	Executive	Communications, Democratic & Electoral Services, Finance Assurance, Legal, Human Resources, ICT Robert O'Reilly		(Paragraph 1 - information relating to an individual) (Paragraph 2 - information identifying an individual)

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.

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21 April 2016	EX3105	Contract Award - Highways, Bridgeworks and Street Lighting Contract 2016 - 2022	<p><i>The report recommends that the Executive resolves to delegate to Head of Highways & Transport authority to enter into the Highways Term Maintenance Contract for the provision of highways term maintenance services in the terms of the draft agreement attached to this report with the successful bidder.</i></p> <p><i>Provided Head of Highways & Transport in consultation with Head of Legal Services shall have the delegated authority to make any necessary drafting or other amendments to the terms of the agreement which are necessary to reach final agreement but which do not materially affect the intent and substance of the agreement.</i></p>	Executive	Highways, Transport, Emergency Planning Melvyn May		(Paragraph 3 – information relating to financial/business affairs of particular person)

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Date: 09 March 2016