



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.
3 May 2018	EX3348	Proposed Property Investment	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy.	Executive	Councillor Graham Jones Richard Turner	Report and Associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)
3 May 2018	EX3419	Housing Benefit Overpayment Write Off	To confirm that a Housing Benefit overpayment can be written off due to the individual's circumstances	Executive	Councillor Graham Bridgman Iain Bell	Report and Associated appendices	(Paragraph 1 – information relating to an individual) (Paragraph 2 – information identifying an individual)
3 May 2018	EX3440	Proposal for loan from West Berkshire Council to Berkshire Healthcare NHS Foundation Trust	To explain the purpose and terms of the proposed loan arrangement and to seek approval to enter into a loan agreement with the Berkshire Healthcare NHS Foundation Trust	Executive	Councillor Anthony Chadley Gabrielle Esplin	Report and Associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)

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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Date: 7 March 2018