



## **NOTICE OF A PRIVATE MEETING OF A DECISION-MAKING BODY<sup>1</sup>**

*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.*

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<sup>1</sup> 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 meeting<sup>2</sup> of a decision-making body, public notice<sup>3</sup> 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 notice<sup>4</sup> 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.
25 July 2019	EX3749	Pelican Nursery – site acquisition	<i>To seek approval to transfer through a lease the Pelican Day Nursery building and site to the Newbury Academy Trust for the purposes of creating new Early Years provision, which will be incorporated as part of Speenhamland Primary School.</i>	Executive	Mark Lewis  Children, Education & Young People	Report and associated appendices	(Paragraph 3 – information relating to financial/business affairs of particular person) (Paragraph 6 - information relating to proposed action to be taken by the Local Authority)
25 July 2019	EX3752	WBC Catering - School Meals, Care Homes & Resource Centres and Corporate Catering	<i>Contract award.</i>	Executive	Karen Felgate  Internal Governance	Report and associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)
25 July 2019	EX3753	Corporate Office and School Building Cleaning Services	<i>Contract award.</i>	Executive	Karen Felgate  Internal Governance	Report and associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)

<sup>2</sup> 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.

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

<sup>4</sup> 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.
25 July 2019	EX3738	Proposed Property Investment	<i>To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy.</i>	Executive	Finance, Transformation and Property  Richard Turner	Report and associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)

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Date: 4 June 2019