



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 September 2019	DOD3814	Tree Maintenance Contract Award	<i>To award the contract.</i>	Delegated Officer Decision	Transport and Countryside Jon Winstanley	Report and associated appendices	(Paragraph 3 – information relating to financial/business affairs of particular person)
5 September 2019	EX3787	Land at Love Lane	<i>To propose the transfer of the asset to the Newbury Academy Trust as part of a WBDC project to expand the capacity of Trinity School due to demographic growth working through primary and on to secondary provision in Newbury.</i>	Executive	Finance Richard Turner	Report and associated appendices	(Paragraph 3 – information relating to financial/business affairs of particular person)
5 September 2019	EX3739	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 Richard Turner	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.

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.
5 September 2019	EX3818	Staffing implications due to a proposed Contact Centre management restructure	<i>To set out the staffing implications which are likely to result from the proposed management restructure of the Council's Contract Centre.</i>	Executive	Internal Governance Kevin Griffin	Report and associated appendices	(Paragraph 1 - information relating to an individual); (Paragraph 2 - information identifying an individual)
September 2019	DOD3782	Voluntary Sector Prospectus	<i>To continue and further the Council's work with the Community and Voluntary Sector.</i>	Delegated Officer Decision	Public Health and Community Wellbeing Thomas Bailey	Report and associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)

Sarah Clarke
Head of Legal and Strategic Support
West Berkshire Council
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