



NOTIFICATION OF PUBLIC AND PRIVATE KEY DECISIONS

FOR THE PERIOD OF

16TH SEPTEMBER – 15TH OCTOBER 2013

Members of the Cabinet	
Leader of the Council	Councillor Adrian Gregson
Deputy Leader of the Council and Cabinet Member for Economic Prosperity	Councillor Geoff Williams
Cabinet Member for Cleaner and Greener City	Councillor Matthew Lamb
Cabinet Member for Safer and Stronger Communities	Councillor Roger Berry
Cabinet Member for Delivering Value for Money	Councillor Richard Boorn
Cabinet Member for Customer Service and Communications	Councillor Lynn Denham
Cabinet Member Without a Specific Portfolio	Councillor Liz Smith

Councillor Adrian Gregson Leader of the Council
Date: 16 th September 2013

KEY DECISIONS

1. What is a key decision?

A Key decision is defined as an executive decision, which is likely: -

- (a) to incur expenditure or the making of savings which is above the financial threshold set by the Council, currently £173,934; or
- (b) to significantly affect a community living or working in an area comprising two or more Wards within the City.

2. When will notice be given that a key decision will be made?

The City Council will publish details of all key decisions to be made within a specific timeframe as a formal notification. Details of a key decision will be published at least 28 clear days before a key decision is made and will cover all key decisions to be made in a specific timeframe of approximately two months.

Details regarding key decisions to be made will be updated and published at least 28 days before a key decision is made.

3. What does a key decision notification tell me?

The key decision notification provides the following information: -

- That a key decision is to be made on behalf of the City Council.
- The matter in respect of which the decision is to be made.
- Who will make the decision.
- The date on which, or the period within which, the decision is to be made.
- Classification of the matter/meeting i.e. open to the public or public are excluded.
- If the public are excluded the reason(s) why.
- Who you can make representations to should you feel the matter/meeting should be open to the public, and how.
- A list of documents submitted to the decision maker in respect of the key decision to be made.
- Who and how you can contact for copies of reports and associated documents relating to the key decision.

INDEX OF KEY DECISIONS FOR THE PERIOD		
Date of Decision	Subject	Public or Private Matter
15 th October 2013	Medium Term Financial Forecast (MTFF) 2014-2019	Public

KEY DECISION
NOTIFICATION THAT A PUBLIC OR PRIVATE KEY DECISION IS TO BE MADE
ON BEHALF OF WORCESTER CITY COUNCIL
(Not including the detail of any Private Information)

Title of matter / report	Medium Term Financial Forecast (MTFF) 2014-2019
Reason why a key decision	The decision will incur expenditure or the making of savings which is above the financial threshold set by the Council, currently £173,934.
Summary of decision	The Cabinet will recommend that full Council adopt the MTFF. The MTFF provides details on the key financial assumptions and forecasts for the next five years. This will in turn provide the financial context for the medium term financial strategy 2014-2019 and the detailed budgets for 2014-15.
Decision maker	The Cabinet
Date of meeting on which decision / or the period within which the decision is to be made	15 th October 2013
Classification of matter / meeting	Public – This part of the meeting open to the public
Reasons why this part of the meeting the public to be excluded	
Representations as to why the meeting/item should be open to the public should be made in writing at least 10 clear working days before the date of the meeting/decision	Officer Contact Details: Claire Chaplin, Democratic Services Team Leader Legal and Democratic Services Guildhall Worcester WR1 2EY Telephone: 01905 722005 Fax: 01905 721120 Email: committeeadministration@worcester.gov.uk
List of documents submitted with the report including background papers	
Officer Contact Details and procedure for which, subject to any prohibition or restriction on their disclosure, details, copies of, or extracts from, any document listed is available	A hard copy of documents will be available at least five clear working days prior to the meeting at: The Guildhall, High Street, Worcester WR1 2EY Electronic copies of documents will be available at least five clear working days prior to the meeting from: worcester.gov.uk Committee Minutes and Documents / Browse the agenda/minutes / Cabinet) Officer Contact Details: Claire Chaplin (Details as above)