



NOTIFICATION OF PUBLIC AND PRIVATE KEY DECISIONS

FOR THE PERIOD OF

10th December 2013 – 14th January 2014

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 Health and Wellbeing	Councillor Roger Berry
Cabinet Member for Delivering Value for Money	Councillor Richard Boorn
Cabinet Member for Community Engagement	Councillor Lynn Denham
Cabinet Member Without a Specific Portfolio	Councillor Liz Smith

<p>Councillor Adrian Gregson Leader of the Council</p>
<p>11th November 2013</p>

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
10 th December 2013	Herefordshire & Worcestershire Sports Partnership – Transfer to a Trust	Public
10 th December 2013	Draft Budget 2014/15	Public
14 th January 2014	Update to Draft Budget	Public
14 th January 2014	Fees & Charges 2014/15	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	Herefordshire & Worcestershire Sports Partnership (HWSP) – Transfer to a Trust
Reason why a key decision	The decision will be making savings which is above the financial threshold set by the Council, currently £173,934. <i>The decision will require the TUPE transfer of the Council employed Sports Partnership to a Trust.</i>
Summary of decision	<ol style="list-style-type: none"> 1. Cabinet to note the Herefordshire & Worcester Sports Partnership Board decision to transfer the partnership management and hosting from Worcester City Council to a new independent company limited by guarantee with charitable status. 2. Cabinet to agree the TUPE transfer of Herefordshire & Worcestershire Sports Partnership Staff to a new company limited by guarantee with charitable status. 3. Agree to delegate the authority to conclude any necessary agreements and financial arrangements for the transfer.
Decision maker	The Cabinet
Date of meeting on which decision / or the period within which the decision is to be made	10th December 2013
Classification of matter / meeting	Public
Reasons why this part of the meeting the public to be excluded	The report includes employee details as part of the TUPE information.
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	<p>Officer Contact Details:</p> <p>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</p>
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	<p>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</p> <p>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)</p> <p>Officer Contact Details: Claire Chaplin (details as above)</p>

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	Draft Budget 2014-15
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	<p>The Cabinet will recommend the Draft Budget is considered by PMBS Committee. Any feedback from PMBS and other stakeholders will be considered prior to Cabinet recommending approval of the Budget to full Council in February 2014.</p> <p>The Draft Budget will provide details on the Local Government Finance Settlement (if available) and the detailed savings proposals which are required to achieve a balanced budget position.</p>
Decision maker	The Cabinet
Date of meeting on which decision / or the period within which the decision is to be made	10th December 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	<p>Officer Contact Details:</p> <p>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</p>
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	<p>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</p> <p>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)</p> <p>Officer Contact Details: Claire Chaplin (Details as above)</p>

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	Update to Draft Budget 2014-15
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	To note any updates to the budget following publication in December, and to recommend approval to full Council in February 2014. The Draft Budget will provide details on the Council Tax Base calculations, any changes to Business Rates, and Treasury Management details.
Decision maker	The Cabinet
Date of meeting on which decision / or the period within which the decision is to be made	14th January 2014
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)

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	Fees & Charges 2014-15
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	To recommend approval of the Council's Fees & Charges to full Council in February 2014.
Decision maker	The Cabinet
Date of meeting on which decision / or the period within which the decision is to be made	14th January 2014
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)