



**NOTIFICATION OF PUBLIC AND PRIVATE KEY DECISIONS**

**FOR THE PERIOD OF**

**11th February – 25th March 2014**

<b>Members of the Cabinet</b>	
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><b>Councillor Adrian Gregson</b> <b>Leader of the Council</b></p> <p>13<sup>th</sup> January 2014</p>
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## 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
11 <sup>th</sup> February 2014	Draft Houses in Multiple Occupation Supplementary Planning Document	Public
11 <sup>th</sup> February 2014 25 <sup>th</sup> February 2014	Strategic Framework	Public
11 <sup>th</sup> February 2014 25 <sup>th</sup> February 2014	Budget and Council Tax 2014-15	Public
25 <sup>th</sup> February 2014	MTFS 2014-2018	Public
11 <sup>th</sup> March 2014	Introduction to the Better Care Fund and the requirement to further extend the Worcestershire Care & Repair Agency contract delivered by Festival Housing Group	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)**

<b>Title of matter / report</b>	<b>Draft Houses in Multiple Occupation Supplementary Planning Document</b>
<b>Reason why a key decision</b>	The decision significantly affects a community living or working in an area comprising two or more Wards within the City.
<b>Summary of decision</b>	To approve the draft Houses in Multiple Occupation Supplementary Planning Document to go out to public consultation for a period of 6 weeks.
<b>Decision maker</b>	<b>The Cabinet</b>
<b>Date of meeting on which decision / or the period within which the decision is to be made</b>	Cabinet - 11 <sup>th</sup> February 2014
<b>Classification of matter / meeting</b>	Public – This part of the meeting open to the public
<b>Reasons why this part of the meeting the public to be excluded</b>	N/A
<b>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</b>	Officer Contact Details:  Claire Chaplin, Democratic Services Team Leader Legal and Democratic Services Guildhall Worcester WR1 2EY Telephone: 01905 722005      Fax: 01905 721120 Email: <a href="mailto:committeeadministration@worcester.gov.uk">committeeadministration@worcester.gov.uk</a>
<b>List of documents submitted with the report including background papers</b>	Appendix 1: Draft HMO Supplementary Planning Document  Background Papers: Report to Cabinet 12 February 2013: Article 4 Direction for conversion from residential dwellinghouses to Houses in Multiple Occupation; Report to Cabinet 11 June 2013: Article 4 Direction for conversion from residential dwellinghouses to Houses in Multiple Occupation – Key Decision; Strategic Housing Project – Final Report (June 2012)
<b>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</b>	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: <a href="http://worcester.gov.uk">worcester.gov.uk</a> Committee Minutes and Documents / Browse the agenda/minutes / Cabinet)  Officer Contact Details: Claire Chaplin (As above)

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<b>Title of matter / report</b>	<b>Strategic Framework</b>
<b>Reason why a key decision</b>	The decision significantly affects a community living or working in an area comprising two or more Wards within the City. The decision relates to proposals to amend the policy framework.
<b>Summary of decision</b>	The Cabinet will recommend that full Council approve the Strategic Framework alongside the budget.  The strategic programme sets out the direction and priorities for the Council. It will inform the future development of a corporate plan.
<b>Decision maker</b>	<b>The Cabinet – referral to Council</b>
<b>Date of meeting on which decision / or the period within which the decision is to be made</b>	Cabinet - 11th February 2014 Council - 25th February 2014
<b>Classification of matter / meeting</b>	Public – This part of the meeting open to the public
<b>Reasons why this part of the meeting the public to be excluded</b>	
<b>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</b>	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
<b>List of documents submitted with the report including background papers</b>	Strategic Framework
<b>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</b>	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)

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<b>Title of matter / report</b>	<b>Budget and Council Tax 2014/15</b>
<b>Reason why a key decision</b>	The decision will incur expenditure or the making of savings which is above the financial threshold set by the Council, currently £173,934.  The decision significantly affects a community living or working in an area comprising two or more Wards within the City.
<b>Summary of decision</b>	To recommend Council to adopt the updated Budget and Council Tax 2014/15. This includes: General Fund; Detailed revenue budgets; Transformation Plan and savings proposals; Fees and charges; Council Tax levels; The capital programme and capital financing; Reserves; New homes bonus allocations; Pay policy statement; Treasury management policy, strategy and prudential indicators.
<b>Decision maker</b>	<b>Cabinet/Council</b>
<b>Date of meeting on which decision / or the period within which the decision is to be made</b>	Cabinet – 11 <sup>th</sup> February 2014 Council – 25 <sup>th</sup> February 2014
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<b>Title of matter / report</b>	<b>Medium Term Financial Strategy (MTFS) 2014-2018</b>
<b>Reason why a key decision</b>	The decision will incur expenditure or the making of savings which is above the financial threshold set by the Council, currently £173,934.  The decision significantly affects a community living or working in an area comprising two or more Wards within the City.
<b>Summary of decision</b>	To adopt the updated MTFS 2014 -2018.
<b>Decision maker</b>	<b>Council</b>
<b>Date of meeting on which decision / or the period within which the decision is to be made</b>	25 <sup>th</sup> February 2014
<b>Classification of matter / meeting</b>	Public – This part of the meeting open to the public
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<b>List of documents submitted with the report including background papers</b>	MTFS
<b>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</b>	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: <a href="http://worcester.gov.uk">worcester.gov.uk</a> Committee Minutes and Documents / Browse the agenda/minutes / Cabinet)  Officer Contact Details: Claire Chaplin (As above)

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<b>Title of matter / report</b>	<b>Introduction to the Better Care Fund and the requirement to further extend the Worcestershire Care &amp; Repair Agency contract delivered by Festival Housing Group</b>
<b>Reason why a key decision</b>	The decision significantly affects a community living or working in an area comprising two or more Wards within the City.
<b>Summary of decision</b>	From April 2015 a new single pooled budget for health and social care called the "Better Care Fund" is being created. This will include the current allocation of Disabled Facilities Grant funding currently paid to lower tier authorities. This will have a direct impact on the re-commissioning of the Worcestershire Care & Repair Agency currently in progress and being led by Worcester City Council. This paper therefore provides information on the "Better Care Fund" and seeks agreement to further extend the existing contract in place with Festival Housing Group who currently delivers the Worcestershire Care & Repair Agency.
<b>Decision maker</b>	<b>The Cabinet</b>
<b>Date of meeting on which decision / or the period within which the decision is to be made</b>	11 <sup>th</sup> March 2014
<b>Classification of matter / meeting</b>	Public – This part of the meeting open to the public
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<b>List of documents submitted with the report including background papers</b>	Re-commissioning of Care & Repair Agency Services – Cabinet paper December 2012
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