



**NOTIFICATION OF PUBLIC AND PRIVATE KEY DECISIONS**

**FOR THE PERIOD OF**

**15<sup>TH</sup> APRIL – 12<sup>TH</sup> MAY 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      |

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| <p><b>Councillor Adrian Gregson</b><br/> <b>Leader of the Council</b></p> <p>17<sup>th</sup> March 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:-

(b) 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

| <b>Date of Decision</b>     | <b>Subject</b>   | <b>Public or Private Matter</b> |
|-----------------------------|--|---------------------------------|
| 15 <sup>th</sup> April 2014 | Extension of the Civica Contract for Revenues and Benefits             | Public                          |
| 15 <sup>th</sup> April 2014 | Provision of new Swimming Pool for Worcester – Project Progress Report | 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)**

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|---|--|
| <b>Title of matter / report</b>   | <b>Extension of Civica Contract for Revenues &amp; Benefits</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.  |
| <b>Summary of decision</b>  | To agree the recommendation from the South Worcestershire Joint Committee to extend the shared service contract with Civica for Revenues and Benefits by 5 years to the end September 2023, on the basis of the proposal submitted by Civica.<br><br>The Section 151 Officer, in consultation with relevant Council portfolio holder, be authorised to finalise detailed terms with Civica and the other shared service partners.                          |
| <b>Decision maker</b>   | <b>The Cabinet</b><br><b>Individual Cabinet Member</b><br>Cabinet Member for delivering Value for Money, Councillor Richard Boorn<br><b>Individual Officer(s)</b><br>Lesley Meagher, Corporate Director – Resources and Section 151 Officer  |
| <b>Date of meeting on which decision / or the period within which the decision is to be made</b>  | <b>Cabinet 15<sup>th</sup> April 2014</b>  |
| <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:<br><br>Claire Chaplin, Democratic Services Team Leader<br>Legal and Democratic Services<br>Guildhall<br>Worcester WR1 2EY<br>Telephone: 01905 722005 Fax: 01905 721120<br>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>  |  |
| <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<br><br>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)<br>Officer Contact Details: Claire Chaplin – as above |

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|---|--|
| <b>Title of matter / report</b>   | <b>Provision of new Swimming Pool for Worcester – Project Progress Report</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.<br><br>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>  | Review progress report and seek Members permission to investigate a further construction option which would deliver a new pool and associated facilities at significantly reduced cost; noting that the original Council decision is becoming unaffordable.  |
| <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>  | 15th April 2014  |
| <b>Classification of matter / meeting</b>   | 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:<br>Claire Chaplin, Democratic Services Team Leader<br>Legal and Democratic Services<br>Guildhall<br>Worcester WR1 2EY<br>Telephone: 01905 722005 Fax: 01905 721120<br>Email: committeeadministration@worcester.gov.uk   |
| <b>List of documents submitted with the report including background papers</b>  | Appendix 1 – Financial Summary<br>No supporting background papers  |
| <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<br><br>Electronic copies of documents will be available at least five clear working days prior to the meeting from: worcester.gov.uk<br>Committee Minutes and Documents / Browse the agenda/minutes / Cabinet)<br><br>Officer Contact Details: Clare Chaplin - As above |