



NOTIFICATION OF PUBLIC AND PRIVATE KEY DECISIONS

FOR THE PERIOD OF

16TH SEPTEMBER – 28TH OCTOBER 2014

Members of the Cabinet	
Councillor Simon Geraghty	Leader of the Council
Councillor Marc Bayliss	Deputy Leader of the Council and Cabinet Member for Economic Prosperity
Councillor Lucy Hodgson	Cabinet Member for Customer Service and Communications
Councillor Chris Mitchell	Cabinet Member for Delivering Value for Money
Councillor Andy Roberts	Cabinet Member for Cleaner and Greener City
Councillor David Wilkinson	Cabinet Member for Safer and Stronger Communities

<p>Councillor Simon Geraghty Leader of the Council</p> <p>18th August 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

Date of Decision	Subject	Public or Private Matter
16 th September 2014	Houses in Multiple Occupation Supplementary Planning Document	Public
28 th October 2014	Updated Worcester City Housing Enforcement Policy	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	Houses in Multiple Occupation Supplementary Planning Document
Reason why a key decision	The decision significantly affects a community living or working in an area comprising two or more Wards within the City.
Summary of decision	To adopt the Houses in Multiple Occupation Supplementary Planning Document to be used for making decisions on applications arising from the introduction of the Article 4 Direction removing permitted development for class C3 (dwellinghouses) to change to class C4 (houses in multiple occupation from 1 July 2014 onwards.
Decision maker	The Cabinet
Date of meeting on which decision / or the period within which the decision is to be made	16th September 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	N/A
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 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	Appendix 1: Article 4 Direction Appendix 2: Summary of public consultation responses on draft SPD Appendix 3: HMO Supplementary Planning Document <u>Background Papers</u> Report to Cabinet 11 February 2014: Draft Houses in Multiple Occupation Supplementary Planning Document 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)
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	Updated Worcester City Housing Enforcement Policy
Reason why a key decision	The decision significantly affects a community living or working in an area comprising two or more Wards within the City.
Summary of decision	The Worcester City Housing Enforcement Policy has not been updated since 2005. A review and update to the policy has been carried out to improve the Council's approach to tackling poor housing conditions particularly in the private sector. This paper is seeking agreement to the new version.
Decision maker	The Cabinet
Date of meeting on which decision / or the period within which the decision is to be made	28th October 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	N/A
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 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