



**NOTIFICATION OF PUBLIC AND PRIVATE KEY DECISIONS**

**FOR THE PERIOD OF**

**9<sup>TH</sup> FEBRUARY – 22<sup>ND</sup> MARCH 2016**

<b>Members of the Cabinet</b>	
Councillor Simon Geraghty	Leader of the Council
Councillor Marc Bayliss	Deputy Leader of the Council and Cabinet Member for Economic Prosperity, City Centre and Riverside Enhancement
Councillor Lucy Hodgson	Cabinet Member for History and Heritage
Councillor Mike Johnson	Cabinet Member for Sport, Leisure and Retail
Councillor Chris Mitchell	Cabinet Member for Resources
Councillor Andy Roberts	Cabinet Member for Clean, Green and Safe City

<b>Councillor Simon Geraghty</b> <b>Leader of the Council</b>
11 <sup>th</sup> January 2016

## 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, currently £172,514; or
- (b) to significantly affect a community living or working in an area comprising two or more Wards within the City.

### (b) 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.

### (c) 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	Decision Type
9 <sup>th</sup> February 2016	Cleaner and Greener – Future Service Delivery	Public
9 <sup>th</sup> February 2016	Diglis Public Realm Project	Public
9 <sup>th</sup> February 2016	Commissioning of New Single Homeless Support Contract	Private
9 <sup>th</sup> February 2016 or 22 <sup>nd</sup> March 2016	Temporary Accommodation 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)**

<b>Title of matter / report</b>	<b>Cleaner and Greener – Future Service Delivery</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>	Approval of High Level Specifications for procurement of Cleaner and Greener services
<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>	<b>9<sup>th</sup> February 2016</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>	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>	N/A
<b>List of documents submitted with the report including background papers</b>	None
<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, Democratic and Electoral Services Manager Guildhall Worcester WR1 2EY Telephone: 01905 722005      Fax: 01905 721120 Email: <a href="mailto:committeeadministration@worcester.gov.uk">committeeadministration@worcester.gov.uk</a>

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<b>Title of matter / report</b>	<b>Diglis Public Realm Project</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>	Delegation of authority to award a contract for works to deliver the Diglis Public Realm project.
<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>	<b>9<sup>th</sup> February 2016</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>	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>	N/A
<b>List of documents submitted with the report including background papers</b>	Cabinet has received previous reports in April and December during 2014 and in July 2015
<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>	<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: <a href="http://worcester.gov.uk">worcester.gov.uk</a>  Committee Minutes and Documents / Browse the agenda/minutes / Cabinet</p> <p>Officer Contact Details:</p> <p>Claire Chaplin, Democratic and Electoral Services Manager  Guildhall  Worcester WR1 2EY  Telephone: 01905 722005  Email: <a href="mailto:committeeadministration@worcester.gov.uk">committeeadministration@worcester.gov.uk</a></p>

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<b>Title of matter / report</b>	<b>Commissioning of New Single Homeless Support Contract</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 inform Cabinet of the new commissioning arrangements for the single homeless support contract across Worcestershire and that the funding of £300,000 per annum for three years will be administered by Worcester City Council.  To request that delegated authority is given to the Community Activity & Strategic Housing Services Manager in consultation with the Portfolio Holder for History and Heritage to agree and sign the legal contract with the provider.
<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>	<b>9<sup>th</sup> February 2016</b>
<b>Classification of matter / meeting</b>	Private – This part of the meeting the public are excluded.
<b>Reasons why this part of the meeting the public to be excluded</b>	Commercial sensitivity - we will be tendering for the contract.
<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 and Electoral Services Manager 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>	None
<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>Temporary Accommodation Policy</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 Worcester City Council's Temporary Accommodation Policy and recommendations for future use of temporary accommodation for homeless households
<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>	<b>9<sup>th</sup> February 2016 or 22<sup>nd</sup> March 2016</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>	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>	N/A
<b>List of documents submitted with the report including background papers</b>	Worcestershire Housing Strategy 2010 to 2015 Homelessness Strategy 2012-2017 Tenancy Strategy 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, Democratic and Electoral Services Manager Guildhall Worcester WR1 2EY Telephone: 01905 722005 Email: <a href="mailto:committeeadministration@worcester.gov.uk">committeeadministration@worcester.gov.uk</a>