

**CHILTERN & WYCOMBE JOINT WASTE COLLECTION COMMITTEE**  
**20 DECEMBER 2012**

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**FORWARD PLAN / 28 DAY NOTICE**

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**RECOMMENDATION**

**The Joint Waste Collection Committee is asked to note the draft 28 Day Notice / Forward Plan (*Appendix 1*) which is due to be published on 2 January 2013.**

**Report**

1. The Access to Information Regulations 2012 place a requirement on Councils to publish a notice 28 days before every meeting, with responsibility to discharge executive functions, detailing all Key Decisions and Private Reports that are due to be considered. This includes the Chiltern & Wycombe Joint Waste Collection Committee. The [28 Day Notice / Forward Plan](#) are published on the Council's website.
2. For Private Reports not given 28 clear-days notice – the relevant Overview Chairman of both authorities must give consent to the item being considered (***Appendix 2***).

***Background Papers: None***

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