

**Shadow Authority
For delivering the Buckinghamshire Council**

**THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND)
REGULATIONS 2012**

**SHADOW EXECUTIVE
28 Day Notice**

This is a notice of an intention to make a key decision on behalf of the Shadow Authority for the Buckinghamshire Council (Regulation 9) and an intention to meet in private to consider those items marked as 'private reports' (Regulation 5).

A further notice (the 'agenda') will be published no less than 5 working-days before the date of the Shadow Executive meeting and will be available via the [Shadow Authority website](#)

Y = key decision *All reports will be open unless specified otherwise

Report title & summary	Key	Decision maker	*Private report (Y/N) and reason private	Lead Member/ Officer(s) & Contact Officer(s)
TUESDAY 22 OCTOBER 2019				
Spend Protocol Update To consider revisions to the Spending Protocol - a general consent to enter into contracts in accordance with the agreed protocol. <i>Item description amended 14.10.2019.</i>	Y	Shadow Executive		Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose

Consequential Parliamentary Order A report on the additional order to be laid through Parliament. <i>Item added 02.10.2019.</i>	Y	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Joanna Swift
Branding Consideration of branding proposals for Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Emma Denley Contact Officer(s): Emma Denley
Scrutiny Work Programme To consider the work programme of the Shadow Overview and Scrutiny Committee.	Y	Shadow Executive		Lead Member/ Officer(s): Kama Wager Contact Officer(s): Kama Wager
Spending Protocol Items referred to the s151 officer from the five existing councils under the Spending Protocol and referred to the Shadow Executive in accordance with the protocol.	Y	Shadow Executive	Part exempt (para 3)	Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose

Programme Update Highlight report from the Programme Management Office covering the Programme update, Budget and Risk.	N	Shadow Executive		Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes
NOVEMBER 2019 (DATE TBC)				
Appointments of Statutory Officers (Tier 3) for Buckinghamshire Council Appointments to the roles of Statutory Officers for Buckinghamshire Council, subject to the decision of the Senior Appointments Sub Committee 10 October. <i>Item added 16.09.2019.</i>	Y	Senior Appointments Sub Committee	Part exempt (paras 1 + 3)	Lead Member/ Officer(s): Sarah Murphy-Brookman Contact Officer(s): Sarah Murphy-Brookman
TUESDAY 12 NOVEMBER 2019				
Legal Services for the Buckinghamshire Council To consider arrangements for Legal Services for the Buckinghamshire Council.	Y	Shadow Executive	Part exempt (para 3)	Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Catherine Whitehead

Housing Infrastructure Fund Bids Overview To consider an overview of Housing Infrastructure Fund (HIF) bids	Y	Shadow Executive	Part exempt (para 3)	Lead Member/ Officer(s): Rob Smith Contact Officer(s): Joan Hancox
Princes Risborough Relief Road To consider a report on the HIF funded Southern Road links (Princes Risborough Relief Road Phase 1), revised assessment of costs and risks.	Y	Shadow Executive	Part exempt (para 3)	Lead Member/ Officer(s): Ian Manktelow Contact Officer(s): Ian Manktelow
Local Area Technicians (LATs) Future delivery options of LATs service	Y	Shadow Executive	Part exempt (para 3)	Lead Member/ Officer(s): Neil Gibson Contact Officer(s): Neil Gibson
Wycombe Regeneration Strategy and Outline Business Case for Eastern Quarter Draft Regeneration Strategy looking forward to 2050 for High Wycombe, Marlow and Princes Risborough.	Y	Shadow Executive		Lead Member/ Officer(s): Peter Wright Contact Officer(s): Peter Wright

Council Tax Reduction Scheme Approval of the scheme for Buckinghamshire Council	Y	Shadow Executive		Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
Main Payscale, Reward, Terms and Conditions To consider a report on payscale, reward, terms and conditions	Y	Shadow Executive		Lead Member/ Officer(s): Sarah Murphy-Brookman Contact Officer(s): Sarah Murphy-Brookman
Organisational Development Strategy Consideration of the OD Strategy	Y	Shadow Executive		Lead Member/ Officer(s): Sarah Murphy-Brookman Contact Officer(s): Sarah Murphy-Brookman
Devolution Offer To consider a proposal for a devolution offer. <i>Item amended 02.10.2019.</i>	Y	Shadow Executive		Lead Member/ Officer(s): Sara Turnbull Contact Officer(s): Sara Turnbull

Spending Protocol Items referred to the s151 officer from the five existing councils under the Spending Protocol and referred to the Shadow Executive in accordance with the protocol.	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
Programme Update Highlight report from the Programme Management Office covering the Programme update, Budget and Risk.	N	Shadow Executive		Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes
TUESDAY 3 DECEMBER 2019				
Delivery Vehicles/ Council Owned Companies To consider a report on Council owned companies	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): John Reed Contact Officer(s): John Reed
South East Aylesbury Link Road To consider a report on the South East Aylesbury Link Road, revised assessment of costs and risks.	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): Ian McGowan Contact Officer(s): Thomas Fitzpatrick

Local Plans - Transition and a new Local Plan for Buckinghamshire To consider local plans for transition and a new local plan for Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Neil Gibson Contact Officer(s): Neil Gibson
Environment Policy Consideration of the approach and ambition towards an Environment Policy for Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Neil Gibson Contact Officer(s): Penelope Tollitt
ICT, Digital and Information Strategy To consider an ICT, Digital and Information Strategy for Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Sarah Ashmead Contact Officer(s): Sarah Ashmead
Town and Parish Charter To consider the proposed charter and associated support required for delivery	Y	Shadow Executive		Lead Member/ Officer(s): Sara Turnbull Contact Officer(s): Sara Turnbull

Keeping it Local - Community Boards To consider consultation feedback on community board options and proposals and to make a decision on their possible establishment.	Y	Shadow Executive		Lead Member/ Officer(s): Sara Turnbull Contact Officer(s): Sara Turnbull
Armed Forces Protocol Consideration of an Armed Forces Protocol for Buckinghamshire Council	Y	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Lizzie Wright
Spending Protocol Items referred to the s151 officer from the five existing councils under the Spending Protocol and referred to the Shadow Executive in accordance with the protocol.	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
Programme Update Highlight report from the Programme Management Office covering the Programme update, Budget and Risk.	N	Shadow Executive		Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes

TUESDAY 7 JANUARY 2020

Draft Budget 2020/ 2021 To consider the draft budget 2020/2021 for the Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
Civic and Ceremonial Proposals To consider proposals for civic arrangements for the Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Emma Denley
Wycombe Community Governance Review Community Governance Review for High Wycombe.	N	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Catherine Whitehead

Kingsbrook Community Governance Review Community Governance Review to consider what changes are needed to the parish arrangements within the Bierton with Broughton Parish Council area	N	Shadow Executive		Lead Member/ Officer(s): Bill Ashton Contact Officer(s): Craig Saunders
Spending Protocol Items referred to the s151 officer from the five existing councils under the Spending Protocol and referred to the Shadow Executive in accordance with the protocol.	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
Programme Update Highlight report from the Programme Management Office covering the Programme update, Budget and Risk.	N	Shadow Executive		Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes

TUESDAY 28 JANUARY 2020

Members Allowances Consideration of Members Allowances	Y	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Mathew Bloxham
Spending Protocol Items referred to the s151 officer from the five existing councils under the Spending Protocol and referred to the Shadow Executive in accordance with the protocol.	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose

TUESDAY 18 FEBRUARY 2020

Draft Budget 2020/ 2021 Consideration of the final draft budget 2020/ 2021 for recommendation to the Shadow Authority.	Y	Shadow Executive		Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
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Union Facilities Time Agreement Consideration of the proposal on the granting of Trade Union paid Facility Time for the new Council	Y	Shadow Executive		Lead Member/ Officer(s): Sarah Murphy-Brookman Contact Officer(s): Anne Nichols
Spending Protocol Items referred to the s151 officer from the five existing councils under the Spending Protocol and referred to the Shadow Executive in accordance with the protocol.	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
TUESDAY 10 MARCH 2020				
Spending Protocol Items referred to the s151 officer from the five existing councils under the Spending Protocol and referred to the Shadow Executive in accordance with the protocol.	Y	Shadow Executive	Part exempt	Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes
Programme Update Highlight report from the Programme Management Office covering the Programme update, Budget and Risk.	N	Shadow Executive		Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes

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The Shadow Authority Constitution defines a ‘key’ decision as any decision taken in relation to a function that is the responsibility of the Shadow Executive and which is likely to:-

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority’s budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.”

In determining the meaning of “significant” for these purposes the Shadow Authority will have regard to any guidance for the time being issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act and the value of any decision under consideration (e.g. £1 million or above could be regarded as significant but this has to be considered in the context of the particular decision).

As a matter of good practice, this notice may also includes other items, in addition to key decisions, that are to be considered by the Shadow Executive.

Each item considered will have a report; appendices will be included (as appropriate). Regulation 9(1g) allows that other documents relevant to the item may be submitted to the decision-maker. Subject to prohibition or restriction on their disclosure, this information will be published on the website usually 5 working-days before the date of the meeting. Paper copies may be requested using the contact details below.

*The public can be excluded for an item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act 1972. The relevant paragraph numbers and descriptions are as follows:

Paragraph 1	Information relating to any individual
Paragraph 2	Information which is likely to reveal the identity of an individual
Paragraph 3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Paragraph 4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority
Paragraph 5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
Paragraph 6	Information which reveals that the authority proposes: (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment
Paragraph 7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

Part II of Schedule 12A of the Local Government Act 1972 requires that information falling into paragraphs 1 - 7 above is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Nothing in the Regulations authorises or requires a local authority to disclose to the public or make available for public inspection any document or part of a document if, in the opinion of the proper officer, that document or part of a document contains or may contain confidential information. Should you wish to make any representations in relation to any of the items being considered in private, you can do so – in writing – using the contact details below.

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