

**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)
MONDAY 2 MARCH 2020				
Corporate Director Resources Appointment To consider a report on the Corporate Director Resources appointment	Y	Senior Appointments Sub Committee	Part exempt (para 1, 3)	Lead Member / Officer(s): Councillor Martin Tett, Councillor Katrina Wood Rachael Shimmin Contact Officer(s): Nicola Houwayek

TUESDAY 10 MARCH 2020

<p>Overarching Health & Safety Policy To consider the Health and Safety policy</p>	<p>Y</p>	<p>Shadow Executive</p>		<p>Lead Member / Officer(s): Councillor Katrina Wood John Reed</p> <p>Contact Officer(s): John Reed</p>
<p>Equalities Approach and Policy To consider a report on equalities approach and policy</p>	<p>Y</p>	<p>Shadow Executive</p>		<p>Lead Member / Officer(s): Councillor Martin Tett Catherine Whitehead</p> <p>Contact Officer(s): Natalie Donhou-Morley</p>
<p>Modern Day Slavery Statement To consider a report on the modern day slavery statement</p>	<p>Y</p>	<p>Shadow Executive</p>		<p>Lead Member / Officer(s): Councillor Isobel Darby Gill Quinton</p> <p>Contact Officer(s): Katie Galvin</p>
<p>Emergency Plan To consider the emergency plan</p>	<p>Y</p>	<p>Shadow Executive</p>		<p>Lead Member / Officer(s): Councillor Martin Tett Ben Coakley</p> <p>Contact Officer(s): Ben Coakley</p>

<p>Regulation of Investigatory Powers Act 2000 (RIPA) – Policy and Procedural Guidance A report seeking approval for Buckinghamshire Council’s policy and procedural guidance on the Regulation of Investigatory Powers Act 2000 to ensure compliance with legal requirements when carrying out any covert surveillance</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Joanna Swift</p> <p>Contact Officer(s): Joanna Swift</p>
<p>Financial Strategy To consider the financial strategy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>
<p>Finance Policies To consider a report on finance policies</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood Richard Ambrose</p> <p>Contact Officer(s): Elspeth O'Neill</p>
<p>Risk Strategy To consider a report on the risk strategy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood Maggie Gibb</p> <p>Contact Officer(s): Maggie Gibb</p>

<p>Carers Strategy To consider a report on the carer's strategy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Angela Macpherson Jane Bowie</p> <p>Contact Officer(s): Elaina Quesada</p>
<p>Managing the Care Market: Proposal for Fee Increases To consider a report on a proposal for fee increases</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Angela Macpherson Gill Quinton</p> <p>Contact Officer(s): Matilda Moss</p>
<p>Prevention and Befriending Grants To consider a report on Prevention Grants</p>	Y	Shadow Executive	Part exempt (para 3)	<p>Lead Member / Officer(s): Councillor Angela Macpherson Jane Bowie</p> <p>Contact Officer(s): Marie-Claire Mickiewicz</p>
<p>Registered Providers Charging Arrangements To consider a report on registered providers charging arrangements</p>	Y	Shadow Executive	Part exempt (para 3)	<p>Lead Member / Officer(s): Councillor Isobel Darby Michael Veryard</p> <p>Contact Officer(s): Michael Veryard</p>

<p>MK Strategy 2050 To consider a report on the MK Strategy 2050</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Nick Naylor Ian Thompson</p> <p>Contact Officer(s): Sally Ovens</p>
<p>Street Naming & Numbering Policy To consider a report on the street naming and numbering policy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood Neil Gibson</p> <p>Contact Officer(s): Jaqueline Williams</p>
<p>Abbey Barn Lane Realignment (ABLR) Decision to Award NEC 4 Early Contractor Involvement (ECI) Contract</p>	Y	Shadow Executive	Part exempt <i>(para 3)</i>	<p>Lead Member / Officer(s): Councillor Mark Shaw Rob Smith</p> <p>Contact Officer(s): Robin Smith</p>
<p>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.</p>	Y	Shadow Executive	Part exempt <i>(para 3)</i>	<p>Lead Member / Officer(s): Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>
<p>Programme Update Highlight report from the Programme Management Office covering the Programme update, Budget and Risk.</p>	N	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Rachael Shimmin</p> <p>Contact Officer(s): Roger Goodes</p>

TUESDAY 31 MARCH 2020

<p>Regulatory Services Enforcement Policy To consider a report on the regulatory services enforcement policy</p>	<p align="center">Y</p>	<p>Shadow Executive</p>		<p>Lead Member / Officer(s): Councillor Isobel Darby Nigel Dicker</p> <p>Contact Officer(s): Nigel Dicker</p>
<p>Buckinghamshire Permit Scheme Following public consultation, this report is to agree an amendment to the Buckinghamshire Permit Scheme in order that it will apply to all adopted roads throughout the Buckinghamshire highways network</p>	<p align="center">Y</p>	<p>Shadow Executive</p>		<p>Lead Member / Officer(s): Councillor Mark Shaw Rob Smith</p> <p>Contact Officer(s): Syed Hussain</p>
<p>Planning Enforcement To consider a report for a single planning enforcement and monitoring policy for Buckinghamshire Council</p>	<p align="center">Y</p>	<p>Shadow Executive</p>		<p>Lead Member / Officer(s): Councillor Nick Naylor Steve Bambrick</p> <p>Contact Officer(s): Darran Eggleton</p>
<p>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.</p>	<p align="center">Y</p>	<p>Shadow Executive</p>	<p>Part exempt (para 3)</p>	<p>Lead Member / Officer(s): Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>

TUESDAY 21 APRIL 2020

<p>Internal Audit Plan To consider a report on the internal audit plan</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood Maggie Gibb</p> <p>Contact Officer(s): Maggie Gibb</p>
<p>Agreement of Terms of Reference for Bucks Growth Board To agree Terms of Reference for the Bucks Growth Board</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Lisa Michelson</p> <p>Contact Officer(s): Lisa Michelson</p>

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 include 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.

Democratic Services, Programme Management Office, Buckinghamshire County Council, Walton Street, Aylesbury, HP20 1UA
| 01296 382343 | demservices-shadow@buckscc.gov.uk