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 23 JULY 2019				
Devolved TfB contract with Town and Parish Councils To consider options for contract extension. *Item added 17.06.2019 and amended 27.06.20.*	Y	Shadow Executive	Part exempt (para 3)	Lead Member/ Officer(s): Contact Officer(s): Gill Harding Mark Jaggard

Published: 15 July 2019

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. *Item added 03.07.2019.* • Consolidated Financial Position • Spade Oak Lake • Investment Property • Woodlands and Eastern Link Road South	Y	Shadow Executive	Fully exempt (para 3)	Lead Member/ Officer(s): Contact Officer(s): Richard Ambrose
Appointment of Chief Executive To consider a report of the Senior Appointments Sub Committee on the appointment of Chief Executive. *Item amended 02.07.2019.*	Y	Senior Appointments Committee 19 July 2019 Shadow Executive	Part exempt (paras, 1, 2)	Lead Member/ Officer(s): Councillor Martin Tett Contact Officer(s): Sarah Murphy-Brookman
Chief Officer Resourcing and Designation To consider the formal process for Chief Officer appointments and designation. *Item added 11.07.2019.*	Y	Shadow Executive		Lead Member/ Officer(s): Councillor Martin Tett Contact Officer(s): Sarah Murphy-Brookman

Senior Pay Proposals To consider pay proposals for tiers 1 to 3. *Item amended 11.07.2019*	Y	Shadow Executive		Lead Member/ Officer(s): Councillor Martin Tett Contact Officer(s): Sarah Murphy-Brookman
Harmonisation of Council Tax Reduction Schemes To consider a harmonised Council Tax Reduction Scheme for Buckinghamshire. *Item added 24.06.2019.*	Y	Shadow Executive		Lead Member/ Officer(s): Contact Officer(s): Richard Ambrose
Harmonisation of Council Tax Discounts and Premiums Consideration of harmonised levels of Council Tax Discounts and Premiums throughout Buckinghamshire. *Item added 24.06.2019.*	Y	Shadow Executive		Lead Member/ Officer(s): Contact Officer(s): Richard Ambrose
Discretionary Rate Relief Policy Consideration of a new policy for the granting of Discretionary Rate Relief across Buckinghamshire. *Item added 24.06.2019.*	Y	Shadow Executive		Lead Member/ Officer(s): Contact Officer(s): Richard Ambrose

TUESDAY 20 AUGUST 2019				
Accommodation Strategy To consider the strategy for office accommodation.	Y	Shadow Executive	Fully exempt (para 3)	Lead Member/ Officer(s): John MacMillan Sarah Ashmead Contact Officer(s): John Reed
Council Tax Equalisation To consider the proposals for harmonising Council Tax. *Item amended 15.07.2019.*	Y	Shadow Executive		Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Richard Ambrose
Member Allowances and Independent Remuneration Panel (IRP) appointment process To consider the proposed process including recommendation on the appointment of an Independent Remuneration Panel.	Y	Shadow Executive		Lead Member/ Officer(s): Cath Whitehead Contact Officer(s): Mat 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	Fully 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 10 SEPTEMBER 2019				
Chiltern Lifestyle Centre Details of proposal for new Lifestyle Centre in Chiltern.	Y	Shadow Executive	Part exempt (para 3)	Lead Member/ Officer(s): Bob Smith Contact Officer(s): Martin Holt
Civic and Ceremonial Proposals Proposal for civic arrangements for the Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Catherine Whitehead

Independent Person Appointment Process	Y	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Catherine Whitehead
Local Access Points To consider the proposal on how local access will be delivered.	Y	Shadow Executive		Lead Member/ Officer(s): 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	Fully 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

TUESDAY 1 OCTOBER 2019				
Main Payscale, Reward, Terms and Conditions To consider a report on payscale, reward, terms and conditions	Y	Shadow Executive		Lead Member/ Officer(s): Councillor Martin Tett Contact Officer(s): Sarah Murphy-Brookman
Taxi Licensing To consider taxi licensing arrangements for Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): Contact Officer(s): Steve Bambrick Gill Quinton
Delivering a Development Management Service in the New Authority To consider proposals for delivering a development management service in the new authority.	Y	Shadow Executive		Lead Member/ Officer(s): Contact Officer(s): Neil Gibson
Local Plans - Transition and a new Local Plan for Buckinghamshire	Y	Shadow Executive		Lead Member/ Officer(s): Contact Officer(s): Neil Gibson

Consequential Parliamentary Orders Information on additional Orders laid through Parliament.	N	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Catherine Whitehead
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	Fully 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
TUESDAY 22 OCTOBER 2019				
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	Fully 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
TUESDAY 12 NOVEMBER				
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
Community Governance Review Community Governance Review for High Wycombe.	Y	Shadow Executive		Lead Member/ Officer(s): Catherine Whitehead Contact Officer(s): Catherine Whitehead
Localism Strategy To consider the proposal for the Localism Strategy for the Buckinghamshire Council.	Y	Shadow Executive		Lead Member/ Officer(s): 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	Fully 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
TUESDAY 3 DECEMBER 2019				
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	Fully 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

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
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	Fully exempt (papa 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			Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes

TUESDAY 28 JANUARY 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	Fully exempt (para 3)	Lead Member/ Officer(s): Richard Ambrose Contact Officer(s): Richard Ambrose
TUESDAY 18 FEBRUARY 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	Fully 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			Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes

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	Fully 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			Lead Member/ Officer(s): Rachael Shimmin Contact Officer(s): Roger Goodes

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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