

**Key Decisions to be made by Executive members; and
Items to be considered in Private at Executive meetings**

**Between Thursday 1 December 2016 to Saturday 31
December 2016 (inclusive)**

**Notice given under the Local Authorities (Executive
Arrangements) (Meetings and Access to Information)
(England) Regulations 2012**

**Representations to be received by no later than
12 noon on Monday 21 November, 2016**

First Published 1 November 2016

Children's Services

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible director Contact details Report author
<p>CS073</p> <p>Schools' Model Grievance Policy and Guidance</p> <p>Seeking approval by Cabinet so that the Schools' Model Grievance Policy can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt.</p> <p>Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'</p>	<p>New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;</p>	<p>No</p>	<p>December 2016</p>		<p>Matthew Sampson Director of Children's Services</p> <p>Chris Ward Director - Education</p> <p>Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell.gov.uk</p> <p>Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible director Contact details Report author
<p>CS074</p> <p>Schools' Model Management of Absence Policy and Guidance</p> <p>Seeking approval by Cabinet so that the Schools' Model Management of Absence Policy can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt.</p> <p>Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'</p>	<p>New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;</p>	<p>No</p>	<p>December 2016</p>		<p>Matthew Sampson, Director of Children's Services</p> <p>Chris Ward, Director - Education</p> <p>Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell.gov.uk</p> <p>Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible director Contact details Report author
<p>CS075</p> <p>Schools' Model Redundancy Policy and Guidance</p> <p>Seeking approval by Cabinet so that the Schools' Model Redundancy Policy for School Based Teaching and Non-Teaching staff can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt.</p> <p>Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'</p>	<p>New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;</p>	<p>No</p>	<p>December 2016</p>		<p>Matthew Sampson Director of Children's Services</p> <p>Chris Ward Director - Education</p> <p>Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell.gov.uk</p> <p>Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible director Contact details Report author
<p>CS076</p> <p>Schools' Model Capability Policy and Guidance</p> <p>Details of proposal: Seeking approval by Cabinet so that the Schools' Model Capability Policy for Non-Teaching staff can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt.</p> <p>Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'</p>	<p>New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;</p>	<p>No</p>	<p>December 2016</p>		<p>Matthew Sampson Director of Children's Services</p> <p>Chris Ward, Director - Education</p> <p>Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell.gov.uk</p> <p>Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible director Contact details Report author
<p>CS064</p> <p>Review payments and concessions to 18+ Care Leavers entering university level education</p> <p>To agree the proposed review of payments and concessions to 18+ Care leavers entering university level education</p> <p>Council Scorecard Priorities: Great People</p>	(b)	No	December 2016	<p>Ucas.com/careleavers</p> <p>Thewhocarestrust.org</p> <p>www.propel.org.uk</p> <p>www.buttleuk.org</p> <p>standalone.com</p> <p>theunitefoundation.co.uk</p> <p>Trafford.gov.uk/careleavers</p>	<p>Matthew Sampson, Director of Children's Services</p> <p>Sharon Moore, Director – Children and Families</p> <p>Contact Officers Ruth Jenkins, Group Head, LAC and Permanence Tel No: ruth_jenkins@sandwell.gov.uk</p> <p>Claire Anderson, Team Manager – Care Leavers Tel No: 0121 569 2201 e-mail: claire_anderson@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>CS084</p> <p>Formation of a Children’s Trust to deliver services in Sandwell – Memorandum of Understanding</p> <p>To seek approval to a draft Memorandum of Understanding between the Secretary of State for Education and the Borough Council of Sandwell for the establishment of a Children’s Trust.</p> <p>Council Scorecard Priorities: Great People, Great Place,</p>	(b)	No	November 2016	Memorandum of Understanding	<p>Matthew Sampson Director of Children’s Services</p> <p>Darren Carter Interim Director of Resources</p> <p>Contact Officer Tara Malik Tara_malik@sandwell.gov.uk</p>

Core Council Services

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>CCS09</p> <p>Strategic Plan for West Bromwich and Wednesbury Town Halls</p> <p>To consider and approve the best option in creating sustainable Town Halls in Sandwell moving forward.</p> <p>Council Scorecard Priorities: Great Place,</p>	(b)	Information relating to the financial or business affairs of any particular person (including the authority holding that information)	December 2016	None	<p>Darren Carter Interim Director - Resources</p> <p>Contact Officer Paul Piddock – Service Manager Corporate Landlord 0121 569 8399</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>CCS15</p> <p>Direct purchase of annual ORACLE Software Licenses from ORACLE Corporation Limited</p> <p>An exemption from Procurement & Contract Procedure Rules is required to purchase Licences for the Oracle E Business Suite for a 12 month period.</p> <p>Council Scorecard Priorities: Getting the Resources Right</p>	(b)	No	December 2016	None	<p>Darren Carter Interim Director - Resources</p> <p>Ian Hubball Revenues & Benefits Service Manager</p> <p>Contact Officer: Carol Wintle Category Manager, Procurement 569 2817</p>

Housing

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>HG09</p> <p>Shaftesbury House, High Street, West Bromwich</p> <p>To consider recommendations for a housing scheme.</p> <p>Council Scorecard Priorities: Great Place – homes that meet people’s needs</p>	(a)	No	December 2016	None	<p>Nick Bubalo Director – Regeneration and Economy</p> <p>Alan Martin Partnerships Programmes Manager</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>HG23</p> <p>Steel Security Fencing</p> <p>The supply and fitting of Steel Security Fencing.</p> <p>Council Scorecard Priorities: Great Place</p>	(b)	No	December 2016	None	<p>Ajman Ali Director of Neighbourhood Services 0121 569 5034</p> <p>Steve Piddock Contract Administrator 0121 569 6023</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>HG31</p> <p>Sandwell Community Information and Participation Services (SCIPs)</p> <p>Requesting approval to award a 3 year Grant Agreement (2017-19) to SCIPs to support tenants and residents</p> <p>Council Scorecard Priorities: Great People Great Place</p>	(b)	No	December 2016	None	<p>Ajman Ali Interim Director – Neighbourhoods</p> <p>Contact Officer: Manny Sehmbi Communities Team Manager Number 0121 569 4637 Email manny_sehmbi@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted	Responsible Director Contact Details Report Author
<p>HG32</p> <p>Provision of New Build Extra Care Scheme – Moor Lane, Rowley Regis</p> <p>To consider recommendations to develop an extra care scheme to deliver circa 90 units with communal facilities contributing to Adult Services Accommodation and Support Strategy</p> <p>Council Scorecard Priorities: Great Place – homes that meet people’s needs Great People</p>	(b)	No	7 December 2016	None	<p>Nick Bubalo Director – Regeneration and Economy</p> <p>David Stevens Director – Adult Social Care, Health and Wellbeing.</p> <p>Alan Martin Partnerships Programmes Manager 0121 569 5349</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted	Responsible Director Contact Details Report Author
<p>HG33</p> <p>Provision of New Build Extra Care Scheme – West Road, Hamstead</p> <p>To consider recommendations to develop an extra care scheme to deliver circa 90 units with communal facilities contributing to Adult Services Accommodation and Support Strategy.</p> <p>Council Scorecard Priorities:</p> <p>Great Place – homes that meet people’s needs Great People</p>	(b)	No	7 December 2016	None	<p>Nick Bubalo Director – Regeneration and Economy</p> <p>David Stevens Director – Adult Social Care, Health and Wellbeing.</p> <p>Alan Martin Partnerships Programmes Manager 0121 569 5349</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>HG34</p> <p>Erection of 50 new Council Houses, on land off Carisbrooke Crescent , Friar Park, Wednesbury.</p> <p>To be rented at an affordable rent (for people identified as being in housing needs) and form part of the existing Council housing stock.</p> <p>Council Scorecard Priorities Great People, Great Place, Great prospects and Great Performance.</p>	(b)	No	December 2016	None	<p>Nick Bubalo Director Regeneration and Economy</p> <p>Alan Martin Partnerships Programme Manager Alan_martin@sandwell.gov.uk</p> <p>Warren Williams Partnerships Officer Warren_williams@sandwell.gov.uk 0121 569 5223.</p>

Public Health and Protection

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>PHP02</p> <p>Charges for pest control treatments in domestic premises</p> <p>To consider the introduction of charges for some pest control treatment in domestic premises, with exemptions for persons meeting certain criteria.</p> <p>Council Scorecard Priorities: GREAT PERFORMANCE - Getting the resources right</p>	(c)	No	7 December 2016	None	<p>Director of Adult Social Care, Health and Wellbeing</p> <p>Contact Officer: Stephen Gabriel 0121 569 5331 stephen_gabriel@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>PHP04</p> <p>Targeted Good Start to Life support.</p> <p>Approval to develop a new service model.</p> <p>Council Scorecard Priorities: Great People Great Prospects</p>	(b)	No	7 December 2016	None	<p>Director of Adult Social Care, Health and Wellbeing</p> <p>Contact Officer: Sarah Farmer Early Years Programme Manager Public Health 0121 569 5058 sarah_farmer@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>PHP03</p> <p>Commissioning of Drug and Alcohol Service</p> <p>To approve commissioning of drug and alcohol service to reduce the prevalence of substance misuse and associated harms across Sandwell.</p> <p>Council's Scorecard Priority: Great People</p>	(b)	No	7 December 2016	None	<p>David Stevens Director of Adult Social Care, Health and Wellbeing</p> <p>Ansaf Azhar Consultant in Public Health 0121 569 5185 Ansaf_azhar@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>PHP05</p> <p>Review of Taxi Licensing</p> <p>To consider a review into the Taxi Licensing within Sandwell.</p> <p>Council Scorecard Priorities: GREAT PERFORMANCE – Great Place</p>	(c)	No	December 2016	None	Contact Officer: Stewart Wright Interim Legal Manager

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>PHP06</p> <p>Review of Guidelines and Review of Private Hire and Hackney Carriage Licensing Handbook</p> <p>To approve the revised Guidelines and the revised Private Hire and Hackney Carriage Licensing Handbook.</p> <p>Council's Scorecard Priority: Great Place</p>	(c)	No	December 2016	None	<p>Gary Hodgetts Licensing Manager 0121 569 6655 gary_hodgetts@sandwell.gov.uk</p>

Leader

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LR15</p> <p>Council Tax Base Calculation for 2017/18</p> <p>To consider and make recommendations to Council on Sandwell's Council Tax Base calculation for 2017/18</p> <p>Council Scorecard Priorities: (all)</p>	(b) and (c)	No	December 2016	None	<p>Darren Carter Interim Director – Resources</p> <p>Ian Hubball Revenues and Benefits Manager Tel: 0121 569 6203 ian_hubball@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LR21</p> <p>Local Council Tax Reduction Scheme</p> <p>To consider and make recommendations to Council on changes to Sandwell's Local Council Tax Reduction Scheme for 2017/18</p> <p>Council Scorecard Priorities: (all)</p>	(c)	No	December 2016	None	<p>Darren Carter Interim Director – Resources</p> <p>Ian Hubball Revenues and Benefits Manager Tel: 0121 569 6203 ian_hubball@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LR22</p> <p>Business Rates Retention Estimates 2017/18</p> <p>Approval of Sandwell's estimates for business rates.</p> <p>Council Scorecard Priorities: (all)</p>	(c)	No	December 2016	None	<p>Darren Carter Interim Director – Resources</p> <p>Ian Hubball Revenues and Benefits Manager Tel: 0121 569 6203 ian_hubball@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted	Responsible Director Contact Details Report author
<p>LR16</p> <p>Review of Fees and Charges 2016/2017</p> <p>To consider the fees and charges of 2016/17.</p> <p>Council's Scorecard Priorities: Great People, Great Prospects and Great Place</p>	(c)	No	December 2016	Report	<p>Darren Carter Chief Finance Officer</p> <p>Adrian Scarrott Director - Neighbourhoods</p> <p>Nick Bubalo Director of Regeneration and the Economy</p> <p>Chris Ward Director - Education</p> <p>Jyoti Atri Director- Public Health</p> <p>David Stevens Director - Adult Social Care Health and Wellbeing</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted	Responsible Director Contact Details Report Author
<p>LR05</p> <p>Acquisition of 77 properties off plan from Metis Development on sites at: Dudley Road, Rowley; Clifton Lane, West Bromwich; Simpson Street, Oldbury and Whitehall Road, Tipton</p> <p>Acquisition of 74 new build properties and 3 refurbished properties off plan.</p> <p>Council Scorecard Priorities: Great People, Great Place, Great Prospects, Great Performance</p>	(b) (c)	Information relating to the financial or business affairs of any particular person (including the authority holding that information)	December 2016	None	<p>Nick Bubalo Director Regeneration and Economy</p> <p>Contact Officer: Alan Martin Partnerships Programme Manager Alan_martin@sandwell.gov.uk</p> <p>Warren Williams Partnerships Officer Warren_williams@sandwell.gov.uk 0121 569 5223</p>

Anticipated Decisions	Key Decision Type	Private item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LR23</p> <p>Schools Capital Programme 2016/17-2018/19</p> <p>To approve the next phase of the Schools Capital Programme</p> <p>Council Scorecard Priorities:- Great People Great Place Great Prospects</p>	(b)	No	December 2016	None	<p>Matthew Sampson Director of Children's Services</p> <p>Chris Ward Director - Education</p> <p>Sue Moore, Group Manager Education Support Services 0121 569 8282</p> <p>Martyn Roberts, Team Lead Planning, School Organisation and Development Team 0121 569 8341</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LR24</p> <p>Review of Housing Rents and Service Charges</p> <p>Being the annual review and approval of rents and service charges to be implemented from April 2017</p> <p>Council Scorecard Priorities: Great People Great Place Getting the Resources Right</p>	(c)	No	December 2016	None	<p>Darren Carter Interim Director - Resources</p> <p>Ajman Ali Interim Director – Neighbourhoods</p> <p>Contact Officer Dave Smith Principal Accountant 0121 569 8123 Davea_smith@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LR11</p> <p>Local Growth Deal Public Works Loan Fund Strategic Housing Investment Fund</p> <p>To act as accountable body for a £15m Strategic Housing Investment Fund to support strategic infrastructure investment to facilitate increased housing development in medium and large scale projects.</p> <p>Council Scorecard Priorities: Great Place, Great Prospects</p>	(c)	No	December 2016	<p>Strategic Investment Unit Appraisal Report</p> <p>Black Country Growth Deal Document</p>	<p>Nick Bubalo Director - Regeneration & Economy</p> <p>Contact Officer Paul Mountford Economic Regeneration Manager (Business) 0121 569 2101 Paul_mountford@sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LR25 West Midlands Mayoral Combined Authority - Implementing the Devolution Agreement</p> <p>The Constituent Members of the West Midlands Combined Authority and the Combined Authority itself are asked to approve the Mayoral West Midlands Combined Authority Order to allow it to be laid before Parliament.</p> <p>Council Scorecard Priorities: Great Place</p>	(c)	No	December	Report about Combined Authority Order	<p>Jan Britton Chief Executive</p> <p>Contact Officer David Haywood David_haywood@sandwell.gov.uk</p>

Leisure

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>LE02</p> <p>Sandwell Leisure Trust Business Plan</p> <p>Sandwell Leisure Trust Business Plan</p> <p>Great Place Great People</p>	(b)	Information relating to the financial or business affairs of any particular person (including the authority holding that information)	November 2016	Cabinet Report	<p>Ajman Ali Director - Neighbourhoods</p> <p>Chris Jones Manager – Sport & Leisure Strategy and Development 0121 569 4735 Chris2_jones@sandwell.gov.uk</p>

Social Care

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>SC07</p> <p>Day Care Services for Older People</p> <p>To consider the outcome of consultation on the future options for the service.</p> <p>Councils Scorecard Priority: Great People</p>	(c)	No	7 December 2016		<p>David Stevens Director - Adult Social Care, Health and Wellbeing</p> <p>Chris Guest Divisional Manager 0121 569 5495 chris_anne_guest@ sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>SC05</p> <p>Young Family Services</p> <p>To consider the contract for Young Family Services.</p> <p>Council's Scorecard Priority: Great People</p>	(c)	No	7 December 2016	None	<p>David Stevens Director - Adult Social Care, Health and Wellbeing</p> <p>Colin Marsh Divisional Manager 0121 569 5576 Colin_marshall @sandwell.gov.uk</p>

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>SC14</p> <p>STAR and Fast Response Service Model</p> <p>To consider the outcome of the consultation, the proposed new service model and the implications for the workforce.</p> <p>Council's Scorecard Priority: Great People</p>	(c)	No	7 December 2016		<p>David Stevens Director - Adult Social Care, Health and Wellbeing</p> <p>Chris Guest Divisional Manager 0121 569 5495 chris_anne_guest @sandwell.gov.uk</p>

Neighbourhoods and Communities

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
<p>NC01</p> <p>Review of Neighbourhoods</p> <p>To consider the outcome of the review of Neighbourhood services and agree work programme.</p> <p>Great People, Great Prospects; Great Place; Great Performance</p>	(b)	No	7 December 2016	None	<p>Ajman Ali Interim Director of Neighbourhoods</p> <p>Contact Officer Ajman Ali 0121 569 3548 Ajman_ali@sandwell.gov.uk</p>

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 requires local authorities to give 28 days notice (this means 4 full weeks plus 2 days, i.e. 30 days) of:-

- (a) the intention to hold a meeting of the executive in private and the reasons for that decision;
(this is applicable to meetings of the Cabinet and its Committees)
- (b) the intention to make a key decision.
(this is applicable to all meetings of the executive, including decisions taken by Cabinet Members)

Representations may be made to the Authority about why an item should not be considered in private within the timescales as indicated on the front sheet of the Notice.

This document and the tables to which it relates form the basis of the Notice as required by the Regulations.

Who takes Key Decisions?

The Notice contains matters which it is believed will be key decisions to be taken by the executive during the period of the Notice.

The following series of tables, broken down into the areas of responsibility of each of the Cabinet Members, Cabinet or Cabinet Committees list the items which are likely to be considered as either a key decision or will not be open to the public during their consideration by the executive.

What does the Notice tell me?

- What key decisions/private items are likely to be considered during the period of the Notice;
- Who is responsible for making those decisions;
- Which of the Council's Scorecard Priorities: Great People, Great Place, Great Prospects and Great Performance are affected by the proposals;

- A list, where available, of the documents which will be submitted for the consideration of the decision maker in relation to a key decision and an address from which public documents may be obtained;
- Any other relevant documents;
- Who you can contact for further information or to make representations about proposed private items.

What is a Key Decision?

The Council defines a Key Decision as:

- (a) an executive decision which is likely to result in the Council incurring expenditure which exceeds that included in any approved revenue or capital budget or the limits set out within an approved borrowing or investment strategy and was not the subject of specific grant; or
- (b) an executive decision which is likely to result in the Council incurring expenditure, the making of savings or the generation of income amounting to:
 - £250,000 or more where the service area budget exceeds £10m;
 - £100,000 or more where the service area budget is less than £10m; or
- (c) an executive decision which is likely to be significant in terms of its effect on communities living or working in an area comprising two or more wards of the Borough

The part(s) of the definition which it is considered apply to each of the items listed in this Notice are indicated in the 'Anticipated Decisions' Column.

What is meant by Confidential and Exempt Information?

Confidential information means information given to the Council by a Government Department on terms which prevent its public disclosure or information which cannot be publicly disclosed by statute or by Court Order.

In accordance with Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, exempt information means information falling within the following 7 categories (subject to any condition):-

1. Information relating to any individual.
2. Information that is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
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.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes:-
 - to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

NOTE - Qualifications on the application of the Exemptions

8. Information falling within Paragraph 3 above is not exempt information if it is required to be registered under any of the following Acts:-

The Companies Act 1985;

The Friendly Societies Acts 1974 or 1992;

The Industrial and Provident Societies Acts 1965 to 1978p;

The Building Societies Act 1986;

The Charities Act 1993.

9. Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.

10. Information which:-

falls within any of Paragraphs 1 to 7 above; and

is not prevented from being exempt by virtue of paragraphs 8 or 9 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.**

How do I find out about an item listed in the Notice?

If you would like any information about an item listed in the Notice, you can contact the person named in the last column of each table. A contact telephone number is provided for you.

How can I make representations?

If you wish to make any representations as to why a proposed Cabinet or Cabinet Committee item should not be considered in private, please contact the Democratic Services Unit on 0121 569 3188 or email democratic_services@sandwell.gov.uk who will refer your representation to the Council's Monitoring Officer. A further notice will be made, five clear days prior to the decision being taken, stating if any representations have been made, what they were and the Monitoring Officer's decision on the matter.

Additional items within the period of the Notice

Should any additional decisions be required, within that part of the Notice which exceeds 28 days, a further Notice will be supplied indicating the details of those additional items and the date by which representations can be made.