

**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)
<b>TUESDAY 28 JANUARY 2020</b>				
<b>Capital Investment Strategy</b> To consider the capital investment strategy	Y	Shadow Executive		Lead Member / Officer(s): Councillor Katrina Wood Richard Ambrose  Contact Officer(s): Richard Ambrose

<p><b>Revenues and Benefits Policies and Schemes</b> To consider a report on revenues and benefits policies and schemes</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood Andy Green</p> <p>Contact Officer(s): Andy Green</p>
<p><b>A Proposed Single Housing Enforcement, Improvement Grants and Adaptations Approach for Buckinghamshire</b> To consider a report on harmonisation of private sector housing</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Isobel Darby Will Rysdale</p> <p>Contact Officer(s): Matilda Moss</p>
<p><b>Treasury Management Strategy</b> To consider the treasury management strategy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>
<p><b>All Age Mental Health Strategy</b> To consider a report on the All Age Mental Health Strategy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Angela Macpherson Jane Bowie</p> <p>Contact Officer(s): Matilda Moss</p>

<p><b>Learning Disability Strategy</b> Strategy and new model for learning disability services in Buckinghamshire</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Angela Macpherson Sue Darker</p> <p>Contact Officer(s): Sue Darker</p>
<p><b>High Wycombe New Cemetery (Spending Protocol)</b> To consider a report on High Wycombe New Cemetery</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Isobel Darby Nigel Dicker</p> <p>Contact Officer(s): Nigel Dicker</p>
<p><b>Spending Protocol</b> 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 (para 3)	<p>Lead Member / Officer(s): Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>
<p><b>Programme Update</b> 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 18 FEBRUARY 2020**

<p><b>Budget Scrutiny 2020 Report</b> For the Shadow Executive to consider the Budget Scrutiny report</p>	N	Shadow Executive		<p>Lead Member / Officer(s): Councillor John Gladwin Kelly Sutherland</p> <p>Contact Officer(s): Kelly Sutherland</p>
<p><b>Draft Budget 2020/2021</b> Consideration of the final draft budget 2020/2021 for recommendation to the Shadow Authority.</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>
<p><b>Dedicated Schools Grant and Schools Funding 2020-21</b> To seek approval from the Shadow Executive for the proposed local schools funding formula and agreement to other Dedicated Schools Grant funded budgets</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Anita Cranmer Richard Ambrose</p> <p>Contact Officer(s): Liz Williams</p>
<p><b>VCS (Voluntary and Community Sector) Continuing Grants</b> To consider a report on VCS continuing grants</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Isobel Darby Elaine Jewell</p> <p>Contact Officer(s): Elaine Jewell</p>

<p><b>Final Draft Constitution</b> To recommend the draft constitution to the Shadow Authority</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Catherine Whitehead</p> <p>Contact Officer(s): Catherine Whitehead</p>
<p><b>Members Allowances</b> Consideration of Members Allowances</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Catherine Whitehead</p> <p>Contact Officer(s): Mathew Bloxham</p>
<p><b>Financial Strategy</b> 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><b>Corporate Plan</b> To consider the final draft of the corporate plan</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Sophie Payne</p> <p>Contact Officer(s): Sophie Payne</p>

<p><b>Equalities Approach and Policy</b> To consider a report on equalities approach and policy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Catherine Whitehead</p> <p>Contact Officer(s): Natalie Donhou-Morley</p>
<p><b>Overarching Health &amp; Safety Policy</b> To consider the Health and Safety policy</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Katrina Wood John Reed</p> <p>Contact Officer(s): John Reed</p>
<p><b>Regulation of Investigatory Powers Act 2000 (RIPA) – Policy and Procedural Guidance</b> 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><b>Pay Policy Statement</b> To consider a report on the pay policy statement</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Sarah Murphy-Brookman</p> <p>Contact Officer(s): Sarah Murphy-Brookman</p>

<p><b>Integrated Commissioning</b> Proposals for further developing integrated commissioning in Buckinghamshire</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Angela Macpherson Gill Quinton</p> <p>Contact Officer(s): Jane Bowie</p>
<p><b>Waste collections arrangements for the South of the county – Evaluation of tenders</b> To consider a report on waste collections arrangements for the South of the County</p>	Y	Shadow Executive	Part exempt (para 3)	<p>Lead Member / Officer(s): Councillor Bill Chapple OBE Martin Dickman</p> <p>Contact Officer(s): Chris Marchant</p>
<p><b>Use of S106 Accrued Funds for Affordable Housing in Wycombe (Spending Protocol)</b> To consider a report on use of S106 accrued funds for affordable housing in Wycombe</p>	Y	Shadow Executive	Part exempt (para 3)	<p>Lead Member / Officer(s): Councillor Nick Naylor Nigel Dicker</p> <p>Contact Officer(s): Brian Daly</p>
<p><b>Westhorpe Globe Park (Spending Protocol)</b> To consider a spending protocol report on Westhorpe Globe Park</p>	Y	Shadow Executive	Part exempt (para 3)	<p>Lead Member / Officer(s): Councillor Mark Shaw Rob Smith</p> <p>Contact Officer(s): Ulrika Diallo</p>
<p><b>Spending Protocol</b> 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 (para 3)	<p>Lead Member / Officer(s): Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>

<p><b>Programme Update</b> 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>
<b>TUESDAY 10 MARCH 2020</b>				
<p><b>Town and Parish Charter</b> To consider the proposed charter and associated support required for delivery</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Sara Turnbull</p> <p>Contact Officer(s): Sara Turnbull</p>
<p><b>Emergency Plan</b> To consider the emergency plan</p>	Y	Shadow Executive		<p>Lead Member / Officer(s): Councillor Martin Tett Ben Coakley</p> <p>Contact Officer(s): Ben Coakley</p>
<p><b>Carers Strategy</b> 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><b>Managing the Care Market: Proposal for Fee Increases</b> 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><b>Prevention Grants</b> 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><b>Abbey Barn Lane Realignment (ABLR)</b> Decision to Award NEC 4 Early Contractor Involvement (ECI) Contract</p>	Y	Shadow Executive	Part exempt (para 3)	<p>Lead Member / Officer(s): Councillor Mark Shaw Rob Smith</p> <p>Contact Officer(s): Robin Smith</p>
<p><b>Spending Protocol</b> 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 (para 3)	<p>Lead Member / Officer(s): Richard Ambrose</p> <p>Contact Officer(s): Richard Ambrose</p>
<p><b>Programme Update</b> 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>

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](mailto:demservices-shadow@buckscc.gov.uk)