

NOTICE OF A PRIVATE MEETING OF A DECISION-MAKING BODY TO WHICH THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE HAS AGREED¹

Notice of an imminent occasion when the public may be excluded from a meeting due to the likelihood that if members of the public were present during an item of business confidential or exempt information would be disclosed to them and which the Chair of the Overview and Scrutiny Committee has agreed is urgent and cannot reasonably be deferred.

¹ In accordance with Regulation 5(7) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

1. At least 28 clear days before a private meeting² of a decision-making body, public notice³ must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice⁴ must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.
3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chair of the Overview and Scrutiny Committee.⁵
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.

² A 'private meeting' means a meeting or part of a meeting of a decision making body which is open to the public except to the extent that the public are excluded due to the confidential or exempt business to be transacted.

³ In accordance with Regulation 5(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

⁴ In accordance with Regulation 5(4) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

⁵ In accordance with regulation 5(6) of the Local Authorities (Executive Arrangements) (meetings and Access to information) (England) Regulations 2012.

Date of Decision or period within which the decision is to be made	Matter in respect of which the decision is to be made	Short Description	Decision maker	Cabinet Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
7 December 2021	Fees & Charges 2022-23	The Council's income policy requires an annual review of the level of the fees and charges levied upon service users. This report considers the relevant factors affecting the review of fees and charges, identifies those services where an increase is being proposed and seeks: Approval to increase the fee or charge rate to those services where an increase is proposed in line with inflation. Member's agreement where an alternative approach is being proposed.	Cabinet	Cabinet Member for Finance and Transformation Director of Finance	Report of the Director of Finance	Part Exempt Paragraphs 3 and 5 Information relating to the financial or business affairs of any particular person (including the authority holding that information). Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

5. The Chair of the Overview and Scrutiny Committee has agreed that the Cabinet may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

Date of Chair's agreement	Matter in respect of which the decision is to be made	Reasons why meeting urgent and cannot reasonably be deferred
7 December 2021	Fees & Charges 2022-23	<p>The recommendations concerning this decision will require consideration of exempt information relating to section 12A of the local government act 1972 - Paragraphs 3 and 5</p> <p>The decision cannot be deferred for 28 days as there is a need for cabinet to consider these recommendations.</p> <p>The information contained within Appendix XVI – Commercial Waste - is commercially sensitive as this service operates in a competitive market with a range of providers.</p> <p>Agreement to hold this private meeting has been agreed by the Chair of Overview and Scrutiny in line with Part Four of the Council Constitution, Section D - Access to information Rules - paragraphs 18.1 to 18.3.</p>