

## **BURNLEY BOROUGH COUNCIL**

### **NOTICE OF KEY DECISIONS AND PRIVATE MEETINGS**

This Notice contains:

- a) A list of Key Decisions to be taken by the Executive during the months April to July 2013, published on 4<sup>th</sup> March 2013.
- b) Details of dates of meetings of the Executive during the same period at which decisions may be taken in private or partly in private

A Key Decision is an Executive decision that is likely:

- (i) to result in the local authority incurring expenditure which is, or the making of savings which are significant, having regard to the local authority's budget for the service or function to which a decision relates. The Council has said that Capital or Revenue spending over £100,000 will be a Key Decision; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough;

A private meeting is a meeting or part of a meeting of the Executive during which the public must be excluded whenever:

- a) it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence;
- b) the Executive passes a resolution to exclude the public during that item where it is likely, in view of the nature of the item of business, that if members of the public were present during that item, exempt information would be disclosed to them; or
- c) a lawful power is used to exclude a member or members of the public in order to maintain orderly conduct or prevent misbehaviour at a meeting.

Meetings of the Executive will be held on the following dates: 2<sup>nd</sup> and 23<sup>rd</sup> April, 28<sup>th</sup> May, 25<sup>th</sup> June and 23<sup>rd</sup> July 2013. Meetings normally start at 6.30pm but times can change so please check the council website nearer the date of the meeting

This Notice will be further updated on the following dates: 22<sup>nd</sup> March, 29<sup>th</sup> April, 24<sup>th</sup> May and 24<sup>th</sup> June 2013.

Matter for decision	Purpose	Key Decision Yes or No	Anticipated date of decision	Public or Private report. If Private give reasons	List of Documents to be submitted to the Executive including any background papers	Contact person & Executive Portfolio
Asset Management – Disposals Framework	To review the Framework in the light of the requirements of the Localism Act	Yes	April 2013	Public	Report setting out the key issues	Phil Moore, Head of Finance and Property Management  Executive Member for Resources and Performance Management
Disposal of Properties	To approve the disposal of properties	Yes	April 2013	Private information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report setting out the key issues	Phil Moore, Head of Finance and Property Management  Executive Member for Resources and Performance Management
Revenue & Capital Budget Monitoring – Initial outturn	To provide information on expenditure and income to the end of January 2013 and to propose amendments to the approved budget.	Yes	April 2013	Public	Report setting out the key issues Earmarked reserves schedule Salary savings analysis Revenue budget variations Capital scheme schedule	Phil Moore, Head of Finance and Property Management  Executive Member for Resources and Performance Management

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					Capital resources analysis	
Localised scheme for Council Tax	to approve the final details of the scheme to be adopted from April 2013	Yes	April 2013	Public	Report setting out the key issues	Caroline Lee, Heads of Revenues and Benefits  Executive Member for Resources and Performance Management
Private Sector Leasing Scheme	To seek approval to the tender for the Borough's Private Sector Leasing Scheme	Yes	April 2013	Public	Report setting out the key issues.	Paul Gatrell, Head of Housing and Development Control  Executive Member for Housing and Environment
Burnley Market programme	To seek approval to an updated investment strategy for the market	Yes	April 2013	Public	Report setting out the key issues	Colin Hill, Head of Facilities Management  Executive Member for Regeneration and Economic Development
Manchester Rd Station	To seek approval to the tender for the Station contract	Yes	April 2013	Private	Report setting out the key issues	Kate Ingram, Head of Regeneration & Planning Policy  Executive Member for Regeneration and

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						Economic Development
Family Intervention Project	To consider the contract for the Family Intervention Project	Yes	April 2013	Public	Report setting out the key issues	Joanne Swift, Head of Streetscene  Executive Member for Community Services
Child Protection Policy	To approve the revised Child protection Policy	Yes	April 2013	Public	Report setting out the key issues	Gerard Vinton Head of Sport and Culture  Executive Member for Leisure
Capital Programme - Green Spaces Procurement	To seek approval to procurement of Green Spaces items within Capital Programme 2013/14	Yes	April 2013	Public	Report setting out the key issues	Simon Goff, Head of Green Spaces and Amenities  Executive Member for Leisure
Burnley Wood Compulsory Purchase Order (CPO)	To seek authority to declare a CPO	Yes	April 2013	Public	Report setting out the key issues	Paul Gatrell, Head of Housing and Development Control  Executive Member for Housing and Environment

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Customer Access and Service Strategy	To approve the new Customer Access and Service Strategy	Yes	April 2013	Public	Report setting out the key issues	Sharon Hargraves, Head of Customer Services  Executive Member for Community Services
Selective Licensing Pilot	To approve a consultation programme for the Pilot area.	Yes	April 2013	Public	Report setting out the key issues	Paul Gatrell, Head of Housing and Development Control  Executive Member for Housing and Environment
Former Michelin Site, Local Development Order (LDO)	To seek approval to consult on a draft LDO for the site	Yes	April 2013	Public	Report setting out the key issues	Kate Ingram, Head of Regeneration & Planning Policy  Executive Member for Regeneration and Economic Development
Burnley Business Growth Programme	To seek approval to the programme's 2013/14 Delivery Plan	Yes	April 2013	Public	Report setting out the key issues	Kate Ingram, Head of Regeneration & Planning Policy  Executive Member for Regeneration and Economic Development

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Leisure Options Appraisal	To evaluate the options appraisal for the delivery of leisure and recreation facilities	Yes	April 2013	Public	Report setting out the key issues	Mick Cartledge Director of Community Services Executive Member for Leisure
Empty Homes CPO	To approve a number of CPOs related to the empty homes programme	Yes	April 2013	Public	Report setting out the key issues	Paul Gatrell, Head of Housing and Development Control  Executive Member for Housing and Environment

A further Notice will be given 5 clear days before each meeting listed above if the meeting or part of the meeting is to be held in private. If you wish to make any representations about why any meeting or part of a meeting proposed to be held in private should be open to the public please send them to:

Tom Forshaw  
Head of Chief Executive's Office  
Town Hall, Manchester Road  
Burnley BB11 9SA  
E-mail: [Tforshaw@burnley.gov.uk](mailto:Tforshaw@burnley.gov.uk)

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