

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 February to May 2013, published on 18th January 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: 5th February, 18th February (budget), 5th March, 2nd and 23rd April 2013 and 28th May 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: 4th and 22nd March, 29th April and 24th May 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	February 2013	Public	Report setting out the key issues	Phil Moore, Head of Finance and Property Management Executive Member for Resources and Performance Management
Strategic Risk Register	To carry out the half-yearly review of the register.	Yes	February 2013	Public	Report setting out the key issues Updated register	Helen Seechurn, Director of Resources Executive Member for Resources and Performance Management
Revenue Budget - 2013/14	To make recommendations to full Council about the detailed estimates of revenue income and expenditure for 2013/14 and Council Tax levels to be charged	Yes	February 2013	Public	Report setting out the key issues Earmarked reserves strategy Savings schedule Change analysis	Phil Moore, Head of Finance and Property Management Executive Member for Resources and Performance Management
Waste and Street Cleaning Contract - Procurement	To seek approval for procurement strategy for the contract	Yes	February 2013	Private	Report setting out the key issues	Mick Cartledge Director of Community Services Executive Member for Community Services

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Capital Budget - 2013/14	To make recommendations to full Council about the Capital Programme	Yes	February 2013	Public	Report setting out the key issues Funding schedule Capital resources analysis	Phil Moore, Head of Finance and Property Management Executive Member for Resources and Performance Management
Treasury Management Strategy and Prudential Indicators	To make recommendations to full Council	Yes	February 2013	Public	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 – Cycle 4	To provide information on expenditure and income to the end of January 2013 and to propose amendments to the approved budget.	Yes	March 2013	Public	Report setting out the key issues Earmarked reserves schedule Salary savings analysis Revenue budget variations Capital scheme schedule Capital resources analysis	Phil Moore, Head of Finance and Property Management Executive Member for Resources and Performance Management

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Localised scheme for Council Tax	to approve the final details of the scheme to be adopted from April 2013	Yes	March 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	March 2013	Public	Report setting out the key issues.	Paul Gatrell, Head of Housing and Development Control Executive Member for Housing and Environment
Burnley Wood Compulsory Purchase Order (CPO)	to seek authority to declare a CPO	Yes	March 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	March 2013	Public	Report setting out the key issues	Colin Hill, Head of Facilities Management Executive Member for Regeneration and Economic Development

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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

Published: 18th January 2013