



EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 11th January 2011

PRESENT

MEMBERS

Councillors Charles Briggs (in the Chair), Charles Bullas, Roger Frost
Margaret Lishman, Neil Mottershead, Martin Smith and Jeff Sumner.

OFFICERS

Steve Rumbelow	- Chief Executive
Nick Aves	- Director of Resources
David Brown	- Director of Environment
Mike Cook	- Director of Regeneration and Housing
Tom Forshaw	Head of Chief Executives Office
David Wilcock	- Head of People and Law
Paul Gatrell	- Head of Housing
Amy Blackburn	- Public Relations Officer
Imelda Grady	- Democracy Officer

ALSO IN ATTENDANCE

Councillors Howard Baker and Peter Doyle

128. Minutes

The Minutes of the last meeting held on the 13th December 2011 were agreed as a correct record and signed by the Chair.

129. Minutes of Individual Decisions

The Minutes of the following Individual Decisions made since the last meeting were noted;

Individual Decision Minute 12- Energy Efficiency Works
Individual Decision Minute 13- Bus Station Management

130. Selective Licensing –Interim Management Orders
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Purpose	To seek delegated authority for the Head of Housing and Neighbourhoods to make interim management orders and final management orders. To seek authority for the Management Order contract to run for a 12 month period from its commencement date. To outline detailed financial implications associated with the delivery of Management Orders.
Reason for Decision	To enable the ongoing delivery of the Trinity Selective Licensing scheme
Decision	<ol style="list-style-type: none">(1) That authorisation be given for the Management Order Contract to run for a twelve month contract period from the date it is signed, rather than a stipulated period from April 2010 to March 2011.(2) That Full Council be recommended to make an amendment to Part 3 of the Council's Constitution Scheme of Delegation for the Head of Housing and Neighbourhoods to make Interim and Final Management Orders.(3) That Full Council be recommended to establish a net budget of £10,000 to facilitate the carrying out of works in default.

131. Grievance Procedure

Purpose	To seek approval to change the Council's Grievance Procedure.
Reason for Decision	The Council's Grievance Procedure has been in place for a number of years and needs updating to bring into line with the latest guidance and provide clarity for both managers and employees.
Decision	That the report and the comments from Unison noted and that Full Council be recommended to approve the Procedure as attached at appendix 1 to the report.

132. Revenue Budget Monitoring Cycle 3

Purpose	<p>To report the latest position on revenue spending and income for 2010/11 and show any significant variations from the approved revenue budget as at 30th November 2010 and to forecast the outturn position for the year ended 31st March 2011.</p> <p>To recommend any changes to the approved revenue budget which are considered necessary</p> <p>To highlight areas where further information has been requested from Heads of Service</p> <p>To determine any areas where Members require further information in addition to that already requested and supplied.</p>
Reason for Decision	<p>To give consideration to the level of revenue spending and income in 2010/11 and to ensure that the budget is revised where appropriate to reflect changing circumstances.</p>
Decision	<ol style="list-style-type: none">(1) That approval be given to the net salary savings as shown in Appendix 1 to the report;(2) That Full Council be recommended to approve the net decrease in budgets resulting in transfers to earmarked reserves as shown in Appendix 2 to the report; and(3) That the forecast of a revenue budget overspend shown in Appendix 3 and the revised position on net revenue spending as shown in Appendix 4 be noted.

133. 2010/2011 Capital Budget Monitoring – Cycle 3

Purpose	<p>To provide Members with the current capital expenditure and resources position for 2010/2011 and highlight any variance.</p>
Reason for Decision	<p>To effectively manage the 2010/2011 capital programme.</p>
Decision	<p>The Full Council be recommended to approve a revised capital budget totalling £14,070,467 as outline in Appendix 1 of the report.</p>