

# NOTICE OF KEY DECISIONS AND PRIVATE MEETINGS

Tuesday, 31st October, 2023





# NOTICE OF KEY DECISIONS AND PRIVATE MEETINGS

Tuesday, 31st October, 2023

## AGENDA

1) *Notice of Key Decisions and Private Meetings (28 day notice)*

3 - 8

## 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 (unless otherwise stated) from November 2023, published on 31<sup>st</sup> October 2023. Due to circumstances, these decisions could also be taken by Officers using urgency powers or delegated authority.
- 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 £125,000 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.

<b>Matter for decision</b>	<b>Purpose</b>	<b>Key Decision – Yes or No</b>	<b>Anticipated date of decision</b>	<b>Public or Private report – Please give reasons</b>	<b>List of documents to be submitted, including any background papers</b>	<b>Contact person &amp; Executive Portfolio</b>
Empty Homes Programme	To approve various CPOs of empty properties	Yes	November 2023	Public	Report Setting out key issues	Clare Jackson Private Sector Housing Manager  Executive Member for Housing and Leisure
Social Care Projects using the Disabled Facilities Grant allocation from the Better Care Fund	To approve several social care projects funded through the Better Care Fund.	Yes	January 2024	Public	Report setting out key issues	Clare Jackson Private Sector Housing Manager  Executive Member Housing and Leisure
Waste & Cleansing Contract	To approve future options and delivery post 2025	Yes	November 2023	Private	Report setting out key issues	Joanne Swift Head of Streetscene  Executive Member for Community, Health and Environmental Services

<b>Matter for decision</b>	<b>Purpose</b>	<b>Key Decision – Yes or No</b>	<b>Anticipated date of decision</b>	<b>Public or Private report – Please give reasons</b>	<b>List of documents to be submitted, including any background papers</b>	<b>Contact person &amp; Executive Portfolio</b>
Fees & Charges 2024/25	To approve the Fees and Charges for 2024/25	No (Full Council Budget & Policy Framework decision)	November 2023	Public	Report setting out the key issues	Howard Hamilton-Smith Director of Resources  Executive Member for Resources and Performance Management
Revenue Monitoring Report 2023/24 - Qtr 2	To approve the Revenue Monitoring Report 2023/24 for Qtr 2	No (Full Council Budget & Policy Framework decision)	November 2023	Public	Report setting out the key issues	Howard Hamilton-Smith Director of Resources  Executive Member for Resources and Performance Management
Capital Monitoring Report 2023/24 - Qtr 2	To approve the Capital Monitoring Report 2023/24 for Qtr 2	No (Full Council Budget & Policy Framework decision)	November 2023	Public	Report setting out the key issues	Howard Hamilton-Smith Director of Resources  Executive Member for Resources and Performance Management

<b>Matter for decision</b>	<b>Purpose</b>	<b>Key Decision – Yes or No</b>	<b>Anticipated date of decision</b>	<b>Public or Private report – Please give reasons</b>	<b>List of documents to be submitted, including any background papers</b>	<b>Contact person &amp; Executive Portfolio</b>
Treasury Management Mid-Year Report 2023/24	To report on Treasury Management activity for 2023/24	No (Full Council Budget & Policy Framework decision)	November 2023	Public	Report setting out the key issues	Howard Hamilton-Smith Director of Resources  Executive Member for Resources and Performance Management
Strategic Risk Register	To approve the Strategic Risk Register	Yes	January 2024	Public	Report setting out the key issues	Howard Hamilton-Smith Director of Resources  Executive Member for Resources and Performance Management
Food Safety Delivery Plan 2024	To consider a report on the delivery plan	No (Full Council Budget & Policy Framework decision)	January 2024	Public	Report setting out key issues	Joanne Swift Head of Streetscene  Executive Member for Community, Health and Environmental Services

<b>Matter for decision</b>	<b>Purpose</b>	<b>Key Decision – Yes or No</b>	<b>Anticipated date of decision</b>	<b>Public or Private report – Please give reasons</b>	<b>List of documents to be submitted, including any background papers</b>	<b>Contact person &amp; Executive Portfolio</b>
Health & Safety Delivery Plan 2024	To consider a report on the delivery plan	No (Full Council Budget & Policy Framework decision)	January 2024	Public	Report setting out key issues	Joanne Swift Head of Streetscene  Executive Member for Community, Health and Environmental Services
Outdoor Town Active Burnley Partnership Action Plan	To consider a report on the Action Plan	Yes	January 2024	Public	Report setting out key issues	Simon Goff Head of Green Spaces & Amenities  Executive Member for Housing & Leisure
Cultural Strategy	To consider a report on a Cultural Strategy	Yes	January 2024	Public	Report setting out key issues	Simon Goff Head of Green Spaces & Amenities  Executive Member for Housing & Leisure

Meetings of the Executive will be held on the following dates: 29<sup>th</sup> November 2023, 17<sup>th</sup> January and 12<sup>th</sup> February 2024. Meetings normally start at 6.30pm but times can change so please check the council website nearer the date of the meeting. All meetings are usually held at the Town Hall.

This Notice will be further updated in the form of the agenda by the following date: 21<sup>st</sup> November 2023. 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: Catherine Waudby, Head of Legal and Democratic Services, Town Hall, Manchester Road, Burnley BB11 9SA.

E-mail: [cwaldby@burnley.gov.uk](mailto:cwaldby@burnley.gov.uk)

Published: on 31<sup>st</sup> October 2023