



EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

Four Month Period Commencing
1st November, 2016

Set out below is the Work Programme including the Forward Plan of key decisions, which the Executive of the Pendle Borough Council expects to take during the next four months. The Forward Plan will be updated and re-published on the following dates during that period:-

17th November, 2016

16th December, 2016

16th January, 2017

13th February, 2017

A Key Decision is defined as an executive decision which is likely to result in significant expenditure/saving where there is:

- ❑ a virement of £50,000 or more; or
- ❑ a change in service provision that impacts upon the service revenue budget by £50,000 or more, or
- ❑ a contract worth £50,000 or more; or
- ❑ a new or unprogrammed capital scheme of £50,000 or more; or
- ❑ those which will have significant effects on communities living or working in two or more wards through a material positive or negative impact in environmental, physical, social or economic terms.

Councillor Nadeem Ahmed

Councillor Nawaz Ahmed

Councillor Eileen Ansar

Councillor David Clegg

Councillor Tony Greaves

Councillor Julie Henderson

Councillor Mohammed Iqbal

Councillor Asjad Mahmood

Councillor Mohammad Sakib

Councillor David Whipp

Communities, Parks, Recreation and Devolution

Health and Wellbeing

Tourism

Environmental Services

Deputy Leader and Finance

Planning and Development

Leader, Economic Development and Communications

Housing

Partnership Services

Neighbourhood Services and Community Safety

Anyone wishing to make representations to the Executive about any of the matters listed below may do so by writing to Committee Services, Town Hall, Market Street, Nelson, BB9 7LG or by contacting the relevant officer listed in the right hand column of the Plan. Alternatively you may attend the relevant meeting of the Executive which will be held at Nelson Town Hall at 7.00 p.m. on the dates shown below. **If you wish to speak at the meeting you are asked to notify Jane Watson in Committee Services tel: 661648 or e-mail jane.watson@pendle.gov.uk by noon on the day of the meeting.**

Reports on the matters listed will be submitted to the Executive and will be available for public inspection on the Council's web-site at least five working days before the meeting. A list of background papers will be set out in each report.

Published: 14th October, 2016

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	EXECUTIVE DIRECTORS AND CONTACT OFFICERS
Transfer of Services to Town and Parish Councils	To receive an update on progress.	17.11.2016	No	Communities, Parks, Recreation and Devolution	Philip Mousdale, Corporate Director Tel: 661634 philip.mousdale@pendle.gov.uk
Sustainable Urban Drainage Assessment (SuDs)	To consider the implications/impact of SuDs assessments on the Council.	17.11.2016	No	Neighbourhood Services and Community Safety	Peter Atkinson Neighbourhood Services Manager Tel: 661063 peter.atkinson@pendle.gov.uk
Treasury Management – mid-year review 2016/17	To receive an update on the management of the Council's debt and investments as at 30th September 2016.	17.11.2016	No	Finance	Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk
Women's Refuge	To receive an update on funding of the project.	17.11.2016	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 julie.whittaker@pendle.gov.uk

Growth and Prosperity Plan	To consider the annual review of the Plan.	17.11.2016	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 julie.whittaker@pendle.gov.uk
Private Sector Housing Licensing Policy	To agree the updated policy.	17.11.2016	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 julie.whittaker@pendle.gov.uk
Brownfield Sites Fund	To receive an update on the fund and to agree how the fund is to be used.	17.11.2016	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 julie.whittaker@pendle.gov.uk
Strategic Monitoring Report	To consider the Strategic Monitoring Report.	17.11.2016	No	Finance	Vince Green Financial Services Manger Tel: 661867 vince.green@pendle.gov.uk
Review of Local Scheme of Council Tax Support	Receive a report on the outcome of public consultation and consider the proposed scheme for 2017/18	17.11.2016	No	Finance	Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk
Annual Audit Letter	Consider the Annual Audit Letter from Grant Thornton for 2015/16	17.11.2016	No	Finance	Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk
Recommended	Sundry Debtors, Housing	17.11.2016	No	Finance	Vince Green

Write-Offs	Benefit, Council Tax and Non Domestic Rate.					Financial Services Manger Tel: 661867 vince.green@pendle.gov.uk
Appointment of External Auditor to the Council	Receive a report on the options available to the Council for appointing the External Auditor and make a recommendation to Council.	17.11.2016	No	Finance		Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk
Revenue Budget 2017/18	To receive an update on the budget development for 2017/18 and approve the revised budget for 2016/17	20.12.2016	No	Finance		Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk
Capital Budget 2017/18	To consider draft proposals for the capital programme for 2017/18 and an update on the current year's capital programme	20.12.2016	No	Finance		Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk
Council Tax Base 2017/18	To approve the Council Tax Base for 2017/18	20.12.2016	No	Finance		Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk
Selective Licensing	To receive a report on the outcome of the consultation exercise.	20.12.2016	No	Housing		Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 julie.whittaker@pendle.gov.uk
Capital Budget 2017/18	To consider the General Fund Capital Programme for 2017/18.	08.02.2017	No	Finance		Vince Green Financial Services Manager Tel: 661867

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Revenue Budget 2017/18	To consider the General Fund Revenue Budget proposals for 2017/18	08.02.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 vince.green@pendle.gov.uk