



# EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

Four Month Period Commencing  
1<sup>st</sup> July, 2017

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:-

14<sup>th</sup> July, 2017

18<sup>th</sup> August, 2017

15<sup>th</sup> September, 2017

16<sup>th</sup> October, 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 Eileen Ansar  
Councillor Mohammed Arshad  
Councillor David Clegg  
Councillor Tony Greaves  
Councillor Ken Hartley  
Councillor Julie Henderson  
Councillor Mohammed Iqbal  
Councillor Asjad Mahmood  
Councillor Mohammad Sakib  
Councillor David Whipp

Tourism  
Communities, Parks, Recreation and Devolution  
Environmental Services  
Deputy Leader and Finance  
Health and Wellbeing  
Planning and Development  
Leader, Economic Development and Communications  
Housing  
Partnership Services and Skills  
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](mailto: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: 16<sup>th</sup> June, 2017**

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	EXECUTIVE DIRECTORS AND CONTACT OFFICERS
Transfer of Services and Facilities to Town and Parish Councils	To consider miscellaneous issues relating to the transfer programme.	24.08.2017	No	Communities, Parks, Recreation and Devolution	Philip Mousdale Corporate Director Tel: 661634 <a href="mailto:philip.mousdale@pendle.gov.uk">philip.mousdale@pendle.gov.uk</a>
Brownfield Sites Fund	To provide a report on take up of the fund and to consider its future targeting.	24.08.2017	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 <a href="mailto:julie.whittaker@pendle.gov.uk">julie.whittaker@pendle.gov.uk</a>
Housing Development Sites	To review progress on sites previously declared surplus and consider further sites for disposal.	24.08.2017	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 <a href="mailto:julie.whittaker@pendle.gov.uk">julie.whittaker@pendle.gov.uk</a>
Strategic Monitoring 2017/18 – Quarter 1	To consider the Strategic Monitoring Report for the first quarter of 2017/18.	24.08.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>

Treasury Management Outturn 2016/17	To review a report on the Council's Treasury Management Outturn 2016/17.	24.08.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>
Gearing up for Growth	To receive a progress report.	24.08.2017	No	Finance	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 <a href="mailto:julie.whittaker@pendle.gov.uk">julie.whittaker@pendle.gov.uk</a>
Review of Local Scheme of Council Tax Support	To review the costs of the current scheme and determine if changes should be made to the scheme; to seek approval for public consultation if changes are proposed.	24.08.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>
Review of Earmarked Revenue Reserves	To determine if any reserve balances can be transferred to the Budget Support Reserve.	24.08.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>
Business Rates – Review of Discretionary Rate Reliefs	Update on current national developments and to seek approval to a local policy for discretionary rate relief.	24.08.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>
Income Review 2017	To agree any changes to the Council's schedule of fees and charges for services.	21.09.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>

Budget Development 2018/19	Consideration of options for budget savings.	21.09.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>
Capital Programme 2018/19 – 2020/21	To consider the scope for generating capital receipts from asset disposals.	21.09.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>
Empty Homes Strategy and Action Plan	To agree an updated strategy and action plan.	19.10.2017	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 <a href="mailto:julie.whittaker@pendle.gov.uk">julie.whittaker@pendle.gov.uk</a>
Civil Penalties under the Housing and Planning Act 2016	To recommend that Council agree the policy.	19.10.2017	No	Housing	Julie Whittaker Housing, Health and Economic Development Services Manager Tel: 661038 <a href="mailto:julie.whittaker@pendle.gov.uk">julie.whittaker@pendle.gov.uk</a>
Treasury Management – mid-year review 2017/18	To receive an update on the management of the Council's debt and investments as at 30th September 2017.	19.10.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>
Annual Audit Letter 2016/17	To receive and consider the Annual Audit Letter from Grant Thornton UK LLP.	19.10.2017	No	Finance	Vince Green Financial Services Manager Tel: 661867 <a href="mailto:vince.green@pendle.gov.uk">vince.green@pendle.gov.uk</a>