

Chorley Council – Notice of Executive Decisions

1. This document gives 28 days notice of 'key' and other major decisions which the Executive Cabinet and Executive Members expect to take. The document is updated as required and is available to the public on the Council's website at www.chorley.gov.uk or from the Town Hall, Market Street, Chorley, PR7 1DP.
2. A 'Key' Decision is defined as:
 - a) Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
 - a change in service provision that impacts upon the service revenue budget by £100,000 or more; or
 - a contract worth £100,000 or more; or
 - a new or unprogrammed capital scheme of £100,000 or more.
 - b) Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.
 - c) Under the Access to Information Procedure Rules set out in the Council's Constitution, a 'Key' Decision may not be taken, unless 28 days notice have been given in this document;
 - d) The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in this document in accordance with General Exception and Special Urgency provisions.
3. The Executive Cabinet is made up of the Executive Leader, Deputy Leader and five Executive Members with the following portfolios:

Executive Leader and Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley
Deputy Executive Leader and Executive Member (Resources)	Councillor Peter Wilson
Executive Member (Early Intervention)	Councillor Beverley Murray
Executive Member (Homes and Housing)	Councillor Terry Howarth
Executive Member (Planning and Development)	Councillor Alistair Morwood
Executive Member (Health, Wellbeing and Partnerships)	Councillor Margaret France
Executive Member (Customer, Streetscene and Environment)	Councillor Adrian Lowe
4. Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: www.chorley.gov.uk. If there are any queries, including objections to items being considered in private, please contact the Council on 01257 515151 or email contact@chorley.gov.uk. Please note representations should be received 14 days before the date the decision is due to be taken.

5. This Forward Plan is a formal notice that some of the decisions listed will be held in private because the report will contain exempt information listed under Schedule 12A of the Local Government Act 1972, as set out below and that the public interest in withholding the information outweighs the public interest in disclosing it.:
 1. Information relating to any individual.
 2. Information which is likely to reveal the identity of an individual.
 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
 4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
 6. Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
 7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Chris Sinnott, Chief Executive

Last updated: 31 October 2023

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Future meetings of the Executive Cabinet where there is an intention to hold part of a meeting in private: 9 November, 7 December 2023, 18 January, 22 February and 21 March 2024							
November							
Overview and Scrutiny Task Group Final Report - Empty Properties	Executive Cabinet			9 Nov 2023	Open		Report of the Chief Executive
Revenue Budget Monitoring Report Q2	Executive Cabinet	Executive Member (Resources)		9 Nov 2023	Open		Report of the Director (Finance)
Capital and Balance Sheet Monitoring Report Q2	Executive Cabinet	Executive Member (Resources)		9 Nov 2023	Open		Report of the Director (Finance)
Chorley Quarter Two Performance Monitoring Report 2023-24	Executive Cabinet	Executive Member (Resources)		9 Nov 2023	Open		Report of the Chief Executive

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Property Valuation Services Procurement	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	9 Nov 2023	Open		Report of the Director (Finance)
Chorley Council Sustainable Building Policy - Approval of Policy	Leader and Deputy Leader/Director Briefing Executive Cabinet	Executive Member (Customer, Streetscene and Environment)		12 Oct 2023	Open		Report of the Deputy Chief Executive

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Future meetings							
Recycling and Waste Strategy	Executive Cabinet	Executive Member (Customer, Streetscene and Environment)		7 Dec 2023	Open		Report of the Director (Customer and Digital)
Refurbishment of 17-23 Glibrand Street into residential supported housing	Executive Cabinet	Executive Member (Resources)	A new or unprogrammed capital scheme of £100,000 or more	7 Dec 2023	Fully exempt		Report of the Deputy Chief Executive
New Letting - Unit 13 - Market Walk	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	7 Dec 2023	Fully exempt		Report of the Deputy Chief Executive
New Letting - Unit 30 - Market Walk	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	7 Dec 2023	Fully exempt		Report of the Deputy Chief Executive
Deliver Improvements to Local Service Centres	Executive Cabinet	Executive Member (Planning and Development)	A contract worth £100,000 or more	7 Dec 2023	Fully exempt		Report of the Deputy Chief Executive

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Shared Building Control	Executive Cabinet	Executive Member (Planning and Development)		7 Dec 2023	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)		Report of the
Fees and Charges 2024-25	Executive Cabinet	Executive Member (Resources)		18 Jan 2024	Open		Report of the Director (Finance)

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Executive Member Decisions							
Executive Leader and Executive Member (Economic Development and Public Services Reform)							
Contract Award to Essensys Ltd Request	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	13 Jul 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Chief Executive
Decarbonisation & Improvement Work (Leisure Centres) - Consultant Appointment	Executive Member (Economic Development and Public Service Reform)			14 Jul 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the

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Choose Chorley Relocation Grant - NOOK	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		September 2023	Fully exempt		Report of the Director (Change and Delivery)
Procurement Strategy - Development and Programme Management Consultant - Major Projects	Executive Member (Economic Development and Public Service Reform)			26 Sep 2023	Open		Report of the

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Deputy Executive Leader and Executive Member (Resources)							
Approval for the Contract Award for the Procurement of AV Equipment	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Backup and DR	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2023	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=9422&Ver=4	Report of the Director (Customer and Digital)

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Approval for the Contract Award for the Procurement of CCTV Hardware and Support	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of CCTV Support	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	1 Sep 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

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Approval for the Contract Award for the Procurement of Elections Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of GIS (mapping)	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

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Approval for the Contract Award for the Procurement of ICT Helpdesk Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of In Cab CCTV and Driver Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2023	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=9422&Ver=4	Report of the Director (Customer and Digital)

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Approval for the Contract Award for the Procurement of Meeting Room Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval of Contract Award for Procurement of CMS	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	9 Oct 2023	Fully exempt	Approval of Contract Award for Procurement of CMS	Report of the Director (Customer and Digital)
Contract Award for Replacement Ride on Mowers	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

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Approval for the Contract Award for the 4-year Lease of Nine (9) Electric Small Vans	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	July 2023	Open		Report of the Director (Customer and Digital)
Hardship Relief	Executive Member (Resources)	Executive Member (Resources)		April 2023	Fully exempt		Report of the Director (Customer and Digital)
Discretionary Rate Relief 2022/2023	Executive Member (Resources)	Executive Member (Resources)		April 2023	Open		Report of the Director (Customer and Digital)
Applications to waive Council Tax Long-Term Empty Premium	Executive Member (Resources)	Executive Member (Resources)		July 2023	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Director (Customer and Digital)
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive

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Procurement Service Restructure	Executive Member (Resources)	Executive Member (Resources)		November 2023	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Director (Governance)
Contract Award - Project and Programme Management Consultant to support the delivery of Major Projects	Executive Member (Resources)			20 Oct 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the
Contract Award - Queens Road Car Park Enhancement Scheme	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	22 Sep 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Chief Executive

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Contract Award - Remediation & Demolition Works - Bengal Street Depot	Executive Member (Resources)		A contract worth £100,000 or more	14 Jan 2024	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the
Contract Award - Professional Design Team (Depot Relocation Ackhurst Site)	Executive Member (Resources)		A contract worth £100,000 or more	20 Oct 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the

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Contract Award - Brinscall Baths Improvements	Leader and Deputy Leader/Director Briefing Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	22 Oct 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Deputy Chief Executive
Chorley Leisure Centres - Approval to Bid for funding through the Public Centre Decarbonisation Scheme	Leader and Deputy Leader/Director Briefing Executive Member (Resources)			3 Oct 2023	Fully exempt		Report of the
Common Bank Lane Disposal	Executive Member (Resources)	Executive Member (Resources)		October 2022	Open		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Disposal of 3 Parking Spaces at Farrington Street Car Park Chorley	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Land Rear of 50 and 52 Fairview Drive Adlington	Executive Member (Resources)	Executive Member (Resources)		September 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Land 5 Stansted Road Chorley	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)

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Brookfield and Ingholme - Agreement for Compensation for Release of Restrictive Covenant	Executive Member (Resources)	Executive Member (Resources)		30 Nov 2022	Fully exempt		Report of the Director (Commercial Services), Deputy Chief Executive
Approval to Agree Heads of Terms - Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2022	Fully exempt		Report of the Director (Commercial Services)
Units 3 and 4 Market Walk - Terms Agreed - Shoe Zone	Executive Member (Resources)	Executive Member (Resources)		Before 25 Nov 2022	Fully exempt		Report of the Director (Commercial Services)
Amendment of Lease Terms - Unit 9a Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
Grant of a lease - Unit 3, Flat Iron Parade, Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)

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Grant of a Lease - Unit 12 Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 27 Jul 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Chief Executive
Grant of a Lease - 37 New Market Street - First Floor Above Iceland - Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)

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Renewal of Lease - Unit 6 Flat Iron Parade	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Renewal of a Lease - Unit 16 Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 27 Jul 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Chief Executive

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Proposed Renewal of Lease to New Look Retailers Ltd - Units 20-21 Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Offices 33a 34 35 36 37	Executive Member (Resources)	Executive Member (Resources)		Before 7 Jul 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information.		Report of the Deputy Chief Executive

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Strawberry Fields Digital Office Hub - Grant of a Lease - Office GO-B	Executive Member (Resources)	Executive Member (Resources)		Before 1 Jun 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a 3 year Lease - Office GO-E	Executive Member (Resources)	Executive Member (Resources)		20 Oct 2023	Fully exempt		Report of the Chief Executive
Grant of a 1 year lease - Office 22 - Strawberry Fields Digital Office Park	Executive Member (Resources)	Executive Member (Resources)		Before 24 Nov 2023	Fully exempt		Report of the Deputy Chief Executive

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Grant of a Lease - Primrose Cafe - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Kiosk/Cafe Coronation Recreation Ground Chorley	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt	Contract Award for the Refurbishment of Coronation Recreation Ground Refreshment Kiosk: http://mod/mglsueHistoryHome.aspx?Ild=72018&optionId=0&LO\$=1	Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Acquisition of Refugee Property No - 12	Executive Member (Resources)	Executive Member (Homes and Housing), Councillor Peter Wilson	A contract worth £100,000 or more	29 Nov 2023	Fully exempt		Report of the Deputy Chief Executive
Acquisition of Property No 13	Executive Member (Resources)	Councillor Peter Wilson	A contract worth £100,000 or more	27 Nov 2023	Fully exempt		Report of the Deputy Chief Executive
Lease of Cafe Coach House Astley Park	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

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Business Engagement Grants	Executive Member (Resources)			October 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the
Shop Front Grant	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt	Vacant Property and Shop Front Grants - Programme Evaluation - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900	Report of the Director (Commercial Services)
Approve an application for ERVS	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive

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Business Continuity – Electrical Hook Up's	Executive Member (Resources)			31 Jul 2023	Open		Report of the Chief Executive

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Executive Member (Early Intervention)							
Public Health Funerals Policy	Executive Member (Early Intervention)	Executive Member (Early Intervention)		4 Apr 2023	Open		Report of the Director (Communities)
Pest Control Service Review	Executive Member (Early Intervention)	Executive Member (Early Intervention)		14 Jun 2023	Fully exempt		Report of the Director (Communities)
Food Service Delivery Plan 23/24	Executive Member (Early Intervention)	Executive Member (Early Intervention)		30 Jun 2023	Open		Report of the Director (Communities)
Community Safety Partnership Action Plan	Executive Member (Early Intervention)	Executive Member (Early Intervention)		26 Jun 2023	Open		Report of the Director (Communities)
Civil Penalties Policy	Executive Member (Early Intervention)	Executive Member (Early Intervention)		18 Sep 2023	Open		Report of the Director (Communities)

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Appointment of Consultant to Prepare Proposal and Specification of Decarbonisation and Improvement Works at Leisure Centres Managed by Chorley Leisure Limited	Executive Member (Early Intervention)			29 Jun 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
2023/24 Small Community Grant Funding allocation	Executive Member (Early Intervention)	Executive Member (Early Intervention)		September 2023	Open		Report of the Director (Communities)
Grafton Street Alley Gate	Executive Member (Early Intervention)	Executive Member (Early Intervention)		20 Oct 2023	Fully exempt		Report of the Director (Communities)

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Executive Member (Homes and Housing)							
Extra Care Policies	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		October 2022	Open		Report of the Director (Commercial Services)
Adoption of revised Private Sector Housing Assistance Policy	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)	A significant impact in environmental, social or physical terms in two or more wards	July 2023	Fully exempt		Report of the Director (Communities)
Land at Eaves Green	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		16 Aug 2023	Open		Report of the Director (Communities)
Select Move Policy 2022 - Sign off	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)	A significant impact in environmental, social or physical terms in two or more wards	1 Nov 2023	Open		Report of the Director (Communities)

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Executive Member (Planning and Development)							
Grant Agreement to Euxton Villa Football Club	Leader and Deputy Leader/Director Briefing Executive Member (Planning and Development)	Executive Member (Planning and Development)		1 Nov 2023	Open		Report of the Deputy Chief Executive
Planning and Enforcement- Move to the New Terms and Conditions	Executive Member (Planning and Development)			Before 11 Oct 2023	Fully exempt		Report of the Deputy Chief Executive
Contract Award Jubilee Recreation Ground Adlington Improvement Works	Executive Member (Planning and Development)	Executive Member (Planning and Development)	A contract worth £100,000 or more	4 Dec 2023	Fully exempt		Report of the Deputy Chief Executive

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Executive Member (Health, Wellbeing and Partnerships)							
Executive Member (Customer, Streetscene and Environment)							
CCTV Contract Award	Executive Member (Customer, Streetscene and Environment)	Executive Member (Resources)	A contract worth £100,000 or more	19 Oct 2023	Fully exempt		Report of the Director (Customer and Digital)
Carbon Pathway Approval to Appoint	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)		11 Sep 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Chief Executive

