



FULL COUNCIL
MECHANICS THEATRE

**Wednesday, 27th September, 2023 at
6.30 pm**

SUPPLEMENTARY AGENDA

- a) ***Revenue Monitoring Report 2023/24 Quarter 1*** 3 - 4
To consider for approval the latest revised net budget and the net transfers from earmarked reserves.
- b) ***Capital Monitoring Report 2023/24 Quarter 1*** 5 - 6
To consider for approval net capital budget changes and the proposed financing of the revised capital budget.
- c) ***Treasury Management Activity 2023/24 Quarter 1*** 7 - 8
To endorse the quarterly update on the Treasury Management Strategy 2023/24.
- d) ***Revenue Budgets 2024-27 - Latest Position and Savings Proposals*** 9 - 10
To consider for approval further proposed savings to assist in balancing the 2024/27 revenue budgets.
- e) ***Climate Action Fund: Burnley Green Activities Project*** 11 - 12
To consider for approval the establishment of budgets.
- f) ***Constitutional Updates, Reporting and Appointments to Committees*** 13 - 16
To note recent waivers of call-in, note changes to the political balance of the Council and approve consequential changes to membership of committees, and approve changes to the Scheme of Delegation.
- b) ***Building Control IT Procurement*** 17 - 18
To seek approval to procure a new IT system for the building control service.

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EXECUTIVE

BURNLEY TOWN HALL

Wednesday, 20th September, 2023 at 6.30 pm

41. Revenue Monitoring Report 2023/24 – Quarter 1 (to 30 June 2023)

PURPOSE

1. To report the forecast outturn position for the year ending 31 March 2024 based upon actual spending and income to 30 June 2023.
2. To note the financial impact of the ongoing cost-of-living crisis as can be seen in paragraph 5 of the report.

REASON FOR DECISION

To give consideration to the level of revenue spending and income in 2023/24 as part of the effective governance of the Council and to ensure that appropriate management action is taken to ensure a balanced financial position.

DECISION

The Executive resolved to:

1. Note the projected revenue budget forecast position of a net overspend of £243k, as summarised in the report in Table 1 and Appendix 1, which is expected to break even by the end of the financial year.
2. **Recommend to Full Council approval of the latest revised net budget of £16.267m as shown in Table 1.**
3. **Recommend to Full Council approval of the net transfers from earmarked reserves of £4.972m as shown in Appendix 2.**

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EXECUTIVE

BURNLEY TOWN HALL

Wednesday, 20th September, 2023 at 6.30 pm

42. Capital Monitoring Report 2023/24 – Quarter 1 (to 30 June 2023)

PURPOSE

To provide members with an update on capital expenditure and the resources position along with highlighting any variances.

REASON FOR DECISION

To effectively manage the 2023/24 capital programme.

DECISION

The Executive resolved to:

- 1. Recommend to Full Council approval of net budget changes totalling a reduction of £1,235,466 giving a revised capital budget for 2023/24 totalling £39,190,265 as detailed in Appendix 1.**
- 2. Recommend to Full Council approval of the proposed financing of the revised capital budget totalling £39,190,265 as showed in Appendix 2.**
3. Note the latest estimated year end position on capital receipts and contributions showing an assumed balance of £3,769,351 as at 31 March 2024 as shown in Appendix 3.

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EXECUTIVE

BURNLEY TOWN HALL

Wednesday, 20th September, 2023 at 6.30 pm

43. 2023/24 Treasury Management Report – Quarter 1 (April-June)

PURPOSE

To report treasury management activity for the first quarter of 2023/24 covering the period 1 April to 30 June 2023.

REASON FOR DECISION

To inform members of the treasury management activity in the first quarter of 2023/24 and to fulfil statutory and regulatory requirements.

DECISION

The Executive resolved to:

1. Note the treasury management activities undertaken during the period 1 April to 30 June 2023.
2. **Recommend that Full Council endorse the quarterly update on the Treasury Management Strategy 2023/24 in compliance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management.**

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EXECUTIVE

BURNLEY TOWN HALL

Wednesday, 20th September, 2023 at 6.30 pm

44. Revenue Budgets 2024/27 – Latest Position and Savings Proposals

PURPOSE

1. To update the Executive on the latest position regarding balancing the Council's 2024/27 revenue budgets.
2. To outline proposed savings for recommendation to Full Council.

REASON FOR DECISION

To progress the preparation of the Council's 2024/25 revenue budgets.

DECISION

The Executive resolved to:

1. Note savings approved at previous Full Council meetings totalling £23k to assist in balancing the 2024/25 revenue budget (see Appendix 1).
2. **Recommend to Full Council approval of further proposed savings totalling £255k to assist in balancing the 2024/27 revenue budgets (see Appendix 1).**

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EXECUTIVE
BURNLEY TOWN HALL
Wednesday, 20th September, 2023 at 6.30 pm

39. Climate Action Fund: Burnley Green Activities Project

PURPOSE

To accept grant funding from Burnley Leisure and Culture for a climate action project.

REASON FOR DECISION

To enable the Council to accept grant funding.

DECISION

The Executive resolved to:

1. Approve the acceptance of grant funding of £330,000 over four years from Burnley Leisure and Culture for the Burnley Green Activities Project;
2. Authorise the Head of Legal and Democratic Services to complete Deeds of Dedication for Council owned land where micro woodlands will be planted, and
3. **Recommend that Full Council approve establishment of the budgets outlined in the report.**

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Supplementary Agenda – Item 6f) – Appendix 4

Changes to Committees

	Councillor Added	Councillor Removed
Scrutiny	Margaret Lishman Charlie Briggs	Martyn Hurt Mark Payne
Development Control	Martyn Hurt Syeda Kazmi	Beki Hughes Neil Mottershead
Licensing	Howard Baker Charlie Briggs	Mark Payne Andy Wight
Audit & Standards	Scott Cunliffe Cons nomination to follow	Mark Payne Howard Baker
Member Structures Working Group	Saeed Chaudhary	Mark Payne

Full revised committee list overleaf

Supplementary Agenda – Item 6f) – Appendix 4

REVISED MEMBERSHIP OF COMMITTEES/WORKING GROUPS FOR 2023-24

SCRUTINY COMMITTEE-17 (L9 C3 LD3 G2)

CHAIR – Cllr Barton
VICE CHAIR – Cllr Horrocks

Councillors	Councillors
Gail Barton - L	Joanne Broughton - C
Charlie Briggs - L	Jamie McGowan - C
Margaret Brindle - L	Don Whitaker - C
Bill Horrocks - L	Helen Bridges – G
Nussrat Kazmi - L	Jack Launer - G
Syeda Kazmi - L	Gordon Birtwistle - LD
Paul Reynolds - L	Howard Baker – LD
Christine Sollis - L	Margaret Lishman - LD
Fiona Wild - L	

AUDIT AND STANDARDS COMMITTEE-9- (L4 C2 G2 LD1) to include 1 Executive member and the Chair of Scrutiny Committee

CHAIR – Cllr Margaret Brindle
VICE CHAIR – Cllr Asif Raja

Councillors	Councillors
Gail Barton - L	Conservative group nomination to follow
Margaret Brindle - L	Andy Wight – G
Lubna Khan - L	
Asif Raja - L	Scott Cunliffe - G
Karen Ingham – C	Gordon Lishman - LD

DEVELOPMENT CONTROL COMMITTEE-16
-to include relevant Executive member (L8 C3 LD3 G2)

CHAIR – Cllr Saeed Chaudhary
VICE CHAIR – Cllr Christine Sollis

Councillors	Councillors
Saeed Chaudhary - L	Joanne Broughton - C
Sue Graham - L	Alan Hosker - C
John Harbour - L	Mike Steel - C
Bill Horrocks - L	Scott Cunliffe – G
Shah Hussain - L	Beki Hughes – G
Syeda Kazmi - L	Gordon Birtwistle - LD
Paul Reynolds - L	Jacqueline Inckle - LD
Christine Sollis - L	Anne Kelly - LD

Supplementary Agenda – Item 6f) – Appendix 4

**LICENSING COMMITTEE-15 (L8 C2 G2 LD3)
CHAIR – Cllr Mohammed Ishtiaq
VICE CHAIR – Cllr Alun Lewis**

Councillors	Councillors
Charlie Briggs - L	Karen Ingham - C
Shah Hussain – L	Don Whitaker - C
Mohammed Ishtiaq – L	Scott Cunliffe – G
Nussrat Kazmi - L	Jack Launer – G
Alun Lewis - L	Howard Baker - LD
Sehrish Lone - L	Jacqueline Inckle - LD
Asif Raja - L	Anne Kelly – LD
Mark Townsend - L	

**MEMBER STRUCTURES AND SUPPORT WORKING GROUP
-12 (L5 C2 G2 LD2 B1)
To include Group Leaders**

Councillors	Councillors
Afrasiab Anwar – L	Alan Hosker - C
Saeed Chaudhary - L	Mike Steel - C
Sue Graham – L	Scott Cunliffe - G
Lubna Khan – L	Andy Fewings - G
Ishtiaq Mohammed – L	Howard Baker - LD
Mark Townsend - L	Gordon Birtwistle - LD

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EXECUTIVE

BURNLEY TOWN HALL

Wednesday, 20th September, 2023 at 6.30 pm

47. Building Control IT Procurement

PURPOSE

To seek approval to procure a new IT system for the building control service.

REASON FOR DECISION

Investment is required to improve the service's digital offering to customers and to increase service efficiency.

DECISION

The Executive resolved to:

1. Authorise the Chief Operating Officer to undertake a tender procedure in compliance with Standing Orders for Contracts and Public Contract Regulations 2015 to appoint a suitable supplier of building control IT.
2. **Recommend to Full Council approval of the budget.**
3. Give delegated authority to the Head of Housing and Development in consultation with the Executive Member for Resources and Performance to accept the most advantageous tender to provide this service.
4. Authorise the Head of Legal and Democratic Services to complete all documentation necessary to give effect to this decision.

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