



FULL COUNCIL

TOWN HALL, BURNLEY

Wednesday, 18th December, 2019 at
6.30 pm

SUPPLEMENTARY AGENDA-Item 5 Exec 10/12/19 Minutes

- a) ***Health and Safety 2019-20*** 3 - 4
To consider the Health and Safety Intervention Plan (reviewed 2019/2020).
- b) ***Food (Official) Control Delivery Plan 2019-20*** 5 - 6
To consider the Food (Official Controls) Delivery Plan (reviewed 2019/2020).
- e) ***Fees and Charges 2020-21*** 7 - 8
To consider the proposed fees and charges from 1 January 2020.
- f) ***Treasury Management 2019-20*** 9 - 10
To consider treasury management activity for the first half year of 2019/20 covering the period 1 April to 30 September 2019.

PUBLISHED

Tuesday, 17th December 2019

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EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 10th December, 2019 at 6.30 pm

59. Health & Safety Intervention Plan

Purpose

The regulatory team responsible for Health & Safety at Work enforcement must have in place an intervention plan to meet the requirements of statutory guidance. To formally consult the Committee on the plans prior to their consideration at Full Council.

Reason for Decision

Section 18 of the Health & Safety at Work Act 1974 and the subsequent National Local Authority Enforcement Code for Health and Safety (The Code) provide frameworks within which the Environmental Health & Licensing Team must operate when carrying out its public protection duties within workplaces. The frameworks require the Council to have plans in place to control these activities, and mechanisms for review. The intervention plan was prepared to satisfy the statutory requirements

Decision

That the Executive recommends that Full Council approves the Health and Safety Intervention Plan (reviewed 2019/2020)

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EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 10th December, 2019 at 6.30 pm

60. Food (Official Controls) Delivery Plan

Purpose

In order to meet statutory requirements, the Council's Environmental Health and Licensing Team is responsible for Food Safety enforcement and must have in place approved plans.

Reason for Decision

To formally review past performance and agree a framework for the future delivery of effective, risk based, proportionate and consistent food safety services.

Decision

That the Executive recommends that Full Council approves the Food (Official Controls) Delivery Plan (reviewed 2019/20).

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EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 10th December, 2019 at 6.30 pm

63. Fees & Charges Report

Purpose

To inform Members of the Council's proposed fees and charges from 1 January 2020.

Reason for Decision

To set the Council's fees and charges from 1 January 2020 and assist in finalising the 2020/21 budget process.

Decision

That the Executive recommends to Full Council:

- (1) To approve the proposed tariff of fees & charges from 1 January 2020 with an increase of 2% as outlined in Appendix A of the report.
- (2) To authorise the Head of Finance and Property, in consultation with the relevant Head of Service, to determine any new charges or changes to existing charges relating to the preparation and approval of the 2020/21 revenue budget.
- (3) To authorise the Executive Portfolio Members to amend fees & charges periodically in their own area on the basis that overall income in their portfolio area remains the same as a minimum.
- (4) To authorise the Strategic Head of Economy and Growth, in consultation with the Executive Member for Resources and Performance Management and the Head of Finance and Property, to adjust fees and charges in relation to the Markets service from time to time to reflect current trading conditions and the overall position of the market.

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EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 10th December, 2019 at 6.30 pm

64. Treasury Management Mid-Year Review

Purpose

To report treasury management activity for the first half year of 2019/20 covering the period 1 April to 30 September 2019.

Reason for Decision

To inform members of the treasury management activity in the first half of 2019/20 and to fulfil statutory and regulatory requirements.

Decision

That the Executive:

- (1) Notes the treasury management activities undertaken during the period 1 April to 30 September 2019, and
- (2) Recommends that Full Council endorses the mid-year update on Treasury Management Strategy for 2019/20 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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