



Supplement

8. Executive Minute Extracts

5 - 10

EXECUTIVE MINUTE EXTRACTS FOR COUNCIL



EXECUTIVE

BURNLEY TOWN HALL

Monday, 14th February, 2022 at 6.30 pm

84. Strategic Plan

PURPOSE

To seek Executive endorsement of the Strategic Plan

REASON FOR DECISION

The Strategic Plan sets out a clear vision for the future: one that is evidence based, shared by all units of the Council, and is in tune with the aspirations of local people.

DECISION

That the Executive recommend the Strategic Plan to Full Council with the following amendment:

P9 (of the Strategic Plan document) PR2 – We will proactively support the borough`s businesses in the urban and rural areas to innovate and expand, and make the borough a natural choice for business relocation.

87. Q3 Revenue Budget Monitoring

Members noted a revision at recommendation (d). The revised carry forward had increased from £160k to £182k.

PURPOSE

To report the forecast outturn position for the year as at 31 March 2022 based upon actual spending and income to 31 December 2021, and to note the financial impact of the Coronavirus pandemic. In view of these exceptional times the revenue monitoring position is uncertain.

REASON FOR DECISION

To give consideration to the level of revenue spending and income in 2021/22 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:

- a. Note the projected revenue budget forecast position of a net overspend of £12k, as summarised in Table 1 and detailed in Appendix 1.

And also to seek approval from Full Council for:

- b. The latest revised net budget of £15.419m as shown in Table 1, and
- c. The net transfers from earmarked reserves of £2.166m as shown in Appendix 2.
- d. The carry forward of forecast unspent budgets as requested by Heads of Service in Appendix 3. These amounts totalling £182k are to be transferred into the Carry Forward Reserve. The monies will be transferred back out to create additional revenue budgets in 2022/23 or when required.

88. Q3 Capital Budget Monitoring

PURPOSE

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

REASON FOR DECISION

T0 effectively manage the 2021/22 capital programme.

DECISION

The Executive RESOLVED to:

- a. **Recommend to Full Council, approval of net budget changes totalling a decrease of £5,725,705 giving a revised capital budget for 2021/22 totalling £36,670,513 as detailed in Appendix 1.**
- b. **Recommend to Full Council, approval of the proposed financing of the revised capital budget totalling £36,670,513 as shown in Appendix 2.**
- c. **Note the latest estimated year end position on capital receipts and contributions showing an assumed balance of £1,840,205 at 31 March 2022 as shown in Appendix 3.**

89. Medium Term Financial Strategy 23/24 - 26/27

Members of the Executive wished to place on record their thanks to all members of the finance team who had worked hard to produce a number of clear but detailed reports for consideration.

PURPOSE

To consider the longer term financial outlook within the context of a Medium-Term Financial Strategy covering the financial years 2023/24 to 2026/27, highlighting uncertainties, underlying risks and make recommendations to Council. The Medium-Term Financial Strategy should be read in conjunction with the Revenue Budget 2022/23 and the associated statutory report of the Chief Finance Officer.

REASON FOR DECISION

Professional accounting practice recommends that a medium term financial strategy is in place to ensure that resources are aligned to strategic intent and business objectives. It also provides a firm and robust basis on which to prepare the annual budget. Given the current financial climate, the need for consideration of the medium term financial position is pertinent to ensuring sustainable service delivery and for the Council to remain viable as a going concern.

DECISION

The Executive RESOLVED to recommend to Full Council:

- 1. Approve the latest Medium-Term Financial Strategy;**
- 2. Approve the Reserves Strategy, as appended to the Medium-Term Financial Strategy; and**
- 3. Note that a refreshed document will be provided when required as an aid to monitoring the continued delivery of an annually balanced budget.**

90. Treasury Management

PURPOSE

- a) To comply with the amended Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management 2011.
- b) To outline a treasury management strategy statement for the financial year 2022/23.
- c) To set out prudential indicators for the financial years 2022/25 in line with the CIPFA's Prudential Code 2017.
- d) To seek approval for the Council's Minimum Revenue Provision (MRP) Policy Statement for the financial year 2022/23 in accordance with Government regulations.

REASON FOR DECISION

- a) To provide the proper basis required by current Government regulations and guidance to make charges for debt repayment (MRP) to the Council's revenue account.
- b) To fulfil statutory and regulatory requirements and to provide a clear framework for local authority capital finance and treasury management.

DECISION

It was **RESOLVED** that the Executive recommend to Full Council approval of;

- a) The treasury management strategy statement for 2022/23 as set out in Appendix 1 .
- b) The prudential and treasury indicators for 2022/23 to 2024/25 per Appendix 2 including the authorised limit for external debt of £95.346m in 2022/23. T
- c) The list of Counterparties for Deposits outlined within Appendix 3. T
- d) The Council's MRP Statement for 2022/23 as set out in Appendix 4 of this report. T

91. Revenue Budget 22-23 including savings proposals

PURPOSE

To consider the estimates of revenue income and expenditure for 2022/23 and to make recommendations to Full Council about next year's Revenue Budget.

REASONS FOR DECISION

To fulfil the Council's statutory obligation to calculate its Council Tax requirement as set out in Section 31A of the Local Government Act 1992 (as amended by section 74 of the Localism Act 2011).

To set a balanced budget for the financial year 2022/23 that ensures the viability of the Council and aligns resources to the Council's strategic priorities.

DECISION

The Executive **RESOLVED** to recommend that Full Council:

- i) Endorse the approach that has been adopted in developing budget proposals that reflect the Council's Strategic Objectives for 2022/23;
- ii) Approve the proposals contained in this report;
- iii) Set a Council Tax Requirement of £7,480,375 for the financial year 2022/23;
- iv) Set a Net Budget Requirement of £15,231,941 for 2022/23;
- v) Receive and consider the statutory report issued by the Head of Finance and Property under the Local Government Act, 2003;
- vi) Authorise the Chief Operating Officer/Heads of Service to progress action plans to deliver the 2022/23 budget;

- vii) **Approve a Council Tax (Band D) figure of £318.49 for this Council for the year commencing 1st April 2022 and adopt the statutory resolution to set the full Council Tax for the year. This is equivalent to a 1.99% Council tax increase.**

92. Capital Budget 22-23 and investment programme 22-27

PURPOSE

To recommend approval of the capital budget for 2022/23

REASON FOR DECISION

To establish a capital budget that reflects the Council's overall priorities and provides a framework for capital spending to be undertaken during 2022/23.

DECISION

The Executive RESOLVED:

a) to recommend that Full Council:

(i) Approve the 2022/23 Capital Budget, totalling £37,805,441, as set out in Appendix 1

(ii) Note the 2022-27 Capital Investment Programme as set out in Appendix 1.

(iii) Note the estimated position on capital resources as set out in Appendix 2.

b) That subject to a)(i) above the Executive approve the release of capital scheme budgets including slippage from 2021/22, subject to compliance with the Financial Procedure Rules and that there will be full compliance with Standing Orders for Contracts.

c) to Approve the Capital Strategy 2022-27, as set out in Appendix 4

93. Pay Policy Statement

PURPOSE

To seek approval for the Council's Pay Policy Statement which is required to be published prior to the end of March each year.

REASON FOR DECISION

The Localism Act 2011 – [Chapter 8 - Pay Accountability], requires all local authorities to set out its position on a range of issues relating to the remuneration of its employees. The Pay Policy Statement must be approved by the Council in open forum, by the end of March each year and then be published on its website

DECISION

It was RESOLVED that Full Council be recommended to approve the amended recommendations, as set out below:

- **To approve this report and the attached Pay Policy Statement for 2022/23;**
- **To note the Council's Gender Pay Gap report which is at Appendix H of the Pay Policy Statement.**
- **To agree a delegation to the Strategic HR Manager to make minor amendments to finalise the Pay Policy Statement following agreement of pay awards for 2021-22.**
- **To approve, subject to reaching a collective agreement or following consultation with affected employees, an amendment to NJC terms and conditions which will require employees on Grades 7-11 to provide a minimum of 2 months' notice of termination and for employees on Grades 12-14 to provide a minimum of 3 months`.**