



Meeting of the Burnley Borough Council

To be held at 7.30 pm on
Wednesday 4th November, 2020
Reconvened meeting of the Burnley Borough
Council held on Thursday, 29th October 2020



Sir or Madam,

Notice is given of a MEETING of the COUNCIL of the BOROUGH OF BURNLEY to be held by video-conference on

DATE: Wednesday, 4th November, 2020
Reconvened meeting of the Full Council of 29th October 2020
starting at 7.30 pm

To transact the business specified below.

Catherine Waudby
Head of Legal and Democratic Services

All public meetings are being livestreamed on the Council's [Youtube Channel](#)

A G E N D A

8. Strategic Plan Progress Reports

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BURNLEY BOROUGH COUNCIL STRATEGIC PLAN PROGRESS REPORT TO THE FULL COUNCIL

29 October 2020

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COUNCILLOR MARK TOWNSEND, LEADER OF THE COUNCIL

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PR1- We will contribute to the strategic direction of local, sub-regional and regional partnerships, and will position the borough for economic development investment.</p>	<p>I spent many hours last week working with other Lancashire Leaders, Chief Executives and Directors of Public Health in negotiating the deal with the government for moving to Tier three alert level. It is fair to say that it is always challenging in bringing together leaders from such a wide range of areas across Lancashire however I am pleased to report that Lancashire Leaders did find common ground on this matter and as a result secured a deal for both Burnley and Lancashire, which included a financial package of an additional £30 million that will be used to mitigate some of the impact on hard pressed businesses and employees.</p> <p>I feel it is important we learn from this and build on it to take the county forward in its recovery from this global pandemic.</p> <p>I am also pleased to report that I will be representing Lancashire Leaders on the Lancashire Skills and Employment Advisory Board. The work of this body is even more important than in our recovery from the pandemic.</p>

Strategic commitment	Progress update
<p>PE1a- We will work with partners to make the borough a place of aspiration, including supporting efforts to increase education attainment and skills development, and improve residents' health.</p>	<p>Education</p> <p>Burnley College</p> <p>I would like to congratulate Burnley College Sixth Form Centre, which has been recognised as England's top college in the Department for Education's National Achievement Rate Tables. This year's published results see the College achieve an overall A Level pass rate of an outstanding 99.8%; 96% of A Level students achieved at least one A*-C grade; 73% of A Level students achieved at least one A*-B grade and an exceptional 34% of A Level students achieved at least one A* or A grade.</p> <p>The last academic year was severely impacted by Covid-19, so well done to our hard-working young people.</p>

	<p>I am keen to ensure the Council supports both the College and our young people to develop the skills and knowledge they require for the changing world and I fully support their request for a loan from the Council to expand their facilities to cater for growing student numbers.</p> <p>Mental Health Support Teams</p> <p>Following on from the success of the bid for Mental Health Support Teams (MHST) in primary schools in the boroughs of Burnley and Pendle, an operational group has been established to move the work forward. The first meeting will be in October to understand the work of the teams further such as number of teams and staff, start dates, and how they will operate. This is an exciting opportunity to support young people in Burnley.</p> <p>English for Speakers of Other Languages (ESOL)</p> <p>The ESOL project is having to adapt to Covid 19 but flexibility will enable the project to be delivered. We are now in a position to recruit pre entry learners on to the programme and support formal learning with social activities.</p>
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COUNCILLOR LIAN PATE, DEPUTY LEADER AND EXECUTIVE MEMBER FOR HEALTH AND WELLBEING

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PE1b- We will work with partners to make the borough a place of aspiration, including supporting efforts to increase education attainment and skills development, and improve residents' health.</p>	<p>Covid-19 Members will be aware that the borough had the highest rate of infection in the UK at the end of September and the beginning of this month. Worryingly, local NHS services are now seeing the impact in hospitals. The council will continue to inform local residents of the importance of following the guidance. We will also ensure that we deliver support services- such as the self- isolation payments- effectively and efficiently. We will retain the capacity of Burnley Together to protect and support our most vulnerable residents.</p> <p><i>Testing</i></p>

Members will agree that it was a crucial move to secure a community testing facility in Burnley bearing in mind the national capacity issues. I would like to commend Council officers who secured this facility on behalf of the residents of our borough.

Council officers (and some of our elected Members) have worked tirelessly (7 days a week) alongside colleagues in the NHS, the County Council and local volunteers to deliver this valuable service.

I am pleased to report that 17,489 tests in a community setting have been undertaken in Burnley and Padiham over the last three months to supplement the national testing provided by Government. This was the highest number in a community setting across Lancashire. Whilst we were prepared to continue with this provision, we were advised that the testing kits would no longer be available to us so we were unable to continue with this provision. Therefore, we have agreed for the site at Centenary Way to be converted into a local testing station administered by the DHSC. I am disappointed that the walk-in provision will not be supported at the station so I would like to encourage residents to familiarise themselves with the online booking system for testing at <https://www.gov.uk/get-coronavirus-test>

Flu vaccinations

I would encourage elected members to remind our most vulnerable residents to get the seasonal flu vaccine. I have been updated that there are sufficient stocks of the flu vaccine for everyone that needs one in the borough.

Burnley Together

Since we established the hub on 23rd March 2020 our partnership has achieved the following outcomes:

- We have handled over 11,000 contacts through the Burnley Together community hub (staffed by Calico and Burnley BC teams) providing support to over 5000 different families.
- We have contacted over 2,500 (included in figures above) individuals that are described as 'extremely vulnerable' to coronavirus due to medical and/or social issues. Lancashire Police and Lancashire Fire and Rescue also visited 153 addresses where we had concern or were unable to establish contact to perform a welfare check. We provided ongoing support to around circa 100 individuals.
- Our partners at BFCitC, Ghausia Mosque, and Gannow Community Centre have supported us to deliver over 5000 food parcels across Burnley and Padiham.

	<ul style="list-style-type: none"> • In the six week school holiday period we were able to distribute 52,772 meals (circa 38,500KGs of food) to families in need. This was thanks to Charter House, Northern Community Networks, Stoops and Hargher Clough Community Centre, Padiham Town Council, Burnley Boys and Girls Club. Burnley Leisure and Birchalls Food service coordinated the sourcing and delivery of food to community venues and people's homes. • Burnley, Padiham, and Rossendale CVS have supported over 1,100 individuals including 560 assisted supporting, 267 medication deliveries, 104 people with befriending calls and 148 new individuals to volunteer. <p>The partnership has recently been broadened to include support to combat youth unemployment which will be critical in the recovery from the pandemic. I cannot praise all partners and volunteers enough for their great work so far. I hope to bring forward a community strategy for consideration over the coming months that will build on this great work.</p>
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Strategic commitment	Progress update
<p>PL4- We will implement our 2015-25 Green Space Strategy.</p>	<p>Parks & Green Spaces</p> <p>Burnley's parks and green spaces have continued to be very busy throughout the summer and there has been a lot of positive feedback from the public, directly and via social media.</p> <p>The Covid19 pandemic has demonstrated the importance of local, easily accessible green space and it has been noticeable how many more people are out exercising.</p> <p>Football has resumed for both juniors and seniors, without the use of changing facilities, but the popular Parkrun, held every Saturday at Towneley, together with the junior park runs at Padiham and Rossendale remain suspended. Officers are</p>

currently developing measured distance walks in our main parks & greenspaces to encourage more people to exercise.

I'm pleased to report that all 6 of our heritage parks have been awarded green flags and would like to thank the friend's groups who continue to volunteer their time to support our parks.

Play Strategy

The new play area in Scott Park has been very extremely busy following it's opening in July. Other schemes due to be implemented this year have been deferred until the review of the Play Strategy has been completed and considered by the Executive in December.

Thompson Park

Work to complete outstanding elements of the restoration scheme have continued. Further improvements to the toilets in response to public feedback are complete, the cashless phone pay car park is working well and the new octagonal shelter is finished. The final cost of the restoration was £1.23 million including the National Lottery Heritage Fund grant of £861K.

The park is more popular than ever and despite the CoVid19 restrictions visitor figures for period June - September were 25% higher than before the restoration with 90,000 visits.

Towneley Hall

Towneley Hall was the first Lancashire museum to re-open in early July with Covid secure procedures working and visitors able to book on-line. Three new exhibitions of watercolours, textiles and printmaking are open, together with additional online exhibitions and activities. However, visitor numbers are well below normal and the recent restrictions have caused a further drop.

I am pleased to report that Towneley Hall has been awarded £116,476 from the Culture Recovery Fund, which will be used to improve Covid secure opening arrangements, cover some staffing costs to allow longer opening during the period to end of March 2020 and provide funding for a number of significant exhibitions to encourage visitors to the museum and to engage with online resources.

Work on the Quinquennial Survey and costings for the Towneley Hall repair programme is progressing well and

there will be a presentation to scrutiny committee in December.

Glyphosate Herbicide

The trials of the steam foam system to control weeds and reduce use of the herbicide Glyphosate have progressed over the summer months and is due to be reported to scrutiny committee in December. Highway weed spraying is continuing into the autumn as the rate of application has been slower and a wet summer delayed progress.

Bereavement Services

The number of funerals dropped to below average during the summer following the first wave of Covid19 and are now beginning to increase again. Refresher training of relief crematorium and cemetery staff is underway to ensure our preparedness for the anticipated increase in funerals and the service is continuing to coordinate with other Lancashire authorities through the Lancashire Resilience Forum.

Strategic commitment	Progress update
<p>PE2- We will continue to develop the leisure and cultural offer in partnership with Burnley Leisure.</p>	<p>Culture Recovery Fund</p> <p>I am pleased to report that Burnley Leisure has secured a grant of £336,597 from the Culture recovery Fund which will provide financial support for the Mechanics until March 2021. The grant provides support for employee and other operating costs, event programming and marketing and some capital provision.</p> <p>Following this announcement, Burnley Leisure will be able to finalise their plans for next financial year and this will enable to Council to make decisions about the services that BL should continue to prioritise and any services that may need to be reduced or cease entirely.</p> <p>St Peter’s and Padiham Leisure centre</p> <p>The limited capacity for swimming, gym and exercise classes has continued since leisure centres were permitted to re-open.</p> <p>Towneley Golf:</p> <p>The courses at Towneley have been particularly busy during the summer months and the re-opening of Bistro 197, with provision of outdoor seating areas has been successful.</p> <p>Prairie Sports Village:</p>

The bistro at Prairie re-opened last week and is being directly operated by Burnley leisure. All other facilities are open.

Thompson Park Boat House & Cafe:

This is now closed for the winter following fairly poor trading during the summer caused by the delayed opening and restrictions on capacity due to CoVid19 restrictions and the inclement weather that was experienced during the school holiday period.

COUNCILLOR SUE GRAHAM, EXECUTIVE MEMBER FOR RESOURCES AND PERFORMANCE

Progress against our strategic commitments

Strategic commitment	Progress update
PL5- We will prepare and deliver a new Climate Emergency Strategy.	<p>The climate change group has not met during the Covid-19 pandemic, as resources have been prioritised in response. In discussion with the Chair of the working group a timetable will be established for the group to continue its work.</p> <p>Members will note that there is a recommendation in the Economic Recovery and Growth Strategy for the Climate Change Working Group to use £25,000 from the Climate Change Initiatives Budget to support a Green Business Demonstrator Project.</p>

Strategic commitment	Progress update
PF1- We will continue the successful partnership with Liberata.	<p>In Q1 Liberata achieved the following:</p> <ul style="list-style-type: none"> • With 81% of calls answered within time, the target of 80% was achieved. This a good result given contact centre closure and remote working. • Regards timely processing of benefit applications and changes of circumstance, against a target of 7 days, the Q1 result was 4.45 days, the same as Q1 last year. The latest available data for comparison measures housing benefit processing only. Burnley's housing benefit processing time overall was 2 days, compared to the statistical nearest neighbour average of 3 days. • Liberata IT dealt with 91% of incidents, and 93% of service requests on time. The target for both measures is 95%. However, system availability over the quarter was 100%. <p>While the relocation of the customer services to the Town Hall has worked well, plans are being finalised to reopen the contact centre to customers by November.</p>

Strategic commitment	Progress update
PF2- We will adopt a Medium Term Financial Strategy that will put the Council on a sustainable financial footing. This strategy will set the framework	<p>Revenue Budget 2020/21</p> <p>Due to the impact of Covid-19 pandemic the Council is looking at a projected budget deficit of £2.7m over the current financial year. This equates to 17% of the Council's current net budget and after Government funding of £1.271m has been accounted for. The Government has released the guidance for the Page 13 compensation scheme for lost sales,</p>

for preparing annual budgets, ensuring the annual budget strategy is set within the context of the longer-term outlook.

fees and charges and we are currently evaluating the additional funding this will provide. Early estimates indicate this will be in the region of £1.1m which could reduce the projected budget deficit to £1.6m. Included within this figure is an estimated deficit of £1.2m that relates to business rates and council tax. The Government has allowed this amount to be collected over the next three financial years. This leaves a projected non-collection fund deficit of £0.4m.

The forecasted deficit has been identified following a budget review carried out during the quarter 1 budget monitoring and is currently being updated for quarter 2. Please see 'Revenue Monitoring Report 2021 Quarter 1' elsewhere on this agenda for further details on the financial impact of Covid-19 this year.

Future local government funding is also uncertain as Government have announced a further delay in the long-awaited Fair Funding Review, now expected in 2022/23. The revaluation of business rates has also been delayed by a further year, from 2021 to 2022. It is not clear how the 2021 budget settlement will be derived, and the Government have indicated that it will announce the provisional budget settlement during the autumn. An analysis and update of the Council's MTFS is being carried out incorporating future year forecasts and the Government's budget settlement.

Statement of Accounts 2019/20

The statutory deadlines for Councils to present and to have audited the 2019/20 accounts has been delayed by Government, to allow local authorities to prioritise their response to the Covid-19 pandemic. Therefore, the deadline for publication of the Statement of Accounts has been put back to the 31st August 2020 (previously 31st July) and the deadline for the approval of audited 2019/20 Statement of Accounts is now 30th November 2020 (previously 31st July). The 'Final Revenue Outturn Position 2019/20' is shown elsewhere on this agenda.

Grants to Businesses

A great deal of time and effort has been spent by Officers processing and paying grants to businesses within the borough. The Government closed the grant schemes to applications on the 28th August with final payments to be made by the 30th September. Businesses in receipt of Small Business Rates Relief and Retail, Hospitality and Leisure Relief as at 11th March 2020 were eligible for a grant. The Government allocated and paid to the Council funding of

£26.510m to enable grants to be made. As at 30th September, eligible grant applications had been received, and payments processed, from 2,012 businesses totalling £22.700m.

In addition, The Government announced funding for a discretionary grants scheme. Each local authority received 5% of their business support grant allocation to fund these grant payments, which equated to £1.215m for this Authority. As at 30th September, eligible grant applications had been received, and payments processed, from 88 businesses totalling £0.841m.

Council Tax Hardship Fund and Universal Credit

The Council has received a council tax hardship fund grant of £1.475m. This is to help fund vulnerable people and households within the borough. This is a ring-fenced grant with the expectation being that the majority of the hardship fund will be used to provide council tax relief up to a maximum of £150 to council tax support recipients. This financial assistance is applied directly to council tax bills. As at the 1st September, £1.183m of this grant allocation has been utilised to provide council tax relief to eligible residents.

The number of new Universal Credit claims has increased significantly with a 20% increase on average up to August, which in turn drives an increase in the number of council tax support claimants. As at 1st October 2020 the number of claimants in receipt of council tax support was 10,505 in comparison to 9,943 claimants at the same date the previous year. It is therefore anticipated that the full hardship grant allocation will be utilised throughout the current financial year leaving no residual funding for a discretionary local hardship scheme.

Council Tax and Business Rates Collection Rates

Details of how the pandemic has impacted collection rates is included in the finance paper elsewhere on this agenda. However, collections rates have not been as low as expected due to the government funded reliefs that have reduced the amounts collectable, therefore the current forecast is a 4% reduction in business rate collection and a 1% reduction in council tax collection, on what would be expected. However, this will continue to be monitored throughout the year and will likely be impacted by the end of the government support schemes, like furlough, in the autumn.

Strategic commitment	Progress update
PF4- We will deliver our Organisational	Members are aware that there are a number of staff working on the hub, contact tracing and dealing with the pandemic in

<p>Development strategy, ensuring we plan for the structures and capabilities that the organisation needs, and empowering our workforce to deliver the objectives of the Strategic Plan.</p>	<p>addition to their day jobs. I cannot thank our staff enough as they have remained agile since the beginning of the pandemic. They are a credit to our borough.</p> <p>As a local authority we must lead the way towards eliminating discriminatory behaviours. Whilst I am proud of the council's record on tackling inequality (e.g. eliminating the gender pay gap last year), we must look for constant improvement. I am pleased to report that it has been agreed to include unconscious bias training into the council's organisational development strategy so that staff can reflect on their automatic patterns of thinking and implicit bias.</p>
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Strategic commitment	Progress update
<p>PF5- We will undertake a review of the council's governance structure.</p>	<p>The Governance Review Working Group took place on 22nd July 2020 and it was agreed to strengthen the current system instead of moving to a committee system.</p> <p>It was agreed that governance issues would become a standing item on the agenda of Members Structures Working Group.</p>

Strategic commitment	Progress update
<p>PF6- We will set up cross party working groups to investigate issues that matter to everyone in our borough.</p>	<p>Members will be aware that the draft homelessness strategy will shortly be consulted on, and will be considered by the homelessness working group in due course.</p> <p>Please also refer to the climate change update (PL5).</p>

Strategic commitment	Progress update
<p>PR6- We will aim to localise public sector spend as far as possible.</p>	<p>The procurement strategy review remains in progress and is focused on developing measurement of procurement expenditure, including levels of spend in the local economy.</p>

COUNCILLOR JOHN HARBOUR, EXECUTIVE MEMBER FOR HOUSING

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL2- We will improve the management and condition of rented accommodation.</p>	<p>Selective Licensing Despite the Covid restrictions officers have implemented a programme of blended working that allows for remote working where possible but ensures that the selective licensing areas continue as normal offering a quality service that monitors the designations, supports residents, landlords and agents and meets the objectives of the programme.</p> <p>Selective Licensing: Burnley Wood with Healey Wood, Leyland Road area, Ingham and Lawrence area 2016-2021</p> <p>Officers continue to ensure compliance with licensing; across these three areas 97% of properties which are required to have a licence do so. To date we have served financial penalties on five landlords in these areas for failing to acquire a licence, with a further case at notice of intent stage for the same offence. In total this amounts to just over £30,000 in penalties served in these areas.</p> <p>Officers have also undertaken area audits in the Ingham and Lawrence Street selective licensing area. External property and back yard checks were completed and we are pleased to report that of the 170 yards checked only three required action to clear waste. Officers identified 25 properties with external defects of varying severity and will conduct follow up visits to ensure these have been rectified. Feedback from private rented tenants via a resident survey was extremely positive, with 9 out of 10 respondents happy with their property and the way it was managed. We will now seek to roll out these area audits to other SL areas.</p> <p>Selective Licensing: Trinity, Queensgate with Duke Bar, Gannow and Daneshouse & Stoneyholme areas 2019-2024</p> <p>Officers have continued to prioritise the processing of licence applications for the above designations which commenced on the 1st November 2019. Reminder letters sent in June generated a significant number of submissions which the team continue to work through. Of the 1723 applications submitted since November, the team have licensed 1086 (63%). The team are concentrating on processing 637 ongoing applications to ensure properties become licensed.</p> <p>We currently estimate that there are 2505 properties required to be licensed, reminders are now being sent out to those who have started an application online but not submitted.</p>

	<p>Private Rented Disrepair</p> <p>Since the start of April 2020, the Council has received and dealt with 105 new disrepair complaints from private rented sector tenants. The Enforcement Team has a current caseload of approximately 110 open/ongoing private rented sector disrepair/proactive inspection cases, with an additional 90 planned inspections to complete.</p> <p>Where possible we are dealing with enforcement cases over the telephone/or by email in order to keep to social distancing guidelines, however when necessary internal property inspections are taking place in a well-managed and safe way to ensure we offer a full service dealing with some of the worst cases of disrepair across the Town.</p>
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Strategic commitment	Progress update
<p>PL3- We will work with partners to improve quality and choice in the borough's housing stock.</p>	<p>New Homes</p> <p>The programme of new homes in Burnley is progressing well and our developer partners are making good progress with bringing new properties to the market. McDermott Homes are just about halfway through their development at Kiddrow Lane and Gleeson Homes continue to develop out their two sites at Barden Lane and Hapton.</p> <p>Calico are pressing ahead with their programme of affordable housing delivery and have recently secured planning permission for 42 houses at Tay Street that will provide affordable rented accommodation and help meet the range of housing needs across the borough. Their scheme of 18 bungalows a Florence Avenue is nearing completion and they have started on site with phase 2 of the Perseverance Mill development. This will see the old office building converted into apartments and when finished the completion of a high-quality neighbourhood regeneration scheme that has transformed the area and removed the problems associated with the old derelict mill.</p> <p>Calico's development at Station Road, Padiham is also progressing well with the first phase of 22 homes complete and the second phase of 19 homes due to complete mid-November. The final 26 homes will be finished by the end of March next year completing the development and bringing forward another brown field site with a range of houses that will contribute to the overall housing offer in the borough.</p>

	<p>Empty Homes Programme</p> <p>Works on the programme are progressing despite a slowdown due to the pandemic. We continue to work with Calico on a number of empty properties in the Burnley Wood area and have had discussions with Calico about potential further phases of their empty homes programme. A report will go to October's Executive Committee to approve our next list of Compulsory Purchase Orders to be worked on over the coming months and the new year. Renovations on properties that we own have been delayed due mainly to the availability of supplies and materials, but this situation is improving over time. Works on three properties are underway and a further three renovations are due to begin soon.</p> <p>Sales have been delayed to some extent, but we continue to see a health interest in the properties as they go on the market. The empty homes loan scheme is still proving popular with landlords with six loans ongoing, six new applications in the first quarter and a further seven applications in the second quarter of this year.</p>
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Strategic commitment	Progress update
<p>PE3- We will work with partners to provide the necessary support systems to end rough sleeping in the borough.</p>	<p>At the meeting in July the Council's Executive approved a new temporary accommodation scheme for the borough that will provide 10 individual self-contained, furnished units of accommodation for homeless people. The scheme will add to the existing temporary accommodation in the borough and strengthen the support available to homeless people. It will be particularly effective in reducing rough sleeping in the Town and be able to offer intensive support alongside accommodation to assist people to recover from homelessness and access sustainable housing in the future.</p> <p>The Executive will also consider a Draft Homelessness and Rough Sleeping Strategy at their October's meeting, which will go out to consultation during October and November with a final strategy brought to a future meeting for approval. This document will be central to the work of the Council and the wider partnership to improve services to homelessness households, prevent homelessness and eliminate rough sleeping.</p>

COUNCILLOR AFRASIAB ANWAR, EXECUTIVE MEMBER FOR COMMUNITY AND ENVIRONMENTAL SERVICES

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL1- We will implement a range of initiatives to maintain a clean, safe, attractive and environmentally friendly borough. This will include a focus on reducing dog fouling.</p>	<p>I am delighted to be the new Exec Member for the Portfolio, and I wish to take this opportunity to thank Cllr Towneley for the superb work and achievements that she has previously made. I am looking forward to my role as I have a real passion in working for the Council and with the community across community safety and environmental issues. I have previously spent time with Officers and the Urbaser Crews, and I will continue to do so, as I fully appreciate how hard they work in keeping our Borough clean and safe.</p> <p>Waste & Recycling Collection Services</p> <p>I am pleased to report that the Council is still delivering the full range of waste and recycling collection services, despite the challenges faced by Covid-19. The Council continues to work closely with Urbaser to ensure priority services are sustained and the challenges presented by Covid-19 are managed effectively to ensure all services continue to operate.</p> <p>The pressure placed upon these services however, remains high with additional recycling and refuse volumes that are associated with the pandemic. The tonnages of materials collected during September of this year have been higher across all streams than in September 2019. For instance, glass, cans and plastics tonnages are 44% higher this year and bulky waste tonnage is 70% higher.</p> <p>The Council is also seeing a higher than normal rate of increase in the numbers of service requests from residents. There has been a big demand for both the Bulky collection service and Garden waste collections services during 2020. The number of requests for these services is between 10 - 20% higher than the same period last year.</p> <p>The Council and Urbaser Team have also provided support to the local Covid testing pop up sites and daily clinical waste collections to support these schemes. The Council continues to tackle environmental issues. Over recent weeks there has been increased enforcement activity along with a detailed communication campaign to attempt to reduce those irresponsible residents who commit environmental crimes. This has achieved some fantastic results.</p>

Following on from cross-party working, we have seen a strengthening of the joint approach with residents working with the Council. The focused publicity and communications work on dog fouling have generated increased reporting of hotspots and provided the Council with information relating to people who are committing these offences. This allows a targeted approach to enforcement and has resulted in some great outcomes from the investigations. The focused approach of Streetscene and LA Support (Formerly Kingdom) has paid off. Working on the intelligence provided by residents, during the month of August, this Council issued over £2,200 worth of fixed penalty notices for environmental related offences and have seized a vehicle which has been involved with fly tipping which has subsequently been crushed.

Safer Streets Project

Partner organisations across Burnley have been successful in securing £549,500 of national Government's Safer Streets programme funding. The funding has been secured to deliver a crime reduction project focussing on an area covering part of Burnley Wood and Bank Hall. The project will run over the remainder of 2020 and residents will start to see the scheme start to be delivered shortly. The areas were identified by the Constabulary and Police and Crime Commissioner to be put forward as Lancashire's primary bid.

The project will deliver crime reduction improvements to households in these areas while improving broader community safety within the area through interventions such as improved CCTV, additional alleygating, and green space improvement. The project will also engage with the communities of these areas to achieve a sustainability to this investment.

Covid Powers

Officers continue to be extremely busy prioritising the implementation and informing of the Covid Regulations across the Borough. The prevention work continues with the Council's Environmental Health Team helping and advising local businesses to ensure practices remain safe and in accordance with current guidelines and the recent introduction of the tier system of regulation.

At present the challenges of the pandemic are presenting a dynamic and ever-changing regulatory landscape. I am pleased to report that officers have been agile in responding to the changes to regulations and guidance applicable in the many business sectors. Work with partner agencies, licensed

and other premises continues to enable businesses to benefit from the implementation of revised Government legislation relating to pavement licenses.

To date, the Council has approved 4 applications that enable businesses to operate safely and implement measures for social distancing. The process in response to the new Government legislation can be seen by local businesses to be extremely complex and a significant amount of officer time is taken to support local businesses in this process and in progressing each application.

The Council's Licensing Team continues to be extremely busy responding to the public concerns regarding the operation of the town's licensed premises, in accordance with Government guidelines. Over 2000 business contacts providing advice and support with covid-secure guidance have been undertaken.

During September, Officers from across the Council undertook over 1,000 visits in one week to ensure local businesses were fully aware of their legislative obligations to implement / promote QR Reader access to premises. This was a tremendous endeavour and the advice and guidance support on national legislative changes has been widely appreciated by our local businesses.

Regular updates to the website & the licenced trade have also been provided as local restrictions have changed. Over 20 Community Protection Warnings and 6 Notices have been issued to address covid issues.

In the main, strong and positive dialogue continues to be established with businesses and most of the town's licensed premises are following and implementing the measures positively with regards to the Government's social distancing requirements and regulations. However, there have been a small number of premises that the Council and working with partner agencies have required further intervention around their Covid operating procedures. Officers have worked hard to ensure compliance and many businesses have responded positively. We continue to take a balanced approach. Unfortunately, it has been necessary to take enforcement action on a small number of business premises that have refused to comply. To date, 7 Prohibition Notices have been issued, a summons has been issued under Licensing Act regulations and a premises has been subject to a direction for closure due to their persistent breach of the Government's Coronavirus Regulations and action has been taken by a number of partners to address this for the safety of the town. There have also been 2 voluntary closure premises that the

Council have been working with to support, prior to the Tier 3 restrictions coming into force.

In accordance with the Government's localised strategy for Contract Testing, Trace and Isolate Strategy, over recent months, outbreak management and contract tracing responsibilities have been undertaken by the Council. These additional responsibilities were placed on local authorities following the Government's recognition that a centralised approach was not working and that local government is closer to local communities. These extra responsibilities are considerable and at this point no additional resources have been provided to the council from Government. The Council has been successful in meeting the requirements to achieving PHE approval to deliver the service and cases are currently being traced by trained Council Officers. To date, Officers have undertaken NHS / PHE training to enable the Council to link with the Government's national Contact Tracing Advisory Service (CTAS), to extend the local tracing of positive cases as a key step in locally controlling the spread of the virus. This work is expected to continue alongside the Council's commitment to testing.

The Lancashire Resilience Forum (LRF) has issued guidance on restrictions around upcoming faith and community events for the remainder of 2020 due to coronavirus. The restrictions relate to upcoming events including: Prophet Muhammad's birthdate (28/29 October), Halloween (31 October), Bonfire celebrations (5 - 7 November), Remembrance Sunday (8 November), Diwali (14 November), Hanukkah (10 – 18 December) and the switching on of Christmas lights. In line with national restrictions on numbers at events and our strong advice in Lancashire to avoid households mixing, the decision has been taken to prohibit large scale events to mark these occasions in Lancashire. Burnley's Event Safety Advisory Group will be advising local event organisers to follow the recommendations.

Engineers

With reference to PR3 I am pleased with the progress that is being made by the Council, working in partnership to deliver the Lower St James Scheme. This investment will improve the public realm of the area and I am pleased with the contribution that is being made by the Council's engineers. The scheme is currently progressing well and due for completion April 2021. The Council's Engineers have also provided a pivotal role in establishing the pop-up community testing centres.

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Strategic commitment	Progress update
<p>PF3- We will develop our digital strategy, so that more residents transact with us online and we will continue to deliver services more efficiently.</p>	<p>68% of “report it” or “request it” transactions were conducted online in Q1. This compares to 37% in the same period in 19/20. The target was to achieve 65% by the end of this year. This channel shift will have helped the contact centre to achieve the telephony target, and means more face to face and telephone contact time can be dedicated to vulnerable residents that may not be online. Elected members are requested to continue to encourage residents to use online contact methods where they are able to. Councillors have provided feedback on where further improvements are required. Officers will develop a new digital strategy to deliver these during 2020/21.</p>

COUNCILLOR ASIF RAJA, EXECUTIVE MEMBER FOR ECONOMY AND GROWTH

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PR2- We will proactively support the borough’s businesses to innovate and expand, and make the borough a natural choice for business relocation.</p>	<p>Inward Investment/Business Support The business support team have been supporting a number of business who have been looking to relocate and expand into and within Burnley. Five companies, within the digital and creative, professional services and retail sectors have confirmed their investments in Burnley. This is resulting in £255,131 of investment leading to the relocation of 36 jobs, the creation of 29 new jobs and the safeguarding of 6 jobs. The businesses are being supported through the Council’s Business Growth Programme. In addition, the team are currently working with two other businesses who are proposing to make capital investments which are needed to support their growth plans.</p> <p>COVID Grants The Business Support Team has been working with Finance to deliver Covid Business Support Grants</p> <p>Business Recovery Support BOOST Lancashire has been allocated £1.5 million from the Government’s £20m grant funding which is aimed at supporting businesses to get back on track following the coronavirus pandemic. The funding has been split into two areas:</p> <ul style="list-style-type: none"> • Wider Economy Grants - £1.1m • Kickstart Tourism Grants - £400,00 <p>The funding is targeted at small and medium sized businesses who will be able to access the grants of between £1,000 and £3,000 (£5,000 in exceptional circumstances) for new equipment, technology and specialist advice to aid their recovery.</p> <p>Business Recovery Survey In August the Business Support Team sent out a survey to almost 500 businesses with the aim of helping us to understand how businesses have been affected by the Covid-19. The survey will give us a better understanding of the problems facing businesses and the proposed changes/adaptations they are going to make going forwards. The results have been used to inform the the Economic Recovery and Growth Strategy for Burnley and will assist in helping us plan our support services into the future.</p> <p>Vision Park Interest has continued at Vision Park with one company agreeing to take a five-year lease as of October. Existing tenant Gym Upholstery UK have also recently expanded with their sister company RecoPad taking Unit 8. In the last few weeks we have seen an upturn in enquiries. Given this very difficult climate it is very encouraging to see that some</p>

businesses are feeling confident enough to make these commitments.

Burnley Brand/Bondholders

On the 2nd September over 100 businesses attended a Bondholder ZOOM meeting, the first bondholder breakfast network event held since the start of the pandemic. Themed around economic recover businesses were able to quiz, the CE of Burnley Council, CE of Lancashire Enterprise Partnership, the MP together with guests Claire Wheelan MD Anzuka Group and Andy Brown of Crow Wood about plans for the future.

Over the summer Mark Crabtree, MD of AMS Neve resigned from his position as Chair of Bondholders. Mark had held this post for some either years and has been instrumental in bringing about many changes in the borough. I would like to personally thank Mark Crabtree for his contribution. A new chair is being recruited.

The annual Burnley Lifestyle magazine has been issued, although only in an on-line format. The online format does not detract from the quality with the magazine being full of positive and inspiring stories about visiting and living in Burnley. A new analytics-led strategy included paid social media and Google ads – over 6,500 reads, almost 8,000 impressions.

On 12th September a VIP Bondholder Preview event was held at Sandygate student accommodation. It was a great day with excellent feedback.

Burnley.Social was relaunched on 11th September, with a new look. Showcased at the VIP event and during UCLan Freshers Week. Burnley.Social has made welcome packs for both freshers week and the Sandygate residents to promote the brand and Burnley.

The Burnley.co.uk website has been relaunched with a more streamlined content and stunning video footage of the towns business and lifestyle assets.

Burnley.co.uk is a patron for Lancashire Business Week in November.

Strategic commitment	Progress update
<p>PR3- We will deliver the Town Centre and Canalside Masterplan, and strategic projects in Padiham Town Centre.</p>	<p>Burnley Town Centre: Work has continued supporting businesses with their Covid recovery. Support has also been provided to some of the night-time economy businesses, putting in place pavement licences and barriers in order that they can operate safely. The Town Centre BID together with Charter Walk held a ‘Monster Safari’ treasure hunt event aimed at encouraging families during the summer holidays to visit the town centre and raise the profile of some independent shops. Foot fall is lower compared to the same period last year, but is holding up well compared to other places. The Centre for Cities High Streets Recovery Tracker identifies how quickly high streets in the UK’s largest towns and cities are returning to their previous levels of activity, and the drivers behind it. Burnley is in the Top 10 for recovery. Places struggling most to recover footfall are large cities where footfall is dependent on daily flows of commuters. This is not the case in Burnley with the Centre for Cities analysis of who is visiting the town centre having barely changed pre and post lockdown, with the vast majority of visitors coming from the immediate suburbs rather than daily out of town commuters.</p> <p>Lower St. James Street Heritage Action Zone LCC are progressing work on the public realm scheme along lower St James’ Street. A HAZ Programme Officer has been appointed to work with stakeholders and property owners to progress the scheme. A bid to the Arts Council for £10,000 for a heritage led arts project has also been secured and will see local artists working with local students.</p> <p>Padiham Town Centre: Padiham Town Hall Business Hub Contractors have started work on the refurbishment of the upper floor of the town hall to create high quality co-working and managed office space. The work will be completed by December 2020</p> <p>Padiham Public Realm Works After a few delays LCC finally commenced work on the public realm scheme on 7th September. The works will continue into spring next year.</p> <p>Padiham Townscape Heritage Initiative Work is underway on 3 property renovation schemes that will be completed by the end of October and there are three more schemes at various stages of development.</p> <p>The Council has completed the acquisition of no’s 33 and 35 Burnley Road and working is currently underway stripping out the interior. Specialist surveyors have been appointed to plan and oversee restoration works to the building</p>

	Flood Defence Scheme
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EA continue to progress work on the detailed design. John Curtin the Environment Agencies Executive Director of Flood and Coastal Risk Management visited Padiham in August along with the Council's Chief Executive to review progress and provide assurances of EA's commitment to the scheme. He has praised the Council for its pro-active approach to working with EA incorporating flood defences into a wider regeneration scheme. An additional £700,000 has been secured from the European Regional Investment Fund.

Strategic commitment	Progress update
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PR4- We will implement the Local Plan, delivering new housing, employment sites, and infrastructure.

Planning Reform:

In August 2020 the government issued two significant consultation documents on changes to the planning system. The first, a white paper 'planning for the future' sets out proposals which would bring about wide-ranging and significant changes, in particular to the way local plans are produced and to their content. The changes would have wider impacts affecting a number of council functions, including for example IT. The planning policy team are preparing responses to the consultations which conclude in October.

Ongoing Work:

All members of the policy team have assisted with non-policy coronavirus related work and two members of the team are continuing with this at present - this has had an impact on the work schedule.

Work is continuing on two Supplementary Planning Documents (SPDs) to support the implementation of the adopted Local Plan.

At revised draft of the 'Air Quality Management: Protecting Health and Addressing Climate Change' SPD is due to be considered for adoption by Executive.

A revised draft of the Developer Contributions SPD is due to be considered by Scrutiny Committee and then Executive in October, following consideration of the consultation responses by a Scrutiny Committee Working Group.

A Housing Statistics Release was published in July 2020 pending the production of the 2019/20 AMR. This sets out the planning permissions and completions for the year 2019/20 by site.

https://www.burnley.gov.uk/sites/default/files/Housing%20Statistics%20Release%20-%20July%202020%20%28Inc%20Appendices%29_0.pdf

. An update to the Council's five-year housing land supply assessment and associated housing trajectory is also underway (to be published in October 2020), and submission of the government's housing delivery test return has also commenced.

The Statistics Release shows that the Council is still on track in delivering its overall housing requirement set out in the Local Plan, having delivered 1,424 net additional dwellings since the start of the plan period i.e. 1st of April 2012. 165 additional dwellings were delivered in 2019/20.

An update to the Infrastructure Delivery Plan (IDP) is being finalised and work on a revised Statement of Community Involvement (SCI) has been paused pending the work on the planning reform consultation responses.

The policy team continues to support the development control team on specific applications and appeals, and changes to use classes order has increased the workload for both teams. The adoption of the Developer Contributions SPD will hopefully assist in providing greater clarity in determining relevant planning applications.

Work on preparing the 19/20 AMR is ongoing and of note is the new mid-year population estimate (MYE) and new 2018-based sub national population and household projections released earlier this year (SNPPs and SNHPs). The 2019 MYE of 88,900 shows the sixth successive annual population rise. As anticipated, the sub-national projections show population and household numbers significantly higher than previous sub-national projections and more closely aligned to the adopted Local Plan. For example, the local plan assumes from 2012-2032 an average growth of 187 households per annum (requiring 194 dwellings allowing for vacants and second homes) and the 2018-based SNHPs show an average annual growth of 152 household's between 2018 and 2032 (and increase from 65 and 60 on the previous 2014 and 2016–based projections).

Strategic commitment	Progress update
<p>PR5- We will support UCLan’s expansion, transforming Burnley into a University Town</p>	<p>The Council continues to work with UCLAN to support their expansion. Despite a difficult climate, applications to Burnley courses are up 100% on last year.</p> <p>Work on Sandygate Student Halls continued at pace over the summer with a completion of all 136 rooms on the 11th September. UCLAN took occupation on Monday 14th September with the first students arriving on the 20th. The lower ground floor and external highways work will be completed by mid November. Members of the Council and Bondholders were invited to a VIP preview day on the 12th followed by a formal opening by the Mayor on the 16th. UCLAN have thanked Burnley Council for their commitment to providing such high quality student accommodation.</p>