



Meeting of the Burnley Borough Council

To be held at 6.30 pm on
Thursday, 22nd July, 2021

AT LARGE LECTURE THEATRE, UCLAN,
VICTORIA MILL, TRAFALGAR STREET,
BURNLEY.BB11 1RA.



Sir or Madam,

Notice is given of a MEETING of the COUNCIL of the BOROUGH OF BURNLEY to be held at Large Lecture Theatre, UCLAN, Victoria Mill, Trafalgar Street, Burnley. BB11 1RA.

DATE: Thursday, 22nd July, 2021

starting at 6.30 pm

To transact the business specified below.

**Catherine Waudby
Head of Legal and Democratic Services**

Members of the public may ask a question, make a statement, or present a petition relating to any matter for which the Council has a responsibility or which affects the Borough.

Notice in writing of the subject matter must be given to the Head of Legal & Democratic Services by 5.00 pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall, Manchester Road or from the web at: <http://burnley.moderngov.co.uk/ecCatDisplay.aspx?sch=doc&cat=13234> . You can also register to speak via the online agenda. Requests will be dealt with in the order in which they are received.

Members of the public wishing to attend the meeting to observe proceedings or to address the meeting may do so in the usual way. However, space in the venue is limited.

The meeting will be livestreamed on the Council's [Youtube Channel](#)

A G E N D A

1. Minutes of the Last Meeting 7 - 24
To receive, as read, the Minutes of the proceedings of the previous Annual Council and Appointments Council meetings on 19th May 2021, and to confirm them or otherwise.
2. Declarations of Interest
To receive any declarations of interest.
3. Mayor's Communications
To receive communications (if any) from His Worshipful the Mayor.
4. Public Question Time

To receive questions, statements or petitions (if any) from members of the public.

5. Notice of Motion-Planning Reform 25 - 26
To consider a Notice of Motion relating to Planning Reform.
6. Items for Decision by the Council
- a) Parliamentary Boundary Review 2023 27 - 32
To consider a report on the proposed parliamentary constituency boundary changes for 2023 by the Boundary Commission.
- b) Platinum Jubilee and Armed Forces Day 2022 33 - 34
To consider a report on the Platinum Jubilee and Armed Forces Day 2022.
- c) 2020/21 Final Outturn Revenue Budget 35 - 50
To consider a report on the 2020/21 Final Outturn Revenue Budget.
- d) 2020/21 Final Outturn Capital Budget 51 - 60
To consider a report on the 2020/21 Final Outturn Capital Budget.
- e) Annual Treasury Management Review 2020/21 61 - 70
To consider a report on the Annual Treasury Management Review 2020/21.
- f) Constitutional Updates Report 71 - 102
To consider a report on Constitutional Updates.
- g) Appointments to Committees, Working Groups, and Outside Bodies 2021-22 103 - 106
To consider an update report on Appointments to Committees, Working Groups, and Outside Bodies 2021-22.
7. Reports from Committee Chairs
- a) Report from the Chair of Scrutiny 107 - 108
- b) Report from the Chair of Audit & Standards 109 - 110
- c) Report from Chair of Licensing 111 - 112
- d) Report from Chair of Development Control 113 - 114
8. Strategic Plan Progress Reports 115 - 140
9. Questions
To deal with questions (if any) relating to matters not contained in the Minutes before the Council and of which notice in writing has been received in accordance with Standing Order No. 10(2).

Councillor Attendance

Please use the link below to access Councillor attendance records. You can refine your search by time or by committee.

<http://burnley.moderngov.co.uk/mgUserAttendanceSummary.aspx>

10. Exclusion of the Public

To consider the exclusion of the public from the meeting before discussion takes place on the following item(s) of business on the grounds that in view of the nature of the business to be transacted if the public were present there would be a disclosure to them of exempt information within the meaning of Part VA of the Local Government Act 1972.

11. Charter Walk

141 - 208

That Full Council be recommended to approve the borrowing and approve the revision of the capital programme as set out in this report relating to Charter Walk.

Information relating to the financial or business affairs of any particular person (including the authority holding that information)



BURNLEY BOROUGH COUNCIL APPOINTMENTS COUNCIL

MECHANICS THEATRE

Wednesday, 19th May, 2021 at 6.30pm

PRESENT

MEMBERS

His Worshipful The Mayor (Councillor Mark Townsend) in the Chair;

Councillors C Towneley (Vice-Chair), A Anwar, H Baker, G Birtwistle, C Briggs, F Cant, P Chamberlain, S Chaudhary, T Commis, S Cunliffe, I Emo, D Ferrier, A Fewings, B Foster, P Gill, S Graham, S Hall, J Harbour, A Hosker, M Hurt, S Hussain, J Inckle, K Ingham, M Ishtiaq, M Johnstone, A Kelly, A Khan, L Khan, S Khan, W Khan, G Lishman, M Lishman, S Lone, L Mehanna, N Mottershead, E Payne, M Payne, A Raja, A Royle, J Sumner, D Whitaker and A Wight

OFFICERS

Mick Cartledge	– Chief Executive
Lukman Patel	– Chief Operating Officer
Catherine Waudby	– Head of Legal and Democratic Services
Chris Gay	– Governance Manager
Eric Dickinson	– Democracy Officer
Imelda Grady	– Democracy Officer
Alison McEwan	– Democracy Officer
David Bristow	– Mayor's Officer
Claudia Wilcock	– Administration Officer
Diane Whittle	– Administration Officer
Mark Hindman	– Graphic Designer
Paul Barlow	– Graphic Designer

1 Minutes of the Last Meeting

RESOLVED The Minutes of the last meeting of the Council held on the 20th April 2021 were confirmed.

2 Declarations of Interest

During item 5 (d) on the agenda regarding the Appointments to Outside Bodies Councillor Margaret Lishman declared an Other Interest in Burnley, Pendle and Rossendale Council for Voluntary Service.

3 Public Question Time

David Roper addressed the Council under the Request To Speak policy on litter bins and charging points.

4 Appointment of Leader of the Council and Appointment by the Leader of the Deputy Leader and the Executive

Consideration was given to a report on the Appointment of Leader of the Council and to the Appointment by the Leader of the Deputy Leader and the Executive.

RESOLVED

- (1) That Councillor Afrasiab Anwar be elected Leader of the Council for the term of Office set out in Article 7.03 of the constitution;
- (2) That the Leader`s appointments of the Deputy Leader and Executive Members and their portfolio titles be noted as follows;
Councillor Sue Graham, Deputy Leader, Resources and Performance
Councillor Asif Raja, Economy and Growth,
Councillor Bea Foster, Community and Environmental Services,
Councillor John Harbour, Housing, and
Councillor Margaret Lishman, Health and Wellbeing

5 Appointments to Committees, Working groups and Panels 2021/22

Consideration was given to a report on the Appointments to Committees, Working Groups and Panels 2021/22, including a populated supplementary as Appendix 2 to the report.

RESOLVED

- (1) That the list of Committees, Working Groups, and Panels be approved as set out in Appendix 1 to the report; and
- (2) That the membership of the Council`s Committees, Working Groups, and Panels for the 2021-22 Municipal Year be approved as set out in the populated supplementary submitted as Appendix 2 to the report, and as set out below.

MEMBERSHIP OF COMMITTEES/WORKING GROUPS FOR 2021-22

SCRUTINY COMMITTEE-17 (7-4-3-1-2)

**CHAIR –
VICE CHAIR –**

Councillors	Councillors
Howard Baker	Martyn Hurt
Gordon Birtwistle	Mohammed Ishtiaq
Charlie Briggs	Arif Khan
Paul Campbell	Shbana Khan
Saeed Chaudhary	Gordon Lishman
Tom Commis	Sehrish Lone
Scott Cunliffe	Anne Royle
Dale Ferrier	Cosima Towneley
Alan Hosker	

AUDIT AND STANDARDS COMMITTEE-9-to include 1 Executive member and the Chair of Scrutiny Committee (4-2-1-1-1)

**CHAIR –
VICE CHAIR –**

Councillors	Councillors
Howard Baker	Bea Foster
Charlie Briggs	Wajid Khan
Paul Campbell	Asif Raja
Phil Chamberlain	Andy Wight
Tom Commis	

**DEVELOPMENT CONTROL COMMITTEE-16
-to include relevant Executive member (6-3-3-2-2)**

**CHAIR –
VICE CHAIR –**

Councillors	Councillors
Gordon Birtwistle	Alan Hosker
Frank Cant	Jacqueline Inckle
Phil Chamberlain	Karen Ingram
Saeed Chaudhary	Mohammed Ishtiaq
Scott Cunliffe	Anne Kelly
Sarah Hall	Neil Mottershead
Sue Graham	Mark Payne
John Harbour	Ann Royle

LICENSING COMMITTEE-15 (6-3-3-2-1)

**CHAIR –
VICE CHAIR –**

Councillors	Councillors
Howard Baker	Sehrish Lone
Ivor Emo	Lorraine Mehanna
Bea Foster	Emma Payne
Shah Hussain	Asif Raja
Anne Kelly	Jeff Sumner
Arif Khan	Andy Wight
Shbana Khan	Don Whitaker
Karen Ingham	

**MEMBER STRUCTURES AND SUPPORT WORKING GROUP-12 (5-3-2-1-1)
To include Group Leaders**

Councillors	Councillors
Afrasiab Anwar	Andy Fewings
Howard Baker	Sue Graham
Gordon Birtwistle	Alan Hosker
Phil Chamberlain	Arif Khan
Saeed Chaudhary	Mark Payne
Dale Ferrier	Ann Royle

**LANCASHIRE POLICE AND CRIME PANEL
(1Member and 2 Substitutes-Other- non L/C/LD)**

Councillors	Councillors
Martyn Hurt	John Harbour (Sub)
	Sehrish Lone (Sub)

**PARKING AND TRAFFIC REGULATIONS OUTSIDE LONDON (PATROL)
ADJUDICATION JOINT COMMITTEE - 2**

**Include relevant Executive Member
and 1 Member from largest opposition group**

Councillors	Councillors
Bea Foster	Alan Hosker

6 Appointment of Committee Chairs and Vice-Chairs

With reference to Minute 5 consideration was given to the Chairs and Vice chairs of the Scrutiny Committee, Audit and Standards Committee, Development Control Committee, and Licensing Committee for the 21-22 Municipal Year.

Members considered a supplementary populated list of nominations.

RESOLVED

That the following appointments be made as Chairs and Vice Chairs for the 21-22 Municipal Year regarding the Committees as set out below;

Committee	Chair - Cllr	Vice Chair- Cllr
Audit and Standards	Wajid Khan	Howard Baker
Development Control	Saeed Chaudhary	Anne Kelly
Licensing	Jeff Sumner	Arif Khan

Scrutiny	Howard Baker	Ann Royle

7 Appointment to Outside Bodies

Consideration was given to the Council's appointments to Outside Bodies for the 21-22 Municipal Year, and Members considered a supplementary populated list of nominees. Members were informed at the meeting that subsequently Labour Group had withdrawn Councillor Bea Foster as a nominee for the Burnley and Pendle Childrens Partnership, and had withdrawn Councillor Arif Khan as a nominee for Burnley Leisure Trust. Also at the meeting the Liberal Democrat Group replaced the nomination of Councillor Gordon Lishman for Burnley Leisure Trust with the nomination of Councillor Jeff Sumner.

Cllr Margaret Lishman declared an Other Interest in OB5 Burnley and Pendle Council for Voluntary Services.

RESOLVED

That the appointments to Outside Bodies for the 2021-22 Municipal Year be as set out below.

REPRESENTATION ON OUTSIDE BODIES FOR THE MUNICIPAL YEAR 2021/22

	<u>Outside Body</u>	<u>Qualification 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Appointed 2021/22</u>
1.	Barnfield and Burnley Developments Limited - Directors *Appointed by the Executive.	Leader Chief Executive	Cllr Mark Townsend (201020 Exec) (was Cllr Charlie Briggs) Mick Cartledge	Leader Chief Executive	

	<u>Outside Body</u>	<u>Qualification</u> <u>2020/21</u>	<u>Appointed</u> <u>2020/21</u>	<u>Qualification</u> <u>2021/22</u>	<u>Appointed</u> <u>2021/22</u>
2.	Burnley & Pendle Children's Partnership	Any Executive Member	Cllr Afrasiab Anwar (291020 FC) (was Cllr Cosima Towneley)	Any Executive Member	Cllr M Lishman
3.	Burnley Education Trust	Chief Executive	Mick Cartledge	Chief Executive	Mick Cartledge
4.	Burnley Leisure – Trustees (D/E)	Any 2 Members	Cllr Howard Baker Cllr Bea Foster (291020 FC) (was Cllr Afrasiab Anwar)	Any 2 Members	Cllr Mohammed Ishtiaq Cllr Jeff Sumner
5.	Burnley Pendle and Rossendale Council for Voluntary Service – Executive Committee	Any 2 Members	Cllr Lubna Khan Cllr Bea Foster	Any 2 Members	Cllr Bea Foster Cllr Saeed Chaudhary

	<u>Outside Body</u>	<u>Qualification</u> <u>2020/21</u>	<u>Appointed</u> <u>2020/21</u>	<u>Qualification</u> <u>2021/22</u>	<u>Appointed</u> <u>2021/22</u>
6.	Burnley and Pendle Citizens Advice Bureau	Executive Member for Community and Environmental Services 1 Experienced Opposition Member	Cllr Afrasiab Anwar (291020 FC) (was Cllr Cosima Towneley) Cllr Cosima Towneley (291020 FC) (was Cllr Bea Foster)	Executive Member for Community and Environmental Services 1 Experienced Opposition Member	Cllr Bea Foster Cllr Ivor Emo
7.	Burnley Private Rented Sector Forum	Executive Member for Housing Chair of Scrutiny Committee	Cllr John Harbour (291020 FC) (was Cllr Ivor Emo) Cllr Andy Tatchell	Executive Member for Housing Chair of Scrutiny Committee	Cllr John Harbour Cllr Howard Baker

	<u>Outside Body</u>	<u>Qualification 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Appointed 2021/22</u>
8.	Burnley Town Centre Partnership	Executive Member for and Economy Growth Vice Chair of Scrutiny Committee	Cllr Asif Raja (291020 FC) (was Cllr Gordon Birtwistle) Cllr Marcus Johnstone	Executive Member for and Economy Growth Vice Chair of Scrutiny Committee	Cllr Asif Raja Cllr Ann Royle
9.	Covid 19 Economic Recovery Board (added 161220)	Leader Experienced Opposition Member	Cllr Mark Townsend Cllr Margaret Lishman	Leader Experienced Opposition Member	Cllr Afrasiab Anwar Cllr Tom Commis
10.	East Lancashire Health and Well Being Partnership	Executive Member for Community and Environmental Services	Cllr Afrasiab Anwar (291020 FC) (was Cllr Cosima Towneley) Please note that the Exec Portfolios 300920 and 191120 refer to Exec Member for Health & Wellbeing	AMEND TO Executive Member for & Wellbeing i.e. as per current Exec Portfolios	Cllr Margaret Lishman

	<u>Outside Body</u>	<u>Qualification 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Appointed 2021/22</u>
11.	Growth Lancashire (E)	1 Public Sector Director - Executive Member for Economy and Growth (amended from Leader to EMEG, Alternate Director as EMEG also removed - 100719 FC) Please note that original Qualifications re-applied at 291020 FC.	Cllr Mark Townsend-Director (291020 FC) Cllr Asif Raja-Alternate (291020 FC) (was Cllr Gordon Birtwistle 270520 FC)	REVERT TO 1 Public Sector Director - Executive Member for Economy and Growth i.e. to replace Leader and remove An Alternate Director - was the Executive Member for Economy and Growth)	Cllr Asif Raja

	<u>Outside Body</u>	<u>Qualification 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Appointed 2021/22</u>
12.	Housing Joint Venture Company *Appointed by the Executive	Council Representatives - Executive Member for Housing and Leisure -Chief Operating Officer Stakeholder Representatives - Leader - Chief Executive -Strategic Head of Economy and Growth	Cllr John Harbour (201020 Exec) (was Cllr Ivor Emo) Lukman Patel Cllr Mark Townsend (2010 Exec) (was Cllr Charlie Briggs) Mick Cartledge Kate Ingram	Council Representatives- Executive Member for Housing Chief Operating Officer Stakeholder Representatives- Leader - Chief Executive -Strategic Head of Economy and Growth	

	<u>Outside Body</u>	<u>Qualification 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Appointed 2021/22</u>
13.	LCC Health Scrutiny Committee (same Membership for Joint Lancashire Health Scrutiny Committee)	Any Member of Scrutiny Committee Sub: Any Member of Scrutiny Committee	Cllr Paul Campbell (291020 FC) Cllr Lian Pate (150720 FC to 30.9.2000) (was Cllr Tracey Kennedy) Sub: Cllr Andrew Newhouse (291020 FC) Cllr Tracy Kennedy (from 150720 FC) (was Cllr Lian Pate)	Any Member of Scrutiny Committee Sub: Any Member of Scrutiny Committee	Cllr Ann Royle Cllr Paul Campbell
14.	Lancashire Waste Partnership	Executive Member for Community and Environmental Services	Cllr Afrasiab Anwar (291020 FC) (was Cllr Cosima Towneley)	Executive Member for Community and Environmental Services	Cllr Bea Foster

	<u>Outside Body</u>	<u>Qualification</u> <u>2020/21</u>	<u>Appointed</u> <u>2020/21</u>	<u>Qualification</u> <u>2021/22</u>	<u>Appointed</u> <u>2021/22</u>
15.	LEP Scrutiny Committee (Added 240221)	Any Non Exec Member Sub: Any Non Exec Member	Cllr Marcus Johnstone Sub: Cllr Frank Cant	AMEND TO Any Member (except Leader) Sub: Any Member (except Leader) i..e. as per clarification from LEP April 2021.	Cllr Asif Raja Sub: Cllr Sue Graham
16.	Local Government Association	Leader	Cllr Mark Townsend (291020 FC) (was Cllr Charlie Briggs)	Leader	Cllr Afrasiab Anwar

	<u>Outside Body</u>	<u>Qualification 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Appointed 2021/22</u>
17.	North Western Local Authorities Employers' Organisation	Executive Member for Resources and Performance Management Sub: Any Executive Member	Cllr Sue Graham (291020 FC) (was Cllr Margaret Lishman) Sub: Cllr Mark Townsend (291020 FC) (was Cllr Gordon Birtwistle FC)	Executive Member for Resources and Performance Management Sub: Any Executive Member	Cllr Sue Graham Sub: Cllr M Lishman
18.	Pennine Prospects	Any Member	Cllr Cosima Towneley	Any Member	Cllr Marcus Johnstone

SECTION 2 - PERIOD APPOINTMENTS

	<u>Outside Body</u>	<u>Qualifications 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Nominated 2021/22</u>
19.	Burnley Acorn Fund- (periods of	3 Members (from Nov 2020	Cllr Bea Foster (from Nov 2020	3 Any Members (to expire Oct	(to replace Cllr Andy Tatchell)

	<u>Outside Body</u>	<u>Qualifications 2020/21</u>	<u>Appointed 2020/21</u>	<u>Qualification 2021/22</u>	<u>Nominated 2021/22</u>
20.	Stocks Massey Bequest-Representative Trustees (periods of four years)	Any Executive Member (term May 2020-May 2023) Chair of Scrutiny Committee (May 2018-May 2022)	John Harbour (291020 FC) (term May 2020-May 2023) (was Cllr Emo) Cllr Andy Tatchell (May 2018-May 2022)	Any Executive Member (November 2020 - May 2023) Chair of Scrutiny Committee (May 2018-May 2022)	Cllr John Harbour Cllr Howard Baker

Meetings held in Daytime, unless as stated below;

E - Evening

D/E - Daytime/Evening



BURNLEY BOROUGH COUNCIL ANNUAL COUNCIL

MECHANICS THEATRE

Wednesday, 19th May, 2021 at 6pm

PRESENT

MEMBERS

His Worshipful The Mayor (Councillor Lord Wajid Khan of Burnley) in the Chair;

Councillors C Towneley (Vice-Chair), A Anwar, H Baker, G Birtwistle, C Briggs, F Cant, P Chamberlain, S Chaudhary, T Commis, S Cunliffe, I Emo, D Ferrier, A Fewings, B Foster, P Gill, S Graham, S Hall, J Harbour, A Hosker, M Hurt, S Hussain, J Inckle, K Ingham, M Ishtiaq, M Johnstone, A Kelly, A Khan, L Khan, S Khan, G Lishman, M Lishman, S Lone, L Mehanna, N Mottershead, E Payne, M Payne, A Raja, A Royle, J Sumner, M Townsend, D Whitaker and A Wight

OFFICERS

Mick Cartledge	– Chief Executive
Lukman Patel	– Chief Operating Officer
Catherine Waudby	– Head of Legal and Democratic Services
Chris Gay	– Governance Manager
Eric Dickinson	– Democracy Officer
Imelda Grady	– Democracy Officer
Alison McEwan	– Democracy Officer
David Bristow	– Mayor's Officer
Claudia Wilcock	– Administration Officer
Diane Whittle	– Administration Officer
Mark Hindman	– Graphic Designer
Paul Barlow	– Graphic Designer

1 Minutes of the Last Annual Meeting

RESOLVED The Minutes of the meeting of the Annual Council held on the 27th May 2020 were confirmed.

2 Appointment of Mayor 2021-22

It was moved by Cllr John Harbour and seconded by Cllr Arif Khan and
RESOLVED UNANIMOUSLY

That Councillor Mark Townsend be appointed as Mayor for the Municipal Year 2021-22

(Councillor Lord Wajid Khan of Burnley then vacated the Chair in favour of the Mayor)

His Worship the Mayor Councillor Mark Townsend then made and signed the Statutory Declaration of Acceptance of Office as required by Law.

3 Vote of Thanks to Retiring Mayor

It was moved by Councillor Lubna Khan and seconded by Councillor Shbana Khan that the thanks of this Council be given to the retiring Mayor, Councillor Lord Wajid Khan of Burnley, for his service during the past Municipal Year.

On being put to the vote the motion was declared to be carried and it was
RESOLVED UNANIMOUSLY

4 Appointment of Deputy Mayor 2021-22

It Was moved by Councillor Margaret Lishman and seconded by Councillor Sue Graham and it was
RESOLVED UNANIMOUSLY

That Councillor Cosima Towneley be appointed as Deputy Mayor, to act as Mayor during the illness or absence of the Mayor for the period of his year of Office.

The Deputy Mayor Councillor Cosima Towneley then made and signed the Statutory Declaration of Acceptance Of Office as required by Law.

5 Mayor's Communications

The Chief Executive, Mick Cartledge, reported that there would be a special Mayoral ceremonial event later in the year when Covid 19 restrictions have been eased. He also stated that the Mayor`s Charity Dinner Dance would be held on Saturday 26th February 2022 at Burnley Mechanics Theatre,

Planning Reform Motion

Proposer: Scott Cunliffe

Seconder: Andy Fewings

This Council notes:

- 1) The Government is proposing as part of planning reforms to remove local residents' rights to object to individual planning applications in their own neighbourhood if the area is zoned for growth or renewal;

This Council believes:

- 1) That planning works best when the council, developers and the local community work together to shape local areas and deliver, where necessary, new homes and other developments in suitable locations;

This Council resolves:

- 1) that the CEO will write to the MP for Burnley and the Leader of the House of Commons to urge them to call on the Government to protect the right of communities to help shape planning policies and to comment (including object) to individual planning applications and the details of schemes.

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Parliamentary Boundary Review 2023**REPORT TO FULL COUNCIL**

DATE	22/07/2021
PORTFOLIO	Leader
REPORT AUTHOR	Rob Dobson
TEL NO	Ext 3115
EMAIL	rdobson@burnley.gov.uk

PURPOSE

1. That Full Council consider the proposed changes to the parliamentary boundaries put forward by the Boundary Commission.

RECOMMENDATION

2. Full Council is recommended to either:
 - a) Ask the Chief Executive to write to the Boundary Commission supporting the changes to the Burnley Parliamentary boundary (with or without amendments), or;
 - b) Ask the Chief Executive to write to the Boundary Commission opposing the changes to the Burnley Parliamentary boundary (with or without amendments), or
 - c) Not respond to the consultation.

REASONS FOR RECOMMENDATION

3. The consultation ends on 2 August 2021. The views of council will be submitted as the council's consultation response.

SUMMARY OF KEY POINTS**Parliamentary Boundary Review 2023**

4. The Boundary Commission for England (BCE) is an independent and impartial non-departmental public body, which is responsible for reviewing Parliamentary constituency boundaries in England.
5. The BCE has the task of periodically reviewing all the Parliamentary constituencies in England. It is currently conducting a review on the basis of rules most recently updated by Parliament in 2020. These latest rules retain 650 constituencies for the UK Parliament as a whole, and require constituencies that BCE propose or recommend to comply with strict parameters, in particular as far as the number of electors in each constituency is concerned.

6. The review process is informed by public consultation as described at paragraph 10 below. In light of all the views expressed about these initial proposals, the BCE may revise them and then conduct a further round of written consultation on the revised proposals.
7. The BCE is required to make a formal final report to the Speaker of the House of Commons before 1 July 2023, recommending any changes that it believes are appropriate to the distribution, size, shape, name or designation of constituencies in England. The current constituencies review is therefore referred to as ‘the 2023 Review’.
8. The Government must turn the recommendations of the BCE (and those of the equivalent Commissions for the other three parts of the UK) into an ‘Order in Council’ that implements the recommendations. The constituencies set out in the Order will then be implemented for the next General Election after the date on which the legislation is approved.

The initial proposals and review process

9. In its initial proposal, the boundary will no longer be co-terminous with the district council boundary. The proposed boundary is “Burnley and Bacup” and the changes are as follows:
 - a. The wards of Briercliffe and Lanehead form part of the proposed Pendle County parliamentary boundary.
 - b. The wards of Greensclough, Irwell, Stacksteads, Facit and Shawforth, and Healy and Whitworth, which are currently part of the Rossendale and Darwen parliamentary boundary, fall within the Burnley and Bacup proposal.
10. The consultation on initial proposals ends on 2 August. The process is then:
 - Early 2022: Secondary consultation and public hearings.
 - All of the responses to the first consultation are published and there is a six-week period of 'secondary consultation', during which people can give BCE their views on what others have said in the first consultation. There are no new proposals from BCE at this stage. During this six week period, it will also hold a limited number of public hearings in each English region (more details of these hearings will be made available closer to the time).
 - Late 2022: Third and final consultation:
 - After analysing all the responses from the first and second consultations, BCE will make appropriate changes to its initial proposals and publish these 'revised proposals' for a final four-week period of public consultation.
 - By 1 July 2023: Final report and recommendations
 - After analysing all the responses to the third consultation, BCE will make appropriate changes to its revised proposals, and submit its final report and recommendations.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

11. None directly arising from this report.

POLICY IMPLICATIONS

12. None arising directly from this report.

DETAILS OF CONSULTATION

13. Group Leaders, Member Structures & Support Working Group.

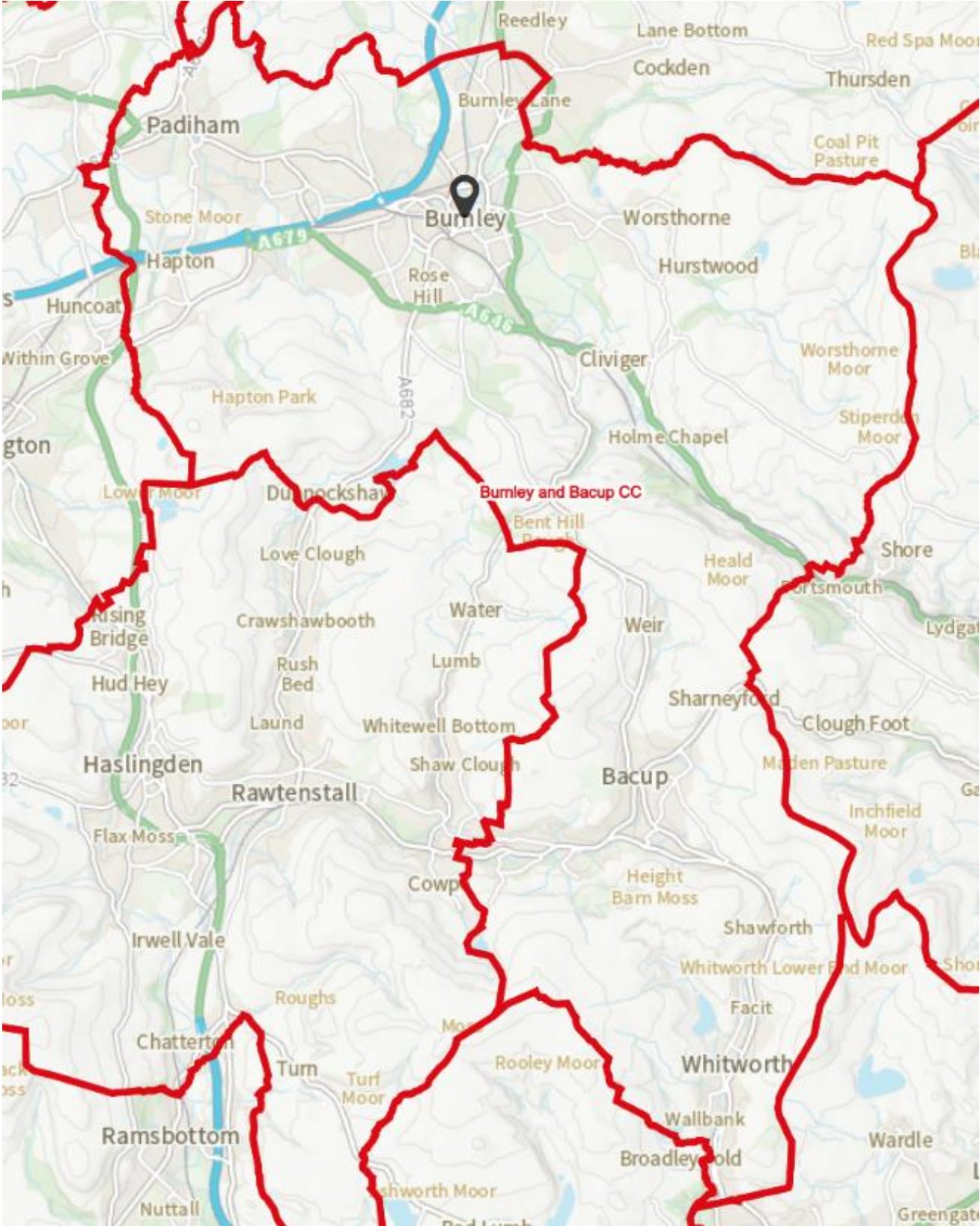
BACKGROUND PAPERS

14. Consultation website: <https://www.bcereviews.org.uk/>

Appendix 1: current Burnley constituency



Appendix 2: initial proposal



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Platinum Jubilee and Armed Forces Day 2022

REPORT TO THE EXECUTIVE



DATE	14 July 2021
PORTFOLIO	Leader
REPORT AUTHOR	Rob Dobson
TEL NO	Ext 3115
EMAIL	rdobson @burnley.gov.uk

PURPOSE

1. To recommend that the council establish a budget for the Queen's Platinum Jubilee celebrations and for an Armed Forces event in Towneley Park.

RECOMMENDATION

2. That the Executive recommend to Full Council that a budget of £20,000 is established from the revenue support reserve, for the Platinum Jubilee celebrations and an Armed Forces Day event to be held in summer 2022.

REASONS FOR RECOMMENDATION

3. In 2022, Her Majesty The Queen will become the first British Monarch to celebrate a Platinum Jubilee, seventy years of service, having acceded to the throne on 6th February 1952 when Her Majesty was 25 years old.
4. Throughout the year, Her Majesty and members of the Royal Family will travel around the country to undertake a variety of engagements to mark this historic occasion culminating with the focal point of the Platinum Jubilee Weekend in June.
5. An extended bank holiday, from Thursday 2nd to Sunday 5th June, will provide an opportunity for the people of Burnley to come together to celebrate the historic milestone. The four days of celebrations will include public events and community activities, as well as national moments of reflection on The Queen's 70 years of service.
6. Armed Forces day in 2022 falls on 25th June. Councillor Cosima Towneley, through the Covenant group and in her role as Armed Forces champion, has asked the council to help organise an armed forces event in Towneley Park. Councillor Towneley is expected to become Mayor of the Borough in 2022.

SUMMARY OF KEY POINTS

7. It is recommended that a budget of £10,000 is established to help parish councils and resident associations in Burnley organise street parties to celebrate the Jubilee. Eligible organisations will be invited to bid for up to a maximum of £1,000. In addition, as part of the celebrations, the council will celebrate the dedication and commitment of our local voluntary sector.
8. An Armed Forces Day parade in Towneley will bring residents from across the borough into the park. An organising committee will be formed to plan a successful event, and a budget of £10,000 is requested. The event will bring all communities together, and will commemorate the sacrifices made by our Armed Forces both now and in the past. If successful, the council may wish to put the borough forward to host the 2023 National Armed Forces day Event. Hosting the national event puts the host town or city in the spotlight, gathering national media and public interest.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

9. A one-off budget of £20,000 is requested from the revenue support reserve.

POLICY IMPLICATIONS

10. The Towneley event will bring in visitors to the town centre, promote Towneley as visitor destination, and promote the borough's uniformed youth organisations, which make a positive contribution to youth engagement in the town.

DETAILS OF CONSULTATION

11. The Armed Forces Covenant supports the proposed Towneley event.

BACKGROUND PAPERS

None

FURTHER INFORMATION

PLEASE CONTACT:

Rob Dobson

ALSO:

Catherine Swift

REPORT TO EXECUTIVE



DATE	14th July 2021
PORTFOLIO	Resources & Performance Management
REPORT AUTHOR	Amy Johnson
TEL NO	01282 477172
EMAIL	ajohnson@burnley.gov.uk

Final Revenue Outturn Position 2020/21**PURPOSE**

1. To report the provisional position on the Council's revenue accounts for 2020/21.

RECOMMENDATION

2. That the Executive Members are requested to recommend that Full Council approve:
 - a) The provisional final position on the Council's revenue account for 2020/21 shows a net underspend of £31k which has been transferred to the Revenue Support Reserve. The projected overspend from the outturn position estimated during quarter 3 budget monitoring was £49k.
 - b) The transfers to/from Earmarked Reserves totalling a net £5.058m increase to reserves (see Appendix 2).
 - c) The approval of additional revenue budget carry forward requests from Heads of Service totalling £2.198m (see Appendix 3).

REASONS FOR RECOMMENDATION

3. To conclude the revenue budget monitoring process for 2020/21 and report the final outturn position as outlined in the Council's Statement of Accounts for 2020/21.

SUMMARY OF KEY POINTS

Revenue Outturn position

4. Members will recall that there were three quarterly budget monitoring reports to the Executive during 2020/21. These reports disclosed that there were anticipated variations in spending and income compared with the revised budget. The third and most recent in-year monitoring report to Full Council, in February 2021, estimated a year end overspend of £49k on the revenue account.
5. Throughout the 2020/21 financial year the Government announced a series of financial interventions to help support local authorities and their residents/businesses during the current Coronavirus pandemic. Of these financial interventions this Council has received a direct funding allocation of £2.486m out of a Central Government fund of £4.43bn. Of our £2.486m allocation, £6k was a ringfenced grant towards tackling homelessness and £79k was ringfenced as part of the 'Re-opening High Streets Safely' scheme. A further £2.106m was received in four tranches: £75k received in Tranche 1 which was allocated to tackling homelessness, £882k in Tranche 2, £229k in Tranche 3 and £920k in Tranche 4. Tranche 2, 3 and 4 monies are un-ringfenced funding to assist with reductions in income received and additional cost pressures incurred by the Council caused by the Covid pandemic. Members approved, during the quarter 2 budget monitoring cycle, that the balance of £860k from the Tranche 4 funding would be transferred into a Covid-19 reserve which can be called upon when required to fund any related additional expenditure, loss of income and to support the recovery phase.
6. The Government also provided support for losses of income. Where these income losses were more than 5% of a council's planned income from sales, fees and charges, the Government provided funding for 75p in every pound lost due to the pandemic. The Council has submitted claims for income losses totalling £1.016m for the 2020/21 financial year. The scheme is to be continued for the first quarter of 2021/22.
7. Support for collection fund losses has also been provided through the Government's Tax Income Guarantee Scheme. For both business rates and council tax, the loss will be calculated by comparing estimated income due with actual income received in respect of 2020/21. The calculation is complex and figures used within the calculation have been taken from the relevant Government returns that the Council is required to submit. Compensation of 75% of the resulting loss will be paid via a Section 31 grant. The Council's 25% share of both business rates and council tax losses will be funded from the Volatility Reserve.
8. The final outturn on the Council's revenue account for 2020/21 has moved from an overspend position of £49k as estimated in the quarter 3 budget monitoring report to a year end underspend of £31k (see Appendix 1).

Table 1 below shows actual spend compared to budget and the associated variance for each service department.

Table 1:

		REVISED BUDGET £000	ACTUAL £000	SFC COMPENSATION INCOME £000	REVISED ACTUAL £000	VARIANCE £000
a	Economy and Growth	846	815	-11	804	-42
b	Policy and Engagement	174	201	-16	185	11
c	Management Team	352	346	0	346	-6
d	Sport and Culture Leisure Client	712	769	-187	582	-129
e	Green Spaces and Amenities	870	561	-97	464	-406
f	Streetscene	3040	3430	-374	3056	16
g	Housing and Development Control	-49	131	-93	38	88
h	Strategic Partnership	3880	3899		3899	19
i	Finance and Property	496	538	-27	511	15
j	Revenues and Benefits Client	-1341	-309	-202	-511	831
k	Legal and Democratic Services	1045	794	-9	785	-260
l	People and Development	207	188	0	188	-19
m	Central Budgets - Other (includes corporate costs eg utilities, apprenticeship levy)	-2250	-4736	1016	-3720	-1469
	Central Budgets - Savings Targets (see Table 2)	-213	0	0	0	213
				0	0	
	NET SERVICE BUDGET	7767	6628	0	6628	-1140
	Pensions	761	820	0	820	59
	Provisions (Balance to be determined at year end)	0	27	0	27	27
	Impairments (Provisions for Bad Debt)	0	0	0	0	0
	Parish Precepts (Disbursement to Parishes)	166	166	0	166	0
	Treasury (Investment Income & Expenditure)	879	987	0	987	108
	Capital Financing	2392	1976	0	1976	-416
	Earmarked Reserves (to / (from))	4121	4894	0	4894	773
	Strategic Reserves (to / (from))	-393	164	0	164	558
	NET CORPORATE ITEMS	7925	9034	0	9034	1109
	Council Tax	-7202	-7202	0	-7202	0
	Parish Precepts (Receipts from Council Tax Payers)	-166	-166	0	-166	0
	Business Rates: Retained Income	-4771	-4771	0	-4771	0
	Business Rates: S31 Grants (For award of business rates relief)	-1219	-1219	0	-1219	0
	Prior Year Collection Fund (Surplus)/Deficit	0	0	0	0	0
	Revenue Support Grant	-1640	-1640	0	-1640	0
	New Homes Bonus	-694	-694	0	-694	0
	Other Government Grants	0	0	0	0	0
	FUNDING	-15693	-15693	0	-15693	0
	BUDGET BALANCE	0	-31	0	-31	-31

A summary of the significant variances since quarter 3 is shown in the table below:

	Significant Variances £'000s
Underspends / Increased Income	
Reduced expenditure on the waste cleansing contract due to a budget contingency set aside not required in year.	(49)
Increased interment and crematorium income	(193)
Increased Expenditure / Reduced Income	
Reduction in car parking daily charges and enforcement income	60
Increase to Sundry Debtors provision based of the value of outstanding debts at year end.	74
Increased property fund dividend income offset by a reduction in temporary investment interest income due to the cut in the Bank Rate in 2020 and subsequent sustained low interest rates.	46
Decreased housing benefit income mainly due to a reduction in the Administration Subsidy received, offset in part by a reduction in the provision set aside for bad debts as a result of an in-year reduction in the number of outstanding debts.	36
Increase to the provision for bad debts in relation to property rental income to mitigate the impact of the Covid-19 pandemic on income recovery.	108

9. Reserves Transfers

The Executive is asked to recommend to Full Council approval of the movements in earmarked reserves being a net overall increase in the year of £5.058m, see Appendix 2, from £9.532m at the start of the year to an end position of £14.589m. This is an increase of £3.723m to the estimated year end position forecast at quarter 3.

Of the transfers to reserves, it is proposed to increase the Covid Reserve from the £0.860m, approved in the quarter 2 revenue monitoring report, to £1.589m. As stated previously, this reserve will be utilised to fund any future reduction in income, additional expenditure pressures, to support the recovery phase of the pandemic and to provide additional funding to resource any business-as-usual activities where service has been reprioritised during the pandemic.

Carry forwards of £2.198m have been requested, of which £1.553m relate to externally funded Covid-19 grant schemes and £0.433m to other sources of external funding. For all externally funded schemes it has been agreed by the funding provider that unspent monies can be carried forward for spend in 2021/22, if not the funding will have to be returned. The balance of £0.212m is made up of carry forward request from the council's revenue budgets – see Appendix 3.

The balance of General Reserves has remained at £1.379m.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

10. As shown in the body of the report and appendices.

POLICY IMPLICATIONS

11. The provisional outturn position will be reflected in the draft Statement of Accounts which will show the spending by the Council in pursuit of declared objectives in that financial year and the reserves and balances available for future spending. Following a consultation exercise carried out by MHCLG the deadline for completion of the draft Statement of Accounts has been extended from 31st May to 31st July and the audited Statement of Accounts from 31st July to 30th September. These deadlines are in accordance with recommendation 10 of the Redmond Review, and the change will initially be for a 2 year period: 2020/21 and 2021/22.

The draft Statement of Accounts will be subject to audit by the Council's external auditors, Grant Thornton UK LLP. There may be minor adjustments to the figures included within the provisional outturn as a result of the audit. The Accounts will be reported to the Audit and Standards Committee.

DETAILS OF CONSULTATION

12. None.

BACKGROUND PAPERS

13. None.

FURTHER INFORMATION

PLEASE CONTACT:

**Amy Johnson
Finance Manager**

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Revenue Underspending 2020/21**Appendix 1**

			Cumulative £000s
Forecast budget deficit position at 31/12/20 - Cycle 3			49
Final Variances			
<u>Expenditure Savings</u>			
Reduced waste cleansing contract expenditure	(49)		
Reduced Housing Benefits bad debts provision	(25)		
		(74)	
<u>Increased Income</u>			
Increased interment and crematorium income	(193)		
Increased property fund dividends	(14)		
		(207)	(281)
<u>Increased Expenditure</u>			
Increase to Sundry Debtors & Property Rents provision	182		
		182	
<u>Reduced Income</u>			
Reduced Housing Benefit Admin Subsidy income	61		
Reduced temporary investment interest income	60		
Reduced income from car parking daily charges	40		
Reduced income from car parking enforcement	20		
		181	363
Other minor net overspends/(underspends) under £20k	(162)		
		(162)	(162)
<u>Use of Reserves</u>			
Transfer to Revenue Support Reserve to achieve provisional outturn break even position	31	31	31
Break even position for year			-

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	Balance at 31 March 2019 £000s	2019/20		Balance at 31 March 2020 £000s	2020/21		Balance at 31 March 2021 £000s
		Net transfers In/(Out) £000s	Movements between Reserves £000s		Net transfers In/(Out) £000s	Movements between Reserves £000s	
Transfers to/from Earmarked Reserves							
Earmarked Reserves							
Specific Reserves							
Taxi Licensing	4	-	-	4	-	-	4
Selective Licensing	479	(90)	-	389	291	-	680
Local Development Framework	22	-	-	22	-	-	22
Housing Benefit Admin Subsidy	-	-	-	-	-	-	-
Transport & Plant Replacement	25	(4)	-	21	15	-	36
Rail Services	-	-	-	-	-	-	-
Revenue Grants Unapplied	241	24	(37)	228	(55)	-	173
Flood	-	-	-	-	-	-	-
Primary Engineer	37	-	-	37	-	-	37
Town Centre Management	-	-	-	-	-	-	-
Town Centre & Weavers Triangle	95	-	-	95	-	-	95
Burnley Bondholders	44	(22)	-	22	23	-	45
Business Rates Retention Volatility	1,859	2,087	-	3,946	292	(350)	3,888
Cremator Relining	30	15	-	45	(45)	-	-
Revenue Support	304	100	-	404	130	-	534
Carry Forwards	128	(81)	-	47	2,121	30	2,198
Regeneration Reserve	-	(138)	478	340	-	350	690
Sandygate Sinking Fund (New)	-	-	-	-	40	-	40
Sandygate Smoothing (New)	-	-	-	-	103	485	588
Pensions (New)	-	-	-	-	351	-	351
Elections (New)	-	-	-	-	38	-	38
Covid-19 (New)	-	-	-	-	1,589	-	1,589
Housing Initiatives (New)	-	-	-	-	-	51	51
	3,268	543	441	5,600	4,893	566	11,059
Strategic Reserves							
Transformation	1,328	480	-	1,808	750	(566)	1,992
Growth	2,650	(85)	(441)	2,124	(586)	-	1,538
	3,978	345	(441)	3,932	164	(566)	3,530
Total	7,246	888	-	9,532	5,057	-	14,589

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Service Unit / Task	Details	2020/21 Budget £	2020/21 Forecast Outturn £	2020/21 (Under) / Over Spend £	Amount to be Approved Q4 £
Policy & Engagement					
Liberata Contingency Budget	For the purchase of IT licences and equipment.	36,268	15,256	(21,012)	16,386
Sub-total		36,268	15,256	(21,012)	16,386
Green Spaces and Amenities					
Special Items	Thompson Park fitness project equipment ordered 20/21 - purchase order raised however delivery was not before 31st March 2021	32,000	21,327	(10,673)	10,673
Thompson Park donations	£2562 c/f released from reserves in year to fund trees for Thompson Park - request underspend at end of year go back into reserves	2,562	21	(2,541)	2,541
Grounds Maintenance	£5531 c/f released from reserves in year to fund additional benches - request underspend at end of year go back into reserves	11,031	8,312	(2,719)	2,719
Grounds Maintenance	Donations received for commemorative benches	(5,500)	(9,720)	(4,220)	4,220
Sub-total		40,093	19,940	(20,153)	20,153
Streetscene					
Other Surface Car Parks	Pioneer River Culvert - survey/report/structural assessment (see WLR) Structures such as this should be regularly inspected and assessed and we are aware that this has probably never happened since the Council took this site on. We need to understand the condition and load carrying capacity of the structure and to do this intrusive inspection sampling and testing will be required. Our expectation is that once we have a report we will need to programme works but at this stage we have no idea how substantial those works might be.	52,088	26,546	(25,542)	25,000
Waste Cleaning Contract	For purchase of a utility vehicle to be sourced by Green Spaces. Carry forward intended to fund the additional capital expenditure.	80,646	32,115	(48,531)	15,000
Sub-total		132,734	58,661	(74,073)	40,000
Legal & Democratic Services					
Member Training	Members have requested that the budget be carried forward. Training could not be carried out due to Covid-19 - monies to be spent 21/22 on training that could not be carried out in 20/21.	2,250	982	(1,268)	1,268
Sub-total		2,250	982	(1,268)	1,268

Economy & Growth					
Burnley Market Hall	To help support business support due to an increase in enquiries from prospective traders. Also to encourage new business start-up.	5,000	1,514	(3,486)	3,486
Burnley Market Hall	Grounds Maintenance: Work required to the compactor – ideally it wants replacing but at £15k that is not feasible	18,096	10,646	(7,450)	7,450
Markets Management	For advertising to re-brand the market i.e. new signage up outside, new poster designs, etc.	15,000	4,372	(10,628)	10,628
Planning Policy Consultants Fees	Required for Supplementary Planning Document and Development Plan Document committed by Exec in Feb 2020. Work couldn't happen in FY20/21 due to lockdown and reassignment of officers to business grants and awaiting outcomes of the plan-making reforms (2020 planning white paper).	40,000	0	(40,000)	40,000
Local Plan		12,258	1,936	(10,322)	10,322
		1,200	35	(1,165)	1,165
Sub-total		91,554	18,503	(73,051)	73,051
Housing & Development Control					
Private Sector Housing Renewal	Part time post to Identify Families living in Fuel Poverty (Green Party Request)	18,000	0	(18,000)	18,000
Private Sector Housing Renewal	Increase resources to Housing Standards and Energy Efficiency (Labour Party Request)	16,000	0	(16,000)	16,000
Sub-total		34,000	0	(34,000)	34,000
	Totals	336,899	113,342	(223,557)	184,858

Externally Funded Covid-19 Grant Schemes to be Carried Forward to 2021/22

<u>Service Unit / Task</u>	<u>Details</u>	<u>2020/21 Budget</u>	<u>2020/21 Forecast Outturn</u>	<u>2020/21 (Under) / Over Spend</u>	<u>Amount to be Approved</u>
		£	£	£	£
<u>Policy & Engagement</u>					
Clinically Extremely Vulnerable	Non-ringfenced funding to support clinically extremely vulnerable individuals who are advised to shield.	283,496	47,625	(235,871)	235,871
Community Champions	Ringfenced funding to support people shown to be most at risk from Coronavirus (COVID-19) including those from an ethnic minority background, disabled people and others to follow safer behaviours and reduce the impact of the virus on themselves and those around them.	106,500	69,535	(36,965)	36,965
Sub-total		389,996	117,160	(272,836)	272,836
<u>Green Spaces and Amenities</u>					
Cultural Recovery Fund - Towneley Hall	Ringfenced funding to maintain England's cultural ecology by supporting significant organisations, which were financially sustainable before Covid-19 but are now at imminent risk of failure and have exhausted all other options for increasing their resilience.	116,476	39,065	(77,411)	77,411
Townley Hall - Museums & Schools Project	Unspent Covid-19 Adaptation funding received to supply loan box resources for schools due to Covid restrictions	2,500	1,831	(669)	669
National Leisure Recovery Fund	Funding to support eligible public sector leisure centres to reopen to the public. To be passed to Burnley Leisure.	0	(171,542)	(171,542)	171,542
Sub-total		118,976	(130,646)	(249,622)	249,622
<u>Revenues & Benefits Client</u>					
Council Tax Hardship Fund	Ringfenced funding to support those facing council tax hardship.	1,283,415	1,091,514	(191,901)	191,901
Sub-total		1,283,415	1,091,514	(191,901)	191,901
<u>Corporate</u>					
Test & Trace Discretionary Payments	Ringfenced funding to support those requiring to self isolate, but do not meet the criteria of the mandatory scheme.	154,000	152,000	(2,000)	2,000
Additional Restrictions Grant	Discretionary grant scheme to provide financial support to businesses not eligible under the LRS scheme.	2,568,281	1,731,497	836,784	836,784
Sub-total		2,722,281	1,883,497	834,784	838,784
Totals		4,514,668	2,961,525	120,425	1,553,143

Externally Funded Grant Schemes to be Carried Forward to 2021/22

<u>Service Unit / Task</u>	<u>Details</u>	<u>2020/21 Budget</u>	<u>2020/21 Forecast Outturn</u>	<u>2020/21 (Under) / Over Spend</u>	<u>Amount to be Approved</u>
		£	£	£	£
<u>Policy & Engagement</u>					
ESOL (English for Speakers of Other Languages)	Grant funding received in year not fully spent. To be rolled forward to 2021/22	64,368	24,296	(40,072)	40,072
Cyber Resilience Grant	Funding received March 2021 for delivery of the Cyber Treatment Plan.	-	(200,000)	(200,000)	200,000
Sub-total		64,368	(175,704)	(240,072)	240,072
<u>Streetscene</u>					
Community Safety - Safer Streets Project	Grant funding received in year not fully spent. To be rolled forward to 2021/22	78,700	38,755	(39,945)	39,945
Sub-total		78,700	38,755	(39,945)	39,945
<u>Economy & Growth</u>					
HAZ Heritage Action Zone	Cultural programme grant funding received in year not fully spent. To be rolled forward to 2021/22	7,500	1,287	(6,213)	6,213
Sub-total		7,500	1,287	(6,213)	6,213
<u>Housing & Development Control</u>					
Flexible Homeless Grant	To Fund post and temporary accommodation budget	(88,409)	(190,074)	(101,665)	101,665
Homelessness	To Fund Rough Sleepers and the ABEN project	45,000	0	(45,000)	45,000
Sub-total		(43,409)	(190,074)	(146,665)	146,665
Totals		107,159	(325,736)	(432,895)	432,895

Request for Prior Year Carry Forwards to be Carried Forward to 2021/22

<u>Service Unit / Task</u>	<u>Details</u>	<u>2020/21 Budget</u>	<u>2020/21 Forecast Outturn</u>	<u>2020/21 (Under) / Over Spend</u>	<u>Amount to be Approved</u>
		£	£	£	£
<u>Policy & Engagement</u>					
Childrens University	Carry forward from 2019/20 but not utilised due to Covid 19. Request to carry forward to 2021/22				6,920
Digital Transformation (Idox)	Carry forward from 2019/20 but not utilised due to Covid 19. Request to carry forward to 2021/22				11,896
Sub-total		0	0	0	18,816
<u>Green Spaces and Amenities</u>					
Towneley Landscape & Collection Project	Carry forward from 2018/19 but not yet utilised . Request to carry forward to 2021/22				2,000
Towneley Bonfire Sponsorship	Carry forward from 2019/20. Sponsorship money for the 2020/21 bonfire. Request to carry forward to 2021/22.				5,000
Donation - Friends of Towneley Park	Carry forward from 2018/19 but not yet utilised . Request to carry forward to 2021/22				1,970
Sub-total		0	0	0	8,970
Totals		0	0	0	27,786

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REPORT TO EXECUTIVE



DATE	14th July 2021
PORTFOLIO	Resources & Performance Management
REPORT AUTHOR	Howard Hamilton Smith
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2020/21 Final Capital Outturn Position

PURPOSE

1. To report to Members on the performance of the 2020/21 capital investment programme and present the financing of capital expenditure incurred during 2020/21.
2. To seek approval of a revised 2021/22 capital budget after incorporating net carry forward commitments (slippage) from 2020/21.

RECOMMENDATION

3. That the Executive Members are requested to recommend that Full Council approve:
 - a) The final position on capital spending and financing of £11.915m for 2020/21 as shown in Appendices 1 & 2, which equates to 87% of the final resources position.
 - b) The revised capital budget for 2021/22 totalling £20.527m as outlined in Appendix 3, (including net carry forward of £1.735m).

REASONS FOR RECOMMENDATION

4. To conclude the capital budget monitoring process for 2020/21 and report the final outturn position as outlined in the Council's Statement of Accounts for 2020/21.
5. To increase the 2021/22 Council capital programme for amounts carried forward from 2020/21 and other budget adjustments as shown in Appendix 3.

Capital Outturn Position

6. Budget Changes and Expenditure Outturn Position:

After incorporating all the recommendations approved throughout the financial year, the original capital budget of £19.468m (approved at Full Council on 26 February 2020) was revised to a final position of £14.477m per the cycle 3 capital monitoring report presented to the Executive on the 15 February 2021.

Appendix 1 shows the final resources and outturn position. Additional resources have been utilised in financing the outturn expenditure position totalling £0.085m split between:

- £0.068m of brought-forward funding from 2021/22 (“reverse slippage”), utilising in advance, resources originally approved within the 2021/22 capital programme at Full Council on 24 February 2021.
- £0.017m of other additional resources were identified, utilising more of the Better Care Funding.

Resources of £0.853m were no longer required, including £0.549m of Housing Capital underspends, and £0.295m Lower St James Street funding from LCC, which were deducted from the budget.

Therefore, the final position available to finance capital expenditure in 2020/21 totalled £13.719m. The final outturn level of expenditure incurred for 2020/21 totalled £11.915m which gives a net underspend of £1.804m or 87% spend against the final resources position.

Appendix 2 lists the financing elements of each scheme within the 2020/21 capital programme spend, totalling £11.915m.

7. Carry Forward Requests (slippage)

Members are asked to note that a net £1.735m (£1.803m slippage less £0.068m reverse slippage) is the total that has been recommended to be carried forward into 2021/22. The following schemes account for the majority of the total slippage requested:

Safer Streets (£396k)

The Home Office funded Safer Streets project is one that has encountered delays as a result of conditions relating to Covid. As such we have applied for, and received, an extension to the program into 2021/22. The expenditure will be completed by the end of quarter 1 of this financial year.

Sandygate Halls (£219k)

This work has been delayed due to the Covid pandemic and will now take place during the summer of 2021/22.

Burnley Pendle Growth Programme (£300k)

Works to the Rosegrove junction, being undertaken by Lancashire County Council, have been slipped into quarter 1 of 2021/22.

Building Infrastructure Works (£668k)

The capital schemes included within this budget were being undertaken during the 2020/21 and 2021/22 financial years and an estimate of the allocation between the years was included within the quarter 3 monitoring report. This outturn report now reflects the actual spend in 2020/21 and the balance is requested to be slipped into 2021/22.

Further details can be seen in Appendix 1.

8. **Revised Capital Budget for 2021/22**

Members are asked to approve a revised capital budget for 2021/22 after incorporating the adjustments identified within this outturn report.

Appendix 3 details the 2021/22 capital programme financing elements along with incorporating the year end resources adjustments and brought-forward funding elements identified within this outturn report, and incorporating the carry forward requests. This results in a revised capital programme totalling £20.527m.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

9. As shown in the body of the report and appendices.

POLICY IMPLICATIONS

10. The final outturn position will be reflected in the Statement of Accounts which shows the spending by the Council in pursuit of declared objectives in that financial year and the reserves and balances available for future spending. Following a consultation exercise by MHCLG the deadline for the completion of the draft Statement of Accounts has been extended from 31st May to 31st July and the audited Statement of Accounts from 31st July to 30th September. These deadlines are in accordance with recommendation 10 of the Redmond Review and the change will initially be for a 2 year period: 2020/21 and 2021/22. The Statement of Accounts will be reported to the Audit and Standards Committee.

DETAILS OF CONSULTATION

11. None.

BACKGROUND PAPERS

12. None.

FURTHER INFORMATION

PLEASE CONTACT:

**Howard Hamilton Smith
Head of Finance & Property**

Final Capital Outturn Position for 2020/21

APPENDIX 1

Scheme Name	Final Budget Position Approved by Executive £	Additional Resources Utilised at Year End		Resources no longer required / available £	Final Resources Position At Year End £	Expenditure Outturn Position £	Expenditure Outturn to Final Resources Position as at Year End %	Slippage Requested £
		Additional Financing made available at Year End £	"Reverse Slippage" Budgets utilised from 2021/22 £					
GREEN SPACES AND AMENITIES								
Brun Valley Forest Park	2,019	-	-	-	2,019	2,019	100%	-
Play Area Improvement Programme	9,139	-	-	-	9,139	9,139	100%	-
Worsthorne Recreation Ground Improvements	195,000	-	-	-	195,000	141,475	73%	53,525
Vehicle and Machinery Replacement	159,128	-	-	-	159,128	159,128	100%	-
Thompson Park Restoration Project	84,065	-	1,427	-	85,492	85,492	100%	-
Stoops Wheeled Sport	3,792	-	-	-	3,792	2,867	76%	925
Prairie Artificial Turf Pitch	46,221	-	-	-	46,221	5,409	12%	40,812
	499,364	-	1,427	-	500,791	405,529	81%	95,262
STREETSCENE								
Alleygate Programme	26,245	-	-	-	26,245	25,561	97%	684
River Training Walls	18,384	-	5,993	-	24,377	24,377	100%	-
CCTV Infrastructure	2,409	-	-	-	2,409	2,409	100%	-
Purchase Replacement Vehicle	7,400	-	-	-	7,400	7,400	100%	-
Safer Streets	470,800	-	-	-	470,800	74,544	16%	396,256
	525,238	-	5,993	-	531,231	134,291	25%	396,940
REGENERATION AND PLANNING POLICY								
Padiham Townscape Heritage Initiative	359,000	-	-	-	359,000	333,879	93%	25,121
Pioneer Place	135,432	-	-	-	135,432	71,833	53%	63,599
Sandygate Halls	4,172,079	-	-	-	4,172,079	3,953,141	95%	218,938
NW Burnley Growth Corridor	2,259,626	-	27,658	-	2,287,284	2,287,284	100%	-
Burnley-Pendle Growth Programme	722,000	-	-	-	722,000	422,000	58%	300,000
Lower St James Street Historic Action Zone	960,000	-	33,350	(295,000)	698,350	698,350	100%	-
Padiham Town Hall Improvements	331,379	8,996	-	-	340,375	340,375	100%	-
Finsley Wharf & Canal Towpath Improvements	33,000	-	-	-	33,000	33,000	100%	-
Former Open Market & Former Cinema Block	30,108	-	-	-	30,108	22,370	74%	7,738
	9,002,624	8,996	61,008	(295,000)	8,777,628	8,162,232	93%	615,396
FINANCE								
Leisure Centre Improvements	95,058	-	-	-	95,058	65,989	69%	29,069
Building Infrastructure Works	1,648,938	(8,996)	-	-	1,639,942	973,225	59%	666,717
	1,743,996	(8,996)	-	-	1,735,000	1,039,214	60%	695,786
LEISURE								
Mechanics Lighting Equipment	55,000	71	-	-	55,071	55,071	100%	-
	55,000	71	-	-	55,071	55,071	100%	-
HOUSING AND DEVELOPMENT CONTROL								
Emergency Repairs	70,000	17,077	-	-	87,077	87,077	100%	-
Better Care Grant	1,200,000	-	-	(110,447)	1,089,553	1,089,553	100%	-
Energy Efficiency	40,000	-	-	(2,224)	37,776	37,776	100%	-
Empty Homes Programme Interventions, Acquisitions and Demolitions	1,300,000	-	-	(436,149)	863,851	863,851	100%	-
	25,943	94	-	-	26,037	26,037	100%	-
	2,635,943	17,171	-	(548,820)	2,104,294	2,104,294	100%	-
CHIEF EXECUTIVE								
Ward Opportunities Fund	14,500	-	-	-	14,500	14,500	100%	-
	14,500	-	-	-	14,500	14,500	100%	-
Final Capital Outturn Position for 2020/21	14,476,665	17,242	68,428	(843,820)	13,718,515	11,915,131	87%	1,803,384

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CAPITAL 2020/21 - FINAL SPEND POSITION

APPENDIX 2

Scheme Name	Final Spend Position £	FINANCING ELEMENTS												Total Financed Position £	
		Prudential Borrowing £	Revenue Contributions / Reserves £	Better Care Grant £	Historic England Fund £	Heritage Lottery Fund £	Lancashire Enterprise Partnership £	LCC £	Football Foundation £	Sport England £	Home Office £	Capital Receipts £	Vacant Property Initiative Receipts £		S106 Payments / 3rd Party Contributions £
SERVICE UNIT: GREEN SPACES AND AMENITIES															
!Brun Valley Forest Park	2,019	-	-	-	-	-	-	-	-	-	-	-	2,019	2,019	
!Play Area Improvement Programme	9,139	-	-	-	-	-	-	-	-	-	-	-	9,139	9,139	
!Worsthorne Recreation Ground Improvements	141,475	-	-	-	-	-	-	60,606	-	-	47,000	-	33,869	141,475	
!Vehicle and Machinery Replacement	159,128	-	159,128	-	-	-	-	-	-	-	-	-	-	159,128	
!Thompson Park Restoration Project	85,492	-	-	-	-	85,492	-	-	-	-	-	-	-	85,492	
!Stoops Wheeled Sport	2,867	-	-	-	-	-	-	-	2,867	-	-	-	-	2,867	
!Prairie Artificial Turf Pitch	5,409	-	-	-	-	-	-	5,409	-	-	-	-	-	5,409	
	405,529	-	159,128	-	-	85,492	-	66,015	2,867	-	47,000	-	45,027	405,529	
SERVICE UNIT: STREETSCENE															
!Alleygate Programme	25,561	-	-	-	-	-	-	-	-	-	25,561	-	-	25,561	
!River Training Walls	24,377	-	-	-	-	-	-	-	-	-	24,377	-	-	24,377	
!CCTV Infrastructure	2,409	-	-	-	-	-	-	-	-	-	2,409	-	-	2,409	
!Purchase Replacement Vehicle	7,400	7,400	-	-	-	-	-	-	-	-	-	-	-	7,400	
!Safer Streets	74,544	-	-	-	-	-	-	-	-	74,544	-	-	-	74,544	
	134,291	7,400	-	-	-	-	-	-	-	74,544	52,347	-	-	134,291	
SERVICE UNIT: REGENERATION AND PLANNING POLICY															
!Padiham Townscape Heritage Initiative	333,879	-	-	-	-	233,715	-	-	-	-	73,190	-	26,974	333,879	
!Pioneer Place	71,833	-	71,833	-	-	-	-	-	-	-	-	-	-	71,833	
!Sandygate Halls	3,953,141	3,953,141	-	-	-	-	-	-	-	-	-	-	-	3,953,141	
!NW Burnley Growth Corridor	2,287,284	-	-	-	-	-	2,287,284	-	-	-	-	-	-	2,287,284	
!Burnley-Pendle Growth Programme	422,000	-	422,000	-	-	-	-	-	-	-	-	-	-	422,000	
!Lower St James Street Historic Action Zone	698,350	-	215,000	-	283,350	-	-	200,000	-	-	-	-	-	698,350	
!Padiham Town Hall Improvements	340,375	42,174	-	-	-	-	298,201	-	-	-	-	-	-	340,375	
!Finsley Wharf & Canal Towpath Improvements	33,000	-	33,000	-	-	-	-	-	-	-	-	-	-	33,000	
!Former Open Market & Former Cinema Block	22,370	22,370	-	-	-	-	-	-	-	-	-	-	-	22,370	
	8,162,232	4,017,685	741,833	-	283,350	233,715	2,585,485	200,000	-	-	73,190	-	26,974	8,162,232	
SERVICE UNIT: FINANCE															
!Leisure Centre Improvements	65,989	65,989	-	-	-	-	-	-	-	-	-	-	-	65,989	
!Building Infrastructure Works	973,225	789,010	131,000	-	-	-	-	-	-	-	53,215	-	-	973,225	
	1,039,214	854,999	131,000	-	-	-	-	-	-	-	53,215	-	-	1,039,214	
SERVICE UNIT: LEISURE															
!Mechanics Lighting Equipment	55,071	55,071	-	-	-	-	-	-	-	-	-	-	-	55,071	
SERVICE UNIT: HOUSING AND DEVELOPMENT CONTROL															
!Emergency Repairs	87,077	-	-	87,077	-	-	-	-	-	-	-	-	-	87,077	
!Better Care Grant	1,089,553	-	-	1,089,553	-	-	-	-	-	-	-	-	-	1,089,553	
!Energy Efficiency	37,776	-	10,000	27,776	-	-	-	-	-	-	-	-	-	37,776	
!Empty Homes Programme	863,851	-	-	-	-	-	-	-	-	-	-	863,851	-	863,851	
!Interventions, Acquisitions and Demolitions	26,037	-	-	-	-	-	-	-	-	-	26,037	-	-	26,037	
	2,104,294	-	10,000	1,204,406	-	-	-	-	-	-	-	889,888	-	2,104,294	
SERVICE UNIT: CHIEF EXECUTIVE															
!Ward Opportunities Fund	14,500	-	-	-	-	-	-	-	-	-	14,500	-	-	14,500	
Total	11,915,131	4,935,155	1,041,961	1,204,406	283,350	319,207	2,585,485	200,000	66,015	2,867	74,544	240,252	889,888	72,001	11,915,131

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2021/22 CAPITAL BUDGET AND FINANCING ELEMENTS

APPENDIX 3

Service Unit	Scheme Name	Original Budget £	Reprofiled from 2020/21 £	Reverse Slippage £	Revised Budget £	FINANCING ELEMENTS														Total Proposed Budget £
						Prudential Borrowing £	Revenue Cont'n / Reserves £	Better Care Grant £	Historic England Fund £	Heritage Lottery Fund £	Lancashire Enterprise Partnership £	ERDF £	Football Foundation £	Sport England £	Home Office £	Capital Receipts £	Vacant Property Initiative Receipts £	3rd Party / Section 106 Unsecured £		
Green Spaces & Amenities	Play Area Improvement Programme	110,927			110,927												46,500		64,427	110,927
Green Spaces & Amenities	Vehicle and Machinery Replacement	150,000			150,000		150,000													150,000
Green Spaces & Amenities	Playing Pitch Improvements	88,000			88,000														88,000	88,000
Green Spaces & Amenities	Extention of Burnley Cemetery	25,000			25,000	25,000														25,000
Green Spaces & Amenities	Brun Valley Forest Park	35,219			35,219														35,219	35,219
Green Spaces & Amenities	Worsthorne Recreation Ground Improvements	69,180	53,525		122,705								122,705							122,705
Green Spaces & Amenities	Thompson Park HLF	67,600		(1,427)	66,173					51,173									15,000	66,173
Green Spaces & Amenities	Stoops Wheeled Sport	-	925		925										925					925
Green Spaces & Amenities	Prairie Artificial Turf Pitch	-	40,812		40,812								40,812							40,812
Streetscene	Alleygate Programme	25,000	684		25,684												25,684			25,684
Streetscene	River Training Walls	111,255		(5,993)	105,262												105,262			105,262
Streetscene	Refill Fountains	20,500			20,500		20,500													20,500
Streetscene	Safer Streets	-	396,256		396,256											396,256				396,256
Economy & Growth	Padiham Townscape Heritage Initiative	731,651	25,121		756,772					715,585							14,811		26,376	756,772
Economy & Growth	Pioneer Place	5,000,000	63,599		5,063,599	5,000,000	63,599													5,063,599
Economy & Growth	NW Burnley Growth Corridor - Phase 1	900,000		(27,658)	872,342					180,000	692,342									872,342
Economy & Growth	NW Burnley Growth Corridor - P+B37hase 2	1,030,000			1,030,000						680,000	350,000								1,030,000
Economy & Growth	Lower St James Street Historic Action Zone	1,116,926		(33,350)	1,083,576	127,455	185,000		597,227										173,894	1,083,576
Economy & Growth	Finsley Wharf & Canal Towpath Improvements	33,000			33,000		33,000													33,000
Economy & Growth	Vision Park	39,386			39,386						32,733						6,653			39,386
Economy & Growth	Former Open Market & Former Cinema Block	50,000	7,738		57,738	57,738														57,738
Economy & Growth	Town Centre & Weavers Triangle Project Work	536,370			536,370	500,000											36,370			536,370
Economy & Growth	Sandygate Halls	-	218,938		218,938	218,938														218,938
Economy & Growth	Burnley-Pendle Growth Corridor	-	300,000		300,000		300,000													300,000
Finance & Property	Leisure Centre Improvements	75,000	29,069		104,069	104,069														104,069
Finance & Property	Building Infrastructure Works	3,323,326	666,717		3,990,043	3,445,505											544,538			3,990,043
Housing & Development	Emergency Repairs	120,000			120,000			120,000												120,000
Housing & Development	Better Care Grant	3,794,007			3,794,007			3,794,007												3,794,007
Housing & Development	Energy Efficiency	40,000			40,000			40,000												40,000
Housing & Development	Empty Homes Programme	1,300,000			1,300,000													1,300,000		1,300,000
TOTAL OF ALL SCHEMES		18,792,347	1,803,384	(68,428)	20,527,303	9,478,705	752,099	3,954,007	597,227	946,758	1,405,075	350,000	163,517	925	396,256	779,818	1,300,000	402,916	20,527,303	

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REPORT TO EXECUTIVE



DATE	14th July 2021
PORTFOLIO	Resources and Performance Management
REPORT AUTHOR	Howard Hamilton-Smith
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Annual Treasury Management Report Review of 2020/21 Activity

PURPOSE

1. To inform members of the Council’s treasury management activity during 2020/21.

RECOMMENDATION

2. That the Executive recommends that Full Council note the annual treasury management activity for the year ended 31 March 2021.

REASONS FOR RECOMMENDATION

3. To comply with the regulations issued under the Local Government Act 2003 to produce an annual treasury management report review of activities and the actual prudential and treasury indicators for 2020/21. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code). Performance against the approved prudential and treasury indicators are shown in Appendix 1.

During 2020/21 the minimum reporting requirements were that Full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Full Council 26 February 2020)
- a mid-year treasury update report (Full Council 16 December 2020)
- an annual review following the end of the year describing the activity compared to the strategy (this report).

The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. This report is therefore

important, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by Members.

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Scrutiny Committee before they were reported to Full Council. Member training on treasury management issues was undertaken during the year on 10 March 2021 in order to support Members' scrutiny role.

SUMMARY OF KEY POINTS

4. The Economy and Interest Rates (Provided by Link Asset Services)

Coronavirus. The financial year 2020/21 will go down in history as being the year of the pandemic. The first national lockdown in late March 2020 did huge damage to an economy that was unprepared for such an eventuality. This caused an economic downturn that exceeded the one caused by the financial crisis of 2008/09. A short second lockdown in November did relatively little damage but by the time of the third lockdown in January 2021, businesses and individuals had become more resilient in adapting to working in new ways during a three month lockdown, so much less damage was caused than in the first one. The advent of vaccines starting in November 2020, were a game changer. The way in which the UK and US have led the world in implementing a fast programme of vaccination which promises to lead to a return to something approaching normal life during the second half of 2021, has been instrumental in speeding economic recovery and the reopening of the economy. In addition, the household saving rate has been exceptionally high since the first lockdown in March 2020 and so there is plenty of pent-up demand and purchasing power stored up for services in the still-depressed sectors like restaurants, travel and hotels as soon as they reopen. It is therefore expected that the UK economy could recover its pre-pandemic level of economic activity during quarter 1 of 2022.

Both the Government and the Bank of England took rapid action in March 2020 at the height of the crisis to provide support to financial markets to ensure their proper functioning, and to support the economy and to protect jobs.

The Monetary Policy Committee cut Bank Rate from 0.75% to 0.25% and then to 0.10% in March 2020 and embarked on a £200bn programme of quantitative easing QE (purchase of gilts so as to reduce borrowing costs throughout the economy by lowering gilt yields).

The MPC increased QE by £100bn in June and by £150bn in November to a total of £895bn. While Bank Rate remained unchanged for the rest of the year, financial markets were concerned that the MPC could cut Bank Rate to a negative rate; this was firmly discounted at the February 2021 MPC meeting when it was established that commercial banks would be unable to implement negative rates for at least six months – by which time the economy was expected to be making a strong recovery and negative rates would no longer be needed.

Average inflation targeting. This was the major change adopted by the Bank of England in terms of implementing its inflation target of 2%. The key addition to the Bank's forward guidance in August was a new phrase in the policy statement, namely

that “it does not intend to tighten monetary policy until there is clear evidence that significant progress is being made in eliminating spare capacity and achieving the 2% target sustainably”. This sets a high bar for raising Bank Rate and no increase is expected by March 2024, and possibly for as long as five years. Inflation has been well under 2% during 2020/21; it is expected to briefly peak at just over 2% towards the end of 2021, but this is a temporary short lived factor and so not a concern to the MPC.

Government support. The Chancellor has implemented repeated rounds of support to businesses by way of cheap loans and other measures, and has protected jobs by paying for workers to be placed on furlough. This support has come at a huge cost in terms of the Government’s budget deficit ballooning in 2020/21 and 2021/22 so that the Debt to GDP ratio reaches around 100%. The Budget on 3rd March 2021 increased fiscal support to the economy and employment during 2021 and 2022 followed by substantial tax rises in the following three years to help to pay the cost for the pandemic. This will help further to strengthen the economic recovery from the pandemic and to return the government’s finances to a balanced budget on a current expenditure and income basis in 2025/26. This will stop the Debt to GDP ratio rising further from 100%. An area of concern, though, is that the government’s debt is now twice as sensitive to interest rate rises as before the pandemic due to QE operations substituting fixed long-term debt for floating rate debt; there is, therefore, much incentive for the Government to promote Bank Rate staying low e.g. by using fiscal policy in conjunction with the monetary policy action by the Bank of England to keep inflation from rising too high, and / or by amending the Bank’s policy mandate to allow for a higher target for inflation.

BREXIT. The final agreement on 24th December 2020 eliminated a significant downside risk for the UK economy. The initial agreement only covered trade so there is further work to be done on the services sector where temporary equivalence has been granted in both directions between the UK and EU; that now needs to be formalised on a permanent basis. There was much disruption to trade in January as form filling has proved to be a formidable barrier to trade. This appears to have eased somewhat since then but is an area that needs further work to ease difficulties, which are still acute in some areas.

5. The Strategy for 2020/21

5.1 Investment Strategy and control of interest rate risk

Investment returns which had been low during 2019/20, plunged during 2020/21 to near zero or even into negative territory. Most local authority lending managed to avoid negative rates and one feature of the year was the growth of inter local authority lending. The expectation for interest rates within the treasury management strategy for 2020/21 was that Bank Rate would continue at the start of the year at 0.75 % before rising to end 2022/23 at 1.25%. This forecast was invalidated by the impact of the Covid-19 pandemic in March 2020 which caused the Monetary Policy Committee to cut Bank Rate in March, first to 0.25% and then to 0.10%, in order to counter the hugely negative impact of the national lockdown on large swathes of the economy. The Bank of England and the Government also introduced new programmes of supplying the banking system and the economy with massive amounts of cheap credit so that banks could help cash-starved businesses to survive the lockdown. The Government also supplied huge amounts of finance to local authorities to pass on to businesses. This meant that for most of the year there was much more liquidity in

financial markets than there was demand to borrow, with the consequent effect that investment earnings rates plummeted.

While the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the financial crisis. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

Investment balances have been kept to a minimum through the agreed strategy of using reserves and balances to support internal borrowing, rather than borrowing externally from the financial markets. External borrowing would have incurred an additional cost, due to the differential between borrowing and investment rates. Such an approach has also provided benefits in terms of reducing the counterparty risk exposure, by having fewer investments placed in the financial markets.

5.2 **Borrowing Strategy and control of interest rate risk**

During 2020/21, the Council maintained an under-borrowed position. This meant that the capital borrowing need, (the Capital Financing Requirement), was not fully funded with loan debt, as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as investment returns were very low and minimising counterparty risk on placing investments also needed to be considered.

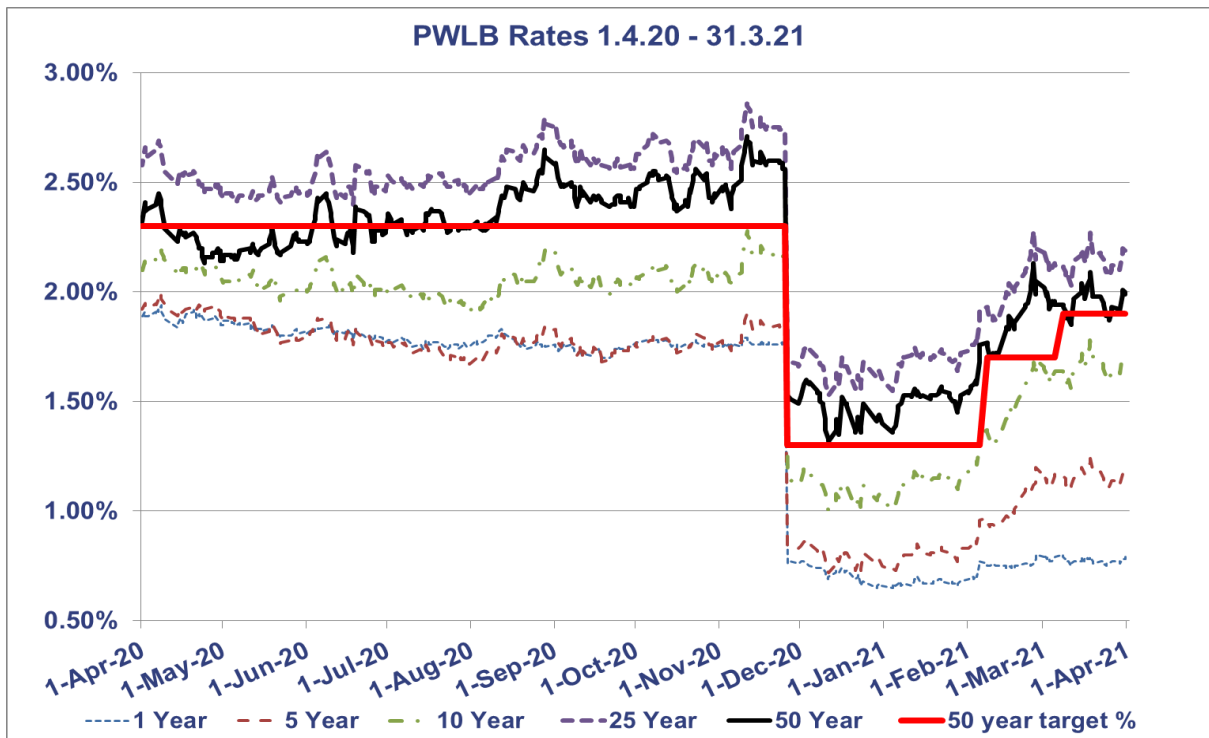
The policy of avoiding new borrowing by running down spare cash balances has previously been adopted and has served well over the last few years. However, this has been kept under review to avoid incurring higher borrowing costs in the future when this authority may not be able to avoid new borrowing to finance capital expenditure.

6. **The Borrowing Requirement and Debt**

The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR). The table below shows the Council's CFR for 2020/21.

£m	31 March 2020 Actual	31 March 2021 Budget	31 March 2021 Actual
CFR General Fund	37.7	43.8	41.7

7. Borrowing Rates in 2020/21



PWLB rates are based on, and are determined by, gilt (UK Government bonds) yields through H.M.Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields.

Gilt yields fell sharply from the start of 2020 and then spiked up during a financial markets melt down in March caused by the pandemic hitting western countries; this was rapidly countered by central banks flooding the markets with liquidity. While US treasury yields do exert influence on UK gilt yields so that the two often move in tandem, they have diverged during the first three quarters of 2020/21 but then converged in the final quarter. Expectations of economic recovery started earlier in the US than the UK but once the UK vaccination programme started making rapid progress in the new year of 2021, gilt yields and PWLB rates started rising sharply as confidence in economic recovery rebounded.

HM Treasury imposed two changes of margins over gilt yields for PWLB rates in 2019/20 without any prior warning. The first took place on 9th October 2019, adding an additional 1% margin over gilts to all PWLB period rates. That increase was then, at least partially, reversed for some forms of borrowing on 11th March 2020, but not for mainstream non-HRA capital schemes. A consultation was then held with local authorities and on 25th November 2020, the Chancellor announced the conclusion to the review of margins over gilt yields for PWLB rates; the standard and certainty margins were reduced by 1% but a prohibition was introduced to deny access to borrowing from the PWLB for any local authority which had purchase of assets for yield in its three year capital programme.

There is likely to be only a gentle rise in gilt yields and PWLB rates over the next three years as Bank Rate is not forecast to rise from 0.10% by March 2024 as the Bank of England has clearly stated that it will not raise rates until inflation is sustainably above its target of 2%.

8. **Borrowing Outturn for 2020/21**

Borrowing – Due to investment concerns, both counterparty risk and low investment returns, no borrowing was undertaken during the year.

Rescheduling – No rescheduling was done during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

Repayments – The following PWLB loans were repaid during the year, as scheduled:

Date	Lender	Principal	Balance at Repayment	Type	Interest Rate	Duration
30/9/20	PWLB	£1.0m	£1.0m	Maturity	5.15%	17 years
31/3/21	PWLB	£1.0m	£1.0m	Maturity	5.00%	20.5 years

9. **Investment Rates in 2020/21**

The Council operates a deposit account with its bank, HSBC, which pays an interest rate of 0.15% below Bank Rate. As Bank Rate is currently below this, HSBC have applied a rate of 0.01% to the account since August 2020. There was an average daily total of £19.4m being invested within the HSBC “sweep” deposit account in 2020/21. This was higher than the usual level of deposit due to the large amount of government funding being made available for distribution to businesses during the pandemic.

10. **Investment Outturn for 2020/21**

Investment Policy – the Council’s investment policy is governed by MHCLG investment guidance, which has been implemented in the annual investment strategy approved by Full Council on 26 February 2020. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data. This guidance is enhanced by advice from Link Asset Services.

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Investments held by the Council - the Council maintained a daily average balance of £28.5m of internally managed funds during 2020/21. These investments earned an average rate of return of 0.15%.

There were a total of 5 market investments made during the financial year, totalling £12m. The table below shows the amount deposited, and the rate of return against the market benchmark.

Counterparties	Date of Investment	Investment Made £m	Return	Benchmark
Santander (95 Day Notice)	05/08/2020	4.0	0.48%	0.015%
HSBC (31 Day Notice)	12/08/2020	2.0	0.12%	0.052%

Close Brothers Ltd (6 month fixed)	11/09/2020	2.0	0.45%	0.073%
Goldman Sachs (6 month fixed)	12/03/2021	2.0	0.28%	0.073%
Moray Council (6 month fixed)	19/03/2021	2.0	0.18%	0.073%

All investments were for one year or under.

The table below shows the maximum amount invested with any of the counterparties at any one time during the period April 2020 to the end of March 2021 against the maximum limits approved in the 2020/21 Treasury Management Strategy.

Counterparties	Maximum Limits £m	Highest level of Investment 2020/21 (£m)
HSBC	50.0	40.3
Bank of Scotland	4.0	4.0
Goldman Sachs	4.0	2.0
Santander UK plc	4.0	4.0
Close Brother Ltd	2.0	2.0
Suffolk County Council	2.0	2.0
Moray Council	2.0	2.0

11. **Interest payable on External Borrowing / Interest Receivable on Investments**

The total PWLB interest payable on external borrowing for 2020/21 was £1,156,188 compared to the annual budget of £1,144,466.

The total interest receivable on temporary investments in 2020/21 amounted to £40,107 compared to the annual budget of £119,995. The shortfall in interest received was due to the cut in Bank Rate at the start of the year and sustained low interest rates throughout the year.

12. **Property Fund Investments, & dividends received**

The Council continues to invest £2m in property funds with CCLA and Hermes. Dividends receivable amounted to £74,397 compared to a budget of £60,000.

The aim of the Property Fund investments is to provide high levels of income and long-term capital appreciation. During the pandemic, the UK economy and commercial property market have proved to be more resilient than many initial forecasts. The UK economy outlook and business confidence have been improving following positive outcomes from the vaccination programme and a gradual lifting of lockdown restrictions. Whilst the long-term social, economic, and political risks associated with the current pandemic are still unknown, there are signs that the impact to occupier and investor confidence in certain property market segments is starting to ease.

Valuations were reported on the basis of material value uncertainty (issued without expected confidence in their accuracy) at the end of March 2020, and trading was temporarily suspended in both property funds. This was removed in September 2020 and trading was resumed.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

13. None arising as a direct result of this report.

POLICY IMPLICATIONS

14. All transactions are in accordance with the Council's approved Treasury Policy Statement

DETAILS OF CONSULTATION

15. None

BACKGROUND PAPERS

16. Treasury Management Strategy Report & Prudential Indicators Report for 2020/21.

**FURTHER INFORMATION
PLEASE CONTACT:**

**Howard Hamilton-Smith,
Head of Finance & Property**

Appendix 1: Prudential and Treasury Indicators

During 2020/21, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Actual prudential and treasury indicators £m	2019/20 Actual	2020/21 Original	2020/21 Actual
Capital expenditure General Fund	14.0	19.4	11.9
Capital Financing Requirement: General Fund	37.7	43.8	41.7
Gross borrowing	37.7	35.7	35.7
Investments Under 1 year	17.9	23.1	19.8
Net borrowing	19.8	12.6	15.9

Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2020/21) plus the estimates of any additional capital financing requirement for the current (2021/22) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs in 2020/21.

The authorised limit - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2020/21 the Council has maintained gross borrowing within its authorised limit.

The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

£m	2020/21
Authorised limit	53.0
Maximum gross borrowing position	35.7
Operational boundary	48.1
Average gross borrowing position	37.2
Financing costs as a proportion of net revenue stream	13.3%

Overall Treasury Position as at 31 March 2021 – At the beginning and end of 2020/21 the Council's treasury position was as follows:

The maturity structure of the debt portfolio was as follows:

	31 March 2020 Principal £m	Rate/Return	Average Life yrs	31 March 2021 Principal £m	Rate/Return	Average Life yrs
Fixed rate funding:						
PWLB	37.7	2.76%	16.8	35.7	3.07%	17.5
	31 March 2020 Actual £m			31 March 2021 Actual £m		
Total debt	37.7			35.7		
Capital Financing Requirement	37.7			41.7		
Over / (under) borrowing	-			(6.0)		
Total investments	17.9			19.8		
Net debt	19.8			15.9		

The maturity structure of the debt portfolio was as follows:

	31 March 2020 Actual £m	2020/21 Original Limits £m	31 March 2021 Actual £m
Under 12 months	2.0	1.2	1.2
12 months and within 24 months	1.2	1.1	1.1
24 months and within 5 years	6.0	4.9	4.9
5 years and within 10 years	1.1	1.1	1.1
10 years and within 20 years	0.1	0.1	0.1
20 years and within 30 years	-	-	-
30 years and within 40 years	4.5	5.5	5.5
40 years and within 50 years	22.8	21.8	21.8
Totals	37.7	35.7	35.7

Constitutional Amendments & Reporting

REPORT TO FULL COUNCIL



DATE	22/07/2021
PORTFOLIO	Leader
REPORT AUTHOR	Eric Dickinson
TEL NO	01282 477256
EMAIL	edickinson@burnley.gov.uk

PURPOSE

1. To inform Full Council of the urgent decision made by the Chief Executive (Council Function) relating to establishing a budget for the Holiday Activities and Food (HAF) Programme 2021.
2. To inform Members of a waiver of call-in relating to an urgent decision taken by the Executive on a Levelling Up Fund Bid.
3. To inform Members of the detailed Part 3 Executive Portfolios 2021-22 which the Leader has agreed.
4. To consider a change to the Managing Attendance Policy and approve a subsequent Part 3 delegation (Council Function) to the Chief Operating Officer.
5. To consider a recommendation from Licensing Committee that Part 3 (Council Functions) relating to Licensing Committee be amended to add revocation of vehicle licences to the delegations of the Head of Legal and Democratic Services.

RECOMMENDATION

6. That the urgent decision made by the Chief Executive (Council Function) on 18th June 2021 relating to establishing a budget for the Holiday Activities and Food (HAF) Programme 2021 be noted (Appendix 1- Minute, and Executive Minute and Report).
7. That the waiver of call in granted relating to an urgent decision taken by the Executive on 17th June 2021 relating to the Levelling Up Fund Bid be noted (Appendix 2).
8. That the detailed Part 3 Executive Portfolios 2021-22 which the Leader agreed on 1st June 2021 be noted (Appendix 3).
9. That a change to the current Managing Attendance Policy (Appendix 4) be approved, and that the subsequent Part 3 delegation (Council Function) to the Chief Operating Officer also be approved, as set out in Paragraph 16.
10. That a recommendation from Licensing Committee be approved that Part 3 (Council Functions) of the constitution relating to Licensing Committee be amended to add revocation of vehicle licences to the delegations of the Head of Legal and Democratic Services (Appendix 5 - Licensing Minute and Report).

REASONS FOR RECOMMENDATION

11. To ensure that the requirements of the Constitution are upheld and transparency is maintained.
12. To ensure the Constitution is kept up to date and to enable decisions to be taken promptly.

SUMMARY OF KEY POINTS

13. At the 9 June 2021 Executive a report was approved which accepted external funding from LCC for a Holiday Activities and Food (HAF) Programme 2021, Within the report was a recommendation to establish a budget for the Programme, and due to urgency this was done by the Chief Executive on 18 June 2021 using the Part 3 Urgency (Council) delegation (Minute, and Executive Minute and Report attached as Appendix 1).
14. Part 4.5 of the constitution requires that a waiver to call-in be reported at Full Council. The Chair of Scrutiny waived call-in regarding the following decision: Levelling Up Fund Bid -17 June 2021 Executive.
The 17 June 2021 Executive confirmed the waiver -see Minutes (Appendix 2).
15. At the 19 May 2021 Appointments Council the Leader informed Members of the Executive Members for 2021-22 together with Portfolio titles. On 1st June 2021 the Leader agreed detailed Part 3 Executive Portfolios for 2021-22 (Appendix 3) and they were published as an Appendix to the Council's constitution.
Part 2 Article 7 of the constitution requires the detailed Part 3 Portfolios to be reported to Full Council for noting.
16. The Council's current Managing Attendance at Work Policy (Dec 2019) in Paragraph 9 relating to Permanent Ill Health Retirement refers to "...a decision on which tier of ill health benefits is to be paid will be made by the **Council...**". (Appendix 4)
It is proposed that the reference to "Council" be clarified and amended to "**Chief Operating Officer in consultation with the Executive Member for Resources and Performance on behalf of the Council.**"
Similarly in the next sentence relating to "if an ill health certificate is issued and is authorised by the **Council..**", it is proposed that the reference to "Council" be clarified and amended to "**Chief Operating Officer on behalf of the Council.**"

Consequently it is also proposed that Part 3 (Council) delegations for the Chief Operating Officer be updated to include the relevant delegation, as follows;
"To determine as part of the Council's Managing Attendance at Work Policy relating to Permanent Ill Health Retirement (Paragraph 9) which tier of ill health benefits is to be paid in consultation with the Executive Member for Resources and performance, and if an ill health certificate is issued to authorise it".
17. On 23rd June 2021 Licensing Committee considered a report on Improving Vehicle Standards , and recommended that Part 3 (Council Functions) relating to Licensing Committee be amended to add revocation of vehicle licences to the Head of Legal and Democratic Services (HoL&DS) delegations as follows:
At Part 3 1(b) Licensing Committee HoL&DS para 1(e)- **To be responsible for the suspension and revocation of Hackney Carriage vehicle licences and Private Hire vehicle licences**
The relevant Licensing Committee Minute and Report are attached as Appendix 5.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

18. None

POLICY IMPLICATIONS

19. None.

DETAILS OF CONSULTATION

20. Member Structures and Support Officer/Working Group.

BACKGROUND PAPERS

21. None.

FURTHER INFORMATION

PLEASE CONTACT:

ALSO:

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URGENT DELEGATED DECISION BY THE CHIEF EXECUTIVE

BURNLEY TOWN HALL

PRESENT

OFFICERS Eric Dickinson - Democracy Officer

1. HOLIDAY ACTIVITIES AND FOOD (HAF) PROGRAMME 2021
--

Purpose To seek approval for using the Chief Executive's urgency powers under Part 3 of the Constitution (Council) to establish the budget for the Holiday Activities with Food (HAF) programme 2021, which follows approval by the 9th June 2021 Executive (Minute 7) of the provision of a budget from LCC via the Department of Education for the HAF programme 2021 .

Reason For Decision To support the borough's most vulnerable residents and provide activities with food for those children and young people eligible for free school meals.

Decision That the Chief Executive in exercise of his urgency powers under Part 3 of the Constitution (Council Functions) approves the establishment of the budget for the Holiday Activities with Food (HAF) programme 2021, which followed approval by the 9th June 2021 Executive (Minute 7) of the provision of a budget from LCC via the Department of Education for the HAF programme 2021 .

Decision made by: Chief Executive

Date: 21st June 2021

Decision Published on: 21st June 2021

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EXECUTIVE

BURNLEY TOWN HALL

Wednesday, 9th June, 2021 at 6.30 pm

7. Holiday Activities and Food (HAF) Programme 2021

Councillor Afrasiab Anwar and Councillor Bea Foster left the room and they did not take part in this item.

For this item only, Councillor Sue Graham took the Chair.

PURPOSE

To seek approval for the provision of a budget from LCC via the Department of Education for the Holiday Activities with Food (HAF) Programme 2021 and to establish the budget.

REASON FOR DECISION

To support the borough's most vulnerable residents and provide activities with food for those children and young people eligible for free school meals.

DECISION

- (1) That the Head of Policy and Engagement be authorised to entered into an agreement with the county council to accept the funding to deliver the Holiday Activities with Food (HAF) Programme;
- (2) That the Head of Legal and Democratic Services be authorised to give effect to all necessary documentation to implement the above decision; and
- (3) That Full Council, or the Chief Executive under Council Urgency powers, be recommended to establish the budget using the HAF grant funding allocation for 2021.

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Holiday Activities and Food (HAF) programme 2021

EXECUTIVE



DATE	9th June 2021
PORTFOLIO	Executive Member for Health and Wellbeing
REPORT AUTHOR	Rob Dobson
TEL NO	3115
EMAIL	rdobson@burnley.gov.uk

PURPOSE

1. To seek approval for the provision of a budget from LCC via the Department of Education for the Holiday Activities with Food (HAF) programme 2021 and to establish the budget.

RECOMMENDATION

2. That the Head of Policy and Engagement is authorised to entered into an agreement with the county council to accept the funding to deliver the programme.
3. That the Head of Legal and Democratic Services is authorised to give effect to all necessary documentation to implement the above decision.
4. That Full Council, or the Chief Executive under Council Urgency powers, is recommended to establish the budget using the HAF grant funding allocation for 2021.

REASONS FOR RECOMMENDATION

5. To support the borough’s most vulnerable residents and provide activities with food for those children and young people eligible for free school meals.

SUMMARY OF KEY POINTS

6. Lancashire County Council (LCC) has received an allocation of £4,212,930 to make free places at holiday clubs available in the Easter, summer and Christmas school holidays in 2021.
7. LCC coordinated this activity for Easter 2021.
8. For delivery during the Summer and Christmas schools holidays LCC has given the funding to each of the 12 District Councils. The budget is apportioned to the number of free schools meal pupils in the District. Burnley will receive £397,891 as set out in an LCC determination letter.

9. This provision will be made available to children in the local authority area who are eligible for and receive benefits-related free school meals.
10. Grants will be given to partners who apply for funding and meet all eligibility criteria.
11. A steering group to oversee this programme has already been established (terms of reference attached as Appendix 1).
12. HAF 2021 guidance for Las can be found at:
<https://www.gov.uk/government/publications/holiday-activities-and-food-programme/holiday-activities-and-food-programme-2021>.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

13. A one-off grant of £397,891 will be given to Burnley Council for the delivery of activities over the summer and Christmas school holiday period. There are no new budget implications for the council arising from the programme.
14. Burnley Council will then grant fund partners who will provide the activities.
15. An additional allocation of £9300 is available for coordination.

POLICY IMPLICATIONS

16. The main implications are:
 - a. A steering group has already been established to oversee the delivery of the HAF programme in Burnley
 - b. Making sure that the HAF programme complements and enhances existing provision over the holidays.

DETAILS OF CONSULTATION

17. None.

BACKGROUND PAPERS

18. None.

FURTHER INFORMATION

PLEASE CONTACT: Rob Dobson

ALSO:

BURNLEY HAF STEERING GROUP

TERMS OF REFERENCE

Purpose:

To ensure all provision supported through the Burnley HAF funding effectively meet the requirements of the Department for Education guidance for the Holiday activities and food programme 2021 to provide enriching activities and healthy meals during the school holidays to children who receive benefits-related free school meals, during the Summer and Christmas Holidays in 2021.

Objectives:

Work collaboratively to support the development of partnerships, positive relationships and integrated working; ensuring there is a joined-up approach to providing local opportunities for children and young people to engage in activities.

To oversee the mapping of activity delivery and service providers to identify potential gaps in the market for the provision of activities

To provide support and challenge to ensure the programme is successful in providing a localised offer of a range of activities and food for FSM pupils

To establish and agree timetable for commissioning and grant applications and explore the potential for joint commissioning

To agree the HAF application process.

To promote and raise awareness/profile of the Burnley HAF and to increase local knowledge of what's available through joined up signposting

To scrutinise monitoring and evaluation data to assess the overall effectiveness of those projects/activities funded

To scrutinise monitoring and evaluation data to ensure there is equality of access to activity for all children and young people irrespective of ethnicity, gender, disability, sexuality, religion, etc.

Membership: Representatives of relevant stakeholder groups/forums including; Early Help Service, VCFs, Leisure services, Education, Burnley Council.

Frequency of meetings: The group will meet on a fortnightly basis

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EXECUTIVE

BURNLEY TOWN HALL

Thursday, 17th June, 2021 at 6.30 pm

PRESENT

MEMBERS

Councillors A Anwar (Chair), S Graham (Vice-Chair), B Foster, J Harbour, M Lishman and A Raja

OFFICERS

Lukman Patel	– Chief Operating Officer
Kate Ingram	– Strategic Head of Economy and Growth
Eric Dickinson	– Democracy Officer

12. Exclusion of the Public

Members determined that for the item on the agenda relating to the Levelling Up Fund Bid the public were not to be excluded from the meeting.

13. Levelling Up Fund Bid

PURPOSE

The purpose of this report is to seek Executive approval for a submission (and if successful acceptance) to the Levelling Up Fund including a matched funding contribution from the Council.

Members were informed of the following amendments to the financial information provided in the report;

Paragraph 15-replace 17.1M with 18.5M and replace 12M with 11.6M

Paragraph 16-replace 26.26M with 28M and replace 20M with 19.9M

Paragraph 17-add a benefit to cost ratio of 3.6 to 1.

REASON FOR DECISION

The Levelling Up Fund presents an opportunity to bring significant investment to the borough to deliver key projects set out in the Town Centre and Canalside Masterplan and the Burnley Economic Recovery and Growth Plan.

The Levelling Up Fund requires matched funding of a minimum of 10% of total costs.

DECISION

(1) That the Levelling Up Fund Bid as set out in this report, as amended, be approved;

- (2) That the use of the Town Centre Masterplan budget for match funding, as outlined in the report, be approved;
- (3) That Delegated authority be given to the Chief Executive to finalise the content and submit the Bid;
- (4) That Delegated authority be given to the Chief Executive in consultation with the Leader to accept the grant funding if the Bid is successful;
- (5) That Delegated authority be given to the Chief Executive to negotiate terms of the grant funding;
- (6) That Delegated authority be given to the Chief Executive to negotiate terms of any corresponding agreements with organisations including (without limitation) UCLan, Lancashire County Council, Network Rail and Community Rail Lancashire if the Bid is successful;
- (7) That Delegated authority be given to the Head of Legal & Democratic Services to execute all documents necessary to give effect to this decision, if the Bid is successful; and
- (1) That the Economy and Growth Service Unit, and all the partners involved, be thanked for the work done on the Levelling Up Fund Bid.

In accordance with and following the requirements set out in Paragraph 15 of Part 4.5 of the constitution regarding the agreement provided by the Chair of Scrutiny, it is stated that in the opinion of the Executive this decision is an urgent one and therefore not subject to call-in.

Executive Member Portfolios 2021-22 (010621)

Portfolio	Services	Officer		Responsibilities	Lead Roles
<p>Leader Councillor Afrasiab Anwar</p>	<p>Policy & Engagement</p>	<p>Chief Executive Head of Policy and Engagement</p>		<p>Ensure effective leadership of Council as a whole, that work is co-ordinated, resources are linked to agreed strategic priorities and the culture is responsive, open and helpful</p> <p>Determining the Council's strategic framework - Strategic Plan and ensuring this is translated into action</p> <p>Community Strategy Strategic direction of local, sub- regional and regional partnerships</p>	<p>Promotion of Burnley Community Strategy Strategic regional/sub-regional agenda Education and skills lead UCLan lead Local Government Association Barnfield and Burnley Development Company PLLACE Covid 19 Economic Recovery Board</p>

				<p>Overseas links and corporate hospitality</p> <p>Promoting inclusive growth and social inclusion within the borough</p> <p>Climate Change</p>	
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Portfolio	Services	Officer	Responsibilities	Lead Roles
Portfolio Holder for Health & Wellbeing Councillor Margaret Lishman	Green Spaces & Amenities Leisure & Culture	Chief Operating Officer Head of Green Spaces & Amenities Head of Policy and Engagement	Cemeteries & Crematoria Parks, Open Spaces and Allotments Towneley Hall Leisure & Culture Health Engagement and Communication Climate Change	Leisure Trust Armed Services/Military Covenant Champion Older People East Lancashire Health & Wellbeing Partnership Burnley and Pendle Childrens Partnership Burnley Together

Portfolio	Services	Officer	Responsibilities	Lead Roles
<p>Executive Member for Housing and Development Control</p> <p>Councillor John Harbour</p>	Housing & Development Control	<p>Chief Operating Officer</p> <p>Head of Housing & Development Control</p>	<p>Development Management</p> <p>Building Control</p> <p>All aspects of Housing, including Homelessness and Rough Sleeping</p> <p>Climate Change</p>	<p>Heritage Member Champion</p> <p>Pennine Lancashire Building Control Joint Committee</p> <p>Housing Associations in the Borough</p> <p>Private Rented Sector Forum</p> <p>Housing Joint Venture Partnership</p> <p>Selective Licensing</p>

Portfolio	Services	Officer	Responsibilities	Lead Roles
Executive Member for Economy & Growth Councillor Asif Raja	Economy & Growth	Chief Executive Strategic Head of Economy & Growth	All aspects of Economic Development Strategic Transport Town Centre Strategy Markets Planning Policy Climate Change	Economic Development Transport Policy Local Plan Business Engagement Town Centre and Canalside Masterplan Burnley Town Centre Partnership Growth Lancashire LEP Scrutiny

Portfolio	Services	Officer	Responsibilities	Lead Roles
Deputy Leader	People & Development	Chief Operating Officer	Budget Preparation & monitoring	Financial Planning and budget preparation
Executive Member for Resources & Performance	Legal & Democracy	Head of Finance & Property	Asset Management HR & Workforce Planning	Budget Consultation
Councillor Sue Graham	Finance & Property	Strategic HR Manager	Performance & Improvement	Risk Management
	Revenues & Benefits		Procurement	Organisational Development
	Policy and Engagement	Head of Legal & Democratic Services	Corporate Health & Safety	Performance
		Head of Policy and Engagement	Corporate Governance	Freedom of Information
			Customer Services & IT	Climate Change
			Civics - Civic matters/mayoral matters, Parish liaison	Sustainability Member Champion
			Climate Change	NWLA Employers Organisation

Portfolio	Services	Officer	Responsibilities	Lead Roles
<p>Executive Member for Community & Environmental Services</p> <p>Councillor Bea Foster</p>	<p>Streetscene</p> <p>Policy and Engagement</p>	<p>Chief Operating Officer</p> <p>Head of Streetscene</p> <p>Head of Policy & Engagement</p>	<p>All Streetscene issues</p> <p>Waste Collection/Recycling</p> <p>Community Safety</p> <p>Emergency Planning</p> <p>Equalities</p> <p>Young People</p> <p>Environmental Health & Licensing</p> <p>Climate Change</p>	<p>Equality & Inclusion</p> <p>Lancashire Police & Crime Panel (Liaison)</p> <p>County Waste Management Group</p> <p>Lancashire Waste Partnership</p> <p>Urbaser</p> <p>Public Transport Issues</p> <p>Environmental Enforcement Partnership</p> <p>Burnley and Pendle Citizens Advice Bureau</p>

Signed by Leader - Cllr Afrasiab Anwar;

A handwritten signature in black ink, reading "Afrasiab Anwar," written in a cursive style.

Dated; Tuesday 1st June 2021



Corporate Personnel Policy and Guidance
People and Development Team

Managing Attendance at Work

Policy and Guidance for all Employees



9. No Return to Work - Managing Health Review

- **Permanent Ill Health Retirement (For employees in the Pension Scheme)**

If the Chief Operating Officer determines, with advice from the Council's Occupational Health Consultant, that an employee might meet the criteria set out in Pension Regulations for ill health retirement, a referral will be made to the Independent Medical Officer. The Independent Medical Officer will review each case and determine whether the employee is permanently incapable of discharging efficiently the duties of their current employment and has a reduced likelihood of obtaining any gainful employment before normal retirement age.

If both these criteria are met then a decision on which tier of ill-health benefits is to be paid will be made by the **Council (to be amended)**, based on the advice of the Independent Medical Practitioner. If an ill health certificate is issued and is authorised by the **Council (to be amended)** and the employment is to be terminated, the employee will be advised...



LICENSING COMMITTEE

BURNLEY TOWN HALL

Wednesday, 23rd June, 2021 at 6.30 pm

27. Vehicle Standards Enforcement Options

The Environmental Health & Licensing Manager introduced the report which contained a number of options in relation to increasing the safety of licensed vehicles within the taxi fleet.

DECISION

It was resolved that:

1. The period of a vehicle licence be reduced to 4 months, increasing the number of routine inspections from 2 to 3 per annum, and
 - a. The 4 month Private Hire Vehicle licence fee be set at £52, and
 - b. The 4 month Hackney Carriage Vehicle fee be set at £83; and
2. **The Committee recommends that Full Council amends the Council's Constitution to add revocation of vehicle licences to the Head of Legal and Democratic Services (HoL&DS) delegations as follows:
At Part 3 1(b) Licensing Committee HoL&DS para 1(e)
'To be responsible for the suspension and revocation of Hackney Carriage vehicle licences and Private Hire vehicle licences'; and**
3. That the exceptional criteria policy be revised to apply the MOT inspection manual categories of 'dangerous', 'major' and 'minor' defects consistently to both the targeted intervention and exceptional condition criteria (which permits the licensing of hackney carriages up to 15 years).
4. The recommendation of the TTG to take no further action in relation to the request for extension to vehicle licences was noted.

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REPORT TO LICENSING COMMITTEE



DATE	23 rd June 2021
PORTFOLIO	Community & Environment
REPORT AUTHOR	Karen Davies
TEL NO	01282 425011
EMAIL	Kdavies@burnley.gov.uk

Improving Vehicle Safety Standards

PURPOSE

1. For Members to consider options to improve the safety of licenced vehicles on the taxi fleet.

RECOMMENDATION

2. That the Licensing Committee agrees:
 1. To reduce the period of a vehicle licence to 4 months, increasing the number of routine inspections from 2 to 3 per annum, and
 - a. To agree a 4 month Private Hire Vehicle licence fee of £52, and
 - b. To agree a 4 month Hackney Carriage Vehicle fee of £83; and/or
 2. To recommend that Full Council amends the Council's Constitution to add revocation of vehicle licences to the Head of Legal and Democratic Services (HoL&DS) delegations as follows:
At Part 3 1(b) Licensing Committee HoL&DS para 1(e)
`To be responsible for the suspension and revocation of Hackney Carriage vehicle licences and Private Hire vehicle licences`; and/or
 3. To revise the exceptional criteria policy to apply the MOT inspection manual categories of `dangerous`, `major` and `minor` defects consistently to both the targeted intervention and exceptional condition criteria (which permits the licensing of hackney carriages up to 15 years). See Appendix A.
 4. To consider the recommendation of the TTG to take no further action in relation to the request for extension to vehicle licences.

REASONS FOR RECOMMENDATION

3. To enable the Licensing Authority to fulfil its obligations to ensure that public safety is paramount by ensuring that vehicles licensed as Private Hire vehicles or Hackney Carriages are maintained to compliance standards by their respective proprietors.

SUMMARY OF KEY POINTS

4. All vehicles are currently licenced for 6 months and require testing at renewal. In order to monitor vehicle safety between tests, licensing enforcement officers conduct regular targeted intervention days in partnership with Lancashire Constabulary. These operations were paused in February 2020 owing to the Covid19 pandemic, resuming 13th April 2021 following the easing of restrictions. The targeted element of the intervention involves the police selecting cars to stop at roadside and requiring any with obvious defects to attend one of the approved testing centres for inspection by a VOSA qualified examiner. Because some degree of selection is involved, this approach is not a random `spot check`, and is not a reflection of the fleet as a whole.

Results during the last two years have seen consistently poor results which are summarised below;

7th August 2019 - 12 vehicles inspected - 12 vehicles failed (6 with serious faults), 10 vehicles suspended.

23rd September 2019 - 9 vehicles inspected - 9 vehicles failed (4 with serious faults), 7 vehicles suspended.

26th November 2019 - 13 vehicles inspected - 13 vehicles failed (9 with serious faults), 11 vehicles suspended.

26th February 2020 - 7 vehicles inspected - 6 vehicles failed (3 with serious faults), 4 vehicles suspended.

13th April 2021 - 10 vehicles inspected - 10 vehicles failed (8 with serious faults), 9 vehicles suspended.

Serious faults currently relate to issues with brakes, suspension, steering, and tyres.

5. Enforcement officers currently issue suspension notices where vehicles fail the test and the matter cannot immediately be rectified. They do so using their powers as under section 68 of the Local Government (Miscellaneous Provisions) Act 1976 as authorised officers under the legislation. A suspension means that the vehicle cannot be used as a private hire vehicle or Hackney Carriage until the issues are satisfactorily addressed and the suspension formally lifted. This would normally mean that the vehicle is presented to an approved testing station for re-examination or to a licensing officer depending on the nature of the failure.
6. Drivers and operators have previously been brought before Sub-Committee to have licences reviewed where their vehicles have not been maintained. Drivers and operators each blamed the other for faults identified often leading to no further action being taken. This was administratively cumbersome, expensive and delayed the response. Operator

licences in particular were sometimes transferred prior to review, making the process ineffective.

7. Despite these enforcement approaches, the results of targeted intervention operations remain poor. Enforcement officers currently have no further immediate powers to deal with serious or persistent failures.

Options available to strengthen the licensing regime, incentivise vehicle licence holders to pay greater attention to vehicle maintenance, and thereby improve public safety are:

- **Option 1 – Period of Licence**

Reduce the period of a vehicle licence to 4 months, thereby increasing the test frequency at renewal. This is the maximum number of times in a year that the Licensing Authority can require tests. This will involve additional expenditure to the trade (via an additional £15 admin payment to the Council for processing an extra licence each year, and a separate test fee payment direct to the testing station). This will not eliminate issues arising where vehicles are not maintained between tests.

- **Option 2 – Officer Delegations**

Increase officer powers by amending the Council's Constitution to add revocation of vehicle licences to the HoL&DS's delegated powers. The Head of Service will then be able to delegate this on to competent enforcement officers so that revocation powers can be used where an approved VOSA examiner identifies 2 or more dangerous or major faults, OR where the vehicle is found to have a poor maintenance history, evidenced by 2 or more previous suspensions for vehicle safety issues within the preceding 2 years. Dangerous and major faults are outlined in the government's 'MOT inspection manual: cars and passengers vehicles'.

Utilise existing HoL&DS delegation to suspend with immediate effect any licensed driver found behind the wheel of a licensed vehicle deemed by an approved VOSA examiner to have 2 or more dangerous or major faults.

- **Option 3 – Consistency of Faults**

For consistency, there is an additional recommendation to bring the exceptional condition criteria (which currently apply to Hackney Carriage renewal applications beyond normal upper age limits) into line with the defects identified in the MOT manual. See Appendix A. The effect of this would be to extend the exceptional criteria beyond defects associated with brakes, steering, tyres or suspension to include for example seat belts and emission control equipment.

8. Option 1 is permitted within the legislation. Whilst option 2 (revocation and suspension) are decisions appealable to the magistrates court, it is necessary to balance the risk of successful appeal against public safety. Following vehicle revocation a licensed driver may need to source another licensed vehicle to drive, but it will not prevent them from working.

9. At the 4th February Licensing Committee a right to speak was exercised requesting consideration to be given to an extension to vehicle licences for 12 – 18 months due to the impact of the Pandemic for operators and drivers. As Committee requested, the matter was considered by the Taxi Task Group on 14th April. The Group noted that grants had been made available to the taxi trade, that fees had been frozen and vehicle licences extended free of charge through the summer of 2020 and also that free fitting of screens to reduce covid spread, and publicity to support the Trade getting back on its feet had been provided.

In reaching a consensus decision the Group recognised that whilst the financial needs of the Trade were important, this had to be balanced with the safety of the local fleet. The Group noted the poor results of the recent targeted intervention, and the impact of an older fleet on climate change, and were unable to recommend the measure.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

10. None

POLICY IMPLICATIONS

11. The scheme of delegation can only be amended by Full Council. Changes to vehicle conditions, including the duration of the licence, and the setting of fees are Licensing Committee responsibilities. Any decisions will become part of the taxi policy framework.

DETAILS OF CONSULTATION

- 12 Chair & Vice Chair of Licensing Committee
Exec Member Community & Environment
Taxi Task Group

BACKGROUND PAPERS

- 13 <https://www.gov.uk/guidance/mot-inspection-manual-for-private-passenger-and-light-commercial-vehicles>

FURTHER INFORMATION

PLEASE CONTACT:

Karen Davies

ALSO:

David Hall

Current Exceptional Condition Policy

The maximum age limit for vehicles depends on when the vehicle was first licenced as a Hackney Carriage with Burnley BC.

- For vehicles first licenced before 10th April 2014 the licence can be renewed up to 12 years from the date of first registration.
- For vehicles first licenced on or after 11th April 2014 the licence can be renewed up to 10 years from the date of first registration.

Any vehicle exceeding these age limits can be licenced up to 15 years of age where the 'exceptional condition criteria' is met.

The current exceptional condition criteria is

1. Any vehicle inspection resulting in a fail due to 2 major faults or more than 4 minor faults will usually result in the vehicle no longer being classed as in exceptional condition upon expiry of the licence. It will not be acceptable for such a vehicle to be taken away, repaired and represented for a further test. Any further application will not be accepted for such a vehicle.
 - 'Major faults' are defined as any brake, steering, tyre or suspension defects.
 - 'Minor faults' are defined as all other defects that are not classed as 'Major faults'.
2. The bodywork should be in good condition with little sign of panel age deterioration, dents, scratches, stone chips or rust or any other abrasions that may detract from the overall appearance of the vehicle.
3. The general paint condition should show little sign of fading; discolouration or mismatching that may detract from the overall appearance of the vehicle.
4. The interior trim, panels, seating and carpets etc. should be in good condition clean, free of damage.
5. The vehicle to be in good mechanical condition and in all respects safe and roadworthy with no signs of corrosion to the mechanical parts, chassis, underside or body work.
6. The boot or luggage compartment to be in good condition, clean and undamaged.
7. Passenger areas to be free from damp or any other odours that may cause passenger discomfort.

The proposed amendment to para 1 as follows:

1. Any vehicle inspection resulting in a fail due to 2 **dangerous or major faults**, or more than 4 minor faults, **as outlined in the government's MOT inspection manual: cars and passenger vehicles**, will usually result in the vehicle no longer being classed as in exceptional condition upon expiry of the licence. It will not be acceptable for such a vehicle to be taken away, repaired and represented for a further test. Any further application will not be accepted for such a vehicle.

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Appointments of Committees, Working Groups, and Outside Bodies for the 2021/22 Municipal Year

REPORT TO FULL COUNCIL



DATE	22/07/2021
PORTFOLIO	None
REPORT AUTHOR	Eric Dickinson
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PURPOSE

1. To update the appointments to Committees, Working Groups, and Outside Bodies for the 2021/22 Municipal Year.

RECOMMENDATION

2. To consider appointing nominees to the following Outside Bodies; LCC Health Scrutiny Committee (1 Lead Member and 1 Substitute Member), and Pennine Prospects (1 Member).
3. To approve changes to Labour Group Members on Licensing Committee- to replace Cllr Shbana Khan with Cllr Frank Cant .
4. To approve a number of re-appointments to Audit and Standards Committee until July 2024 relating to; a Parish Member (Gill Smith), an Independent Member (Stuart Arnfield), and the Independent Persons (Pat Higginbottom and Usman Khan).

REASONS FOR RECOMMENDATION

5. To ensure that the Council maintains appropriate representation on Committees and Outside Bodies.

SUMMARY OF KEY POINTS

6. Since the 19 May 2021 Appointments Council a number of Outside Bodies have had their appointees withdrawn by their Group, with replacement nominees put forward. They relate to LCC Heath Scrutiny Committee, and Pennine Prospects.

7. LCC Health Scrutiny- Qualification is Any Scrutiny Member

Labour Group have withdrawn Councillor Ann Royle as Lead Member and Cllr Paul Campbell as Substitute Member,
Cllr Frank Cant has been nominated as Lead Member, and Cllr Shbana Khan has been nominated as Substitute Member, by Labour Group.

Other Groups are entitled to put forward nominations.

8. Pennine Prospects-Qualification is Any Member.

Labour Group has withdrawn Councillor Marcus Johnstone, with no replacement nominated.

Conservative Group has put forward Cllr Cosima Towneley.

Green Party has put forward Cllr Scott Cunliffe.

9. Labour Group wish to make the following changes to their Licensing Committee Members; Cllr Shbana Khan to be replaced by Cllr Frank Cant.

10. Audit and Standards Committee has a number of vacancies from July 2021, and it is proposed that the following be reappointed at the 21 July Full Council until July 2024;

Parish representative- Gill Smith

Independent Member-Stuart Arnfield

Independent Persons- Pat Higginbottom and Usman Khan

A replacement for Louise Gaskell, who recently decided not to continue as Independent Member, will be advertised for in due course and it is proposed that this be reported to the 29 Sept 2021 Full Council meeting.

11. The Lancashire Police and Crime Panel is currently co-opting additional Members in order to achieve an accurate political balance of appointees Lancashire wide.

The current appointees from Lancashire's Local Authorities have too many Labour Members, and therefore 3 Conservative co-optees are proposed to create political balance.

At the moment this does not affect the Council's appointments made at the 19 May 2021 meeting.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

12. None

POLICY IMPLICATIONS

13. None.

DETAILS OF CONSULTATION

14. Member Structures and Support Officer/Working Group

BACKGROUND PAPERS

15. None

FURTHER INFORMATION

PLEASE CONTACT:

ALSO:

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Chair of Scrutiny Report -22 July 2021 Full Council

This is the first report of Scrutiny for 2021/22 and my first as Chair of the Committee.

At our first meeting we spent time familiarising ourselves with the work of scrutiny and what reviews should be considered for inclusion in the work programme of the committee for 2021/22.

There were two reviews that had been carried forward from last year and members agreed that both should continue. Due to the new membership of the committee both groups were re-established and tasked with their completion.

The Vice Chair, Councillor Ann Royle advised the committee that the Housing Review Group was continuing. A second meeting with the Managing Director of Calico was being arranged and a final report would be reported to committee in the next few months.

The Market Review Group was also re-established and tasked with bringing back proposals for its objectives and outcomes that it would seek to achieve.

Any further topics for review would be added to the work programme when appropriate.

At our July meeting we considered the Anti-Social Behaviour Policy 2021-24 and were supportive of its submission for approval by the Executive.

At my request the committee also received an update from officers on the Annual Monitoring Report which looks at the implementation of the policies in the Local Plan and members were able to ask questions and make observations.

We had also requested a paper on the possible impact on homelessness following the lifting of the ban on evictions which had been put in place during the COVID pandemic. We were pleased to welcome the Executive member for housing Councillor John Harbour who confirmed that this issue would be kept under review and be included in his reports to Council.

We noted that a private item on the Notice of Key Decisions and Private Meetings in respect of the sale of land at Holme Road was to be considered at the Executive meeting in August and have arranged an extraordinary meeting of Scrutiny on 10th August so that we can scrutinise this item prior to a decision being taken.

An Extraordinary meeting was held on 12th July to consider a report on Charter Walk prior to it being taken to the Executive. Members considered risks and benefits of the project, and there was strong support for the project to go forward.

Cllrs Howard Baker & Ann Royle, Scrutiny Committee Chair & Vice-Chair - July 2021

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Chair's Report to Full Council –

Audit and Standards Committee July 2021

External Auditors Progress Report

The Council's external auditor, Grant Thornton, reported on the initial planning work that had been undertaken for the 2020/21 audit. The scope and timing of the audit was presented to the Committee and discussed. Grant Thornton presented the new approach that was required to undertake the Value for Money review and the additional work that would be required to complete this. Questions raised by the external auditor, together with the Management response, was also presented to the Committee for discussion and approval in respect of the 2020/21 preparation of the financial statements.

Internal Audit Opinion 2020/21

This report provided the Committee with the Council's Chief Audit Executive's opinion on the internal controls of the Council for the 2020/21 financial year, which concluded that they had continued to operate effectively. Performance against the 2020/21 Internal Audit Plan was reported with the actual delivery for the year being slightly below the target due to the redeployment of the Auditor to support Covid activities and a vacant post for part of the year.

Annual Governance Statement 2020/21

The 2020/21 AGS was presented to the Committee. The production of the AGS is a statutory requirement of the Council and must be approved by a committee.

The Committee reviewed and approved the AGS for the 2020/21 financial year.

Strategic Risk Register Update

The Committee considered a revised Strategic Risk Register. The Strategic Risk Register was reviewed in March 2021 and the 'Failure to respond to widespread illness' risk was increased due to the impact of the variant strains.

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Report from Chair of Licensing – Cllr Jeff Sumner- 22 July 2021 Full Council

The licenced trade are currently operating in accordance with Step 3 restrictions and regular information has been provided to support them to operate safely. This has included information bulletins, visits and comms work to encourage testing before a night out or a visit to the pub to watch the Euros. We will continue to provide support as we learn more about Step 4.

The last Licensing Committee considered a number of changes to the taxi licensing framework. These were contained in three reports -

- Covid measures - to continue temporary online safeguarding and knowledge test arrangements, and extend group 2 medicals where these could not be provided by GPs;
- DfT statutory Taxi Standards - to implement a number of additional safeguards in relation to the DBS update service, DBS checks & refresher safeguarding training; and
- Vehicle Standards - to consider the response to concerns arising from the high failure rate of vehicles during roadside targeted interventions, where committee agreed to increase the testing frequency by reintroducing 4month vehicle licences, standardise vehicle faults in line with the MOT manual and recommend full council extend officer powers to include vehicle revocations.

Taken together the measures implemented represent a significant reinforcement of the council's commitment to deliver a high level of public protection and confidence through it's taxi licensing framework.

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Chair of Development Control Committee Report – 22nd July 2021 Full Council

The Council's planning department remains busy and continues to see an increase in the number of applications for planning permission.

From January this year up to the end of June we have seen an increase of 106 applications compared with the same period for last year, which represents a 37% increase.

This is very positive news for the Town and will help support the strengthening economy as we move out of lockdown.

Committee has also been busy dealing with planning applications in recent weeks and have approved the conversion of a former office block at Bank Parade to residential units.

Applications for a change of use and conversion of disused buildings is an important strand of the planning system that allows us to support not just new development but the effective reuse of our existing assets to meet current and future needs.

Councillor Saeed Chaudhary

Development Control Committee Chair

July 2021

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BURNLEY BOROUGH COUNCIL STRATEGIC PLAN PROGRESS REPORT TO THE FULL COUNCIL

JULY 22nd 2021

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COUNCILLOR AFRASIAB ANWAR, 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 am pleased to report that despite the incredibly tight timescales, we submitted a bid for 19.8million to the Government’s Levelling Up Fund. The Bid is centred around our Town Centre and Canalside Masterplan which is an integral part of our Covid Economic Recovery and Growth Strategy which will help the town bounce back stronger than ever before.</p> <p>The three interrelated projects included in the bid are:</p> <ul style="list-style-type: none"> • Expansion of the University of Central Lancashire (UCLan) campus, within the Weavers Triangle, to help our move to becoming a university town. • The ‘Town to Turf’ proposal will create a high-quality accessible gateway to the East of the Town centre, connecting the Town Centre with Turf Moor and the surrounding Bank Hall neighbourhood. • Completion of the transformation of Burnley Manchester Road Station as Burnley’s primary rail hub station providing fast train links to Manchester, Leeds and Preston. The project includes a new footbridge and pedestrian linkages across to the west-bound platform linking the new station’s ticket office and car park with direct access to the Preston/Blackpool platform. <p>The projects build on investment that the Council and other partners are already making in the Town Centre and the wider borough to address key challenges facing our communities in terms of jobs, skills and housing quality.</p> <p>I am pleased to confirm that the Council and its partners secured over £8m of matched funding and if successful, we are ready to start work "on the ground" in this financial year. I would like to thank all our partners for their commitment and their work so far in developing these major projects for the town.</p>

Strategic commitment	Progress update
<p>PE1- We will work with partners to make the borough a place of aspiration, including supporting efforts to increase education attainment and skills development</p>	<p>Youth mental health At its meeting in July, the Executive will have been asked to approve funding for a further two years for youth mental health workers in the borough’s high schools. Managed by BFC in the Community, with funding also coming from the Premier League and the schools, the programme will support our young people to realise their full potential, as we recover from the effects of the pandemic.</p> <p>ESOL (English as a second language) for pre-entry/entry level. The EFIF (ESOL for Integration Fund) for 20/21 has come to an end and all reports, data monitoring and evaluation has been submitted to MHCLG. We have been invited to apply for further funding to learn from phase 1 and deliver more ESOL to our communities in 21/22. We will know the outcome of our application for funding at the end of July 21.</p> <p>Holiday Activities and Food Programme There are 19 partners engaged to deliver holiday activities with food and discussions with a further 3 providers are ongoing. Parents of children on free school meals have started to register their children on activities and we will work closely with providers to monitor places. Schools are supporting us in promoting the scheme to their parents so as many eligible families as possible are aware of the scheme.</p>

COUNCILLOR SUE GRAHAM, DEPUTY LEADER AND EXECUTIVE MEMBER FOR RESOURCES AND PERFORMANCE

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL5- We will prepare and deliver a new Climate Emergency Strategy.</p>	<p>Members will be pleased to note the progress reported by the Exec Member for Health and Wellbeing and Leisure on the interventions on climate and biodiversity action.</p> <p>I am also pleased to report the positive progress on electrical vehicle charging points (PL1) and I have asked officers to work with partner agencies to increase the availability of these facilities across the borough.</p>

Strategic commitment	Progress update
<p>PF1- We will manage our contract with Liberata robustly, so it delivers value for money and good services.</p>	<ul style="list-style-type: none"> • The average number of days to process benefit new claims and changes of circumstances was well below target again in Q4 20/21. Against a target of 9 days, the Q4 result was 2.06, with an annual average of 2.85. Q4 is the lowest recorded result (The latest available data for comparison with other areas is from Q3 20/21 (this measures housing benefit processing only) and shows that Burnley’s housing benefit processing time was 3 days in that quarter, compared to a statistical nearest neighbour average of 6 days. At 3 days, Burnley is the fastest in the comparator group. The benefits team has also processed over 2200 test and trace support payment applications. • 76% of calls into the main telephone number were answered within target time on 20 seconds, just below the target of 80%. However the year end result was 80%. This compares with 73% in 19/20. • The Liberata IT team dealt with 89% of incidents on time. The target is 95%. However, system availability and service request resolution were both on target over the quarter. Liberata IT is currently implementing significant information security improvements to protect the council from cyber-attack.

Strategic commitment	Progress update
<p>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 for preparing annual budgets, ensuring the annual budget strategy is set within the context of the longer-term outlook.</p>	<p>Revenue Budget: The Council has reported a net underspend position for 2020/21 of £31k, which is included elsewhere on the Full Council agenda, and has been transferred into the Revenue Support Reserve. This is a much-improved position to that reported earlier in the financial year. The Government provided financial support which, together with the intervention work undertaken by the Council, has meant that the Council has achieved a small underspend and was able to establish a Covid Reserve to provide support in the current financial year.</p> <p>The Government has also provided financial support for the first quarter of 2021/22. Work is underway to prepare the first cycle of revenue monitoring reports and will be reported to a later meeting.</p> <p>The Council has commenced work to identify savings proposals to meet estimated budget shortfalls in future years, as approved in the Medium-Term Financial Strategy.</p> <p>Statement of Accounts: MHCLG have confirmed that the deadline for completion of the draft Statement of Accounts will be extended from 31st May to 31st July and the deadline for publication of the audited Statement of Accounts will be extended from 31st July to 30th September. This will apply for both 2020/21 and 2021/22 financial years.</p> <p>Universal Credit: The number of new Universal Credit claims increased significantly since the start of the Coronavirus pandemic, with an increase of approximately 15%, which in turn drives an increase in the number of council tax support claimants. As at 1st July 2021 the number of claimants in receipt of council tax support was 10,458 in comparison to 10,486 claimants at the same date in the previous year.</p> <p>Council Tax and Business Rates Collection Rates: The Government announced the extension to the Expanded Retail Discount to provide eligible retail, hospitality and leisure properties with 100% business rate relief until 30th June 2021 followed by 66% relief for the remainder of the financial year. Collection rates for council tax in 2020/21 were 92.9%, compared to a pre-Covid target of 94.5%, and were 93.9% for business rates, compared to a pre-Covid target of 97.5%. In 2021,22, collection rates for council tax and business rates were 26.8% and 24.1% against targets of 26.5% and 24.0% respectively, at the 30th June 2021.</p>

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>There was a large increase in the number of online transactions in Q4 20/21 (330,000 Burnley.gov sessions), and in the proportion of customer transactions carried out online.</p> <p>Social media has been a critical part of the council's awareness raising approach during the pandemic. The average number of total engagements (reactions, comments, shares, viewing photos or videos or clicking links) with council posts over the course of a quarter before the pandemic was 42,000. In 2020/21, the average per quarter was 72,000.</p>
Strategic commitment	Progress update
<p>PF4- We will deliver our Organisational 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. This will include embedding hybrid working patterns where this improves productivity.</p>	<p>'Hybrid' meeting rooms are being set up in the town hall so that groups can meet in the town hall and connect to remote colleagues using Microsoft Teams. Officers are also testing mobile working technology to enhance remote working. This is expected to improve business continuity in the event of reduced access to council offices.</p> <p>Members will have noted that the Government has withdrawn the home working guidance from 19th July 2021. Whilst council staff have been attending their usual place of work where the service has demanded physical presence, certain activities have been undertaken from home. We are expecting more staff to return to work from the council offices over the coming weeks. Whilst I am committed to promoting hybrid working arrangements as we have seen the benefits flexibility can bring, any hybrid arrangements will need to be driven by the requirements of the service. Appropriate investment in IT has also been made a priority to ensure that staff have the appropriate equipment to be able to work flexibly.</p> <p>I would like to remind Members that if they are unable to contact officers via telephone, they should email them and calls will be returned in due course. There are also established reporting mechanisms which should be prioritised to ensure that queries are dealt with expeditiously.</p>
<p>PL6- We will invest in our heritage assets for the benefit of this, and future, generations.</p>	<p>Town Hall Stone works</p> <p>Stone works at the Town Hall commenced in September 2020 and are due to be completed by the end of March 2022. The works have continued during the pandemic and are currently within budget and are due to be completed by the target date. The Town Hall is a Grade II listed building and the Council has a legal responsibility to maintain it to a certain standard.</p>

COUNCILLOR MARGARET LISHMAN, EXECUTIVE MEMBER FOR HEALTH AND WELLBEING

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PE4- We will work on the wider determinants of poor health and will deliver our COVID-19 community recovery plans</p>	<p>Covid Information Officers Members will be aware that the Council has recently employed 4 Covid Information Officers. The Information Officers have supported licensed premises throughout the European football championships visiting nearly 70 premises showing the games, giving information, advice and guidance.</p> <p>They have also supported the opening of the Town Centre and neighbourhood centres giving out ‘welcome back’ packs and continue to support shops, visiting around 200 per week.</p> <p>Testing Members will recognise the importance of testing in view of the relaxation of restrictions from the 19th July. I am sure that Members will have undertaken a lateral flow test before they attend the forthcoming Council meeting.</p> <p>I am pleased to advise that testing continues to operate across the Borough at the 3 main sites of; Centenary Way, King Street and Padiham. In addition to these sites the Council continues to deliver its community lateral testing support from the Central Methodist Church, 3 days a week, to support local employers and the community.</p> <p>Members will also be aware that they can obtain lateral flow kits via their local pharmacy, Central Methodist Church (Mon, Wed & Sat ams), or via the following link; https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests.</p> <p>Over recent weeks the Council’s testing team have also been out and about across our town centres, parks and supporting local events in providing home lateral flow testing kits. This important work will continue across the summer, and we plan to broaden the work in supporting mobile PCR testing to support outbreaks and to fill in the gaps of provision to continue to address transmission rates across the Borough.</p> <p>Contact Tracing The rise in cases across the Borough over recent weeks has seen an increase in the contract tracing work and caseloads. During June there was a 5-fold increase on caseloads as those passed for tracing by the Council in the previous month of May. Our local delivery in partnership with Liberata</p>

colleagues continues to respond well, and further resources have recently been introduced by LCC to provide contract tracing services over the weekend. This is important whilst volumes remain high, and it is envisaged will assist in the overall response to reduce local cases and transmission.

Vaccination Programme

The council is also supporting the local vaccination communication and engagement effort, and is helping NHS and public health colleagues set up neighbourhood vaccination sites. By the end of June, 74% of adults have had one dose and 54% both doses, which is similar to neighbouring authorities but lower than the regional average (77% first dose, 57% second dose).

Burnley Together

At the end of April 2021 Burnley Together had supported 4,352 households. Mental health support requests are, unfortunately, on the increase, from 1% in January to around 10% in April and May. In May, Burnley Together won the Northern Housing Award for Best Resident Support/Advice Programme 2021. The submission was entered by Calico Homes and the judges said of the award-winning entry: "These partnerships will be essential as we move forward from the pandemic. This was a standout entry that showed lasting, positive impact." The team continues to grow with a second Kickstart Calico employee starting as a Customer Support Advisor on the phones in May.

Valley Street community centre is once again open and Burnley Together have been able to offer some socially distanced face to face meetings with customers who are accessing support from the team. The first Community Inclusion Operational group meeting has taken place. The first aim of the group is to develop a more joined up approach to food distribution around the town and ensure that volunteers are matched well to opportunities. Positive links to Church on the Street have also been developed. A report to July's Executive recommended that the council invest in Burnley Together over the next 2 years, in order to make a difference to the wider determinants of health, as the response phase to the pandemic draws to a close.

PL4- We will implement our 2015-25 Green Space Strategy.

Bereavement Services

Work is progressing with the contract to re-roof Burnley crematorium. Officers have liaised closely with funeral directors to ensure that noise disruption to services is avoided by holding funeral services in the mornings only for the eight-week period of the contract. Following the peak of the pandemic, the

numbers of funerals being booked is below normal and funerals can be accommodated in the mornings.

Some redecoration of the interior of the crematorium chapel is also taking place, together with re-finishing of wooden surfaces which have been damaged by the enhanced Covid cleaning regime.

Towneley Hall

Members will be aware from the briefings that were held in December 2020 that preparations are being made for major repairs to Towneley Hall.

Currently the great hall is closed to the public and internal scaffolding is being erected to facilitate a detailed survey of the ornate plaster ceiling. The scaffold will remain in-situ and the great hall and will remain closed until repairs are completed.

The conservation architects will submit listed building consent for the repairs and prepare contracts for tendering later in the year.

The Council has submitted an initial expression of interest to the Arts Council's Museum Estate Development Fund (MEND). The programme is specifically for repairs to museums and we will hear in August if we can progress to the next round.

I am pleased to report that the Hall's exhibition programme is continuing with a major exhibition of works by the artist Evelyn De Morgan opening 17th July and an outdoor exhibition of wildlife photographs taken in Burnley during the Covid lockdown.

I am pleased to report that a new operator, Deep Beat Ltd, has been appointed for the Stables Café following competitive tendering for the lease. The café will remain closed until September whilst external repairs and an internal refit is undertaken. In the meantime there will be an improved outdoor catering offer by the new operator.

Parks & Green Spaces

The summer events programme is now getting underway and I'm pleased to report that the Rotary Club's Classic Car Show held at the end of June was a huge success. Upcoming events include the annual Wakes Fair and outdoor performances of Alice in Wonderland in July and outdoor cinema and the Retro music concerts in August.

Consultation work is underway on schemes that are included in the Play Area Improvement Programme, which include:

- Stoneyhlome Community Garden
- Harold Avenue
- Lane Bottom
- Lockyer Avenue
- Vanguard
- Clifton St (added to the programme)

The Burnley Play Strategy will be reviewed and considered by the Executive in October following consultation with word councillors.

I would like to that the Friends of Towneley Park, which very generously commissioned the purchase of the two deer sculptures which now grace the flower garden and wish the Friends of Ightenhill Park every success for the Family Funday on 25th July, which raises money for projects in Ightenhill Park.

Padiham Greenway

Members will be aware that the bridge carrying the greenway over the river Calder is closed due to subsidence, together with the adjoining pedestrian bridge. The greenway is a vital link for pedestrians, cyclists and horse riders and Council is working closely with the charity Sustrans which owns the viaduct. Currently ground investigations are underway to determine the cause of subsidence and possible remedial action.

Worsthorne Recreation Ground

Work is progressing with the completion of the new multi-use games area and the installation of the modular clubhouse building which the Fulfilled Colts junior football club will be refurbishing over the coming months. During late autumn GS&A staff will install the stone surfaced perimeter multi-user path and car park. Worsthorne Recreation ground will remain open to all users, with the Fulfilled Colts having use of the pitches for junior football at weekends.

Climate and Biodiversity Action

The electrification of horticultural machinery is progressing with purchase of an all-electric ride-on mowers and other machinery for the cemetery, funded by the Climate Change Working Group's budget allocation. These will produce less CO2 and be quieter and cheaper to run.

I'm pleased to report that the Council has partnered with other Pennine Lancs authorities and the River Ribble Trust to submit a £300K micro-woodland bid to the Forestry Commission, which if successful will see 24,000 woodland trees planted across 48

	<p>sites in Burnley and 10 primary schools planting woodland and orchard trees.</p> <p>The programme of sowing colourful flower meadows around the town centre has been expanded thanks to funding from the Business Improvement District and if the sun shines both bees and people will enjoy the flowers.</p>
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Strategic commitment	Progress update
<p>PE2- We will continue to develop the leisure and cultural offer in partnership with Burnley Leisure.</p>	<p>Burnley Leisure has re-opened facilities and programmes in line with government guidance and will shortly be fully open including hospitality and the Mechanics Theatre which will resume its programme in September.</p> <p>Gym memberships fell significantly during the pandemic, but the Trust has already recovered half of the members and is seeing steady growth towards pre-covid levels. Customers are returning because people recognise to importance of maintaining their health and well-being through exercise.</p> <p>The trust will continue maintain enhanced levels of cleaning in facilities and may retain other features introduced during Covid such as pre-booking of swimming sessions and table service in hospitality, which have proven popular with customers</p> <p>Together and Active Future (TaAF), which aims to increase participation in exercise in some of Burnley’s most deprived communities, has appointed a new Physical Activity Advisor who is working with social prescribers to take forward referrals and encourage greater participation in health & wellbeing activities.</p> <p>As part of TaAF, the Beat the Street programme is currently working with more than 30 organisations to plan the innovative Beat the Street game which begins on 15th September and runs for a period of 6 weeks. The planing for this will include how levels of activity can be maintained after the initial game period ends.</p>

COUNCILLOR JOHN HARBOUR, EXECUTIVE MEMBER FOR HOUSING AND DEVELOPMENT CONTROL

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</p> <p>A resident newsletter has been delivered in the Burnley Wood, Leyland Road and Ingham and Lawrence Street areas updating residents on the progress of the schemes. Officers have prepared a resident newsletter for the Queensgate and Stoneyholme and Daneshouse areas and this is planned to be delivered in July. Newsletters for the remaining areas are planned for later in the summer. The licensing team recently hosted our first online landlord training session, delivered by the National Residential Landlords Association. 24 landlords attended virtually, and feedback on the training was very positive, with landlords stating that they were pleased with the option to attend online instead of face to face.</p> <p>Selective Licensing: Burnley Wood with Healey Wood, Leyland Road area, Ingham and Lawrence area 2016-2021</p> <p>As of mid-June 2021, the SL team had secured applications from 98% of the licensable properties in these three areas. 97% of licensable properties were licensed in Burnley Wood w Healey Wood and 96% in the Leyland Road area. These figures are comparable with our previous licensing schemes 6 months prior to the end of the designations. In the Ingham and Lawrence Street area, 90% of licensable properties are licensed, however as this is a very small licensing area, this figure is easily skewed by a small amount of non-compliance; there are five licences due to be granted imminently and a further three where no application has been made. Officers are currently preparing legal action against the persons in control of non-compliant properties.</p> <p>The team continue to monitor properties and are preparing legal action against those properties which required a licence prior to the last six months of the scheme and do not have one. Officers will also be focusing on enforcing the licensing conditions for the remaining five months of the scheme and taking action should any breaches occur.</p> <p>Selective Licensing: Trinity, Queensgate with Duke Bar, Gannow and Daneshouse & Stoneyholme areas 2019-2024</p>

In relation to the four designations that commenced in November 2019, we have received applications for approximately 86% of properties we believe require a licence in these areas. Of those complete applications received, we have granted over 1820 licences, accounting for 87% of those received. Officers are continuing to identify any other houses that are required to be licensed and applications have not been made, witness statements have been produced for several cases, these cases are now progressing to the issuing of financial civil penalties for the failure to licence a property.

Private Rented Disrepair

Since the start of April 2021, the Council has received and dealt with 80 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 80 planned housing inspections, which the team is working through.

The majority of disrepair cases are dealt with informally over the telephone, or by email and resolved promptly. Property inspections are being carried out in a well-managed and covid secure way focusing on cases with the most serious hazards. In cases of serious non-compliance, formal enforcement action will be taken to ensure that tenants in the Borough live in decent homes, free from disrepair.

Strategic commitment	Progress update
<p>PL3- We will work with partners to improve quality and choice in the borough’s housing stock, and reduce the blight of empty properties</p>	<p>New Homes</p> <p>The programme of new homes in Burnley remains strong and new properties are coming to the market across the borough offering residents a broad choice of homes and locations. McDermott Homes are progressing well with their development at Kiddrow Lane and Gleeson Homes continue to develop out their two sites at Barden Lane and Hapton. Miller Homes are now underway with their current development at Red Lees Road.</p> <p>Calico’s affordable housing programme continues to gather pace with 42 affordable homes at Tay Street well under way and due to be fully complete by March 2022. 67 properties at Station Road in Padiham are now complete and being occupied and the conversion of the old Perseverance Mill</p>

office block into 10 apartments is progressing well and due for completion in August this year.

Calico's latest development at the land off Sycamore Avenue in Burnley has now got all the pre-commencement conditions discharged by Planning and has started on site. This scheme will see 22 family homes and 12 apartments.

Empty Homes Programme

The Council continue to work in partnership with Calico on their empty homes programme in Burnley Wood, but this is now coming to a close. The new focus for Calico is in the Trinity area and we are now working to contact owners of vacant properties there and looking at further compulsory purchases.

The compulsory purchase programme is continuing with a further report to Executive in July seeking approval to carry out more compulsory purchase orders. Loans are again available this year and we have had a steady volume of calls in the first quarter. We currently have 5 loans underway and 7 awaiting approval.

Renovation work on properties that we own has been slow starting again this year with some supplies hard to come by and with prices still rising for raw materials. The sales of three properties are nearly complete and we will have another 2 properties on the market this month.

At the end of 2020 we saw the number of empty properties in Burnley drop below 2000 for the first time since before 2004 when we began the empty homes programme. We recognise that there is still a lot of work to do tackling the problem of empty homes and reducing this figure further, but it shows the positive impact that we are having working in partnership with Calico Homes and the private rented sector.

Strategic commitment	Progress update
<p>PE3- We will work with partners to provide the necessary support systems to reduce homelessness and end rough sleeping in the borough.</p>	<p>We continue to accommodate all rough sleepers who require accommodation.</p> <p>We currently have 10 units for temporary accommodation in the Borough consisting of 1 x 4-bedroom HMO and 9 properties made up of 2 and 3 bed houses. In addition, we have commissioned 10 units through A Bed Every Night. This gives the service access to 20 units with the ability to be flexible and increase or reduce the numbers as required. We now also have access to two small B&Bs in Burnley if all our</p>

accommodation is full, this means fewer people are being placed outside of the Borough for temporary accommodation.

Multi-disciplinary team meetings chaired by housing continue to be held fortnightly bringing in other agencies and partners to assist with health, addiction and housing, providing a comprehensive approach to assisting rough sleepers and people at risk of sleeping rough. We now have attendance from a health care practitioner who completes a health assessment on people referred in.

The homeless and rough sleeper strategy 2021 – 2026 has now received final approval and is currently being prepared for publication on the Councils website.

Between 1st April 21 and 30 June 21 the housing needs team have received 368 enquires for housing assistance. We have provided temporary accommodation for 43 households. We have successfully prevented or relived 72 households from homelessness or the risk of becoming homeless.

COUNCILLOR BEA FOSTER, 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>Bulky Waste Trial The 50% price reduction for the bulky waste collection service continues to benefit residents as they deal with extra waste created during lockdown. The numbers of requests have started to decrease, initially the Council were receiving approx. 200 requests per week, but this has now steadily decreased to approx. 150 per week. The average number of collections before the price reduction was approx. 100 per week. The current price reduction is in place until the end of September.</p> <p>Waste & Recycling Services It is planned that a report will be presented to the Council's Scrutiny and Executive Committees in September as a follow up review of the 2019 recycling rounds rollout of equipment. Households continue to generate extra waste and recycling as a result of spending more time at home. Completing the collection rounds continues to present a daily challenge to Urbaser who continue to do a fantastic job whilst juggling the additional operational demands that Covid has placed upon them whilst also managing increased levels of covid related sickness.</p> <p>Residents have continued to support the recycling service throughout the Pandemic. During the months of October 2018 to March 2019 (prior to Covid) approximately 2681 tonnes of recycling was collected, compared to over 3657 tonnes collected during the same period in 2020 to 2021. Our current recycling rate is currently approx. 34%.</p> <p>In addition to ongoing operational work, pro-active work between Streetscene and the Selective Licensing Teams is in place to work in selective licensing areas to tackle fly-tipping.</p> <p>Environmental Enforcement</p> <p>In 2021, from January to May the Council in partnership with LA Support have issued over 160 fixed penalty notices for environmental related issues. The focus has been upon tackling those individuals that deposit waste illegally in the back streets and irresponsible dog owners that fail to clean up their dog fouling.</p> <p>The Council has had a great response from local residents, who have provided some excellent intelligence via the</p>

Councils 'Who Dunit' campaign. The plea from the Council is for residents and councillors to continue to provide detailed information via <https://www.burnley.gov.uk/whodunit/> so we can continue to take strong action against the few who spoil the local area for others.

Both urban and rural flytipping remain priorities across the borough in the Council's delivery of investigation and enforcement work.

Electric Vehicle Charge Points – In addition to the existing electric charge points that the County Council have installed at Bankfield, work has commenced on the installation of 4 electric vehicle rapid charge points, 2 at Centenary Way car park and 2 at King Street car park. Although primarily intended for taxi use, as part of the Government's Office for Low Emission Vehicles (OLEV) grant funding they will also be available for the general public.

Pavement Licences – In support of the hospitality trade operating under the requirement to socially distance customers, the Council has granted 26 pavement licences, which where possible increase the seating area available to businesses. All of the pavement licences expire at the end of September when the temporary legislative provisions end. It is not yet clear whether draft legislation, that would extend the end date by a year, will be approved by Parliament.

Engineering

Work on the refurbishment of the western end of St James's St is now complete, improving the environment for pedestrians and linking the previously refurbished pedestrian area to the ring road.

Work is about to commence on lighting improvements at Cow Lane car park which will deliver illumination to the current British Standard. Once the work is complete, confidence in use of the car park during the hours of darkness should increase as the general feel of the area will be much improved. The LED illumination also responds to our climate change commitment as the proposed improvements are more energy efficient and will have less maintenance demands than the technology it will replace.

Anti-Social Behaviour (ASB) & Burnley Youth Panel

The Youth Panel was established in Burnley in 2017 to address issues around youth related anti-social behaviour in Burnley and Padiham. The group also provides a forum for all local youth service providers, statutory and third sector, to

work together to better co-ordinate actions and opportunities to improve the offer provided to young people in the borough.

Throughout the pandemic the group has continued to work together, using data to identify where resources are best directed to help address any youth-related issues. The group has also worked hard to ensure that even through the most restricted months of the lockdown support was there for young people.

As restrictions have been gradually eased the partners on the panel have combined to ensure that there are diversionary activities available in an appropriate setting, and summer activities program is being developed.

The group also looks to address vulnerability and risk-taking behaviour among young people. Through lockdown the group has worked together to identify ASB hotspots and go out to those areas to work with young people and address the root causes of behaviour that is not acceptable. This work is carried out with the Police's ENGAGE team. This work has been particularly focused on the Padiham area where there have been multi-agency STAYSAFE operations to address persistent issues in that area.

The pro-active work of the group and of the monthly Multi-Agency Tasking and Co-ordination (MATAC) has been instrumental in reducing incidents of reported ASB. During April and May all recorded ASB in Burnley had reduced 31% in comparison to the previous month.

Safer Streets Project

Round 1 – Most work streams are now complete with the home security elements approaching conclusion. Then project has delivered 11 new alleygate schemes for over 400 properties, 6 new CCTV camera installations, greenspace improvement on the park areas of Burnley Wood and Hart Street as well as other green spaces within the project area. By completion improved home security will have been provided to approximately 600 homes. This has been a significant resource for Burnley and I am pleased on its delivery and I am sure will benefit the selected areas.

Round 2- Burnley submitted a bid in early 2021, but in light of the significant round 1 allocation, other Lancashire submissions were taken forward.

Round 3 – The Home Office announced that the third round of Safer Streets funding would, as a departure from the previous acquisition process, be targeting vulnerability in public

places, particularly relating to the night-time economy. This is in response to the Sarah Everard tragedy earlier this year. As part of the Pennine Lancashire Community Safety Partnership an Expression of Interest has been submitted to Lancashire's Office of the Police Crime Commissioner for a bid encompassing Burnley, Blackburn with Darwen, Accrington, and Rossendale.

Community Safety & Domestic Abuse

The Domestic Abuse Act became law in May 2021 and Officers working with a range of partners are developing a programme of activity to raise awareness of the wider remit and strengthened legislation. Officers are responding to the new Part 4 duties and looking to strengthen the support and secure accommodation work across the Borough. Further updates on progress will be provided to Full Council, later in the year.

I am pleased to update that the Council supports the following campaigns and officers with key partners are working hard to promote these activities;

Ask for ANI (Action Needed Immediately) campaign.

The Government has launched the Ask for ANI domestic abuse codeword scheme to help people access emergency support in pharmacies. When a person uses the codeword ANI or asks for help, the member of staff will ask the person to accompany them to the consultation room and respond using a simple and straightforward process.

Participating pharmacies in this voluntary scheme will display posters in their window and around the shop to let customers know that they can approach their staff to seek help.

Further information on which pharmacies are participating can be found at the following link to Lancashire Police's website:

[Lancashire Constabulary - Ask for ANI](#)

In addition to this government run initiative many pharmacies are already part of another scheme called Safe Spaces and the list of participating locations can be found at the following link: [Safe Spaces Locations - UK SAYS NO MORE](#)

Ask For Angela

The Ask for Angela scheme aims to reduce sexual violence and vulnerability in licensed venues across Lancashire.

Anyone who feels unsafe in such a situation can get help from bar staff by simply asking to speak to "Angela". Staff will then help the person in leaving the venue discreetly and getting home or to a place of safety. This could mean taking the distressed person out of sight, calling for a taxi and making

sure they get home okay or even asking the person causing distress to leave the venue if appropriate.

Community Safety Partnership (CSP) Communications Plans

ASB Awareness week – The week commencing 19th July will be national ASB Awareness Week. The Council will be working with other partners to raise awareness on ASB issues, supporting Lancashire Police's comms plan as well as publicising our reporting mechanisms.

Moto-nuisance awareness – Following reports of large-scale car meetings in the Rossendale Road area, as well as elsewhere in the County, Lancashire Police are developing a communications plan to raise awareness about this type of anti-social behaviour. The Council will be supporting this work through our own social media channels.

Alleygating

Work will commence shortly on the identification process for new schemes for 2021/22. There are currently nearly 100 applications on record and funding for this financial year will provide approximately 6 new schemes.

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>Business Support Currently the business team are working with 30 companies who are either looking to expand or relocate into the borough. A week long business start-up workshop was held w/c 21st June. The workshops, which were delivered on line, was attended by 25 pre-start businesses the majority of which have now registered as businesses.</p> <p>Community Renewal Fund The Government announced at the beginning of March that it was providing an additional £220 million of funding through the UK Community Renewal Fund to be allocated and spent by March 2022 Burnley Borough Council on behalf of Burnley, Pendle and Rossendale Councils, has submitted a bid totalling £994,083 for a Growth & Innovation Business Grant scheme to be delivered by Growth Lancashire. The bid is now with Government and a decision is expected in mid-July.</p> <p>Vision Park Currently there are 3 vacant units at Vision Park and all 3 are under offer; one of which is the largest unit which is being sold. These units are likely to complete in Summer 2021.</p> <p>Padiham Town Hall Business Hub The last of the external works are being finalised and are due to complete in August. Which will see the external scaffolding removed. Final elements for the coworking space are due to be completed shortly with an official launch to follow.</p> <p>Burnley Brand and Burnley Bondholders Burnley Lifestyle Magazine printed and published online, distributed to 3,000 local businesses, attractions etc, a further 17,000 delivered further afield at train stations, service stations etc.</p> <p>As part of our objectives to promote Burnley as a successful business location, 26 stories about innovative and successful Burnley Businesses have been posted on Burnley.co.uk since the end of April and shared across all four Burnley.co.uk social media channels. Four of these articles received wider press coverage. We have continued a campaign, including 6 videos profiling young entrepreneurs.</p>

Strategic commitment	Progress update
<p>PR3- We will deliver the Town Centre and</p>	<p>Burnley Town Centre Burnley Business Improvement District</p>

Canalside Masterplan, and strategic projects in Padiham Town Centre.

The BID manager has been working closely with colleagues in Streetscene to support businesses with Temporary Traffic Regulation Orders; pavement licence applications; requests for barriers to enable them to operate safely and has also been raising awareness and encouraging businesses to apply for the government grants.

Despite the challenges of the pandemic, it is positive to see that five new businesses have set up in the town centre since last March.

Pioneer Place

A major milestone was achieved with the approval of the June Executive to the new terms with Greene King for the existing pub at Manchester Road and the officer / member delegations required to enable delivery of the scheme. Maple Grove's agents have secured significant interest from prospective occupiers. Maple Grove is also undertaking final survey work on the site as part of discharging pre-commencement planning conditions.

Burnley Market

The Market continues to operate in a challenging retail environment exacerbated by the restrictions due to the pandemic. Footfall has not yet returned to pre-covid levels. Footfall average from April to June this year is 10.5k from an average of 19k per quarter in 2019.

All market traders that were eligible have received a government Restart grant to help them through this challenging time.

Since April 9 new tenants have commenced trading on the market.

The market team have introduced a weekly vlog on Facebook called 'No stalls barred' hosted by Raynor Pepper, Assistant Manager/Marketing Officer, highlighting what Burnley Market has to offer. This has had an average of more than 2,600 views per week over the last 8 weeks; some weeks over 3,000 views have been achieved.

A record fair was organised for the 8th May 2021 which was a resounding success. Three more of these fairs are due to take place on the 24th July, 25th September and 27th November this year.

A Beer and Wine Fair for the 10th July 2021 has been organised together with Burnley's Staycation Celebration which will commence on 24th July 2021 for six consecutive Saturdays.

Lower St. James Street Heritage Action Zone

The public realm works, funded by Historic England, LCC, BBC and LEP, have now been completed and Lower St James's Street re-opened on the 28th of May 2021.

Repair works funded by the HAZ, to the Empire Theatre including roof repairs and the removal of asbestos have been completed. As part of the community engagement programme a large wall banner is currently being developed for the

Empire Theatre with completion scheduled for 17th of July 2021.

The HAZ officer is working with property owners to progress building restoration schemes for implementation over the next 12 months. A re-decoration exemplar project to 134-138 Lower St James's Street works are currently on-site with electrics, signage and painting completed; and a time-lapse video has been produced for community engagement. Lower St James's Street is now being monitored for footfall data as of April 2021. The implementation of a footfall monitoring system is a requirement for HAZ Schemes for monitoring and evaluation purposes. The system implemented is infrastructure-free and cost effective.

Alongside the physical works, a grant of £80,000 has been approved for a Cultural programme delivered by a Cultural Consortium. The programme is funded by Arts Council England, National Lottery Heritage Fund and Historic England. The programme aims to celebrate and forge the identity of the local area through cultural and artistic activities, events and interventions.

Padiham Town Centre

The Padiham Town Centre Officer has continued supporting businesses with their Covid recovery, assisting with signage, risk assessment advice, applying for grants and pavement cafe licences.

Funded by the Reopening the High Street Fund, Padiham town centre is now being monitored for footfall data, which went live on 1st June. This data will allow us to see how things change in the town centre with events, new businesses and to record quieter times to shop.

The Council has support 2 new businesses who have recently opened.

A Virtual High Street for Padiham is currently being worked up on the padiham.org website and is due to go Live within the next couple of weeks.

Padiham Public Realm Works

Excavation and paving works are largely complete throughout. Resurfacing of the highway and installation of street furniture will take place over the summer.

Padiham Townscape Heritage Initiative

To date, twelve TH grant funding applications have been approved to undertake repair and restoration works to buildings. Four of these schemes are complete and others are progressing on site at different stages.

The Council's exemplar scheme (33-35 Burnley Rd), commenced on site on the 10th May. Works include a fully comprehensive repair and refurbishment scheme to create 2

	ground floor retail units and 2 apartments to the upper floors. Scheduled for completion in September.
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Strategic commitment	Progress update
PR4- We will implement the Local Plan, delivering new housing, employment sites, and infrastructure.	<p>Drafting work is now underway on the Local List SPD, the Houses in Multiple Occupation and Small Flats SPD, the Residential Extensions SPD, and the Planning for Health SPDs with a view to presenting drafts to Executive over the coming months to seek approval for formal public consultation.</p> <p>Work is now underway on preparing the 2020/21 AMR. Pending its production, an interim Housing Statistics Release has recently been issued showing the headline housing development statistics. This shows that 234 net additional dwellings were completed in 2020/21 against the indicative 194 annualized target set out in Policy SP2 of the Local Plan. The largest contributions to this total were at site HS1/1 Former Hambledon School site (McDermott Homes) (59 dwellings) and Station Road, Padiham (45 dwellings).</p>

Strategic commitment	Progress update
PR5- We will support UCLan's expansion, transforming Burnley into a University Town	<p>The Council has been working with UCLan to plan how their future growth can be accommodated on vacant land alongside the canal. Allies and Morrison architects have been commissioned to draw up a masterplan outlining future plans based on the latest student predictions, over the next ten years.</p> <p>A bid has been submitted to the Levelling Up Fund to support the campus development including a 30000sq ft teaching space and works to prepare the rest of the former George Street Mill site for future development, including public realm works.</p>
PR6- We will deliver our COVID-19 economic recovery plan.	<p>Reopening High Streets/Welcome Back Fund</p> <p>Funding has been used to provide café barriers in Padiham to support hospitality businesses with their reopening and to trade safely.</p> <p>New planters and hanging baskets have been put up in Padiham Town Centre using funding from the Welcome back Fund.</p> <p>The Covid Marshalls have recently handed out additional signage to businesses in the neighbouring shopping areas of Accrington Rd, Colne Rd, Rosegrove, Lyndhurst Rd, Briercliffe Rd, Harle Syke, Pike Hill and Coal Clough Lane to display in their premises reinforcing safety messages and encouraging shoppers to shop local.</p> <p>Using funding from the Welcome back fund and working with businesses in both Burnley and Padiham Town Centres two videos</p>

have been produced and promoted on social media. One was a publicity campaign encouraging people into both Town Centres and promoting the safe measures businesses have put in place and that it is safe to shop. The second video was done with support from the Environmental and Licencing teams to support businesses on the measures they need to have in place to be COVID secure and to trade safely.

Colleagues in the Environmental Health have been supporting businesses identified in the action plan who required assistance with putting in place a Covid Risk Assessment.

Youth Employment and Skills Hub

The Youth Hub now has a brand name - Thrive, logo, and physical venue inside Calico in the town centre. "Thrive" was the first youth hub in Lancashire to offer face-to-face appointments following the easing of lockdown restrictions. Key partners are timetabled on a rota basis

In the period April to May 2021 there has been an 11.5% increase in young people participating in "Thrive".

Burnley Together has been successful in passing the 2nd stage of the Community Renewal Fund (CRF) application. The bid total including match £722,169, with a £605,000 CRF request. The project will support 463, 14 – 25-year-olds in Burnley. Final decision due mid-July with delivery to start Sept 2021.

In May 2021, 920 young people 18 – 24 were claiming universal credit in Burnley, that is a 10% reduction since March 2021.

Business Grants

Restart Grants

The restart grants announced in the March budget have now been paid to businesses. A total of £846,733 was paid to 272 businesses in Strand 1, (non-essential retail business premises) and £4,098,000 has been paid to 462 Strand 2 businesses (hospitality, accommodation, leisure, personal care and gym business premises). The government closed the scheme on 30th June.

Economic Recovery

A total of 8 businesses have been supported through the Council's Additional Restrictions discretionary hardship fund with a total of £499,250 of grant being awarded. 82 jobs are to be created and 387 jobs will be safeguarded. The businesses supported identified investments totalling in excess £11million as part of their recovery plans.

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