

SCRUTINY COMMITTEE

Wednesday, 8th March, 2023
6.30 pm





SCRUTINY COMMITTEE

ROOMS 2 & 3, BURNLEY TOWN HALL

Wednesday, 8th March, 2023 at 6.30 pm

This agenda gives notice of items to be considered in private as required by Regulations (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Members are reminded that if they have detailed questions on individual reports, they are advised to contact the report authors in advance of the meeting.

Members of the public may ask a question, make a statement, or present a petition relating to any agenda item or any matter falling within the remit of the committee.

Notice in writing of the subject matter must be given to the Head of Legal & Democracy by 5.00pm on the day before the meeting. . Forms can be obtained for this purpose from the reception desk at Burnley Town Hall, Manchester Road or at the Contact Centre, Parker Lane, Burnley 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.

Due to Public Health guidance on social distancing there is a limited capacity for members of the public to attend meetings. You are advised to contact democracy@burnley.gov.uk in advance of the meeting.

AGENDA

1) Apologies

To receive any apologies for absence.

2) Minutes

5 - 10

To approve as a correct record the minutes of the previous meeting held on 9th February 2023.

3) Additional Items of Business

To determine whether there are any additional items of business which, by reason of special circumstances, the Chair decides should be considered at the meeting as a matter of urgency.

4) Declarations of Interest

To receive any declarations of interest from Members relating to any item on the agenda, in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

5) Exclusion of the Public

To determine during which items, if any, the public are to be excluded from the meeting.

6) Public Question Time

To consider questions, statements or petitions from Members of the Public.

PUBLIC ITEMS

7) Notice of Key Decisions and Private Meetings 11 - 14

To consider the list of future Key Decisions.

8) Burnley Leisure Trust Annual Report 15 - 44

To receive a report of the Trustees and Audited Financial Statements for the year ended 31st March 2022 for Burnley Leisure.

9) Cosy Homes in Lancashire (ChiL) 45 - 52

To receive a report on Cosy Homes in Lancashire (ChiL).

10) Ex-Offenders Government Support Grant 53 - 56

To receive a report on the Ex-Offenders Government Support Grant.

11) Work Programme 2022/23 57 - 60

To consider any amendments to the Work Programme for 2022/23.

PRIVATE ITEMS

MEMBERSHIP OF COMMITTEE

Councillor Howard Baker (Chair)
Councillor Ann Royle (Vice-Chair)
Councillor Gail Barton
Councillor Gordon Birtwistle
Councillor Sarah Hall
Councillor Alan Hosker
Councillor Mohammed Ishtiaq
Councillor Lubna Khan
Councillor Jack Launer

Councillor Alun Lewis
Councillor Gordon Lishman
Councillor Sehrish Lone
Councillor Jamie McGowan
Councillor Lorraine Mehanna
Councillor Mark Payne
Councillor Christine Sollis
Councillor Don Whitaker

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Tuesday, 28 February 2023

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SCRUTINY COMMITTEE

BURNLEY TOWN HALL

Thursday, 9th February, 2023 at 6.30 pm

PRESENT

MEMBERS

Councillors H Baker (Chair), G Barton, A Royle (Vice-Chair), A Lewis, G Lishman, S Lone, J McGowan and D Whitaker

OFFICERS

Lukman Patel	– Chief Operating Officer
Rob Dobson	– Head of Policy and Engagement
Howard Hamilton-Smith	– Head of Finance and Property
Amy Johnson	– Finance Manager
CJ Walmsley	– Democracy Officer

89. Apologies

Apologies for absence were received from Councillors Birtwistle, Hosker and Launer.

A minute silence was held for the Turkey and Syria earthquake victims.

90. Minutes

The minutes of the meeting held on 11th January 2023 were approved as a correct record and signed by the Chair.

91. Additional Items of Business

There were no additional items of business to be considered.

92. Declarations of Interest

No declarations of interest were received.

93. Exclusion of the Public

Exclusion of press and public was as set out in the agenda.

94. Public Question Time

No questions, statements or petitions had been received from members of the public.

95. Notice of Key Decisions and Private Meetings

Members were asked to note the Notice of Key Decision and Private Meetings (NKDPM) published on 13th January 2023 and were reminded that, when they received notification of each NKDPM being published, they should ask the Chair to request any items of interest to be brought to Committee.

The Committee was also asked to note the Notice to Scrutiny Chair under Regulation 10 (1) (a) of the Local Authorities (Executive Arrangements) (Meeting and Access to Information) (England) Regulations 2012, published on 27th January 2023 in relation to the Strategic Plan 2023.

The Members requested that Delivery Agent Cosy Homes in Lancashire (ChiL), the Allotment Review 2023, and the Cultural Strategy, be included on the Scrutiny Committee work programme.

RESOLVED - (1) That the NKDPM of 13th January 2023 and the notice in relation to the Strategic Plan 2023 published on 27th January 2023, be noted; and (2) That the Delivery Agent Cosy Homes in Lancashire (ChiL), the Allotment Review 2023, and the Cultural Strategy, be included on the Scrutiny Committee work programme.

96. Resident Satisfaction Survey

The Committee received a presentation from Rob Dobson, the Head of Policy and Engagement, on the outcome of the Resident Satisfaction Survey.

The survey was run at least every 2 years and residents were invited to participate through the Council's website or social media post and ads. Though not a statistically representative sample, 647 responses had been received. The feedback provided useful evidence alongside other data on service needs and performance.

57% of respondents had indicated they were satisfied with the borough as a place to live. The survey also gathered data on: -

- The best and worst things in the borough
- The overall opinion of Burnley and Padiham Town Centres
- Satisfaction with public services
- Telephone queue wait time

It was felt that the data needed to be considered in the wider context, particularly with regard to the satisfaction of Burnley Town Centre, which was considered worse than 10 years ago.

With regards to satisfaction with sports/leisure facilities, Councillor Barton raised a query in relation to the proportion of respondents with disabilities. Rob Dobson would clarify if statistics were available.

RESOLVED – That the presentation be noted.

97. Strategic Plan 2023

The Committee received a report on the Strategic Plan 2023 which set out the Council's strategic priorities for the next 3 years. Reviewed annually, the new draft restated the Council's commitment to ongoing priorities, but also included: -

- Action to support vulnerable residents with the cost of living.
- Working closely with the NHS and partners through new placed-based partnerships for health.
- Working with partners to ensure that residents were able and ready to participate in the workforce.

Some concerns were raised with regards to working with Health Services, insofar as some links had weakened since the pandemic, with fewer strong day to day relationships. It was also felt that there had been a decline in short term emergency support for people.

Further discussion took place regarding the NHS Reforms presentation to the LCC Health and Wellbeing Scrutiny Committee being lacklustre. It was reported that the NHS were going to revisit the strategy over the coming weeks and months, taking on board comments and feedback.

It was queried if commitments were too broad to deliver measurable change, however it was explained that the scope of the commitments was due to multi-agency involvement.

RESOLVED – That the report be noted.

98. Pay Policy Statement 2023/24

A report was submitted on the Pay Policy Statement 2023, which was required to be published by the end of March each year; along with the Council's Gender Pay Gap report.

It was suggested that it may be helpful for the changes from the previous year to be highlighted, and whilst there was no tracked change facility within the Council's Committee Management System, a tracked change version could be circulated to Members going forward.

A discussion took place in respect of the gender pay gap and the work done by the Council to improve working conditions and promote flexibility to encourage female applicants. The Council had also changed the way it advertised, and the language used to be inclusive.

Further to the report an update was given on the Employer Pension Contribution, which was due to increase from April 2023 to 19.4% of an employee's salary.

RESOLVED – That the report be noted.

99. Revenue Budget Monitoring Q3 2022/23

A report was submitted on the forecast outturn position for the year as at 31st March 2023 based upon actual spending and income to 31st December 2022.

A query was raised on how the savings on the insurance contract had been achieved. It was advised that each year there was a re-tendering exercise. An assumption is made as the cost is not confirmed until shortly before the commencement date.

With regards to the reduction in income from crematorium memorial wall plaques, despite there being fluctuations in demand depending on the number of cremations, it was also felt that this could also be due to the cost-of-living crisis.

Councillor McGowan queried the locations of the fountains that required refilling and Councillor Baker queried when Land Charges would transfer to the Land Registry. Lukman Patel would forward this information to the respective Councillors.

RESOLVED – That the report be noted.

100. Capital Budget Monitoring Q3 2022/23

A report was submitted that updated Members on capital expenditure and the resources position, along with highlighting any variances. The report recommended to Full Council approval of net budget changes totalling a decrease of £18,513,011, giving a revised capital budget for 2022/23 totalling £20,225,741; approval of the proposed financing of the revised capital budget; and to note the latest estimated year end position on capital receipts and contributions showing an assumed balance of £5,617,708 at 31st March 2023.

Clarification was sought with regards to the contribution for canal towpath improvements and it was advised that this was the Council's contribution to the scheme as part of improvements in the Borough.

Charter Walk refurbishment was discussed, with reference to Calder House. The building was in disrepair and therefore options were being investigated as part of a wider feasibility study. Options and costings would be reported to Members once established.

It was queried if live streaming of Committees would be included as part of the IT upgrades. It was reported that whilst this was being considered, it currently needed dedicated support which would have financial implications. However, tech options were currently being considered.

RESOLVED – That the report be noted.

101. Medium Term Financial Strategy 2023/2028

A report was submitted on the Medium-Term Financial Strategy for 2024/25 to 2027/28, which incorporated the Reserves Strategy.

It was explained that the Covid and Cost-of-Living Reserve had been kept within the strategy to give flexibility and resilience to the revenue budget in 2023/24 and future years.

Clarification was sought with regards the New Homes Bonus Scheme, which was originally paid for a 6-year period but was subsequently reduced to 5 year and then 4 year period from 2018/19. The scheme was then amended again in 2020/21 to 1 year period, and it was likely that the scheme wouldn't exist in its current form from 2024/25.

Discussion took place in relation to businesses across the borough and how they are retained. It was highlighted that calculation of rateable values was based on a number of factors, including size of premises, and small business rate relief could be applied for. The Valuation Office Agency were responsible for calculating the rateable values.

A suggestion was made in relation to licensing dog walkers, to regulate the industry and generate income. The work involved and the enforcement implications would need to need to be considered.

Howard Hamilton-Smith offered to meet with Members to discuss alternative budget proposals.

RESOLVED – That the report be noted.

102. 2023/2024 Treasury Management Strategy and 2023/2024 Prudential and Treasury Indicators

A report was submitted that recommended to Full Council the approval of the Treasury Management Strategy Statement for 2023/24; the prudential and treasury indicators for 2023/24 to 2025/26, including the authorised limit for external debt of £96.918M in 2023/24; the list of Counterparties for Deposits; and the Council's MRP Statement for 2023/24.

RESOLVED – That the report be noted.

103. Council Tax Support Scheme 2023/24

A report was submitted that presented the findings of the Council Tax Support Scheme consultation with regards to temporarily increasing the maximum level of subsidy for working age claimants, from 85% to 100%, for the 2023/24 scheme only. Eligibility would depend on circumstances, but the scheme was aimed at the most vulnerable. Howard Hamilton-Smith would provide threshold information to Councillor McGowan.

RESOLVED – That the report be noted.

104. Revenue Budget 2023/24

A report was submitted that summarised the key issues that needed to be considered when finalising the Revenue Budget 2023/24.

The report recommended that Full Council: -

- Endorse the approach that had been adopted in developing budget proposals that reflect the Council's Strategic Objectives for 2023/24;
- Approve the proposals contained within the report;
- Set a Council Tax Requirement of £7,722,735 for the financial year 2023/24;
- Set a Net Budget Requirement of £16,266,712 for 2023/24;
- Receive and consider the statutory report issued by the Head of Finance and Property under the Local Government Act 2003;
- Authorise the Chief Operating Officer/Heads of Service to progress action plans to deliver the 2023/24 budget;
- Approve a Council Tax (Band D) figure of £328.01 for this Council for the year commencing 1st April 2023 and adopt the statutory resolution to set the full Council Tax for the year. This was equivalent to a 2.99% increase.

Any alternative budget proposals needed to be submitted to the Head of Finance and Property by 17th February 2023.

RESOLVED – That the report be noted.

105. Capital Budget 2023/24 and Capital Investment Programme 2023/28

A report was submitted that recommended to Full Council the approval of the Capital Budget for 2023/24 totalling £41,357,215; the Capital Investment Programme 2023-28; the estimated position on capital resources; and the Capital Strategy 2023-28. Furthermore, subject to the approval of the Capital Budget, it was recommended that the Executive approve the release of capital scheme budgets including slippage from 2022/23, subject to compliance with the Financial Procedure Rules and Standing Orders for Contracts.

RESOLVED – That the report be noted.

106. Work Programme 2022/23

The Committee was advised that there would be a new Director for Calico, and an introduction for Members would be arranged in due course.

RESOLVED – That the work programme for 2022/23 be noted.

BURNLEY BOROUGH COUNCIL

NOTICE OF KEY DECISIONS AND PRIVATE MEETINGS

This Notice contains:

- a) A list of Key Decisions to be taken by the Executive (unless otherwise stated) after February 2023, published by 14th February 2023. Due to circumstances, these decisions could also be taken by Officers using urgency powers.
- b) Details of dates of meetings of the Executive during the same period at which decisions may be taken in private or partly in private

A Key Decision is an Executive decision that is likely:

- (i) to result in the local authority incurring expenditure which is, or the making of savings which are significant, having regard to the local authority's budget for the service or function to which a decision relates. The Council has said that Capital or Revenue spending over £100,000 will be a Key Decision; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough;

A private meeting is a meeting or part of a meeting of the Executive during which the public must be excluded whenever:

- a) it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence;
- b) the Executive passes a resolution to exclude the public during that item where it is likely, in view of the nature of the item of business, that if members of the public were present during that item, exempt information would be disclosed to them; or
- c) a lawful power is used to exclude a member or members of the public in order to maintain orderly conduct or prevent misbehaviour at a meeting.

Matter for Decision	Purpose	Key Decision – Yes or No	Anticipated date of decision	Public or Private report. If Private give reasons	List of documents to be submitted including any background papers	Contact person & Executive Portfolio
Delivery Agent Cosy Homes in Lancashire (CHiL)	To consider the approval of entering into a new contract with the procured delivery agent for CHiL	Yes	March 2023	Public	Report setting out key issues	Clare Jackson Private Sector Housing Manager Executive Member for Housing and Development Control
Ex-offenders Government Support Grant	To consider the utilisation of government grant funding	Yes	March 2023	Public	Report setting out key issues	Paul Gatrell Head of Housing and Development Control Executive Member for Housing and Development Control
Allotment Review 2023	To consider a report reviewing the provision of and management of allotments	Yes	April 2023	public	Report setting out key issues	Simon Goff Head of Green Spaces & Amenities Executive Member for Health & Wellbeing

Empty Homes CPOs and Facelighting	To consider the approval of CPOs for various empty properties and facelighting in the Piccadilly Road area of Trinity.	Yes	April 2023	Public	Report setting out key issues	Clare Jackson Private Sector Housing Manager Executive Member for Housing and Development Control
Outdoor Town Active Burnley Partnership Action Plan	To consider a report on the Action Plan	Yes	August 2023	Public	Report setting out key issues	Simon Goff Head of Green Spaces & Amenities Executive Member for Health & Wellbeing
Cultural Strategy	To consider a report on a Cultural Strategy	Yes	September 2023	Public	Report setting out Key Issues	Simon Goff Head of Green Spaces and Amenities Executive Member for Health & Wellbeing

Meetings of the Executive will be held on the following dates: 15th March 2023 and 12th April. Meetings normally start at 6.30pm but times can change so please check the council website nearer the date of the meeting. All meetings are usually held at the Town Hall.

This Notice will be further updated by the following date: 8th March 2023. A further Notice will be given 5 clear days before each meeting listed above if the meeting or part of the meeting is to be held in private. If you wish to make any representations about why any meeting or part of a meeting proposed to be held in private should be open to the public please send them to: Catherine Waudby, Head of Legal and Democratic Services, Town Hall, Manchester Road, Burnley BB11 9SA.

E-mail: cwaudby@burnley.gov.uk

Published: By 14th February 2023

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REGISTERED COMPANY NUMBER: 08737838 (England and Wales)
REGISTERED CHARITY NUMBER: 01158520

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022
FOR
BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**



Ainsworths Limited
Chartered Accountants
and Statutory Auditors
Charter House
Stansfield Street
Nelson
Lancashire
BB9 7XY

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

	Page
Report of the Trustees	1 to 7
Report of the Independent Auditors	8 to 10
Statement of Financial Activities	11
Balance Sheet	12 to 13
Cash Flow statement	14 to 15
Notes to the Financial Statements	16 to 27

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

The trustees who are also directors of the company for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2022. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08737838 (England and Wales)

Registered Charity number

01158520

Registered office

St Peters Centre
Bank Parade
Church Street
Burnley
Lancashire
BB11 2DL

Trustees

Mrs D Livesey
Mr T Hephrun
Mr Ryan Bradley (Appointed 6th September 2021)
Dr S Minten
Mrs S Haworth-Pearson (Appointed 6th September 2021)
Mr B Butterworth (Appointed 6th September 2021)
Mr N Tranmer
Mrs H Tyson
Mr W Rashid
Cllr F Cant (Appointed 6th September 2021)
Cllr J Sumner (Appointed 19th July 2021)
Mr A Preston (Resigned 6th September 2021)
Mrs J Baldwin (Resigned 6th September 2021)
Cllr B Foster (Resigned 6th September 2021)
Cllr H Baker (Resigned 19th July 2021)

Role

Chair & Community Nominee
Vice-Chair & Community Nominee
Community Nominee
Community Nominee
Community Nominee
Community Nominee
Community Nominee
Community Nominee
Employee Nominee
Council Nominee
Council Nominee
Chair & Community Nominee
Community Nominee
Council Nominee
Council Nominee

Key Management Personnel

Mr G Vinton
Mr P Foster
Mr M Dempsey
Mr S Bryce

Role

Chief Executive
Deputy Chief Executive / Head of Development
Head of Hospitality
Head of Leisure Operations

Auditors

Ainsworths Limited
Chartered Accountants
and Statutory Auditors
Charter House
Stansfield Street
Nelson
Lancashire
BB9 9XY

Bankers

HSBC Bank PLC
12 Manchester Road
Burnley
Lancashire
BB11 1JH

Solicitors

Winckworth Sherwood LLP
Minerva House
5 Montague Close
London
SE1 9BB

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was incorporated on 17th October 2013 and registered as a charity on 10th September 2014. The charity is controlled by its governing document, the Memorandum and Articles of Association, and constitutes a company, limited by guarantee, as defined by the Companies Act 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of new trustees

The Board shall consist of at least three and not more than eleven individuals, comprised as follows:

- One Employee Trustees;
- up to two Local Authority Trustees; and
- up to eight Community Trustees.

The Community Trustees shall at all times be in the majority. These trustees shall be elected with necessary expertise co-opted where appropriate by the existing trustees. When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed.

Risk management

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to ensure regular reports are produced and that the necessary steps can be taken to address any issues arising.

Burnley Leisure is a registered charity operating within a company limited by guarantee. The board of trustees has the authority to co-opt individuals with relevant expertise where appropriate.

Organisation structure

The Board currently consists of eleven trustees and is responsible for key policy decisions and the effective governance of the organisation overall. The Board has a minimum of six meetings per financial year.

The day to day operations of Burnley Leisure are managed by the charity's senior management team (the Executive) made up of the Chief Executive and Service Managers. The Executive is given strategic direction by a Board of Trustees (the Board) regarding the provision and operation of the services in accordance with the contracts, leases and funding agreements made with Burnley Borough Council. The Board has ultimate responsibility for the governance of the charity, and directs, supports and challenges the Executive in its work.

Related parties

Trustees are required to declare an interest if they are involved in any activities which may compromise their role as a trustee and a monitoring mechanism is in place. The related party transactions during the past year have been disclosed below in the notes to the financial statements.

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

OBJECTIVES AND ACTIVITIES

Burnley Leisure has been established for Public Benefit:

- To provide or assist in the provision of both indoor and outdoor facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such by reason of their youth, age, infirmity of disability, financial hardship or social circumstances or to the public at large with the object of improving their conditions of life; and/or
- To promote community participation in Healthy Recreational Activities; and/or
- To provide or assist in the provision of community facilities to be available to all sections of the community without distinction, including the use for meetings, lecture and classes and/or other forms of recreation and leisure time occupation with the object of improving the conditions of life for all those who use the facilities; and/or
- To advance the education of the public in all aspects of dramatic art through the provision of a theatre; and/or
- Such other charitable purposes as the trustees in their absolute discretion may determine

Public benefit

The trustees are confident that the charity offers services of real and practical use to the local population and therefore complies with the responsibility placed on all charities under the Charities Act 2011 to demonstrate a public benefit.

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

ACHIEVEMENTS AND PERFORMANCE

The start of the new financial year in April 2021 still saw us in the grip of the global pandemic and pouring over the announcement of the governments 'Road Map out of Lockdown'. The road map was complicated with some facilities and services having been cleared under Step 1 to be opened in March 2021 with further lifting of restrictions to be announced. Step 2 restrictions would be lifted by April, Step 3 in May, and Step 4 in June with one week's advance notice that the restrictions would be removed at each step.

Our situation was further complicated by the fact that infacilities different elements would be able to be re-opened at different steps an example is below for Prairie Sports Village:

29th March 2021 -	Driving Bays and outdoor 3G Pitches to open. Outdoor Fitness classes
12th April 2021 -	Retail Shop to open, outdoor food and drink served
17th May 2021 -	Food and drink available indoor subject to rule 6 or two households table service only
21st June 2021 -	Fully open No restrictions

These complications were replicated across all our sites and services and led to an uncertain and unpredictable start to the first quarter of the financial year. The reality of the situation was that the Mechanics, both in terms of its programme and hospitality offer, would not be able to open its doors until well into September.

We continued our partnership work with Burnley Together and our input and commitment were well received by partners and the people who needed help. Our Teams continued to deliver volunteer programmes, engaging in community support that had direct and positive impact on lives. An example of this is we supported the Council collect emergency shielding food, 8000 parcels delivered with BFC Community, 6000 summer holiday food parcels made and delivered, 30,000 lateral flow tests undertaken to enable Burnley College to re-open, 15,000 Christmas meals produced covering Burnley, Pendle and Hyndburn. We made 2000 packed lunches /afternoon teas for jab army, supported Holiday Activity Fund (HAF) delivering 300 meals, snacks, and activity packs for children in isolation, and distributed to schools 15,000 Easter Eggs. This is a small part of what we achieved some delivered by our volunteers and some paid work provided by external funding.

Whilst we continued with this work, we were also delivering on the day job, and this threw up challenges and surprises along the way. Our leisure facilities were the first to get back to somewhat normal operations and as the year went on this became even better. Swimming Lessons we now have 800 Children in weekly lessons, 600 on the waiting list, and 3150 children in school swimming lessons from 30 schools. From re-opening 70,000 people have been swimming which was more than in the same pre-covid period in 2019. Leisure Memberships now exceed 4300 which is higher than pre-covid levels and bucking the national picture. We have over 494 UCLAN Student memberships from an innovative Partnership agreement we forged with them and received a National Fitness Award for Local Gym Authority of the Year.

Work continues with our partners in 'Towards an Active Future' which delivers projects across Pennine Lancashire and more target work within Burnley itself. An important element of this is the Active Lifestyles Hub (ALH) this provides both pathway for both GP and self-referral as awareness grows, especially amongst the medical professionals, the numbers are increasing which will all support our aim to improve people's health and wellbeing. Active Families, our partnership with Action for Children, provides family activities with families we have not engaged with before, bringing new activities to the community and showing the benefit of being active as a family.

At the beginning of the year, we further consolidated our in-house hospitality offer by acquiring Bistro 197 and their owners into our business. This has vastly improved the quality of offering across the BLC Group venues, implementing standards for ingredients & dietary needs to meet industry requirements. The ability to respond quickly to take advantage of events and activities in the rest of the business has meant that we can offer exciting packages that mean we become the venue of choice for both residents and visitors.

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

As commented earlier the Mechanics has lagged behind other areas in returning to normal operations, this is mainly due to the public's continued hesitance to be with large groups of strangers in indoor venues, this started to become less of a barrier and audience numbers are improving month-by-month. Our partnership with Blackburn with Darwen Council regarding programming is starting to pay dividends with a wide range of content being secured. This includes more original music acts and quality comedy performances, alongside our local societies and dance schools.

Our staff are our biggest and best asset, they have continued to provide exceptional levels of service during these unprecedented times, whether in their normal role, being asked to undertake other tasks or volunteering. We have continued to develop and invest in staff through both internal and external training courses. We have also accessed new employment opportunities through initiatives such as Kickstart, Project Search, and Student Internship alongside our successful internal apprenticeship scheme. Engagement in these schemes has resulted in us attracting and retaining some brilliant staff, who would not have been able to access these roles through normal recruitment methods.

Pleasingly we have also been able to invest in our facilities, which will all have a direct impact on the services we provide for our customers. We finally refurbished the toilets at the Mechanics and at the same time increased the capacity for female toilets as required by building control. This improvement has been a long time coming and has been well received by all our users of the facility. The replacement of the power tees at Prairie was essential in terms of customer services but the threat of a new commercial driving range opening in Rossendale. This investment has not only protected existing business but has helped us to grow. We also invested in the kitchen at Towneley 197 to bring it up to the standard of our other venues and late in the financial year invested in the club shop and made it a 'Spike Bar' which serves the golfers with food and drink without them having to go upstairs to the Bistro. Early signs are that this will greatly improve the service and provide a new income stream.

Throughout this narrative we have constantly referred to partnerships, and how important they are to our business and improving the lives of residents and attracting visitors. Our main strategic partner is the Council, and we continue to work closely with them and assist in delivering their strategic outcomes. The relationship is vastly improved especially with the Executive who understand our business and charitable aims more clearly.

The future is still uncertain as we move from post-pandemic to a cost-of-living crisis where the 'leisure pound' will be under severe pressure as people look to cut back to pay for the basics. This year is about consolidating our position, financially and usage and looking to refresh our agreements with the Council producing a new three-year strategy to tie in with the Council's 'Medium-term financial strategy and provide our framework for annual business plans.

As previously stated our staff are our greatest asset is our staff, but we must provide them with the tools, resources, and facilities that allow them to provide our residents and visitors with an excellent service and become their number one choice in all of the facilities and services we provide.

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

FINANCIAL REVIEW

The attached statement of financial activities shows how our funds were raised and applied during the year.

This statement separates funds, which the charity itself controls – unrestricted funds, from funds which have to be spent in a manner determined by the donor – restricted funds. In this year restricted funds have been received from various grant making bodies.

Looking to the future we will continue to maintain a tight control over costs, monitor income closely, and strive to identify future funding streams. We aim to ensure that we are well placed to react to any further negative or indeed positive impact of the economy.

Investment policy

The trustees regularly monitor the available cash reserves of the charity and seek to maximise the interest earned on such funds.

Reserves policy

The charity has insufficient reserves to ensure that it can deal with major unexpected adverse developments without direct support from Burnley Borough Council. The trustees maintain a regular dialogue with the Council to ensure that, should major unexpected adverse developments arise, any difficulties that require attention are addressed in a mutually agreeable manner.

The trustees are confident that the charity has established diversity of operations, sufficient versatility and control of expenditures of such nature that it is able to adapt to changing circumstances that will arise from time to time under normal business circumstances.

The trustees have considered the current adverse economic climate when reviewing their reserves policy and are confident, in light of the changes planned, that the charity is sufficiently robust and able to continue operating normally whilst it seeks to achieve these targets.

At the year end the charity had unrestricted reserves of £374,615 and restricted reserves of £385,226. In addition to these reserves the pension scheme was in deficit by £3,935,000.

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including FRS 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland. The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP and FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

The auditors, Ainsworths Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

.....
Mrs D Livesey
Chair

Date: 5th September 2022

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

Opinion

We have audited the financial statements of Burnley Leisure (the 'charity') for the year ended 31st March 2022 which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Material uncertainty related to going concern

We draw attention to the Report of the Trustees, Accounting Policies and Note 20, which all highlight the impact which Covid-19 has had on the charity and its expectations for the future. The trustees have concluded that the charity is a going concern, however these events mean a material uncertainty exists that may cast significant doubt on the charity's ability to continue as a going concern. Our opinion is not modified in respect of this matter.

Other information

The trustees are responsible for the other information. The other information comprises the information in the Report of the Trustees, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page seven, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, we considered the following:

- the nature of the industry and sector, control environment and business performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having made enquiries of management about their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of noncompliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

We also obtained an understanding of the legal and regulatory frameworks that the company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Companies Act and local tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements, but compliance with which may be fundamental to the company's ability to operate.

Audit response to risks identified

As a result of performing the above our procedures to respond to the risks identified included the following:

- reviewing the financial statements disclosure and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management about actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risk of material misstatement due to fraud;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

Use of our report

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Sunter (Senior Statutory Auditor)
for and on behalf of Ainsworths Limited
Chartered Accountants
and Statutory Auditors
Charter House
Stansfield Street
Nelson
Lancashire
BB9 9XY

Date: 5th September 2022

BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total Funds £
INCOME					
Income from charitable activities:					
Grant income	2	518,842	659,850	1,178,692	2,147,891
Operation of leisure and arts facilities	3	4,221,040	11,512	4,232,552	1,651,094
Other income		<u>304,468</u>	<u>-</u>	<u>304,468</u>	<u>-</u>
Total income		<u>5,044,350</u>	<u>671,362</u>	<u>5,715,712</u>	<u>3,798,985</u>
EXPENDITURE					
Raising funds	4	605,428	-	605,428	317,810
Charitable activities:					
Operation of leisure and arts facilities	5	4,500,300	658,961	5,159,261	3,113,509
Other					
Balance of pension scheme operating charge	18	528,000	-	528,000	312,000
Net interest on pension scheme liability	18	<u>104,000</u>	<u>-</u>	<u>104,000</u>	<u>71,000</u>
Total expenditure		<u>5,737,728</u>	<u>658,961</u>	<u>6,396,689</u>	<u>3,814,319</u>
NET EXPENDITURE		<u>(693,378)</u>	<u>12,401</u>	<u>(680,977)</u>	<u>(15,334)</u>
Other recognised gains and losses					
Pension scheme actuarial (loss)/gain	18	<u>1,616,000</u>	<u>-</u>	<u>1,616,000</u>	<u>(1,293,000)</u>
NET MOVEMENT IN FUNDS		<u>922,622</u>	<u>12,401</u>	<u>935,023</u>	<u>(1,308,334)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>(4,483,007)</u>	<u>372,825</u>	<u>(4,110,182)</u>	<u>(2,801,848)</u>
TOTAL FUNDS CARRIED FORWARD		<u>(3,560,385)</u>	<u>385,226</u>	<u>(3,175,159)</u>	<u>(4,110,182)</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure are derived from continuing activities.

BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET
AT 31ST MARCH 2022

	Notes	31.3.22 £	31.3.21 £
FIXED ASSETS			
Tangible assets	10	-	-
CURRENT ASSETS			
Stock	11	91,337	76,361
Debtors	12	487,276	256,571
Cash at bank and in hand		691,345	875,415
		1,269,958	1,208,347
CURRENT LIABILITIES			
Amounts falling due within one year	13	(510,117)	(399,529)
NET CURRENT ASSETS		759,841	808,818
TOTAL ASSETS LESS CURRENT LIABILITIES		759,841	808,818
NET ASSETS EXCLUDING PENSION DEFICIT		759,841	808,818
PENSION SCHEME DEFICIT	18	(3,935,000)	(4,919,000)
NET LIABILITIES INCLUDING PENSION DEFICIT		(3,175,159)	(4,110,182)
FUNDS			
Unrestricted funds	16	374,615	435,993
Restricted funds	17	385,226	372,825
Pension scheme deficit		(3,935,000)	(4,919,000)
TOTAL FUNDS		(3,175,159)	(4,110,182)

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET
FOR THE YEAR ENDED 31ST MARCH 2022**

The trustees have prepared the accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011. These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard 102 (effective 1st January 2015).

The financial statements were approved by the Board of Trustees on 5th September 2022 and were signed on its behalf by:

.....
Mrs D Livesey
Chair

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2022**

	Notes	31.3.22 £	31.3.21 £
Cash flows from charitable activities			
Cash generated from activities	1	<u>(184,070)</u>	<u>142,616</u>
Net cash from charitable activities		<u>(184,070)</u>	<u>142,616</u>
Cash flows from financing activities			
Capital repayments in the year		<u>-</u>	<u>-</u>
Net cash from financing activities		<u>-</u>	<u>-</u>
Increase/(decrease) in cash and cash equivalents		<u>(184,070)</u>	<u>142,616</u>
Cash and cash equivalents at the beginning of the year	2	<u>875,415</u>	<u>732,799</u>
Cash and cash equivalents at the end of the year	2	<u><u>691,345</u></u>	<u><u>875,415</u></u>

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2022**

1. RECONCILIATION OF DEFICIT TO CASH GENERATED FROM ACTIVITIES

	31.3.22	31.3.21
	£	£
Surplus/(deficit) for the year	935,023	(1,308,334)
Loss of disposal of investment assets	-	2
	935,023	(1,308,332)
Increase in stocks	(14,976)	(10,731)
Increase in trade and other debtors	(230,705)	(172,495)
Increase/(decrease) in trade and other creditors	110,588	(41,826)
(Decrease)/increase in pension scheme liability	(984,000)	1,676,000
Cash generated from charitable activities	(184,070)	142,616

2. CASH AND CASH EQUIVALENTS

The amounts disclosed on the Cash Flow Statement in respect of cash and cash equivalents are in respect of these Balance Sheet amounts:

Year ended 31st March 2022

	31.3.22	1.4.21
	£	£
Cash and cash equivalents	691,345	875,415

Year ended 31st March 2021

	31.3.21	1.4.20
	£	£
Cash and cash equivalents	875,415	732,799

1. ACCOUNTING POLICIES

Company information

Burnley Leisure is a charitable company, limited by guarantee, registered in England and Wales. The charity's registered number and registered office address can be found on the Company Information page. Each member's personal liability is limited to an amount not exceeding £1.

Basis of preparing the financial statements

The financial statements have been prepared in accordance with applicable accounting standards.

The financial statements have been prepared on a going concern basis which assumes that the company will be able to meet its liabilities as they fall due. The related party, Burnley Borough Council, have confirmed their support to the charity by the offer of financial support in the following financial year. They have continued the provision of grant support and continued support of the charity in its cash flow requirements. Accordingly, the trustees have concluded that it is appropriate for these financial statements to be prepared on the going concern basis.

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

Burnley Leisure meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income is the amount derived from ordinary activities, and stated after trade discounts, other sales taxes and net of VAT.

Grants receivable are accounted for when due. Income is deferred when it is received in advance of the period to which it relates.

Investment income is recognised on a receivable basis.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management and administration of the charity.

All support costs are allocated between the activity expenditure categories on a basis designed to reflect the use of the resources. Support costs are apportioned on an appropriate basis e.g. time spent, floor areas, or estimated usage.

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

1. ACCOUNTING POLICIES (CONTINUED)

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Fixtures and Fittings - 20% on cost

Fixed assets

The financial statements do not include the cost of land, buildings and equipment used at nominal rent by Burnley Leisure Trust, whose title rests with Burnley Borough Council. It is not practicably possible to attribute a value to this benefit.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity participates in a defined benefit scheme. Although the scheme is a multi-employer scheme it is possible to allocate a share of the assets and liabilities to the charity and hence contributions are accounted for as a defined benefit scheme in accordance with FRS 102.

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowances for slow and obsolete items.

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

Debtors

Short term debtors are measured at transaction price, less any impairment.

Creditors

Short term creditors are measured at transaction price.

Significant judgements and estimates

Preparation of the financial statements requires management to make significant judgements and estimates. The major item in the financial statements where these judgements and estimates must be made is in relation to the pension scheme. Management consult with experts to provide appropriate assumptions on which to calculate projected funding position for the scheme. Details of the assumptions within the calculations to derive the net value of the pension fund are shown within note 19.

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

1. ACCOUNTING POLICIES (CONTINUED)

Significant judgements and estimates (continued)

Since February 2020 there has been substantial volatility in financial markets around the world in relation to the COVID-19 pandemic, and while this has reduced in recent months, the potential for further volatility remains. This may have consequences for asset values, and this will be reflected in the 2021/22 accounting figures. Over the same period, the market volatility has also extended to corporate bonds, and after an initial spike we have seen the yields on AA-rated corporate bonds reduce from previous levels. As the discount rate for accounting purposes is based on corporate bond yields, this will also impact on accounting liabilities. Finally, there has been an impact on market-implied RPI over the period, although this will in part be related to the consultation on RPI reform and demand for gilts, rather than any fundamental shift in expectations.

2. CHARITABLE ACTIVITIES - GRANT INCOME

	31.3.22	31.3.21
	£	£
Sport England	244,135	96,974
The National Lottery Fund	181,700	-
Lancashire County Council	176,366	28,883
Burnley Borough Council	97,721	256,987
Burnley, Pendle and Rossendale CVS	95,000	47,500
Restart	80,000	
Arts Council England	44,364	336,600
Partner contributions	43,295	-
HAF	40,950	
Job Retention Scheme Grant	40,919	1,079,445
Business Health Matters	28,731	-
Local Authority COVID Grants	28,132	250,381
Clinical Commissioning Group	27,000	30,000
Sponsorship	17,379	-
Canal and River Trust	15,000	5,071
Stocks Massey	3,000	5,000
Community Foundation	-	8,000
Lancashire Care	-	3,050
Total	<u>1,178,692</u>	<u>2,147,891</u>

In 2021, of the total grant income, £413,865 was restricted and £1,734,026 was unrestricted funds.

3. CHARITABLE ACTIVITIES – OPERATION OF FACILITIES

	31.3.22	31.3.21
	£	£
Burnley Borough Council annual contract fee	526,383	529,634
Income from the operation of leisure and arts facilities	<u>3,706,169</u>	<u>1,121,460</u>
	<u>4,232,552</u>	<u>1,651,094</u>

In 2021, of the total charitable activities income, £20,377 was restricted and £1,630,717 was unrestricted funds.

BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

4. RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 31.3.22 £	Total 31.3.21 £
Staff costs and allowances	275,178	-	275,178	218,798
Premises expenses	55,410	-	55,410	19,347
Services and supplies	142,201	-	142,201	52,383
Transport expenses	706	-	706	1,807
Agency and contracted services	106,045	-	106,045	-
Business and technical support (see note 6)	<u>25,888</u>	-	<u>25,888</u>	<u>25,475</u>
	<u>605,428</u>	-	<u>605,428</u>	<u>317,810</u>

In 2021, of the total costs raising funds, £nil was restricted and £317,810 was unrestricted funds.

5. COSTS OF CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 31.3.22 £	Total 31.3.21 £
Staff costs and allowances	2,476,604	345,716	2,822,320	2,190,901
Premises expenses	498,688	9,525	508,213	175,258
Supplies and services	1,279,808	303,409	1,583,217	493,587
Transport expenses	6,354	311	6,665	16,401
Agency and contracted services	-	-	-	-
Business and technical support (see note 6)	232,996	-	232,996	231,512
Governance costs (see note 6)	<u>5,850</u>	-	<u>5,850</u>	<u>5,850</u>
	<u>4,500,300</u>	<u>658,961</u>	<u>5,159,261</u>	<u>3,113,509</u>

In 2021, of the total costs of charitable activities, £245,335 was restricted and £2,868,174 was unrestricted funds.

Included in the above are governance and support costs. These costs have been allocated using an element of judgement as the charity has had to consider the cost/benefit of detailed calculations and record keeping. Therefore, support costs have been allocated accordingly to proportion of direct costs incurred within each charitable activity.

6. GOVERNANCE AND SUPPORT COSTS

	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total Funds £
Business and technical support	258,884	-	258,884	256,987
Audit services	5,000	-	5,000	5,000
Non-audit services	<u>850</u>	-	<u>850</u>	<u>850</u>
	<u>264,734</u>	-	<u>264,734</u>	<u>262,837</u>

In 2021, of the total governance and support costs, £nil was restricted and £262,837 was unrestricted funds.

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

7. NET OUTGOING RESOURCES

Net resources are stated after charging:

	31.3.22	31.3.21
	£	£
Auditors remuneration	<u>5,850</u>	<u>5,850</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

Trustees' Remuneration

During the year remuneration of £37,566 (2021: £34,650) was paid to one (2021: one) employee trustee, in relation to their employment duties. These payments are authorised by the Articles of Association. No trustees received remuneration for their roles as trustees for the year ended 31st March 2022 nor for the year ended 31st March 2021.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

9. STAFF COSTS

	31.3.22	31.3.21
	£	£
Wages and salaries	2,559,761	1,980,568
Social security costs	175,372	142,311
Other pension costs	<u>362,365</u>	<u>270,348</u>
	<u>3,097,498</u>	<u>2,393,227</u>

The average monthly number of employees during the year was as follows:

	31.3.22	31.3.21
Employees	<u>152</u>	<u>150</u>

Employees earning more than £60,000 during the year:

	31.3.22	31.3.21
£60,001 - £70,000	<u>1</u>	<u>1</u>

The above staff member participated in the defined benefit pension scheme. Contributions of £10,480 (2021: £10,325) were made in relation to this individual.

The total remuneration paid to Key Management Personnel was £220,002 (2021: £196,303).

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1st April 2021	50,000
Additions	<u>-</u>
At 31st March 2022	<u>50,000</u>
DEPRECIATION	
At 1st April 2021	50,000
Charge for year	<u>-</u>
At 31st March 2022	<u>50,000</u>
NET BOOK VALUE	
At 31st March 2022	<u>-</u>
At 31st March 2021	<u>-</u>

11. STOCK

	31.3.22	31.3.21
	£	£
Leisure centre stock	8,710	11,533
Towneley golf stock	30,540	18,862
Bar and catering	<u>52,087</u>	<u>45,966</u>
	<u>91,337</u>	<u>76,361</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade debtors	464,744	249,552
Prepayments and accrued income	14,879	2,172
Other debtors	<u>7,653</u>	<u>4,847</u>
	<u>487,276</u>	<u>256,571</u>

BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade creditors	252,040	185,608
Accruals and deferred income	<u>258,077</u>	<u>213,921</u>
	<u>510,117</u>	<u>399,529</u>

14. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	31.3.22	31.3.21
	£	£
Expiry date:		
Within 1 year	18,524	21,319
Between one and five years	<u>16,381</u>	<u>34,186</u>
	<u>34,905</u>	<u>55,505</u>

15. ANALYSIS OF NET LIABILITIES BETWEEN FUNDS

	Unrestricted	Restricted	31.3.22	31.3.21
	funds	funds	Total	Total
	£	£	funds	Funds
			£	£
Fixed assets	-	-	-	-
Current assets	884,732	385,226	1,269,958	1,208,347
Current liabilities	(510,117)	-	(510,117)	(399,529)
Pension scheme deficit	<u>(3,935,000)</u>	-	<u>(3,935,000)</u>	<u>(4,919,000)</u>
	<u>(3,560,385)</u>	<u>385,226</u>	<u>(3,175,159)</u>	<u>(4,110,182)</u>

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

16. UNRESTRICTED FUNDS

	Pension deficit £	General funds £	Designated funds £	Total funds £
Balance at 1 st April 2021	(4,919,000)	202,384	233,609	(4,483,007)
Net income / (expenditure)	984,000	47,231	(108,609)	922,622
	<u>(3,935,000)</u>	<u>249,615</u>	<u>125,000</u>	<u>(3,560,385)</u>

Purposes of designated funds

The trustees have designated funds to assist in the future development of the charity and the upgrading of facilities.

General fund

The general fund consists of the total of free reserves available to spend on the objectives of the charity.

17. RESTRICTED FUNDS

	At 1 st April 2021 £	Incoming resources £	Outgoing resources £	At 31 st March 2022 £
Project fund				
Active Streets	89,236	115,698	103,528	101,406
Arts development	25,000	-	-	25,000
Awards for All	8,053	2,300	-	10,353
Beat the Street	15,000	80,378	95,378	-
Boat House	5,000	-	5,000	-
Culture Recovery	144,888	(49,200)	95,688	-
Cycling project	10,371	-	-	10,371
Holiday Activities and Food programme	-	50,593	30,924	19,669
Healthy Lifestyles	69,092	306,619	280,965	94,746
Light up the Town	-	14,491	6,042	8,449
MAPS	6,185	-	6,185	-
PASTA	-	33,000	1,301	31,699
Weight Management	-	117,483	33,950	83,533
	<u>372,825</u>	<u>671,362</u>	<u>658,961</u>	<u>385,226</u>

The restricted grants received in the year have been categorised above.

18. PENSION ARRANGEMENTS

The charity participates in the Lancashire County Pension Fund which is a funded defined benefit scheme providing benefits based on final remuneration. The assets of the scheme are held separately from those of the charity. Whilst this is a multi-employer scheme, the actuary is able to segregate the assets and liabilities relating to the charity. During the year, normal employer pension contributions of £313,383 (2021: £270,348) were paid to the scheme.

BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

18. PENSION ARRANGEMENTS (CONTINUED)

The following calculations as at 31st March 2022 have been provided by the actuaries, Mercer Limited, using the projected unit actuarial costs method. Principal actuarial assumptions used by the actuary were as follows:

	31.3.22	31.3.21
	%	%
Rate of CPI inflation	3.20	2.70
Rate of increase in salaries	4.70	4.20
Rate of increase in pensions	3.30	2.80
Discount rate	2.80	2.20
Life expectancy of a male future pensioner aged 65 in 20 years' time	23.70	23.90
Life expectancy of a female future pensioner aged 65 in 20 years' time	26.80	26.90
Life expectancy of a male current pensioner aged 65	22.30	22.40
Life expectancy of a female current pensioner aged 65	25.00	25.10

The amounts recognised in the balance sheet are as follows:

	31.3.22	31.3.21
	£	£
Present value of funded obligations	(15,169,000)	(14,454,000)
Fair value of plan assets	11,234,000	9,535,000
Net pension deficit	<u>(3,935,000)</u>	<u>(4,919,000)</u>

Analysis of amounts charged to the Statement of Financial Activities:

	31.3.22	31.3.21
	£	£
Operating charge		
Current service cost	795,000	565,000
Past service cost		-
Curtailments	76,000	15,000
Administration expenses	12,000	10,000
Total operating charge	<u>883,000</u>	<u>590,000</u>
	31.3.22	31.3.21
	£	£
Other finance costs		
Expected return on pension scheme assets	(213,000)	(196,000)
Interest on pension scheme liabilities	317,000	267,000
Net charge	<u>104,000</u>	<u>71,000</u>
	31.3.22	31.3.21
	£	£
Total charge to resources expended in Statement of Financial Activities	<u>987,000</u>	<u>661,000</u>

BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

18. PENSION ARRANGEMENTS (CONTINUED)

Analysis of the actuarial gains and losses shown in the Statement of Financial Activities:

	31.3.22	31.3.21
	£	£
Actuarial gains on assets	1,174,000	731,000
Actuarial losses on liabilities	442,000	<u>(2,024,000)</u>
Actuarial gain / (loss) recognised	<u>1,616,000</u>	<u>(1,293,000)</u>

Changes in the fair value of the defined benefit obligation are as follows:

	31.3.22	31.3.21
	£	£
Opening defined benefit obligation	14,454,000	11,631,000
Current service cost	795,000	565,000
Past service cost	-	-
Curtailments	76,000	15,000
Interest on pension scheme liabilities	317,000	267,000
Employee contributions	123,000	106,000
Actuarial losses	(442,000)	2,024,000
Benefits paid / transfers	(154,000)	<u>(154,000)</u>
Closing defined benefit obligations	<u>15,169,000</u>	<u>14,454,000</u>

Changes in the fair value of plan assets are as follows:

	31.3.22	31.3.21
	£	£
Opening fair value of plan assets	9,535,000	8,388,000
Expected return on plan assets	213,000	196,000
Actuarial gains	1,174,000	731,000
Employer contributions	355,000	278,000
Employee contributions	123,000	106,000
Administration expenses	(12,000)	(10,000)
Benefits paid / transfers	(154,000)	<u>(154,000)</u>
Closing fair value of plan assets	<u>11,234,000</u>	<u>9,535,000</u>

The split of assets between investment categories is as follows:

	31.3.22		31.3.21		31.3.21
	£	%	£	%	%
Equities	11,000	0.10	4,472,000	-	46.90
Government bonds	90,000	0.80	-	-	-
Property	180,000	1.60	1,354,000	-	14.20
Cash/liquidity	281,000	2.50	210,000	-	2.20
Other	<u>10,672,000</u>	<u>95.00</u>	<u>3,499,000</u>	-	<u>36.70</u>
	<u>11,234,000</u>	<u>100.00</u>	<u>9,535,000</u>	-	<u>100.00</u>

**BURNLEY LEISURE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**

18. PENSION ARRANGEMENTS (CONTINUED)

Amounts for the current and previous periods are as follows:

	31.3.22	31.3.21	31.3.20
	£	£	£
Defined benefit obligation	(15,169,000)	(14,454,000)	(11,631,000)
Plan assets	<u>11,234,000</u>	<u>9,535,000</u>	<u>8,388,000</u>
(Deficit)/surplus	<u>(3,935,000)</u>	<u>(4,919,000)</u>	<u>(3,243,000)</u>

An interim actuarial review of the scheme was undertaken as at 31st March 2022.

Following the full actuarial valuation at 31st March 2019, employer contributions were agreed to stay at a rate of 15.60% with effect from 1st April 2022.

The current estimate of employer contributions for the year ended 31st March 2023 is £306,000. Implied service cost is estimated at £746,000 and a net interest and administration cost at £118,000 resulting in the deficit increasing by an estimated £558,000 to £4,493,000.

19. RELATED PARTY TRANSACTIONS

Under an agreement dated 25th March 2014, the charity acquired the use of the community arts and leisure facilities in the Burnley area from Burnley Borough Council, a related party by virtue of its grant funding to the charity. The community arts and leisure facilities include all the equipment at each site and enable the society to operate under its principal activity. The value of the equipment and the potential liability for the consideration are not included in the accounts in order to reflect the substance of the arrangement.

The charity operates from premises owned by Burnley Borough Council.

During the period, the charity received grant funding from Burnley Borough Council of £526,383 (2021: £529,634).

Burnley Borough Council also provides professional services to the charity under a service agreement which they were charged £194,163 (2021: £nil) in the period. The value of these services would have cost £258,884 (2021: £256,987). The element provided free of charge has been recognised as both income and an expense within the financial statements.

During the year sales of £194,163 (2021: £91,580) were charged to, and expenditure of £99,889 (2021: £88,541) was charged by, Burnley Borough Council.

20. GOING CONCERN AND POST BALANCE SHEET EVENTS

In preparing this Annual Report and Accounts, the trustees have considered their statement made regarding preparation of the financial statements on a going-concern basis. The financial statements have been produced on a going concern basis, despite the existence of net total liabilities (including the pension scheme deficit) as at 31st March 2022 because the trustees are satisfied that the charity will meet all its obligations as and when they fall due over the foreseeable future. In forming this opinion, the trustees have paid particular regard to:

- a) The nature of and future prospects for the economic climate in which the charity operates;
- b) The adequacy of the liquidity in the business demonstrated through the current 12 month forecast;
- c) The continued support of the council;
- d) The remaining term to March 2029 of the management agreement with Burnley Borough Council;
- e) The competencies of the executive staff employed by the charity;
- f) The actual performance to date for the financial year ending 31st March 2023.
- g) The details included in the Report of the Trustees which sets out the impact Coronavirus has had on the charity.

The trustees are not aware of any other reportable post balance sheet events at the time of this report.

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Cosy Homes in Lancashire (CHiL)

REPORT TO EXECUTIVE



DATE	15th March 2023
PORTFOLIO	Housing
REPORT AUTHOR	Clare Jackson
TEL NO	(01282) 425011 EXT 7231
EMAIL	cjackson@burnley.gov.uk

PURPOSE

1. To seek approval for the Council to extend its membership of the Cosy Homes in Lancashire (CHiL) consortium for a further 4 years from April 2023.
2. To seek approval to sign a contract with the appointed delivery agent for the provision of CHiL.
3. To adopt a Lancashire wide Statement of Intent (Appendix 1) so that residents can access Energy Company Obligation (ECO 4 LA flex) funding.

RECOMMENDATION

4. That the Executive approve the continued membership of the above consortium for a further 4 years from April 2023.
5. That delegated authority is given to the Head of Housing and Development Control in consultation with the Executive Member to negotiate and agree the terms of the delivery agent contract.
6. That delegated authority is given to the Head of Legal and Democratic services to sign the indemnity letter and delivery agent contract.
7. To approve the Council's participation in the Lancashire Statement of Intent for ECO 4 LA Flexible Funding.
8. That the Head of Housing and Development Control is authorised to sign a declaration confirming that a resident of Burnley meets the eligibility criteria for ECO 4 LA Flexible Funding.

REASONS FOR RECOMMENDATION

9. To deliver energy efficiency measures and advice to residents through CHiL to reduce fuel poverty.
10. To deliver the Green Homes Grant funding, the Home Upgrade Grants and other financial assistance through CHiL to Burnley residents.

SUMMARY OF KEY POINTS

11. CHiL is the name of the countywide energy efficiency and affordable warmth initiative. It offers an accessible and straightforward means of accessing grants from energy companies and other sources to fund new heating measures, insulation and renewable technologies in domestic properties. In June 2021 the Council entered a contract with RHEA, the delivery agent for CHiL. This contract expires at the end of March 2023.
12. The CHiL collaboration was created in 2013 and has grown steadily since then to become the exemplar model of retrofit delivery that exists today. Current membership includes the majority of districts in Lancashire, plus the unitary authorities of Blackpool, Blackburn with Darwen and Lancashire County Council.
13. Since its inception, almost 14,000 measures have been installed in fuel poor and vulnerable households in Burnley have benefitted from a range of improvements improving the energy efficiency of their homes and reducing the cost of fuel bills. ECO funding is a complicated funding stream which CHiL will continue to access for residents where it is the only option available to them. At this point it is worth highlighting other Government funded schemes which CHiL has delivered extremely successfully in Lancashire. This is funding that has been given directly to Local Authorities to administer with Blackpool Council acting as the Lead Authority.
14. During the partnership substantial funding for energy improvement measures and retrofits has been awarded through a bidding process from Government. £2.85m for a Lancashire LAD1b scheme. A further £11.4m was allocated for a LAD2 scheme which was delivered ahead of time and a further £13m was allocated from underspend in other Regions. Burnley was one of the authorities that received the highest number of installation measures in Lancashire for the LAD1 and 2 schemes. £8.7m of Home Upgrade Grant funding to deliver energy efficiency measures to 450 properties has also been secured, with delivery of this scheme now underway. Qualifying properties are those that do not have gas central heating and are classed as energy inefficient. This scheme is due to end March 2023 but an application was submitted in November 2022 to request a further £36m for the next 2 years which will deliver energy efficiency improvements to a further 2000 properties across Lancashire.
15. The ethos of CHiL is the same today as it was in 2013 which is not to compete with commercial installers of energy efficiency measures and to do as many installations as possible. CHiL works with the local supply chain and 3rd sector organisations to help those

most in need, those with life challenges and those who need support to get heating and insulation interventions.

16. As the contract with the current delivery agent ends in March 2023, Officers from across Lancashire have been working with Procurement at Blackpool Council to finalise Tender Documentation, advertising the contract in early December with a closing date for applications by the 17th January 23. A panel of Officers from across the County has undertaken the evaluation and interviewing processes.
17. As part of this ongoing Lancashire wide partnership, as is often the case with such projects we are being asked to sign the partnership indemnity letter and enter into the contract with the new delivery agent. The indemnity letter requests that the partner authorities agree to Blackpool being the lead authority and that there is a shared responsibility across all the authorities for the delivery of the project.

Energy Company Obligation (ECO) 4 Local Authority Flex

18. ECO4 is the fourth phase of ECO. As part of its Sustainable Warmth Strategy, the Government has extended the ECO grant for an extra four years, meaning it will run until March 2026. The primary goal of this grant is to support low-income households who are unable to upgrade their homes and heating systems.
19. Through the ECO Flexible funding every local authority can make a declaration to an energy company for a qualifying resident to receive a range of energy efficiency measures. To take part in ECO Flex each local authority must have a statement of intent (SOI) which details the criteria for a qualifying resident. The SOI has been agreed through ChiL as a Lancashire SOI and is contained within Appendix 1 to this report.
20. The Lancashire SOI also states that to be considered for LA flex a resident has to go through the CHiL scheme to get measures installed by the schemes approved installer. This arrangement was not unique to Lancashire as other schemes similar to CHiL operate around the Country. This arrangement provides assurance that the appropriate checks for eligibility and quality of work have been carried out and removes the pressure from councils who alternatively would have to carry out the required verifications.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

21. All funding costs including administrative are included in the various grants from Government. Blackpool as the lead and accountable local authority receive the grant on behalf of the consortium members.

POLICY IMPLICATIONS

22. In July 2019 the Council declared a climate emergency and subsequently developed the Climate Change Strategy 2022- 2026. The CHiL consortium and recommendations

contained within this report help to achieve the objectives of the strategy by improving the energy efficiency of homes in the Borough which reduces carbon emissions.

DETAILS OF CONSULTATION

23. None

BACKGROUND PAPERS

24. None

FURTHER INFORMATION

PLEASE CONTACT:

Clare Jackson 7321

ALSO: Paul Gatrell 7230

Statement of Intent for ECO4

Cosy Homes in Lancashire

ECO4 Flexible Eligibility

Consortium of Lancashire Local Authorities

Publication Date: XX/XX/XXXX

Version number: V.1

Publication on web site: www.XXXXXX.gov.uk

Cosy Homes in Lancashire (CHiL) is a partnership of 11 districts and two unitary councils in Lancashire as well as the County Council under which domestic energy efficiency schemes are delivered pan-Lancashire.

Participating Local Authorities include Blackburn with Darwen Borough Council, Blackpool Council, Burnley Council, Chorley Council, Hyndburn Borough Council, Lancaster City Council, Pendle Borough Council, Preston City Council, Ribble Valley Borough Council, Rossendale Borough Council, South Ribble Borough Council, West Lancashire Borough Council and Wyre Council.

This statement sets out the CHiL flexible eligibility criteria for the Energy Company Obligation (ECO4) scheme from November 2022 – March 2026.

The ECO4 scheme will focus on supporting low income and vulnerable households. The scheme will improve the least energy efficient homes helping to meet the Government's fuel poverty and net zero commitments.

The flexible approach for Local Authorities (LAs) to identifying fuel poor and vulnerable households who may benefit from heating and energy saving measures is referred to as "ECO4 Flex".

CHiL welcomes the introduction of the ECO4 Flex eligibility routes as it helps achieve its plans to improve the homes of those in fuel poverty or vulnerable to the cold.

CHiL is publishing this Statement of Intent (Sol), on the **XX/XX/XXXX** to confirm that each of the households declared will adhere to at least one of the four available routes outlined below:

Route 1: SAP bands D-G households with an income less than £31,000. This cap applies irrespective of the property size, composition, or region.

Route 2: SAP bands E-G households that meet a combination of two of the following proxies:

<p>Proxy 1) Homes in England in Lower-layer Super Output Area 1-3 (LSOA)¹, or homes in Welsh provision LSOA 1-3 on the Welsh Index of Multiple Deprivation 2019², or the Index of Multiple Deprivation for 2020, published by the Scottish Government³</p>
<p>Proxy 2) Householders receiving a Council Tax rebate (rebates based on low income only, excludes single person rebates).</p>
<p>Proxy 3) Householders vulnerable to living in a cold home as identified in the National Institute for Health and Care Excellence (NICE) Guidance. Only one from the list can be used, excludes the proxy 'low income'.</p>
<p>Proxy 4) A householder receiving free school meals due to low-income.</p>
<p>Proxy 5) A householder supported by a LA run scheme, that has been named and described by the LA as supporting low income and vulnerable households for the purposes of NICE Guideline.</p>
<p>Proxy 6) A household referred to the LA for support by their energy supplier or Citizen's Advice or Citizen's Advice Scotland, because they have been identified as struggling to pay their electricity and gas bills.</p>

* Note proxies 1 and 3 cannot be used together.

Route 3: SAP bands D-G households that have been identified by their doctor or GP as low- income and vulnerable, with an occupant whose health conditions may be impacted further by living in a cold home. These health conditions may be cardiovascular, respiratory, immunosuppressed, or limited mobility related.

This is because CHiL has identified a positive correlation between households who suffer from long-term health conditions and living off a low-income, with living in poorly insulated homes.

Route 4: SAP band D-G households that are referred under Route 4: Bespoke Targeting. Suppliers and LAs can submit an application to BEIS where they have identified a low income and vulnerable household, who are not already eligible under the exiting routes.

¹ [The English Indices of Deprivation 2019 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

² [Welsh Index of Multiple Deprivation \(full Index update with ranks\): 2019 | GOV.WALES](https://gov.wales)

³ [Scottish Index of Multiple Deprivation 2020 - gov.scot \(www.gov.scot\)](https://www.gov.scot)

Declaration and evidence check confirmation

All potentially eligible households should apply through CHiL to ensure that they can either benefit from the scheme or be assessed for eligibility under any other relevant programme.

The officer below will be responsible for checking and verifying declarations and associated evidence submitted on behalf of the local authority:

Name: XXXX XXXX

Job Title: XXXXXXXXXXXXXXXXXXXX

Telephone: XXXXX XXXXXX

Email: XXXXXX@XXXXX.gov.uk

CEO or dedicated responsible person mandatory signature

CHiL will administer the scheme according to BEIS' ECO4 Order and will identify eligible households via Ofgem's application process. The Dedicated Responsible Person within the Authority will oversee the process of identifying eligible households under ECO4 Flex.

The eligibility information will be stored securely in line with CHiL's data protection policy, Information Commissioner's Office Data Sharing Code, and BEIS guidance.

Signature: XXXXXX

Name: XXXX XXXX

Job Title: CEO/ dedicated responsible person

Date of signature: XX/XX/XXXX

For any general enquires relating to this Sol, please contact XXXXXX@XXXXX.gov.uk.

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REPORT TO EXECUTIVE



DATE	15th March 2023
PORTFOLIO	Housing & Development Control
REPORT AUTHOR	Wilma Waddingham
TEL NO	01282 477242
EMAIL	wwaddingham@burnley.gov.uk

EX-OFFENDERS GOVERNMENT SUPPORT GRANT

PURPOSE

1. To seek approval to accept the funding award from the Accommodation for Ex-offenders Programme to allow for the continuation of an East Lancashire wide programme of services targeted at reducing repeat offending by accessing settled accommodation and providing support.

RECOMMENDATION

2. That the Executive,

Approves acceptance of the revenue funding award of £232,808 from the Department for Levelling Up, Housing and Communities to allow for the continuation of funding for 2 x support officer posts working within Calico's Gateway Housing Project and the provision of incentive packages to assist with access into the private rented sector.

Delegates authority to the Head of Housing and Development Control to negotiate and enter into the relevant agreements with Pendle Borough Council, Rossendale Borough Council, Hyndburn Borough Council, Ribble Valley Borough Council, as partner local authorities, and Calico Homes as service provider, for the receipt of the funding and the delivery of the services.

REASONS FOR RECOMMENDATION

3. To continue to provide support to ex-offenders to access and sustain their own accommodation with the aim of reduction re-offending in the future.

To assist the Council to meet its statutory duties to prevent and relieve homelessness.

SUMMARY OF KEY POINTS

4. Since 2021 authorities in East Lancashire have worked together to secure accommodation for ex-offenders funding from the Department for Levelling Up Housing

and Communities and have commissioned Calico Homes to deliver this support on their behalf. The Accommodation for Ex-Offenders Programme (AFEO) was introduced to support homeless prison leavers to access the private rented sector and reduce the instances of rough sleeping and reoffending.

The funding and services provided assist the council in fulfilling its statutory duties in relation to preventing and relieving homelessness.

Between 2021 and 2023 Pendle Borough Council led on the bid on behalf of the East Lancashire local authorities, but in 2023 the funding criteria was changed with Burnley Borough Council being the only authority able to bid on behalf of East Lancashire Authorities.

In order to ensure East Lancashire Councils continued to benefit from AFEO funding Burnley Borough Council agreed to act as lead authority and submit a joint bid on behalf of Rossendale, Pendle, Hyndburn and Ribblesdale Councils. The bid was successful, and the Councils have been awarded a total of £232,808 to support ex-offenders into settled accommodation. The funding runs up to 31st March 2025. The proposal is to fund 2 AFEO support workers to work across the five local authority areas to provide support and assistance to ex-offenders to secure and settle into permanent housing in the private rented sector.

This funding will be received in two tranches per year.

April 2023 - £58,202

Sept 2023 - £58,202

April 2024 - £58,202

Sept 2024 - £58,202

AFEO Support Officer

Calico Homes have provided AFEO support officers since 2021 on behalf of East Lancashire local authorities and it is proposed to continue to fund this service from the funding award. The service operates out of Calico's Gateway Housing Project and seeks to identify suitable housing and support for those individuals who are leaving prison or have served a prison sentence within the last 12 months. The project will employ two full time officers at a cost of £137,500 over a two-year period up to 31st March 2025.

The project will aim to assist an estimated 80 ex-offenders over the two-year period across the five local authority areas.

Incentives

Additional funding of £95,308 has been awarded as part of the AFEO fund to provide incentive packages to private sector landlord to assist and support clients into private rented accommodation. This package can include, bonds, rent in advance and starter packs for the clients. The overall aim of the programme is to provide the right support and assistance to reduce re-offending and returns to prison.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

5. The funding award will cover the costs of providing 2 x AFEO support officers in full for two years that will assist an estimated 80 ex-offenders across East Lancashire into settled accommodation. The support officers will be employed through Calico Homes, the project funded in full from the grant award and there will be no costs borne by the Council.

As the applicant and recipient of the funding there is a risk of claw back to the Council if the funding is not judged to have been spent in accordance with the grant conditions. Due to the experience gained from the previous operation of the programme and the good partnership working between the five local authorities and Calico Homes this is considered to be a very low risk.

POLICY IMPLICATIONS

6. There are no direct policy implications. This scheme will be delivered within the Councils existing policy framework which supports the Prevention of Homelessness Strategy.

DETAILS OF CONSULTATION

7. None

BACKGROUND PAPERS

8. None

FURTHER INFORMATION

PLEASE CONTACT:

Wilma Waddingham 01282 477242

ALSO:

Paul Gatrell 01282 477230

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Scrutiny Work Programme 2022-23 as at 1st February 2023

<p>Wednesday 1st June 2022</p>	<p>Notice of key decisions and private meetings -Done Review Groups Update from 2021/22-Done Reviews for 2022/23-Done Work Programme-Done</p> <p><u>Scrutiny Reports to be confirmed from 2021/22</u> Homelessness paper-update from Nov 2021 meeting tbc Authority Monitoring Report (Planning)-from Feb 2022 meeting-Done Pension Fund arrangements- from March 2022 meeting tbc</p> <p><u>Exec Reports</u> Tennis Court Improvements-Done Charter Walk 2022/23-Done Enforcement Cash Collection-Done Sale of Residential Properties-Done</p>
<p>Thursday 7th July 2022</p>	<p>Notice of Key Decisions and Private Meetings Calico Review 2021-22 Summary Work Programme/Review Group Proposals 2022-23 x5 State of the Local Economy Performance Review 2021-22-added by Chair since 1/6/22 Scrutiny</p> <p><u>Work Programme 2022-23</u> Homelessness Monitoring -update from Nov 2021 meeting-work programme item tbc Pension Fund arrangements- proposal from March 2022 meeting-work programme item tbc</p> <p><u>Policy Framework Items</u> Outturn 2021/22/21 Financial Reports-Revenue, Capital, Treasury Management Annual Review of Activity</p> <p><u>13 July 2022 Exec Reports</u> Play Strategy-as per 1/6/22 Scrutiny Towneley Hall Repairs (Private)- Urgent report added by Chair since 1/6/22</p>
<p>Monday 25th July 2022 Special Scrutiny</p>	<p>Shared Prosperity Fund (Private) Rough Sleeping Programme (Private) Youth Investment Fund (Private)</p>

<p>Monday 15th August 2022 Special Scrutiny</p>	<p>Youth Investment Fund Application (Private)</p>
<p>Thursday 15th September 2022</p>	<p>Notice of Key Decisions and Private Meetings Liberata Scrutiny Presentation Licensing Policy Review Groups Work Programme</p> <p><u>Policy Framework Items</u> Revenue Monitoring 2022/23 Quarter 1 Capital Monitoring 2022/23 Quarter 1 Revenue Budget 2023-26-Latest Position and Savings Proposals</p>
<p>Thursday 24th November 2022</p>	<p>Notice of Key Decisions and Private Meetings Half Year performance report 2022-23</p> <p>Household Support Fund Dog Control Public Space Protection Order</p> <p>Review Groups Work Programme</p> <p><u>Policy Framework items</u> Revenue Budget Monitoring Q2 2022/23 Capital Budget Monitoring - Q2 2022/23 Fees & Charges -From Jan 2023 Treasury Management Mid-year update 2022/23</p> <p>Moved to January 2023</p> <p>Calico Review Group Monitoring Food Delivery Programme (Annual Update) Health & Safety Delivery Programme (Annual Update)</p>
<p>Wednesday 11th January 2023</p>	<p><u>Regular / standing items</u></p> <p>Notice of Key Decisions and Private Meetings Queensgate Review – moved to Feb/March 2023 Calico Review Group Monitoring – moved to Feb/March 2023 Work Programme</p> <p><u>Exec items</u></p> <p>Lower St James's Street Heritage Action Zone Community Safety Strategic Update (Annual Update)</p>

	<p>Food Delivery Programme (Annual Update) – moved from November 2022</p> <p>Health & Safety Delivery Programme (Annual Update) – moved from November 2022</p> <p>Environmental Enforcement Services Procurement Lancashire 2050</p> <p>Empty Homes Programme</p> <p>Memorial Park Wheeled Sports Area</p> <p>Burnley Bus Station Management Services Procurement</p> <p><u>Policy Framework items</u></p> <p>Pay Policy Statement – Deferred until February</p> <p><u>Other items</u></p> <p>Resident Satisfaction Survey – Deferred until February</p>
<p>Thursday 9th February 2023 Budget Scrutiny</p>	<p>Notice of Key Decisions and Private Meetings</p> <p>Review Groups – Calico (Moved June 2023) and Queensgate (Moved to March 2023)</p> <p>Work Programme</p> <p><u>Policy Framework items</u></p> <p>Revenue Budget Monitoring Q3 2022-23</p> <p>Capital Budget Monitoring - Q3 2022-23</p> <p>Medium Term Financial Strategy</p> <p>Revenue Budget 2023-4</p> <p>Capital Budget 2023-24 and Cap Investment Prog 2023/24</p> <p>Treasury Management & Prudential Borrowing.</p> <p>Strategic Plan</p> <p>Pay Policy Statement</p> <p><u>Other items</u></p> <p>Resident Satisfaction Survey</p>
<p>Wednesday 8th March 2023</p>	<p>Notice of Key Decisions and Private Meetings</p> <p>Leisure Trust Annual Report</p> <p>Queensgate Review Group (Moved to June 2023)</p> <p>Work Programme</p> <p><u>Exec Items</u></p> <p>Delivery Agent Cosy Homes in Lancashire (ChiL)</p>
<p>Items for 2023/24 Workplan</p>	<p>Calico Review Group (June 2023)</p> <p>Queensgate Review Group (June 2023)</p>

	<p><u>Exec Items</u></p> <p>Allotment Review 2023 (April 2023) Cultural Strategy (September 2023)</p> <p>Burnley Leisure Trust Annual Report (after September 2023)</p>
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