



Meeting of the Burnley Borough Council

To be held at 6.30 pm on
Wednesday, 24th January, 2024



Sir or Madam,

Notice is given of a MEETING of the COUNCIL of the BOROUGH OF BURNLEY to be held in the Council Chamber, Town Hall, BURNLEY on

DATE: Wednesday, 24th January, 2024

starting at 6.30 pm

To transact the business specified below.

Catherine Waudby
Head of Legal and Democratic Services

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

Notice in writing of the subject matter must be given to the Head of Legal & Democratic Services by 5.00 pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall, Manchester Road or from the web at: [Request to speak form](#). You can also register to speak via the online agenda. Requests will be dealt with in the order in which they are received.

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

Due to limited space in the venue members of the public wishing to observe the meeting are advised to watch the live stream on Youtube. Priority will be given to those who have registered to speak if seating capacity is exceeded.

A G E N D A

1. Minutes of the Last Meeting 7 - 12
To receive, as read, the Minutes of the proceedings of the previous Council meeting, held on 6th December 2023, and to confirm them or otherwise.
2. Declarations of Interest
To receive any declarations of interest.
3. Mayor's Communications
To receive communications (if any) from His Worshipful the Mayor.

4. Public Question Time

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

5. Items for Decision by the Council

- a) Lancashire Combined County Authority 13 - 22
To consider the recommendation as set out in the report.
- b) Revenue Monitoring Report 2023/24 - Quarter 2 23 - 36
To consider the latest revised net budget and the net transfers from earmarked reserves.
- c) Capital Monitoring Report 2023/24 - Quarter 2 37 - 50
To consider net budget changes giving a revised capital budget and the proposed financing of the revised capital budget.
- d) Fees and Charges Tariff 2024/25 51 - 106
To consider the proposed fees and charges from 1 April 2024.
- e) Treasury Management Mid-Year Report 2023/24 107 - 118
To consider the quarterly update on the Treasury Management Strategy 2023/24 in compliance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management.
- f) Food Safety Service Delivery Plan 2024/25 119 - 144
To consider a report on the delivery plan.
- g) Health & Safety Intervention Plan 2024/25 145 - 166
To consider a report on the intervention plan.
- h) Constitutional Reporting - Amendment to Outside Body Representation 167 - 168
To note the need for and subsequently approve a change to the Council's representation on an Outside Body.
- i) Constitutional Reporting - General Substitute Scheme 169 - 194
To consider a scheme to allow the appointment of substitute members to Committees (other than the Executive).

6. Reports from Committee Chairs

- a) Report from the Chair of Scrutiny 195 - 196
- b) Report from the Chair of Audit & Standards 197 - 198
- c) Report from Chair of Development Control 199 - 200
- d) Report from Chair of Licensing

There have been no meetings since the last report to Full Council.

7. Strategic Plan Progress Reports

201 - 226

To consider progress against the Council's Strategic Commitments.

8. Questions

To deal with questions (if any) relating to matters not contained in the Minutes before the Council and of which notice in writing has been received in accordance with Standing Order No. 10(2).

Councillor Attendance

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

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