

# SCRUTINY COMMITTEE

Thursday, 11th January, 2024  
6.30 pm





# SCRUTINY COMMITTEE

## ROOMS 2 & 3, BURNLEY TOWN HALL

Thursday, 11th January, 2024 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: [Request to Speak](#) . You can also register to speak via the online agenda. Requests will be dealt with in the order in which they are received.

## **AGENDA**

### **1) Apologies**

To receive any apologies for absence.

### **2) Minutes**

To approve as a correct record the minutes of the previous meeting.

5 - 8

### **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** 9 - 18  
To consider the list of future Key Decisions.
- 8) Community Safety Annual Report** 19 - 24  
To provide an update to the Scrutiny Committee of Burnley's community safety performance as part of the required statutory duty, in accordance with the Crime and Disorder Act 1998.
- 9) Food Safety Service Delivery Plan 24/25** 25 - 50  
To receive an update on how the authority plans to protect and promote food safety throughout the Borough.
- 10) Health and Safety Intervention Plan 24/25** 51 - 72  
To receive an outline of the health and safety regulation duties undertaken by Burnley Borough Council's health and safety team.
- 11) Revenue Budget Monitoring Q2 2023/24** 73 - 86  
To receive the Revenue Budget Monitoring Report Q2 2023/24 (to 30 September 2023).
- 12) Capital Budget Monitoring - Q2 2023/24** 87 - 100  
To receive the Capital Budget Monitoring Report Q2 2023/24 (to 30 September 2023).
- 13) Fees & Charges Tariff 2024/25** 101 - 156  
To consider a report on fees and charges for 2024/25.
- 14) Treasury Management Mid-year update 2023/24** 157 - 168  
To receive a report on treasury management activity for the first half of 2023/24 covering the period 1 April to 30 September 2023.
- 15) Strategic Risk Register** 169 - 208  
To consider the Strategic Risk Register.
- 16) Scrutiny Review Groups**  
To receive an update on the work of any active Scrutiny Review Groups.
- 17) Work Programme 2023/24** 209 - 212  
To consider any amendments to the Work Programme for 2023/24.

PRIVATE ITEMS

- 18) Charter Walk Interim Report** 213 - 272

To update the Committee on the performance of Charter Walk to end of Q2 2023.

**19) Waste and Cleansing Contract**

273 - 278

**MEMBERSHIP OF COMMITTEE**

Councillor Gail Barton (Chair)  
Councillor Bill Horrocks (Vice-Chair)  
Councillor Gordon Birtwistle  
Councillor Helen Bridges  
Councillor Margaret Brindle  
Councillor Joanne Broughton  
Councillor Alex Hall  
Councillor Beki Hughes  
Councillor Nussrat Kazmi

Councillor Syeda Kazmi  
Councillor Gordon Lishman  
Councillor Sehrish Lone  
Councillor Jamie McGowan  
Councillor Christine Sollis  
Councillor Jeff Sumner  
Councillor Don Whitaker  
Councillor Fiona Wild

**PUBLISHED**

Wednesday, 3 January 2024