



# SCRUTINY COMMITTEE

BURNLEY TOWN HALL

Thursday, 8th February, 2018 at 6.30 pm

## PRESENT

## MEMBERS

Councillors A Tatchell (Chair), M Brindle (Vice-Chair), G Birtwistle, J Cunningham, B Foster, T Harrison, M Johnstone, S Malik, N Mottershead, P Reynolds and C White

## OFFICERS

Lukman Patel	– Chief Operating Officer
Asad Mushtaq	– Head of Finance
David Donlan	– Accountancy Division Manager
Alison McEwan	– Democracy Officer
Rob Dobson	– Corporate Policy and Projects Manager
Jayne Enright	– Principal Environmental Health Officer - Food Safety

### 41. Apologies

Apologies were received from Councillors Greenwood, Hagonbotham, Kelly and L Khan.

### 42. Minutes

The minutes of the meeting held on 29<sup>th</sup> November 2017 were approved as a correct record and signed by the Chair.

### 43. Exclusion of the Public

That the public be excluded from the meeting before discussion takes place on the items relating to Minute 57 since in view of the nature of the business to be transacted, if the public were present there would be a disclosure to them of exempt information within the meaning of Part VA of the Local Government Act 1972.

#### **44. Notice of Key Decisions and Private Meetings**

##### **IT WAS RESOLVED**

That the Notice of Key Decisions and Private Meetings be noted.

#### **45. Strategic Plan 2018**

##### **IT WAS RESOLVED**

That the updates to the Plan be noted.

#### **46. Food (Official Controls) Delivery Plan**

Members considered the report which set out the plans for future delivery of Food safety Services. This Plan is a requirement of the Food Standards Agency and sets out:

- An outline of the key services and work activity delivered
- The Council's statement on food safety and the links with corporate priorities and objectives
- A profile of the Borough including the political and managerial arrangements
- The demands on the service
- Summary of service activity in relation to premises inspection, complaints investigation, advice, sampling, infectious diseases, food safety incidents, liaison arrangements and promotional activities
- The resources deployed to meet these demands
- Quality assessment procedures and performance indicators

Key services and work activity delivered by the Food Safety Team include:-

- Carrying out routine, programmed inspections of 931 local food businesses
- Responding to Service requests including food complaints and hygiene of premises complaints
- Investigating notifications of infectious diseases and local outbreaks, which may be associated with food
- Promoting food safety and best practice by working closely with local businesses
- Working with the Food Standards Agency to run and maintain the Food Hygiene Rating Scheme

Members discussed the following:

- Why some food businesses hadn't displayed the Food Hygiene Safety Rating System score. Although participation in the scheme was mandatory, displaying the score wasn't. It could be found on the internet.
- Were food businesses reprimanded for low scores in the system? More resources were targeted at businesses scoring 2 or less, to help them improve their practises.

- What steps had been taken to prevent further outbreaks of infectious diseases? Food Safety team worked closely with businesses on food hygiene, infection control and monitoring to ensure the risk of outbreaks was minimised, and the chance of an outbreak spreading was reduced.

#### **IT WAS RESOLVED THAT**

The Scrutiny Committee recommends to Full Council to approve the Food (Official Controls) Delivery Plan 2017/18.

#### **47. Health & Safety Delivery Plan**

Members considered the report setting out the Health & Safety Intervention Plan which has been produced to outline the health and safety regulation duties undertaken by Burnley Borough Council's health and safety team.

The regulation of health and safety is split between local authority (LA) regulators and the Health and Safety Executive (HSE), the businesses we regulate as the LA are mostly in the service sector and include offices, shops, restaurants, care homes, hotels, tyre and exhaust fitters and warehouses. The HSE regulate health & safety in factories, hospitals, council run premises, schools, colleges, construction and agricultural premises.

#### **IT WAS RESOLVED THAT**

The Scrutiny Committee recommends to Full Council to approve the Health & Safety Intervention Plan 2017/18.

#### **48. Revenue Budget Monitoring Q3**

Members considered the report which outlined the Quarter 3 Revenue Budget position as at 31<sup>st</sup> December 2017, and the latest 2017/18 outturn position forecast at 31<sup>st</sup> March 2018 forecasting an underspend of £98k.

#### **IT WAS RESOLVED THAT**

The report was noted.

#### **49. Capital Budget Monitoring Q3**

Members received a report outlining the latest Capital Budget position as at 31<sup>st</sup> December 2017, and a revised Capital Budget of £11,417,995.

#### **IT WAS RESOLVED**

That the report be noted.

## **50. Revenue Budget 2018/19**

Members considered a report which set out the proposed revenue budget for 2018/19. The report proposed a revenue budget of £15.089million, which equated to a Council Tax rise of 2.99%.

Members discussed the following:

- Following the Local Plan inspection was the cost of any revisions required included within the 2018/19 budget? A report had been taken to Executive in January 2018 which requested a virement from within existing resources of £30k to meet the modifications required by the Inspector. No further budget requirement had been identified.

### **IT WAS RESOLVED**

That the Scrutiny Committee endorses the recommendation for the Executive to recommend the report for approval by Full Council.

## **51. Capital Budget 2018/19 and Capital Improvement Programme 2019-21**

Members considered a report which set out the proposed capital budget for 2018/19, and the Capital Improvement Programme for 2018/19 – 2020/21. The report proposed a capital budget of £10,140,512million.

Members discussed the following:

- Ward Opportunities Funding no longer part of Capital Programme. This had been a much appreciated scheme by residents. The scheme had been significantly underspent year on year, and the Capital Programme was required to make savings.

### **IT WAS RESOLVED**

That the Scrutiny Committee endorses the recommendation for the Executive to recommend the report for approval by Full Council.

## **52. Medium Term Financial Strategy 2019-22**

Members considered a report which outlined the Council's Treasury Management Strategy for 2019/2020 – 2021/22. Additional information received showed the England average spending power increase (p143) had been increased to 1.9% with the announcement of £200million additional social care funding. This was compared to Burnley's reduction in spending power of 3.5%

### **IT WAS RESOLVED**

That the report be noted.

### **53. Treasury Management Strategy and Prudential Borrowing**

Members considered the Council's Treasury management Strategy for 2018/19.

#### **IT WAS RRESOLVED**

That the report be noted.

### **54. Scrutiny Review Groups**

Rob Dobson updated Members on the progress of the Dementia Review Group. He outlined that the group had identified three areas for focus, and Officers would take these forward with partners, and hold a further meeting of the group in May or June.

Members discussed the following:

- Singing for the Brain Choir had been struggling to access funding. Were there any streams available? One of the requests had been for funding raised locally at the Memory Walk to be made available to support local groups. Rob Dobson would investigate how that funding was being allocated.

### **55. Work Programme 2017/18**

Alison McEwan outlined the items on the Agenda to date for the March meeting, and asked Members to note the meeting date had changed to 19<sup>th</sup> March following a change in the date of the Executive meeting.

Work had also begun on the 2018/19 Work Programme, and an update would be brought to the March meeting.

### **56. Organisation Review**

Members considered a report which outlined a revised structure as part of the Council's need to reshape itself to meet future challenges, in the context of reducing budgets.

#### **IT WAS RESOLVED**

That the report be noted.