

SCRUTINY COMMITTEE

Wednesday, 9th August, 2017
6.30 pm





SCRUTINY COMMITTEE

BURNLEY TOWN HALL

Wednesday, 9th August, 2017 at 6.30 pm

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 Governance, Law & Regulation by 5.00pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall or the Contact Centre, Parker Lane, Burnley. Forms are also available on the Council's website www.burnley.gov.uk/meetings.

AGENDA

1) *Apologies*

To receive any apologies for absence.

2) *Minutes*

5 - 8

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

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 - 12
To consider the Key Decisions to be taken for the period 15th August 2017 onwards.
- 8) *Empire Theatre*** To Follow
To consider a report on the Empire Theatre.
- 9) *Scrutiny Review Groups*** To Be Tabled
To receive an update on the work of any active Scrutiny Review Groups.
- 10) *Work Programme 2017/18***
To consider any additions to the draft Work Plan for 2017/18

MEMBERSHIP OF COMMITTEE

Councillor Andrew Tatchell (Chair)	Councillor Marcus Johnstone
Councillor Margaret Brindle (Vice-Chair)	Councillor Anne Kelly
Councillor Gordon Birtwistle	Councillor Lubna Khan
Councillor Jean Cunningham	Councillor Sobia Malik
Councillor Beatrice Foster	Councillor Tony Martin
Councillor Roger Frost	Councillor Andrew Newhouse
Councillor Joanne Greenwood	Councillor Mark Payne
Councillor Tony Harrison	Councillor Paul Reynolds
Councillor David Heginbotham	

PUBLISHED

Tuesday, 1 August 2017

This page is intentionally left blank



SCRUTINY COMMITTEE

BURNLEY TOWN HALL

Wednesday, 28th June, 2017 at 6.30 pm

PRESENT

MEMBERS

Councillors A Tatchell (Chair), M Brindle (Vice-Chair), J Cunningham, B Foster, R Frost, J Greenwood, T Harrison, M Johnstone, A Kelly, T Martin and P Reynolds

OFFICERS

Rob Dobson	– Corporate Policy and Projects Manager
David Donlan	– Accountancy Division Manager
Alison McEwan	– Democracy Officer

1. Apologies

Apologies were received from Councillors Heginbotham, Malik and Newhouse.

2. Minutes

The minutes of the previous meeting were approved as a correct record and signed by the Chair.

3. Notice of Key Decisions and Private Meetings

The Chair introduced the Notice of Key Decisions and Private Meetings, noting that due to the timing of meetings within the cycle, the next iteration of the document was almost due for publication. Alison McEwan was asked to circulate to members once published. This document could be a useful tool in deciding on additions to the work plan, or in formulating ideas for Scrutiny Review groups.

Members discussed the following:

- Play Strategy – hadn't the Council recently approved a new Play Strategy? No, the strategy had been in development for some time, but would be submitted to the Executive for consideration in July. The previous version dated from 2009.

- Business Rates Relief scheme – was this to be removed? Alison McEwan to make enquiries with the relevant officers.

4. Year End Performance Report

Rob Dobson introduced the report, and highlighted areas of strong performance, which included:

- Sickness Absence which was (on average) 5.09 days per employee against a target of 6 days. This gave Burnley the lowest average figure of all Northwest district councils.
- Streetscene missed bins –the number of missed bins was now at 32 per 100,000, against the target of 40/100,000.
- Number of planning applications processed within target time. Members attention was drawn to the fact that the Peer Review team last year had highlighted this an area which might benefit from additional focus. In Q4, 100% of major applications, 97% of minor applications, and 85% of 'other' applications were processed in time, against targets of 60%, 65% and 80%. Comparatively, this put Burnley above the Northwest average for all measures.

One area of weaker performance was drawn to the attention of members – IT business critical system availability. Two major incidents occurred in Q4, causing disruption for officers and members of the public. These were resolved, and Liberata have made investment in hardware, and continue to make improvements to infrastructure.

IT

WAS

AGREED

That the report be noted.

5. Annual Treasury Management Report Review of 2016/17 Activity

David Donlan presented the report which was required so that the Council fulfilled its obligations under the CIPFA regulations.

Highlights of the report included over £150k savings being made on predicted interest payments due to proactive management of cash flows, slippage in capital spending and lower interest rates payable.

The report also drew members attention to the higher than expected returns on investments, which had resulted in an additional £37k in interest being received by the Council.

Members questioned whether alternatives to the Public Works Loans Board (PWLB) had been explored, as their rates seemed to be higher than commercial loans. It was confirmed that although alternatives to the PWLB had been proposed, no new scheme had been realised.

IT WAS AGREED

That the report be noted.

6. 2016/17 Final Outturn Position

David Donlan introduced the report which detailed the position of the Council's 2016/17 budget at year end.

Members discussed the following:

- At paragraph 8, were additional pension costs ('pension strain') costs included within the 'employee redundancy costs' heading. This was confirmed to be the case.
- The total held in reserves was circa £8million. This was almost 50% of the revenue budget, why was this? Within the total reserves, the majority of funding was committed for specific projects and budgets.

Members were reminded of a Member Workshop on 19th July which would be focussed on the Draft Statement of Accounts.

IT WAS AGREED

That the report be noted.

7. Scrutiny Review Groups

The Chair updated new members of the committee on the reviews that had been undertaken so far.

The Railway Review Group was still underway, and confirmation of the date of the next meeting would be issued as soon as confirmation received from the external agencies.

Members had been sent proposal forms to suggest additional topics for future groups. These were to be returned by 14th July, so that potentially a special workshop could be held to work through and choose topics prior to the next full Scrutiny meeting in September.

Members discussed some possible topics, and agreed to submit any suggestions in writing.

8. Work Programme 2017/18

Alison McEwan informed members that this was the latest information received for the work plan, but that this could be added to if new projects and reports were brought forward.

This page is intentionally left blank

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 during the months August to November 2017, published on 17th July 2017.
- 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.

Meetings of the Executive will be held on the following dates: 15th August , 19th September and 15th November 2017. Meetings normally start at 6.30pm but times can change so please check the council website nearer the date of the meeting. This Notice will be further updated on the following dates: 17th July, 18th August and 16th October 2017.

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
Insurance Renewals	To consider Insurance Renewals	Yes	August 2017	The report contains exempt information and is therefore NOT FOR PUBLICATION by virtue of Local Government Act 1972, Schedule 12A, Part I, Paragraph 3; Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Report setting out the issues	Lukman Patel Head of Governance, Law, Property and Regulation Executive Member for Resources and Performance Management
Energy Company Obligation Flexible Funding (ECO Flex)	To adopt a Lancashire wide Statement of Intent to enable residents to access Energy Company Obligation (ECO) funding.	Yes	August 2017	Public	Report setting out the issues	Paul Gatrell Head of Housing and Development Control Executive Member for Housing and Environment
Allocation of Business Grant	To consider the allocation of a business grant	Yes	August 2017	The report contains exempt information and is therefore NOT FOR PUBLICATION by virtue of Local Government Act 1972, Schedule 12A, Part I, Paragraph 3; Information relating to the financial or business affairs	Report setting out the issues	Asad Mushtaq, Head of Finance Executive Member for Resources and Performance Management

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
				of any particular person (including the authority holding that information)		
The Empire Theatre	To consider a report on the Empire Theatre	Yes	August 2017	Public	Report setting out the key issues	Mick Cartledge, Chief Operating Officer Executive Member for Housing and Environment
Business Rates Pooling	To consider a report on Business Rates Pooling	Yes	August 2017	Public	Report setting out the key issues	Asad Mushtaq, Head of Finance Executive Member for Resources and Performance Management
Heritage Lottery Fund (HLF) Funding for Padiham Townscape Heritage	To consider a report on HLF funding for Padiham Townscape Heritage	Yes	August 2017	Public	Report setting out the key issues	Kate Ingram, Head of Regeneration and Policy Development Executive Member for Regeneration and Economic Development

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
----------------------------	----------------	---------------------------------------	---	--	--	---

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: Lukman Patel, Head of Governance, Law, Property & Regulation, Town Hall, Manchester Road, Burnley BB11 9SA.

E-mail: lpatel@burnley.gov.uk

Published: 17th July 2017