



EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 3rd July, 2018 at 6.30 pm

PRESENT

MEMBERS

Councillors M Townsend (Chair), J Harbour (Vice-Chair), S Graham and L Pate

OFFICERS

Mick Cartledge	– Chief Executive
Lukman Patel	– Chief Operating Officer
Asad Mushtaq	– Head of Finance and Property
Kate Ingram	– Strategic Head of Economy and Growth
Clare Jackson	– Private Sector Housing Manager
Imelda Grady	– Democracy Officer

20. Minutes

The Minutes of the last meeting held on 5th June 2018 were agreed as a correct record and signed by the Chair.

21. Selective Licensing Consultation

Purpose

To approve the consultation and evidence gathering for the proposal to designate the following areas for selective licensing. The draft proposed designation area maps and street lists are attached as appendices.

- a. Daneshouse Area with Stoneyholme area; (Appendix 1a and 1b)
- b. Trinity Area (Appendix 2a and 2b)
- c. Gannow Area (Appendix 3a and 3b)
- d. Queensgate Area (Appendix 4a and 4b)

The draft case proposal document (Attached as Appendix 5) sets out the Council's reasons for proposing to designate the areas for Selective Licensing.

Reasons for decision

To enable the statutory consultation of residents, landlords and stakeholders in the proposed areas.

To ensure the consultation includes a proposed fee structure, proposal documents and agreed proposed boundaries and consultation area to assist in the delivery and analysis of the statutory consultation.

To enable any issues to be addressed and evaluated before presenting the final proposal for the proposed selective licensing areas to the Executive Committee in January 2019.

To identify the best business solution for landlords to apply on line and enable officers to efficiently process selective licensing applications.

Decision

1. That the carrying out of consultation in relation to the following areas proposed for selective licensing be approved:
 - a. Daneshouse Area with Stoneyholme Area;
 - b. Trinity Area;
 - c. Gannow Area; and
 - d. Queensgate Area.
2. That the Head of Housing and Development Control be authorised:
 - a. To approve the final proposed fee structure, case proposal document, proposed designation boundaries and areas for consultation; and
 - b. To carry out consultation in relation to those areas proposed for selective licensing (authorising such officers for that purpose as may be necessary).
3. That approval be given to the appointment of a Project Assistant at Grade 8 for the period 1st August 2018 to 31st May 2019.
4. That the Head of Housing and Development Control be authorised to explore various business solutions for the re-introduction of an on-line application system with a fully integrated back office administration system.

22. Combined Revenue and Capital Budget 2017-18 Outturn

Purpose

To report the final position on the Council's revenue and capital accounts for 2017/18.

To report to Members on the performance of the 2017/18 capital investment programme and present the financing of capital expenditure incurred during 2017/18.

To seek approval of a revised 2018/19 capital budget after incorporating net carry forward commitments (slippage) from 2017/18.

Reasons for decision

To conclude the revenue and capital budget monitoring process for 2017/18 and report the final outturn position as outlined in the Council's Statement of Accounts for

2017/18.

To increase the 2018/19 Council capital programme for amounts carried forward from 2017/18 and other budget adjustments as shown in Appendix 5.

Decision

That Full Council be recommended to approve:

- a) The final position on the Council's revenue account for 2017/18 and the net overall surplus, compared with the revised budget, of £0.092m as shown in the table in paragraph 8 which equates to approximately 0.6% of the net revenue budget.
- b) The transfers to/from Earmarked Reserves totalling a net £1.254m from reserves (see Appendix 2).
- c) The approval of additional revenue budget carry forward requests from Heads of Service totalling £0.042m (see Appendix 3).
- d) The final position on capital spending and financing of £9.982m for 2017/18 as shown in Appendices 4 & 5, which equates to 88% of the final resources position.
- e) The revised capital budget for 2018/19 totalling £11.451m as outlined in Appendix 6, (including net carry forward of £1.310m).

23. Annual Treasury Management Review of 2017-18 Activity

Purpose

To inform members of the Council's treasury management activity during 2017/18.

Reasons for decision

To comply with the regulations issued under the Local Government Act 2003 to produce an annual treasury management report review of activities and the actual prudential and treasury indicators for 2017/18. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code). Performance against the approved prudential and treasury indicators are shown in Appendix 1.

During 2017/18 the minimum reporting requirements were that Full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 22 February 2017)
- a mid-year treasury update report (Council 22 November 2017)

- an annual review following the end of the year describing the activity compared to the strategy (this report).

The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. This report is therefore important, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by Members.

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Scrutiny Committee before they were reported to Full Council. Member training on treasury management issues was undertaken during the year on 7 November 2017 in order to support Members' scrutiny role.

Decision

That the Full Council be recommended that the annual treasury management activity for the year ended 31 March 2018 be noted.

24. Exclusion of the Public

Purpose

To consider when it may be relevant to exclude the public from the meeting and clarify the order of the agenda.

Reason for decision

Minute number 25 contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

Decision

That the public be excluded from the meeting before discussion takes place on the item relating to Minute 25 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.

25. Padiham Townscape Heritage Scheme

Purpose

To seek approval to purchase two long term vacant properties in the Padiham Townscape Heritage (TH) area, shown edged red on the attached plan, by agreement

Reasons for Decision

At a meeting of the Executive on the 15th August 2017, the Executive accepted the Heritage Lottery Fund grant toward the Padiham Townscape Heritage project, 'Crafting the Future' and noted the principal delivery elements of the scheme, including the Exemplar Project.

Purchase of two long term vacant properties in the Townscape Heritage (TH) area and their repair, restoration and re-use will bring the Exemplar Project to fruition

Decision

1. That the Head of Finance and Property be authorised to agree terms for the acquisition of the properties shown edged red on the attached plan and;
2. That the Head of Legal and Democratic Services (and until that post is filled the Chief Operating Officer) be authorised to complete all documents necessary to give effect to this decision.