



FOLLOWING
CONSULTATION WITH THE
MAYOR, THE MEETING WILL
NOW BE MERGED WITH THE
ONE FOR THE LOCAL PLAN
CURRENTLY SCHEDULED
FOR THE 31ST JULY 2018 -
**THERE WILL NOT NOW BE A
MEETING ON 11TH JULY 2018**

Meeting of the Burnley Borough Council

To be held at 6.30 pm on
Wednesday, 11th July, 2018



Sir or Madam,

Notice is given of a MEETING of the COUNCIL of the BOROUGH OF BURNLEY to be held at the TOWN HALL, BURNLEY, on

DATE: Wednesday, 11th July, 2018

starting at 6.30 pm

To transact the business specified below.

**Lukman Patel
Chief Operating Officer**

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 Monitoring Officer 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 at the Contact Centre, Parker Lane, Burnley or from the web at:
<http://burnley.moderngov.co.uk/ecCatDisplay.aspx?sch=doc&cat=13234> . You can also register to speak via the online agenda. Requests will be dealt with in the order in which they are received.

A G E N D A

1. Minutes of the Last Meeting 5 - 16
To receive, as read, the Minutes of the proceedings of the previous Council meeting, 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 Worship 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) NW Growth Corridor 17 - 24
To consider incorporation of the scheme into the Council's Capital Programme.
 - b) Combined Outturn Revenue and Capital Budget Monitoring 2017-18 25 - 40
To consider combined Outturn Revenue and Capital Budget Monitoring 2017-18
 - c) Annual Treasury Management Review of 2017-18 Activity 41 - 48
To consider Annual Treasury Management Review of 2017-18 Activity
 - d) Appointments Update to Committees, Working Groups, and Outside Bodies 2018-19 49 - 50
To consider an update to Appointments for Committees, Working Groups, and Outside Bodies for 2018-19
 - e) Constitutional Updates 51 - 62
To inform Members of an amendment made by the Leader/Deputy Leader to Part 3 Scheme of Delegation (Executive Functions) of the constitution, and of Minor Amendments made by the Monitoring Officer to Part 3 Scheme of Delegation (Council Functions and Executive Functions).
-
- 6. Report from the Chair of Scrutiny 63 - 64
 - 7. Strategic Plan Progress Reports 65 - 78
 - 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).

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FULL COUNCIL

BURNLEY TOWN HALL

Wednesday, 16th May, 2018 at 4.00 pm

PRESENT

MEMBERS

Councillors C Briggs (Chair), A Kelly (Vice-Chair), A Anwar, G Birtwistle, B Brindle, M Brindle, P Campbell, F Cant, I Carmichael, T Commis, I Emo, D Ferrier, A Fewings, D Fleming, B Foster, S Graham, J Greenwood, J Harbour, S Hussain, M Johnstone, A Khan, S Khan, G Lishman, M Lishman, T Martin, E Monk, N Mottershead, A Newhouse, L Pate, M Payne, A Raja, A Royle, J Sumner, A Tatchell, C Towneley, M Townsend and C White

OFFICERS

Mick Cartledge	Chief Executive
Lukman Patel	Chief Operating Officer
Rob Dobson	Head of Policy and Engagement
Kate Ingram	Head of Regeneration and Planning Policy
Jeremy Richard	Communications Officer
Joanne Swift	Head of Streetscene
Chris Gay	Governance Manager
Eric Dickinson	Democracy Officer
Imelda Grady	Democracy Officer
Alison McEwan	Democracy Officer
Maureen Neave	Assistant Democracy Officer
David Farrar	Mayor's Officer
David Bristow	Deputy Mayor's Officer
Claudia Wilcock	Business Administration Apprentice

1. Election of Mayor

It was moved by Councillor Jeff Sumner and seconded by Councillor Neil Mottershead and

RESOLVED UNANIMOUSLY

That Councillor Charlie Briggs be elected Mayor of the Borough for the 2018/19 Municipal Year.

(Councillor Howard Baker then vacated the Chair in favour of the Mayor)

His Worship the Mayor, Councillor Charlie Briggs then made and subscribed the Declaration of Acceptance of Office as required by Law.

2. Vote of thanks to the retiring Mayor

It was moved by Councillor Andy Tatchell and seconded by Councillor Ida Carmichael that the grateful thanks of this Council be extended to the retiring Mayor for the services rendered by him during the past Municipal Year.

On being put to the vote, the motion was declared to be carried and it was

RESOLVED UNANIMOUSLY

It was FURTHER RESOLVED

That medallions be presented to Councillor Howard Baker and Tracey Rhodes as a token of the Council's appreciation of their services to the Borough during the Municipal Year now ending.

Councillor Baker responded by reviewing the highlights of his period of office, thanking all those who had helped him.

3. Appointment of Deputy Mayor

It was moved by Councillor Margaret Lishman and seconded by Councillor Ida Carmichael and

RESOLVED UNANIMOUSLY

That Councillor Anne Kelly be elected Deputy Mayor/Mayor Elect of the Borough for the 2018/19 Municipal Year.

The Deputy Mayor, Councillor Anne Kelly then made and subscribed the Declaration of Acceptance of Office as required by Law.

4. Mayor's Communications

The Chief Executive, Mick Cartledge, reported that His Worship the Mayor would be 'At Home' at the Town Hall, Burnley at 2.00 pm on Tuesday 22nd May 2018.

He further reported that the Mayor's Civic Sunday would be held at the Life Church, Burnley at 11.00 am on Sunday 10th June 2018.

He also reported that the Mayor's Charity Ball would be held on Saturday 3rd November 2018 at Burnley Football Club.

5. Adjournment of Meeting

The Mayor adjourned the meeting at 4.40pm

The meeting reconvened at 6.30 pm

6. Minutes of the Last Meeting

The Minutes of the meeting of the Council held on the 11th April 2018 were confirmed and signed by the Chair.

7. The Executive and its portfolios for 2018/19

Consideration was given to the Executive and its portfolios for 2018/19.

RESOLVED

That the Executive and its portfolios from 16th May 2018 be noted as follows:-

Councillor John Harbour – Deputy Leader and Executive Member for Housing and Leisure

Councillor Sue Graham – Executive Member for Regeneration and Economic Development

Councillor Mark Townsend – Executive Member for Resources and Performance Management

Councillor Lian Pate – Executive Member for Community and Environmental Services

8. Appointments to Committees, Working Groups and Panels 2018/19

Consideration was given to a report on the membership of the Council's committees, working groups and panels for the 2018/19 Municipal Year.

RESOLVED

1. That the list of Committees, Working Groups and Panels as set out in Appendix 1 to the report be approved as submitted.
2. That the Membership of the Council's Committees, Working Groups and Panels for the 2018/19 Municipal Year be approved as follows: -

MEMBERSHIP OF COMMITTEES/WORKING GROUPS FOR 2018-19

SCRUTINY COMMITTEE-17 (10-2-2- 1-1-1)

CHAIR – Andy Tatchell
VICE CHAIR – Margaret Brindle

Councillors	Councillors
Margaret Brindle	Shbana Khan
Tom Commis	Gordon Lishman
Ivor Emo	Margaret Lishman
Danny Fleming	Sobia Malik
Dale Ferrier	Tony Martin
Bea Foster	Paul Reynolds
Joanne Greenwood	Andy Tatchell
Marcus Johnstone	Christine White
Lubna Khan	

AUDIT and STANDARDS COMMITTEE-9

-to include 1 Executive member and the Chair of Scrutiny Committee (5-1-1-1-1)

CHAIR – Paul Campbell
VICE CHAIR – Joanne Greenwood

Councillors	Councillors
Paul Campbell	Neil Mottershead
Tom Commis	Ann Royle
Dale Ferrier	Andy Tatchell
Joanne Greenwood	Mark Townsend
Anne Kelly	

DEVELOPMENT CONTROL COMMITTEE-16

-to include relevant Executive member (9-2-2-1-1-1)

CHAIR – Arif Khan
VICE CHAIR – Frank Cant

Councillors	Councillors
Afrasiab Anwar	Mohammed Ishtiaq
Gordon Birtwistle	Marcus Johnstone
Margaret Brindle	Arif Khan
Frank Cant	Neil Mottershead
Saeed Chaudhary	Mark Payne
Sue Graham	Asif Raja
John Harbour	Jeff Sumner
Alan Hosker	Cosima Towneley

LICENSING COMMITTEE-15 (9- 2-2-1-1)

CHAIR – Ann Royle
VICE CHAIR – Frank Cant

Councillors	Councillors
Bill Brindle	Anne Kelly
Frank Cant	Sobia Malik
Ida Carmichael	Elizabeth Monk
Saeed Chaudhary	Paul Reynolds
Ivor Emo	Ann Royle
Danny Fleming	Jeff Sumner
Shah Hussain	Christine White
Arif Khan	

MEMBER STRUCTURES AND SUPPORT WORKING GROUP-12 (7-1-1-1-1-1) To include Group Leaders

Councillors	Councillors
Gordon Birtwistle	Elizabeth Monk
Margaret Brindle	Andrew Newhouse
Paul Campbell	Mark Payne
John Harbour	Ann Royle
Alan Hosker	Andy Tatchell
Arif Khan	Mark Townsend

LANCASHIRE POLICE AND CRIME PANEL (1 member and 2 substitute from ruling group)

Councillors	Councillors
Tony Martin	Lian Pate (sub 1)
	Afrasiab Anwar (sub 2)

PARKING AND TRAFFIC REGULATIONS OUTSIDE LONDON (PATROL) ADJUDICATION JOINT COMMITTEE - 2 Include relevant Executive Member and 1 member from largest opposition group

Councillors	Councillors
Lian Pate	Andrew Newhouse

9. Appointment of Chairs and Vice Chairs of Committees

With reference to Minute 8 the Council gave consideration to the appointment of Chairs and Vice Chairs of the Scrutiny, Regulatory and Other Committees for the 2018/19 Municipal Year.

RESOLVED

That the following appointments of Chairs and Vice Chairs be made for the 2018/19 Municipal Year:-

Scrutiny Committee	Chair:	Andy Tatchell
	Vice Chair:	Margaret Brindle
Audit and Standards Committee	Chair:	Paul Campbell
	Vice Chair:	Joanne Greenwood
Development Control Committee	Chair:	Arif Khan
	Vice Chair:	Frank Cant
Licensing Committee	Chair:	Ann Royle
	Vice Chair:	Frank Cant

10. Appointments to Outside Bodies 2018/19

Consideration was given to the Council's appointments to Outside Bodies for 2018/19.

RESOLVED

That the Outside Bodies list for 2018/19 be approved as set out below:-

REPRESENTATION ON OUTSIDE BODIES FOR THE MUNICIPAL YEAR 2018/19

	Outside Body	Qualification 2017/18	Appointed 2017/18	Qualification 2018/19	Nominated 2018/19
1.	Barnfield and Burnley Developments Limited - Directors	Leader Chief Executive	Cllr Mark Townsend Pam Smith	Leader Chief Executive	Leader Chief Executive

	Outside Body	Qualification 2017/18	Appointed 2017/18	Qualification 2018/19	Nominated 2018/19
2.	Burnley & Pendle Children's Partnership	Any Executive Member	Cllr John Harbour	Any Executive Member	Cllr John Harbour
3.	Burnley Education Trust	Chief Executive	Pam Smith/Mick Cartledge	Chief Executive	Chief Executive
4.	Burnley Leisure – Trustees (E)	Any 2 Members	Cllr Asif Raja Cllr Sue Graham (from 270917) Cllr Tony Harrison (until 270917)	Any 2 Members	Cllr Asif Raja Cllr Afrasiab Anwar
5.	Burnley Pendle and Rossendale Council for Voluntary Service – Executive Committee	Any 2 Members	Cllr Tony Martin Cllr Bea Foster	Any 2 Members	Cllr Tony Martin Cllr Bea Foster
6.	Burnley and Pendle Citizens Advice Bureau (E)	Executive Member for Community Services 1 Experienced Opposition Member	Cllr Lian Pate Cllr Ida Carmichael	Executive Member for Community and Environmental Services 1 Experienced Opposition Member	Executive Member for Community and Environmental Services Cllr Ida Carmichael
7.	Burnley Private Rented Sector Forum (D/E)	Executive Member for Housing and Environment Chair of Scrutiny Committee	Cllr John Harbour Cllr Andy Tatchell	Executive Member for Housing and Leisure Chair of Scrutiny Committee	Executive Member for Housing and Leisure Chair of Scrutiny Committee

	Outside Body	Qualification 2017/18	Appointed 2017/18	Qualification 2018/19	Nominated 2018/19
8.	Burnley Town Centre Partnership	Executive Member for Regeneration and Economic Development Vice Chair of Scrutiny Committee	Cllr Sue Graham Cllr Margaret Brindle	Executive Member for Regeneration and Economic Development Vice Chair of Scrutiny Committee	Executive Member for Regeneration and Economic Development Vice Chair of Scrutiny Committee
9.	Calico Board of Management – Annual General meeting Voting Rights (E) TO BE REMOVED	Chief Operating Officer	Mick Cartledge/ Lukman Patel	Chief Operating Officer	Chief Operating Officer
10. *	East Lancashire Health and Well Being Partnership AMEND QUALIFICATION	Any Executive Member	Cllr Lian Pate	Executive Member for Community and Environmental Services	Executive Member for Community and Environmental Services
11.	East Lancashire Into Employment Co. Ltd – Directors TO BE REMOVED	Executive Member for Regeneration and Economic Development	Cllr Sue Graham	Executive Member for Regeneration and Economic Development	Executive Member for Regeneration and Economic Development

	Outside Body	Qualification 2017/18	Appointed 2017/18	Qualification 2018/19	Nominated 2018/19
12.	LCC Health Scrutiny Committee (same Membership for Joint Lancashire Health Scrutiny Committee)	Any Member of Scrutiny Committee Sub: Any Member of Scrutiny Committee	 Sub: Cllr Margaret Brindle	Any Member of Scrutiny Committee Sub: Any Member of Scrutiny Committee	Cllr Margaret Brindle Sub:Cllr Tony Martin
13.	Lancashire Waste Partnership	Executive Member for Community and Leisure Services	Cllr Lian Pate	Executive Member for Community and Environmental Services	Executive Member for Community and Environmental Services
14.	Local Government Association	Leader	Cllr Mark Townsend	Leader	Leader
15.	Marketing Lancashire (previously called Lancashire Tourism Forum) TO BE REMOVED	Executive Member for Regeneration and Economic Development	Cllr Sue Graham	Executive Member for Regeneration and Economic Development	Executive Member for Regeneration and Economic Development
16.	North Western Local Authorities Employers' Organisation	Executive Member for Resources and Performance Management Sub: Any Executive Member	Cllr Mohammed Ishtiaq Sub: Cllr Mark Townsend	Executive Member for Resources and Performance Management Sub: Any Executive Member	Executive Member for Resources and Performance Management Sub: Cllr John Harbour

	Outside Body	Qualification 2017/18	Appointed 2017/18	Qualification 2018/19	Nominated 2018/19
17.	Over Fifties Forum TO BE REMOVED	Any Member	Cllr Bea Foster	Any Member	Any Member
18.	Pennine Prospects TO BE ADDED			Any Member	Cllr Cosima Towneley
19.	Police and Crime Commissioner Quarterly Community Safety Portfolio Holders TO BE REMOVED	Executive Member for Community and Leisure Services	Cllr Lian Pate	Executive Member for Community and Environmental Services	Executive Member for Community and Environmental Services
20.	Growth Lancashire	1 Public Sector Director - Leader and An Alternate Director -the Executive Member for Regeneration and Economic Development	Cllr Mark Townsend and Cllr Sue Graham	1 Public Sector Director - Leader and An Alternate Director -the Executive Member for Regeneration and Economic Development	1 Public Sector Director - Leader and An Alternate Director -the Executive Member for Regeneration and Economic Development

SECTION 2 - PERIOD APPOINTMENTS

	<u>Outside Body</u>	<u>Qualifications 2017/18</u>	<u>Appointed 2017/18</u>	<u>Qualifications 2018/19</u>	<u>Nominated 2018/19</u>
21.	Burnley Acorn Fund-	3 Members	Cllr Jean Cunningham	2 Members	Cllr Elizabeth Monk (from

	<u>Outside Body</u>	<u>Qualifications 2017/18</u>	<u>Appointed 2017/18</u>	<u>Qualifications 2018/19</u>	<u>Nominated 2018/19</u>
	(periods of four years)	<p>(from Oct 2016 to Oct 2020)</p> <p>*1 Any Member to fill vacancy due to Cllr Howard Baker (Mayor Elect) becoming ex officio from May 2017</p> <p>(from May 2017 to Oct 2020)</p> <p>Director of Resources</p> <p>Ex Officio</p>	<p>Cllr Ann Royle</p> <p>(from Oct 2016 to Oct 2020)</p> <p>Cllr Andy Tatchell</p> <p>(from May 2017 to Oct 2020)</p> <p>Section 151 Officer –Asad Mushtaq</p> <p>Ex Officio</p>	<p>(from Oct 2016 to Oct 2020)</p> <p>– 1 Member to be replaced from May 2018-Oct 2020</p> <p>1 Member</p> <p>(from May 2017 to Oct 2020)</p> <p>Section 151 Officer</p> <p>Ex Officio</p>	<p>May 2018 to Oct 2020)</p> <p>No change required</p> <p>No change required</p> <p>Section 151 Officer –Asad Mushtaq</p> <p>Ex Officio</p>
22.	Stocks Massey Bequest-Representative Trustees (periods of four years)	<p>Any Executive Member</p> <p>(term May 2017-May 2020)</p> <p>Chair of Scrutiny Committee</p> <p>(term expires May 2018)</p>	<p>Cllr John Harbour</p> <p>(term May 2017-2020)</p> <p>Cllr Andy Tatchell</p> <p>(term expires May 2018)</p>	<p>Any Executive Member</p> <p>(term May 2017-May 2020)</p> <p>Chair of Scrutiny Committee</p> <p>(May 2018-May 2022)</p>	<p>No change required</p> <p>Chair of Scrutiny Committee</p> <p>(May 2018-May 2022)</p>

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REPORT TO THE EXECUTIVE



DATE	5th June 2018
PORTFOLIO	Economy and Growth
REPORT AUTHOR	Adam Lockett
TEL NO	7204
EMAIL	alockett@burnley.gov.uk

Northwest Burnley Growth Corridor

PURPOSE

1. The purpose of this report is to:
 - a. Note the decision by the Lancashire Economic Partnership (LEP), to award a £4.9 million grant to fund infrastructure works in Padiham, that will support the redevelopment of the former Baxi site for housing and public realm works that will reinvigorate Padiham Town Centre.
 - b. Seek permission to accept the grant funding offer and delegate authority to officers to complete legal agreements necessary to implement the scheme.

RECOMMENDATION

2. The Executive is recommended to delegate authority to the:
 - a. Head of Finance and Property in consultation with the Strategic Head of Economy and Growth to accept the Grant Funding;
 - b. Strategic Head of Economy and Growth in consultation with the Head of Legal and Democratic Services (and until that post is filled the Chief Operating Officer) and the Head of Finance and Property to negotiate and agree the terms of the Grant Funding Agreement;
 - c. Strategic Head of Economy and Growth in consultation with the Head of Legal and Democratic Services (and until that post is filled the Chief Operating Officer) to negotiate and agree the terms of a delivery agreement (with Burnley as the funding partner) with the Environment Agency (EA), who are delivery partners on the flood defence scheme;
 - d. Strategic Head of Economy and Growth in consultation with the Head of Legal and Democratic Services (and until that post is filled the Chief Operating Officer) to negotiate and agree the terms of a Section 278 Agreement with Lancashire County Council (LCC), who are delivery partners on the public realm improvements; and

- e. Head of Legal and Democratic Services (and until that post is filled the Chief Operating Officer) to execute all documents necessary to give effect to the decision.
3. The Executive is asked to recommend to Full Council to incorporate the scheme into the Council's Capital Programme.

REASONS FOR RECOMMENDATION

4. In order to progress the Northwest Burnley Growth Corridor funding agreements, that are essential in delivering the infrastructure works, which will result in the delivery of 240 new homes, to protect Padiham Town Centre from future flooding and to reinvigorate Padiham as a retail destination.

SUMMARY OF KEY POINTS

5. Background

The Northwest Burnley Growth Corridor is a £7.9 million project that aims to deliver two vital infrastructure projects, designed to support housing growth and to revitalise Padiham Town Centre. The infrastructure will:

- a. Remove the Baxi site, 92 existing households and 77 existing business properties in Padiham from significant and very significant flood risk;
- b. Enable the redevelopment of the former Baxi site, with the potential to deliver over 240 much needed new high quality homes; and
- c. Improve and enhance the Town Centre's character, with the aim of increasing footfall and in turn reduce shop vacancy rates.

The project has number of funding sources which are set out below:

Funding Source	Value
<i>LEP Growth Deal Funding</i>	<i>£ 4,892,873</i>
<i>Environment Agency - DEFRA</i>	<i>£ 2,832,000</i>
<i>Padiham Townscape Heritage Funding</i>	<i>£ 180,000</i>
Total	£ 7,904,873

The Northwest Burnley Growth Corridor brings together these two key infrastructure schemes that need to be delivered as a single package of works to ensure that the Baxi site can be delivered, and also ensure the vitality and viability of Padiham Town Centre. The schemes are:

- Flood defence work along the River Calder, which will unlock the development

of over 240 new homes at the former Baxi site; and

- Public realm improvements along Burnley Road in Padiham Town Centre, alongside a wider Town Centre regeneration and heritage scheme.

A breakdown of the funding profile for the project is as follows:

Scheme	Funding Source	Total
<i>Flood defences</i>	<i>£3,000,000 LEP - £2,832,000 DEFRA</i>	<i>£5,832,000</i>
<i>Town Centre Public Realm</i>	<i>£180,000 PTHF – £1,892,873 LEP</i>	<i>£2,072,873</i>

Former Baxi Site

The former Baxi site has been marketed as an employment site since the closure of the former Baxi factory in 2005. However, the nature of the building together with poor HGV access and distance from the strategic road network for commercial vehicles has meant that it has not been an attractive proposition.

According to Environment Agency Flood Maps, the majority of the Baxi site lies in Flood Zone 3b. Whilst there has been a desire from both Burnley Council and the previous landowners to develop this brownfield site for housing, the requirement for a major flood defence scheme (with an estimated cost of approximately £5.8m) has stalled development as it results in the scheme being unviable.

It is now allocated in the Burnley Submission Local Plan for approximately 240 new homes. Adjacent sites currently in employment uses could add a further 70 new homes if brought forward.

Home England (HE) (formerly Homes and Communities Agency) currently owns the majority of the site, and is in negotiations to purchase the remainder of the site along other adjacent sites. HE is currently in the process of demolishing the existing buildings on the site, which is due to complete by the end of Summer 2018. Once complete, HE intends to develop a masterplan for the site and seek a development partner who will build out the scheme.

Flood Defences

The Council is working with the EA, who will act as the delivery partner, to develop a flood defence scheme with a range of interventions that will protect both the Baxi site and the wider Padiham Town Centre.

The Wider Calder Flood Risk Management Scheme (FRMS) seeks to address the unacceptably high level of flood risk to the communities of Padiham, Whalley and Billington. On the 26th December 2015, these communities suffered a significant flood event that was caused by a period of prolonged and intense rainfall across the North of England over the Christmas period on catchments that were already saturated. The number of properties that flooded exceeded 160 in Padiham.

Appraisal work by the EA has identified that the proposed flood defence scheme would remove the Baxi site, 92 existing households and 77 existing business properties in Padiham from significant and very significant flood risk.

Delivery of the flood defence scheme would ensure the viability of the Baxi site for much needed larger family homes, and planning permission could only be granted if the flood defence works were put in place.

The flood defence proposals (as seen on the attached indicative plan in Appendix 1) include:

- Flood defence earth embankment at the Baxi site;
- 1.4 km of flood defence walls;
- Flood defence walls at Baxi and around Padiham Town Centre; and
- A combination of flow routing and flood defence walls between buildings around Green Brook.

Public Realm Improvements

A concept public realm scheme has been developed for Padiham Town Centre that will improve and enhance the Town Centre's character, with the aim of increasing footfall and in turn reduce shop vacancy rates.

The Council is working with LCC, who will act as the delivery partner, to deliver public realm improvements in Padiham Town Centre. As part of the partnership, the Council will need to enter into a S.278 Highways Agreement with LCC, and will be responsible for the detailed design and delivery of the scheme.

To support future housing sites around Padiham, including the Baxi site, a programme of interventions is planned in Padiham Town Centre. Most notably there is a £1.4m Townscape Heritage Initiative, which will significantly improve the physical appearance of the town.

The Padiham TH project is focussed on a compact area of mostly Victorian buildings, predominantly in retail use, at the heart of the Padiham Conservation Area, an area known locally as 'The Hill'. The 5 year programme aims to bring back traditional life and vitality to the historic core and renew the appreciation of the town's rich heritage and strong connections with the Shuttleworths of Gawthorpe Hall, by focussing on:

- Repair and restoration works to buildings.
- Public realm scheme.
- Wider activity programme.

The Heritage at Risk assessment (2013) for Padiham identified a number of noticeable problems that are contributing to the erosion of character and appearance of the Conservation Area. This included the general condition of the public realm, it further stated that 'the presence of high traffic flows harms the character of the area, both in terms of historic context and as a shopping and leisure environment.

The town centre suffers from a poor pedestrian environment with fast moving vehicles

and heavy goods vehicles passing through. There are also a number of vacant units at present. The Town Centre is also the gateway to the Baxi site and improvements here will give the site greater “kerb appeal”.

Proposals for improved public realm are intended to help improve the overall environment of Padiham Town Centre, increase pedestrian footfall and attract high quality retailers and leisure operators back to Padiham.

The works are designed to ‘lift’ the image of the area and people’s experience of it. Works are expected to result in a reduction to the vacancy rate and support the attraction of a wider range of businesses into the town, which in turn can support the capture of higher levels of expenditure locally.

The public realm (as seen on the attached concept plan in Appendix 2) will start at the St Leonards Mini Roundabout, and run to the Tesco roundabout, and will include:

- Footpath widening
- Street Decluttering
- New high quality materials
- Traffic Calming measures
- Public art feature
- Landscaping

Timescales

It is envisaged that works on both the public realm scheme and the flood, defence scheme will commence in January 2019, completing in March 2020, however, these timescales are subject to change, due to the early nature of the design process.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

6. The Council will be in receipt of £4,892,873 LEP grant funding, and will be responsible for managing this funding and ensuring that the project is within budget. The grant claimed will be based on defrayed expenditure by the Council up until March 2021.

The works are 100% externally funded.

POLICY IMPLICATIONS

7. It is intended that the works completed under this programme contribute to the delivery of new housing sites in the Burnley Local Plan and will contribute towards reinvigorating Padiham Town Centre, supporting the Local Plan’s town centre policies and the Community Strategy objectives on Places and Prosperity.

DETAILS OF CONSULTATION

8. None.

BACKGROUND PAPERS

9. None.

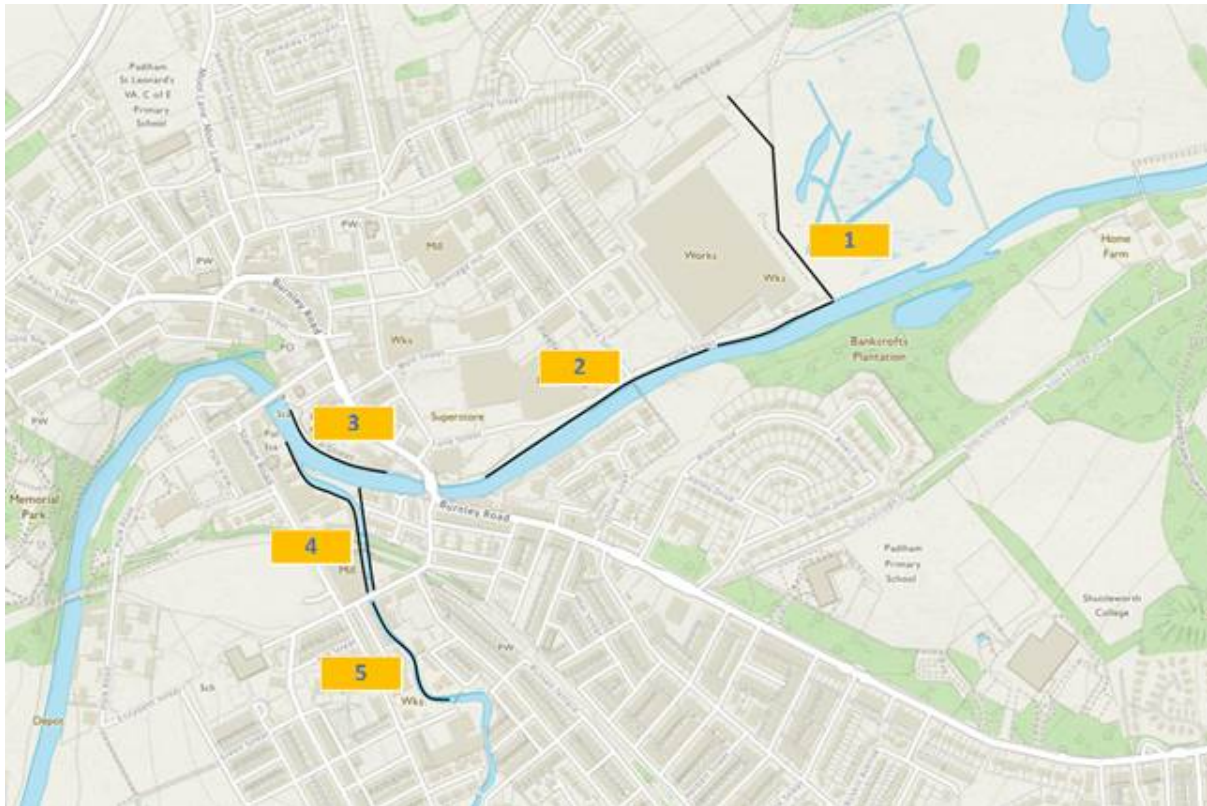
FURTHER INFORMATION

PLEASE CONTACT: Adam Lockett

ALSO: Kate Ingram

Padiham Flood Defence Scheme

Map of improvements:



- **Section 1:** Earth embankment
- **Section 2:** Flood Wall
- **Section 3:** Flood Wall
- **Section 4:** Flood Walls in between existing buildings
- **Section 5:** Flow-routing, property-level protection, and small lengths of linear defence (to be investigated further during the Outline Business Case phase)

Scheme would benefit 92 existing residential properties, 77 commercial / public properties, as well as protecting the Baxi site.

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REPORT TO EXECUTIVE



DATE	3 July 2018
PORTFOLIO	Resources & Performance Management
REPORT AUTHOR	Howard Hamilton-Smith
TEL NO	01282 425011 ext. 3162
EMAIL	hhamilton-smith@burnley.gov.uk

2017/18 Final Outturn Position

PURPOSE

1. To report the final position on the Council's revenue and capital accounts for 2017/18.
2. 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.
3. To seek approval of a revised 2018/19 capital budget after incorporating net carry forward commitments (slippage) from 2017/18.

RECOMMENDATION

4. That the Executive Members are requested to recommend that Full Council 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).

REASONS FOR RECOMMENDATION

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

SUMMARY OF KEY POINTS

Revenue Outturn position

Revenue Surplus

7. Members will recall that there were three quarterly budget monitoring reports to the Executive during 2017/18. These reports disclosed that there were anticipated variations in spending and income compared with the revised budget. The third and most recent in-year monitoring report to Full Council, in February 2018, estimated a surplus of £0.098m for the year on the revenue account.
8. The final position on the Council's revenue account for 2017/18 was a net overall surplus, compared with the revised budget, of £0.092m (see Appendix 1). A summary of the major variances is shown in the table below:

	Major Variances £'000s
Underspends / Increased Income	
Efficiency savings – CCTV Shared Service	(50)
Salaries underspending	(59)
Pension cost savings	(88)
Utility / Non-Domestic Rate savings	(92)
Insurance savings	(76)
Strategic Partnership – Income sharing saving	(133)
VAT refund	(120)
Net increase in income (various services)	(61)
Other net underspending in services – below £20k	(255)
Increased Expenditure / Reduced Income	
Net increase in provisions	297
Workforce planning costs	360
Increased revenue contributions to capital	90
Business Support Programme – increase in expenditure	95
Total Underspend	(92)

9. **Reserves Transfers**
The Executive is asked to recommend to Full Council approval of the movements in earmarked reserves being a net overall decrease in the year of £1.254m – see Appendix 2 – from £8.032m at the start of the year to an end position of £6.778m.

The balance of General Reserves has remained at £1.379m.

Capital Outturn Position

Budget Changes and Expenditure Outturn Position:

10. After incorporating all the recommendations approved throughout the financial year, the original capital budget of £12.068m (approved at Full Council on 22nd February 2017) was revised to a final position of £11.418m per the cycle 3 capital monitoring report presented to the Executive on the 12th February 2018.
11. Appendix 4 shows the final resources and outturn position. Additional resources have been utilised in financing the outturn expenditure position totalling £0.125m split between:
 - £0.018m of brought-forward funding from 2018/19 ("reverse slippage"), utilising in advance, resources originally approved within the 2018/19 capital programme at Full Council on 21st February 2018. One scheme, being NW Burnley Growth Corridor that is ahead of planned schedule, requiring £0.010m, and CCTV Infrastructure which required £0.008m from the 2018/19 budget allocations.
 - £0.107m of other additional resources identified.
12. Resources of £0.233m were no longer required due to the schemes being completed within budget. A breakdown of these schemes is shown within Appendix 4.
13. Therefore, the final position available to finance capital expenditure in 2017/18 totalled £11.310m. The final outturn level of expenditure incurred for 2017/18 totalled £9.982m which gives a net underspend of £1.328m or 88% spend against the final resources position.
14. Appendix 5 lists the financing elements of each scheme within the 2017/18 capital programme spend, totalling £9.982m.

Carry Forward Requests (slippage)

15. Members are asked to note that a net £1.310m (£1.328m slippage less £0.018m reverse slippage) is the total that has been recommended to be carried forward into 2018/19 – see Appendix 4. The following table shows the proposed financing of this slippage from 2017/18 to 2018/19:

Summary of Financing Elements of slippage into 2018/19	£000s	£000s
Prudential Borrowing		222
Capital Receipts		225
Revenue Contributions to Capital Outlay		510
Grant Funding & Contributions		
Heritage Lottery Fund	230	
Homes & Communities Agency Grant	52	
Lancashire Enterprise Partnership	29	
Third Party Contributions	42	
Total external grant funding & contributions		353
Total Slippage		1,310

Revised Capital Budget for 2018/19

16. Members are asked to approve a revised capital budget for 2018/19 after incorporating the adjustments identified within this outturn report.
17. Appendix 6 details the 2018/19 capital programme financing elements along with incorporating the year end resources adjustments and brought-forward funding elements identified within this outturn report, and incorporating the carry forward requests. This results in a revised capital programme totalling £11.451m.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

18. As shown in the body of the report and appendices.

POLICY IMPLICATIONS

19. The final outturn position is reflected in the Statement of Accounts which shows the spending by the Council in pursuit of declared objectives in that financial year and the reserves and balances available for future spending which was signed off by the Head of Finance and Property Services on the 25 May 2018 and is to be reported to the Audit and Standards Committee on 19 July 2018.

DETAILS OF CONSULTATION

20. Management Team.

BACKGROUND PAPERS

21. None.

FURTHER INFORMATION

PLEASE CONTACT:

**Howard Hamilton-Smith
Finance Manager**

Revenue Underspending 2017/18

Appendix 1

Cumulative
£000s

Forecast underspend at 31/12/17 - Cycle 3

(98)

Final Variances

Expenditure Savings

Further Salary savings	(59)	
Reduced provision for HB overpayments	(47)	
Insurance savings	(38)	(144)

Increased Income

Markets income (£12k income shortfall for year)	(16)		
Planning fee income (£10k income shortfall for year)	(40)		
VAT refund	(120)	(176)	(320)

Increased Expenditure

Workforce planning costs	140	
Increase in provisions	213	353

Reduced Income

Housing renovation fee income shortfall	60		
Bus station income shortfall	30	90	443

Other minor net overspends/(underspends) under £20k

(117)

Underspend for year

(92)

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Appendix 2

		2016/17			2017/18		
	Balance at 31 March 2016 £000s	Net transfers In/(Out) £000s	Movements between Reserves £000s	Balance at 31 March 2017 £000s	Net transfers In/(Out) £000s	Movements between Reserves £000s	Balance at 31 March 2018 £000s
Transfers to/from Earmarked Reserves							
Earmarked Reserves							
Specific Reserves							
Taxi Licensing	13	(1)	-	12	(5)	-	7
Selective Licensing	438	(58)	-	380	66	-	446
Local Development Framework	167	(17)	-	150	(50)	-	100
Housing Benefit Admin Subsidy	114	9	(89)	34	-	-	34
Transport & Plant Replacement	96	(96)	-	-	28	-	28
Rail Services	74	-	(54)	20	-	-	20
Revenue Grants Unapplied	111	265	-	376	(212)	-	164
Flood	300	(65)	-	235	(166)	-	69
Primary Engineer	165	(30)	-	135	(43)	-	92
Town Centre Management	600	(225)	-	375	-	-	375
Town Centre & Weavers Triangle	-	-	143	143	(30)	-	113
Burnley Bondholders	-	2	36	38	16	-	54
Business Rates Retention Volatility	-	759	-	759	63	(610)	212
Cremator Relining (New)	-	-	-	-	15	-	15
	2,078	543	36	2,657	(318)	(610)	1,729
Strategic Reserves							
Transformation	2,714	35	-	2,749	(918)	-	1,831
Growth	2,181	481	(36)	2,626	(18)	610	3,218
	4,895	516	(36)	5,375	(936)	610	5,049
Total	6,973	1,059	-	8,032	(1,254)	-	6,778

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Additional Requests for Revenue Budget Carry Forwards from 2017/18 into 2018/19

Appendix 3

Service Unit / Task	Details	Amount Requested £	Budget 2017/18 £	Forecast Spending / (Income) 2017/18 £	Remaining 2017/18 £	Approved by Council in Cycle 3 £	Carry forwards for approval £
<u>Regeneration and Planning Policy</u>							
Burnley Branding publication	Budget to be used in 2018/19 on producing the Burnley Magazine.	21,429	21,429	-	21,429	-	21,429
		21,429	21,429	-	21,429	-	21,429
<u>Green Spaces</u>							
Thompson Park Lodge House Refurbishment	Budget to be utilised in 2018/19 for refurbishment works to Thompson Park Lodge to enable the property to become suitable for tenants.	14,716	14,716	-	14,716	-	14,716
		14,716	14,716	-	14,716	-	14,716
<u>Housing & Development Control</u>							
Homelessness Prevention Fund	Balance of fund to finance 3 years salary for temporary new post.	35,000	56,622	17,737	38,885	35,000	3,885
Temporary Accommodation	£10k Bond Reserve. Over the past few years The council has paid bond guarantees to landlords to assist clients into the private rented sector.	10,000	50,000	38,062	11,938	10,000	1,938
		45,000	106,622	55,799	50,823	45,000	5,823
Totals		81,145	142,767	55,799	86,968	45,000	41,968

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Final Capital Outturn Position for 2017/18

APPENDIX 4

Scheme Name	Final Budget Position Approved by Executive	Additional Resources Utilised at Year End		Resources no longer required as Schemes completed within budget	Final Resources Position At Year End	Expenditure Outturn Position	Expenditure Outturn to Final Rources Position as at Year End	Slippage Requested
		Additional Financing made available at Year End	"Reverse Slippage" Budgets utilised from 2018/19					
	£	£	£	£	£	£	%	£

GREEN SPACES AND AMENITIES

Thompson Park Restoration Project	744,000	34,686	-	-	778,686	440,430	57%	338,256
Vehicle and Machinery Replacement	113,138	-	-	-	113,138	110,552	98%	2,586
Towneley Hall Building Works	50,000	-	-	-	50,000	510	1%	49,490
Towneley Hall Overspill Car Park	37,555	123	-	-	37,678	37,678	100%	-
Calder Park Sport & Play Equipment	13,700	-	-	-	13,700	13,700	100%	-
Brun Valley Forest Park	10,486	-	-	(1)	10,485	10,485	100%	-
	968,879	34,809	-	(1)	1,003,687	613,355	61%	390,332

STREETSCENE

River Training Walls	59,183	-	-	-	59,183	55,894	94%	3,289
Car Park Improvements	10,000	61	-	-	10,061	10,061	100%	-
Lower St James Street	1,860	-	-	-	1,860	-	0%	1,860
Burnley Town Centre Pedestrianisation Upgrade	578,285	-	-	-	578,285	564,670	98%	13,615
Alleygate Programme	25,000	-	-	-	25,000	23,918	96%	1,082
CCTV Infrastructure	4,489	-	7,953	-	12,442	12,442	100%	-
Bus Shelter Replacement	8,000	-	-	-	8,000	8,000	100%	-
Chewing Gum Removal Machine	40,000	-	-	(1,391)	38,609	38,609	100%	-
	726,817	61	7,953	(1,391)	733,440	713,594	97%	19,846

REGENERATION AND PLANNING POLICY

Vision Park	3,304,962	-	-	-	3,304,962	3,067,955	93%	237,007
Weavers Triangle - Starter Homes	386,021	-	-	-	386,021	333,750	86%	52,271
University Technical College	22,500	-	-	-	22,500	22,500	100%	-
Infrastructure & Highways Improvements	41,608	-	-	-	41,608	-	0%	41,608
Former Open Market and Former Cinema Block	200,000	-	-	-	200,000	180,283	90%	19,717
Land at Grove Lane; NW Burnley Growth Corridor	1,436,855	-	-	-	1,436,855	1,436,855	100%	-
NW Burnley Growth Corridor	-	-	9,800	-	9,800	9,800	100%	-
	5,391,946	-	9,800	-	5,401,746	5,051,143	94%	350,603

GOVERNANCE, LAW, PROPERTY & REGULATION

Contribution to Shopping Centre Redevelopment	375,000	-	-	-	375,000	-	0%	375,000
Padiham Town Hall - Flood Works	457,289	1,525	-	(34,004)	424,810	421,762	99%	3,048
Leisure Centre Improvements	78,472	-	-	-	78,472	60,395	77%	18,077
Building Infrastructure Works	153,107	-	-	-	153,107	83,000	54%	70,107
	1,063,868	1,525	-	(34,004)	1,031,389	565,157	55%	466,232

HOUSING AND DEVELOPMENT CONTROL

Emergency Repairs	68,580	1,047	-	-	69,627	69,627	100%	-
Disabled Facilities Grant	1,423,312	69,369	-	-	1,492,681	1,492,681	100%	-
Energy Efficiency	106,877	-	-	(66)	106,811	106,811	100%	-
Empty Homes Programme	1,039,805	-	-	(185,699)	854,106	854,106	100%	-
Interventions, Acquisitions & Demolitions	290,413	-	-	(11,405)	279,008	279,008	100%	-
	2,928,987	70,416	-	(197,170)	2,802,233	2,802,233	100%	-

CHIEF EXECUTIVE

Ward Opportunities Fund	164,498	-	-	-	164,498	63,339	39%	101,159
	164,498	-	-	-	164,498	63,339	39%	101,159

LEISURE CLIENT

Padiham LC - Gym Refurbishment	173,000	-	-	(1)	172,999	172,999	100%	-
	173,000	-	-	(1)	172,999	172,999	100%	-

Final Capital Outturn Position for 2017/18	11,417,995	106,811	17,753	(232,567)	11,309,992	9,981,820	88%	1,328,172
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CAPITAL 2017/18 - FINAL SPEND POSITION

APPENDIX 5

Scheme Name	Final Spend Position £	FINANCING ELEMENTS											Total £
		Prudential Borrowing £	Revenue Contributions / Reserves £	Disabled Facilities Grant £	Housing Capital Grant £	Residual HMR Grant £	Homes & Communities Agency £	Heritage Lottery Fund £	Lancashire Enterprise Partnership £	Capital Receipts £	Vacant Property Initiative Receipts £	S106 Payments / 3rd Party Contributions £	
SERVICE UNIT: GREEN SPACES AND AMENITIES													
Thompson Park Restoration Project	440,430.16	-	92,490.33	34,686.05	-	-	-	313,253.78	-	-	-	-	440,430.16
Vehicle and Machinery Replacement	110,551.68	-	110,551.68	-	-	-	-	-	-	-	-	-	110,551.68
Towneley Hall Building Works	510.00	-	-	-	-	-	-	-	-	510.00	-	-	510.00
Towneley Hall Overspill Car Park	37,678.28	-	-	-	-	-	-	-	-	17,678.28	-	20,000.00	37,678.28
Calder Park Sport & Play Equipment	13,700.00	-	-	-	-	-	-	-	-	3,700.00	-	10,000.00	13,700.00
Brun Valley Forest Park	10,485.03	-	-	-	-	-	-	-	-	-	-	10,485.03	10,485.03
	613,355.15	-	203,042.01	34,686.05	-	-	-	313,253.78	-	21,888.28	-	40,485.03	613,355.15
SERVICE UNIT: STREETSCENE													
River Training Walls	55,894.00	-	-	-	-	-	-	-	-	55,894.00	-	-	55,894.00
Car Park Improvements	10,060.90	-	-	-	-	-	-	-	-	10,060.90	-	-	10,060.90
Lower St James Street		-	-	-	-	-	-	-	-	-	-	-	
Burnley Town Centre Pedestrianisation Upgrade	564,670.06	564,670.06	-	-	-	-	-	-	-	-	-	-	564,670.06
Alleygate Programme	23,918.41	-	-	-	-	-	-	-	-	23,918.41	-	-	23,918.41
CCTV Infrastructure	12,442.37	12,442.37	-	-	-	-	-	-	-	-	-	-	12,442.37
Bus Shelter Replacement	8,000.00	-	-	-	-	-	-	-	-	8,000.00	-	-	8,000.00
Chewing Gum Removal Machine	38,608.91	-	38,608.91	-	-	-	-	-	-	-	-	-	38,608.91
	713,594.65	577,112.43	38,608.91	-	-	-	-	-	-	97,873.31	-	-	713,594.65
SERVICE UNIT: REGENERATION AND PLANNING POLICY													
Visio Park	3,067,955.48	1,719,607.48	307,000.00	-	-	-	-	-	1,041,348.00	-	-	-	3,067,955.48
Weaver Triangle - Starter Homes	333,750.11	-	-	-	-	333,750.11	-	-	-	-	-	-	333,750.11
University Technical College	22,500.00	-	-	-	-	7,275.00	-	-	-	15,225.00	-	-	22,500.00
Infrastructure & Highways Improvements		-	-	-	-	-	-	-	-	-	-	-	
Former Green Market and Former Cinema Block	180,282.82	-	180,282.82	-	-	-	-	-	-	-	-	-	180,282.82
Land at Grove Lane; NW Burnley Growth Corridor	1,436,855.00	-	986,855.00	-	-	450,000.00	-	-	-	-	-	-	1,436,855.00
NW Burnley Growth Corridor	9,799.98	-	-	-	-	-	-	-	9,799.98	-	-	-	9,799.98
	5,051,143.39	1,719,607.48	1,474,137.82	-	-	457,275.00	333,750.11	-	1,051,147.98	15,225.00	-	-	5,051,143.39
SERVICE UNIT: GOVERNANCE, LAW, PROPERTY & REGULATION													
Contribution to Shopping Centre Redevelopment		-	-	-	-	-	-	-	-	-	-	-	
Padiham Town Hall - Flood Works	421,762.06	-	165,893.46	-	-	-	-	-	-	-	-	255,868.60	421,762.06
Leisure Centre Improvements	60,394.58	60,394.58	-	-	-	-	-	-	-	-	-	-	60,394.58
Building Infrastructure Works	82,999.50	-	3,107.00	-	-	-	-	-	-	79,892.50	-	-	82,999.50
	565,156.14	60,394.58	169,000.46	-	-	-	-	-	-	79,892.50	-	255,868.60	565,156.14
SERVICE UNIT: HOUSING AND DEVELOPMENT CONTROL													
Emergency Repairs	69,626.55	-	-	69,626.55	-	-	-	-	-	-	-	-	69,626.55
Disabled Facilities Grant	1,492,680.53	-	-	1,492,680.53	-	-	-	-	-	-	-	-	1,492,680.53
Energy Efficiency	106,810.98	-	-	60,174.98	-	-	-	-	-	-	-	46,636.00	106,810.98
Empty Homes Programme	854,106.29	-	-	351,798.41	-	-	-	-	-	-	502,307.88	-	854,106.29
Interventions, Acquisitions & Demolitions	279,008.20	-	-	-	66,317.57	47,097.78	-	-	-	-	165,592.85	-	279,008.20
	2,802,232.55	-	-	1,974,280.47	66,317.57	47,097.78	-	-	-	-	667,900.73	46,636.00	2,802,232.55
SERVICE UNIT: CHIEF EXECUTIVE													
Ward Opportunities Fund	63,338.51	-	-	-	-	-	-	-	-	63,338.51	-	-	63,338.51
SERVICE UNIT: LEISURE CLIENT													
Padiham LC - Gym Refurbishment	172,999.20	113,787.20	59,212.00	-	-	-	-	-	-	-	-	-	172,999.20
Total	9,981,819.59	2,470,901.69	1,944,001.20	2,008,966.52	66,317.57	504,372.78	333,750.11	313,253.78	1,051,147.98	278,217.60	667,900.73	342,989.63	9,981,819.59

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2018/19 CAPITAL BUDGET AND FINANCING ELEMENTS

APPENDIX 6

Scheme Name	Original Budget £	Reprofiled from 2017/18 £	Reverse Slippage £	Revised Budget £	FINANCING ELEMENTS										Total Proposed Budget £
					Prudential Borrowing £	Revenue Cont'n / Reserves £	Better Care Grant £	Heritage Lottery Fund £	Homes & Communities Agency £	Lancashire Enterprise Partnership £	Football Foundation £	Capital Receipts £	Vacant Property Initiative Receipts £	3rd Party / Section 106 Unsecured £	
Vision Park	58,897	237,007		295,904	198,502					97,402					295,904
Thompson Park Restoration Project	308,372	338,256		646,628		118,532		528,096						-	646,628
Padiham Townscape Heritage Initiative	609,791			609,791				488,139				121,652			609,791
Former Open Market & Former Cinema Block	1,380,636	19,717		1,400,353	1,103,156	297,197									1,400,353
Towneley Hall Building Works	-	49,490		49,490								49,490			49,490
Burnley Town Centre Pedestrianisation Upgrade	-	13,615		13,615	13,615										13,615
Weavers Triangle - Starter Homes	-	52,271		52,271					52,271						52,271
Infrastructure & Highways Improvements	-	41,608		41,608										41,608	41,608
Contribution to Shopping Centre Redevelopment	-	375,000		375,000		375,000									375,000
Padiham Town Hall - Flood Works	-	3,048		3,048		3,048									3,048
Ward Opportunities Fund	-	101,159		101,159								101,159			101,159
Emergency Repairs	120,000			120,000			120,000								120,000
Better Care Grant	2,500,000			2,500,000			2,500,000								2,500,000
Energy Efficiency	40,000			40,000			40,000								40,000
Empty Homes Programme	1,100,000			1,100,000									1,100,000		1,100,000
Interventions, Acquisitions and Demolitions	363,000			363,000									363,000		363,000
Prairie Artificial Turf Pitch	485,000			485,000	90,000						225,000			170,000	485,000
Play Area Improvement Scheme	99,500			99,500		2,500						54,500		42,500	99,500
Rationalisation of Operational Estate	300,000			300,000								300,000			300,000
NW Burnley Growth Corridor	1,394,917		(9,800)	1,385,117						1,385,117					1,385,117
Town Centre & Weavers Triangle Project Work	350,000			350,000	250,000							100,000			350,000
Vehicle and Machinery Replacement	108,975	2,586		111,561		111,561									111,561
Leisure Centre Improvements	75,000	18,077		93,077	93,077										93,077
River Training Walls	75,000	3,289		78,289								78,289			78,289
Lower St James Street	398,140	1,860		400,000		400,000									400,000
Building Infrastructure Works	250,000	70,107		320,107		30,000						290,107			320,107
CCTV Infrastructure	73,284		(7,953)	65,331	65,331										65,331
Alleygate Programme	50,000	1,082		51,082								51,082			51,082

TOTAL OF ALL SCHEMES

10,140,512

1,328,172

(17,753)

11,450,931

1,813,681

1,337,838

2,660,000

1,016,235

52,271

1,482,519

225,000

1,146,279

1,463,000

254,108

11,450,931

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REPORT TO EXECUTIVE



DATE	3 July 2018
PORTFOLIO	Executive
REPORT AUTHOR	Howard Hamilton-Smith
TEL NO	01282 425011
EMAIL	hhamilton-smith@burnley.gov.uk

Annual Treasury Management Report Review of 2017/18 Activity

PURPOSE

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

RECOMMENDATION

2. That the Executive recommends that Full Council note the annual treasury management activity for the year ended 31 March 2018.

REASONS FOR RECOMMENDATION

- 3 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.

SUMMARY OF KEY POINTS

4. The Economy and Interest Rates

During the calendar year of 2017, there was a major shift in expectations in financial markets in terms of how soon the Bank Rate would start on a rising trend. After the UK economy surprised on the upside with strong growth in the second half of 2016, growth in 2017 was disappointingly weak in the first half of the year which meant that growth was the slowest for the first half of any year since 2012. The main reason for this was the sharp increase in inflation caused by the devaluation of sterling after the EU referendum, feeding increases into the cost of imports into the economy. This caused a reduction in consumer disposable income and spending power as inflation exceeded average wage increases. Consequently, the services sector of the economy, accounting for around 75% of GDP, saw weak growth as consumers responded by cutting back on their expenditure. However, growth did pick up modestly in the second half of 2017.

Consequently, market expectations during the autumn rose significantly that the Monetary Policy Committee (MPC) would be heading in the direction of imminently raising the Bank Rate. The minutes of the MPC meeting of 14 September indicated that the MPC was likely to raise the Bank Rate very soon. The 2 November MPC quarterly Inflation Report meeting duly delivered by raising the Bank Rate from 0.25% to 0.50%. The 8 February 2018 MPC meeting minutes then revealed another sharp hardening in MPC warnings on a more imminent and faster pace of increases in the Bank Rate than had previously been expected. Market expectations for increases in the Bank Rate, therefore, shifted considerably during the second half of 2017/18 and resulted in investment rates from 3 to 12 months increasing sharply during the spring quarter.

PWLB borrowing rates increased correspondingly to the above developments with the shorter term rates increasing more sharply than longer term rates. In addition, UK gilts have moved in a relatively narrow band this year, within 0.25% for much of the year, compared to US treasuries. During the second half of the year, there was a noticeable trend in treasury yields being on a rising trend with the Fed raising rates by 0.25% in June, December and March, making six increases in all from the floor. The effect of these three increases was greater in shorter term rather than longer term yields.

The major UK landmark event of the year was the inconclusive result in the general election on 8 June. However, this had relatively little impact on financial markets.

5. The Strategy for 2017/18

The expectation for interest rates within the treasury management strategy for 2017/18 anticipated that the Bank Rate would not start rising from 0.25% until quarter 2 2019 and then only increase once more before 31 March 2020. There would also be gradual rises in medium and longer term fixed borrowing rates during 2017/18 and the two subsequent financial years. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach, whereby investments would continue to be

dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.

In this scenario, the treasury strategy was to postpone borrowing to avoid the cost of holding higher levels of investments and to reduce counterparty risk.

During 2017/18, longer term PWLB rates were volatile but with little overall direction, whereas shorter term PWLB rates were on a rising trend during the second half of the year.

6. **The Borrowing Requirement and Debt**

The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR). The table below shows the Council's CFR for 2017/18.

£m	31 March 2017 Actual	31 March 2018 Budget	31 March 2018 Actual
CFR General Fund	28.6	31.8	30.2

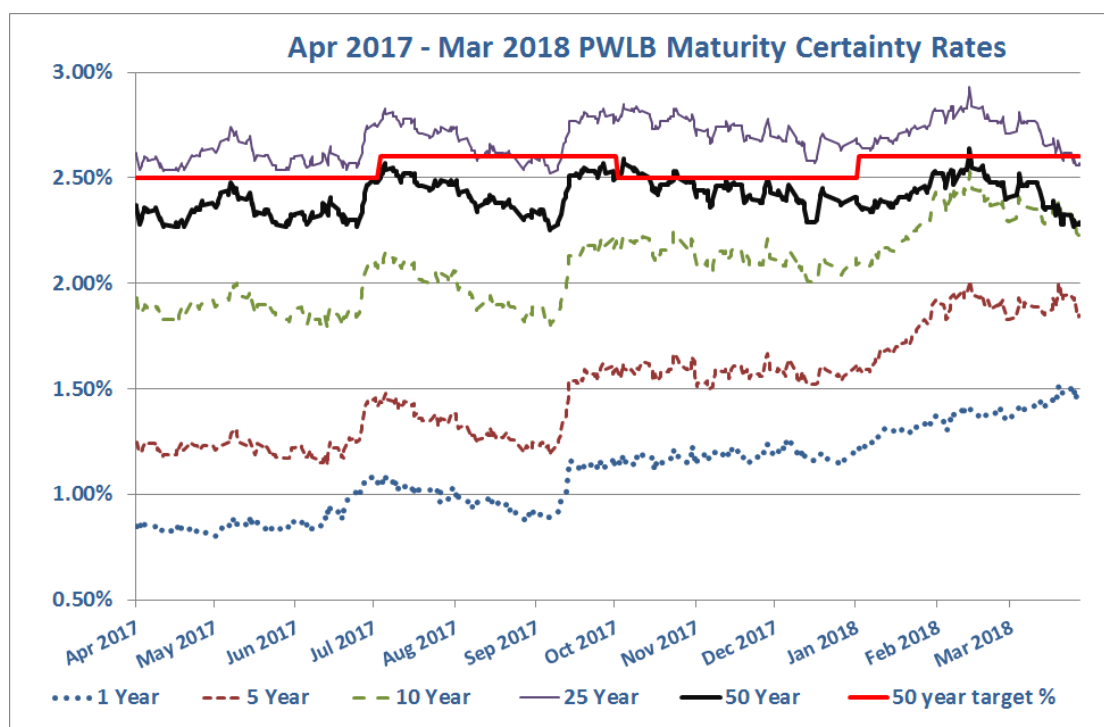
7. **Borrowing Rates in 2017/18**

PWLB certainty maturity borrowing rate

As depicted in the graph below, PWLB 25 and 50 year rates have been volatile during the year with little consistent trend. However, shorter rates were on a rising trend during the second half of the year and reached peaks in February / March.

During the year, the 50 year PWLB target (certainty) rate for new long term borrowing was 2.50% in quarters 1 and 3 and 2.60% in quarters 2 and 4.

The graph for PWLB rates show, for a selection of maturity periods, the average borrowing rates, the high and low points in rates, spreads and individual rates at the start and the end of the financial year.



8. **Borrowing Outturn for 2017/18**

Borrowing – the following PWLB loans were taken during the year:

Date	Lender	Principal	Type	Interest Rate	Maturity
31/8/17	PWLB	£1.5m	Maturity	2.32%	42.5 years
09/10/17	PWLB	£1m	Maturity	2.57%	41.5 years
30/10/17	PWLB	£1m	Maturity	2.58%	40.5 years
19/12/17	PWLB	£1m	Maturity	2.37%	39 years

This compares with a budget assumption of borrowing at an interest rate of 3%

Rescheduling – No rescheduling was done during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

Repayments – The following PWLB loans were repaid during the year, as scheduled:

Date	Lender	Principal	Balance at Repayment	Type	Interest Rate	Duration
31/3/18	PWLB	£1m	£1m	Maturity	4.55%	12 years

9. **Investment Rates in 2017/18**

Investments rates for 3 months and longer have been on a rising trend during the second half of the year in the expectation of the Bank Rate increasing from its floor of 0.25%, and reached a peak at the end of March. The Bank Rate was duly raised from 0.25% to 0.50% on 2 November 2017 and remained at that level for the rest of the year. However, further increases are expected over the next few years. Deposit rates continued into the start of 2017/18 at previous depressed levels due, in part, to a large tranche of cheap financing being made available under the Term Funding Scheme to the banking sector by the Bank of England; this facility ended on 28 February 2018.

The Council's bank, HSBC, increased the interest rate it paid on the sweep facility from 0.10% to 0.35% in response to the Bank Rate increase. There was an average daily total of £6.61m being invested within the HSBC "sweep" deposit account, which earned an average of 0.26% in 2017/18.

10 **Investment Outturn for 2017/18**

Investment Policy – the Council's investment policy is governed by MHCLG guidance, which has been implemented in the annual investment strategy approved by the Council on 22 February 2017. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data. This guidance is enhanced by advice from Link Asset Services.

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

Investments held by the Council - the Council maintained a daily average balance of £13.9m of investments during 2017/18. The investments earned an average rate of return of 0.47% which exceeded the target of base rate 0.5% minus 0.2%.

There were a total of 7 market investments made during the financial year, totalling £14m. All investments were for under one year.

The table below shows the maximum amount invested with any of the counterparties at any one time during the period April 2017 to the end of March 2018 against the maximum limits approved in the 2017/18 Treasury Management Strategy.

Counterparties	Maximum Limits £m	Highest level of Investment 2017/18 (£m)
HSBC	15.0	12.8
Bank of Scotland	4.0	4.0
Goldman Sachs	4.0	4.0
Santander UK plc	4.0	4.0

11 **Interest payable on External Borrowing / Interest Receivable on Investments**

The revised budget for the PWLB interest payable on external borrowing for 2017/18 was set at £947,268.

The outturn position was £930,761, due to proactive management of the Councils' cash flows, slippage in capital spending and borrowing requirements, lower PWLB interest rates payable.

The total interest receivable on temporary investments in 2017/18 amounted to £65,808 compared with a budget for the year of £41,845.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

12. None arising as a direct result of this report.

POLICY IMPLICATIONS

13. All transactions are in accordance with the Council's approved Treasury Policy Statement

DETAILS OF CONSULTATION

14. None

BACKGROUND PAPERS

15. None.

**FURTHER INFORMATION
PLEASE CONTACT:**

**Howard Hamilton-Smith
Finance Manager**

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Appendix 1: Prudential and Treasury Indicators

During 2017/18, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Actual prudential and treasury indicators £m	2016/17 Actual	2017/18 Original	2017/18 Actual
Capital expenditure General Fund	6.8	12.0	10.0
Capital Financing Requirement: General Fund	28.6	31.7	30.2
Gross borrowing	20.6	24.5	24.1
Investments Under 1 year	14.7	12.0	12.4
Net borrowing	5.9	12.5	11.7

Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2017/18) plus the estimates of any additional capital financing requirement for the current (2018/19) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs in 2017/18.

The authorised limit - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2017/18 the Council has maintained gross borrowing within its authorised limit.

The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

£m	2017/18
Authorised limit	35.1
Maximum gross borrowing position	24.1
Operational boundary	33.4
Average gross borrowing position	22.7
Financing costs as a proportion of net revenue stream	11.9%

Overall Treasury Position as at 31 March 2018 – At the beginning and end of 2017/18 the Council's treasury position was as follows:

	31 March 2017 Principal £m	Rate/ Return	Average Life yrs	31 March 2018 Principal £m	Rate/ Return	Average Life yrs
Fixed rate funding:						
PWLB	20.6	4.28%	14.4	24.1	3.82%	18.3
	31 March 2017 Actual £m			31 March 2018 Actual £m		
Total debt	20.6			24.1		
Capital Financing Requirement	28.6			30.2		
Over / (under) borrowing	(8.0)			(6.1)		
Total investments	14.7			12.4		
Net debt	5.9			11.7		

The maturity structure of the debt portfolio was as follows:

	31 March 2017 Actual £m	2017/18 Original Limits £m	31 March 2018 Actual £m
Under 12 months	1.0	1.0	1.0
12 months and within 24 months	1.0	1.4	1.4
24 months and within 5 years	4.6	4.3	4.3
5 years and within 10 years	7.0	6.0	6.0
10 years and within 20 years	0.2	0.1	0.1
20 years and within 30 years	-	-	-
30 years and within 40 years	-	2.0	2.0
40 years and within 50 years	6.8	9.7	9.3
Totals	20.6	24.5	24.1

Appointments to Committees, Working Groups and Outside Bodies

REPORT TO FULL COUNCIL



DATE	11/07/2018
PORTFOLIO	None
REPORT AUTHOR	Imelda Grady
TEL NO	01282 477258
EMAIL	igrady@burnley.gov.uk

PURPOSE

1. To consider changes to appointments to Committees and Outside Bodies for the remainder of the 2018/19 Municipal Year as a result of a change in the political balance of the Council.
2. Group Leaders have been consulted on the changes.

RECOMMENDATION

3. That Full Council is recommended to make the following appointments for the remainder of the 2018/19 Municipal Year-;
 - (a) Councillor Margaret Brindle as the Labour member on the Scrutiny Committee and , the Development Control Committee to replace Councillor Margaret Brindle as the Free Independent member on those Committees;
 - (b) Councillor Margaret Brindle as Vice Chair of the Scrutiny Committee;
 - (c) Councillor Margaret Brindle as the Labour member on the Member Structures and Support Working Group;
 - (d) Councillor Bill Brindle as the Labour member on the Audit and Standards Committee to replace Councillor Tom Commis as the UKIP member;
 - (e) Councillor Tom Commis as the UKIP member on the Licensing Committee to replace Councillor Bill Brindle as the Free Independent Member; and
 - (f) Councillor Margaret Brindle as a Scrutiny member to the LCC Health Scrutiny Committee.

REASONS FOR RECOMMENDATION

4. To comply with legislation and to ensure that the Council continues to have an effective and efficient decision making structure

SUMMARY OF KEY POINTS

5. Councillors Bill Brindle and Margaret Brindle have joined the Labour Group and the Free Independent Group on Burnley Council no longer exists. This requires the Council to

recalculate the political balance of the Council and the number of seats allocated to each Group is now as follows:

Labour 27 seats; Liberal Democrat 5; Conservative 5; Burnley and Padiham Independent 4; UKIP 2; Independent 1; Green 1;

The result being that a number of changes are required to the membership of committees as follows.

The Labour Group gain one seat on Scrutiny, Development Control and the Audit and Standards Committees.

The UKIP group lose one seat on Audit and Standards and gain one seat on the Licensing Committee.

Other appointments that arise out the change in political balance are;

- (i) The position of Vice Chair of Scrutiny allocated to Councillor Margaret Brindle as an opposition Free Independent member.
- (ii) The position on the Member Structures and Support Working Group allocated to of the Free Independent Group Leader;
- (iii) The appointment to the outside body LCC Health Scrutiny Committee allocated to Councillor Margaret Brindle as a Free Independent member.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

6. None

POLICY IMPLICATIONS

7. None

DETAILS OF CONSULTATION

8. Member Structures and Support Working Group.

BACKGROUND PAPERS

9. None

FURTHER INFORMATION

Imelda Grady

PLEASE CONTACT:

ALSO:

Chris Gay

Constitutional Updates and Council Delegations

REPORT TO FULL COUNCIL



DATE	11/07/2018
PORTFOLIO	Leader
REPORT AUTHOR	Eric Dickinson
TEL NO	01282 477256
EMAIL	edickinson@burnley.gov.uk

PURPOSE

1. To inform Members of the changes made to Part 3 (Executive Functions) of the constitution by the Leader/Deputy Leader, relating to the Scheme of Delegation, adding a delegation for the Head of Housing and Development Control regarding the Building Act 1984.
2. To inform Members of Minor Amendments (Executive Functions) made to Part 3 of the constitution by the Monitoring Officer relating to the Scheme of Delegation - changing the portfolio title of an Executive Member, and updating Statutory references in relation to dogs for the Head of Streetscene.
3. To inform Members of a Minor Amendment (Council Functions) made by the Monitoring Officer relating to a Licensing Policy i.e. the Street Traders Policy.
4. To inform members that the Hearing Procedure for Member complaints has not yet been formalised and to seek Council's approval to delegate the finalisation of the hearing procedure to the Audit and Standards Committee.

RECOMMENDATION

5. That the changes made to Part 3 (Executive Functions) of the constitution by the Leader/Deputy Leader be noted, as follows;

(a) 14th June 2018 - Additional delegation to the Head of Housing and Development Control regarding Part III of the Building Act 1984. (Appendix 1)

6. That Minor Amendments (Executive Functions) made to Part 3 of the constitution by the Monitoring Officer be noted relating to the Scheme of Delegation, regarding the portfolio title of an Executive Member being changed to Executive Member for Economy and Growth, and updating Statutory references in relation to dogs within the delegations of the Head of Streetscene
7. That a Minor Amendment (Council Functions) made by the Monitoring Officer be noted relating to a Licensing Policy i.e. the Street Traders Policy.

8. That the Audit and Standards Committee be delegated to finalise the hearings procedure for member complaints.

REASONS FOR RECOMMENDATION

9. To ensure that the requirements of the constitution are upheld, and that maximum transparency is maintained.

SUMMARY OF KEY POINTS

10. To Note-Changes to Part 3 of the Constitution by the Leader/Deputy Leader relating to Executive Functions

- (a) Head of Housing and Development Control

On 14 June 2018 the Leader added a Part 3 Executive Functions delegation for the Head of Housing and Development Control regarding Part III of the Building Act 1984 in particular to bring vacant properties back into use (Appendix 1).

“Notwithstanding a delegation to any other Head of Service ,to exercise the Council’s statutory powers and functions in Part III of the Building Act 1984 including, but not limited to, serving notices, obtaining warrants and authorising officers for the purpose of those powers and functions”

11. To note Minor Amendments (Executive Functions) made by the Monitoring Officer ;

- (a) On 25th May 2018 to Part 3 (Executive Functions) by amending the Executive Portfolios to amend the portfolio title of the Executive Member for Regeneration and Economic Development to the Executive Member for Economy and Growth. (Appendix 2).

- (b) On 14th May 2018 to Part 3 (Executive Functions) the delegations for the Head of Streetscene were updated in relation to dogs to delete reference to the Clean Neighbourhoods and Environment Act 2005 and replace it with the Anti-Social Behaviour, Crime and Policing Act 2014.

12. To note a Minor Amendment (Council Functions) made by the Monitoring Officer;

- (a) On 15th March 2018, following Licensing Committee on 22nd February 2018, to a Licensing Policy i.e.the Street Traders Policy, to insert the following words in bold;

“The applicant must also sign up to the DBS update service applicant must also sign up to the DBS update service **as and when such service becomes available in relation to DBS basic disclosures** for the duration of the consent, and any

subsequently renewed consent, so that the Council may monitor any change in circumstances.”

The Minor Amendment was reported for noting to the Licensing Committee on 14th June 2018.

13. It has been noted that the hearings procedure for member complaints has not been formalised . As member complaints come within the remit of the Audit and Standards Committee this is an appropriate delegation.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

14. None.

POLICY IMPLICATIONS

15. None.

DETAILS OF CONSULTATION

16. Member Structures Officer Group
Member Structures Working Group.

BACKGROUND PAPERS

17. None.

FURTHER INFORMATION

PLEASE CONTACT: Eric Dickinson

ALSO:

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To: The Leader, the Chief Executive, the Chief Operating Officer, and the Head of Housing and Development Control

Amendment to Part 3 Scheme of Delegation (Executive Functions)

I give notice that on 14 June 2018, I approved the following recommendation;

That I approve changes to Part 3 (Executive) of the Council's constitution, i.e. the Scheme of Delegation, to add the delegation below to those of the Head of Housing and Development Control, as follows;

"Notwithstanding a delegation to any other Head of Service ,to exercise the Council's statutory powers and functions in Part III of the Building Act 1984 including, but not limited to, serving notices, obtaining warrants and authorising officers for the purpose of those powers and functions"

DATED: 14-06-18

SIGNED: 

Deputy Leader- Councillor John Harbour



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Executive Member Portfolios 2018/19

Portfolio	Services	Officer	Responsibilities	Lead Roles
<p>Leader</p> <p>Councillor Mark Townsend</p>	Policy & Engagement	<p>Chief Executive</p> <p>Head of Policy and Engagement</p>	<p>Ensure effective leadership of Council as a whole, that work is co-ordinated, resources are linked to agreed strategic priorities and the culture is responsive, open and helpful</p> <p>Determining the Council's strategic framework – Strategic Plan and ensuring this is translated into action</p> <p>Community Strategy Strategic direction of local, sub-regional and regional partnerships</p> <p>Civics - Civic matters/mayoral matters, Parish liaison overseas links, corporate hospitality</p> <p>Promoting inclusive growth and social inclusion within the borough</p>	<p>Promotion of Burnley Community Strategy Strategic regional/sub-regional agenda</p> <p>Education and skills lead</p> <p>UCLan lead</p> <p>Local Government Association</p> <p>Barnfield and Burnley Development Company</p> <p>Lancashire Local Enterprise Partnership</p> <p>PLACE</p>

Portfolio	Services	Officer	Responsibilities	Lead Roles
Deputy Leader	Housing and Development Control	Chief Operating Officer	Planning and Building Control	Sustainability Member
Executive Member for Housing and Leisure	Green Spaces and Amenities	Head of Housing and Development Control	All aspects of Housing	Champion
Councillor John Harbour	Leisure and Culture	Head of Green Spaces and Amenities	Cemeteries and Crematoria	Heritage Member
			Parks, open spaces and allotments	Champion
			Towneley Hall	Pennine Lancashire Building Control Joint Committee
			Leisure and Culture	Housing Associations in the Borough
				Private Rented Sector Forum
				Housing Joint Venture Partnership
				Leisure Trust

Portfolio	Services	Officer	Responsibilities	Lead Roles
Executive Member for Economy and Growth (title amended from 250518) Councillor Sue Graham	Economy and Growth	Chief Executive Strategic Head of Economy and Growth	Develop, promote and co-ordinate Regeneration work in Burnley All aspects of Economic Development Transport/Connectivity Local Development Framework Town Centre Strategy/Management Markets	Economic Development Transport Policy Town Centre Partnership and Management Local Plan Business Engagement Weavers Triangle

Portfolio	Services	Officer	Responsibilities	Lead Roles
Executive Member for Resources and Performance Management Cllr Mark Townsend	People and Development	Chief Operating Officer	Budget Preparation and Monitoring	Financial Planning and budget preparation
	Legal and Democracy		Asset management	Budget Consultation
	Finance and Property	Head of Finance and Property	HR and Workforce planning	Risk management
	Revenues & Benefits	Head of People and Development	Performance and Improvement	Organisation Development
		Head of Legal and Democratic Services	Procurement	Performance
			Corporate health and safety	Liberata Partneship
			Corporate Governance	
			Freedom of Information	
			Customer Services & IT	

Portfolio	Services	Officer	Responsibilities	Lead Roles
Executive Member for Community and Environmental Services Councillor Lian Pate	Streetscene Environmental Health and Licensing	Chief Operating Officer Head of Streetscene Head of Policy and Engagement	All Streetscene issues Waste Collection/Recycling Community Safety Emergency Planning Engagement and Communication Equalities Young People Health Environmental Health and Licensing	Equality and Inclusion Lancashire Police and Crime Panel (Liaison) County Waste Management Group Engagement Strategy Public transport issues Armed Services/Military Covenant Champion Older People Burnley & Pendle Children's Partnership East Lancashire Health and Wellbeing Partnership Environmental Enforcement Partnership

Leader of the Council:
c/o Chief Operating Officer-Delegated Powers-Minor Amendment..... (Signed)

Date:.....250518.....

We have welcomed a number of new faces to the committee this Municipal Year, both new and more experienced Members and I look forward to working with all to deliver the Scrutiny function in Burnley.

At our first meeting we were pleased to receive two presentations. The first outlined the procedures involved in drawing up and securing Section 106 Agreements related to certain planning applications. It was most helpful for members to understand the background and legislative requirements.

We also received the Annual Update Presentation from one of the Council's Strategic Delivery Partners, Liberata. Ian Brotheridge informed Members of the progress made against the milestones in the contract. Now a quarter of the way through the contract, it was good to see some strong performance against the KPIs, and delivery of milestones – especially jobs created through the contract.

The Final Budget Outturn report - which outlined the end of year position in both Capital and Revenue Budgets and a slightly revised 2018/19 Capital budget following some scheme slippage - and the Treasury Management Statement for 2017/18 were presented by the Finance Team. The Committee will continue to review the quarterly budget monitoring reports and other financial updates throughout the year.

The year-end performance report indicated the majority of indicators were at or above target, yet again showing that the Council continues to deliver good services to residents despite ongoing budget pressures.

The Dementia Review Group will meet over the Summer to review progress to date, and map out a constructive way forward, and we look forward to our new Committee Members engaging with this process. The Committee also discussed revisiting the outcomes of the Railway Review, to see what progress has been made at Manchester Road Station since the review was completed.

Alongside this, a number of potential topics for future review were identified by the committee. These will undergo further consideration and scoping before being prioritised into the Work Plan or developed into Review Groups.

Cllr Andy Tatchell

Chair of Scrutiny

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BURNLEY BOROUGH COUNCIL STRATEGIC PLAN PROGRESS REPORT TO THE FULL COUNCIL

11th July 2018

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COUNCILLOR MARK TOWNSEND, LEADER OF THE COUNCIL

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PE1- We will work with partners to make the borough a place of aspiration, including supporting efforts to increase education attainment and skills development, and improve residents' health.</p>	<p>UCLan The Council is continuing to work with UCLan on making their plans to have 4000 students by 2025 a reality. In particular initial work is underway to look at ensuring that there is both good quality student accommodation and a high quality student experience in the town.</p> <p>Education The Children's University graduations took place late June, recognising the efforts of 100s of children taking part in many hours of extra-curricular learning. There have also been two separate pop-up learning events:</p> <ul style="list-style-type: none"> ▪ Star Gazing at Towneley Hall; and ▪ Chinese Culture Day at UCLan. <p>Both events provided wider learning opportunities for Burnley children.</p> <p>Our partnership work with Lancashire Adult Learning is growing. They now deliver family and adult learning courses in over half of Burnley's primary schools and neighbourhood centres. It is planned for this work to develop further.</p> <p>The Primary & Secondary Engineers' celebration event took place on 9th July. Students showcased their achievements in learning about structures and mechanisms, through construction of a moving vehicle.</p> <p>The Primary & Secondary Engineers' Leaders' Awards took place in the evening, where pupils were asked 'If they were an engineer what would they do?'. Entries were judged on pupils' research in engineering, identifying a problem and designing a solution.</p>
<p>PR1- We will contribute to the strategic direction of local, sub-regional and regional partnerships, and will position the borough for economic development investment.</p>	<p>Discussions continue to take place with other Lancashire Council Leaders about the formation of a Lancashire Combined Authority. They continue to be positive.</p>

Strategic commitment	Progress update
<p>PF1- We will embed the partnership with Liberata within the Council's budget, strategic vision and commercial strategy.</p>	<p>Liberata's Contract Director for the North presented his annual update to scrutiny last month. I am pleased to report that Liberata's performance in front line services is strong. In the Contact Centre, Liberata met their target to answer 80% of calls promptly.</p> <p>Liberata's Burnley Benefits Team also achieved its targets; against a target of 9 days, it took less than 6 days, on average, to process new benefits or a change of circumstance.</p> <p>As part of the deal, Liberata agreed to create 100 new jobs in the Borough. As at end of March, 52 new jobs have been created, against a target of 40 by the end of Year Two. Liberata has to date created 57 jobs, having just added 5 more into Customer Services in Shared Service roles.</p>

Strategic commitment	Progress update
<p>PF2- We will adopt a Medium Term Financial Strategy that will put the Council on a sustainable financial footing. This strategy will set the framework for preparing annual budgets, ensuring the annual budget strategy is set within the context of the longer term outlook.</p>	<p>The first quarter of this financial year saw a period of preparation of the Council's annual Statement of Accounts covering the 2017/18 financial year.</p> <p>This is an important opportunity to work with our external auditors, Grant Thornton, to test that the Council has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31st March 2018.</p> <p>This year the statutory deadline to prepare our annual financial report to the auditors was brought forward to 31st May 2018 (the case for all Councils). We are pleased to report the deadline was not only met but exceeded, with preparation completed by 17th May. I would like to thank finance staff and all those colleagues who contributed to make this happen in such a timely and planned manner. The Council will again be the first district in Lancashire to submit their accounts for audit and expect the audit also to conclude rapidly before most, if not all, other Lancashire districts. The main benefit of this is it allows officers to turn their attention back to supporting the Organisation with its ambitious agenda.</p> <p>The audit is expected to be completed by the end of June 2018, after which an all-Member briefing session has been arranged for 16th July 2018, to explain the accounts and their purpose. Finally, the accounts will be presented for approval to Audit & Standards Committee on 19th July 2018.</p> <p>Work to update the Medium-Term Financial Strategy is ongoing. This will tackle the challenging savings target faced by Council, currently £3.2m for 2019-2022. Significant change in the mechanism of central government funding is also expected during this period including the move to 100% business rates retention.</p> <p>Implications for this Authority will not be known for some time. However, we are actively involved in the Government's 'Fair Funding' consultations and influencing this directly through our membership of the District Councils' Network.</p> <p>Work is continuing on Financial Transformation Project work. We are investing in systems to deliver long-term efficiency gains in accountancy support and to increase the Council's financial management capabilities.</p> <p>Ongoing review of the back-office processing of the budget monitoring process is expected to lead to greater efficiency and provide a more targeted support to the Heads of Service.</p>

Strategic commitment	Progress update
<p>PF4- We will deliver our Organisational Development strategy, ensuring we plan for the structures and capabilities the organisation needs, and empowering our workforce to deliver the objectives of the Strategic Plan.</p>	<p>Our Investors in People (IiP) Assessment is due to take place in September 2018. The IiP survey, which forms part of the Assessment, went live to all employees on 11th June and closes on 29th.</p> <p>The required IiP pre-self-assessment has been completed and the Assessor is due to meet Management Team on 27th July 2018.</p> <p>Most Performance & Development Reviews (PDRs) have been completed and analysis of training requirements will inform Learning Delivery Plans.</p> <p>Work has started on a review of the NJC grading structure, necessitated by the new national pay spine from 2019.</p> <p>Colleague Conferences held at the beginning of June provided employees with an update of the Council's Vision, Values and achievements.</p>

COUNCILLOR JOHN HARBOUR, DEPUTY LEADER AND EXECUTIVE MEMBER FOR HOUSING AND ENVIRONMENT

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL2- We will improve the management of private rented accommodation.</p>	<p>Selective Licensing: Trinity, Queensgate & Gannow The Selective Licensing Team has processed 1,652 applications to date, for properties in these three areas requiring a licence. Of those completed applications received, 89% are now licenced. Licences for five properties have recently been revoked, where the management arrangements have not met the standards set down by the Council. In addition, a Civil Penalty Notice for £12,500 has been issued to a landlord, for the failure to licence a property. There is also a Court case pending in relation to a further four properties, where the landlord has failed to licence the properties.</p> <p>Selective Licensing: Burnley Wood with Healey Wood, Leyland Road area and Ingham & Lawrence Street area The Selective Licensing Team has processed 1,096 applications to date for properties in these three areas requiring a licence. Of those completed applications received, 85% are now licensed. The Team continues to work towards securing applications for the remaining properties that are not licenced and is working on the preparation of Civil Penalty Notices for non-compliance.</p> <p>This month, officers have prioritised the issuing of proposals to refuse selective licences in relation to around 30 properties managed by two managing agents, where the management arrangements do not reach the Council's standards. Our focus will be to ensure that appropriate management standards are brought in at these properties, to improve the property condition and general management standards.</p> <p>Work on the Painting Scheme in the Ingham and Lawrence Street Selective Licensing Area is programmed to start early July.</p> <p>Private Rented Disrepair Since the start of April 2018, the Council has received and dealt with 34 new disrepair complaints from private rented sector tenants and carried out 60 pro-active inspections relating to selective licensing areas, the Daneshouse Ward area and the Landlord Accreditation Scheme.</p> <p>The Enforcement Team has a current caseload of 277 open/ongoing private rented sector disrepair cases. The majority of these cases are dealt with informally and resolved promptly. In cases of serious non-compliance, formal enforcement action will be taken to ensure that tenants in the Borough live in decent homes, free from disrepair.</p>

Strategic commitment	Progress update
<p>PL3- We will work with partners to improve quality and choice in the borough's housing stock.</p>	<p>Housing Development At Development Control Committee on 7th June, approval was given for a development of 250 houses on the land off Kiddrow Lane. This development will see a range of 3 & 4 bed semi-detached and detached homes for sale, which will improve the housing offer within the Borough and broaden choice for our residents.</p> <p>Ringstones/Calico Homes have almost completed their new Housing Scheme on Westgate and are in the advanced stages of development at the former Perseverance Mill site in Padiham. These two developments will see unsightly brownfield land developed with modern, high quality affordable housing.</p> <p>Housing Grants The Disabled Facilities Grant Programme is progressing well with 39 adaptations completed and a further 76 in progress. A total of 10 Emergency Works grants have been approved to eliminate serious disrepair in residential properties. The Heating Rebate Scheme is available to eligible households and 40 grants have been awarded this year to install new, efficient boilers/central heating systems.</p> <p>Empty Homes Programme Work on the programme is progressing well. Three Compulsory Purchase Orders are under way and we have acquired one property, by agreement, removing the need to go through the lengthy CPO process. Interest in the Empty Homes Loan has been strong during the first quarter of 2018/19, with 18 enquiries and 5 returned applications. Officers are working with applicants to ensure that, where possible, loans are issued and empty properties are returned back in to use.</p> <p>With the recent addition of a new staff member (an Empty Homes Assistant), the Team is working on a pipeline of properties to take through to enforcement action and also looking to identify our first property to take through the Enforced Sales process.</p>

Strategic commitment	Progress update
<p>PL4- We will implement our 2015-25 Green Space Strategy.</p>	<p>Restoration of Thompson Park</p> <p>Work on the scheme is progressing well. The new play area has been completed and is proving to be very popular. There is more equipment for children of all ages and abilities, including a new sand and water play feature. The refurbishment of the paddling pool is in progress and it is hoped that this popular facility will be completed in time for the school holidays. The Council is required to renew the electricity supply to the Boat House Café and Toilets, however, this work should be completed by the start of the school holidays. The official opening will take place on 19th August at the Thompson Park Funday.</p> <p>Play Area Improvement Programme</p> <p>The Council and Friends of Towneley are currently consulting with users of Towneley Riverside Play Area in preparation for an application to the Lancashire Environment Fund. We are particularly keen to improve facilities for both disabled children and parents and are also consulting with disability support groups and some of the schools with disabled children visiting Towneley. The project is one of four play areas, which will be refurbished this year together with Faraday Street, Picadilly Gardens and the proposed relocation of Harold Avenue Play Area.</p> <p>Worsthorne Recreation Ground</p> <p>We are continuing to work with Fulfilledge Colts Youth Football Club and the Football Foundation, on plans to undertake drainage improvements to the pitches, provision of a clubhouse/changing rooms and improved recreation facilities. A planning application will be submitted shortly.</p> <p>Calder Park Pump Track</p> <p>Work is progressing on the development of a new pump track in Calder Park, which is being funded by Friends of Calder Park, with a modest contribution from the Council. The project is part of an effort to provide more activities for children and families to enjoy in Calder Park and the efforts of the friends group are really appreciated.</p>
<p>PE2- We will continue to develop the leisure and cultural offer of Burnley in partnership with Burnley Leisure.</p>	<p>Physical Activity and Sport Strategy</p> <p>The Council and Burnley Leisure have jointly funded the preparation of a draft 5-year Physical Activity and Sport Strategy for the Borough, with a vision of 'Improving lives through physical activity and sport (by creating) a place where the choice to be active is easy, attractive and enjoyable'. A particular focus of the Strategy will be to find ways of encouraging Burnley's population to become more active. The draft Strategy will be reported to the Executive for approval.</p>

Progress against our strategic commitments

Strategic commitment	Progress update
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Strategic commitment	Progress update
<p>PR2- We will proactively support the borough's businesses to innovate and expand, and make the borough a natural choice for business relocation.</p>	<p>Business Support The Business Support Team is currently working with 49 companies looking to relocate to the area or expand within. Of the 49, 18 are inward investment enquiries, with the remainder being existing Burnley-based companies.</p> <p>Burnley Business Week 2018 (14th-18th May) The week attracted over 500 attendees, a 33% increase on last year and topics across 28 events included 'start-your-own-business', 'business networking, 'Leadership and Health & Wellbeing' in the workplace. Feedback has been overwhelmingly positive:</p> <ul style="list-style-type: none"> ▪ <i>Fantastic speakers! We are now working on putting in a health and wellbeing strategy at work. The leadership course was great, this has given me so much to go away, think about and work on.</i> ▪ <i>It was a great week. I took part in several sessions and found all very useful.</i> ▪ <i>I think the concept of the Business Week is brilliant, some colleagues from the business also attended events this year.!!</i> <p>Vision Park A further unit has been taken and let to a growing company - GlitterPlanetUK. The Business Park is at nearly 50% occupancy, totaling 14,234 sq ft since the building was handed over in late January. The individual companies currently signed up to Vision Park have employees totaling approximately 34 jobs across the 8 units, which have been sold or let.</p> <p>Burnley & Padiham Town Centres Support Three businesses have received financial support, which has resulted in shopfront improvements and one empty property being brought back into use. The businesses are investing over £61k and will be creating 5.5 new jobs.</p> <p>Following the opening of Primark in May, Burnley town centre saw increases in footfall of 27% to 40% in its first few days of opening. May 2018 saw an overall increase in footfall compared with last year and was the first month of the year for that to happen. Other new businesses opening include Quick Crepes.</p> <p>The Feasibility Study for a Business Improvement District (BID) in Burnley town centre has resulted in the majority of businesses who took part being in favour of developing a BID for the town centre. The Council's Executive has now approved the recommendation to appoint independent expertise to take the project forward to the next stage.</p> <p>Painting Padiham attracted over 1,000 visitors to Padiham town centre and Gawthorpe Hall, with 58 artists taking part. This year's event also included creative workshops, music and a free vintage bus between the town centre and Gawthorpe Hall grounds.</p>

Strategic commitment	Progress update
<p>PR3- We will make the borough attractive to retail and leisure developers, and will identify a sustainable future for the Burnley Market.</p>	<p>The Council has appointed Maple Grove Developments as a development partner to deliver a leisure-led development on the former Pioneer Car Park site.</p> <p>The owners of Charter Walk have recently submitted a planning application to reconfigure the eastern side of the market square to create bigger, more modern, shop units and a new entrance to the Market.</p>
<p>PR4- We will develop and deliver the Local Plan. This will act as the key supporting framework for encouraging future employment and investment in a range of housing stock.</p>	<p>The examination of the Local Plan is reaching its conclusion. Consultation on the Inspector's proposed Main Modifications to the Plan took place between 9th March and 27th April 2018. Representations received were collated by officers and submitted to the Inspector. The Inspector has recently indicated that his final report will be sent to the Council in early July. The Council will publish this and notify interested parties. The report will set out his final decision on the Main Modifications necessary to ensure soundness and explain his reasoning and his overall conclusions of the Plan Examination. Following consideration of the report by Executive, Full Council will consider the adoption of the plan, as modified, thereafter.</p>

COUNCILLOR LIAN PATE, EXECUTIVE MEMBER FOR COMMUNITY AND LEISURE SERVICES

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL1- We will implement a range of initiatives to maintain a clean, safe borough.</p>	<p>Year-2 garden waste collections and subscriptions are going well. There are currently over 9,051 subscriptions to the scheme, showing a slight increase in comparison to the same period last year.</p> <p>Following a competitive tendering exercise, the Council has recently awarded a 3-year contract to Kingdom Environmental Services. The forthcoming work will build on the pilot to undertake environmental enforcement and to support the Council to maintain a cleaner Borough. Members are encouraged to report any areas of dog fouling and littering concern into Kingdom, to maintain effective patrols.</p> <p>The Council has delivered environmental workshops to a number of local nurseries and primary schools to promote recycling and responsible litter awareness. These sessions have been well received. And further sessions are planned to be delivered across the Borough throughout the year.</p> <p>In June of this year the Integrated Team Hub at Tay Street Neighbourhood Office became live. The Team consists of a number of agencies working together to deliver a 'total family' approach in a timely and co-ordinated manner. Agencies represented include the Council's Anti-Social Behaviour Team, LCC's Family and Wellbeing Service, Adult Social Care, Police, Lancashire Fire and Rescue, Adult Mental Health Services, NHS and the voluntary sector, etc.</p> <p>On an annual basis the Council is required to submit to the Food Standards Agency, a performance update on the actions and interventions taken across the Borough to maintain high standards across food businesses. The data is evaluated across all local authorities and published. During 2017/18 Environmental Health Officers undertook over 500 inspections/audits and 97% of food premises obtained a Food Hygiene Rating of 3 and more this year. These performance achievements have been positively recognised by the Food Standards Agency.</p>
<p>PF3- We will develop our digital strategy, so that more residents transact with us online and we are able to deliver services more efficiently</p>	<p>Following a competitive tendering procedure, the Council has entered into an agreement with Idox for supply of new software, which will make it easier for customers to submit planning applications and conduct land charge searches. The system will boost back office efficiency, not only in planning and land charges but also in the housing team. The system will be implemented in phases over the next 9 months.</p>

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