



# EXECUTIVE

## BURNLEY TOWN HALL

Tuesday, 10th December, 2019 at 6.30 pm

### PRESENT

### MEMBERS

Councillors C Briggs, M Lishman, G Birtwistle, I Emo and C Towneley

### OFFICERS

Mick Cartledge	– Chief Executive
Simon Goff	– Head of Green Spaces and Amenities
Asad Mushtaq	– Head of Finance and Property
Kate Ingram	– Strategic Head of Economy and Growth
Joanne Swift	– Head of Streetscene
Elizabeth Murphy	– Planning Policy Manager
Alison McEwan	– Democracy Officer

#### 57. Minutes

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

#### 58. Dog Fouling Working Group Recommendations

##### Purpose

To consider the recommendations of the Dog Fouling Working Group.

##### Reason for Decision

To ensure the Council continues to provide a proactive service that responds to the concerns of local residents.

##### Decision

To implement the following recommendations of the Working Group as part of the Council's operational response to dog fouling;

- Implement a resident hotline and promote to encourage reportage
- Extend enforcement patrols

- Ensure dog fouling functionality is reviewed for Member reporting
- Provide quarterly ward performance updates to support resident groups, parish Councils and drop ins
- Support ward / park initiatives E.G action days / weeks - a holistic approach of door knocking / community involvement and feedback
- Implement the use of signage and targeted communications at selected locations where fines have been issued, to raise greater awareness of patrol activity with local residents and to serve as a deterrent
- Increase the dog fouling FPN to the current maximum of £100
- To develop a seasonal forward plan of Comms activities.
- Profile and targeted communications to incorporate local resident groups and schools

## **59. Health & Safety Intervention Plan**

### Purpose

The regulatory team responsible for Health & Safety at Work enforcement must have in place an intervention plan to meet the requirements of statutory guidance. To formally consult the Committee on the plans prior to their consideration at Full Council.

### Reason for Decision

Section 18 of the Health & Safety at Work Act 1974 and the subsequent National Local Authority Enforcement Code for Health and Safety (The Code) provide frameworks within which the Environmental Health & Licensing Team must operate when carrying out its public protection duties within workplaces. The frameworks require the Council to have plans in place to control these activities, and mechanisms for review. The intervention plan was prepared to satisfy the statutory requirements

### Decision

That the Executive recommends that Full Council approves the Health and Safety Intervention Plan (reviewed 2019/2020)

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

### Purpose

In order to meet statutory requirements, the Council's Environmental Health and Licensing Team is responsible for Food Safety enforcement and must have in place approved plans.

### Reason for Decision

To formally review past performance and agree a framework for the future delivery of effective, risk based, proportionate and consistent food safety services.

### Decision

That the Executive recommends that Full Council approves the Food (Official Controls) Delivery Plan (reviewed 2019/20).

## **61. Contributions SPD**

Following feedback from the Scrutiny Committee it was suggested that the report could be submitted to the January 21<sup>st</sup> 2020 meeting, and the Scrutiny Committee provide a formal response to the consultation.

### Purpose

To seek approval to undertake formal public consultation on a draft Developer Contributions Supplementary Planning Document (SPD). The draft SPD has been prepared to support the implementation of Burnley's Local Plan, and once adopted would be a material consideration to be used in the determination of relevant applications.

### Reason for Decision

To meet the Council's commitment to prepare a Developer Contributions SPD as set out in Burnley's Local Plan and the Council's Local Development Scheme (LDS); and to seek comments on a draft of the document in accordance with the relevant legislation and commitments in the Council's Statement of Community Involvement (SCI).

### Decision

- (1) That Executive approves the draft Developer Contributions SPD for public consultation for an eight-week consultation period commencing in January 2020.
- (2) That up to the start of the consultation period, the Strategic Head of Economy and Growth be authorised by the Executive to make minor changes to the wording or layout of the draft SPD, provided that the changes do not materially change the meaning of the consultation document.

## **62. Public Space Protection Order (Dog Control)**

### Purpose

To report the outcome of public consultation on Public Space Protection Orders for the control of dogs and to seek the approval of the Executive for these orders.

### Reason for Decision

The introduction of Public Space Protection Orders requires consideration of public consultation responses and the approval of the Executive.

### Decision

That having considered the results of the public consultation on Public Space Protection Orders the Executive:

- (1) Approves the control orders as set out in Appendix 1 of the report.
- (2) Authorises the Head of Legal & Democratic Services to execute all documents necessary to give effect to this decision.

### **63. Fees & Charges Report**

#### Purpose

To inform Members of the Council's proposed fees and charges from 1 January 2020.

#### Reason for Decision

To set the Council's fees and charges from 1 January 2020 and assist in finalising the 2020/21 budget process.

#### Decision

That the Executive recommends to Full Council:

- (1) To approve the proposed tariff of fees & charges from 1 January 2020 with an increase of 2% as outlined in Appendix A of the report.
- (2) To authorise the Head of Finance and Property, in consultation with the relevant Head of Service, to determine any new charges or changes to existing charges relating to the preparation and approval of the 2020/21 revenue budget.
- (3) To authorise the Executive Portfolio Members to amend fees & charges periodically in their own area on the basis that overall income in their portfolio area remains the same as a minimum.
- (4) To authorise the Strategic Head of Economy and Growth, in consultation with the Executive Member for Resources and Performance Management and the Head of Finance and Property, to adjust fees and charges in relation to the Markets service from time to time to reflect current trading conditions and the overall position of the market.

### **64. Treasury Management Mid-Year Review**

#### Purpose

To report treasury management activity for the first half year of 2019/20 covering the period 1 April to 30 September 2019.

#### Reason for Decision

To inform members of the treasury management activity in the first half of 2019/20 and to fulfil statutory and regulatory requirements.

#### Decision

That the Executive:

- (1) Notes the treasury management activities undertaken during the period 1 April to 30 September 2019, and
- (2) Recommends that Full Council endorses the mid-year update on Treasury Management Strategy for 2019/20 in compliance with the requirements of the

## **65. Exclusion of the Public**

### Purpose

To consider when it may be relevant to exclude the public from the meeting.

### Reason for Decision

Minute number 66 contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

### Decision

That the public be excluded from the meeting before discussion takes place on the items relating to minute 66 in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information, within the meaning of Paragraph 12A of the Local Government Act 1972.

The Member of the Council in attendance remained to observe the items subject to the business transacted remaining confidential.

## **66. Towneley Ice Cream Concession**

### Purpose

To obtain approval to accept a licence fee tender for the concession to sell ice cream in Towneley Park.

### Reason for Decision

The submission from Royd Ices was evaluated as the best submission for price and quality.

### Decision

That the Executive:

- (1) Accepts the licence fee submitted by Royd Ices of Todmorden as the most economically advantageous tender; and
- (2) Authorises the Head of Legal & Democratic Services to execute all documents necessary to give effect to this decision.