



# EXECUTIVE

## BURNLEY TOWN HALL

Monday, 17th February, 2020 at 6.30 pm

### PRESENT

### MEMBERS

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

### OFFICERS

Mick Cartledge	– Chief Executive
Lukman Patel	– Chief Operating Officer
Paul Gatrell	– Head of Housing & Development Control
Asad Mushtaq	– Head of Finance and Property
Kate Ingram	– Strategic Head of Economy and Growth
Clare Jackson	– Housing Manager
Eric Dickinson	– Democracy Officer

### ALSO IN ATTENDANCE

Councillors Mark Townsend and John Harbour

#### 67. Minutes

To approve the Minutes of the last meeting held on the 10<sup>th</sup> December 2019.

#### 68. Minutes of Executive Individual Decisions

That the Minutes of Executive Individual Decisions made since the last meeting be noted, as follows ;

Minute 4- Waste and Cleansing Contract Extension and Future Profit Share for Commercial Waste Contract (5<sup>th</sup> December 2019)

Minute 5- PSPO: Collections and Face To Face Sales Code of Conduct (23<sup>rd</sup> December 2019)

#### 69. Order of the Agenda

IT WAS AGREED

That Items 19 and 20 on the agenda be considered before Item 18.

## **70. Use of Glyphosate by the Council**

### **PURPOSE**

To consider a motion from the Green Party for the Council to cease all use of glyphosate herbicide and to recommend action that the Council will take in response.

### **REASON FOR DECISION**

Glyphosate is certified and approved for the control of weeds in public places and is the safest and most cost-effective method available. However, there is growing popular and political pressure to eliminate the use of glyphosate, which may lead to the chemical being de-listed at some point in the future. It is therefore prudent for the Council to investigate ways in which glyphosate and other pesticides could be eliminated

The Sustainable Use of Pesticides Directive (2009/128/EC) promotes the use of integrated pest management and the use of alternative non-chemical alternatives

### **DECISION**

- (1) That phasing out the use of pesticides and herbicides on land that it owns or manages by undertaking trials of alternative techniques and reviewing progress made by other authorities be investigated;
- (2) That a trial be undertaken to cease the use of glyphosate in children's play areas and in Thompson and Ightenhill parks from April 2020 to the end of September 2020 using alternative methods of mechanical and steam treatment to manage weeds;
- (3) That the use of the organic herbicide pelargonic acid be trialled for control of weeds around graves in Burnley Cemetery from April 2020 to the end of September 2020;
- (4) That the use of glyphosate be continued to control highway weeds but instigate trials of integrated weed control to reduce the quantity of herbicide used, including a trial of spot treating weeds using a hand-held CDA in a representative area of the Borough;
- (5) That Scrutiny Committee be requested to review the outcome of trials and review the progress being made by other local authorities to reduce/eliminate glyphosate use and to complete this by the end of November 2020;
- (6) That the Green Party's desire to see glyphosate-based herbicides banned be noted, but relies on regulatory agencies to determine the safety or otherwise of regulated pesticides; and
- (7) That the Leader of Lancashire County Council and Minister of State at the Department for Environment and Rural Affairs be written to informing them of this Council's resolution.

## **71. Passivhaus Standards**

## PURPOSE

To respond to the Passivhaus Motion raised at Full Council on the 18th December 2019 (Appendix 1) regarding the Council's policy and approach to energy efficiency, fuel poverty and climate change.

## REASON FOR DECISION

To protect the Council's financial position and avoid any consequences that could affect the Council's ability to deliver high quality affordable homes and housing regeneration programmes.

The Local Plan was adopted in July 2018 following extensive consultation and a public examination. Supplementary Planning Documents (SPDs) cannot be used to introduce new policy requirements and can only be used to build upon and provide more detailed advice and guidance on the application and interpretation of policies within the Local Plan. Passivhaus is not a policy requirement in the current Local Plan and therefore it is not possible to introduce this as a requirement through an SPD.

The government's proposal to increase the energy efficiency of new dwellings through uplifts to the building regulations in 2020 and a Future Homes Standard in 2025 would better address part 3 of the motion.

To explore the possibility of improving energy efficiency in properties renovated under the Empty Homes Programme.

## DECISION

- (1) That the proposals set out in the motion not be adopted due to potential service and financial implications for the Council and the inability to set new policy requirements via a Supplementary Planning Document. However, that the preparation of a Design SPD be considered which inter alia includes guidance on energy efficiency measures. (Local Development Scheme agenda item); and
- (2) That Officers be authorised to conduct a review of the specification of renovation work applied to the empty homes programme and seek opportunities to improve the property Energy Performance Certificate (EPC) rating above level C.

## **72. Council Tax Support Scheme and Second Homes Discount**

### PURPOSE

To present the findings of the Council Tax Support Scheme consultation with regards to changing the reduction of entitlement from 17.5% to 15% over a 2-year period and to note the review and unchanged second homes zero discount on Council Tax.

### REASON FOR DECISION

#### Council Tax Support Scheme

A phased change over 2 years of the reduction in entitlement from 17.5% to 15.0% to ensure those low-income working age claimants of Council Tax Support are additionally supported.

#### Second homes discount

After review of the Council's discount policies on Council Tax, officers see no compelling case to introduce a discount for second homes (furnished houses that are not the sole or main residence of an individual), which is in-line with most authorities in Lancashire.

#### DECISION

- (1) That Full Council be recommended to approve and adopt changes to the Council Tax Support Scheme for 2020/21 and 2021/22 onwards such that any entitlement in accordance of the scheme is reduced to 16.0% in 2020/21 and to 15.0% from 2021/22 onwards, which represent a change to the current reduction of entitlement of 17.5%;and
- (2) That Full Council be recommended to note the review of the policy not to award any discount on Council Tax for second homes and that it will remain unchanged.

### **73. Revenue Budget Monitoring Q3 2019-20**

#### PURPOSE

To report the forecast outturn position for the year as at 31 March 2020 based upon actual spending and income to 31 December 2019.

This report shows the current forecast year end outturn position based upon the forecast savings identified as at the end of the current reporting period. There is one more reporting period remaining of the current financial year in which to identify any additional forecast underspends. These will be reported in the year end final outturn report. Any shortfall in attaining the in-year savings target will be funded from the Revenue Support Reserve, which has been established for this purpose

#### REASON FOR DECISION

To give consideration to the level of revenue spending and income in 2019/20 as part of the effective governance of the Council and to ensure that appropriate management action is taken to ensure a balanced financial position.

#### DECISION

- (1) That the projected revenue budget forecast position of an overspend of £140k be noted, as summarised in Table 1 and detailed in Appendix 1. Also note the position as at the end of the quarter on the achievement of salary and non-salary savings targets and the balances yet to be found, as can be seen in Table 2;
- (2) That Full Council be recommended the latest revised net budget of £15.815m as shown in Table 1;
- (3) That Full Council be recommended the net transfers to earmarked reserves of £0.819m as shown in Appendix 2;and
- (4) That Full Council be recommended the carry forward of forecast unspent budgets as requested by Heads of Service in Appendix 3. These amounts totalling £166k, are all funded by external grant income and are to be transferred into the revenue grants unapplied reserve. The monies will be transferred back out to create additional revenue budgets in 2020/21 or when required. Government grant monies which are

not fully spent in accordance with the grant conditions may have to be returned to the relevant government body.

#### **74. Capital Budget Monitoring Q3 2019-20**

##### **PURPOSE**

To provide Members with an update on capital expenditure and the resources position along with highlighting any variances

##### **REASON FOR DECISION**

To effectively manage the 2019/20 capital programme.

##### **DECISION**

- (1) That Full Council be recommended the approval of net budget changes totalling a decrease of £2,134,195 giving a revised capital budget for 2019/20 totalling £15,347,289 as detailed in Appendix 1;
- (2) That Full Council be recommended the approval of the proposed financing of the revised capital budget totalling £15,347,289 as shown in Appendix 2;
- (3) That the latest estimated year end position on capital receipts and contributions be noted showing an assumed balance of £1,712,632 at 31 March 2020 as shown in Appendix 3; and
- (4) That it be noted that non-earmarked Ward Opportunities Fund monies will not be rolled forward into 2020/21 budgets, unless they are subject to spending plans submitted by 31st March 2020. These commitments must be spent by 30th June 2020. There will be no new commitments accepted after 31st March 2020. Any unspent and unearmarked monies will then be used to contribute to the Council's capital programme.

#### **75. Revenue Budget 2020-21**

##### **PURPOSE**

To consider the estimates of revenue income and expenditure for 2020/21 and to make recommendations to full Council about next year's Revenue Budget.

##### **REASON FOR DECISION**

To fulfil the Council's statutory obligation to calculate its Council Tax requirement as set out in Section 31A of the Local Government Act 1992 (as amended by section 74 of the Localism Act 2011).

To set a balanced budget for the financial year 2020/21 that ensures the viability of the Council and aligns resources to the Council's strategic priorities.

##### **DECISION**

That Full Council be recommended, as amended in recommendation (7) and (8), to:

- (1) Endorse the approach that has been adopted in developing budget proposals that reflect the Council's Strategic Objectives for 2020/21;

- (2) Approve the proposals contained in this report;
- (3) Set a Council Tax Requirement of £7,159,947 for the financial year 2020/21;
- (4) Set a Net Budget Requirement of £15,692,967 for 2020/21;
- (5) Receive and consider the statutory report issued by the Head of Finance and Property under the Local Government Act, 2003;
- (6) Authorise the Chief Operating Officer/Heads of Service to progress action plans to deliver the 2020/21 budget;
- (7) Note Scrutiny Committee's comments on 13<sup>th</sup> February 2020 on Community Skips and note then that the Executive commits to work with Officers to design the parameters of the Community Skips pilot;
- (8) Reduce the Community Skips pilot's budget from 25k to 20k with an extra 5k provided for Burnley Wood Community Centre; and
- (9) Approve a Council Tax (Band D) figure of £306.19 for this Council for the year commencing 1st April 2020 and adopt the statutory resolution to set the full Council Tax for the year. This is equivalent to a 1.99% Council tax increase.

## **76. Medium Term Financial Strategy 2020-21 including Reserves Strategy**

### **PURPOSE**

To consider the longer term financial outlook within the context of a Medium-Term Financial Strategy covering the financial years 2021/22 to 2024/25, highlighting uncertainties, underlying risks and make recommendations to Council. The Medium-Term Financial Strategy should be read in conjunction with the Revenue Budget 2020/21 and the associated statutory report of the Chief Finance Officer.

### **REASON FOR DECISION**

Professional accounting practice recommends that a medium term financial strategy is in place to ensure that resources are aligned to strategic intent and business objectives. It also provides a firm and robust basis on which to prepare the annual budget. Given the current financial climate, the need for consideration of the medium term financial position is pertinent to ensuring sustainable service delivery and for the Council to remain viable as a going concern.

### **DECISION**

- (1) That Full Council be recommended the approval of the latest Medium-Term Financial Strategy;
- (2) That Full Council be recommended the approval of the Reserves Strategy, as appended to the Medium-Term Financial Strategy; and
- (3) That Full Council be recommended to note that a refreshed document will be provided when required as an aid to monitoring the continued delivery of an annually balanced budget.

## **77. Capital Budget 2020-21 and Capital Investment Programme 2020-25**

### **PURPOSE**

To recommend approval of the capital budget for 2020/21

### **REASON FOR DECISION**

To establish a capital budget that reflects the Council's overall priorities and provides a framework for capital spending to be undertaken during 2020/21. Delegation to officers to evaluate and accept the Padiham Town Hall works tender is needed to enable the scheme to commence and be completed before the funding programme deadlines

### **DECISION**

- (1) That Full Council be recommended to approve the 2020/21 Capital Budget, totalling £19,437,603, as set out in Appendix 1;
- (2) That Full Council be recommended to note the 2020-25 Capital Investment Programme as set out in Appendix 1;
- (3) That Full Council be recommended to note the estimated position on capital resources as set out in Appendix 2;
- (4) That subject to (1) above to:
  - (a) Approve the release of capital scheme budgets including slippage from 2019/20, subject to compliance with the Financial Procedure Rules and that there will be full compliance with Standing Orders for Contracts;
  - (b) Delegate Authority to the Strategic Head of Economy & Growth to enter into funding agreements with the LEP and Historic England, for the Padiham Town Hall Improvements and Lower St James Street Historic Action Zone schemes, as detailed in Appendix 1;
  - (c) Approve tendering of the work for Padiham Town Hall Improvements;
  - (d) Delegate authority to the Strategic Head of Economy & Growth to evaluate and accept the winning tender and contractor to undertake the work, in 4 (c); and
- (5) That Full Council be recommended to approve the Capital Strategy 2020-25, as set out in Appendix 4

## **78. Treasury Management Strategy 2020-21 and Prudential Treasury Indicators**

### **PURPOSE**

To comply with the amended Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management 2011.

To outline a treasury management strategy statement for the financial year 2020/21.

To set out prudential indicators for the financial years 2020/23 in line with the CIPFA's Prudential Code 2017.

To seek approval for the Council's Minimum Revenue Provision (MRP) Policy Statement for the financial year 2020/21 in accordance with Government regulations, noting the change to the proposed method of calculating MRP.

To update the Council's Treasury Management Practices (TMPs) in line with the CIPFA's Code of Practice.

#### REASON FOR DECISION

To provide the proper basis required by current Government regulations and guidance to make charges for debt repayment (MRP) to the Council's revenue account.

To fulfil statutory and regulatory requirements and to provide a clear framework for local authority capital finance and treasury management.

#### DECISION

That Full Council be recommended approval of the following, as also set out in the amended report and Appendices 1 and 2 in the supplementary agenda ;

- (1) The treasury management strategy statement for 2020/21 as set out in Appendix 1;
- (2) The prudential and treasury indicators for 2020/21 to 2022/23 per Appendix 2 including the authorised limit for external debt of £52.432m in 2020/21;
- (3) The list of Counterparties for Deposits outlined within Appendix 3;
- (4) The Council's MRP Statement for 2020/21 as set out in Appendix 4 of this report; and
- (5) The TMP's set out in Appendix 8 of this report.

### **79. Strategic Plan**

#### PURPOSE

To seek Executive endorsement of the Strategic Plan (appendix 1).

#### REASON FOR DECISION

The Strategic Plan sets out a clear vision for the future at a time of challenging budget decisions: one that is evidence based, shared by all units of the Council, and is in tune with the aspirations of local people

#### DECISION

That Full Council be recommended to approve the Strategic Plan.

### **80. Local Development Scheme (LDS)**

#### PURPOSE

The purpose of this report is to seek Executive's approval of a revised Local Development Scheme and in particular to confirm a revised timetable for the proposed Gypsy and Traveller Site Allocations DPD

## REASON FOR DECISION

Councils are required by legislation to prepare and maintain a Local Development Scheme (LDS) setting out the Development Plan Document (DPDs) they intend to prepare, their scope and the timetable for their production.

The Council's current LDS was adopted in January 2018 and now needs revising to reflect slippage in the preparation of the proposed Gypsy and Traveller Site Allocation(s) DPD and to reflect changes to national planning policy and legislation.

A number of older-style SPGs and SPGs prepared to support the earlier 2006 Local Plan are considered to be no longer appropriate for retention.

The Council does not have sufficient staff resources to allow the preparation of a Design Guide SPD concurrently with other work current and proposed commitments

## DECISION

- (1) That the revised Local Development Scheme attached at Appendix 1 be adopted; and
- (2) That the three Supplementary Planning Guidance documents (SPGs) and four Supplementary Planning Documents (SPDs) listed in the table (in paragraph 35) as set out below be cancelled.;

Document Title	Date of Adoption	To be replaced?
<b>Children's Day Nurseries</b>	<b>January 1998</b>	<b>No</b>
<b>Dormer Extensions</b>	<b>September 1991</b>	<b>Yes – to be incorporated within the Residential Extensions SPD</b>
<b>Shop Front Security Shutters</b>	<b>January 1998</b>	<b>Yes - Replaced by Shopfront and Advertisement Design SPD</b>
Design Guidelines for Burnley Wood SPD	<b>July 2006</b>	<b>In part by new Local Design Code* and/or Design Guide SPD</b>
Design Guidelines for Daneshouse, Stoneyholme, Duke Bar SPD	<b>July 2006</b>	<b>In part by new Local Design Code* and/or Design Guide SPD</b>
Design Guidelines for South West Burnley SPD	<b>July 2006</b>	<b>In part by new Local Design Code* and/or Design Guide SPD</b>
<b>South West Burnley Development Brief</b>	<b>January 2010</b>	<b>In part by new Local Design Code* and/or Design Guide SPD</b>

## 81. Air Quality Supplementary Planning Document (SPD)

### PURPOSE

The purpose of this report is to seek approval to undertake formal public consultation on a draft Air Quality Management: Protecting Health and Addressing Climate Change Supplementary Planning Document (SPD).

The draft SPD (attached at Appendix A) has been prepared to support the implementation of Burnley's Local Plan. Once adopted, it will become a material consideration to be used in the determination of relevant applications

## REASON FOR DECISION

To meet the Council's commitment to preparing an Air Quality SPD as set out in Burnley's Local Plan and the Council's Local Development Scheme (LDS) and to seek comments in accordance with the relevant regulations and commitments in the Council's Statement of Community Involvement (SCI).

To meet the Council's commitments set out in the 2019 Air Quality Annual Status Report (ASR) in fulfilment of Part IV of the Environment Act 1995

## DECISION

- (1) That the draft Air Quality Management: Protecting Health and Addressing Climate Change SPD be approved for public consultation for a six-week consultation period commencing on 27 February 2020; and
- (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, providing that the changes do not materially change the meaning of the consultation document.

## **82. Pay Policy Statement 2020-21**

### PURPOSE

To seek approval for the Council's Pay Policy Statement which is required to be published prior to the end of March each year.

### REASON FOR DECISION

The Localism Act 2011 – [Chapter 8 - Pay Accountability], requires all local authorities to set out its position on a range of issues relating to the remuneration of its employees. The Pay Policy Statement must be approved by the Council in open forum, by the end of March each year and then be published on its website.

### DECISION

- (1) That Full Council be recommended to approve this report and the attached Pay Policy Statement for 2020/21; and
- (2) That Full Council be recommended to note the Council's Gender Pay Gap report which is at Appendix H of the Pay Policy Statement.

## **83. Tenant Fees Act 2019**

### PURPOSE

To implement the new enforcement powers contained in the Tenant Fees Act 2019 (the Act).

### REASON FOR DECISION

The use of these new powers will support and complement the work that the Council continues to deliver to tackle rogue landlords. It will ensure tenants are not charged unlawful and unaffordable fees.

### DECISION

That the use of the Act be approved and it be noted that subsequently the Leader has the power to amend Part 3 (Executive) Functions to delegate the implementation of the Act including discretionary powers to the Head of Housing and Development Control.

## **84. Burnley Housing Agency**

### **PURPOSE**

The purpose of this report is to seek approval for the reorganisation of the private sector housing team including the development of additional projects to support resident's wellbeing.

### **REASON FOR DECISION**

On the 23rd August 2019 the Lancashire Advancing Integration Board approved the use of DFG funds to support Home Improvement Agencies (HIA) in local authority districts (Appendix 2). Using a proportion of the 2019/20 DFG allocation will facilitate the delivery of the Integrated Health and Wellbeing Team which will continue to deliver projects and HIA services to help keep people safe and well in their own homes.

To increase the number of proactive inspections in the selective licensing areas to improve housing conditions. To increase the number of empty properties brought back into use each year and to continue to offer the most vulnerable residents of Burnley services that support their wellbeing when Lancashire County Council (LCC) cease funding the HIAs in March 2020.

To support the Council's objective of making the borough a dementia friendly community.

The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 requires local authorities to have a policy which sets out the projects and services in relation to private sector housing renewal and focusses specifically on the provision of financial assistance and other forms of assistance that the council is able to offer to improve the standards of housing and the quality of life for qualifying residents. The Council's current policy is the Housing Renewal Policy 2012 which requires amending to reflect the services of the proposed Integrated Health and Wellbeing Team.

Not funding any HIA work is rejected as this option detracts from the Council's priority of creating flourishing, healthy and confident communities. Funding an existing HIA to continue the work (which is currently undertaken by St. Vincent's) was considered, however the creation of the in house Integrated Health and Wellbeing Service is more cost effective and enables the Council to control and shape a comprehensive service for vulnerable occupiers, delivering a range of grants and initiatives in an integrated way that will improve the health, safety and welfare of Burnley's residents.

The integration of grants, HIA services and additional services such as the dementia dwelling grants will ensure a customer centred approach, to understand their needs in one visit. Improving the accessibility as well as the safety of the home will help to reduce ill health caused by excess cold, dampness or trips and falls which in turn will reduce the need for hospital admission or assist with hospital discharge

## DECISION

- (1) That the reorganisation of the private sector housing team be approved including a net increase of two full time posts as detailed in (Appendix 1);
- (2) That the costs associated with operating an Integrated Health and Wellbeing Team be approved, funded from the Disabled Facilities Grant (DFG) allocation of the Better Care Fund; and
- (3) That authority be delegated to the Head of Housing and Development Control, in consultation with the Portfolio Holder for Housing and Leisure, to amend the Housing Renewal Policy 2012.

## **85. Empty Homes Programme**

### PURPOSE

To seek approval to make several Compulsory Purchase Orders (CPOs) for long term vacant properties in the private sector.

To dispose of the properties in accordance with the Council's Disposal of Empty Dwellings Policy and scheme of delegation or to Calico Homes as appropriate.

### REASON FOR DECISION

The owners of these properties have been contacted and have either not responded at all or have given no reasonable proposals for renovating the property or bringing it back into housing use.

These properties are long term vacant properties, being empty, in some cases for over 20 years. Without intervention by the Council through acquisition by agreement or CPO the properties may remain vacant, continue to deteriorate, attract anti-social behaviour, fly-tipping and arson, all of which cause fear in local residents, resulting in a declining neighbourhood.

20 Carter Street Burnley has been vacant since 16th April 2018

47 Piccadilly Road Burnley has been vacant since 12th February 1996

45 Reed Street Burnley has been vacant since 20th January 2008

68 Reed Street Burnley has been vacant since 7th January 2010

77 Piccadilly Road Burnley has been vacant since 25th September 1995

14 Parkinson Street Burnley has been vacant since 20th June 2014

28 Parkinson Street Burnley has been vacant since 21st February 2010

71 Branch Road Burnley has been vacant since 17th August 2012

9 Brief Street Burnley has been vacant since 21st January 2019

12 Redvers Street Burnley has been vacant since 31st July 2008

15 Hudson Street Burnley has been vacant since 7th March 2014

17 Hudson Street Burnley has been vacant since 27th February 2015

5 Florence Street Burnley has been vacant since 18 September 2015

21 Norman Street Burnley has been vacant since 26th January 2000

23 Lawrence Street Padiham has been vacant since 18th May 2015

Through the Vacant Property Initiative and Empty Homes Programme over 130 properties have been acquired, refurbished and re-sold or re let, bringing those properties back into use and providing high quality accommodation.

## DECISION

(1) That the Head of Housing and Development Control in consultation with the Executive Member approve in pursuance of the powers obtained under Section 17 of the Housing Act 1985 (as amended) to make the following compulsory purchase orders for the purpose of renovation and/or re-sale by the most appropriate method:

The Burnley (20 Carter Street Burnley) Compulsory Purchase Order 2020

The Burnley (47 Piccadilly Road Burnley) Compulsory Purchase Order 2020

The Burnley (45 Reed Street Burnley) Compulsory Purchase Order 2020

The Burnley (68 Reed Street Burnley) Compulsory Purchase Order 2020

The Burnley (77 Piccadilly Road Burnley) Compulsory Purchase Order 2020

The Burnley (28 Parkinson Street Burnley) Compulsory Purchase Order 2020

The Burnley (71 Branch Road Burnley) Compulsory Purchase Order 2020

The Burnley (12 Redvers Street Burnley) Compulsory Purchase Order 2020

The Burnley (15 Hudson Street Burnley) Compulsory Purchase Order 2020

The Burnley (17 Hudson Street Burnley) Compulsory Purchase Order 2020

The Burnley (5 Florence Street Burnley) Compulsory Purchase Order 2020

The Burnley (21 Norman Street Burnley) Compulsory Purchase Order 2020

The Burnley (23 Lawrence Street Padiham) Compulsory Purchase Order 2020

(2) That the Head of Legal and Democratic Services be authorised to agree terms for the acquisition of the properties, to acquire the properties in this report by agreement as an alternative to compulsory purchase in accordance with the terms of delegation;

(3) To authorise the Head of Legal and Democratic Services to make minor amendments, modifications or deletions to the CPO schedule of interests and map, should this be necessary, and to finalise the making and submission of the CPO, including promoting the Council's case at public inquiry, if necessary;.

(4) Subject to confirmation by the Secretary of State to authorise the Head of Legal and Democratic Services to secure full title to and possession of the CPO land as appropriate by:

- Serving notice of confirmation of the CPO on all interested parties
- Serving notice of intention to execute a General Vesting Declaration
- Executing the General Vesting Declaration
- Serving Notices to Treat and/or Entry as appropriate
- Acquiring land and interests by agreement if possible

(5) That the tendering of any renovation works be authorised in accordance with SOC 1, 15 and 16 and delegates power to accept the tender to the Head of Housing and Development Control; and

(6) That it be approved that the proceeds from the sale of the properties be recycled back into the Empty Homes Programme for further acquisitions and renovations.

## **86. Exclusion of the Public**

### **PURPOSE**

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

### **REASON FOR DECISION**

Minute numbers 87 and 88 contain 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 minutes 87 and 88 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 Members of the Council in attendance remained to observe the items subject to the business transacted remaining confidential.

## **87. Tendering and Appointment of Company for Role of Empty Homes Leasing Scheme Managing Agent**

### **PURPOSE**

To seek delegated authority to enter into a further five-year management agreement with Calico Homes Limited as part of the empty homes programme.

#### REASON FOR DECISION

To continue to operate a leasing scheme as part of the empty homes programme, which will ensure that empty properties in lower demand streets are brought back into use as good quality, well managed affordable homes.

To ensure that that the Council continue to operate a leasing scheme based on market rate fees and maximise income from the scheme.

A Registered Provider presence in these areas of low demand helps to improve the overall management of the housing stock within those streets and provide additional support for the community.

#### DECISION

- (1) That the Property Services Manager be authorised to agree terms for the new Leases with Calico;
- (2) That the Head of Legal & Democracy be authorised to complete the legal documentation necessary to give effect to the decision; and
- (3) That the proceeds from the leasing of the properties be recycled back into the empty homes programme.

### **88. Towneley Hall Capital Works and Town Hall Update**

#### PURPOSE

To update the Executive on essential repairs required at Towneley Hall and approve the appointment of specialist consultants to undertake a detailed survey, prepare a maintenance plan outlining work needed to ensure that the conservation of the building is secured, and project manage the works. Also, to update the Executive on the progress of the Town Hall roof repairs and works.

#### REASON FOR DECISION

To ensure that the Towneley Hall and Town Hall buildings remain in good condition and available for operational use and so that the works can be progressed in a timely and cost-effective manner.

It was stated that all the recommendations in the report were endorsed unanimously by the 13<sup>th</sup> February 2020 Scrutiny Committee.

#### DECISION

- (1) That the Head of Finance and Property be authorised to tender a contract for the services of a specialist conservation architect and for project management services to supervise and oversee the works at Towneley Hall and to accept the most economically advantageous tenders;
- (2) That the Head of Finance and Property be authorised to tender a contract for priority works arising from the survey and appoint suitable contractors;

- (3) That the Head of Finance and Property be authorised where reasonably necessary to depart from the Council's Standing Orders for Contracts, in consultation with the Executive Member for Resources & Performance Management;
- (4) That Full Council be recommended to note the progress of the Town Hall works and approve the additional budget required to undertake the stonework repair and phase 4 flat roof works, and it be noted that this corresponded to Option 3 in the 13<sup>th</sup> February 2020 Scrutiny Committee presentation which was then endorsed unanimously by that Scrutiny Committee;
- (5) That the Head of Finance and Property be authorised to let a contract for essential roof works on phase 4 of the Town Hall; and
- (6) That Full Council be recommended to approve and arrange for the necessary funding arrangements to be put in place to meet the capital requirements for all works set out in this report; and