



# SCRUTINY COMMITTEE

BURNLEY TOWN HALL

Monday, 10th December, 2018 at 6.30 pm

## PRESENT

## MEMBERS

Councillors A Tatchell (Chair), M Brindle (Vice-Chair), I Emo, D Ferrier, B Foster, J Greenwood, G Lishman, M Lishman, T Martin, P Reynolds and C White

## OFFICERS

Mick Cartledge	– Chief Executive
Lukman Patel	– Chief Operating Officer
Asad Mushtaq	– Head of Finance and Property
Jayne Enright	– Principal Environmental Health Officer - Food Safety
Howard Hamilton-Smith	– Finance Manager
Eric Dickinson	– Democracy Officer

## ALSO IN ATTENDANCE

Councillors Margaret Brindle, Sue Graham, Elizabeth Monk, and Lian Pate

### 21. Apologies

Apologies were received from Councillors Marcus Johnstone and Sobia Malik.

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### 22. Minutes

The minutes of the meeting held on 17<sup>th</sup> September 2018 were approved as a correct record and signed by the Chair.

### 23. Notice of Key Decisions and Private Meetings

Eric Dickinson reported that the following item on the Notice of Key Decisions and Private Meetings, originally scheduled for the 11<sup>th</sup> December 2018 Executive meeting, would be taken to a future meeting with the next Executive on the 11<sup>th</sup> February 2019;

- Market Square Development at Charter Walk

IT WAS AGREED

That the Notice of Key Decisions and Private Meetings be noted.

## **24. UCLAN Expansion in Burnley**

Dr Ebrahim Adia, Provost of UCLAN, gave a verbal presentation on UCLAN's expansion in Burnley.

He set out some of the courses which UCLAN planned to offer in the next few years e.g. degree apprenticeships, engineering, and also medical courses which in particular were targeted at international students.

He also highlighted the importance of offering a student experience which included both academic and social aspects including student accommodation.

He set out the benefits to Burnley of UCLAN expansion including graduate retention, increased productivity, higher skilled workforce, increased research capacity, increased innovation and knowledge transfer in the workplace, economic benefits of students and staff spending in Burnley.

Members asked the following questions/;

- With employers having higher entry requirements does UCLAN offer placements with local employers to its students?  
UCLAN prepares its students for work by validating in built work experience and offering innovative degree apprenticeships including a match- up of students with employers at the end of their first year.
- How is the resident population being encouraged to go to UCLAN, and there appears to be a shortage of hotel accommodation in Burnley for degree ceremonies? Mick Cartledge referred to the ongoing project at Crow Wood to provide a new.  
UCLAN had a dedicated external liaison officer who talked to schools, and UCLAN also reached out to primary schools to raise aspirations and offered visits to Victoria Mill.
- Landlords at the Private Rented Sector Forum (PRSF) seemed to have a wait and see approach to student accommodation demand?  
UCLAN's accommodation officer was in contact with landlords regarding the provision of quality furnished accommodation. UCLAN were prepared to engage directly with the PRSF.  
Mick Cartledge stated that the Council was willing to intervene to provide first year accommodation and create confidence in the student housing market.
- Where were the international students from and were there visa issues?  
UCLAN's international students were from North America, the Middle East and Asia, and there is no agreed position as yet regarding visas for EU students after March 2019.
- Were the Bachelor degree apprenticeships offering a Masters qualification following commercial sponsorship?

UCLAN has a partnership model with 125 organisations.

- Has there been any research done about the percentage of young people going to their local university?

UCLAN does have an outreach capacity and local role models may help over time, but at the moment not aware of any research done on the impact of a university on local take up.

IT WAS AGREED

That Dr Ebrahim Adia be thanked for his presentation.

## 25. Food Safety Delivery Plan

Jayne Enright set out the Food (Official Controls) Delivery Plan for 2018/19 for consideration, with the main outcome being to safeguard public health. She emphasised that 97% of premises had reached a 3 to 5 rating with standards overall maintained since 2017.

Members made the following points;

- What was the definition of “unrated” premises and those “out of the programme”.  
“Unrated premises” were those new businesses which were still awaiting inspection.  
“Out of the programme” premises were those which were registered outside the Borough but which operated inside such as mobile units, which would be inspected inside the Borough and a recommendation given to the registering authority
- The profile of Burnley referred to the Industrial revolution but could it be refreshed to include reference to Burnley’s place as an engineering base and especially high technology businesses?  
This would be looked at.
- Was allergy advice being given to premises?  
We refer to the Food Law Code of Practice when inspecting premises and this allows us to take into consideration the control of allergens when considering the confidence in management element of the inspection. Advice is given at the time of the inspection.
- Was there an obligation on premises to display their rating?  
Not mandatory in England, although it is in Wales and Scotland and Northern Ireland, but local ratings can be accessed on a Food Hygiene Ratings app which not everyone has access to so it would be easier for the public to see ratings displayed at the business - it is one of the Food Standard Agency’s priorities to make display mandatory in England. Burnley Market does encourage ratings to be displayed and high ratings, with social media promotion by the Council for 5 rated establishments. Council events do not accept premises with 0 to 2 ratings, and it is a Trading Standards offence to wrongly display a rating.
- At festivals with 40 or 50 food stalls, how were inspections done?  
A safety procedure has been developed by Council Officers through the Events Safety Group based on forwarding questionnaires to the event organiser, which are then returned to Environmental Health & Licensing and looked at by the team and visits done if appropriate as a priority

IT WAS AGREED

That the report be noted.

## **26. Health & Safety Delivery Plan**

Jayne Enright set out the Health and Safety Intervention Plan (reviewed 2018/2019) and emphasised the work done with the Fire Authority, Police, the Council's Housing and Development Control Service Unit, and local businesses.

Members asked the following questions;

- What is the Council's involvement with music festivals where there is noise pollution and many residents can be affected who do not necessarily live adjacent to the event?

When event organisers apply for a Temporary Event Notice, Environmental Health & Licensing will ask for noise and risk assessments and the organiser will often inform local residents of the upcoming event. If the service unit receives complaints following an event that has taken place, these can be taken into consideration if the same event takes place again. There is a night time noise team at the Council and this service can be used to monitor noise complaints over the weekend. Councillors can contact Officers if they have knowledge of concerns with regard to an event.

- Are tattoo studios part of the Plan?

Tattoo studios need to be registered and inspections are done before they can operate. We are encouraging businesses to sign up to a rating scheme with regards to tattooing that is operating in some other districts in Lancashire.

- Is body piercing part of the Plan?

This activity needs to be registered. Twelve years ago infection control guidance was produced and has been adopted by the Chartered Institute of Environmental Health, and is potentially a policy to be adopted here.

- Are nail bars part of the Plan, and are there any issues with human trafficking?

If we receive complaints with regard to nail bars we will visit them and investigate complaints. In terms of the inspection programme, we prioritise the larger businesses and target the low risk businesses like nail bars by sending out information to them or requesting the business to complete a self- assessment.

A Council Officer has attended a human trafficking course, and Officers work with the police and other statutory authorities.

IT WAS AGREED

That the report be noted.

## **27. Revenue Budget Monitoring Q2**

Asad Mushtaq presented a report on the Council's Revenue Budget 2018-19 Quarter 2 as at 30<sup>th</sup> September 2018.

IT WAS AGREED

That the report be noted

## **28. Capital Budget Monitoring Report Q2**

Asad Mushtaq reported on the Council's Capital Budget Monitoring 2018-19 Quarter 2 as at 30<sup>th</sup> September 2018.

Members asked the following questions;

- There were a number of examples in Appendix 1 of 0% spend, what action was being taken?

The narrative should explain reasons for the spend up to 30<sup>th</sup> September 2018 e.g. other organisations carrying out initial design work, but where necessary the meaningful narrative will be reinforced.

IT WAS AGREED

That the report be noted.

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

Howard Hamilton-Smith reported on the Council's Mid Year 2018-19 Review., and stated that all the indicators were on target.

IT WAS AGREED

That the report be noted.

## **30. Commercial Strategy 2019-20 (Fees & Charges)**

Howard Hamilton-Smith reported on the Council's Commercial Strategy 2019-20 (Fees and Charges) and highlighted the 3% rise, except for those areas outlined in Paragraphs 10 to 19 of the report.

IT WAS AGREED

That the report be noted.

## **31. Scrutiny Review Groups**

Councillor Andrew Tatchell gave an update on the work of the active Review Groups.

He stated that the Dementia Group had been working up a Strategy and that a report would be brought to the next Scrutiny meeting on 7<sup>th</sup> February 2019 with a view to a report going to the 11<sup>th</sup> February 2019 Executive.

He also stated that the Railway Review would be revisited in the New Year, focusing on whether work that had been agreed would be done by various Bodies at the previous Review had been carried out.

Members asked the following questions;

- Would new rolling stock which had been promised by the end of the Year be in operation by then?

This was among a number of issues to be scrutinized to see what differences had been made to platforms, the station and car parking e.g. now a ticket machine had been installed on Platform 1.

IT WAS AGREED  
That the report be noted

### **32. Work Programme 2018/19**

Eric Dickinson reported on the Work Programme for the remainder of 2018-19, and indicated that the following reports would now be taken at the 7<sup>th</sup> February 2019 meeting;

- Half –Year Performance; and
- IIP

IT WAS AGREED  
That the report be noted.

### **33. Exclusion of the Public**

That the public be excluded from the meeting before discussion takes place on the items relating to Minutes 34 to 37 in view of the nature of the business to be transacted, if the public were present there would be a disclosure to them of exempt information, within the meaning of Part VA of the Local Government Act 1972.

### **34. Workforce Planning**

Lukman Patel reported on proposed workforce planning reductions as part of the budget savings for 2019-20.

Members asked about the possibility of continued funding for a number of posts.

IT WAS AGREED  
That the report be noted.

### **35. Financing of Gym Equipment and Refurbishment - St Peters Leisure Centre**

Lukman Patel reported on funding to replace the fitness equipment, and refurbishing the fitness and associated areas, at St Peter's Leisure Centre.

He set out the Council's and the Leisure Trust's respective roles.

Members asked questions regarding the method of acquiring the equipment, the short term effect of the project on the gym's users and income, and maintenance of the gym equipment.

IT WAS AGREED

That the report be noted.

### **36. Pioneer Place**

Mick Cartledge reported on development proposals at Curzon Street (Pioneer Place) and Manchester Road.

IT WAS AGREED

That the recommendations in the report be unanimously endorsed.

### **37. On the Banks Development - Sandygate Square**

Mick Cartledge reported on proposals to proceed with phase 4 of the "On the Banks" scheme with the development of a 139 bed student accommodation scheme.

IT WAS AGREED

That the recommendations in the report be unanimously endorsed.