



BURNLEY BOROUGH COUNCIL STRATEGIC PLAN PROGRESS REPORT TO THE FULL COUNCIL

24 January 2024

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COUNCILLOR AFRASIAB ANWAR, LEADER OF THE COUNCIL

Progress against our strategic commitments

Strategic commitment	Progress update
<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 and skills.</p>	<p>County Combined Authority</p> <p>The consultation for the proposed establishment of the non-Mayoral combined authority initiated by Lancashire County Council, Blackburn with Darwen Borough Council and Blackpool Council runs until 26th January 2024. Members will note that there is a report on this agenda giving the opportunity to the Council to put forward its response to the consultation.</p> <p>Government’s levelling up agenda</p> <p><i>Long-Term Plan for Towns</i></p> <p>Members will note that Guidance was issued before Christmas on this Government initiative (https://assets.publishing.service.gov.uk/media/65831b8a23b70a000d234d47/LTPFT_Guidance.pdf). In line with the Guidance, officers are working on the setting up of the Town Board and I hope to share further details of the composition of the Board with you at the next meeting. Members will note that the Guidance is fairly prescriptive on how the Board should be constituted. Members will note that the Guidance stipulates that Town Boards must be established by 1st April 2024:</p> <p><i>“Town Boards must be chaired by a local community leader or local businessperson. The chair should act as a champion for the town and provide leadership for the Town Board, ensuring it is community-led and embedded within the local area. They can be anyone who holds a prominent role such as:</i></p> <ul style="list-style-type: none"> • <i>a local charitable organisation</i> • <i>a philanthropist</i> • <i>the head of a Further Education College</i> • <i>a director for the NHS Board or Trust</i> • <i>a director of a football club</i>

	<i>Elected representatives, such as MPs, MSPs, MSs or local councillors, must not chair the Town Board.”</i>
PR5- We will support UCLan’s expansion, transforming Burnley into a University Town	<p>UCLAN Update</p> <p>Members will agree that the redevelopment of Newtown Mill for the UCLan expansion is a key strategic intervention that will help accelerate Burnley’s ambition to be widely recognised as a University Town.</p> <p>Development works to the former Newtown Mill continue to make good progress with all the internal steel framework complete. Roofing is largely complete along with concrete floors, stairways and internal wall partitions, windows, allowing most of the external scaffolding to be dismantled.</p> <p>Construction of the retaining wall to the rear is now well underway and first fix electrics are also complete. Agreement of the section 278 works is pending which includes paving upgrades and landscaping to external areas. The current programme envisages completion by end of June 2024.</p>

Strategic commitment	Progress update
PE1- We will continue to work with partners to make the borough a place of aspiration and pride. This will include supporting efforts to increase education attainment and skills development.	<p>HAF (holiday activities with food)</p> <p>The winter holiday activities with food (HAF) programme was delivered during the second week of the school holidays offering free places for children eligible for benefits related free school meals. New delivery partners included New Neighbours Together, AIM education and Tinsel at the Turf.</p> <p>Young people aged 12 to 16 years were able to “CR8” their own winter fun with the cinema, swimming, bowling and trampolining.</p> <p>The winter programme summary report will be available in February.</p> <p>The Executive Member for Health, Culture and Wellbeing will report on an imminent bid for funding to help more residents get off sickness benefits and into work - the “WorkWell” project.</p>

COUNCILLOR MAGGIE LISHMAN, DEPUTY LEADER AND EXECUTIVE MEMBER FOR RESOURCES AND PERFORMANCE MANAGEMENT

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PF1- We will manage our contract with Liberata robustly, so it delivers value for money and good services.</p>	<p>Liberata have achieved their key targets in the benefits service. Against a target of 9 days, the Q3 result for the average number of days to process benefits new claims and change of circumstances was 2 days, which is lower than the same period last year. The latest available data for comparison with other areas is from Q1 23/24 (this measures housing benefit processing only) and shows that Burnley's housing benefit processing time overall was 4 days. The nearest statistical neighbour average is 9 days.</p> <p>In the contact centre, 88% of calls were answered within time, exceeding the target of 80%.</p> <p>KPIs for IT, revenues and HR were also achieved.</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>Revenue Budget</p> <p>The Council reported a projected net overspend of £166k at the end of quarter 2 for the 2023/24 financial year. This is in line with the position in previous financial years. We expect to balance the books by the end of the financial year.</p> <p>The Medium-Term Financial Strategy for the period 2024/27 was updated and approved at the September 2023 Full Council meeting. The updated MTFS has identified a potential budget gap of up to £1m over the 3-year period. Savings proposals were approved at that meeting with a budget gap of £118k remaining for 2024/25. The provisional budget settlement, announced in December, was in line with expectations and didn't provide any additional funding than we'd assumed in the updated MTFS. Savings proposals to bridge the remaining gap will be recommended for approval in February 2024.</p> <p>Statement of Accounts</p> <p>The Council published its draft Statement of Accounts by the extended deadline of 31st May 2023. Grant Thornton, the Council's external auditor, finished the main element of their audit and presented their audit findings to the September 2023 meeting of the Audit and Standards Committee for</p>

	<p>approval. Quality assurance work has been completed and formal sign off of the accounts was given at the December meeting of the Audit and Standards Committee. Grant Thornton also completed their annual Value for Money review of the Council which was also considered and approved at the meeting of the Audit and Standards Committee in December.</p> <p>Council Tax and Business Rate Collection Rates</p> <p>It is estimated that business rates collection rates for 2023/24, up to the 31st December, are on target to achieve 97.5% for the year. Council tax collection rates are 2.1% below the target of 94.5% for the year. As at the 31st December, collection rates for council tax and business rates were 77.37% and 80.51% against targets of 79.49% and 80.52% respectively.</p>
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Strategic commitment	Progress update
<p>PF3- We will develop our digital strategy, so that more residents transact with us online and we will continue to deliver services more efficiently.</p>	<p>Implementation of a new IT system in building control is getting underway. The new system will deliver improved data security, customer self-service, and mobile working capability.</p> <p>Liberata's benefits team are reviewing the forms in their online landlord portal to make them more user friendly. The team is also exploring ways to promote an increase in digital transactions with landlords.</p>
<p>Strategic commitment</p> <p>PF4- We will deliver our Organisational Development strategy, ensuring we plan for the structures and capabilities that the organisation needs, and empowering our workforce to deliver the objectives of the Strategic Plan.</p>	<p>Progress update</p> <p>The Talent Management participants graduated in December and their work on the projects will now be embedded into the Council. The two projects were on Volunteering and Climate Change. The roll out of the Carbon Literacy training is starting at the end of January with the aim of the Council being eligible to apply for the Silver Award by the end of February. The Learning and Development programme for 2023/24 is well underway and we continue to offer training in management skills alongside coaching and mentoring. We have recently been successful in retaining the "Good Youth Employer" Standard for a further 12 months by demonstrating that we provide opportunities for young people through career events and work experience as well as our successful apprenticeship scheme.</p>

<p>PL6- We will invest in our heritage assets for the benefit of this, and future, generations.</p>	<p>Council Chamber Works</p> <p>The restoration works in the Council Chamber, due to extensive issues of dry rot, were completed in December 2023. Progress is being made on accessibility and audio-visual equipment upgrades, the procurement process has been extended to allow bidders to complete survey works which could only be undertaken once the restoration works had been completed and the scaffolding removed. The tender process has now ended, and bids are being evaluated.</p>
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COUNCILLOR HOWARD BAKER, EXECUTIVE MEMBER FOR COMMUNITY AND ENVIRONMENTAL SERVICES

Progress against our strategic commitments

<p>PL1- We will implement a range of initiatives to maintain a clean, safe, attractive and environmentally friendly borough. This will include community engagement and cleansing in 'hotspot' areas</p>	<p>Waste & Cleansing Update</p> <p>I am pleased to report that a review of town centre refuse collections has been completed. This looked at how we respond to the increase in residential properties. Following the review, I am pleased to report that 75% of residential properties now have a weekly wheeled bin collection (217), with the remaining 25% on a sack collection (due to lack of space to store a bin). In line with Health and Safety Executive guidance, residential collections take place before 9am. The review has resulted in improved storage of waste and supports the work that both the Council and private contractors do to minimise issues with vermin, littering and fly tipping, aiming to improve the cleanliness of the town centre.</p> <p>Household Support Fund is being used to fund a short-term (12 week) initiative to support residents facing hardship during the current cost of living crisis. Free bulky waste collections are being offered to residents facing hardship via Council frontline officers, Burnley Together and Calico officers. 140+ residents were spoken to in the first week of the scheme and 60+ bulky collections have taken place.</p> <p>Streetscene Environmental Enforcement</p> <p>Enforcement Action Figures. 1st November 2023 - 1st January 2024</p> <p>The Council's Education and Enforcement officers continue to proactively work within the Borough, reacting to fly tipping intelligence reports and liaising with the Council's waste and cleansing contractor.</p> <p>Over the festive period Officers focused on pro-active engagement work with residents in areas where recycling participation can be improved. Officers have been working across the Borough's wards and advising on 'what' and 'how' to recycle, to help residents to reduce and create more space in their refuse bins.</p> <p>All Members will have received an enforcement update via email with ward breakdowns and more detailed information prior to full council.</p> <p>During the last 2 months of 2023, the following waste enforcement actions were taken across the Borough;</p> <p>20 individuals prosecuted for waste offences.</p>
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15 individuals have been scheduled to attend a formal interview at the Town Hall for continually presenting excess waste.

23 individuals have been summoned to attend Burnley Magistrates Court in early 2024.

Alongside this, Council officers have also issued the following:

49 Fixed penalty notices for fly tipping and incorrect waste presentation offences.

153 Fixed penalty notices for littering & minor waste offences.

6 Fixed penalty notices for dog foul/dog exclusion.

Update: XL Bully Type dogs added to Government's Banned Breed List

The Government ban on XL Bully type dogs came into force on the 31st of December 2023. The Council website has now been updated to include guidance for owners on how to ensure that they have the correct exemption certificate and insurance to remain compliant. Residents who have concerns about owners of XL Bully type dogs who are non-compliant should report their concerns to the Police by calling 101.

More information is available here:

<https://burnley.gov.uk/environmental-problems/dogs/dangerous-dogs/american-xl-bullies/>

The Council and its dog collection and rehoming partner, Aspen Valley, have seen a significant increase of dogs being presented for re-homing over recent months. This is placing a considerable strain on rehoming centres and is particularly acute across the whole of the northwest region. Officers are working on a communications campaign with our partners to reiterate the importance of social and responsible dog ownership and will be looking to organise additional dog chipping and activities across 2024.

Community Safety & ASB

In December 2023, ASB incidents reported to the Police in Burnley and Padiham fell by 34.3% (-107 incidents) compared to November 2023. This included a reduction of 16% in Burnley town centre, and the highest percentage reduction was in Gawthorpe with a reduction of 63.3%, followed by Queensgate with a drop of 59%.

This is also a total, borough-wide, reduction of 24% on December 2022.

There were more encouraging reductions in youth related ASB where 14.6% of all incidents reported to the Police, in Burnley for December 2023, were recorded as youth related.

Overall youth related ASB in December 2023 has seen a 55.2% reduction compared to the previous month (down 37 incidents), and December 2023 records a 44.4% reduction in youth ASB from December 2022 (-24).

The Council's ASB Team, as of 8th January 2023, had 83 open ASB cases under investigation, and a further 19 cases for 'dog barking' complaints. The ASB reported ranges from neighbour disputes and noise complaints, to anti-social behaviour by people in the community. The team continues to work with colleagues from other departments and agencies to address these issues.

To complement the service the Council provides, a new service level agreement is being finalised to enhance joint working with SMILE mediation. Mediation can be a valuable tool in resolving local disputes, especially where behaviour has not yet reached a point where enforcement is required or appropriate and can prevent escalation.

Joint work within Community Safety Partnership

An officer working group has been working with the Police ASB lead to tackle motorbike ASB through target hardening. Officers have undertaken analysis work to identify key locations and will be conducting site audits with police Designing Out Crime Officers to look at ways of securing them against this nuisance. Members of the community who witness this activity, or have information, can report to Lancashire Police, either by calling 101, or reporting online <https://doitonline.lancashire.police.uk/>

White Ribbon Campaign 2023

It was another successful campaign to mark White Ribbon Day and the 16 Days of Action. The campaign has the goal of ending all forms of male violence against women and girls and, together with Burnley Football Club, the Council marked the period with a joint press release and coverage across multiple media platforms, with local and national media posts being shared throughout the campaign. The link up with Burnley Football Club ensured the messages reached a far greater audience and was noted as a particular success in the Lancashire-wide effort this year.

<https://www.burnleyfootballclub.com/content/club-lend-support-to-white-ribbon-campaign>

Living Roof Bus Shelters

Clear Channel UK currently operate 45 bus shelters in the borough on behalf of the Council. As part of this agreement, the Council is working with the supplier to provide two 'living roof' shelters, which have been designed to support native biodiversity, help create healthier local communities and bring greenery back into urban areas.

	<p>The shelters will replace two existing shelters and will be planted with a mix of 13 native wildflower and 5 sedum species. An assessment of potential sites is currently being undertaken, with the shelters planned to be installed in March 2024.</p>
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COUNCILLOR LUBNA KHAN, EXECUTIVE MEMBER FOR HOUSING AND DEVELOPMENT CONTROL

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL2- We will improve the management and condition of rented accommodation in the private and social sectors and enforce standards in a robust way.</p>	<p>Selective Licensing</p> <p>Selective Licensing: Trinity, Queensgate with Duke Bar, Gannow and Daneshouse & Stoneyholme areas 2019-2024</p> <p>The total number of properties that are required to be licensed is 2655 across all four areas. We have received 2872 applications since the start of these designations. 88% of licensable properties are currently licensed; a further 161 applications are being processed by the licensing team.</p> <p>The audit of the fifth area of Queensgate and the final area of Gannow is currently underway, a full report of the outcomes of these audits will be published in February 2024.</p> <p>The team are also planning a mini audit of the Piccadilly area in Trinity once external works are completed for the improvement scheme.</p> <p>Selective Licensing: Burnley Wood with Healey Wood and the Leyland Road area 2022-2027</p> <p>The designations for the above areas came into force on 21st July 2022. Since this date we have received 790 applications. 71% of those properties that require a licence have been licensed, with the team currently progressing a further 145 applications.</p> <p>The first full area audit in Burnley Wood took place at the end of November covering the Branch Road and Parkinson Street area. A report on the outcomes of this audit will be published at the end of February.</p> <p>Civil Penalties/Prosecutions</p> <p>The priority for all six licensing areas is securing applications for all properties that are required to be licensed and enforcing the conditions of the licence. During the current designations we have prosecuted landlords in respect of four properties and issued 12 civil penalties where landlords were operating without a licence. We</p>

continue to review the outcome of the area audits to prioritise further cases for legal action, focusing on properties which have been unlicensed for long periods, or where we have concerns about the condition of the properties.

Landlord and Agent Training Days

We have organised a second training session for landlord's and manager's on the 31st January 2024 to cover damp and mould, this will be delivered online by the national residential landlord association.

We have also organised the landlord development days to be held in person at the town hall on the 7th March, 31st May, 11th October 2024 and online on the 12th February, 12th April, 13th September and 15th November 2024 these will be delivered online by the national residential landlord association and cover the fundamentals of renting and managing.

Electrical Safety Standard Regulations 2020

The team have commenced using the Electrical Safety Standards Regulations to deal with breaches of the licence condition for failing to provide a valid EICR. The first notice of intention to serve a civil penalty will be sent in January 2024. Further cases are currently being prepared. The outstanding cases are also passed to the Housing Standards Team to deal with the works in default and to obtain a satisfactory EICR.

Private Rented Disrepair

Since the start of April 2023, the Council has received and dealt with 402 new disrepair complaints from private rented sector tenants. The Housing Standards Team has a current caseload of 164 open/ongoing private rented sector disrepair/proactive inspection cases. Since April 2023, the Housing Standards Team have served 26 formal improvement notices requiring owners to complete specified repairs within a given timescale, as well as 6 emergency remedial action notices, and 7 prohibition orders. A landlord has been successfully prosecuted for a breach of an improvement notice and fined £2640.

Strategic commitment	Progress update
<p>PL3- We will work with partners to improve quality and choice in the borough's housing stock,</p>	<p>Empty Homes Program</p> <p>The compulsory purchase programme is progressing with several further CPOs programmed to start in the next few</p>

<p>and reduce the blight of empty properties</p>	<p>weeks and several properties will be coming into the council's ownership in the next 3 months.</p> <p>Renovations are underway at eight properties with tenders going out for further properties in the near future. Sales of properties are progressing and offers have been accepted on three properties.</p> <p>The Piccadilly Road improvement scheme has commenced but is being held up by the wet weather.</p> <p>Enquiries for the loans scheme are still slow at the moment.</p> <p>New Housing</p> <p>We continue to see a range of new properties brought to the market across the borough for both rent and owner occupation. McDermott Homes development on the former Hambleden School site and Gleeson's development on the former Blythe site have proven very popular and are now almost complete with only a few properties left for sale. Miller Homes are also reporting strong demand for their site at Red Lees Road in Cliviger with $\frac{3}{4}$ of the properties now sold or reserved. Applethwaite Homes and Barratt Homes are now both on site, which will see Applethwaite bring to the market 38 bungalows for age-restricted sale and Barratts 87 properties consisting of a mix of 2, 3 and 4 bed family homes, with 4 affordable units.</p> <p>Calico continue to make good progress with their development programme. Dovestone Gardens will deliver 93 Units of extra care housing for older residents and is expected to be complete by winter 2024.</p> <p>The development at Kinross Street will deliver 69 family homes for affordable rent with phase 1 due to complete in March this year shortly followed by phase 2 over the summer. Calico's empty homes programme will see a further 30 properties returned into use as family homes by March 2024, bring the total empty properties dealt with under the programme to 203.</p>
<p>PE3- We will continue to work with partners to provide necessary support systems to reduce homelessness and to end rough sleeping in the borough.</p>	<p>Burnley Council continue to support and accommodate rough sleepers and homeless households who have a connection to the borough. We have 17 properties that are Council managed, 6 of these are RSAP (Rough Sleeper Accommodation Programme), all these properties are currently fully occupied with clients being provided with one-on-one support from the RSAP and temporary accommodation officers.</p> <p>In addition to the Council managed accommodation, we have 16 ABEN (A Bed Every Night) properties managed by Stepping Stones</p>

From 1st November to 31st March 2023, we are able to access 4 additional bed spaces in Gateway project to provide for cold weather provision. From the 1st April 2023 to 31st December 2023, we received 1766 enquiries around homelessness, of which 513 were opened as cases. We have successfully prevented or relieved 280 households' homelessness or threat of homelessness so far, this financial year, and have accommodated 158 households in temporary accommodation.

We have successfully bid for the Local Authority funding round 2, to enable us to acquire 6 properties to use for temporary accommodation, three of these will be used to support Afghan families moving from the hotels. Two of the 6 properties originally leased from private landlords and managed by the Council have now passed to the Councils ownership following the funding being awarded, and we continue to work to secure another 4 properties by the end of March 2023. We are looking for opportunities to apply for further funding to allow us to grow the temporary accommodation portfolio and reduce the reliance on private rented properties. This will assist with ensuring the B&B/Hotel is only used in short-term emergency situations.

We continue to work in partnership with agencies to increase the positive outcomes and prevent and relieve homelessness households or those at threat of homelessness throughout the borough.

COUNCILLOR SCOTT CUNLIFFE, EXECUTIVE MEMBER FOR SUSTAINABLE DEVELOPMENT AND GROWTH

Progress against our strategic commitments

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</p> <p>The business support team have made 10 potential new start business referrals to BOOST/Selnet for Flying Start Support which is being funded through UKSPF.</p> <p>Selnet are the approved BOOST provider for providing pre-start/new start business support for businesses starting up to 3 years. Since the project started in October last year the Business Support Team have referred 10 people for support.</p> <p>Working with the Business Support Team, Selnet have planned a series of workshops in January, February & March following the format of the Council's 'Go For It' model of Business Essentials, Marketing Essentials and Finance Essentials. The workshops are actively being marketed and will be held at Burnley Football Club.</p> <p>A new digital newsletter has been developed and is to be produced on a quarterly basis to inform Burnley businesses of the help available to them to support developments & growth. The newsletter was emailed to 439 businesses in early December. Copy here for information:- Help For Business Newsletter</p> <p>The Business Team are currently working with 26 companies that are looking to relocate into the borough or expand within it. The requirements range from 1,000 Sq Ft of office space to 100,000+ Sq Ft of industrial space.</p> <p>Monte Developments continue to make progress on their Frontier Park Burnley development on Accrington Rd adjacent to Network 65 Business Park. The first phase includes units of approx 160,000 Sq Ft and 40,000 Sq Ft; the larger of which is under offer subject to legal completion. The Business Team are also working with a company with a Lancashire and European based operation to consolidate their operations into the 40,000 Sq Ft unit.</p> <p>Business Excellence in Burnley Awards</p> <p>I had the pleasure together with the Chief Executive and the Director of Economy & Development of awarding Process Instruments with a Business Excellence Award in recognition of their 25 years in business in Burnley. Process Instruments (UK) Ltd. (Pi) are a global supplier, providing water analyser</p>

instrument solutions since 1998. With offices, a laboratory and new manufacturing facilities in Burnley, with subsidiaries in Ireland and France and a company representative in China, Pi has a growing reputation for innovation with customers in over 50 countries, across 6 continents.

Vision Park

Vision Park remains at full occupancy. Over recent weeks, 4 lease renewals have been agreed with a further 5 renewals in progress in the coming weeks. This is a really positive sign showing that companies are having a positive experience in the development.

Padiham Town Hall

Since the last report a further 5 businesses have taken up space in the Co-working Hub bringing the total to 18 members.

Sandygate Square

Ridgewood School are now operational in Unit 3 of Sandygate Square which they use as a specialist teaching facility for their post 16 pupils. Works to Unit 2 are nearing completion and the unit will be operated by Ridgewood as a coffee shop providing students with on the job learning experiences.

UK Shared Prosperity Fund – Supporting Local Business Theme

A drop-in session was held in December at Vision Park by the Regional Technology Centre (RTC), the delivery partner for the UKSPF manufacturing programme to encourage businesses to adopt digital manufacturing principles.

Two companies have already been invited to apply for financial support under the programme and three have been invited to apply for the Business Growth Programme due to the size of their investment projects. An additional 30 businesses in Burnley have been identified as potential ones for support under this programme and discussions are underway.

East Lancs Chamber of Commerce held an event 29th November to inform businesses of the support available via the UKSPF Low Carbon project. Around a dozen delegates attended and the Chamber will follow these up for additional 1-2-1 support.

BOOST – Scale to Thrive – In the first round of this programme, 2 Burnley businesses have been deemed as “highly likely” to scale up. These businesses can demonstrate annual expansion of 20% over the next 3 years and have a minimum turnover of £1million and or 10 full time staff. Our

	<p>target to March 2025 is to support 8 businesses so this is a positive start.</p> <p>Burnley Brand and Burnley Bondholders</p> <p>Since last full council there have been 15 pieces of positive news on Burnley.co.uk. Burnley has featured in 221 pieces of online, print and broadcast news with a combined AVE of £249,000 and reach of 99.7 million.</p>
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Strategic commitment	Progress update
<p>PR3- We will deliver the Town Centre and Canalside Masterplan, and strategic projects in Padiham Town Centre.</p>	<p>Burnley Town Centre</p> <p>Pioneer Place</p> <p>The cinema and restaurant outlets continue to report they are trading well.</p> <p>Work continues on-site to redevelop the former cinema at Manchester Road. The first phase, comprising the junction work, is on programme.</p> <p>Charter Walk</p> <p>Footfall for the year to the end of December was 8,195,281, up by 1.3% compared to the previous year. Footfall for the month of December was up by 11.6% compared to the same month in 2022. Footfall during December was up 4.6% compared to November. This is very positive in a challenging economic environment.</p> <p>Town 2 Turf</p> <p>Repaving works to footways at the Yorkshire St section of the scheme are nearing completion and will move to the Calico offices area in the new year, this will include a diversion to Croft Street. The current one-way arrangement at the Yorkshire St junction (former roundabout) will be changed to a signalised junction in late Jan 2024. Works are approx. 8 weeks behind programme. There is a recovery plan to mitigate delays but adverse weather over the winter months that may impact programme will need to be considered.</p> <p>Lower St James Street Heritage Action Zone</p> <p>Restoration work to 158 Lower St James Street is underway including the reinstatement of a traditional shop front, bay windows, rainwater goods, Doff cleaning and architectural</p>

repairs. This is due to be completed in quarter 1 2024. The Property owner is investing internally with a change of use from taxi office to retail unit and two apartments to the upper floors.

Work continues to 123-125 St James Street, the HSHAZ Exemplar building, with completion due in February 2024.

A grant for 153 St James Street has been approved with a completion date of February 2024. The property will benefit from a new traditional shopfront, architectural windows to the first floor, sash windows to the second floor along with stone and roof repairs.

10 people attended a heritage skills mosaic tiling workshop. The workshop was very popular, therefore more are booked in for February 24.

Footfall continues to increase in the HSHAZ area compared to figures in Oct-Dec 22 last year the increase is a significant 40% increase.

The HSHAZ Social media pages continue to see a significant 20% increase in new followers and interactions with 8.5k reach within the last 90 days.

Burnley Market

Burnley Council Markets continues to offer incentive rentals to new businesses with new products.

The utilization of stalls is currently at 63%, which has increased from 59% in comparison to this time last year.

Footfall has seen a decline of 4% in comparison with the same quarter last year and an overall 6% decline throughout 2023.

However, the footfall increased substantially in the two weeks running up to Christmas where 18.5k and 19.7k were achieved in weeks 51 and 52, respectively. This was the result of a range of Christmas activities and entertainment including a Santa's Grotto, children's photo's, string quarter, Silver Alliance Band., Christmas service and Blessing of the Crib.

Santas Grotto opened on the 2nd December together with other family orientated activities.

The bi-monthly record fair took place on 9th December.

The 16th the annual Christmas Gift Fair was held with. 28 pop-up stalls with traders selling their own products and artisanal type goods. Many of the traders had an existing customer base, so they brought extra footfall to the market. Most enjoyed the covered area of the market rather than an event in the open air,

particularly at this time of year. Existing market traders also benefitted the extra footfall and the improved atmosphere of a full market hall. Footfall on the day increased by approximately 3000 compared to the previous Saturday and by approximately 1000 compared to same day the previous year.

We have worked in partnership with "Participation Works" who have funded a voucher scheme aimed at families on free school meals, ensuring that they can access hot meals during the school holidays.

Padiham Town Centre

The town centre officer continues to support Padiham business and is working with three new businesses that have recently requested grant support funding for new signage to help establish themselves and thrive in the town centre.

In 2023, there has been a significant increase in the number of new businesses that have opened or are under new management compared to the previous year. Specifically, there have been 15 new businesses in total, which represents a substantial growth of 73.33% from 2022. Three more businesses including a gym, cafe, beauty training facility and takeaway are due to open in the next 1-3 months.

This surge in new business activity indicates a positive trend in the local economy, as more entrepreneurs are willing invest in Padiham.

The Padiham Town Centre social media platforms and web page continue to share positive news which have experienced significant growth in the past 90 days, reaching an impressive 53.7k people on Facebook alone.

Padiham Townscape Heritage Initiative

The final building project 12-14 Burnley Rd (vacant, formerly Timeless) continues on-site. Grant has been awarded for a package of external repair and restoration works, due to complete by March 2024.

Leases have been agreed for the retail units at No. 33-35 Burnley Rd (Exemplar project). 'The Hub' has opened at No. 35 and Millie & Rubys' Doggy Bakery is now open within No. 33. The properties are fully occupied

The programme has been granted a short extension to June 2024 by the Heritage Fund to complete building works and undertake a project evaluation. A project evaluation is being undertaken by the TH Officer with input from consultant, Creative Talent Management, whom have been appointed to collect independent feedback about the scheme which will feed into the evaluation report. A focus group was held in November to involve town centre stakeholders and a public survey has gone live and can be completed by following the link below.

	<p>Padiham Townscape Heritage Scheme Survey (surveymonkey.com)</p> <p>Padiham Flood Risk Management Scheme EA are continuing to implement works to the rear of Bendwood Close. A full planning application has been received for the remaining works to the Padiham Flood Risk Management Scheme FUL/2023/0729.</p>
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Strategic commitment	Progress update
<p>PR4- We will implement the Local Plan, delivering new housing, employment sites, and infrastructure.</p>	<p>Annual Monitoring Report (AMR)</p> <p>The Authority Monitoring Report (formerly known as, and still generally referred to as the Annual Monitoring Report or AMR) was published on 22 December 2023. The AMR sets out the Council's progress in plan-making and monitors the performance of policies in the Local Plan to see whether they are helping to deliver the vision and objectives of the Plan as set out and whether there is any need to formally update the Plan. The AMR also sets out a wide range of contextual information to inform any future planning policy development and to inform other Council plans and strategies. Burnley-AMR-2022-23-FINAL.pdf</p> <p>The Allocated Housing Sites:</p> <p>Sites Under Construction: Site HS1/1 Former Hambledon School site (Valour Park, McDermott Homes and Site HS1/3 Former Blythe's Site (Canal Walk, Gleeson) are both nearing completion with all remaining plots released still with 4 remaining on each site for sale (including the Showhomes). Site HS1/8 Red Lees Road (The Calders, Miller Homes) has 76% reserved or sold including three of the five on-site affordable homes (discounted sales). At Site HS1/4 Rossendale Road (Barratt Homes - Brun Lea Heights) 16 properties are 'sold' – including all of the detached homes offered for sale. Construction is now underway at site HS1/30 Land West of Smithyfield Avenue, Brownside for 38 age-restricted specialist bungalows (FUL/2021/0274) (Applethwaite Homes) but marketing hasn't yet begun.</p> <p>Applications and Approvals: The appeal against non-determination of the full application for 200 dwellings at site HS1/2 Hollins Cross Farm (FUL/2022/0149) was allowed on appeal on 7 December 2023 and planning permission has therefore been granted.</p> <p>A full planning application has been received for the Padiham Flood Risk Management Scheme which includes a flood embankment at Site HS1/5 (Former Baxi Site) FUL/2023/0729. Due to technical issues, there have been</p>

	<p>significant changes to the design of the flood defenses which mean that the majority of the Baxi site will not be developable for housing as allocated in the Local Plan. The remaining upper part was granted outline planning application for up to 40 dwellings on the northern (upper) part of Site HS1/5 Former Baxi Site at Development Control Committee on 9 November, subject first to the signing of a Section 106 Agreement (OUT/2023/0294). A previous similar outline permission had lapsed.</p> <p>A full planning application has been received on site HS1/14 Former Gardner Site for 7 portal framed industrial units for storage and distribution use (Class B8) (FUL/2023/0718 Former Hargher Clough Works).</p> <p>A full planning application has been received for Site HS1/15 (Coronation Avenue Thompson Street) for 33 dwellings (FUL/2023/0748 Land off West View Terrace, Padiham).</p> <p>Allocated Employment Sites:</p> <p>Following the outline approval in September 2022 at site EMP1/5 Land South of Network 65 ('Burnley Bridge South') (OUT/2020/0366), a reserved matters application for Phase 3 (units 3, 4 and 5 was approved in December 2023 (REM/2023/0465). The site is now being marketed for lease as 'Frontier Park J9 Burnley'.</p>
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Strategic commitment	Progress update
<p>PR6- We will work with partners to ensure that residents are able and ready to participate in the workforce.</p>	<p>Burnley Employment & Skills Group (BSEG) Lancashire County Council's newly formed NEET (Not in Employment, Education or Training) team have identified 54 NEETs in Burnley and a further 44 that are classed as "unknown". The team work to engage with these and provide support within the Thrive hub or at Down Town</p> <p>Thrive Youth Hub Current caseload is 207. The Prince's Trust has launched a new "Get Into" programme focussed on retail and have already secured a number of work placements at Marks & Spencer in Burnley town centre.</p> <p>High Schools The career leads of all the Burnley High Schools have come together to create a new group together with officers from Economy & Development and Burnley Brand /Bondholders – the aim is to connect school pupils and businesses together in a more strategic manner. Several actions have arisen from the initial meetings including holding a careers day to help raise aspirations, showcase the careers available in Burnley</p>

	<p>and inform pupils of their next steps whether that be further education or apprenticeships.</p> <p>Lancashire Skills Pledge Burnley Council has again renewed its pledges for the next 12 months and were presented with a certificate at the awards event in Dec 23.</p> <p>UK Shared Prosperity Fund – People & Skills Theme The next report from delivery partners is not due until mid-January (covers the quarter to Dec 23). A full update will be provided at the next report.</p> <p>Unemployment Data</p> <p>The claimant count rate in Burnley for November has remained static at 5.6%, the same rate as last reported in July 23. - this is compared to a Lancashire rate of 3.5% and a GB rate of 3.7% (Nov 23). The economic activity rates have not been updated since March 23 and therefore nothing further to update, although it still sits quite high at around 27/28%.</p>
<p>PL5- We will implement our Climate Change Strategy</p>	<p>The final draft of the ‘Road Map to Net Zero’ report is now complete and will be discussed by the Executive in January. This document outlines potential costs and timeframes for each main area of climate action, between now and 2050. This is an ongoing piece of work and information is still being gathered for some of the long-term actions. The document will be monitored and updated as needed and will also help to identify if an earlier net zero target can be achieved for the Council, or if 2050 remains the most feasible target. This document allows priorities and timescales to be determined to help achieve the Council’s climate change actions and targets.</p> <p>Carbon Literacy Training is being rolled out to more staff with two more training days in January, with the aim of achieving the silver award. These sessions will be run by four members of staff who have completed the Carbon Literacy train the trainer course.</p> <p>The final Climate Change Scrutiny Review Group was held in December, members of the group have been reviewing the Council’s Climate Change Action Plan and a report is being produced for Scrutiny Committee on the main areas of discussion and conclusions.</p> <p>A Burnley Climate Change Working Group has been established with partners across Burnley to discuss our climate change and net zero plans, share best practice and consider the best ways to bring the public along on this journey. Meetings will be held quarterly, and the last meeting took place on the 19th December. Partners involved in the group are the Chamber of Commerce, Burnley Football Club, Calico, UCLan, Burnley College, Safran representing the Bondholders, and East Lancashire Hospitals NHS Trust.</p>

COUNCILLOR JACK LAUNER, EXECUTIVE MEMBER FOR HEALTH, CULTURE & WELLBEING

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL4- We will implement our 2015-25 Green Space Strategy.</p>	<p>Play Strategy The contract to refurbish Queens Park Play area is complete and the play area has re-opened. Work on the relocation of play equipment from Barden Lane to Disraeli is scheduled to take place in February and the relocation of equipment from Baker St to Piccadilly Gardens in March.</p> <p>Playing Pitch & Outdoor Sport Strategy The scheme for improvements to Lockyer Ave playing fields, funded by a developer S106 contribution, is currently being designed by the Sports Turf Institute ready for tendering by the Council. Because United Utilities has refused permission for a drainage connection, the pitches are being regraded, but no drainage work can be undertaken.</p> <p>Worsthorne Recreation Ground The contract to upgrade the access is complete and awaiting consent from the Worsthorne estate to make water as sewerage connections. Discussion is taking place with Fulledege Colts regarding the refurbishment of the building as the costs currently exceed the budget available.</p> <p>Towneley Hall Scaffolding and a temporary roof are in place to the south wing of the Hall. The roof has been stripped off and timber repairs are currently underway prior to re-roofing. Work to repair the plaster work ceiling in the Great Hall is progressing. The current completion date for the work is late February 2025. This has slipped by 8 weeks because the Regency rooms on the ground floor of the south wing are now being used for the storage of collections decanted from the north wing and this has delayed the redecoration of the Regency rooms.</p> <p>Towneley Park Masterplan The draft of the masterplan has been submitted by the consultants and is currently being reviewed. It will be taken to Policy Board and Scrutiny Committee prior to final public comment and approval by the Executive.</p> <p>Off-road Motorcycle Nuisance As reported by Councillor Baker, I am pleased that two day-long site meetings have taken place with the Police Designing Out Crime Officer to review any measures that can be taken to limit</p>

the problem nuisance of off-road bikes and an initial report will be taken to Scrutiny Committee for consideration.

Climate Action

Outdoor Town

The new Green Activities Coordinator is in post and will be busy organising green volunteering activities across the borough with park friends & voluntary groups and local residents. Any suggestions that councillors would like to make regarding community involvement in environmental tasks and activities should be directed to skerr@burnley.gov.uk until the new web page is established.

Urban Tree Planting.

7,500 woodland trees are being planted on 15 sites (one in each ward) across the borough (one in each ward) by Beat the Street participants supported by Trees for Burnley and other volunteers. Details of the planting sites can be found on the [Plant a Tree!](#) page of the Council's website.

Community planting days are currently being organised to plant 50 larger specimen trees at Owen St, Tay St, Disraeli St, Burnley Wood and Padiham Greenway. These are funded by the Forestry Commission's 'Urban Tree Challenge Fund' and further 50 trees will be planted next year.

Members interested in urban tree planting may wish to look at the Woodland Trust's new [Tree Equity Score](#) which will help the Council to identify priority areas for future tree planting.

Strategic commitment	Progress update
<p>PE2- We will continue to develop the leisure and cultural offer in partnership with Burnley Leisure.</p>	<p>Cultural Framework A draft of the Cultural Framework 'Our People, Our Culture – A cultural Reimagining of Burnley 2023-2027 has been considered by Policy Board and further work has been requested on the action plan and to better reflect other aspects of Burnley's culture including football and food. It is proposed that the culmination of the Cultural Framework will be the Burnley, Year of Culture celebration in 2027 which will provide</p>

	<p>opportunities for the communities of Burnley to celebrate our culture.</p> <p>St Peter's Centre The new village changing room is 95% complete and work has started on the expansion of the gym and toilet improvements which will be complete by the end of March prior to delivery of new gym equipment. Gym membership is now up to 5,254.</p> <p>Padiham Leisure Centre The new Changing Places Toilet will be complete by the end of January.</p> <p>Golf Membership is currently 454 and the incredibly wet weather in December and early January has meant that record numbers of golfers have been using the Prairie golf driving range where BLC has had to buy more balls to meet demand. BLC and the Council are currently considering proposals that have been developed by conservation architects for repairs and improvements to the golf club house.</p> <p>Climate Change BLC has been successful in obtaining grant support of £250K from Sport England to help meet additional energy costs and a capital grant application has been submitted to support decarbonisation.</p> <p>Mechanics Discussions are underway with UK Leisure Framework regarding the external works required on the grade 1 listed building together with work needed in the auditorium with a view to developing funding applications.</p>
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Strategic commitment	Progress update
<p>PE4- We will continue to work on the wider determinants of poor health. This will include reducing food insecurity and responding to the cost of living crisis with practical support. We will work closely with the Integrated Care Board and ensure that the</p>	<p>I am pleased to report that the Integrated Care Board is working with LCC, the council, and other local stakeholders on preparing a funding bid to the Government's "WorkWell" programme. If successful, Burnley will be a target area for the project which will support disabled people and people with health conditions to start, stay and succeed in work. I will provide a further update in future reports.</p> <p>Burnley Together The 10,000 member signed up to Burnley Together in October 23 and more people are being supported face to face at Down Town. Since opening Down Town we have seen a large</p>

Borough Council plays an active role on the proposed placed based partnerships.

number of individuals accessing the service for the first time: 218 (April to June) and 253 (July to Sep) and 200 (Oct- Nov)

There has been a downward trend in requests for emergency food parcels from 1456, 1269 and 1135 in quarters 1, 2 and 3 respectively. And an increase in members and shops at the community grocery. Customers are supported to become grocery members, providing them with dignity and choice. Since April 23, there have been 1106 new members to the community grocery, doing 9179 shops and supporting approximately 3097 individuals. The Down Town community grocery had 585 new members last quarter with 4094 shops.

Since opening 822 families accessed free school uniform for their children. Based on an average of £100 per shop this is a saving of over £82,000. In November we adapted and moved Winter Warmer items into the shop and have helped 550 individuals to date.

In just 9 months it is clear how versatile Down Town can be with commitment from our partners and listing to our customers. We have drop-in sessions with social prescribers, safenet domestic abuse, money advice with citizens advice, children and family teams, Thrive youth skills hub, creative crafts with Burnley Youth Theatre, theatre performance, Burnley's first Youth MasterChef, a Waste not Feed more dinner and much more. The Kitchen and cafe had sales up £9993 from July to September

Household Support Fund

The discretionary household support fund opened in October for households with savings of less than £2000 and who have not received an HSF payment within the last 12 months. Additional support is also in place for care leavers and we are working with new neighbours together to enable asylum seekers to access support. Members can find details by searching for "HSF Burnley."