



# SCRUTINY COMMITTEE

BURNLEY TOWN HALL

Thursday, 11th January, 2024 at 6.30 pm

## PRESENT

## MEMBERS

Councillors G Barton (Chair), B Horrocks (Vice-Chair), G Birtwistle, H Bridges, M Brindle, J Broughton, Hall, N Kazmi, S Kazmi, G Lishman, S Lone, J McGowan and D Whitaker

## OFFICERS

Rob Dobson	– Chief Operating Officer
Howard Hamilton-Smith	– Director of Resources
Lisa Fay	– Principal Environmental Health Officer (Food)
Amy Johnson	– Finance Manager
CJ Walmsley	– Democracy Officer
Richard Brown	– Community Safety Officer

The Chair wished everyone present a Happy New Year and welcomed new Member Councillor Hall to the Committee.

### 200. Apologies

The Chair wished everyone present a Happy New Year and welcomed new Member Councillor Hall to the Committee.

Apologies for absence were received from Councillor Sollis.

### 201. Minutes

The minutes of the meeting held on 23<sup>rd</sup> November 2023 were approved as a correct record and signed by the Chair.

### 202. Additional Items of Business

There were no additional items of business to be considered.

### 203. Declarations of Interest

There were no declarations of interest on any of the items on the agenda.

#### **204. Exclusion of the Public**

Exclusion of press and public was as set out on the agenda.

#### **205. Public Question Time**

No questions, statements or petitions had been received from members of the public.

#### **206. Notice of Key Decisions and Private Meetings**

Members were asked to note the Notice of Key Decisions and Private Meetings (NKDPM) published on 15<sup>th</sup> December 2023, along with updated dates for two of the items.

RESOLVED – That the NKDPM of 15<sup>th</sup> December 2023 and the update be noted.

#### **207. Community Safety Annual Report**

The Committee received its annual update of Burnley's community safety performance as part of the required statutory duty, in accordance with the Crime and Disorder Act 1998. The report outlined the Pennine Lancashire Community Safety Partnership priorities 2022-2025, along with Community Safety projects and activity in Burnley 2023/24.

It was reported that in 2023 Burnley Community Alcohol Partnership (CAP) won 'Most Improved Locality' award at the National CAP Awards.

It was further reported that new alleygates continued to be rolled out, with a further six schemes installed in 2023.

Clarification was once again sought with regards to who had responsibility for dealing with Town Centre Anti-Social Behaviour. It was reported that this was a joint partnership approach between the Police and the Council. A Public Space Protection Order was in place and acted upon in relation to appropriateness and persistence. Members were reminded to contact the police when ASB was occurring. It was also pointed out that alongside the Think 25 policy, shops could refuse to sell more alcohol to customers that were already intoxicated. The Community Safety Officer could look into promoting this.

Lastly, the Council had maintained White Ribbon accreditation demonstrating its commitment to standing against violence against women and girls. The Council continued to support pan-Lancashire work to raise awareness of domestic abuse.

RESOLVED – That the report be noted.

At this point the Chair reminded Members that the Annual Monitoring Report had been circulated to the Committee for information.

### **208. Food Safety Service Delivery Plan 24/25**

The Food Safety Service Delivery Plan 24/25 was submitted to the Committee for consideration.

The regulatory team responsible for Food Safety must have in place a Service Plan for the Delivery of Official Controls to meet the requirements of statutory guidance. The annual Service Delivery Plan 2024/25 incorporated a review of performance against the 22/23 plan and set priorities for 24/25. The plan would ultimately go to Full Council for approval.

It was reported that following the Covid pandemic the Food Standards Agency introduced a Recovery Plan for the period 2021-23 which set the standard for local authority performance. Work had been carried out to meet the requirements of the FSA's Plan and for the period ending 31<sup>st</sup> March 2023, 724 Interventions had been completed. Following the completion of the FSA Recovery Plan, the work plan for 2024/25 would again realign with the statutory inspection frequencies outlined in the Food Law Codes of Practice.

A query was raised with regards the decline in the number of importers/exporters. It was explained that how businesses were categorised had been revisited. If not the main function of a business it would no longer fall under the category.

RESOLVED – That the Food Safety Service Delivery Plan 24/25 be noted.

### **209. Health and Safety Intervention Plan 24/25**

The Health and Safety Intervention Plan 24/25 was submitted to the Committee for consideration.

The regulatory team responsible for Health and Safety at Work enforcement must have in place an Intervention Plan to meet the requirements of statutory guidance. The annual Intervention Plan 2024/25 incorporated a review of performance against the 22/23 plan and set priorities for 24/25. The plan would ultimately go to Full Council for approval.

RESOLVED – That the Health and Safety Intervention Plan 24/25 be noted.

### **210. Revenue Budget Monitoring Q2 2023/24**

A report was submitted which provided the forecast outturn position for the year ending 31<sup>st</sup> March 2024 based upon actual spending and income to 30<sup>th</sup> September 2023.

Members were asked to note the financial impact of the ongoing cost-of-living crisis. In view of the ongoing economic challenges, forecasts remained under review and remained

subject to change as the impact on the economy unfolded. Updates would be provided to Members through the established quarterly budget monitoring process.

It was explained that the reduction in the Economy and Growth forecast variance net overspend was due to the anticipated Primary Engineer grant for Burnley Schools 2023/24 being less than the original budget expectation and in line with the level of funding awarded in 2022/23, with a net reduction to anticipated costs of £12k.

Clarification was sought over the Green Spaces and Amenities forecasted variance net overspend of £28k. This was due to the Stables Café at Towneley Park and the increased cost of fit-out works. It had been agreed to extend the rent-free period to the operator in exchange for a higher rent and income share over the period of the lease.

Discussion took place in relation to the audio visual work planned for the Town Hall's Council Chamber. As the closing date for tenders had not yet been reached, a clearer picture could be provided to the next meeting.

Reassurance was given in relation to the ongoing work to address issues with Burnley Market.

RESOLVED – That the report be noted.

### **211. Capital Budget Monitoring - Q2 2023/24**

A report was submitted which provided Members with an update on capital expenditure and the resources position along with highlighting any variances.

RESOLVED – That the report be noted.

### **212. Fees & Charges Tariff 2024/25**

The Committee considered the Executive report on the Fees and Charges Tariff 2024/25, which recommended to Full Council an increase of 3% from 1<sup>st</sup> April 2024 due to the current high levels of inflation. As at September 2023 Consumer Price Index inflation was at 6.7%. It was appreciated that this was not palatable to increase fees and charges by this rate, therefore the increase of 3% was proposed to help fund the increasing costs of the provision of services. There were however, a number of exceptions outlined in the report, these included no increase to garden waste collection charges or pay and display and contract parking fees. There would be no increase to Fixed Penalty Notices with the exception of Littering which it was proposed would increase by 25%.

RESOLVED – That the report be noted.

### **213. Treasury Management Mid-year update 2023/24**

A report was submitted on treasury management activity for the first half of 2023/24 covering the period 1<sup>st</sup> April to 30<sup>th</sup> September 2023.

The report recommended that Full Council endorse the update in compliance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management.

The Chair reminded Members of the Treasury Management training that was due to take place on 1<sup>st</sup> February and encouraged all to attend.

RESOLVED – That the report be noted.

#### **214. Strategic Risk Register**

The Strategic Risk Register was submitted to the Committee for consideration. It was highlighted that the major change was the revision of the scoring system. The comments from Audit and Standards Committee Members were that a 5 by 5 score matrix should be used and Management Team had agreed with this approach. As a result the previous 3 by 3 matrix had been revised and the new scoring system introduced into the Council's Risk Management Method. The scoring system 5 by 5 was used in both the national risk register and in the Lancashire Resilience Forum (LRF) Community Risk Register.

RESOLVED – That the Strategic Risk Register be noted.

#### **215. Scrutiny Review Groups**

The Committee was informed that a report would be submitted to the February meeting to brief Members on the work of the Climate Change Review Group and the conclusions.

RESOLVED – That the update be noted.

#### **216. Work Programme 2023/24**

The Committee received the updated work programme for 2023/2024.

RESOLVED – That the updated work programme for 2023/24 be noted.

Members determined to exclude the press and public from the meeting before discussion took place on the following items on the grounds that 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 Schedule 12A of the Local Government Act 1972.

#### **217. Charter Walk Interim Report**

A report was submitted that provided the Committee with an update on the performance of Charter Walk to the end of quarter two 2023.

RESOLVED – That the report be noted.

#### **218. Waste and Cleansing Contract**

A report was submitted on the waste and cleansing contract which would go to the Council's Executive for approval.

RESOLVED – That the report be noted.