

## Long-Term Plan for Towns

### EXECUTIVE



<b>DATE</b>	<b>15<sup>th</sup> February 2024</b>
<b>PORTFOLIO</b>	<b>Sustainable Development &amp; Growth</b>
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### PURPOSE

1. To provide an update on the Council's progress on the Government's Log-Term Plan for Towns programme.

### RECOMMENDATION

2. That the Executive:
  - a. note the governance arrangements for the Town Board.
  - b. recommend that Council approves the addition of the Town Board to its list of Outside Bodies and that they appoint the Leader, the Executive Member for Sustainable Development & Growth, as well as an Opposition Member to sit on the Town Board via the usual Constitutional Reporting mechanisms.
  - c. that the Executive appoint the Leader of the Council and the Executive Member for Sustainable Development & Growth to sit on the Town Board once Full Council approve recommendation 2(b).
  - d. endorses the appointment of Karen Buchanan as Chair of the Town Board.
  - e. Authorises the Director of Economy & Growth to tender and appoint consultants to work with the Town Board to undertake consultation and to develop its Long-Term Plan and 3-year investment Plan.

### REASONS FOR RECOMMENDATION

3. To ensure that the Executive is updated on progress.
4. To inform members of the initial composition of the Town Board, and ensure the Executive is represented.
5. To provide an overview of the next steps for the Long-Term Plan for Towns programme.

### SUMMARY OF KEY POINTS

#### Board & Governance

6. In October 2023 Burnley was announced as one of 55 towns selected by the Government to benefit from the 'Long-Term Plan for Towns' Programme.
7. Burnley will benefit from funding and support of up to £20 million to develop a long-term plan for Burnley.
8. The Government published guidance on 18<sup>th</sup> December 2023 detailing requirements to establish a Town Board to act in an advisory capacity in the development of the vision and long-term plan, and setting out the governance requirements of the programme. Burnley Borough Council is the Accountable Body.
9. The Board must be established by 1<sup>st</sup> April 2024 at the very latest. In line with the guidance, Karen Buchanan, Principal of Burnley College has been invited to Chair the Town Board following consultation with Group Leaders, and the MP, and has accepted the position. The Chair may appoint a Vice Chair from the other public (but not elected representatives) and private sector representatives
10. The proposed membership of the Board includes public, private and community representatives:

	<b>Representative</b>
Parliamentary Representative	MP
Local councillors	Leader & relevant Exec Member (Executive appointments) Opposition member BBC (Council appointment) Relevant Exec Member LCC
Senior Representative from Police	PCC representative
Community Partners, for example: Community Groups Faith Groups Local charities Neighbourhood forums Youth groups Local CVS	Burnley Together Youth Parliament representative
Local businesses and social enterprises: BID – Chair or Board Members Key local employers/investors	Burnley Bondholders representative BID Representative SME representative
Cultural, arts, heritage and sporting organisations: Sports clubs Local heritage groups	Burnley Football Club Chair Burnley Leisure & Culture
Public agencies and anchor institutions: Local schools, further education and higher education	Principal Burnley College UCLan representative

Community engagement is at the heart of the Long-Term Plan for Towns, and this will allow the Board to engage with the wider community.

Board membership is by invitation, and those invited will have demonstrated how they meet the following criteria:

- Demonstrable passion and commitment to the development of the town's future
  - Record of commitment of time and resources into local social and economic infrastructure
  - Willingness to engage with the Local Authority and Town Board, abiding by the Terms of Reference of the Town Board and its Code of Conduct and Decision-making processes
  - Respected and credible local community leader
  - Ability to meet the time commitments of the Board and attend Board meetings regularly
  - Domain knowledge or expertise, pertinent to the business of the Board
11. Governance and secretariat functions will be provided by the Democracy Team. Membership, meeting and governance arrangements will be published on the Council's website alongside other meeting information.
  12. Board Members will be expected to uphold the Nolan Principles, and will sign up to a code of conduct based on the Member's Code of Conduct.
  13. Once established formally the Board will meet at least six weekly, although during the initial development phase is likely to meet more frequently. In order to commence initial scoping works the board will meet in shadow format to facilitate early discussions to support the development of the long-term plan.
  14. The Long-Term Plan will comprise a 10-year vision and 3-year investment plan. The plan must be submitted on or before 1<sup>st</sup> August 2024.
  15. Town Boards are responsible for developing the Long-Term Plan. The Town Board's 10-year vision should be a long-term, strategic document. It should be backed by insights gained through engagement with local people, to create buy-in with the public. The guidance acknowledges that in many places that are existing strategies and plan in place and the long term plan should build on these. The plan should include:
    - i. A 250-word vision statement that articulates, at a high level, the vision for the future of the town and how success will be judged.
    - ii. The strategic case for change, building on the evidence in the pack provided by DLUHC with, where relevant, more granular local data and stories.
    - iii. The outcomes and objectives the town is trying to meet and how these align with the priorities of the local community, including what local people think needs fixing, the opportunities the investment offers over the decade, and priority outcomes for 2034 and beyond.
    - iv. The planned direction of travel for the regeneration of the town, across the 3 investment themes – Safety and Security; High Streets, Heritage and Regeneration; and Transport and Connectivity. Detail on investment and interventions only need to focus on the first 3 years and should sit within the 3-year investment plan annex.
    - v. Clear evidence that the Town Board is community led, including through its membership, ways of working and distinction from the local authority, and evidence

of buy-in from local businesses, civil society and communities. It should describe how these stakeholders have been engaged to date, and how that engagement will continue going forward.

- vi. How the Town Board will attract and combine new and existing private, public and philanthropic investment, setting out the existing commitments and ambitions to secure further support going forwards.
- vii. High level delivery milestones over the 10-year lifespan of the programme, with an overview of potential future interventions and how the powers in the policy toolkit<sup>[1]</sup> will be used in a way that best suits the town across the 3 investment themes.

**In addition, the Town Board must produce a 3-Year Investment Plan Annex**

This should set out:

- the interventions and powers the Town Board wishes to use over the 3 years for each investment theme; • whether the interventions are from the list of interventions (Appendix 3) or are ‘off-menu’;
- how the Town Board will use the interventions locally and how much they will cost; and
  - how the interventions will address the outcomes set out in the 10-year vision, grounded in evidence and data.

16. There is an expectation that Town Boards should move as quickly as possible to engage the local community and work up their vision and Long-Term Plan. From 1 April 2024, Town Boards should submit their Long-Term Plan to DLUHC. The final deadline for submitting plans is 1 August 2024. Further details on how to submit will be published in supplementary guidance in early 2024.

15. It is proposed that the Council appoints consultants to work with the board to develop an engagement and consultation strategy, to undertake early “upfront” engagement to feed into the Vision Document, to work with the board to develop its vision and investment plan and to test out the plans through further public and stakeholder engagement. The costs of this work will be met from the Capacity Funding that is made available.

**FINANCIAL IMPLICATIONS AND BUDGET PROVISION**

16. The government has made available £50,000 in this financial year and committed £250,000 in 2024/5 to support boards to carry out consultation and to develop their long term plans.

**POLICY IMPLICATIONS**

17. LTPT will contribute to delivering the Council’s strategic priorities

**DETAILS OF CONSULTATION**

18. Member Structures Working Group, Leader of the Council & Executive Member for Resources, Group Leaders, BEIS & DHLUC

**BACKGROUND PAPERS**

19. <https://www.gov.uk/government/publications/long-term-plan-for-towns-guidance-for-local-authorities-and-town-boards/long-term-plan-for-towns-guidance-for-local-authorities-and-town-boards#annex-a-town-board-governance-requirements>

**FURTHER INFORMATION**

**PLEASE CONTACT:**

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**ALSO:**