



EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 14th November, 2017 at 6.30 pm

PRESENT

MEMBERS

Councillors M Townsend (Chair), S Graham, L Pate and M Ishtiaq

OFFICERS

Mick Cartledge	– Chief Executive
Lukman Patel	– Head of Governance, Law, Property, and Regulation
Simon Goff	– Head of Green Space sand Amenities
Asad Mushtaq	– Head of Finance
Imelda Grady	– Democracy Officer

36. Apologies

Apologies for absence were received from Councillor John Harbour.

37. Minutes

To Minutes of the meeting held on the 19th September 2017 were approved as a correct record and signed by the Chair.

38. Additional Items of Business

Purpose To approve to accept tenders for the restoration of Thompson Park.

Reason In order that the project can be progressed in a timely manner.
For
Decision

Decision In accordance with the provisions of Section 100 (B)(4) (b) of the Local Government Act 1972 the Chair decided that the item regarding the

Thompson Park Restoration Project should be taken as item 16 on the agenda in view of the special circumstances outlined.

39. Mechanics Heritage Lottery Fund (HLF)

Purpose	To notify the Executive of an initial Stage 1 Application to the Heritage Lottery Fund and to seek authority of the Executive to submit a Stage 2 application.
Reason Decision	For The authority of the Executive is required to submit a grant application that exceeds £100,000.
Decision	<ol style="list-style-type: none">1. That it be noted that an initial Stage 1 application has been made to the Heritage Lottery Fund to restore and improve the Mechanics.2. That the Head of Green Spaces and Amenities, working with Burnley Leisure, be authorised to prepare and submit a Stage 2 application to the Heritage Lottery Fund, if the Stage 1 application is successful.

40. Revenue Monitoring Quarter 2 2017/18

Purpose	To report the forecast outturn position for the year as at 31 March 2018 based upon actual spending and income to 30 th September 2017.
Reason Decision	for To give consideration to the level of revenue spending and income in 2017/18 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	<ol style="list-style-type: none">(1) That the projected revenue budget forecast underspend of £73k (see the overview table in paragraph 6) be noted; and(2) That Full Council be recommended to approve the latest revised budget of £14.596m as shown in Appendix 1 and the net transfers to earmarked reserves of £26k as shown in Appendix 4.

41. Capital Monitoring Quarter 2 2017/18

Purpose	To provide Members with an update on capital expenditure and resources position along with highlighting any variances.
Reason Decision	For To effectively manage the 2017/18 capital programme.
Decision	<p>(1) That Full Council be recommended to approve net budget changes totalling a reduction of £240,509 giving a revised capital budget for 2017/18 totalling £15,348,708 as detailed in Appendix 1.</p> <p>(2) That Full Council be recommended to approve the proposed financing of the revised capital budget totalling £15,348,708 as shown in Appendix 2.</p> <p>(3) That the latest estimated year end position on capital receipts and contributions showing an assumed balance of £2,097,875 at 31st March 2018, in Appendix 3 be noted</p>

42. Treasury Management 2017/18

Purpose	To report treasury management activity for the period 01/04/17 to 30/09/17.
Reason Decision	For To inform members of the treasury management activity in the first half of 2017/18 and to fulfil statutory and regulatory requirements. To enable the Council to increase the limit that can be deposited with Goldman Sachs to £4m in line with other UK banks. To enable the Council to invest in a property fund in order to obtain potential higher rates of return.
Decision	<p>(1) That the Treasury Management activities undertaken during the period 1 April to 30 September 2017 be noted:</p> <p>(2) That Full Council be recommended to ;</p> <p>(i) Endorse the mid-year update on Treasury Management Strategy for 2017/18 in compliance with the</p>

requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management.

- (ii) Approve the increase in the limit for deposits in Goldman Sachs International Bank from £2m to £4m as per the revised counterparty list at Appendix 3 ; and
- (iii) approve the option to invest in a property fund as discussed in paragraph 9, to a maximum limit of £2m.

43. Fees and Charges from 1st January 2018

Purpose To inform Members of the Council's proposed fees and charges from 1 January 2018.

Amendments were made to the fees and charges in Appendix A (pages 1 and 2) in respect of burials and cremations as follows

- i. No charge for cremation or internment for babies up to 12 months old
- ii. From 1 year to 17 years the charge will be £202 for cremation and £298 for burial

Amendments were made to the fees and charges in Appendix A (page 8) in respect of Contract parking charges with an increase of 2% and not 2.5%

Reason For Decision To set the Council's fees and charges from 1 January 2018 and assist in finalising the 2018/19 budget process.

Decision That Full Council be recommended to

- (1) Approve the proposed tariff of fees & charges from 1 January 2018 as outlined in Appendix A and as amended above;
- (2) Authorise the Head of Finance in consultation with the relevant Head of Service to determine any new charges or changes to existing charges relating to the preparation and approval of the 2018/19

revenue budget;

- (3) Authorise the Executive Portfolio Members to amend fees & charges periodically in their own area on the basis that overall income in their portfolio area remains the same as a minimum;
- (4) Authorise the Head of Regeneration and Planning Policy in consultation with the Executive Member for Resources and Performance Management and the Head of Finance to adjust fees and charges in relation to the Markets service from time to time to reflect current trading conditions and the overall position of the market; and
- (5) Authorise the Head of Housing and Development Control in consultation with the Executive Member for Resources and Performance Management and the Head of Finance to adjust fees and charges in relation to statutory planning fees should Parliamentary confirmation be received.

44. Exclusion of the Public

Purpose	To consider when it may be relevant to exclude the public from the meeting and clarify the order of the agenda.
Reason Decision	For Minute number 45 contains information relating to any consultation or negotiations, or contemplated negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holder under, the authority. Minute numbers 46, 47 and 48 contain 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 46,47 and 48 since 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.

45. Workforce Planning 2018/19

- Purpose** To inform and seek agreement from the Executive to implement proposed workforce reductions, previously outlined at the Executive meeting on 19th September 2017, as part of the budget savings for 2018/19.
- Reason For Decision** To ensure that the Council is placed in the best position to manage the reduction in core funding that will take place in the next financial year.
- Decision**
- (1) That approval be given to the additional proposed workforce changes for 2018/19 as set out in Appendix 1 to give an annual ongoing saving of £153k;
 - (2) That approval be given to the deletion of 3 occupied posts (2.5 FTE) and 4 (3.51 FTE) vacant posts within Appendix 1 ;
 - (3) That the Head of People and Development be authorised to issue redundancy notices to the employees concerned if no suitable alternative employment can be found;
 - (4) That the creation of 3 new posts and a reduction of hours in one further post resulting in a net workforce reduction of 4 posts (4.40 FTE) be noted ;
 - (5) That that the one off cost of redundancy and pension strain for the proposed workforce changes is likely to be in the order of £131k, to be funded from a forecasted in-year underspending in 2017/18 be noted .
 - (6) That the previously approved deletion of 4 occupied post (3.45 FTE) during the current financial year, which in total give an annual saving of £220k and an overall workforce reduction of 8 posts (7.85 FTE) for 2018/19 be noted.

46. Land off Clitheroe/Mytton Street

Purpose		To seek authority to dispose of land at the junction of Mytton Street and Clitheroe Street for development. The site comprises 0.37 acres as shown edged red at Appendix 1.
Reason Decision	For	In order to facilitate the redevelopment of the former Padiham Market site and adjacent land.
Decision		<p>(1) That approval be given to the sale of freehold of the land to the named developer on the terms proposed as set out in paragraph 8; and</p> <p>(2) That the Head of Governance, Law Property and Regulation/Chief Operating Officer, in consultation with the Executive Member for Resources, be delegated to take all necessary actions (including the appropriation of the site to Planning Purposes, should this be required by the Developer) in order to complete the legal formalities</p>

47. Disposal of Land at Westgate

Purpose		<p>To seek approval to dispose of approximately 2.07 acres of land at Westgate, Burnley (shown shaded pink on the plan contained in Appendix 1) to the Company named in the report.</p> <p>To seek approval to dispose of the Council's freehold reversionary interest in approximately 1.9 acres of land at Westgate Burnley (shown shaded blue on the plan contained in Appendix 1) to the Company named in the report.</p>
Reason Decision	For	<p>To facilitate the site assembly and comprehensive development of land on a key gateway to Burnley town centre.</p> <p>To generate a capital receipt from the sale of surplus land.</p>
Decision		<p>(1) That authorisation be given to the disposal of approximately 2.07 acres of land at Westgate, Burnley (shown shaded pink on the plan contained in Appendix 1) to the Company named in the report on the terms reported.</p> <p>(2) That authorisation be given to the disposal of</p>

the Council's freehold reversionary interest in approximately 1.9 acres of land at Westgate Burnley (shown shaded blue on the plan contained in Appendix 1) to the Company named in the report adjoining car dealership, with the agreement of terms delegated to the Head of Governance, Law, Property & Regulation/Chief Operating Officer; and

- (3) That the Head of Governance, Law, Property & Regulation/Chief Operating Officer be authorised to complete all documents necessary to give effect to this decision, including the completion of an Overage Agreement.

48. Thompson Park Restoration Project

Purpose To seek Executive approval to accept tenders for the restoration of Thompson Park.

Details of revised figures in relation to the project were reported at the meeting.

Reason For Decision The Executive is required to approve tenders for schemes within the capital programme that have a value exceeding £50,000.

Approval of the tenders will allow the project to restore Thompson Park to proceed on schedule.

- Decision**
- (1) That the Company named in paragraph 9 of the report be accepted as the most economically advantageous tender ;
 - (2) That approval be given to award the contract to the Company named in paragraph 9 of this report; and
 - (3) That the Head of Governance, Law, Property and Regulation/Chief Operating Officer be authorised to execute all documents necessary to effect this decision.