



BURNLEY BOROUGH COUNCIL REPORT TO THE FULL COUNCIL

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PORTFOLIO: LEADER

EXECUTIVE MEMBER: COUNCILLOR MARK TOWNSEND

DATE OF REPORT: 09/12/2015

Progress on Strategic Objectives

PE1 Strong visible leadership for the Council and the Borough	
Action	Progress
PE1a- Work with partners to ensure the delivery of the Borough's Community Strategy.	My fellow Executive Members will provide further details on the Council's current contribution to partnership work in the borough, including an update on community safety partnership matters and our work with the private sector on economic development projects.
PE1b- Ensure the Council plays a major role in Pennine Lancashire Leaders and Chief Executives group (PLLACE), and in the Lancashire Leaders Group, in developing proposals for a Combined Authority and joint delivery proposals	With the Council's agreement, Burnley will take part in the public consultation in January/ February 2016 to seek views on the formation of a Combined Authority. Final consideration to becoming a member of a Lancashire Combined Authority will be taken at the Council meeting in April 2016. This is the best way to devolve decision-making to Lancashire from central government.
PE1d- Work with educational partners in the Borough and the Education Trust to improve educational attainment.	Bondholders and Education Partners are working together to collaborate on improving the overall educational attainment across the Borough. The Chief Executive is working with partners on improving the employability and resilience of young people.

PR1 Developing a diverse business base with an entrepreneurial culture	
Action	Progress
PR1a- Contribute to the strategic direction of the Lancashire Local Enterprise Partnership, playing a full part in developing and implementing the Local Growth Deal 1, securing resources from Growth Deal 2 and positioning projects for funding support.	<p>The Local Enterprise Partnership Board is giving its full support to the establishment of the Lancashire Combined Authority.</p> <p>The LEP is investing £8m into the road and rail network in Burnley over the next three years, ensuring that there is sufficient capacity for future economic growth. Through its Growing Places Loan Fund the LEP has also assisted developers to bring forward key development sites in the borough, including Burnley Bridge, Innovation Drive and On the Banks.</p>
PF2 To transform and re-shape the Council to deliver a sustainable business model	
Action	Progress
PF1a- Procure a strategic partner to deliver a range of services within a reduced cost base.	<p>Arrangements are in place to ensure the successful transition to the new strategic partnership with Liberata from 1st January, 2016.</p> <p>An All Member Briefing will be held on the 16th December.</p>
PF1g- Review the democracy functions of the Council.	No further update since my last report.



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PORTFOLIO: **DEPUTY LEADER, HOUSING AND ENVIRONMENT**

EXECUTIVE MEMBER: **COUNCILLOR JOHN HARBOUR**

DATE OF REPORT: **09/12/2015**!Syntax Error, [

Progress on Strategic Objectives

PE3 Ensuring services to vulnerable groups are protected wherever possible	
Action	Progress
PE2a- Proactively work with residents vulnerable to losing their home through preventative strategies	<p>In the second quarter of 2015 the Council provided housing advice to 278 households. Of these, 34 households underwent a full homelessness assessment. In these cases the Council investigated the household's circumstances and issued a formal decision setting out the conclusion of the investigation and the level of duty that the Council owed to the applicant. From the 34 assessments, 11 households were given a full housing duty.</p> <p>The Council also prevented 22 households from becoming homeless, of these 6 were issued bonds to assist homeless households to access accommodation in the private rented sector.</p>
PE2b- Ensure quality housing and services are available to vulnerable, elderly and disabled residents, aiming to assist independent living in decent housing across all sectors.	<p>The Council continues to assist vulnerable, elderly and disabled residents through its grants programmes. Disabled Facilities Grants are available for residents who have been assessed as requiring adaptations to help them remain</p>

	<p>independent in their own home. 117 adaptations have been completed so far this financial year with a further 53 in progress.</p> <p>There have been 7 Emergency Work grants approved to help residents rectify serious cases of disrepair that posed an imminent risk to health and safety.</p> <p>Burnley's Home Improvement Agency St Vincent's Home Care and Repair have carried out 288 minor adaptations, 185 home safety equipment orders and 33 handyperson jobs.</p>
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PL1 Making the Borough Cleaner

Action	Progress
<p>PR3a – Facilitate redevelopment of key priority neighbourhoods across the Borough</p>	<p>In Burnley Wood, Keepmoat are developing the latest phase, Phase 3, comprising 50 units to the south of Kirkgate, between Branch Road and Glebe Street.</p> <p>In South West Burnley, Keepmoat are developing the latest phase, Phase 3a, comprising 18 units west of Hargher Street. It was last reported that Keepmoat's detailed planning application for a further 99 properties on land east of Hargher Street and on the former Hargher St school site was approved at Development Control Committee in August. The legal work will start shortly to release this next phase, Phase 3b, which is programmed to begin on site later in 2016. A new show-home is already being developed in advance.</p> <p>In Daneshouse & Stoneyholme, there is continuing steady progress by Gleeson on their first two phases in Stoneyholme and on Barden Lane. Great Places are also making good progress at Grey St constructing 50 affordable homes.</p>

PL2 Making the Borough Safer

Action	Progress
<p>PL2b- Improve condition and management systems across the private rented sector, including the use of selective landlord licensing in designated areas.</p>	<p>The Council has received 137 new disrepair complaints from private rented sector tenants since the start of April 2015. The majority of the disrepair cases received are dealt with informally and are resolved promptly possible. We have a current caseload of 95 open and ongoing disrepair</p>

cases.

With regards to selective licensing the table below shows the current progress with applications.

Area	No. Licensed	Total known properties	%
Trinity	398	520	77%
Queensgate	416	596	70%
Gannow	320	414	77%

We have also refused 20 licence applications across the 3 areas.

The applications for those properties that have not yet been licensed are at various stages of the approval process and any properties where we have not received an application are being actively pursued.

The Council has completed the consultation on the proposal to introduce four further areas for selective licensing in parts of Burnley Wood and Healey Wood, Bank Hall, Danehouse and the Ingham and Lawrence Street area of Padiham. It is expected that a report will be considered by the Executive in early 2016 to determine the outcome.

We have held 7 landlord development days since the 17th March 2015 with a total of 136 landlords attending the sessions run by the National Landlords Association. Dates for courses in the new year are yet to be agreed.

PL3 Making the Borough Greener

Action

PL3a - Improve energy efficiency, reduce fuel poverty and help tackle climate change.

Progress

The Cosy Homes in Lancashire (CHiL) scheme has now launched to the public and referrals are being made by the council to the scheme. There is £6 million of funding for the scheme from energy company Scottish and Southern Energy (SSE) and the Department of Energy & Climate Change (DECC). The council will also contribute to the scheme from the Affordable Warmth funding provided to the authority by Lancashire County Council.

PR3 Establishing Burnley as an attractive place to live, work and learn	
Action	Progress
<p>PR3h - Start work on a disposal programme that over a three year period should both deliver much needed higher value housing in the Borough but also contribute receipts to the Council's budget. This will include the on-going disposal of our clearance sites in the Borough to the private sector</p>	<p>It has previously been reported that the Council has identified housing growth and improving the housing offer across the borough as a key priority. The potential for sites to be allocated for housing continues through the new local plan process.</p> <p>The officer Project Team, set up to look at the options for partnership working with developers to develop Council owned land, has made progress with initial market testing and interviews with developers to help the Council prepare a development package. A report will be brought to the Executive in February 2016 on this project.</p> <p>Officers continue to work with developers to bring forward privately owned sites and other publicly owned sites, particularly those owned by Lancashire County Council..</p>
<p>PR3i – Implement the Empty Homes Programme</p>	<p>The Council continues to implement a range of interventions to tackle the problems of empty properties in our Borough.</p> <p>Since April 2015, we have sold 7 properties and are currently in the process of selling 3 properties that have been dealt with through the Council's empty homes programme. We also have 6 renovations underway with a further 5 due to start soon.</p> <p>During this financial year we have received 23 applications from Landlords for our interest free loan. So far we have 2 Empty Property Loans that are complete and another 2 underway. We have several more applications that are progressing.</p> <p>Calico currently has 21 former empty properties leased.</p> <p>Our Compulsory Purchase Order programme is continuing and we currently have 4 progressing. We are in negotiations with owners to buy a further 2 properties by agreement prior to CPO action being taken. More CPOs are planned to start early in the New Year.</p>



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PORTFOLIO: **RESOURCES AND PERFORMANCE
MANAGEMENT**

EXECUTIVE MEMBER: **COUNCILLOR WAJID KHAN**

DATE OF REPORT: **09/12/2015**

Progress on Strategic Objectives

PRF1- To transform and re-shape the Council to deliver a sustainable business model	
Action	Progress
<p>PF1b- Maintain an up to date Medium Term Financial Strategy to ensure that future reductions in funding levels are anticipated and factored into budget setting.</p>	<p>Proposals for savings to deliver a balanced budget have been submitted for approval elsewhere on your agenda based on current financial planning assumptions. Further work will be undertaken early in the new year to determine the detailed budget position in the light of the Local Government settlement and its impact on Burnley.</p> <p>Work has been undertaken to determine fees and charges for the next financial year within the context of an overarching commercial strategy and these are also submitted for approval for tonight's meeting.</p>
<p>PF1c –Review the overall structure of the workforce to secure further efficiencies and align to the Council's new business model</p>	<p>Roles have been identified within the Council to ensure the Council can act as an intelligent client with regard to the new Strategic Partnership. Given the financial challenges facing the council, resource has not been set aside for a dedicated client team, instead a virtual client team has been created with roles being integrated within existing posts in the Council.</p>

<p>PF1d- Re-align the Council's Organisational Development strategies to fit the Council's new business model</p>	<p>The Corporate Training Plan for 2015/16 is now in place and includes courses to support the Change Programme. E.g. A commerciality course has recently completed and contract management training is planned for the new year.</p> <p>Project work on reviewing the Council's Values and a refresh of the Make a Difference Awards has commenced and will report early in the New Year.</p> <p>The OD Strategy will be formally reviewed in the New Year following the completion of the mobilisation of the Liberata contract, the update of the Strategic Plan and the completion of the Values project.</p>
<p>PF1f- Review of the Council's governance and regulatory framework to align it with the Council's new business model</p>	<p>The review of the Council's Constitution to reflect the changes in view of the Strategic Partnership with Liberata has been completed and is subject to approval elsewhere on your agenda for tonight's meeting. This review has included changes to the Council's Scheme of Delegation and associated Contract Standing Orders/Financial Procedure Rules, and has been endorsed by the Members Structures and Support Working Group 26 November 2015.</p>
<p>PF1h- Monitor impact of key changes to Council Tax Benefit and Housing Benefit to ensure a continuing good quality service for Burnley residents.</p>	<p>Members will recall that a 2 year Council Tax Support Scheme was approved last year, and progress is underway to effect the second part of the 2 step change in maximum support (from 12.5% to 17.5%). We continue to work with the DWP and other partners to ensure that our service is meeting the needs of those who require it. In addition we are reviewing a range of benefit claims to both check for fraud and to ensure that full entitlement has been identified and awarded. We are watching developments in respect of the forthcoming proposed tax credit changes and will report on the likely impacts on our residents when the detail is known. We are acquiring a benefit calculator and budget monitoring calculator for our website that will allow residents to see the impact of all the changes for themselves.</p>



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PORTFOLIO: LEISURE AND CULTURE

EXECUTIVE MEMBER: COUNCILLOR BEA FOSTER

DATE OF REPORT: 09/12/2015

Progress on Strategic Objectives

PE3 Ensuring Services to vulnerable groups are protected wherever possible	
Action	Progress
<p>PE2c-Implement the Children and Young People's Plan for Burnley/Pendle.</p>	<p><u>Safeguarding:</u> As a result of the MASPI (multi agency safeguarding practice inspection) partners of the Burnley and Pendle Children's partnership board organised and delivered a safeguarding conference on 13th October 2015. A total of 96 delegates attended from the voluntary/community and public sector.</p> <p>The conference titled effective safeguarding in Burnley and Pendle was designed to give delegates the opportunity to gain insight into the issues of child protection in Burnley and Pendle; and to work together on developing and implementing preventative actions.</p> <p>9th November was the start date of Child Sexual Exploitation awareness week. A Lancashire wide campaign took place in addition to local activity with Burnley Youth Theatre, Participation Works and the Children's Society.</p> <p><u>Family Learning</u> A reading celebratory event took place on 20th</p>

	<p>October where 50 children from Burnley and Pendle schools were rewarded for their reading efforts. Author Steve Hartley gave a fun filled session along with activities delivered by Burnley college students, Lancashire libraries and the family learning team.</p>
<p>PE4 Improved health standards</p>	
<p>Action</p>	<p>Progress</p>
<p>PE3b- Continue to develop the leisure and cultural offer of Burnley in partnership with Burnley Leisure including the development and operation of the Prairie Sports Complex.</p>	<p>The Prairie Sports complex opened in late October and the demand and feedback for the new facility has been very positive.</p> <p>A member tour took place on 12 November 2015. For any Member who did not attend, I would urge you to go visit this great new facility for the Borough.</p> <p>Members will have read about Lancashire County Council's proposal to close Queen Street Mill as part of their overall response to the Government's austerity programme. Naturally, we are very saddened by this proposal and we have asked LCC Officers to keep us up to date with developments.</p>
<p>PL3 Making the Borough Greener</p>	
<p>Action</p>	<p>Progress</p>
<p>PL3b –Adopt and implement the Borough's Green Space Strategy including the redevelopment of Thompson Park through securing a Heritage Lottery Fund Grant</p>	<p>We are currently in the process of appointing the lead consultant who will develop the Stage 2 application for Thompson Park</p> <p>Improvements to the boating lake form part of the restoration project and Burnley Leisure has submitted a funding application of £50,000 to Sport England for improvements to the boat house and deck, including better facilities for disabled users.</p>
<p>PL3c– In partnership with other agencies, implement the Brun Valley Forest Park scheme</p>	<p>Work is currently in progress to construct 320 metres of footpaths in Queens Park. This will provide a link from Jubilee Meadows through Queens Park to the town centre.</p> <p>Plans for a new play area at the rear of the Thornton Arms have been prepared and funding</p>

	<p>from a variety of sources is being sought by our partner Newground (formerly Groundwork Trust)</p> <p>Nine new interpretive panels have been ordered for installation in spring and designs for 51 finger posts are being finalised and when installed will help encourage visitors to explore the Forest Park.</p>
PF2 Review Service Delivery	
Action	Progress
<p>PF1i- Implement the Rethinking Parks Programme.</p>	<p>The Rethinking Parks programme is demonstrating that the Council can reduce the costs of maintaining Burnley's parks and greenspaces by adopting permaculture techniques that work with nature rather than against it. Examples, such as meadow management and replacement of annual bedding plants with herbaceous perennials will continue to be developed in partnership with park friends groups.</p> <p>The recent Citizen's Panel survey identifies that people think that encouraging wildlife in parks is important and overall 85% of the panel are satisfied with Burnley's greenspaces.</p> <p>The project has also been successful in encouraging people to become VIPs and so far 78 volunteers have given 2,800 hours of time and we currently have 33 active volunteers.</p>



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PORTFOLIO: **COMMUNITY SERVICES**

EXECUTIVE MEMBER: **COUNCILLOR TONY HARRISON**

DATE OF REPORT: **09/12/2015**

Progress on Strategic Objectives

PL1 Making the Borough Cleaner	
Action	Progress
PL1a – Maintain a high standard of Street Cleansing, Refuse Collection and Recycling service. including the implementation for a smooth contract start in June 2015.	The recent service changes to waste collection were implemented smoothly at the beginning of October. I would also like to take this opportunity to thank all our residents for their part in the change.
PL2 Making the Borough Safer	
Action	Progress
PL2a - Work with our partners in the Community Safety Partnership and the Police and Crime Commissioner to deliver the strategic priorities identified in the Strategic Assessment	Pro-active publicity work is due to commence in the run up to Christmas by the Council and partners to raise awareness of the following key strategic priorities; <ul style="list-style-type: none"> • The White Ribbon Campaign - 16 days of action of domestic abuse awareness • Christmas campaign of personal / property safety
PE2 Developing opportunities and sustaining ambition of local residents	
Action	Progress

<p>PE1c- Communicate our work and policies, and engage residents and partners around the Council's strategies and initiatives.</p>	<p>Communications and engagement team members, and the Burnley Brand team, continue to promote information about our services and priorities through press work, social media and events. Recent highlights included the launch of Sandygate Square on 4 November.</p> <p>The Council Leader continues to hold 'out and about' surgeries, the most recent being at Tesco on 28 November.</p>
<p>PE4 Improved health standards</p>	
<p>Action</p>	<p>Progress</p>
<p>PE3a- Improve the health and well-being of residents, and work in partnership with the East Lancashire Clinical Commissioning Group and the Lancashire Health and Well-being Board.</p>	<p>Partners from across the public, private and voluntary sector have agreed to bring forward a range of measures to raise awareness and support people affected by dementia in Burnley. I would like to pass on my thanks to Councillor Lishman, who is helping to drive forward these initiatives through the local steering group which is being established.</p>
<p>PR3- Establishing Burnley as an attractive place to live, work and learn</p>	
<p>Action</p>	<p>Progress</p>
<p>PR3b – Work with Lancashire County Council to ensure public realm priorities are shared and delivered, including improvements to the pedestrianised area of Burnley town centre.</p>	<p>The first phase of the joint funded scheme has commenced with preliminary works being undertaken on Manchester Road. This work is on track as planned and will see the contractor finishing on site in time for the run up to Christmas and to ensure there is no disruption to this busy shopping period. Contractors will be back on site in early 2016 to re-commence the work and paving.</p>
<p>PRF1- To transform and re-shape the Council to deliver a sustainable business model</p>	
<p>Action</p>	<p>Progress</p>
<p>PF1e- Implement the Council's IT strategy and Customer Access and Service Strategy.</p>	<p>On-line forms have been developed for waste collection and recycling services. Over 15% of customer contacts relating to the waste and recycling changes were managed on line.</p>



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PORTFOLIO: REGENERATION AND ECONOMIC DEVELOPMENT

EXECUTIVE MEMBER: COUNCILLOR SUE GRAHAM

DATE OF REPORT: 09/12/2015

Progress on Strategic Objectives

PR1 Developing a diverse business base with an entrepreneurial culture	
Action	Progress
<p>PR1b- Pro-actively work with national and regional property agents to attract new business and investment into Burnley.</p>	<p>Work is progressing well on Burnley Bridge Business Park, currently only two speculative units remain with strong interest being shown in the remaining 7 acre site.</p> <p>The first phase of construction for the new Exertis National Distribution facility is on schedule, the portal frame of the building is now well underway and due to be completed by early in 2016 – this will allow for internal fit out before the building is handed over to Exertis in March 2017.</p> <p>We have worked closely with PMP Utilities Ltd, successfully relocating the company from outside of the borough onto Network 65 Business Park. PMP has invested £1.3m bringing an additional 29 jobs to the borough.</p>
<p>PR1c- Proactively support the Borough's key growth businesses and deliver the council's Business Growth Programme.</p>	<p>The Business Support Team currently have 58 live enquiries for companies looking to move into the Borough or expand within it.</p> <p>Burnley Business Growth Programme Three companies have completed their investments since the last report.</p>

PR2: Establishing Burnley as a key retail and service centre in Pennine Lancashire	
Action	Progress
PR2a- Deliver a quality Town Centre Management service in both Burnley and Padiham	In Burnley the Town Centre Team arranged a spectacular Christmas Lights switch on, on the 22 nd December, which was well attended. In Padiham the team is working with the business community to decide priorities for action.
PR2b- Complete ongoing review of Burnley Markets.	Work on assessing the physical structure of the market complex is on-going and a report is expected to be considered by the Executive in the New Year
PR2c- Deliver a significant Leisure Scheme on the Curzon Street site in partnership with private developer	The council is still in negotiation with the developer to achieve the best outcome for the Town Centre
PR3: Establishing Burnley as an attractive place to live, work and learn	
Action	Progress
PR3c- Progress the Weavers' Triangle regeneration programme in partnership with Barnfield Investment Properties, St. Modwen's and the Canal and Rivers Trust	Along with 150 VIP guests, I attended a formal launch of On the Banks on 4 th November. The Leader of The Council, Tim Webber MD Barnfield Developments, Dame Julia Cleverdon and artist Jo Fairfax, formally switched on an innovative the light installation.
PR3d- Ensure that the new Burnley – Manchester Rail services commences in May 2015	I attended the successful press launch held on 27 th October in Manchester, with over 80 developers, agents and business leaders, promoting Burnley as a strong option for inward investment. Sir Richard Leese, Leader of Manchester City Council, congratulated Burnley and spoke of the Northern Powerhouse and the importance of connectivity.
PR3e- Work with LCC to implement Local Growth Deal funded transport improvements.	Except for the works to the fly over, there are no works planned in Burnley until financial year 17/18. Detailed schemes are still be developed
PR3f- Work with 150 Burnley Bondholders to Implement the Borough's Branding Plan to reposition Burnley as a place to live and invest	Bondholders recently funded an editorial feature in the Manchester Evening News Business supplement to attract inward investment from the area. This received 669 shares on their website plus print coverage. The Welcome to Burnley customer service training funded by Bondholders has been a great success and is to be extended for another 2 years.
PR3g - Develop and deliver the Local Plan. This will act as the	Work is progressing on the Preferred Options draft of the Local Plan and on

key supporting framework for encouraging employment and housing investment.	completing and updating the evidence base. There have been a number of significant changes in national planning policy since May 2015 which the Plan will need to address.
Action	Progress
PR4a- Support the development of the Princess Way Knowledge Park, developing advanced manufacturing and engineering incubation and growth on space linked to facilities at Burnley Campus	The site is being marketed and there is strong interest from a range of occupiers. All site investigations have been completed and a first phase can commence next year subject to confirmation of LEP funding.
PR4b- Secure further occupiers for the Innovation Drive business park.	Approximately one third of BCW's 52,000 sq ft expansion is completed. The 17,000sq ft unit will enable BCW to expand its Aerospace Operations.