

SCRUTINY COMMITTEE

Tuesday
11th August 2015
6.30 p.m.



Burnley
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SCRUTINY COMMITTEE

BURNLEY TOWN HALL

Tuesday 11th August 2015 at 6.30 p.m.

Members of the public may ask a question, make a statement, or present a petition relating to any agenda item or any matter falling within the remit of the committee.

Notice in writing of the subject matter must be given to the Head of Chief Executive's Office by 5.00pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall or the Contact Centre, Parker Lane, Burnley. Forms are also available on the Council's website www.burnley.gov.uk/meetings.

A G E N D A

1. ***Apologies***

To receive any apologies for absence.

2. ***Minutes***

To approve as a correct record the Minutes of the meeting held on 7th July 2015 (available at www.burnley.gov.uk)

3. ***Additional Items of Business***

To determine whether there are any additional items of business which, by reason of special circumstances, the Chair decides should be considered at the meeting as a matter of urgency.

4. ***Declarations of Interest***

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

5. ***Exclusion of the Public***

To determine during which items, if any, the public are to be excluded from the meeting.

6. *Public Question Time*

To consider questions, statements or petitions from Members of the Public.

PUBLIC ITEMS

7. *Notice of Key Decisions and Private Meetings*

To consider the Key Decisions to be taken for the period August – October 2015 (report enclosed)

8. *Burnley Leisure Annual Report*

To consider the Annual Report for Burnley Leisure (report to follow)

9. *Scrutiny Review Groups Updates*

To receive a verbal update from the Scrutiny Review – Arts & Engagement Group, and from the Scrutiny Review – Rail Link Group

10. *Scrutiny Work Programme 2015/16*

To consider the work programme for 2015/16 (enclosed)

MEMBERSHIP OF COMMITTEE

Councillors

Gordon Birtwistle

Margaret Brindle

Jean Cunningham

Trish Ellis

Danny Fleming

Councillors

Anne Kelly

Stephen Large

Sobia Malik

Paul Reynolds

Ann Royle

Joanne Greenwood

Betsy Stringer

David Heginbotham

Jeff Sumner

Mathew Isherwood

Andy Tatchell (Chair)

Wajid Khan

Copy to :
Leader of the Council.
Executive Member for Leisure and Culture

Please note that phones and other equipment may be used to film, record, tweet or blog from this meeting. The use of those images or recordings is not under the Council's control. No part of the meeting room is exempt from public filming.

Published Monday 3rd August 2015

BURNLEY BOROUGH COUNCIL

NOTICE OF KEY DECISIONS AND PRIVATE MEETINGS

This Notice contains:

- a) A list of Key Decisions to be taken by the Executive during the months August until November 2015, to be published on 20th July 2015.
- b) Details of dates of meetings of the Executive during the same period at which decisions may be taken in private or partly in private

A Key Decision is an Executive decision that is likely:

- (i) to result in the local authority incurring expenditure which is, or the making of savings which are significant, having regard to the local authority's budget for the service or function to which a decision relates. The Council has said that Capital or Revenue spending over £100,000 will be a Key Decision; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough;

A private meeting is a meeting or part of a meeting of the Executive during which the public must be excluded whenever:

- a) it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence;
- b) the Executive passes a resolution to exclude the public during that item where it is likely, in view of the nature of the item of business, that if members of the public were present during that item, exempt information would be disclosed to them; or
- c) a lawful power is used to exclude a member or members of the public in order to maintain orderly conduct or prevent misbehaviour at a meeting.

Meetings of the Executive will be held on the following dates: 18th August, 22nd September, 3rd November and 1st December 2015. Meetings normally start at 6.30pm but times can change so please check the council website nearer the date of the meeting. This Notice will be further updated on the following dates: 21st August, 5th October, 2nd November and 16th December 2015.

Matter for decision	Purpose	Key Decision Yes or No	Anticipated date of decision	Public or Private report. If Private give reasons	List of Documents to be submitted including any background papers	Contact person & Executive Portfolio
Thompson Park Restoration Project	To approve the next stages of the Project	Yes	August 2015	Public	Report setting out key issues	Simon Goff, Head of Green spaces and Amenities Executive Member for Leisure and Culture
Contaminated Land Strategy	To approve the Contaminated Land Strategy	Yes	August 2015	Public	Report setting out key issues	Karen Davies, Environmental Health & Licensing Manager Deputy Leader and Executive Member for Housing & Environment
Discretionary Rate Relief Policy	To consider the Discretionary Rate Relief Policy	Yes	August 2015	Public	Report setting out key issues	Deborah Davies Head of Revenues and Benefits Executive Member for Resources and Performance Management

A further Notice will be given 5 clear days before each meeting listed above if the meeting or part of the meeting is to be held in private. If you wish to make any representations about why any meeting or part of a meeting proposed to be held in private should be open to the public please send them to: Tom Forshaw

Head of Chief Executive's Office, Town Hall, Manchester Road, Burnley BB11 9SA

Matter for decision	Purpose	Key Decision Yes or No	Anticipated date of decision	Public or Private report. If Private give reasons	List of Documents to be submitted including any background papers	Contact person & Executive Portfolio
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E-mail: Tforshaw@burnley.gov.uk

Published: 20th July2015

Draft Scrutiny Work Programme 2015/16

<p>Items from 2014/15- potential items for 2015/16</p> <ol style="list-style-type: none"> 1. Town Centre Pedestrianised Area- Engagement of Members-as required 2. Asset Management Strategy 2015/16- Annual report –July 2015 3. Change Programme Monitoring- as required 4. Welfare Reform Group Monitoring- -Quarterly- including Discretionary Housing Payments, Universal Credit, Council Tax Support Scheme 5. Waste Contract Monitoring-as required <p>Note: Financial Monitoring will now be done solely by the Scrutiny Committee (following its incorporation of Budget Scrutiny as agreed by Full Council in April 2015).</p>	
11 August	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings 2. Scrutiny Review Updates
15 September (includes Q1 Budget)	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings 2. Revenue and Capital Budget Monitoring 2015/16 Q1 3. Medium Term Financial Strategy/Budget Setting 16/17 4. Change Programme
20 October	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings 2. Treasury Management

<p>30 November (includes Q2 Budget)</p>	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings 2. State of the Local Economy –bi-annual report 3. Half Year performance report 4. Crime and Disorder issues- it is a statutory requirement for Scrutiny to consider on an annual basis the crime and disorder matters of the Borough 5. Revenue and Capital Budget Monitoring 2015/16 Q2 and other 2016/17 Budget reports
<p>11 January 2016</p>	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings 2. Draft Strategic Plan – annual refresh of the document setting out the Council’s key objectives and actions
<p>9 February (includes Q3 Budget)</p>	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings 2. Revenue and Capital Monitoring 2015/16 Q3 and other 2016/17 Budget reports
<p>22 March</p>	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings
<p>19 April</p>	<ol style="list-style-type: none"> 1. Notice of Key Decisions and Private Meetings