



EXECUTIVE

BURNLEY TOWN HALL

Monday, 13th February, 2017 at 6.30 pm

PRESENT

MEMBERS

Councillors M Townsend (Chair), J Harbour (Vice-Chair), B Foster, S Graham and L Pate

OFFICERS

Pam Smith	– Chief Executive
Mick Cartledge	– Chief Operating Officer
Lukman Patel	– Head of Governance, Property, Law and Regulation
Asad Mushtaq	– Head of Finance
Kate Ingram	– Head of Regeneration and Planning Policy
Eric Dickinson	– Democracy Officer

94. Apologies

Apologies for absence were received from Councillor Wajid Khan

95. Minutes

The Minutes of the last meeting held on the 19th December 2016 were approved.

96. Council Tax Renovated Property Discount

Purpose To seek approval in respect of a new policy for awarding local Council Tax discount to the owners of renovated properties which were previously classed as either uninhabitable or long-term empty.

An amendment to the recommendation in Paragraph 3 of the report was considered to include the Head of Finance in the delegation.

Reason for Decision This new Policy seeks to relieve property owners from the burden of paying Council Tax whilst they are renovating properties which were previously classed as either uninhabitable or long-term empty.

The policy adds an extra incentive for such owners by awarding a 100% local discount for up to six months, once renovation works have been completed on former uninhabitable or long-term empty properties, and the works have brought the property up to an agreed standard.

Decision (1) That Full Council be recommended to approve this new policy for awarding local Council Tax discount from 1 April 2017. (Appendix 1); and

(2) That Full Council be recommended, as amended, to approve that delegated authority is given to the Head of Housing and Development Control **in conjunction with the Head of Finance** to amend the criteria of the scheme to ensure it remains cost effective and achieves the objectives of the policy.

97. Conservation Area Management Plan (CAMP) for the Padiham Conservation Area

Purpose To seek approval of the draft Padiham Conservation Area Management Plan (CAMP) for consultation.

Reason for Decision The CAMP is a key tool in fulfilling the council's duties under Section 71 of the 1990 Planning (Listed Buildings and Conservation Areas) Act to draw up and publish proposals for the preservation and enhancement of conservation areas and to consult the local community.

An adopted CAMP is a key requirement for the awarding of £1.4m HLF funding for Padiham Town Centre.

By supporting the CAMP and its proactive implementation throughout the lifetime of the TH scheme and beyond, the Council is demonstrating to HLF its commitment to using the full range of planning measures and statutory powers, where appropriate, to ensure proper management of the conservation area in which funding will be invested

Decision (1) That the draft CAMP be approved for the purposes of public consultation in accordance with Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990;

(2) That it be approved that the Head of Regeneration and Planning Policy has delegation to make minor editorial changes to the draft CAMP prior to publication; and

- (3) That it be noted that the final CAMP will be reported to the Executive for approval and adoption at a future meeting.

98. Revenue Monitoring Q3 2016/17

Purpose To report the forecast outturn position for the year as at 31st March 2017 based upon actual spending and income to 31st December 2016.

A correction to Paragraph 2f of the report was noted to show that Appendix 5 referred to 60k.

Reason for Decision To give consideration to the level of revenue spending and income in 2016/17 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**
- (1) That the projected revenue budget forecast underspend of £276k (see the overview table in paragraph 6) which includes utility savings and an improved income position be noted;
 - (2) That Full Council be recommended to approve the latest revised budget of £15.223m as shown in Appendix 1.
 - (3) That Full Council be recommended to approve the creation of a new reserve, Burnley bondholders, and the transfer of the balance of contributions totalling £35k from the Growth reserve;
 - (4) That Full Council be recommended to approve the creation of a new reserve, Town Centre Masterplan, utilising the £89k balance on the Housing Benefits Administration Subsidy reserve and £54k of the balance on the Rail Services reserve;
 - (5) That Full Council be recommended to approve the net transfers to earmarked reserves of £721k as shown in Appendix 4; and
 - (6) That Full Council be recommended to approve as corrected the carry forward of forecast unspent budgets as requested by Heads of Service in Appendix 5. These amounts totalling **£60k** to be transferred into the transformation reserve and transferred back out to create additional revenue budgets in 2017/18 or when required.

99. Medium Term Financial Strategy 2018-20

Purpose To consider the longer term financial outlook within the context of a Medium-Term Financial Strategy covering the financial years 2018/19 to 2020/21, highlighting uncertainties, underlying risks and make recommendations to Council. The Medium-Term Financial Strategy should be read in conjunction with the revenue budget 2017/18 and the associated statutory report of the Chief Finance Officer.

Amendments were considered at the meeting relating to the following changes to the report and appendix;

- Paragraph 7 of the report - “considerable” to “severe”
- Paragraph 2 of the appendix - “challenging” to “severe”
- Paragraph 29 of the appendix - “significant” to “severe”

Reason for Decision Professional accounting practice recommends that a medium term financial strategy is in place to ensure that resources are aligned to strategic intent and business objectives. It also provides a firm and robust basis on which to prepare the annual budget. Given the current financial climate, the need for consideration of the medium term financial position is pertinent to ensuring sustainable service delivery and for the Council to remain viable as a going concern

- Decision**
- (1) That That Full Council be recommended to approve the latest Medium-Term Financial Strategy, as amended regarding the changes to Paragraph 7 of the report and Paragraphs 2 and 29 of the Appendix to “severe”;
 - (2) That Full Council be recommended to approve the Reserves Strategy, as appended to the Medium-Term Financial Strategy; and
 - (3) That Full Council be recommended to note that a refreshed document will be provided regularly when required as an aid to monitoring the continued delivery of an annually balanced budget.

100. Revenue Budget - 2017/18

Purpose To consider the estimates of revenue income and expenditure for 2017/18 and to make recommendations to full Council about next

year's Revenue Budget.

Reason for Decision To fulfil the Council's statutory obligation to calculate its Council Tax requirement as set out in Section 31A of the Local Government Act 1992 (as amended by section 74 of the Localism Act 2011).

To set a balanced budget for the financial year 2017/18 that ensures the viability of the Council and aligns resources to the Council's strategic priorities.

Decision That full Council be recommended to;

- (1) Endorse the approach that has been adopted in developing budget Proposals that reflect the Council's Strategic Objectives for 2017/18;
- (2) Approve the proposals contained in this report;
- (3) Set a Council Tax Requirement of £6,390,760 for the financial year 2017/18;
- (4) Set a Net Budget Requirement of £14,595,648 for 2017/18;
- (5) Receive and consider the statutory report issued by the Head of Finance under the Local Government Act, 2003;
- (6) Authorise the Chief Operating Officer/Heads of Service to progress action plans to deliver the 2017/18 budget;
- (7) Approve a Council Tax (Band D) figure of £283.04 for this Council for the year commencing 1st April 2017 and adopt the statutory resolution to set the full Council Tax for the year. This is equivalent to a 1.9% Council tax increase.

101. Treasury Management Strategy 2017/18 and Prudential and Treasury Indicators 2017/18 - 2019/20

Purpose To comply with the amended Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management 2011.

To outline a treasury management strategy statement for the financial

year 2017/18.

To set out prudential indicators for the financial years 2017/20 in line with the CIPFA's Prudential Code 2013.

To seek approval for the Council's Minimum Revenue Provision (MRP) Policy Statement for the financial year 2017/18 in accordance with Government regulations.

Reason for Decision To provide the proper basis required by current Government regulations and guidance to make charges for debt repayment (MRP) to the Council's revenue account.

To fulfil statutory and regulatory requirements and to provide a clear framework for local authority capital finance and treasury management.

Decision (1) That Full Council be recommended to approve the treasury management strategy statement for 2017/18 as set out in Appendix 1;

(2) That Full Council be recommended to approve the prudential and treasury indicators for 2017/18 to 2019/20 per Appendix 2 including the authorised limit for external debt of £35.067m in 2017/18;

(3) That Full Council be recommended to approve the list of Counterparties for Deposits outlined within Appendix 3; and

(4) That Full Council be recommended to approve the Council's MRP Statement for 2017/18 as set out in Appendix 4 of this report.

102. Capital Monitoring Q3 2016/17

Purpose To provide Members with an update on capital expenditure and resources position along with highlighting any variances.

Reason for Decision To effectively manage the 2016/17 capital programme

Decision (1) That Full Council be recommended to approve the revised capital budget for 2016/17 totalling £7,500,591, as outlined in Appendix 1;

(2) That Full Council be recommended to approve the proposed

financing of the revised capital budget totalling £7,500,591 as shown in Appendix 2; and

- (3) That the latest estimated year end position on capital receipts and contributions showing an assumed balance of £2,749,051 at 31st March 2017, in Appendix 3, be noted.

103. Capital Budget for 2017/18 and Capital Investment Programme 2017/2020

- Purpose** To recommend approval of the capital budget for 2017/18.
- Reason for Decision** To establish a capital budget that reflects the Council's overall priorities and provides a framework for capital spending to be undertaken during 2017/18
- Decision** (1) That Full Council be recommended to be recommended to approve the 2017/18 Capital Budget, totalling £12,027,721, as set out in Appendix 1;
- (2) That Full Council be recommended to note the 2017/20 Capital Investment Programme as also set out in Appendix 1;
- (3) That Full Council be recommended to note the estimated position on capital resources as set out in Appendix 2; and
- (4) That subject to (1) above to approve the release of capital scheme budgets including slippage from 2016/17, subject to compliance with the Financial Procedure Rules and that there will be full compliance with Standing Orders for Contracts.

104. Strategic Plan 2017-20

- Purpose** To seek Executive endorsement of the updated Strategic Plan (appendix 1).
- Reason for Decision** The Strategic Plan sets out a clear vision for the future at a time of challenging budget decisions: one that is evidence based, shared by all Units of the Council, and is in tune with the aspirations of local people.
- Decision** That the updated Strategic Plan be recommended to Full Council.