



EXECUTIVE

BURNLEY TOWN HALL

Tuesday, 16th August 2016 at 6.30 pm

PRESENT

MEMBERS

Councillors Mark Townsend (in the Chair), Bea Foster, Sue Graham, John Harbour, Wajid Khan and Lian Pate.

OFFICERS

Pam Smith	-	Chief Executive
Mick Cartledge	-	Director of Community Services
Helen Seechurn	-	Director of Resources
Lukman Patel	-	Head of Governance, Law & Regulation
David Donlan	-	Accountancy Division Manager
Eric Dickinson	-	Democracy Officer

ALSO IN ATTENDANCE

Cllr Andy Tatchell - Chair of Scrutiny

30. Apologies

Apologies for absence were received from Councillor Bea Foster.

31. Minutes

The Minutes of the Meeting held on the 5th July 2016 were confirmed as a correct record and signed by the Chair.

32. Declaration of Interest

Councillor Lian Pate declared a personal and prejudicial interest in Item 8 on the agenda regarding the Scrutiny Review of Arts Engagement and Leisure.

33. Scrutiny Review - Arts and Leisure Engagement

Councillor Lian Pate left the room and did not take part regarding this item.

Purpose To consider the outcomes of the Scrutiny working group on Arts & Leisure Engagement.

Reasons for Decision To address the central points made by the Arts and Leisure Engagement Review Group.

To confirm the need to improve the visibility of forthcoming council organised and council-supported events, including on www.burnley.gov.uk, and in the print media.

Although the importance of improved publicity is fully accepted, it is felt that the idea of producing a regular printed poster or diary would not be cost-effective

There is ongoing work to promote local council and council-supported events in the print media, e.g. through press releases, making use of the regular 'Burnley Buzz' column in the Friday edition of *Burnley Express*, leaflets produced and distributed through the council and community groups, etc. as well as through website promotion and social media.

Decision (1) That the recommendations of the Scrutiny working group be welcomed and that it be confirmed that the recommendations about noticeboards and use of space have been incorporated into the improvement works already underway in Burnley town centre, and into the plans for future use of the town centre space; and

(2) That the importance of appropriately publicising events taking place in the borough be accepted, that it be confirmed that there is a programme of improvements in place to the main Council website www.burnley.gov.uk and to the www.pointme.org.uk website, and to the social media activity generated by these websites, and that the maximisation of the effectiveness of these communication channels would be sought.

34. Lancashire Central Heating Fund
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Purpose To approve a project to allow the delivery of central heating grants in the Borough for eligible residents in fuel poverty.

Reason for Decision To improve the energy efficiency of houses within the Borough of Burnley, subsequently assisting those residents in fuel poverty.

Decision (1) That the appointment of Blackburn with Darwen Borough Council as the Host Authority and the Accountable Body for the Lancashire Central Heating Fund in the Borough of Burnley be approved;

(2) That the business case be approved as set out in this report;

(3) That authority be delegated to the Head of Housing and Development Control to enter into the appropriate negotiations and

agree terms with Blackburn with Darwen Borough Council for the purposes of delivering the project; and

- (4) That authority be delegated to the Head of Governance Law and Regulation, in consultation with the Head of Housing and Development Control to execute all documents necessary for the project to be implemented.

35. Express Executive Delegations

Purpose To seek approval for delegations previously afforded to the Head of Finance and Property Management via the Council/Executive Scheme of Delegation and decisions of either the Executive or an Individual Member Decision (“Express Delegations”) to be transferred from 1 September 2016 to appropriate Officers.

To seek approval for Express Delegations previously afforded to the Director of Regeneration and Housing regarding the Vision Park to be transferred from 1 September 2016 to the Head of Regeneration and Planning Policy.

Reason for Decision To enable previously delegated decisions to be enacted by the most appropriate Officer.

Decision

- (1) That express delegations previously delegated to the Head of Finance and Property Management relating to property matters be transferred from 1 September 2016 to the Head of Governance, Law & Regulation;
- (2) That express delegations and delegations afforded via the Executive Scheme of Delegation previously delegated to the Head of Finance and Property Management relating to Finance be transferred from 1 September 2016 to the Accountancy Division Manager as an interim measure until the new Head of Finance is appointed; and
- (3) That express delegations previously afforded to the Director of Regeneration and Housing regarding the Vision Park be transferred from 1 September 2016 to the Head of Regeneration and Planning Policy.

36. Revenue Monitoring 2016-17 Cycle 1

Purpose To report the forecast outturn position for the year as at 31st March 2017 based upon actual spending and income to 30th June 2016.

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 £144k be noted (see the overview table in paragraph 6);
- (2) That Full Council; be recommended to approve the latest revised budget of £15,223k as shown in Appendix 1; and
- (3) That Full Council be recommended to approve the net transfers from earmarked reserves in the quarter of £735k as shown in Appendix 4.

37. Capital Monitoring 2016-176 – Cycle 1
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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 as amended to approve an increased capital budget of £148,000 for the Burnley Town Centre Pedestrian Upgrade scheme (50% of the overall increased cost) to be financed by additional borrowing or in year revenue savings in the event that sufficient revenue savings should arise;
- (2) That Full Council be recommended to approve the revised capital budget for 2016/17 totalling £9,332,789, as outlined in Appendix 1;
- (3) That Full Council be recommended to approve the proposed financing of the revised capital budget totalling £9,332,789 as shown in Appendix 2; and
- (4) That the latest estimated year end position on capital receipts and contributions showing an assumed balance of £2,319,494 at 31st March 2017, in Appendix 3, be noted.

38. 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 for Decision Minute Numbers 39, 40, and 41 contain exempt 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 39, 40, and 41 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.

39. Plot 5c Widow Hill Road

Purpose To seek approval to dispose of a 1.24 acre site at Plot 5C, Widow Hill Road, Heasandford Industrial Estate, Burnley shown edged red on the plan contained in Appendix 1.

Reason for Decision The disposal of the site will produce a capital receipt for the Council and facilitate the development of single storey portal frame building for car sales and repairs. The proposed scheme is likely to be acceptable in planning terms.

Decision

- (1) That the offer to acquire Plot 5C, Widow Hill Road, Burnley from Mr Shafqat Hussain (trading as Red Rose Cars Limited), as outlined in the report, be accepted subject to the purchaser obtaining detailed planning permission; and
- (2) That the Head of Governance, Law & Regulation be authorised to complete all documents necessary to give effect to this decision.

40. Perseverance Mill

Purpose To consider a contribution towards the re-development of the Perseverance Mill site in Padiham.

A map of the site was circulated as additional information at the meeting.

Reasons for Decision The Perseverance Mill site has been derelict for over 10 years and through working with Calico and the Homes and Communities Agency, there is now the potential of bringing forward a housing scheme that will transform this area of town.

There is currently a funding gap and a contribution from the Council's Housing Capital Programme is essential to make this scheme go forward.

Decision

- (1) That a contribution of £250,000 from the Housing Capital Programme to be made to Calico be approved to gap-fund the re-development project of the Perseverance Mill site; and
- (2) That as amended authority be delegated to the Director of Community Services to approve the business case and to approve the terms of the contribution, in consultation with the Executive Member for Housing and Environment.

41. Car Parking Enforcement Back Office Services

Purpose To seek authority to proceed with annual extensions provided for in the current contract for Enforcement and Cash Collection with NSL Ltd.

To seek approval to enter into multi-authority procurement of car parking enforcement agent and notice processing services for the Borough.

Reasons
for
Decision

Car Parking Enforcement and Cash Collection (NSL Contract)

There is a continued need for the service as parking enforcement is necessary to regulate the use of public car parks and a cash collection service is necessary to ensure parking revenues are counted and banked.

The contractor's performance since 6th October 2014 has been satisfactory.

Officers of the District Councils party to the procurement are in agreement that there is no reason why the extension provided for in the contract cannot be exercised.

The alternative to this would be to undertake another procurement exercise which is considered unnecessary at this time.

Car Parking Enforcement Agent and Notice Processing and Equipment

Both the enforcement agent and notice processing and equipment existing services for the Council require contract re-procurement.

Previously both were obtained as part of two separate multi-authority procurement exercises.

There is a continued need for the services and the recommended collaborative authority approach and the procurement via existing frameworks continues to offer the Council the best options for value for money.

Decision

- (1) That the current NSL Ltd contract be extended for one year commencing 6th October 2016;
- (2) That subject to decision across the participating districts in 2017, that the contract be extended for a further year commencing 6th October 2017;
- (3) That the joint procurement to obtain car parking enforcement agent services with an anticipated contract commencement date of the 1st of September 2016 be participated in; and
- (4) That the joint procurement to obtain notice processing, software, hardware and hosting (mandatory 'back-office') functions to support the Council's delivery of effective car parking enforcement with an anticipated contract commencement date of the 6th October 2016 be participated in.