

Overview and Scrutiny Committee

Agenda and Reports

For consideration on

Monday, 9th November 2009

In Committee Room 1, Town Hall, Chorley

At 6.30 pm



PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT OVERVIEW AND SCRUTINY MEETINGS

- Questions must be submitted to the Democratic Services Section by no later than midday, two working days before the day of the meeting to allow time to prepare appropriate responses and investigate issues if necessary.
- A maximum period of 3 minutes will be allowed for a question from a member of the public on an item on the agenda. A maximum period of 30 minutes to be allocated for public questions if necessary at each meeting of the Overview and Scrutiny Committee. This will provide an opportunity for members of the public to raise and ask questions on any issue falling within the remit of the Committee.

29 October 2009

Dear Councillor

OVERVIEW AND SCRUTINY COMMITTEE - MONDAY, 9TH NOVEMBER 2009

You are invited to attend a meeting of the Overview and Scrutiny Committee to be held in Committee Room 1, Town Hall, Chorley on Monday, 9th November 2009 commencing at 6.30 pm.

AGENDA

1. **Apologies for absence**

2. **Minutes (Pages 1 - 4)**

To confirm as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 28 September 2009 (enclosed).

3. **Declarations of Any Interests**

Members are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda. If the interest arises **only** as result of your membership of another public body or one to which you have been appointed by the Council then you only need to declare it if you intend to speak.

If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

4. **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on an item on the agenda will be asked to put their question(s) to the Committee. Each member of the public will be allowed to ask one supplementary question within his/her allocated 3 minutes.

5. **Overview and Scrutiny Inquiries - Affordable Housing (Pages 5 - 28)**

To receive and consider the enclosed final report, recommendations and action plan in respect of the Joint Overview and Scrutiny Task Group inquiry with Preston and South Ribble into Affordable Housing.

6. **Executive Cabinet - 3 December 2009**

To consider any reports on the agenda for the Executive Cabinet meeting to be held on 3 December 2009.

Members of the Committee are requested to notify the Democratic Services by Friday, 27 November 2009, to ensure the attendance of the appropriate Executive Member.

Please bring your copy of the Executive Cabinet agenda previously circulated.

7. **Business Plan and Performance Monitoring Statements - Second Quarter 2009 / 2010**

Members of the Committee are requested to notify the Democratic Services Section by 12 noon on Thursday 5 October 2009 if they have any questions on the reports to ensure a full answer from the relevant Director/Executive Member.

Whilst questions can still be raised at the meeting an answer cannot be guaranteed and a written response may have to be provided after the meeting.

To consider the Business Plan and Performance Monitoring Statements for the following Directorates:

- a) Business Directorate (enclosed) (Pages 29 - 34)
- b) Neighbourhoods Directorate (enclosed) (Pages 35 - 40)
- c) People Directorate (enclosed) (Pages 41 - 46)
- d) Business Transformation Directorate (to follow)
- e) Policy and Performance Directorate (enclosed) (Pages 47 - 52)

8. **Performance Monitoring Report - Second Quarter 2009 / 2010**

To receive and consider the report of the Assistant Chief Executive (Policy and Performance) (to follow).

9. **Chorley Partnership's Performance Report - Second Quarter 2009 / 2010**

To receive and consider the report of the Assistant Chief Executive (Policy and Performance) (to follow).

10. **Performance of Key Partnerships - 2008/09 Year End Progress report (Pages 53 - 76)**

One of the topics raised at the "review of the year" event in March was Outsourcing and the effectiveness of subcontractors.

To determine how the Committee would like to go forward on this the Committee will receive and consider the enclosed report of the Assistant Chief Executive (Business Transformation) which was considered by the Executive Cabinet on 25 June 2009.

11. **Executive's response to Overview and Scrutiny Inquiry into Chorley Local Strategic Partnership (Pages 77 - 82)**

To note the Executive's response to the Overview and Scrutiny Inquiry into the Chorley Local Strategic Partnership. The report and minute of the meeting when the report was considered are enclosed.

12. **Future agenda items (Pages 83 - 88)**

To consider the Overview and Scrutiny Work Plan and the Council's Forward Plan for the four month period 1 November 2009 to 28 February 2010 (documents enclosed).

13. **Reports from the Task and Finish Groups**

Highways Issues Task and Finish Group

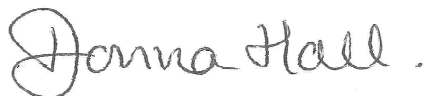
To receive a verbal update on the inquiry from the Chair, Councillor Mike Devaney.

Town Centre vitality Task and Finish Group

To receive a verbal update on the inquiry from the Chair, Councillor Peter Wilson.

14. **Any other item(s) the Chair decides is/are urgent**

Yours sincerely



Donna Hall
Chief Executive

Ruth Rimmington
Democratic and Member Services Officer
E-mail: ruth.rimmington@chorley.gov.uk
Tel: (01257) 515118
Fax: (01257) 515150

Distribution

1. Agenda and reports to all Members of the Overview and Scrutiny Committee (Councillor Dennis Edgerley (Chair), Councillor Alan Cullens (Vice-Chair) and Councillors Nora Ball, Mike Devaney, Marie Gray, Harold Heaton, Adrian Lowe, Rosie Russell, Edward Smith, Iris Smith, Joyce Snape and Peter Wilson for attendance.
2. Agenda and reports to Donna Hall (Chief Executive), Gary Hall (Assistant Chief Executive (Business Transformation)), Lesley-Ann Fenton (Assistant Chief Executive (Policy and Performance)), Jamie Carson (Corporate Director (People)), Jane Meek (Corporate Director (Business)), Ishbel Murray (Corporate Director (Neighbourhoods)), Lorraine Charlesworth (Corporate Director of Human Resources), Andrew Docherty (Corporate Director of Governance), Tim Murphy (Corporate Director of Information and Communication Technology), Zoe Whiteside (Strategic Housing Services Manager), Carol Russell (Head of Democratic Services) and Ruth Rimmington (Democratic and Member Services Officer) for attendance.
3. Agenda and reports to Councillor Peter Malpas (Executive Member (Business)) for attendance.

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આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા
માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون
کیجئے: 01257 515823

Overview and Scrutiny Committee

Monday, 28 September 2009

Present: Councillor Dennis Edgerley (Chair), Councillor Alan Cullens (Vice-Chair) and Councillors Nora Ball, Mike Devaney, Marie Gray, Adrian Lowe, Rosie Russell, Edward Smith, Iris Smith, Joyce Snape and Peter Wilson

Also in attendance: Councillor Eric Bell (Executive Member (Neighbourhoods))

Officers in attendance: Donna Hall (Chief Executive), Gary Hall (Assistant Chief Executive (Business Transformation)), Andrew Docherty (Corporate Director of Governance) and Ruth Rimmington (Democratic and Member Services Officer)

09.OS.74 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Harold Heaton.

09.OS.75 MINUTES

RESOLVED – The minutes of the meeting of the Overview and Scrutiny Committee held on 1 September 2009 be confirmed as a correct record and signed by the Chair.

It was noted that the CIF2 fund is accessible to only Growth Point partnerships.

09.OS.76 DECLARATIONS OF ANY INTERESTS

In accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct the following interests were declared: Councillor Adrian Lowe declared a personal interest in item 10 The Willows, Coppull. Councillor Alan Cullens declared a personal interest in item 10 The Willows, Coppull.

09.OS.77 PUBLIC QUESTIONS

No members of the public requested to ask a question at the meeting.

09.OS.78 EXECUTIVE CABINET - 1 OCTOBER 2009

The Chair reported that there had been no requests from Committee Members to consider reports on the Executive Cabinet agenda for the meeting on 1 October 2009.

It was noted that the Housing Allocations Policy (item 8 on the Executive Cabinet agenda) would be the subject of a Member Learning Session in the autumn.

09.OS.79 MONITORING OF INQUIRY RECOMMENDATIONS - NEIGHBOURHOOD WORKING

The Chair welcomed Councillor Eric Bell (Executive Member (Neighbourhoods)) to the meeting.

Councillor Bell presented a report updating Committee on the actions taken following recommendations made by the Committee on 12 November 2007. Neighbourhood Working should be considered a journey, not a destination and the progress made so far was bearing results. The staff were now in place and projects with community groups and volunteers had been able to access match funding. The first of the Neighbourhood Tours had been held earlier that day.

In response to a query officers confirmed that the £150,000 pump priming fund earmarked to support Neighbourhood Action Plan projects was for 2009-2010 only and that Neighbourhood Working was subject to the Council's Project Management system with current status set at "green".

Further consultation would be needed going forward on the potential for Parish status. Members discussed how the PCT could contribute to projects.

RESOLVED –

- 1. The report be noted.**
- 2. A mechanism for information from mini matac meetings being forwarded to Councillors be explored.**
- 3. The total money accessed through pump priming be forwarded to Members at an appropriate time.**
- 4. A further update report be presented in the Spring.**

09.OS.80 NEW SCRUTINY POWERS

The Committee considered the report of the Corporate Director (Governance) advising Members of new powers available as result of the Local Authorities (Overview and Scrutiny Committees) (England) Regulations 2009 coming into force.

These regulations gave the Council power to allow its Overview and Scrutiny Committee to make and publish reports and recommendations to the County Council on Local Area Agreement matters where the Borough Council have a role in delivering a target.

The Committee may also send a copy to any other partner to which the target relates and require it to have regard to the report or recommendation in the exercise of its functions. Health bodies are excluded from this provision.

There was a need to avoid duplication of work between Councils on issues that affected Lancashire as a whole.

RESOLVED - The report be noted.

09.OS.81 FUTURE AGENDA ITEMS

Members noted the Overview and Scrutiny work programme and the Council's Forward Plan for the four month period 1 October to 31 January 2010.

RESOLVED - The work programme and Forward Plan be noted.

09.OS.82 REPORTS FROM THE TASK AND FINISH GROUPS

Joint Scrutiny Inquiry with Preston and South Ribble on Affordable Housing

Councillor Dennis Edgerley advised that the final report would be presented to Overview and Scrutiny Committee in November. A number of the recommendations had already been progressed, within the Action Plan for the delivery of affordable housing considered by Executive Cabinet in June 2009.

Highways Issues Task and Finish Group

Councillor Mike Devaney reported that Jo Turton, Executive Director for the Environment from Lancashire County Council, had attended the last meeting. There had been very useful discussions and a list of recommendations would be considered at the next meeting in October.

Town Centre Vitality Task and Finish Group

Councillor Peter Wilson outlined the progress of the inquiry and advised the Group would be undertaking a site visit to Burnley and another comparable town to consider best practice.

RESOLVED

1. **To note the verbal updates on the inquiries.**
2. **The scoping documents for Highways issues and Town Centre vitality be noted.**
3. **Councillors Harold Heaton, Mick Muncaster and Geoff Russell be added to the membership of the Town Centre vitality Task and Finish Group.**

09.OS.83 THE WILLOWS, COPPULL

The Chair accepted this urgent item under the special circumstance that there was a need to advise Members of a situation that had arisen since agenda publication and was of particular public interest.

The Chief Executive reported she had met with Chorley Community Housing and had come to an agreement that the Willows would not close imminently. The properties would be marketed to people on the Housing Register. Going forward there would be wider consultation on the future of the Willows.

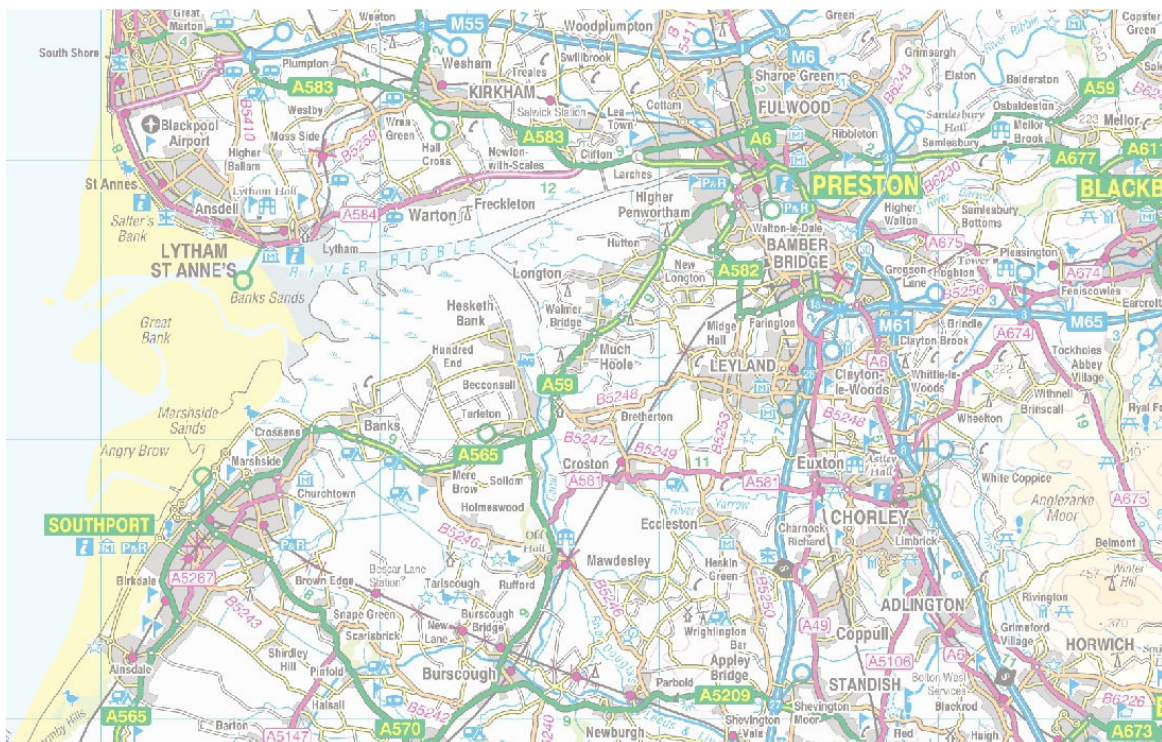
RESOLVED – The update be noted.

Chair

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Report of the Joint Overview and Scrutiny Task Group - Affordable Housing

September 2009



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CONTENTS PAGE

	Page No
1. CHAIRS FOREWORD	1
2. EXECUTIVE SUMMARY	2
3. METHOD OF INVESTIGATION	3
4. FINDINGS AND RECOMMENDATIONS	4 - 14

1. CHAIRS FOREWORD

Councillor
Dennis Edgerley
Chorley Council



Councillor
John Collins
Preston City Council



Councillor
Colin Coulton
South Ribble Borough
Council

For several years now the three Central Lancashire District Councils have been concerned about access to affordable housing - both rented and for purchase.

In 2008, following workshops hosted by IDeA at Worden Hall, Leyland, the three Councils agreed to a joint scrutiny inquiry into this area emphasizing the importance of the topic. The economic situation and its impact on the housing market has, if anything, made the topic even more important.

The review has not been without challenges - the changing situation in the housing market, the changing remit of the Housing Corporation and conflicting timetable demands on each Council. Whilst these have slowed the progress we believe the recommendations contained in this report add real value. Indeed, many of the recommendations in here are being picked up by the Councils' Executive Cabinets even before the inquiry is completed.

The Group have now completed the Inquiry and the recommendations will be forwarded to the relevant bodies of each Council for approval.

May we take this opportunity, on behalf of the Group, to thank all those who took part in this Inquiry.

2. EXECUTIVE SUMMARY

Background

The delivery of new affordable homes to meet local needs and the needs of a growing and expanding community is a major concern within Central Lancashire, for all three local authorities (Chorley, Preston and South Ribble).

The area has been identified through a number of studies such as The Central Lancashire Housing Market. Consequently work is ongoing on the delivery of a single Local Development Framework (or LDF) to deliver the spatial aspect of the future plans and requirements for the area. Housing and Planning Teams have also been working together across the market to look at issues such as stock condition, housing needs and the requirement for housing related support and supported housing.

Since the concept of the joint scrutiny panel was mooted in late 2007 there have been significant changes in the central Lancashire housing market with transactions levels significantly reduced, particularly terraced and semi-detached owners unable to sell and property prices reducing. If the housing markets continued to decline this will in some cases result in increased numbers of homeowners falling into negative equity.

Objectives

Central Lancashire has a shortage of affordable housing. It is important that members are clear as to what barriers there are in delivering affordable homes and what each Council can do to overcome them.

There are many benefits of joint working from the housing and planning perspective although it was an acknowledged risk that expectations would be raised beyond the capacity to deliver.

Group Membership

Chorley Council: Councillors Dennis Edgerley, Laura Lennox and Alan Cain. Reserve Marie Gray.
Preston City Council: Councillors John Collins, Carl Crompton and David Hammond. Reserve: Councillor Danny Gallagher.
South Ribble Borough Council: Councillors Colin Coulton, Rene Blow and Jim Hothersall.

Officer Support

Chorley Council: Zoe Whiteside (Strategic Housing Manager), Ian Aldred (Housing Enabling Manager), Stephen Lamb (Planning Officer), Jane Meek (Corporate Director (Business)) and Ruth Rimmington (Democratic and Member Services Officer).

Preston City Council: Peter Kuit (Director of Development), Mary McBride (Head of Housing Strategy and Enabling), Mike Molyneux (Planning Policy Officer) and Steven Dugdale (Scrutiny Support Manager).

South Ribble Borough Council: John Dalton (Head of Planning and Housing), Jan Bennett (Housing Manager), Helen Hockenhill (Planning Manager) and Louise Benney (Acting Scrutiny Manager)

Meetings

The meeting papers of the Group can be found on the Chorley Council's website: <http://www.chorley.gov.uk/scrutiny>.

Contribution of Evidence

The Group would like to thank all those who have provided evidence and contributed to the Inquiry.

Financial Implications

The financial implications of the recommendations are outlined in the action list appended to this report.

3. METHOD OF INVESTIGATION

Evidence

The Group received and considered several reports and documents, these included:

- Comparison of Information/Share Good Practise
- Maximising Housing Corporation Grant (prefaced by a better appreciation of the Finances
- Social Rented as against Shared Ownership
- Land Availability
- Terraced Properties
- Layout and Design Issues

Witnesses

Vicky Carroll and Louise Marsden (Contour Housing)

Bernie Keenan (New Progress Housing)

John Ambrose (Primrose Holdings)

Cath Whelan (Funding Finders)

4. FINDINGS AND RECOMMENDATIONS

Objective 1: Comparison of Information/Share Good Practice.

The Members considered a report prepared by South Ribble Council's Housing officers...

Affordable housing includes social rented and intermediate housing, provided to specified eligible households whose needs are not met by the market. Affordable housing should meet the needs of eligible households including availability at a cost low enough for them to afford it and determined with regard to local incomes and house prices.

This definition originates from Planning Policies and really is more appropriate when discussing new development of properties. The definition does not totally encompass existing affordable housing made available to rent or buy.

Existing affordable housing made available is very much dependant on "turnover" i.e. the tenant leaving the property and it becoming available for re-occupation.

The critical mass of this "churn" depends on the number of social rented housing in each area and the report illustrated this point with Preston having 10,079 dwellings (16.88% of all stock), South Ribble 3642 (7.7% of all stock) and Chorley 4843 (10.89% of stock).

While Prestons' stock is substantially higher than both Chorley's' or South Ribbles it is below the national average of 18%.

Approximately one in ten properties become available each year but this will have diminished in 2008/9 as the credit crunch has hit home and people are unable or unwilling to move on.



Recommendations:

1. The report be considered at individual Scrutiny Committees and Cabinet/Council.
2. The Group meet six months after the recommendations have been adopted to review progress made.

Objective 2: Maximising Housing Corporation Grant

South Ribble Council's Planning officers presented a report...

The full report can be accessed at item 6 via the following link:
<http://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=575&MId=2063&Ver=4>



The Task Group discussed a number of related issues including the different types of subsidies, housing corporation standards and the need to maximise the use of empty properties by work with registered social landlords.

Personal subsidy can be provided by:

- Tax relief on mortgage payments
- Discounted mortgage payments
- Renting where some of the rent can be set aside to help pay for deposit
- Tenants Incentive schemes
- Home Ownership Incentive schemes (First Steps Grant Scheme)
- Deferred Mortgage payments (via developers or finance companies)
- Developer incentives such as paying deposit required
- Equity share/shared ownership schemes (part rent part buy)

Bricks and mortar subsidy can be provided by:

- Central Government Grant (via Housing Corporation/Homes and Communities Agency)
- Local Authorities in the form of land or direct grant
- Developers, as a requirement of Planning Obligations (Section 106 agreements) or as a side agreement (providing either land to an RSL or properties at a discounted price)
- Land gifted by owner

Other subsidies, in some (rare) cases can come from organisations such as English Partnerships (who will become part of the Homes and Communities Agency after 1 December 2008), and also local authorities using council tax revenue from second homes.

A detailed discussion ensued around the current economic climate and what effect this was and could have on the housing market. There was a need to make more use of empty properties and it was felt that discussions should take place between Housing Associations, Local Authorities and Registered Social Landlords to find some way of relaxing standards therefore allowing surplus stock to become social housing. Whilst it was accepted that it was important for social housing to meet agreed standards, albeit higher than those recommended by the local authority, it was felt that need was a higher priority and the implementation of the standards could be achieved over a deferred period.

Recommendations:

Several recommendations were made following discussions with Registered Social Landlords and others. These can be viewed on page 14 of this report.

Objective 3 Social Rented as against Shared Ownership

The Task Group received a report from Chorley Council's Strategic Housing officers. The full report can be accessed at item 7 via the following link:

<http://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=575&MId=2063&Ver=4>



The result of the credit crunch in the UK, has been falling house building rates, Increased demand for affordable housing demonstrated by increased numbers on local authorities housing waiting lists and an increase in the number of households being repossessed.

In terms of the existing provision within the three local authorities' affordable housing policies, all Central Lancashire authorities require an overall affordable housing requirement of 20%, yet the levels of tenure split varied slightly. Both South Ribble and Chorley currently sought 70% social rented housing and 30% intermediate housing, whilst Preston sought 82% social rented housing and 18% intermediate housing.

The Task Group discussed in detail the information around the benefits and pitfalls of moderating the affordable tenure split to be nearer the 50/50 split. Reference was also made to the Central Lancashire Strategic Housing Market Assessment which will provide primary data about the housing needs of households in Lancashire.

The group also discussed in detail the stigma which is sometimes attached to social housing and the requirement for the re-education of the public to go some way towards breaking down this barrier.

Recommendations:

3. A 50/50 split for affordable housing not be adopted in the interim period and each authority in Central Lancashire continue to utilise existing policy tenure splits until an analysis of the Housing Needs Survey has been carried out. A higher provision of social rented housing would be preferred.
4. Publicity promoting the concept of social housing and the wider benefits to the community giving a positive example, such as enabling young people to access housing in their local area.

Objective 4 Land Availability

The Group considered a report prepared by Chorley Council's Planning officers. The full report can be accessed at item 5 via the following link:

<http://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=575&MId=2001&Ver=4>



Opportunities to deliver affordable housing in rural areas tend to be more limited than in urban areas as less development typically takes place in these areas. Therefore, national planning policy in Planning Policy Statement 3 (PPS3) on Housing states that where viable and practical Local Planning Authorities should consider allocating and releasing sites solely for affordable housing. A rural exception site policy is advocated, which enables small sites that would not normally be used for housing to be used specifically for affordable housing in small rural communities.

Preferred Option PCS9 in the Preferred Core Strategy relates to the delivery of affordable housing in Central Lancashire and it refers to rural exception sites. It states that a percentage requirement (for affordable housing) at or near 30% will be sought in rural areas on sites in or adjoining villages with appropriate services, although on all exception sites including those in the Green Belt the requirement will be 100%.

The rural exception policy approach in the Preferred Core Strategy builds upon the policy approaches in the three current Local Plans for Central Lancashire, which all have policies that allow affordable housing in rural areas on small sites that would not normally be used for housing purposes, providing strict criteria are met.

The Preferred Core Strategy does not provide any detailed criteria relating to how the rural exception policy would work in practice. However, existing policies in the Chorley, South Ribble and Preston Local Plans all have strict criteria that need to be met before planning permission is granted for affordable housing on a rural exception site. Both the Chorley and South Ribble policies emphasise that affordable housing development in rural areas should preferably take place within rural settlement boundaries themselves, where there is better access to shops, services and public transport links, and that development should only take place on exception sites if affordable housing need cannot be met in any other way. Therefore, current policies do not encourage the development of exception sites, as their development runs contrary to policies designed to protect the Green Belt and other areas of countryside. Exception sites may also be poorly located and peripheral to village shops and services.

Policies in all three Local Plans also emphasise that any affordable housing development on an exceptions site should be to meet demonstrable local housing needs, rather than general Borough-wide affordable housing needs.

In Chorley a project is underway to consider whether affordable housing can be delivered on any suitable Council owned land and any other parcels of land owned or acquired by an RSL partner. The project does not have a specific rural focus, but will consider parcels of Council owned land throughout the Borough. Many of these parcels will be within settlements (for example underused garage sites), so would not constitute rural exception sites, but any sites that are identified as being suitable that are in rural areas would help to provide much needed rural affordable housing. This project is currently underway.

In South Ribble specific work has not been undertaken to identify whether there are any Council owned sites in rural areas that could be used for affordable housing, but it is considered doubtful that there are any council owned sites that would be suitable. However, an affordable housing scheme has recently been completed on Lancashire County Council land at the Greenacres in Hutton and there are two affordable housing schemes proposed on privately owned land in Coupe Green and one on a privately owned rural exception site in Salmesbury.

In Preston specific work has not been undertaken to assess whether there are any suitable council owned sites that would be suitable for affordable housing in the rural areas, although some similar work has been undertaken in the urban area, where most of the Council owned land is located. It is not considered very likely that suitable Council owned sites will be found in the rural areas.

Members and officers discussed sites within their authorities area, including small pockets of land, garage sites and flats. Market forces in the rental and housing market and local resistance to social housing scheme were also considered. It was noted that in some rural areas there might be some farm outbuildings that could be utilised.

The use of a bond scheme and working with housing benefit officers to pay benefits to land lords direct were discussed. Members advised that some estate agents won't accept bonds and people struggle with charges levied by estate agents.

Recommendations:

5. All authorities be requested to identify land for potential affordable housing and to call for land specifically for smaller sites for affordable housing from private owners.
6. The Joint Local Development Framework team be requested to produce a map showing those sites identified for affordable housing to highlight any sites adjacent between two authorities that could be merged.
7. In addition to the Central Lancashire Councils other bodies, like the Police, PCT, Fire Service, Registered Social Landlords, English Partnership, Churches and Parish Councils and should be approached regarding land that could be brought forward for affordable housing on rural exception sites.
8. To investigate any flexibility in the Local Development Plan for each Authority to encourage rural exception sites where there is demonstrable housing need and broaden the local needs area around settlements and beyond specific villages without harming the green belt.
9. For each Authority to investigate how they can stimulate the local housing market and assist first time buyers. This could be through the provision of a local authority mortgage or assistance with a deposit.
10. To promote and advocate the bonds scheme with lettings agents and landlords and publicise new legislation regarding deposits / bonds.
11. To promote the provision of additional affordable housing with parish councils (and area committees where they exist) by keeping them informed at an early stage and the public generally through communication mechanisms used by each Authority.

Objective 5 Terraced Properties

The Task Group considered a report from Preston City Council's Housing officers on the issues of affordability within the Private Sector in Central Lancashire with particular emphasis on empty homes; terraced properties; section 106 and commuted sums, and housing market influences. The full report can be accessed at item 5 via the following link:

<http://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=575&MId=2270&Ver=4>

Empty Homes

Members noted that the report indicated a significant number of empty properties across all three authorities, of which over 2,000 are classed as "long term empties" having been empty for longer than six months. It was further noted that Council tax records across all three authorities do not hold information on property types and as a result officers were unable to pin point the types of empty properties unless the property had been physically inspected and this would have an enormous resource implication.

The Preston Empty Homes Officer, based in Strategic Housing, has created an empty properties database and as each property is identified base information including type will be entered on to the system, including ward level, so issues across the city can be clearly mapped. Members were advised that in South Ribble and Chorley responsibility lies out with Strategic Housing and that neither authority at this moment in time has sufficient resources to tackle the issue of empty properties to the same degree. The Preston Empty Homes Strategy will be published in April 2009. Chorley Council will be publishing an empty homes strategy later this year and South Ribble were currently updating theirs.

Additional information on the complexities of the Empty Homes Management Orders process was supplied to members who noted the onerous processes and the legal and Financial undertakings involved in the process.

Terrace properties & Decency Standards

Members noted that the Private Sector Stock Condition Survey undertaken jointly by Preston and South Ribble in 2007 identified a number of issues relating to terraced properties in both areas. Chorley Borough are currently commissioning a similar study to report in 2009 which will report in December 2009 or January 2010. Their Neighbourhood Services currently report that there are no major housing standards issues other than in the private rented sector and it is anticipated that the report will identify non-decency issues for future action.

In Preston there are approximately 17562 terraced properties, of which approximately 12,000 are Victorian. The City undertook a significant clearance programme of the worst properties during the 60's and early 70's. The remaining properties have benefited from significant improvements either privately or through grant assistance with rewiring, plumbing, kitchens, bathrooms, energy efficiency measures and extensions. A number of construction issues still remain to be tackled in terms of lack of proper foundations, damp courses and energy efficiency measures.

In South Ribble there is a significant proportion of terraced properties below the Decent Homes Standard, brought about in part by owners being asset rich but cash poor and therefore unable to

fund the required improvements. The Bamber bridge area is particularly blighted by this scenario and lower property values.

It was noted that whilst each authority is working towards achieving the decent homes targets (PS7) it must be borne in mind that each year additional properties will drop into this category through age of state of repair especially in the current financial downturn when homeowners may not have the financial resources available to invest in properties..

Section 106 And Commuted Sums

It was noted that there had been significant discussion regarding both S106 money from developers and commuted sums. Since the brief was written last year the credit crunch had developed into a full recession with many developments not now proceeding. As a result of this *some* officers cannot anticipate any payments from developers in either of these categories in the foreseeable future. It was further noted that once the housing market improves developers may wish to review these processes and may be reluctant to enter into such financially binding agreements.

Members noted that across all three authorities, the principle behind these funding streams was to utilise this money to provide additional social rented homes not provide further assistance to private sector homes

Recommendations:

12. Council publications be utilised to promote the availability of debt advice, with the strong message to those experiencing financial hardship to contact advisors and lenders as appropriate at an early stage.
13. Where one isn't in place, councils give consideration to implementation of a Housing Authority Leasing Scheme.
14. Councils continue to investigate the possible use of Empty Dwelling Management Orders. Respective Chief Executives write to Communities and Local Government, the local MPs and the Government requesting that they review the Empty Dwelling Management Orders process with a view to changing the legislation and that the Minister for Housing and Planning also receives copy correspondence.
15. The empty homes function be placed within Strategic Housing.
16. The three authorities produce an Empty Homes Register based on a consistent approach, recording, if possible, the number of bedrooms.

Objective 6 Layout and Design Issues

Preston City Council's Planning Officers presented a report which addressed the issues of standards, "pepper potting" and sustainability levels. The full report can be accessed at item 4 via the following link:

<http://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=575&MId=2298&Ver=4>



This was set against the context of Planning Policy Statement 3 and the definitions in that document relating to affordable housing, social rented housing and intermediate affordable housing. Local Planning Authorities are able to set requirements for affordable housing, but any such policy has to pass three tests – it has to be based on up to date evidence of need; it has to provide housing that complies with the definitions set out in PPS3; and provision has to be economically viable.

In terms of space standards, England and Wales are the only countries in Europe where there are no minimum space standards set out in regulations, which in turn is reflected in newly built private housing here providing the smallest space standards in Europe. Another factor is that the UK private housing market focuses much more on numbers of bedrooms rather than overall area.

The Task Group was reminded of the former Parker Morris Standards which formed the basis for new towns and council housing in the 60's and 70's. Currently, in order to receive public subsidy for affordable housing in the form of Social Housing Grant it is necessary for developments to meet minimum standards as set out in the Housing Corporation's Design and Quality Standards. There is no requirement for affordable housing that is grant free to adhere to these standards. The three core performance standards relate to the internal environment, sustainability and the external environment.

The Homes and Communities Agency came into being in December 2008 by merging the Housing Corporation, English Partnerships and elements of the Department for Communities and Local Government. Inherited policies and standards will continue, with a view to harmonised standards being in place by April 2011.

"Pepper potting" is commonly defined as the dispersal of affordable housing units within residential developments to promote mixed communities and minimise social exclusion. The overriding purpose is to ensure that affordable housing is fully integrated within market housing. There are many examples of pepper potting policies up and down the country, with authorities in the south and south west adopting higher affordable housing requirements than those further north.

Research carried out in 2005 on behalf of the Housing Corporation concluded that around 30% was likely to be the maximum level that could be successfully integrated. The research also identified a number of other key requirements for successful pepper potting, for example if the development is on land in public ownership it is likely to be more successful than on privately owned land. "Tenure-blind" development (where there is no visible difference between affordable housing and the surrounding market housing) is also more likely to lead to successful pepper potting.

National policy on sustainability is set out in the Code for Sustainable Homes, which operates by awarding new homes a star rating from 1 to 6 based on their performance against 9 sustainability criteria, including energy and CO2 emissions, water consumption and pollution. From April 2008 all new social housing must be built to a minimum of Code level 3, which requires dwellings to be at least 25% more energy efficient than building regulations requirements.

The Homes and Communities Agency is to investigate ways in which the provision of energy services on sites throughout their programmes can be delivered in a more cost effective and appropriate manner. This, in turn, may impact on the local policies. Across Central Lancashire the three authorities have all produced various documents/policies on sustainability, covering areas such as use of sustainable energy, waste minimisation and water management.

Recommendations:

17. To lobby Government to amend building regulations in England and Wales to reflect those in Scotland, with a view to ensuring that all new build meets minimum functional space standards to facilitate the transfer of properties to Registered Social Landlords.
18. Investigations be undertaken with the Homes and Communities Agency with a view to differential weighting of the various criteria contained within the Design and Quality Strategy and Standards to allow existing private housing stock being brought into the supply of affordable housing.
19. Local authorities to meet with RSL partners to discuss and agree an acceptable formula for pepper potting affordable housing within developments.
20. The Code for Sustainable Homes be met in full in all new developments.

Discussions with Registered Social Landlords and others

As part of its investigations the Task Group invited a number of interested organisations to attend a meeting to discuss various aspects of affordable housing.

It was clear that in the current economic climate, developers would rather retain their land holdings than build properties for which there was no market.

Contour was also in the position of having unsold stock to dispose of, or convert it to social housing and this was being actively considered by the Homes and Communities Agency as part of the Registered Social Landlords three year programme. This could have the impact of double grant and therefore reducing the available funds for other schemes. The main problem was access to funding for housing associations as Government grant/subsidy was not available at sufficient levels and the ability to cross subsidise internal funding was not practical at the moment.

The availability of monies from section 106 agreements was discussed, but again some officers militated against this being a realistic source of funding in the current circumstances, and as mentioned elsewhere in the report even existing agreements may be re-negotiated to “kick start” some housing developments.

Reference was made to the work of Funding Finders and local Registered Social Landlords may be able to access private sector funding via this company if certain assurance were forthcoming as to its origin.

Local authorities across the northwest are undertaking Strategic Housing Land Availability Assessments in preparation for an improvement in the economic climate and housing market. It is anticipated in the Central Lancashire area this exercise will reveal that the Homes and Communities Agency has significant landholdings formerly owned by English Partnerships as part of the New Town development which, if confirmed, may present future opportunities for provision of new affordable housing.

Locally Strategic Housing officers were having a greater influence over the residential mix of housing developments via the planning process, which could help to increase the provision of affordable housing.

The Task Group discussed the possibility of utilising existing empty properties for social/affordable purposes, but the housing association view was that additional grant funding would be required to make the acquisition of such properties financially attractive. Management of any such properties could also present a challenge and be quite expensive, unless they were all in close proximity.

It was clear that the Homes and Communities Agency was pivotal to future development.

Recommendations:

21. The Homes and Communities Agency be invited to discuss matters of mutual interest relating to the provision of additional affordable housing, in particular
 - Increasing grant rates to Registered Social Landlords
 - Relaxing design standards to enable private developments to be acquired for social housing
 - Funding to bring empty properties back into use as social rented units
 - Release of HCA landholdings in Central Lancashire at nil/minimal cost to Registered Social Landlords
22. The above invitation be extended to an appropriate minister in the Department for Communities and Local Government.



A response has been received from HCA

1. Do HCA have any plans to increase grant rates to local RSL's to assist them to provide additional social housing units?

HCA has responded to current housing market conditions in a number of ways including flexing the level of grant paid to our development partners. However given the level of housing need we have been concerned to maintain the momentum of development and have generally expected our development partners to offer something in return in terms of ongoing development. As always with public money we need to be mindful of obtaining value for our investment and we will be keeping this under close review.

2. Will HCA consider lowering the former Housing Corporation Design Standards to permit acquisitions of vacant or incomplete private developments and, if so, to what level will the standards be relaxed?

HCA is committed to high standards and good design and we expect new developments for affordable housing to meet the design and quality standards which requires the code level 3 for new build schemes. However in responding to current market conditions we have recognized that some private sector homes might meet a need for affordable housing and have supported our developer partners to purchase such stock where they confirm it is suitable. In recognition that these developments will not generally have been designed to meet our standards we have indicated that we will consider these on a case by case basis. However we will not consider schemes below an equivalent rating of eco homes good and we expect housing quality indicators (HQL's) particularly that relate to space to be met

3. What role can the HCA play in bringing empty properties back into use as social rented units i.e. funding of acquisitions in line with the old regime of "existing satisfactory"?

The HCA can and does make funding available to bring empty private sector properties back into use for affordable housing purposes. This can be full rehabilitation on an existing satisfactory basis or on a purchase and repair basis which ever is most appropriate. Our funding in this respect is subject to normal HAHP assessment criteria.

4. Will HCA release former English Partnership land holdings in Central Lancashire at nil costs to RSL partners?

As you know HCA is supportive of the use of its assets in pursuit of the Growth Point Agenda in Central Lancashire and you will be aware of the draft statement of intent which is currently in circulation. It is too early at this stage however to comment on how the value of these assets may be brought into play, but I am sure they will be addressed in the discussions around the single conversation with Sub Regional partnerships and the ensuing Local Investment Plans.

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Action List

- An Affordable Housing Service Improvement Plan in Chorley has been approved by Cabinet in June 09. Projects have been agreed and in some instances initiated - where relevant these have been denoted in the 'Actions Taken' Column.

Recommendations	Estimated Cost	Department(s) accountable	Action taken
1. The report be considered at individual Scrutiny Committees and Cabinet/Council.		For Chorley: Democratic Services	Chorley Current Arrangements: The report is scheduled to be considered at OSC on 9 November .
2. The Group meet six months after the recommendations have been adopted to review progress made.		For Chorley: Democratic Services	
3. A 50/50 split for affordable housing not be adopted in the interim period and each authority in Central Lancashire continue to utilise existing policy tenure splits until an analysis of the Housing Needs Survey has been carried out. A higher provision of social rented housing would be preferred.		For Chorley: Affordable Housing Officer	Chorley Current Arrangements: Negotiations of Tenure Split are currently being undertaken by AHO, RSL & Developer on a site by site basis to ensure viability of Developments. There is currently a 79-80% to 20-21% split.
4. Publicity promoting the concept of social housing and the wider benefits to the community giving a positive example, such as enabling young people to access housing in their local area.		For Chorley: Affordable Housing Officer in conjunction with Communications Department.	Chorley Current Arrangements: Publicity of Delivered Sites within Chorley are being programmed in with Communications to raise positive publicity. This would include a case study of a family.

<p>5. All authorities be requested to identify land for potential affordable housing and to call for land specifically for smaller sites for affordable housing from private owners.</p>		<p>For Chorley: Planning Policy and Urban Design Team Leader</p>	<p>Chorley Current Arrangements: Planning Policy Managers in the three authorities and in the Joint Team have been made aware of this. Discussion is required at this level as to the best way to fit it into work programme, particularly with regard to existing site allocations work.</p>
<p>6. The Joint Local Development Framework team be requested to produce a map showing those sites identified for affordable housing to highlight any sites adjacent between two authorities that could be merged.</p>		<p>For Chorley: Planning Policy and Urban Design Team Leader</p>	<p>Chorley Current Arrangements: Planning Policy Managers in the three authorities and in the Joint Team have been made aware of this. Discussion is required at this level as to the best way to fit it into work programme.</p>
<p>7. In addition to the Central Lancashire Councils other bodies, like the Police, PCT, Fire Service, Registered Social Landlords, English Partnership, Churches and Parish Councils and should be approached regarding land that could be brought forward for affordable housing on rural exception sites.</p>		<p>For Chorley: Corporate Director (Business)</p>	<p>Chorley Current Arrangements: Land Availability Project already initiated as part of an Affordable Housing Service Improvement Plan.</p> <p>Designated Lead for Land Availability Project is Corporate Director (Business) and progress being reported to Executive Cabinet as part of a Key Corporate Project.</p> <p>Some agencies are still to be contacted.</p>

<p>8. To investigate any flexibility in the Local Development Plan for each Authority to encourage rural exception sites where there is demonstrable housing need and broaden the local needs area around settlements and beyond specific villages without harming the green belt.</p>		<p>For Chorley: Planning Policy Officer</p>	<p>Chorley Current Arrangements: Review of Planning Policy Project already identified as part of AH Service Improvement Plan. Designated project Lead is Stephen Lamb within Planning Policy Dept.</p> <p>Planning Policy Managers in the three authorities and in the Joint Team have been made aware of this. Discussion is required as to the best way to fit it into work programme.</p>
<p>9. For each Authority to investigate how they can stimulate the local housing market and assist first time buyers. This could be through the provision of a local authority mortgage or assistance with a deposit.</p>		<p>For Chorley: Assistant Chief Executive (Business Transformation)</p>	
<p>10. To promote and advocate the bonds scheme with lettings agents and landlords and publicise new legislation regarding deposits / bonds.</p>		<p>For Chorley: Housing Options Service</p>	<p>Chorley Current Arrangements: Rental Bond Scheme has already been launched in June 09. Project administered by Homeless Prevention Officer.</p>
<p>11. To promote the provision of additional affordable housing with parish councils (and area committees where they exist) by keeping them informed at an early stage and the public generally through communication mechanisms used by each Authority.</p>		<p>For Chorley: Affordable Housing Officer Head of Planning</p>	<p>Chorley Current Arrangements: Corporate Director (Business) now attends quarterly Parish Leads Meeting.</p> <p>Intention for AHO to develop links/ attendance at this Forum.</p>

<p>12. Council publications be utilised to promote the availability of debt advice, with the strong message to those experiencing financial hardship to contact advisors and lenders as appropriate at an early stage.</p>		<p>For Chorley: Housing Options Service</p>	<p>Chorley Current Arrangements: Suite of Housing Options Leaflets produced, Inclusion of Government produced literature on Debt Advice is used for issue to customers. Use of Chorley Smile magazine.</p> <p>Specialist Housing Advisor recruited. Due to commence employment Aug 09. Will have responsibility for developing housing related debt advice services.</p>
<p>13. Where one isn't in place, councils give consideration to implementation of a Housing Authority Leasing Scheme.</p>		<p>For Chorley: Housing Enabling Manager</p>	<p>Chorley Current Arrangements: Review of Housing Association Leasing Scheme being completed to ascertain VFM.</p>
<p>14. Councils continue to investigate the possible use of Empty Dwelling Management Orders. Respective Chief Executives write to Communities and Local Government, the local MPs and the Government requesting that they review the Empty Dwelling Management Orders process with a view to changing the legislation and that the Minister for Housing and Planning also receives copy correspondence.</p>		<p>For Chorley: Neighbourhoods Directorate Chief Executive</p>	<p>Chorley Current Arrangements: Responsibility for Empty Property Enforcement currently responsibility of EHO within Neighbourhoods Directorate,</p>
<p>15. The empty homes function be placed within Strategic Housing.</p>			<p>Chorley Current Arrangements: (Strategic) Empty Property Officer resource identified as part of recommendations within the AH Service Improvement Plan. Expected to be implemented in next financial year (2010/2011)</p>

16. The three authorities produce an Empty Homes Register based on a consistent approach, recording, if possible, the number of bedrooms.		For Chorley: Empty Property Officer	Chorley Current Arrangements: As 15 - Intention for Empty Property Officer to develop and manage 'Empty Property Register'.
17. To lobby Government to amend building regulations in England and Wales to reflect those in Scotland, with a view to ensuring that all new build meets minimum functional space standards to facilitate the transfer of properties to Registered Social Landlords.		For Chorley: Corporate Director (Business)	
18. Investigations be undertaken with the Homes and Communities Agency with a view to differential weighting of the various criteria contained within the Design and Quality Strategy and Standards to allow existing private housing stock being brought into the supply of affordable housing.		For Chorley: Corporate Director (Business)	See Recommendation 21 and HCA response
19. Local authorities to meet with RSL partners to discuss and agree an acceptable formula for pepper potting affordable housing within developments.		Housing Affordable Housing Officer. Head of Planning	<p><u>In Chorley Current Position:</u> Discussions currently take place between AHO, RSL & Developer on a site by site basis to ensure viability & meet strategic objectives.</p> <p>Any formal Consultation on acceptable formula should involve AHO.</p> <p>Planning Policy Managers have been made aware of this.</p>

<p>20. The Code for Sustainable Homes be met in full in all new developments.</p>		<p>In Chorley: Affordable Housing Officer. Head of Planning</p>	
<p>21. The Homes and Communities Agency be invited to discuss matters of mutual interest relating to the provision of additional affordable housing, in particular</p> <ul style="list-style-type: none"> • Increasing grant rates to Registered Social Landlords • Relaxing design standards to enable private developments to be acquired for social housing • Funding to bring empty properties back into use as social rented units • Release of HCA landholdings in Central Lancashire at nil/minimal cost to Registered Social Landlords 			<p>Letter sent to HCA raising the issues.</p> <p>Response appended to draft report.</p>
<p>22. The above invitation be extended to an appropriate minister in the Department for Communities and Local Government.</p>			



Report of	Meeting	Date
Corporate Director (Business)	Overview and Scrutiny	29/10/2009

BUSINESS IMPROVEMENT PLAN MONITORING STATEMENT – BUSINESS DIRECTORATE

PURPOSE OF REPORT

- To report progress against the key actions and performance indicators in the Business Directorate Business Improvement Plan for 2009/2010

RECOMMENDATION(S)

- To note the report.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- Business Plan Monitoring Statements form an important part of the Council Performance Management Framework and Business Planning Process. The statement gives the Overview and Scrutiny Committee the opportunity to monitor the successful implementation of Business Improvement Plans.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- N/A

CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region		Develop local solutions to climate change.	
Improving equality of opportunity and life chances		Develop the Character and feel of Chorley as a good place to live	
Involving people in their communities		Ensure Chorley Borough Council is a performing organization	

BACKGROUND

- The Business Plan Monitoring Statement reports progress against the key actions and performance indicators included in the 2009/10 Business Improvement Plan for the directorate. The report covers the period 1st July to 30th September 2009.

KEY MESSAGES

- The Directorate continues to play an important role in responding to the economic recession and ensuring that the area is ready to respond when there is an upturn. Initiatives include working with Business Link to look at providing additional support to Chorley businesses and supporting the Central Lancashire Business Network Event held in September.



8. On the development front Chorley continues to buck the national trend with planning applications down 20% compared with 46% nationally. This is reflected in income from planning applications which is up £95,000 compared with this time last year. This is partly due to a number of large applications which have been submitted.
9. The Strategic Housing Function continues to move forward with improvements to Cotswold House. In addition the use of temporary accommodation for homeless households is down to 9 households exceeding the target of 13.

KEY SUCCESSES

10. Planning

- Buckshaw Village – The Community Infrastructure Levy bid for funding for Buckshaw Station was granted and the project is due to go out to tender at the end of the year with a view that the station will be open in the new year 2011.
- Growth Point – the Central Lancashire and Blackpool Growth Point initiative has been agreed by all partners.
- Multi-Area Agreement – a draft MAA has been drawn up by the 5 authorities in Central Lancashire and submitted to CLG.
- Community Survey and Citizens Panel Survey for Core Strategy undertaken.

11. Economic Development

- **Town Centre Development** - positive news was received about the forthcoming proposal at the former QS Fashions store at the junction of Pall Mall, Bolton Street and Market Street for a 43,000sqft 24hr Asda superstore. The development will include car parking for 440 vehicles as well as plans for a café, petrol station and public arts area. As part of the scheme, Market Street will also be revamped with feature planters, benches, trees and new paving. The development will create 440 new jobs, and the Council is working with Asda to provide jobs to local people via our Chorley Employment Charter. By regenerating land at this important junction and the southern end of Market Street will help to deliver our Town Centre Strategy. The proposal will be out to consultation during October 2009 and a formal planning application is expected to be submitted before the end of the year.
- **Market Refurbishment** - £330,000 capital investment into the covered market is now complete and the scheme was formally launched in September 2009. Positive feedback has been received from traders whilst occupancy rates now stand at just under 90%.
- **Economic Downtown** – Chorley Council has been working in partnership with Business Link to look at providing additional support to Chorley businesses during the economic downturn. An analysis of data from Experian was considered by the Economic Regeneration Group, and provided a “picture” of the impact the recession is having on Chorley businesses. A jointly branded campaign is now to be undertaken targeting businesses identified as “above average” and “high risk”. A special page will be placed on the Business Link web site to support the campaign with information on Chorley support for businesses.
- **Redundancy Task Force** – Comprehensive multi-agency support has been provided to the 150 people made redundant at Wolseley; which led to 50% of beneficiaries achieving routes to work and avoiding sign on to benefits.
- **New Business Start Up** – Business Venture Group have been successful in a lengthy procurement process to provide the new business start up service in Central Lancashire. The service will support those considering self-employment and will target regional priorities of women, ethnic minority, social enterprise and disabled as well as local priorities of 50+, ex-offenders out of work benefit claimants and those under notice of redundancy.

- The Central Lancashire Business Network Event held in September with nearly 200 people attending making it the best attendance record. Organised in partnership with Chorley Council, Bill Beaumont, Bill Beaumont Textiles, provided the keynote speech on surviving the economic downturn and growing.

12. Strategic Housing

- Improvements to Cotswold Supported Housing are ongoing and Phase 3 includes the zoning off of areas to separate families and singles, creating a second lounge for single people, upgrading the family lounge with glass partition for privacy, new training kitchen to provide cooking sessions etc, new double doors to access back Garden, and a new soundproof interview room. We are planning to roll out a new direct referral procedure, which will enable agencies to refer customers to the hostel, subject to certain conditions being met.
- The use of temporary accommodation for homeless households in accordance with the NI156 is down to 9 households and therefore we have exceeded our target of 13.
- The review of the Home Improvement Agency is underway and a report will be presented to Executive Cabinet in December 2009 including officer recommendations.
- The new Chorley Allocations Policy was approved by members and is now being rolled out.
- The Private Sector Stock Condition Survey has been tendered and it is envisaged consultants will be commissioned shortly. The report, which will inform us of private sector housing issues and identify areas in need of policy interventions, will be published in Spring 2010.
- We have delivered 72 Disabled Facilities Grants DFG, 50 Home Repair Grants and 579 Energy Grants
- We have handled 28 cases of mortgage advice in the first two quarters and 19 cases involving possession proceedings. These have increased significantly as a result of the new Specialist Housing Advisor being in post.
- During the two quarters 163 Preventions of Homelessness were achieved and 20 Rental Bonds issued

13 **Key Actions Within Timescale**

The following key actions in the Business Improvement Plan have been completed according to the timescale:

- Develop a green travel plan for staff
- Local Development Framework Core Strategy
- Deliver the redundancy support project
- Work with partners to make sites available for the development of affordable housing

Various tasks within the Town Centre Audit and Urban Design Strategy including the completion of the Covered Market scheme, the commissioning of the flatiron improvement scheme design project, and the drafting of an improvement scheme for Market Street in association with the development of the QS fashions site.

In accordance with the Heritage and Conservation Strategy Strategy, work has begun on Abbey Village and Brindle Conservation Area Reviews.

14. **ACTIONS BEHIND SCHEDULE**

None

15. SERVICE LEVEL BUDGET MONITORING 2009/2010

BUSINESS DIRECTORATE		
Sept 2009	£'000	£'000
ORIGINAL CASH BUDGET		926
Add Adjustments for in year cash movements		
Virements to/from other Services:		
Slippage-£6k of original £10k re LSP and £6.6K for Strategic Housing Consultancy	13	£6k of original £10k re LSP and £6.6K for Strategic Housing Consultancy
Transfer from Reserves	39	see sheet one please
Landscape Project Fees re Town Centre Improvements (Flat Iron)	15	see two one please
Virement to Neighbourhoods re Booths Bus Shelter	(3)	
Virement to People re Grants To Groundwork Trust	(28)	
ADJUSTED CASH BUDGET	962	
Less Corporate Savings:		
2% saving on pay award	(30)	
Vacancy saving	(20)	
CURRENT CASH BUDGET	912	
FORECAST		
EXPENDITURE		
>Staff Savings	(91)	
>Agency Staff	55	
>Markets - Refuse Collection	5	Increased cost of Savills refuse contract
>Markets - Electricity	10	
>Bed & Breakfast, Unsubstantiated CCH Invoice	(12)	CCH unable to produce copy B&B invoices.
>SP Grant - Home Repair Assistance - Energy	7	
>Potential Award of Costs - 605 Preston Rd - Wainhomes	18	
>Potential Award of Costs-Crows Nest Cottages, Mawdesley	10	
>Car Allowances	(5)	
Expenditure under (-) or over (+) current cash budget	(3)	
INCOME		
>Potential credit to Market traders during work to Markets Bt	10	To compensate stall holders for disruption during market works.
>Planning Application Income	(137)	
>Building Control Income	126	Anticipated shortfall on income
>Land Charges	1	
>Pre Planning Application Advice Income - (12 months)	5	
>Shared Costs - Enforcement Officer (12 months)	23	Budgeted shared cost of Enforcement Officer with SRBC unlikely.
>Cotswold House - Voids	20	
>House Renovation Grant Subsidy	1	
>Local Area Agreement Grant	(11)	
Income under (+) over (-) achieved	39	
FORECAST CASH OUTFURN 2009/2010	948	
Key Assumptions		
<u>Staff Assumptions</u>		
>Planning Assistant, assumed vacant post will not be filled until Sept 09		
>Head of Planning, assume vacant post will not be filled until Oct 09.		
>Business Support Officer, assumed vacant post will not be filled until Nov 09		
>Building Control Officer, assume vacant post will not be filled this financial year.		
>Economics Development Officer, assume vacant post will not be filled until Dec 09		
>Markets stall rental income to achieve income budget		
>Assume Planning Application income will average £32.5k per month for the remainder of the financial year.		
>Assume Building Control income will average £15k per month for the remainder of the financial year.		
>Assume Cotswold will fully utilise Agency Budget		
>Assume use of Urban Vision for Planning Applications to finish 1st December		
>Revenue Recharges to Capital Schemes will be achieved		
Key Issues/Variables		
>Potential Award of Costs - 605 Preston Rd - Wainhomes, this could increase if CBC loose the appeal.		
Key Actions		
>Implement shared Planning Enforcement Service with South Ribble BC.		
>Implement Pre Planning Application Advice charges.		
>Invoice BAE Systems for the consultancy fees of £37,147 CBC have incurred for Planning Advice regarding Buckshaw Village		
Notes		
Advice relating to group 1 Buckshaw Village	£5,352.25	5020/40077
Markets Electricity	£10,000	5120/20013
Agency Staff		

PERFORMANCE INDICATORS

16.

Indicator Description	Target 2009/10	Target Quarter Two	Quarter Two Performance
NI 157a Processing of “major” planning applications	81%	81%	90.91%
NI 157b Processing of “minor” planning applications	82.5%	82.5%	82.83%
NI 157c Processing of “other” planning applications	92%	92%	94.10%
% undisputed invoices processed within 30 days	97.5%	97.5%	97.01%
% of Local Land Charges responses (CON29) within 10 working days	90%	90%	94.63%

EQUALITY AND DIVERSITY UPDATE

17. Nothing new.

RISK MANAGEMENT UPDATE

18. The Directorates service risk assessment is reviewed at regular Directorate Management Team meetings. No changes are required and, to date, the risks identified have not been realised.

VALUE FOR MONEY / EFFICIENCIES UPDATE

19. The Business Directorate restructure proposals following the Value for Money exercise have now been implemented and a Business Transformation Action Plan has been developed. A key project is reviewing the Business Support Team to ensure that they provide the right support for the Directorate as a whole.

20. Implementing Business Transformation Action Plan.

**JANE MEEK
CORPORATE DIRECTOR BUSINESS**

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Jane Meek	5285	19/10/09	

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Report of	Meeting	Date
Corporate Director (Neighbourhoods)	Overview and Scrutiny Committee	9 November 2009

BUSINESS IMPROVEMENT PLAN MONITORING STATEMENT – NEIGHBOURHOODS DIRECTORATE

PURPOSE OF REPORT

1. To report progress against the key actions and performance indicators in the Neighbourhoods Business Improvement Plan 2009/10 for the second quarter – 1 July to 30 September 2009.

RECOMMENDATION(S)

2. To note the report.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

3. Business Plan monitoring statements form an important part of the Council’s Performance Management Framework and Business Planning Process. The statement gives the Overview and Scrutiny Committee the opportunity to monitor the successful implementation of Business Improvement Plans.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. N/A

CORPORATE PRIORITIES

5. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region		Develop local solutions to climate change.	
Improving equality of opportunity and life chances	✓	Develop the Character and feel of Chorley as a good place to live	✓
Involving people in their communities	✓	Ensure Chorley Borough Council is a performing organization	✓

BACKGROUND

6. The Business Plan monitoring statement reports progress against the key actions and performance indicators included in the 2009/10 Business Improvement Plan for the directorate. The report covers the period 1 July to 30 September 2009.



KEY MESSAGES

7. The Directorate has successfully delivered the following:

ENVIRONMENT/BUSINESS PROCESS

- Implementation of approved re-structure and re-location of the licensing function within the enforcement and business process functions to integrate the Council's licensing service within the Neighbourhoods Directorate.
- Regulatory services undertook a self-assessment and peer challenge review under the direction of LACORs, IDeA and LBRO. An action plan has been developed and agreed to implement service improvements to our public protection and enforcement work. This plan is being monitored within the directorate's performance challenge group.
- Completion of 20 week 'Dog Fouling Campaign' – determined in consultation with ward councillors and 23 fixed penalty notices issued.
- Since commencement of the programme, 38 Chorley families have now been engaged through the Families First intervention programme.
- Appointment of a joint Crime and Disorder Reduction Manager between Chorley Council and South Ribble Borough Council.

STREET SERVICES

- North West in Bloom - Chorley Council has been invited to attend the awards ceremony on the 23rd October. Early indications are that the Council has been placed within the top three again. This is as a result of all the hard work that has gone into the bedding, planters and displays earlier this year and is a credit to the team.
- Work is underway with Lancashire County Council with a view to assisting them with enforcement of highway issues. This is being raised during discussions as part of the Highways Scrutiny Inquiry. This should see the Neighbourhood Officers being able to respond to issues which were previously the sole responsibility of the County Council, with the intention of improving the levels of service on-site as officers can deal with a wider range of issues in a more co-ordinated and timely manner.

NEIGHBOURHOOD WORKING

- Withnell Fold Memorial Garden – as a project within the Eastern Parishes Neighbourhood Plan, remedial works and planting has been completed in partnership with residents, Groundwork, Withnell PC and Hillside Youth Club, funded through Chorley Partnership and Chorley Council.
- 6 drop in sessions and 2 postal contacts for residents in smaller settlements in the Neighbourhood Areas.
- Ulnes Walton residents' survey and Community Action event July
- Healey Nab partnership day September
- Two North West Chorley partnership drop in sessions September
- Seven Neighbourhood Action Plan sign-up sessions with Council Members and proposals for allocation of Neighbourhood Working 'pump priming' budget to Action Plan projects.
- Commenced seven Neighbourhood Area tours led by Council Members, with partner agencies.

8. The following key objectives have been met as per the Neighbourhood Directorate Business Improvement Plan:

- Depot reconfiguration has been completed with a rationalisation of arrangements for waste disposal from the depot and utilising revised contracted skip hire.
- Revised contract arrangements, with successful implementation, for off-street parking enforcement arrangements following the end of the Parkwise arrangements with Lancashire County Council.

9. There are currently no key objectives behind schedule.

10. SERVICE LEVEL BUDGET MONITORING 2008/2009

SERVICE LEVEL BUDGET MONITORING 2009/2010		
NEIGHBOURHOODS DIRECTORATE		
SEPT 2009	£'000	£'000
ORIGINAL CASH BUDGET		4,800
Add Adjustments for In year cash movements		
Virements to/from other Services:		
Transfer of Licensing function from Corporate Governance		10
Booths bus shelter		3
Transfer from People - HLF funding for agreed prog. of maintenance in Astley Park		45
Transfer to Grounds Maintenance Reserves		(10)
ADJUSTED CASH BUDGET		4,848
Less Corporate Savings:		
- Staffing		
2% saving on pay award		(36)
CURRENT CASH BUDGET		4,812
FORECAST		
EXPENDITURE		
Additional Staffing Savings	(14)	
Car Allowances	(13)	
Utilities	(10)	
Fixtures & Fittings	4	
Signs	(3)	
Fuel	3	
Phones	3	
Lease/Hire	(5)	
Other Minor Variances	7	
Expenditure under (-) or over + current cash budget		(28)
INCOME		
Off-Street Parking Fees	85	
Off-Street Parking Permits	21	
LCC Cost Share	(26)	
LCC Sheltered Placement	3	
Sale of Plant & Vehicles	(8)	
Recoverable costs	(6)	
Other Minor Variances	(6)	
Income under +/- over (-) achieved		63
FORECAST CASH OUTTURN 2009/2010		4,847

Key Assumptions

Staffing:

£45k budget for Astley Park Maintenance will be used to offset overspend on Streetscene staff.

Temporary Neighbourhood Officer will be taken on for period 01/10/09 to 31/01/10.

Temporary Environmental Health Officer post is no longer needed.

No new car leases will be taken out, all current ones will be renewed under the same terms.

Any remaining overtime will be fully spent on Streetscene Delivery Teams & Neighbourhoods Officers for 'Bright Sparks'

Standby Allowance will continue to be paid at current rates (there is no budget)

Redundancy payments will be met from revenue (application to capitalise will be made)

Other:

Diesel – it is assumed usage along the same lines as last year and that prices will remain as per current.

Minor savings are anticipated from the renegotiated contract for vandalism repairs.

Key Issues/Variables

Car parking income is affected by economic factors such as a reduction in the amount of shoppers and also as residents take advantage of concessionary travel.

Key Actions

Budgets to monitor closely as possible areas of over spend of expenditure/under achievement of income

Off Street Parking Fees Income.

Off Street Parking Permits Income.

Vehicle Maintenance

Skips

Purchase of Tools & Equipment

Impounded dog costs

Wheeled Bins (income) - subject to movement in housing market

PERFORMANCE INDICATORS

11. The table below outlines the performance against target for the directorate's key performance indicators at the end of the first quarter.

Indicator Description	Target 2009/10	Target Quarter Two	Quarter Two Performance
NI 16 Serious acquisitive crime	1.0% reduction over three years	4 per 1,000 population	3.44 per 1,000 population
NI 20 Assault with injury crime rate	3.0% reduction over two years	2.91 per 1,000 population	2.83 per 1,000 population
CS 5.4.3 Overall crime	3.0% reduction by March 2010	28.56 per 1,000 population	29.47 per 1,000 population
NI 182 Satisfaction of Business with local regulatory services	90%	90%	90.8%
NI 184 % Food Establishments broadly compliant with food safety law	95%	95%	95.25%
NI 192 % Waste recycled/ composted	50%	50%	51%
% Flytipping removed within 2 WD	75%	75%	87%
% Racist/offensive graffiti removed within 2 WD	100%	100%	100%
% Graffiti removed within 28 WD	100%	100%	100%
% Abandoned vehicles investigated within 24 hours of report	100%	100%	100%
% Abandoned vehicles removed within 24 hours of notice expiry	85%	85%	90%

12. Overall, this shows good performance with no cause for concern. The overall crime figure for Q2 indicates a 3% underperformance but this result, in the context of the Council's LAA

performance, is satisfactory. The service is performing within upper quartile in comparison with family grouping.

EQUALITY AND DIVERSITY UPDATE

- 13. We continue to monitor the impact of our service delivery through customer feedback questionnaires.

RISK MANAGEMENT UPDATE

- 14. The Directorates service risk assessment is reviewed at regular Directorate Management Team meetings. No changes are required and, to date, the risks identified have not been realised.

VALUE FOR MONEY / EFFICIENCIES UPDATE

- 15. The efficiencies identified as part of the Directorate Value for Money Review form part of an overall 'Transformation Action Plan' which is being implemented and will continue throughout this financial year.
- 16. A number of notable achievements of the Transformation Action Plan include completion of a workforce skills audit and developing development plan.

**ISHBEL MURRAY
CORPORATE DIRECTOR (NEIGHBOURHOODS)**

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Simon Clark	5732	12 October 2009	V:\Business Plans\09-10\ BIP Monitoring Statement Q2.doc

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Report of	Meeting	Date
Corporate Director (People)	Overview and Scrutiny	09/11/09

BUSINESS IMPROVEMENT PLAN MONITORING STATEMENT – PEOPLE DIRECTORATE

PURPOSE OF REPORT

1. To report progress against the key actions and performance indicators in the People Business Improvement Plan for 2009/2010.

RECOMMENDATION(S)

2. To note the report.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

3. Business Plan Monitoring Statements form an important part of the Council Performance Management Framework and Business Planning Process. The statement gives the Overview and Scrutiny Committee the opportunity to monitor the successful implementation of Business Improvement Plans.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. N/A

CORPORATE PRIORITIES

5. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region		Develop local solutions to climate change.	
Improving equality of opportunity and life chances	✓	Develop the Character and feel of Chorley as a good place to live	
Involving people in their communities		Ensure Chorley Borough Council is a performing organisation	✓

BACKGROUND

6. The Business Plan Monitoring Statement reports progress against the key actions and performance indicators included in the 2009/10 Business Improvement Plan for the People Directorate. The report covers the period 1 July to 30 September 2009.



KEY MESSAGES

7. Reduce carbon footprint Funding has been sourced to install a Combined Heat and Power unit at All Seasons Leisure centre. This will result in a saving of 88 tonnes of CO2 per annum (1,320 tonnes over its 15 year life) Additionally there will be long term energy cost savings, which will be reinvested into direct service delivery. The leisure centres have also replaced their light bulbs with energy saving bulbs and insulated the plant rooms at Brinscall and ASLC which will reduce their carbon output by a further 28 tonnes pa.
8. Deliver 'Get Up and Reach' project Funding for this project has been received from Sport England, Chorley Community Housing, Central Lancashire PCT, and Places for People. This project aims to tackle those not involved in sport, by linking to other opportunities with the key focus on sustaining activity and participation amongst hard to reach groups and in particular those aged 13-14 and above. An advert has been placed for the Inclusion Officer and Street Games Activators, and appointments are expected to be made in November ready for a January start.
9. Deliver 'Active Generation' project A varied programme of activities for the over 50's has started including a pedometer challenge, Tai Chi, gentle exercise, tennis, a bowling festival, and golf and swimming lessons. A funding bid has also been made to the 'Age Unlimited' fund to extend the programme further.
10. Free Swimming programme There have been over 40,000 free swims since the introduction of the scheme. Funding has also been received to put on a number of free swimming lessons for the over 16's. A more detailed analysis of the initiative will be undertaken and reported to Overview and Scrutiny Committee on 30 November 2009.
11. Beginners golf course Plans are being drawn up for the beginners course at Duxbury. Costing and timescales will be agreed within the next period.
12. Increase volunteering opportunities A review and analysis of the current level of volunteering has recently been carried out. An action plan will be finalised during the next period.
13. Astley Park project The £3,000,000 HLF project has now almost come to fruition. There are a few outstanding issues, such as signage and snagging. The landscaping and building works are finalised and the play areas and pets corner are complete. The café, function rooms and exhibition gallery are all fully functional and extremely well used. The walled garden has been the venue for a number of successful outdoor events over the summer which have attracted several thousand extra visitors.' Brothers of Charity' will manage pets corner and opened for the October half term.
14. Integrate Coppull Leisure Centre into Indoor Leisure Contract Legal services are currently preparing the legal paperwork, which has been sent to Active Nation for comment. Lease preparation is underway with Coppull Parish Council.
15. Continue to transfer assets into community management Negotiations are ongoing with potential partners who may have an interest in the future management of the community centres.
16. Funding bid to LCC for children and young people's cultural activities. A proposal for a two year bid is being prepared and a decision is expected in December.
17. Develop allotment provision. The consultation with allotment holders and those people on the waiting list has been completed and is being analysed. The PCT have commissioned Lancashire Wildlife Trust to carry out a 3 year programme of work in relation to community growing. This is being funded by the PCT at £20k a year.

18. Clayton Brook Village Green The play area has been installed and is now the subject of snagging prior to adoption. An opening event is being planned for October.
19. Review borough wide play provision. An audit has been undertaken and consultation has been carried out with Parish Councils. Proposals will be developed in the next quarter to prepare a draft strategy for consultation.
20. Develop New Technology to improve customer satisfaction SMS has been completed and the knowledge base is being developed as part of the proof of concept work.
21. Customer Service Insight and Action Plan This has been assimilated into the Achieving Service Excellence plan and is reported to Transformation Board on a regular basis. There has been an initial meeting with Experian to discuss further use of the Mosaic data.

SERVICE LEVEL BUDGET MONITORING 2009/2010

	£'000	£'000
ORIGINAL CASH BUDGET		2,299
Add Adjustments for In year cash movements		
Virements to/from other Services:		
Grants to Groundwork Trust		28
Astley Park Grounds Maintenance		(45)
Chisnall Lane Land Income Rental		(1)
CRM Revenue contributions to capital scheme		(36)
Use of Earmarked Reserve		
Slippage		
Yarrow Valley Park - Information Leaflets		2
ADJUSTED CASH BUDGET		2,247
Less Corporate Savings:		
2% saving on pay award		(22)
Vacancy saving		(65)
CURRENT CASH BUDGET		2,160
FORECAST		
EXPENDITURE		
>Staff savings	(55)	
>Astley Hall Gas usage	6	
>Car Lease Scheme	(14)	
>CRB Disclosure	(3)	
>Qurius UK Ltd - CRM Support	5	
>Telephony System	16	
>Refuse Costs, Astley Hall/Eaves Green CC	10	
Expenditure under (-) or over (+) current cash budget		(36)
INCOME		
>Chorley Cemetery Rent - Lodge	(4)	
>Astley Park Catering	(5)	
>Shortfall on Revenue Recharges to Capital Schemes	19	
Income under (+)/ over (-) achieved		10
FORECAST CASH OUTTURN 2009/2010		2,135

PERFORMANCE INDICATORS

Indicator Description	Target 2009/10	Target Quarter Two	Quarter Two Performance
Number of children/young people participating in activities organised by the Directorate, eg 'Get Up and Go'	16,000	9,250	9,767
Number of pupils receiving activities in organised school groups	4,200	1,600	1,619
Number of children and young people visiting Council's leisure centres	273,000	136,500	136,880
Visits to Council's leisure centres	805,000	402,500	469,458
Number of visits to Council leisure amenities	1,085,000	542,500	669,063
Customer satisfaction with services received in the Contact Centre	98%	98%	99.3%

EQUALITY AND DIVERSITY UPDATE

22. The actions from our assessments are included in the People Directorate's Business Improvement Plan for 2009/2010 and have been actioned as required throughout the period, for example, improvements to how we capture data about customers and the provision of services for children and young people with disabilities.

RISK MANAGEMENT UPDATE

23. The Directorate's Business Improvement Plan includes risks relating to staffing, efficiency savings, partnership working and health and safety. Measures are in place to manage these risks.

VALUE FOR MONEY / EFFICIENCIES UPDATE

24. We continue to make good progress in our work to transfer community assets into community management. During the last quarter this has included preparatory work for community centres, the Pets Corner in Astley Park and discussions with partners about the transfer of open space for play areas. Our work in Customer Services, for example the Circle of Need project, is also developing our capacity to contribute towards efficiency targets.

**JAMIE CARSON
CORPORATE DIRECTOR (PEOPLE)**

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Jamie Carson	5815	28 October 2009	July to September



Report of	Meeting	Date
Assistant Chief Executive (Policy & Performance)	Overview and Scrutiny	9 November 2009

BUSINESS IMPROVEMENT PLAN MONITORING STATEMENT – POLICY & PERFORMANCE DIRECTORATE

PURPOSE OF REPORT

1. To report progress against the key actions and performance indicators in the Policy & Performance Business Improvement Plan for the second quarter of 2009/2010

RECOMMENDATION(S)

2. To note the report.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

3. Business Plan Monitoring Statements form an important part of the Council Performance Management Framework and Business Planning Process. The statement gives the Overview and Scrutiny Committee the opportunity to monitor the successful implementation of Business Improvement Plans.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. N/A

CORPORATE PRIORITIES

5. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region		Develop local solutions to climate change.	
Improving equality of opportunity and life chances	√	Develop the Character and feel of Chorley as a good place to live	
Involving people in their communities		Ensure Chorley Borough Council is a performing organisation	√

BACKGROUND

6. The Business Plan Monitoring Statement reports progress against the key actions and performance indicators included in the 2009/10 Business Improvement Plan for the directorate. The report covers the period 1st July to 30th September 2009.



KEY MESSAGES

7. During this quarter, the directorate supported the annual refresh of the Council's Corporate Strategy, facilitating away-days with Strategy Group and the Executive Cabinet to identify key projects and revise key measures and targets as appropriate. The Corporate Plan will be debated and agreed at the Special Policy Council on Tuesday 3rd November 2009.
8. During this quarter the third edition of the Chorley Smile magazine for residents was drafted, designed and produced. The magazine provides a guide to what's happening in Chorley up to the end of December including the "Get Up and Go" activities taking place during half term. In addition, we also commissioned and produced the first on-line version of the Chorley Smile magazine which is available through the Council's website. In the first two weeks of October there had been 1500 hits on the magazine page and 150 people have downloaded the magazine.
9. Following on from the Picnic in the Park event last quarter, there has been focused activity across the council led by the Directorate in developing and implementing the Council's major winter event – Chorley's 'Christmas Lights Switch On' which will take place on Saturday, November 28th.
10. During this period, the Directorate worked with Active Nation (formerly CLS) and the People Directorate and secured £45,000 from Foundation (NWDA funds) towards a £126,00 project to purchase and install a Combined Heat and Power system at All Season's Leisure Centre. This will result in 88-99 tonnes of carbon saved per year, plus approximately £27,000 savings per year.
11. During the second quarter we also completed the following actions and milestones contained within our Business Improvement Plan:
 - Training programmes for volunteers and officers covering Grass Roots Grants and the new Awards for All Lottery programme were delivered in July and September and was particularly well received by the public. Grant offers to the Borough continue to rise and the latest position is shown in the performance indicators table later in the report.
 - Since the transfer back to the Council Chorley Council has secured £45,000 over three years from 'Supporting People' to improve services at Cotswold House. In addition the Directorate has worked with staff and residents to establish a constituted residents group, which will further the ethos of 'self help', and open access to funds unavailable to the council. The group's main ambition is to develop the garden space.
 - Working with LCC we finalised the 2nd Locality plan for Chorley which was approved by both the District Council and County Council Cabinets in September. Over the next 12 months the Directorate working with LCC's District Partnership Officer will monitor the delivery of the joint action plan supporting the "together we will" element of the Locality Plan. In addition, we have commenced work with the PCT and LCC to develop a Health Locality Plan with joint actions to improve health outcomes in Chorley (linked to the recently approved Health Inequalities Strategy) by identifying opportunities to work together to address key health issues such as alcohol related harm.
 - The Directorate is progressing the VFM review of Corporate Services. The initial reviews of HR & OD, the Chief Executive's Office, Civic Services and ICT have been completed and approved at the VFM Steering Group. Outcomes from the review of Policy & Performance, Democratic Services and Legal Services will be considered by the VFM Steering Group in the next quarter.
 - Project management training to LSP partners has been implemented this quarter and to further enhance our approach to project monitoring and delivery, work has been undertaken to appraise potential project management collaboration software systems.

- Following recognition of our Beacon success earlier in the year in improving outcomes for people and Places, the Directorate organised and facilitated learning visits from three council's including Sefton MBC, Herefordshire County Council and St Albans District Council. We also compiled a first quarter evaluation report for the IDeA and attended a theme update meeting and Beacon open day at Rotherham MBC, the other winners of the award. During the next quarter work will commence to plan Chorley's Beacon open day scheduled for February 2010.
 - The performance management system has now been developed and went live during this quarter. A link to the new system has been placed on the performance management section on the loop which also includes step by step instructions on how to use the system. Work will continue to develop the reporting modules and eliminate any final bugs before finalising the system.
 - In addition to handling media enquiries, producing press releases, issuing e news and views and producing and distributing the quarterly external documents and newsletters e.g Talk of the Town we also drafted, designed and produced the 2009 Chorley in Bloom brochure; designed and produced new signage for Cotswold Supported Housing and for Adlington and Chorley Cemeteries. The Directorate also supported the launch of the Council's new off-street parking scheme and supported and promoted the announcement of plans to develop a new Asda store in Chorley town centre.
 - The Directorate continued to co-ordinate Chorley's response to the emerging CAA judgement for Lancashire including on-going reporting against Chorley LSPs delivery against the LAA targets for Lancashire.
 - LSP projects for 2009/10 were finalised and a project management framework put in place to monitor progress of each project. In addition, following LSP support last year the Directorate supported the launch of the Chorley Community Network, which is an on-line resource found on the Chorley Partnership Website. The purpose of the network is to support and increase voluntary activity and to promote the benefits of volunteering to the wider community. The website provides information on the voluntary, community and faith organisations in the community and how to access the services and activities they offer.
 - Finally, as outlined in the last monitoring statement, following a slight delay, the Council's Climate Change Action Plan has now been reviewed and an update provided to Executive Cabinet In September. Work is on track to refresh the action plan and in particular undertake a comprehensive risk assessment for service vulnerability to weather and climate both now and in the future to ensure we achieve level 2 under NI 188 planning for climate change by March 2010.
14. There is one action within the plan which has been delayed this quarter. The involved preparing for an IDeA Peer Review of the LSP which was provisionally scheduled for November 2009. However, due to limited piloting of the new Peer review methodology and availability of suitable peers, the Peer Review has now been rescheduled for March 2010. Therefore the preparation for the review namely the drafting of the self-assessment will now take place during the third quarter of 2009/10.

15. SERVICE LEVEL BUDGET MONITORING 2008/2009

SERVICE LEVEL BUDGET MONITORING 2009/2010**POLICY & PERFORMANCE****SEPTEMBER 2009**

£'000 £'000

ORIGINAL CASH BUDGET

769

Add Adjustments for In year cash movements

Virements to/from other Services:

Approved Slippage from 2008/09:

Income generated for Chorley Big Picnic	12
CIPFA Corporate Services VFM Review	5
Printing of Chorley Visitor Guide	4
Tuition Fees - Warwick Business School	4
IDEA Inspection	3
LSP Groundwork Projects	3
Tuition Fees - Charity Resource Management	2

33

ADJUSTED CASH BUDGET

802

Less Corporate Savings:

Staffing:

2% saving on pay award

(8)

Vacancy savings

(35)

CURRENT CASH BUDGET

759

FORECAST**EXPENDITURE**

Staffing (3)

Expenditure under (-) or over (+) current cash budget (3)**INCOME****Income under (+)/ over (-) achieved**

-

FORECAST CASH OUTTURN 2009/2010

756

Key Assumptions

Assumed 1% pay award for 2009/10

Key Issues/Variables

Staffing Savings:

Performance Advisor on maternity leave.

Vacant Research Officer post for 2 months.

PERFORMANCE INDICATORS

Indicator Description	Actual Perf 08/09	Target 09/10	Qtr2 Performance 09/10
Sickness absence (Lower better)	1.11 fte days	7.24 fte days	0 fte days
% of undisputed invoices processed within 30 days (Higher better)	99.46o%	97.5%	100%
Recorded value of grant offers (£s) in the borough.	£786,400	£750,000	£686,316

EQUALITY AND DIVERSITY UPDATE

- 16. During this quarter the 12-month review of the Equality Forum was carried out with Forum members and actions for improvement commenced. Overall, the feedback on the Equality Forum was very positive. The few actions include limiting the number of consultation presentations at the start of the meeting to two; moving the valued network break from the middle of the meeting to the end of the meeting; developing a short action plan for the Forum arising mainly from the recommendations from the Task and Finish Groups and improving representation at the Forum from young people and the BME and faith communities.
- 17. The Directorate also supported the Equality Impact Assessments carried out on Cotswold House following transfer back to the Council in June and the revised Housing Allocations Policy approved by Executive Cabinet in early October.

RISK MANAGEMENT UPDATE

- 17. All risks were managed in line with the planned actions and have not been an issue.

VALUE FOR MONEY / EFFICIENCIES UPDATE

- 18. The replacement for Performance Plus is on track and will deliver planned savings of £6k.

LESLEY-ANN FENTON
ASSISTANT CHIEF EXECUTIVE (POLICY & PERFORMANCE)

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Lesley-Ann Fenton	5323	26 th October 2009	***

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Report of	Meeting	Date
Assistant Chief Executive (Business Transformation) (Introduced by the Executive Member (Resources))	Executive Cabinet	25 June 2009

2008/09 YEAR END PROGRESS REPORT ON THE PERFORMANCE OF KEY PARTNERSHIPS

PURPOSE OF REPORT

1. To provide Members with a corporate update on the performance of the Council's key partnership arrangements during 2008/09.

RECOMMENDATION(S)

2. That the report be noted.
3. That the Corporate Director (People) in conjunction with Financial Services continues to closely monitor and manage the risks arising from the trading position of CLS.
4. That Financial Services identify and evaluate alternative solutions to monitor and reassess financial strength of key partners using recent, relevant information as opposed to last published financial accounts.

EXECUTIVE SUMMARY OF REPORT

5. This Key Partnerships Performance Report is produced in accordance with the requirements of the Council's Framework for Partnership Working. It informs Members of:
 - a) The performance of the Council's Key Partnerships against targets set for the current year;
 - b) An assessment of Key Partners financial strength and stability;
 - c) The outcome of the first round of Equality monitoring as part of the key partnerships contract management process.
 - d) An update to the Framework to more clearly capture the requirement regarding partner's business continuity arrangements
6. The following performance or risk issues have been identified and are drawn to Members' attention:
 - The focus on the transfer of Cotswold House back to the council has delayed progress on the review and implementation of effective contract monitoring systems and governance arrangements and this target has now slipped to 2009/10. Additionally, the Overview and Scrutiny Task Group published their report on the delivery of the "service promises" under this partnership in November 2008. The report includes 13 recommendations.

- The current arrangement with Anchor Staying Put – South Lancashire was due to expire March 2009. This arrangement has now been extended to February 2010 in order to allow for effective options appraisal with LCC Supporting People.
- The Bolton Health & Safety partnership expired 31.3.09. This has now been replaced with a new partnership with Preston CC.
- Concerns about the development of the Northgate Front Office CRM product have led to a decision to opt out of the use of this product and procure an alternative, whilst remaining committed to the principles of the Lancashire Contact Centre Partnership. An exit strategy is also being considered from the Macfarlane ACD system.
- The Glendale partnership has delayed the construction of the beginners golf course to Autumn 09 in order to minimise user complaints.
- The previous waste contract expired 31.3.09 and a new improved waste service with the same provider (Veolia) commenced 1.4.09.
- The Parkwise Partnership term is due to expire 5.9.09. Team Lancashire and LCC have both invited tenders for new arrangements available to the Council. The various options and tenders received will be evaluated in time for new arrangements to commence in September 09 on expiry of the current arrangements.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

7. To keep Members informed of the performance of Key Partnerships and to ensure effective management of the Council’s partnership arrangements.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

8. None

CORPORATE PRIORITIES

9. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region	✓	Develop local solutions to climate change.	✓
Improving equality of opportunity and life chances	✓	Develop the Character and feel of Chorley as a good place to live	✓
Involving people in their communities	✓	Ensure Chorley Borough Council is a performing organization	✓

BACKGROUND

10. The Council’s Framework for Partnership Working sets out a range of controls and measures to ensure the success of partnership arrangements and the achievement of the Council’s strategic objectives. Regular reporting on the performance of Key Partnerships is a requirement of this framework.

11. The Framework was updated earlier this year to more clearly incorporate the need for contract managers to ensure that effective, relevant business continuity arrangements are maintained throughout the life of the partnership and to note the change from Bolton to Preston CC for the health & safety partnership.
12. This year-end Partnership report brings together and summarises the performance to date of the Council's Partnerships against the key targets and tasks required to be achieved for the financial year 2008/09.

KEY PARTNERSHIPS PERFORMANCE

13. A summary of the Council's key partnership arrangements including their value, organisations involved, main objectives and progress achieved to date against targets for 2008/2009 financial year is included at Appendix 1. A brief overview and summary of each partnership's performance is detailed below:
14. CCH (Chorley Community Housing)

The Chorley Community Housing (CCH) partnership includes a number of key promises which were agreed as part of the stock transfer. Delivery of these 'tenants promises', which fall under the 6 themes listed below, is tracked by CCH and reported to the CCH Board quarterly. The monitoring report provided at year end (See Appendix 3) reported all 6 themes as being on target.

 - Theme 1: Delivery of Home re-improvements
 - Theme 2: Service Improvement
 - Theme 3: Affordable Rents
 - Theme 4: Tenant Involvement in Decision Making
 - Theme 5: Regeneration
 - Theme 6: Delivering Sustainable Communities
15. The CCH partnership was subject to a scrutiny review late 2008 to investigate and evidence that the service promises made by Chorley Council and provided under contract by Chorley Community Housing are being effectively delivered to tenants. The review focussed on the delivery of home improvements, service improvement, tenant involvement in decision making and regeneration.
16. The Overview and Scrutiny Task Group published their report in November 2008. The report made 13 recommendations including a requirement for CCH to provide updates on the business plan, the provision of an updated staffing plan from CCH to the Council, collection of tenant satisfaction surveys and to support the Council's Neighbourhood Working arrangements. The Corporate Director (Business) has considered the report and will submit a response accordingly.
17. A key task for the CCH partnership in 2008/09 was to develop and implement effective contract monitoring and governance systems. Progress on this area has slipped and the target moved to 2009/10 due to the heavy focus on the transfer of Cotswold House back to the Council.
18. Cotswold House officially transferred back to the Council on 1st June 2009. The new service will be staffed by a full new team to include a full time manager, two full time support workers and two part time support workers. The service will operate 24 hours a day and include a new night time concierge service. Plans are currently underway for a new £1.3million refurbishment of the facility and immediate plans include full redecoration to every residents room with new furniture and carpets, new industrial laundry equipment, new cots and highchairs, new payphone, new reception area and life skills employment and

education service. Additionally every resident will be allocated a named key worker who will meet with them at least once a week to address any support needs.

Anchor Staying Put – South Lancashire

19. This agency delivers a range of functions related to the health and well being of people, including area improvement, small repair grants, disabled facilities grants, home energy efficiency grants and other initiatives such as crime prevention.
20. LCC Supporting People took the lead on the initial procurement of this contract on behalf of the partners involved and, with the agreement of those partners, have now extended the current arrangements with Anchor Staying Put until February 2010, in order to allow for effective options appraisal prior to expiry of the contract.
21. The Anchor scheme is now being advertised through Chorley to promote the scheme and achieve maximum awareness. There is a small underspend for the partnership in 2009/10 but this is due to a delay in completion and payment of commissioned works rather than a demand issue.
22. The existing arrangements do not meet all of the requirements contained within the Framework for Partnership Working. The new arrangements will however, be reviewed alongside the Framework to ensure appropriate controls are put in place.

Bolton MBC Health & Safety Partnership (Preston CC from 1.4.09)

23. The responsibility for this partnership transferred from the Finance Directorate to HR & OD in November 2008. The partnership with Bolton MBC achieved the 90% target for delivery of the annual inspection programme and no significant issues of under performance have been highlighted.
24. The Bolton MBC Health & Safety Partnership expired 31.3.09 and a new arrangement commenced with Preston CC with effect from 1.4.09. The new arrangement is working well and provides for additional support and deliverables, with Preston CC currently providing a minimum of two half days per week on site at Chorley.

Lancashire Contact Centre Partnership

25. There were some major changes to this partnership during 2008-09 as a result of Chorley pursuing an exit strategy in respect of the CRM aspect of the Partnership. An alternative product was procured and went live 1st April 2009. The decision to opt out of the Northgate front office CRM solution was reported in the mid term Key partnerships monitoring report in December 08 due to concerns over the development of this product. The Council still however, maintains a commitment to the other areas of joint working and shared service delivery within this partnership including access to shared information and the face-to-face channel.
26. There are operational issues with the Macfarlane ACD system including the reporting functionality and the procedure for logging calls and we are now considering an exit strategy from this system.
27. We are currently in negotiation with LCC regarding payment of the annual inter authority contribution and hope to reach agreement on this issue in 2009/10

Community Leisure Services (CLS)

28. This partnership successfully delivered the £0.55m refurbishment works to Clayton Green Sports Centre and Brinscall swimming pool on time and to budget.
29. The free swimming initiative has been introduced for over 60's and under 16's within budget, and has proved very popular.
30. External funding to the value of approximately £100,000 has been secured to start up a number of projects/initiatives including Saturday Night Alive activities for teenagers, free swimming lessons for adults, activities for teenagers at Coppull and Clayton, outdoor, environmental garden at All Seasons Leisure Centre and a combined heat and power unit at All Seasons Leisure Centre.

Glendale

31. The construction of the beginners golf course originally planned to commence Spring 09 has been delayed in order to minimise complaints by users of the course. Golfers have already gone through a period of disruption due to the building of the new clubhouse, and it was felt that further works should be left until the winter months. Plans are now underway to start this work late Autumn, and, in the meantime, a small course has been laid out on the practice area for beginners use. A new golf professional has recently been appointed and is working with the Sports Development and Active Generative Officers to encourage more children, young people, women and elderly to take up golf. No other budget or performance issues have been identified with this partnership.

Chorley Local Strategic partnership (LSP)

32. The LSP works on a multi agency basis with public, private and voluntary sector partners, under the banner of the "Chorley Partnership" in co-ordinating a local approach to improving outcomes for local people, and, in particular, in delivering Chorley's Community Strategy and Local Area Agreement.
33. Eleven new projects were selected for 2008/09 at the LSP Executive Meeting in April 2008 and all are now completed or on track to be completed soon.
34. The two-year vulnerable households project, which runs in conjunction with the South Ribble LSP, has now been re-branded the "Families First" project. This is progressing well, with a Lead Co-ordinator from NCH now in place to manage the project. Families are being referred to this family intervention project through the Common Assessment Framework, and undertaking a 'Strengthening Families' programme and other targeted interventions to help families with compound problems.
35. In the last year the LSP has led on a number of strategies, including climate change and health inequalities action plans. These are significant pieces of work which will continue to be delivered into 2009/10.

Veolia – Refuse Collection and Recycling

36. This partnership was delivered to budget and achieved a recycling rate of over 47% against a target of 47%, with a reduction in missed collections to below 75 per 100,000 collections. This contract expired 31.3.09, but as Veolia were successful in the procurement process for the new waste partnership, this provided a seamless transfer to the new arrangements.

37. The new service, commencing 1.4.09 is supported by a new partnership agreement and underpinned by contractual arrangements. The service has been improved with the introduction of a third wheeled bin to collect co mingled cans plastics and glass and incorporating a pod to collect paper for recycling. In addition the partnership agreed a robust communications plan to roll out the new service which has been very well received. The new service message was communicated in a number of ways including press coverage, web messages and videos posted on 'You Tube'. Veolia have been set challenging targets for service delivery and we are aiming to exceed 50% recycling this year.

Parkwise

38. As a result of the new accounting arrangements reported in the December 2008 report this partnership generated a surplus in 08/09.
39. The Parkwise partnership term is due to expire 5.9.09. LCC have obtained proposals for the new service via a formal tender process and should release these shortly. Additionally Team Lancashire have been considering the various options available for the procurement and delivery of this service and have also invited mini tenders through two established framework routes for comparison purposes. The various options and tenders received will be considered at an evaluation meeting in June and a decision on the way forward made in time for a September 09 start.

Lancashire Waste Partnership

40. The Lancashire Waste Strategy has been subject to a widely consulted review and is currently being ratified by member authorities. The review has resulted in the strategy being extended beyond 2020 with challenging recycling and waste reduction targets to be met. Several partners including Chorley have been piloting kitchen food waste collections and these are currently ongoing and will be evaluated in 2010. The Waste Technology Park programme is on track and the Leyland facility will be commissioned mid 2010, at which point Chorley's entire household waste will be handled and processed through that facility.

Supaclean- Cleaning of Public Conveniences

41. This partnership arrangement for the cleaning of public conveniences continues to meet standards specified. The contract is on budget and no issues of under performance have been identified. Some minor variations have been made to the Specification to take account of the Astley Park development.

FINANCIAL ASSESSMENT

42. Where our key partners are companies, they are assessed for financial stability and strength as and when new company accounts are filed, using independent appraisal reports from N2check Limited, part of the Dun and Bradstreet Group. N2check prepare a Risk Score for each company, which is based on the Bank of England's econometric model of corporate failure and involves 400 separate calculations. N2check claim that their appraisals are 50% more powerful in predicting corporate failure than methods used by other appraisal companies. However, if companies do not file their accounts at Companies House promptly at the end of their financial year, appraisal reports may not reflect changes in the company's financial strength, which may have moved on, since the accounts were produced. Consequently, although this assessment provides some comfort, we need to be mindful that it may not indicate the potential effect of the current economic climate on our partners, and problems could be revealed in the longer run.

- 43. To mitigate the above and provide more reassurance in the current uncertain economic climate, the financial services department are considering alternative solutions to monitor and reassess financial strength of key partners using recent, relevant information and will trial these over the next few months.
- 44. A full copy of the financial assessment carried out for this mid-term report is attached at Appendix 2.
- 45. The financial review in the December 2008 report identified a trading deficit for CLS for the previous two years based on accounts covering the period up to 31 March 2007. Accounts have now been published up to 31 March 2008 which indicate that CLS appear to be slowly making progress in turning this around with a 14% increase in turnover and a small profit in the year ending March 2008. The CLS partnership is now shown to have a low risk score but still has a very low credit rating and the Corporate Director (People) in conjunction with Financial Services should therefore continue to keep a watchful eye and closely monitor this situation.
- 46. The financial assessment has not revealed any further areas of immediate concern, although it is noted that in the case of Veolia and Glendale, the latest filed accounts, at the time of writing this report, are for periods up to 31 December 2007. These companies will be reassessed as soon as new accounts are published later this year.

EQUALITY MONITORING

- 47. The Framework includes a requirement to consider Equality and Diversity principles in the Council’s partnership arrangements, including regular monitoring throughout the partnership term. The first round of key partnerships equality monitoring was completed earlier this year ahead of the level 3 equality assessment and an action plan produced to address any issues. The monitoring identified that CLS did not have a current equality policy in place. The Council has worked with CLS to help them address this issue and CLS are now adopting template policies provided by the Council. Equality will also now be addressed through the CLS joint partnership board to ensure effective monitoring arrangements are put in place and maintained.

IMPLICATIONS OF REPORT

- 48. All Corporate Directors with responsibility for key partnerships have been consulted in the preparation of this report and have provided the performance information included at Appendix 1.
- 49. This report has implications in the following areas and the relevant Corporate Directors’ comments are included.

Finance		Customer Services	
Human Resources		Equality and Diversity	✓
Legal		No significant implications in this area	

COMMENTS OF THE ASSISTANT CHIEF EXECUTIVE (POLICY AND PERFORMANCE)

50. The Partnership framework requires our key partners to adopt good governance arrangements in relation to equality and diversity and, based on the information contained in the report any issues identified in the first round of equality monitoring have been addressed. Once fully progressed, this will strengthen the Council's overall approach to equality and diversity.

GARY HALL
 ASSISTANT CHIEF EXECUTIVE (BUSINESS TRANSFORMATION)

Report Author	Ext	Date	Doc ID
Janet Hinds	5622	28 th May 2009	

Background Papers			
Document	Date	File	Place of Inspection
Framework for Partnership Working	Updated March 2009	Finance Directorate	The Loop, Council website or Union St Offices

THE COUNCIL'S KEY PARTNERSHIP ARRANGEMENTS

Lead Directorate	Partnership Name	Value	Formal Agreement/ Term	Organisations Involved	Objectives of the Partnership	Targets/Outcomes to be achieved in 08/09	Progress on Achievement of Outcomes /Targets at 31.3.09	Comments/Issues at 31.3.09 including whether the contract is on budget/ overspend/underspend	Is the Partnership checked and managed against the controls & values of the Partnership Framework. YES/NO If no, please explain.	Outcomes/Targets to be achieved in 09/10
1 Business	Chorley Community Housing		Yes	Chorley BC, CCH	To deliver the services outlined in the Transfer Agreement, to include the Housing Agency agreement, temporary accommodation services, all parties covenants and scheduled agreements.	1) To develop and implement effective contract monitoring systems and governance arrangements for the partnership. 2) Commission schedule of minor works and clean up of Coiswold House	1) Not complete due to focus on Coiswold Housing transfer and meetings being postponed. To be rescheduled 2009/10 2) Transfer of Coiswold involves refurbishment of the accommodation & transfer slipped into 09/10	No budget	Yes	1) Governance framework to be developed and implemented including terms of reference, contract monitoring and timetable for meetings 2) Programme of outcomes to be agreed
2 Business	Anchor Staying Put - South Lancashire	£500,000 pa	Yes. Current arrangement expires 31.3.09 and is due to be re-tendered.	Anchor Staying Put, CBC & SRBC, Social Services, PCT, LCC	To assist vulnerable households to retain their independence and remain in their own home by the provision of grant funding assistance to eradicate disrepair, improve thermal comfort and carry out adaptations for disability. Small handyperson and security services are also provided.	To work effectively in providing services to vulnerable households. To meet budget expenditure and deliver grants on time. To maximise access and awareness of the service and achieve high standards of customer satisfaction.	Contract extension agreed together with SRBC and LCC until February 2010. Scheme is beginning to be advertised through Chorley to maximise number of households who will be made aware of the scheme. Agreement with SRBC, LCC, PCT to revisit management board arrangements	There is a small underspend showing on both Anchor related projects (DFG approx. £9000 and Home Repair £3000). This, however, is due to a delay in the completion, and therefore payment, of commissioned work and is not a reflection of demand.	No. The management board has recently re-established itself to separate commissioning and operational roles. The new arrangements will be compared with the partnership framework and plans put in place to ensure compliance as appropriate.	To work with LCC to establish Anchor Option Appraisal in line for consideration when the contract expires. o work effectively in providing services to vulnerable households. To meet budget expenditure and access and awareness of the service and achieve high standards of customer satisfaction. To consider and implement the requirements of the Framework for Partnership Working in the new arrangements as appropriate.
3 HR & OD	Bolton MBC Health & Safety Partnership New Contract to commence including increased service levels with Preston CC 1.4.09	£22,000 p.a New contract £32,000p.a.	yes /2 years commencing 1.4.07 New Contract 2 yrs commencing 1.4.09	Chorley BC, Preston CC	To provide a compliant, professional and effective health and safety service to the Council	1) To achieve 90% of the annual audit and inspection programme by the end of the year 2) 95% of service requests to be processed to agreed standards and within the agreed timescales	1) Achieved 2) No formal systems in place to measure this	On budget	Yes	Transfer of Health & Safety contract to Preston City Council, now completed. Robust Audit programme to be implemented commencing with Neighbourhoods Directorate/Coiswold House when transferred from CCH. Necessary remedial action to be provided. 60% of all audits completed 09/10. Improved support for events and activities.

Lead Directorate	Partnership Name	Value	Formal Agreement/Term	Organisations Involved	Objectives of the Partnership	Targets/Outcomes to be achieved in 08/09	Progress on Achievement of Outcomes /Targets at 31.3.09	Comments/Issues at 31.3.09 including whether the contract is on budget/ overspend/underspend	Is the Partnership checked and managed against the controls & values of the Partnership Framework. YES/NO if no, please explain.	Outcomes/Targets to be achieved in 09/10
4 People	Lancashire Contact Centre Partnership	£50k p.a.	Yes	Chorley BC, LCC, Burnley BC, Hyndburn BC, Ribbles Valley BC, Rossendale BC	To procure a shared CRM solution and to explore possibilities for joint working in relation to customer contact.	Key system components fixed. Achieve go live for basic Neighbourhood services followed by all remaining services. Use of NDL for straightforward integration i.e. to Flare. Integration to Civica Payments System. Web services in place for back office use and by third party suppliers. A-Z complete as information database for Neighbourhoods. Agreement and road map in place to port transactional self service processes online.	There were some major changes during 2008/09 as a result of Chorley pursuing an exit strategy in respect of the CRM aspect of the Partnership. An alternative product was procured and went live 1st April 2009. There is still a commitment to the other areas of joint working and shared service delivery including access to shared information and the face-to-face channel.	There are operational issues with the Macfarlane ACD system including the reporting functionality and the procedure for logging calls. These have been documented previously. There are also negotiations currently underway regarding our annual Inter Authority contribution	Yes	A compromise to be reached on the annual contribution in respect of the Partnership arrangement. Also an exit from the Macfarlane ACD system.
5 People	Community Leisure Services	£4.44 million	Yes / 15 yrs (2005 to 2020)	Chorley BC, CLS	The management of the Council's indoor leisure facilities	Continue to meet specification standards and explore opportunities for added value service.	The refurbishment of facilities at CGSC DDA works have been completed at Brinscall swimming pool.	An amendment has been made to the contract to cover the 2 year free swimming initiative.	Yes	Coppull/Brinscall facilities to be added to the CLS contract
6 People	Glendale	£3.27 million	Yes /25 yrs	Chorley BC, Glendale Golf	Management of Duxbury Park Golf Course	Build new beginners golf course	There has been a delay in the construction of the beginners course. Plans are underway to start this in late autumn 09	Within budget	Yes	Complete drainage programme and start beginners course. Contract for the 25 year lease to be finalised
7 P&P	Chorley Local Strategic Partnership (LSP)	£335,000 of which £85,000 is a contribution from the Council	No, but protocol approved by LSP Executive (No term but current Partnership Strategy goes up to 2025)	Significant number from Public, Private, Voluntary, Community and Faith Sectors	To work on a multi agency basis with public, private and voluntary sector partners, under the banner of the "Chorley Partnership" in co-ordinating a local approach to improving outcomes for local people and in particular in delivering the Community Strategy.	Approximately 10 new projects to be identified at the LSP Executive meeting in April 08 to support the delivery of the Sustainable Community Strategy, Climate Change Strategy for the borough of Chorley to be identified.	All LSP projects completed, or continuing into 2009/10. In the last year the LSP has led on a number of strategies, including climate change and health inequalities action plans, which are two significant pieces of work which will continue to be delivered into 2009/10.		Yes	To commission a series of projects aimed at reducing Chorley's alcohol harm rates, as well as the other priorities within the LAA and Sustainable Community Strategy. To lead on reducing Chorley's health inequalities and to mitigate the impact of the recession.
8 Neighbourhoods	Refuse Collection & Recycling	c. £12M	Yes / 7yrs (April 2002 to March 2009)	Veolia, Chorley Council	To deliver service improvement throughout lifetime of contract	Continue to increase recycling performance and put in place measures for a seamless transfer to any new contractual arrangements in April 2009.	Recycling rate at over 47% against a target of 47%. Missed collections reduced to below 75 per 100,000 collections.	Contract on delivered budget	Yes	New contract with a variety of performance targets set against which the Contractor will be penalised for below target performance.

Lead Directorate	Partnership Name	Value	Formal Agreement/ Term	Organisations Involved	Objectives of the Partnership	Targets/Outcomes to be achieved in08/09	Progress on Achievement of Outcomes /Targets at 31.3.09	Comments/Issues at 31.3.09 including whether the contract is on budget/ overspend/underspend	Is the Partnership checked and managed against the controls & values of the Partnership Framework. YES/NO If no, please explain.	Outcomes/Targets to be achieved in 09/10
9 Neighbourhoods	Parkwise	Not applicable - enforcement arrangement	Yes / 5 yrs (September 2004 to 2009)	Chorley Council, Lancashire County Council, all other District Councils, NCP, Police	Manage the delivery of decriminalised parking enforcement (DPE)	Continue to generate budgeted surplus to contribute to on-street costs. Evaluate options and procure replacement arrangements.	Overall surplus produced. Existing agreement will terminate 5.9.09. LCC have obtained prices via a formal tender process and should release these shortly. Team Lancashire have considered alternative procurement options and have also invited tenders through established frameworks. Procurement options and tenders received will be considered at an evaluation meeting on 5.6.09	Overall surplus produced.	New arrangements must be in place by 6.9.09. These will be compared with the Framework for Partnership Working to ensure appropriate controls and governance arrangements are in place.	Smooth transition on to new arrangements.
10 Neighbourhoods	Lancashire Waste Partnership	£8.5M	Yes Ongoing, formal cost share agreement to 2015	All District Authorities, JAs and LCC	To co-ordinate waste management across the county	Work towards the commissioning of the Leyland Waste Technology Park and ensure a collection contract is let locally that ensures integration with the disposal requirements of the Partnership in 2010.	Pilot kitchen food waste collection service introduced to 5000 households. Leyland Waste Tech Park due for completion mid 2010. Cost share payments claimed and paid in full.	n/a	Yes. Trying to pursue issues around governance as the partnership is not set up in such a formal way that would merit a formal governance arrangement.	Revise Lancashire Waste Strategy published and to be ratified by partner authorities. Working towards commissioning of Technology Park with diversion of all Chorley household waste to new facility some time in 2010
11 Neighbourhoods	Supaclean Services Ltd	£350,000	5yr contract from April 07 with 2 yr extension provision	Chorley Council and Supaclean	To provide a core public toilet cleaning service	Continue to meet specification standards and explore opportunities for added value service.	Contractor performed to specification with some minor variations to take account of Astley Park development	On budget	Yes	Continue to deliver service as per specification

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Directorate	Key Partnership	Partners	Comments on Financial Status
Business	Home Improvement Agency Partnership	Anchor Trust (Anchor Staying Put)	Anchor Trust is a private company limited by guarantee; and a charitable organisation operating as a housing association. It is rated as 'very low risk', with high credit and contract limits, based on the latest filed accounts covering the period to 31/3/08. Anchor Trust received a satisfactory Housing Corporation Assessment as at March 2007.
Business	CCH	Chorley Community Housing	Chorley Community Housing (CCH) is a registered social landlord, registered with and regulated by the Housing Corporation, a government agency. It is registered as an Industrial and Provident Society with charitable status. CCH is a subsidiary of Adactus Housing Group, which received a satisfactory Housing Corporation Assessment as at September 2007. The HCA also considered CCH.
HR&OD	Preston Health & Safety Partnership	Preston City Council	No separate legal existence from Preston City Council
Neighbourhoods	Refuse Collection & Recycling	Veolia ES (UK) Limited	Large waste management company, rated as 'low risk', with high credit and contract limits, based on the latest filed accounts covering the period to 31/12/07.
Neighbourhoods	Parkwise	Lancashire County Council	No separate legal existence from Lancashire County Council.
Neighbourhoods	Lancashire Waste Partnership	Lancashire waste collection and disposal authorities.	Partnership does not have separate legal existence from member authorities.
Neighbourhoods	Cleaning of public conveniences	Superclean Services Wothorpe Limited	A private limited liability company, specialising in contract cleaning, is rated as 'average risk, with adequate credit and contract limits, based on the latest filed accounts covering the period to 31/3/08.

Directorate	Key Partnership	Partners	Comments on Financial Status
People	Community Leisure Services	Community Leisure Services Limited	Private company limited by guarantee, and registered charity. Rated as 'low risk', but with low credit and contract limits, based on latest filed accounts covering the period to 31/3/08. Updated accounts are due to be filed soon, at which point the financial status will be reviewed.
People	Glendale	Glendale Grounds Management Limited	A private limited liability company, trading as public grounds maintenance contractors, rated as 'low risk', with high credit and contract limits, based on latest filed accounts covering the period to 31/12/07.
People	Lancashire Contact Centre partnership	LCC, Burnley, Hyndburn, Pendle, Ribble Valley and Rossendale Councils	Partnership does not have separate legal existence from member authorities.
P & P	Chorley Local Strategic Partnership (LSP)	Chorley Partnership includes representatives from the public sector, private sector and community, voluntary and faith sector.	Partnership does not have separate legal existence from accountable body, Chorley Council.

STOCK TRANSFER MONITORING – Promises Tracking – Traffic lights

RSL Name	Chorley Community Housing	Updated by	Richard Houghton
RSL Number	L4487	Date	15 th April 2009

Theme One : Delivery of home re-improvements

Green

The RSL stock transfer is on target to deliver on promises / has delivered on promises.

Theme Two : Service improvement

Green

The RSL stock transfer is on target to deliver on promises / has delivered on promises.

Theme Three : Affordable rents

Green

The RSL stock transfer is on target to deliver on promises / has delivered on promises.

Theme Four : Tenant involvement in decision making

Green

The RSL stock transfer is on target to deliver on promises / has delivered on promises.

Theme Five : Regeneration

Green

The RSL stock transfer is on target to deliver on promises / has delivered on promises.

Theme Six : Delivering sustainable communities

Green

The RSL stock transfer is on target to deliver on promises / has delivered on promises.

STOCK TRANSFER MONITORING – Promises Tracking

RSL Name	Chorley Community Housing	Updated by	Richard Houghton
RSL Number	L4487	Date	15 th April 2009

Theme One : Delivery of home re-improvements			
Promise Nr	Nature of Work	Progress to date / further work planned	Status <i>Delete as appropriate</i>
OD1	Re-introduce a painting programme for exterior woodwork and rendering	During Year 2008/09 external painting was carried out to 160 properties. Addresses have been identified and budget is available for Year 2009/10, which will include painting to communal areas to flats.	On Target
OD2	New kitchen layout (1,300 properties/5 years)	New kitchens being installed to all CCH stock with new layouts being provided as and where necessary to ensure kitchens comply with current regulations.	On Target
OD3	Over bath showers (2816 properties/5 years)	Business Plan now includes for enhanced programme of all kitchens and bathrooms to be completed within 42 months. All properties to receive over bath shower. End of year 1 position: 515	On Target
OD3a(inserted)	Install upgrade bathrooms (1150 properties/5 years) (Enhanced 2,916/5 years)	Business Plan now includes for enhanced programme of all kitchens and bathrooms to be completed within 42 months. End of year 1 position: 556	On Target
OD4	Off Street Car Parking (985 properties/5 years)	Work on hold at present due to new planning requirements, programme for Year 1 identified – Year 1 & 2 to be commissioned simultaneously.	On Target
OD5	Fencing (646 properties/5 years)	Programme identified.	On Target
OD6	Mains smoke detectors (2816 properties/5 years)	Main Contractor started April 08. Smoke detectors are being fitted in every property. End of year 1 position: 714	On Target

APPENDIX 3

OD7	Fascias and soffits (1122 properties/5 years)	Main Contractor started March 08, first scheme completed. 188 further properties surveyed and awaiting instruction. Priorities for Year 2 being identified, planned to run 2 years together.	On Target
OD8	Install/upgrade kitchen (1740 properties/5 years) Enhanced to 2,916 properties/5 Years	Business Plan now includes for enhanced programme of all kitchens and bathrooms to be completed within 42 months. End of year 1 position: 674	On Target
OD9	Install/upgrade central heating (466 properties/5 years)	Main Contractor started April 08. Works progressing to properties identified as requiring new systems 155 completed to end Dec. Installing systems in advance of the programme where properties become void. End of year 1 position: 308	On Target
OD10	New boiler (1227 properties/5 years)	Main Contractor started April 08. 24 Boilers completed as part of responsive programme and full programme has now been identified replacing boilers over 10 years old End of year 1 position: 51	On Target
OD11	Rewire (600 properties/5 years)	Main Contractor started April 08. Works progressing to properties identified as requiring re-wiring. Asset Management reviewing all Periodic Inspections to ensure priorities are being met. End of year 1 position: 183	On Target
OD12	Roofing (108 properties/5 years)	Works commenced on Year 1 priorities and will continue with Year 2.	On Target
OD14	Provide choice in colour of floor tiles in kitchens and bathrooms, and in colour of kitchen fittings (within first year)	Main Contractor surveys and consultations started January 08. On going in conjunction with kitchen and bathroom work.	On Target
OD15	Installation and upgrading of door entry systems (within 5 Years)	Budgetary provision has been made for the replacement of the door entry system at Arcon Road, Coppull (15 blocks) in 2009/10, with budgetary provision for Windsor Avenue, Northgate Avenue and Larch Avenue to be made in 2010/11. Work to be carried out on Arcon Road Coppull in 2009/10.	On Target
OD58	Painting to communal rooms and communal facilities in sheltered	3 schemes completed to date. One further scheme to be completed in 2008/09. 2 schemes on hold	On Target

APPENDIX 3

	schemes and flats (within 5 Years)	subject to feasibility study. Remaining 2 schemes to be completed in 2010/11. Remaining scheme for 2008/09 completed.	
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Theme Two : Service Improvement			
Promise Nr	Nature of Work	Progress to date / further work planned	Status <i>Delete as appropriate</i>
OD18	Apprentices in Repairs and Maintenance	It is proposed that budgetary provision be made in 2010/11 for these posts.	On Target
OD19	Modern apprentice - office	It is proposed that budgetary provision be made in 2010/11 for this post.	On Target
OD20	Housing Graduate trainee	Trainee appointed with effect from 30 th March 2009	Completed
OD26	Increase value of decorating allowances after major works (within first year)	Agreed at Board – 26 June 2007	Completed
OD27	Maintain a customer accessible town centre office open 8.45 to 5.00pm Mon-Fri	CCH Town Centre office open 8.45am to 5pm Mon - Fri	Completed
OD28	Provide a free repairs service offering appointments	Appointments offered for repairs service.	Completed
OD29	Keep a dedicated freephone repairs reporting phone line	A freephone repairs reporting phone line was available at CBC's One Stop Shop but this has been withdrawn following the ending of the SLA with the Council.	Completed
OD30	Provide an out of hours repair reporting facility	Out of hours emergency repairs can be reported via Orbis	Completed
OD34	Maintain times for responding to repairs	Times maintained and monitored through Performance Management framework	On Target
OD35	Offer goodwill payment if a repairs appointment is missed	Compensation Policy in place	Completed
OD36	All repair officers to wear a uniform and carry ID badges	Corporate instruction agreed in staff code of conduct	Completed
OD48	Introduce a Tenants' Charter	Group Customer Care Charter being developed	On Target
OD50	Pay compensation if we fail to meet customer care standards	Comments, Compliments and Complaints Policy approved by Board 1 November 07.	Completed
OD51	Report annually on performance against customer care standards	Local Standards agreed – Group Standards to be developed, agreed and implemented. Performance contained within Annual Report	On Target

APPENDIX 3

OD52	Establish a comments, compliments and complaints procedure	Comments, Compliments and Complaints Policy reviewed. Approved at Board 1 November 07.	Completed
OD53	Work towards achieving Charter Mark	Charter Mark has been superseded by Customer Service Excellence Standard and CCH will seek to obtain accreditation as part of the Adactus Housing Group. The target date for this is March 2011	On Target
OD54	Join the Housing Ombudsman Scheme	Membership of Housing Ombudsman Scheme with effect from 29 August 2007.	Completed
OD55	Open Membership Scheme	Article promoting membership published in Foundations December 2008. Leaflet promoting membership scheme also now available	Completed
OD62	Maintain the current cut and collect service for grounds maintenance	Following tenant consultation, a new grounds maintenance specification has been developed and the service tendered. Adactus Housing Group will provide the service from 1 st April 2009. Rather than 'cut and collect' the grass cuttings, they will use a mulching machine that will return the cuttings to the soil	Completed
OD63	Provide free specialist white goods for tenants in sheltered schemes	Provided free of charge wef 5 th April 2007	Completed
OD70	New services to be introduced in response to tenant demand and following consultation	Agreed. Tenants will be consulted on any proposed new or enhancement to services that have been identified through various customer/tenant survey and feedback information	Ongoing

APPENDIX 3

Theme Three : Affordable rents			Status
Promise Nr	Nature of Work	Progress to date / further work planned	Delete as appropriate
Standard	Delivery of transferring organisation's rent promises as outlined in offer document.	Target rent (weekly) 2011/12 1 Bed £60.86 2 Bed £67.57 3 Bed £75.71 4 Bed £82.01	On Target
OD68	Service Charges will follow the Council's agreed phasing and therein after would rise by no more than 0.5% above RPI for 5 Years	Agreed and included in Business Plan	Completed
OD69	No new service charges introduced, except for new services introduced as a response to tenant demand and following consultation	Agreed	Completed
OD71	Rents set in accordance with rent restructuring	Agreed and included in Business Plan	Completed
OD72	New tenants post-transfer will be on the same rent as existing tenants	Agreed and included in Business Plan	Completed
OD73	Different ways to pay rent – direct debit/standing order, cheque, debit or credit card, swipe card	A wide variety of payment methods continue to be offered. Tenants can also pay online or, wef September 2008, by text	Completed

APPENDIX 3

Theme Four : Tenant involvement in decision making		
Promise Nr	Nature of Work	Progress to date / further work planned
		Status <i>Delete as appropriate</i>
Standard	Do you have tenant board members?	Four tenant board members
Standard	Are they elected or have they been appointed?	Elected by tenants
OD38	Annual tenant participation budget	Overall budget for 2009/10 is £28,100 (does not include staffing costs)
OD39	Dedicated tenant participation staff	2 Resident Involvement Officers.
OD40	Annual tenant training budget	Contained within the tenant participation budget
OD41	Training packs for tenants	A 'Learning Opportunities for Residents' questionnaire was distributed to active tenants and leaseholders in June 2008. The Resident Involvement Team is currently working with Group to produce a training programme and training pack in response to the results of the survey. The Group training programme for 2009 has been compiled, details are being finalised and the first training course is due to take place at the end of January. All resident involvement officers and NDOs have attended a 'train the trainer' course. There will be at least one training session every month throughout the year. This programme will be publicised to All Residents. At CCH the Resident Involvement team are also working closely with Lancashire College to provide extra local based training, and have already provided newsletter training to the tenants newsletter group. We are promoting a Certificate in Supporting Youth Work course, in partnership with Runshaw College, in 2009/10 which will provide further learning opportunities for tenants. Resident involvement staff have been working closely with Lancashire College to provide free IT training and editorial training for tenants. Several tenants have attended a TPAS training course in Birmingham.

APPENDIX 3

OD42	Set up buddy scheme for new tenant groups	The 'buddy' scheme is now in place, any new resident that becomes involved is paired with a 'buddy' that is an existing involved resident. This also applies to resident groups - and any new resident group recognised by CCH is 'buddied' with an existing group for support.	Complete
OD43	Hold an annual tenants conference	A CCH tenants conference is planned for May 2009 and proposals are being developed by the resident involvement officers.	On Target
OD44	Fund and support the production of a tenants newsletter	The second edition of 'Tenants' Talk', written by tenants with support from the Resident Involvement Team, was distributed to tenants and leaseholders in December 2008. This will replace Foundations and will be produced twice yearly.	Complete
OD45	Report annually on performance	A report on performance for the year ending 31 st March 2008 was delivered to tenants in December 2008	Completed
OD46	Provide a menu of opportunities for tenants to get involved	Our 'menu of involvement' is included in the Resident Involvement Leaflet and is available on the web site. Good progress has been achieved in developing involvement options in response to questionnaire results. The questionnaire results are also being used to create a database that provides information on residents' preferred methods to get involved.	Completed
OD49	Agree customer care standards and publish them (within first year)	Local Standards agreed as part of Customer Care Policy and published leaflet available	Completed.
OD64	Set up an older peoples forum	A Sheltered Tenants Service Improvement Group has been established and is meeting regularly. The resident involvement team are looking into ways to provide a forum for non-sheltered older tenants, this will either involve working with the other older peoples forums within the community, or extending the sheltered tenants group to include issues that affect general needs older people.	On Target

APPENDIX 3

Theme Five : Regeneration			
Promise Nr	Nature of Work	Progress to date / further work planned	
		Status <i>Delete as appropriate</i>	
OD13	Neighbourhood fund (within five years)	The Group adopted a Financial Inclusion Strategy on 19 May 2008 which includes an action plan for CCH. The new post of Financial Inclusion Officer has been recruited to and the new appointee is due to commence her duties on 27 th April 2009	On Target
OD16	Estate re-modelling – 2 estates Longfield Avenue, Coppull and Greenside, Euxton (within five years)	Longfield Avenue scheme tenders due back 17 April 2009. Works due to commence June/July 2009. Proposals at Greenside, Euxton to be considered and discussed with residents following on from Longfield Avenue programme.	On Target
OD17	40 New Affordable homes per annum for five years	18 units completed end March 2009 (14 new build units and 4 purchase & repair units). 26 units to complete by August 2009 (24 new build units and 2 purchase & repair units). 26 units with funding secured and acquisition of building/ land agreed (19 new build and 7 refurb)	On Target
OD25	Work with the Council to introduce Choice Based Lettings (April 2009)	Agreement with CBC and other RSLs to join SelectMove with effect from November 2009. Timetable has slipped due to pressures on ICT supplier from other clients. Common allocations policy to be reported to Board July 2009.	On Target
OD47	Start work in developing locally based community facilities (within first year)	Chorley Moor Community House utilised by many agencies. Police Surgeries have commenced and the Neighbourhood Officer is also holding monthly surgeries to discuss housing issues.	On Target
OD60	Aim to provide a community facility for those sheltered schemes which do not currently have one (within 3 years)	Budgetary provision for four sheltered communal facilities (one new build and three conversions of existing dwellings) made in 2009/10. Officer working group established to scope need and plan these facilities. Costs being considered on 7 Rawlinson Lane, Heath Charnock and Churchill, Whittle le Woods remodelling bungalows to provide communal	On Target

APPENDIX 3

	<p>facilities . Provide internet access within each sheltered scheme with a communal facility and training on the use of computers</p>	<p>Internet access installed at schemes with communal lounges March 09. 9 laptops purchased. Currently arranging training for tenants.</p>	<p>On Target</p>
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Theme Six : Delivering sustainable communities			
Promise Nr	Nature of Work	Progress to date / further work planned	Status <i>Delete as appropriate</i>
OD21	Set up a dedicated anti-social behaviour team (within first year)	Restructure has established a team of two ASB officers (FTEs).	Completed
OD22	Appoint Neighbourhood Officers and undertake regular neighbourhood "walkabouts" (within first year)	Team of 6 Neighbourhood Officers now established wef September 2008. Dates of estate walkabouts for the remainder of 2008 have been published on the Internet	Completed
OD23	Appoint Gardener/Handypersons (within first year)	2 new Caretaker Handypersons appointed	Completed
OD24	Appoint Caretakers (within first year)		
OD31	Provide specialist equipment for the anti-social behaviour team	Covert camera equipment & noise monitoring equipment now purchased.	Completed.
OD32	Introduce Starter Tenancies for all new tenants	Starter tenancies introduced for all new tenants	Completed
OD33	Visit all new tenants within six weeks of the start of the tenancy, and provide an initial contact point for new tenants	All new tenants are signed up by their Neighbourhood Officer & receive follow up visit within the first 6 weeks of their tenancy	Completed
OD37	Introduce a neighbourhood Caretaker Scheme (within first year)	This scheme is being considered for introduction in 2010/11	Completed
OD56	Employ a Scheme Manager for each sheltered scheme	Scheme Managers on all 11 schemes	Completed
OD57	Ensure the provision of a community alarm scheme	Community alarm service provided	Completed
OD59	£250,000 per annum for disabled adaptations (for five years)	Budget provision included in Business Plan. Provision in 2009/10 is £420,000	On Target
OD61	Pay for a dedicated OT to reduce waiting times	Dedicated OT recruited	Completed
OD66	Fast track minor disabled adaptations	In-house team delivering	On Target



Report of	Meeting	Date
Assistant Chief Executive (Policy and Performance) (Introduced by the Executive Leader)	Executive Cabinet	1 October 2009

OVERVIEW AND SCRUTINY TASK GROUP LOCAL STRATEGIC PARTNERSHIP 2009

PURPOSE OF REPORT

- To respond to the findings and recommendations of the Overview and Scrutiny inquiry report on the Local Strategic Partnership.

RECOMMENDATION(S)

- That the Executive Cabinet endorses the response attached to be received by Overview and Scrutiny Committee.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- To inform Overview and Scrutiny Committee of the Executive's response to the recommendations made by the O&S inquiry on Local Strategic Partnership.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- None

CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region	√	Develop local solutions to climate change.	√
Improving equality of opportunity and life chances	√	Develop the Character and feel of Chorley as a good place to live	√
Involving people in their communities	√	Ensure Chorley Borough Council is a performing organization	

BACKGROUND

- At the request of the Overview and Scrutiny Committee a scrutiny Inquiry into the Chorley Local Strategic Partnership (Chorley Partnership) was undertaken between October 2008 and April 2009. The purpose of the Inquiry was to understand how the LSP works with the Council and the extra value it provides linked to three objectives:



- To ensure the wider engagement of the Council, local councillors and local people in the work of the Local Strategic Partnership and its thematic groups;
 - To maximise the capacity of the Local Strategic Partnership through the projects it delivers; and
 - To investigate how the Local Strategic Partnership will tackle one of the big issues of the Borough, the high rate of alcohol harm related hospital admissions rates and its impact on anti-social behaviour.
7. The report containing a number of recommendations was presented to Executive Cabinet in August 2009. Outlined below are the responses to each of the nine recommendations.
1. In order to continue to improve Members knowledge and understanding of the work of the Partnership, future information regarding LSP activity will be included in the Members e.bulletin 'intheknow'
 2. That links be provided in the 'intheknow' to the 'Ambition' County newsletter and the Chorley Partnership website.

Prior to the introduction of 'in the know' there was a range of information either e-mailed or sent in hard copy to all members regarding the Chorley Partnership e.g. a quarterly digest of the LSP meetings and the Chorley People newsletter. However following the O&S recommendations, information regarding LSP activity has been included in the members e bulletin e.g in 31st July 'in theknow' it contained information on the successful LSP projects for 2009/2010. In addition, a link was also provided to the Ambition County Newsletter in 14th August bulletin. Looking ahead we will continue to include information in the members e-bulletin on the Chorley Partnership and include a link to the Chorley Partnership website.

3. Thematic groups be encouraged to publish all their agendas and minutes on the Chorley Partnership website within 10 working days of their meetings to promote a consistent approach.

The Council in its role as community leader currently services the LSP Board and Executive. The agenda is currently issued 7 working days prior to the meeting in line with other Council supported meetings. However, with regards to the LSP meetings we are happy to move to the 10 days recommended to ensure a consistent approach. In addition, the Performance, Partnerships and Equalities Manager has informally been encouraging all the thematic partnerships to respond to the recommendation. However, there will be an opportunity to formalise this recommendation when the LSP constitution is next updated later this year.

4. To suggest that the Chorley Partnership concentrate on fewer projects, covering more than one of the thematic groups to achieve a greater impact on the key strategic objectives in the Sustainable Community Strategy.

The current Community Strategy developed in 2005 and refreshed in 2007 has five priorities underpinned by appropriate strategic objectives. Whilst these priorities and strategic objectives will remain relevant until the next refresh due in 2010, during 2008/09 the LSP has also identified two key issues for attention, not reflected in the current Community Strategy - supporting people where possible through the economic recession and tackling alcohol related harm. As a consequence, a fewer number of projects have been selected this year (a

total of 9) of which 6 will support our aim to address alcohol related issues and 1 will provide support to people in managing their money better through the recession. In addition, work is currently underway to maximise the spend of the one –off performance reward grant expected later this financial year and consideration will be given to having a limited number of projects covering more than one of the thematic groups that will achieve the maximum impact.

5. In order to increase the spend available, there is a need to attract money from other funding sources and also look at how other funding sources outside the Local Strategic Partnership eg. Funding from Lancashire Locals, could be better co-ordinated to maximise impact.

The Council's External Funding officer currently plays a key role in working with the LSP partners to access additional funding to support the work of the LSP and its theme groups and this will continue for the foreseeable future. In recent discussions with our major public sector partners there is a definite willingness and some examples of using funding pots to co-ordinate investment to address the objectives of the community strategy and maximise impact. Looking to the future, every opportunity will be taken to work with partners to co-ordinate funding sources to achieve the maximum impact.

6. That in recognition of the seriousness of this issue one of the Chorley Partnerships projects be to help address the major issue of alcohol related harm, possibly using all or a large part of the funding available to achieve a high impact in the Borough.
7. That if Chorley Partnership decide to invest in a project relating to Chorley's alcohol harm related statistics, they be invited to come and talk to the Council's Overview and Scrutiny Committee about their proposals

At the approval of the LSP there is currently a group of partners led by the council who are looking at how the forthcoming PRG from the Local Area Agreement could be used to reduce NI 139 alcohol related hospital admissions. To date, the group have identified current activity in tackling alcohol issues in Chorley and once final analysis of NI139 is available, will bring forward proposals for consideration by the LSP Executive. Attendance at O&S to share the proposals can be part of this process.

8. That Chorley Partnership give consideration to a Young Persons Intervention Programme in Chorley.

Of the nine LSP projects funded for 2009/10, two are funding diversionary activity for young people at risk of alcohol abuse or Anti Social Behaviour and seeking to raise the self-esteem and aspirations of these young people. The group referred to above will also look at the potential for further young persons intervention work in Chorley.

9. That in conjunction with the Safer Chorley and South Ribble Partnership, the Executive Cabinet be asked to investigate the introduction of and Alcohol Designation Order for Astley Park; all parks and recreational grounds; and the Town Centre and that local Councillors be involved in the consultation process.

The Safer Chorley and South Ribble Partnership have formally supported progress to be made on the establishment of a Designated Public Place Order for the Town Centre, Chorley and Astley Park. We propose to bring a report to the Executive Cabinet in November which will outline the process and seek approval to go forward. As with the first DPP order, we will need to receive formal 'Council' sign-off as part of the process. Consultation will take place in the form of direct consultation with elected members, stakeholders and specifically the

police. The process also requires us to place notice of order in the local press, to seek comments, objections etc.

IMPLICATIONS OF REPORT

8. This report has implications in the following areas and the relevant Corporate Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal		No significant implications in this area	√

LESLEY-ANN FENTON
 ASSISTANT CHIEF EXECUTIVE POLICY & PERFORMANCE

Report Author	Ext	Date	Doc ID
Lesley-Ann Fenton	5323	14 th September 2009	***

Background Papers			
Document	Date	File	Place of Inspection
Final report of the Overview and Scrutiny Task Group on the Local Strategic Partnership 2009	August 2009	***	***

Executive Cabinet
Minutes of meeting held on Thursday, 1 October 2009

Present: Councillor Peter Goldsworthy (Executive Leader in the Chair), Councillor Pat Case (Deputy Leader of the Council) and Councillors Eric Bell, Kevin Joyce, Peter Malpas, Greg Morgan and John Walker

Also in attendance:

Lead Member: Councillor Keith Iddon (Lead Member (Licensing))

Other Members: Councillors Henry Counce, Alan Cullens, Mike Devaney, David Dickinson, Marie Gray, Dennis Edgerley, Laura Lennox, Adrian Lowe, June Molyneaux, Debra Platt, Geoffrey Russell and Ralph Snape

09.EC.85 OVERVIEW AND SCRUTINY INQUIRY - CHORLEY LOCAL STRATEGIC PARTNERSHIP

The Executive Cabinet received and considered a report of the Assistant Chief Executive (Policy and Performance) which set out the Executive's suggested response to the findings and recommendations of the Overview and Scrutiny Task Group which had conducted an inquiry into the Chorley Local Strategic Partnership (LSP).

The purpose of the inquiry had been to understand how the LSP operated with the Council and the extra added value it provided in the identified areas.

Councillor Devaney (Chair of the Task Group) and Councillor Edgerley (Chair of the Overview and Scrutiny Committee) thanked the Executive for its generally positive response to the inquiry report and emphasised the Task Group's views on the following aspects of the inquiry:

- the Task Group supported the concentration of funding resources on fewer projects to assist effective delivery;
- the Task Group commended the work of the Preston Intervention Unit which provided direct advice and assistance to vulnerable persons and recommended the replication of the service in Chorley as part of the campaign to reduce the number of alcohol harm related hospital admissions.

Decision made:

That the recommended response of the Executive to the findings and recommendations of the Overview and Scrutiny Task Group following its inquiry into the Chorley Local Strategic Partnership, as contained in the submitted report, be endorsed for submission to the Overview and Scrutiny Committee.

Reason for decision:

The Executive's endorsement of action on the Overview and Scrutiny Task Group's recommendations will enhance and strengthen the effectiveness of the Local Strategic Partnership.

Alternative option(s) considered and rejected:

None.

	21 May	22 Jun	10 Aug	1 Sept	28 Sept	9 Nov	1 Dec	18 Jan	15 Feb	22 Mar
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Holding the Executive to account

Executive Leader										
Policy and Performance	MS PR CP		MS PR CP			MS PR CP		BS	MS PR CP	
Neighbourhoods	MS		MS			MS			MS	
Resources	MS		MS			MS			MS	
Business	MS		MS			MS			MS	
People	MS		MS			MS			MS	
Sustainable Communities Act		*								*
Affordable Housing Task Group - Service Improvement Plan		*								
Updated Attendance Policy Statement			*							
Work undertaken by Groundwork				*						
ICT services for Members				*						
New Scrutiny powers					*					
Performance of key partnerships						*				
Value for Money review of Support Services							*			
Review of free swimming scheme							*			
Closed church yards policy								*		
Local Development Framework								*		
Forward Plan	*	*	*	*	*	*	*	*	*	*
Executive Cabinet agenda	*	*	*	*	*	*	*	*	*	*

Policy Development and Review of Council Services (Task and Finish Groups)

Highways		S	S	S	C	C	R			F
Town Centre Regeneration			S	S	C	C	C	C	R	
Neighbourhood Working					M					
Efficiency Gains								M		
Streetscene Issues		F						M		

<u>Crime and Disorder</u>							*			
<u>Health</u>										

External Scrutiny

Chorley Community Housing			F						M	
Affordable Housing (South Ribble and Preston)						R			F	
Chorley Partnership		R				F				

Other

Work Programme	*	*	*	*	*	*	*	*	*	*
Review of the Year										*
Annual Report	*									

Key:

Holding the Executive to account

MS Business plan monitoring statements
 PR Performance report and
 CP Chorley Partnership performance report
 BS Budget scrutiny

Policy Development and Review of Council Services and External Scrutiny

S Scoping
 C Collecting and considering evidence
 R Report
 F Feedback and action
 M Monitoring

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CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 NOVEMBER 2009 TO 28 FEBRUARY 2010

This Forward Plan sets out the details of the key decisions which the Executive Cabinet, individual Executive Members or Officers expect to take during the next four month period. The Plan is rolled forward every month and is available to the public 14 days before the beginning of each month.

A Key Decision is defined as:

1. Any executive decision (as opposed to a regulatory decision) which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
 - A change in service provision that impacts upon the service revenue budget by £100,000 or more, or
 - A contract worth £100,000 or more, or
 - A new or unprogrammed capital scheme of £100,000 or more.
2. Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards - This includes any plans or strategies which are not within the meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.
3. As a matter of local choice, the Forward Plan also includes the details of any significant issues to be initially considered by the Executive Cabinet and submitted to the Full Council for approval.
4. New items on the Forward Plan are highlighted in bold print.

The current members of the Executive Cabinet are:

Councillor Peter Goldsworthy	Executive Leader
Councillor Patricia Case	Deputy Leader
Councillor Greg Morgan	Executive Member (Policy and Performance)
Councillor Eric Bell	Executive Member (Neighbourhoods)
Councillor Kevin Joyce	Executive Member (Resources)
Councillor Peter Malpas	Executive Member (Business)
Councillor John Walker	Executive Member (People)

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each key decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision may not be taken, unless:

- It is published in the Forward Plan;
- 5 clear days have lapsed since the publication of the Forward Plan; and
- If the decision is to be taken at a meeting of the Executive Cabinet, 5 clear days notice of the meeting has been given.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 18 (General Exception) and Rule 19 (Special Urgency) of the Access to Information Procedure Rules.

Copies of the following documents may be inspected at the Town Hall, Chorley, PR7 1DP or accessed from the Council's website: www.chorley.gov.uk

- Council Constitution
- Forward Plan
- Reports on the key decisions to be taken
- The minutes or decision notice for each key decision, which will normally be published within 5 working days after having been made

Members of the public are welcome to attend meetings of the Executive Cabinet which are held at the Town Hall, Chorley. The dates and times of the meetings are published on www.chorley.gov.uk or you may contact the Democratic Services Section on telephone number 01257 515122 for further details.

D Hall
Chief Executive

Publication Date: ** ** 2009

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representation s may be made to the following officer by the date stated
Approval of revised Customer Care Policy	Executive Cabinet	Executive Member (People)	12 Nov 2009	Strategy Group	Draft Policy Document to be provided to consultees for consideration.	Draft Customer Care Policy and explanatory report	Corporate Director (People) Tel: 01257 515815 jamie.carson@chorley.gov.uk Monday, 26 October 2009
Determination of response to Final report on the Best Value Review of Support Services	Executive Cabinet	Executive Member (Resources)	3 Dec 2009	Strategy Group; Internal Stakeholders	Draft report to be provided to consultees for consideration.	Draft Final report on the Value for Money Review	Assistant Chief Executive (Business Transformation) Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 16 November 2009

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