



Executive Cabinet

Agenda and Reports

For consideration on

Thursday, 20th October 2011

In the Council Chamber, Town Hall, Chorley

At 5.00 pm

PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT EXECUTIVE CABINET MEETINGS

- Questions should be submitted to the Democratic Services Section by midday, two working days prior to each Executive Cabinet meeting to allow time to prepare appropriate responses and investigate the issue 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.
- The question to be answered by the Executive Member with responsibility for the service area or whoever is most appropriate.
- On receiving a reply the member of the public will be allowed to ask one supplementary question.
- Members of the public will be able to stay for the rest of the meeting should they so wish but will not be able to speak on any other agenda item upon using their allocated 3 minutes.

PROCEDURE FOR 'CALL-IN' OF EXECUTIVE DECISIONS

- Each of the executive decisions taken at the Executive Cabinet meeting are subject to the adopted 'call-in' procedure within 10 working days of the Executive Cabinet meeting at which the decision is made, unless the decision has been implemented as a matter of urgency.
- Guidance on the 'call-in' procedure can be accessed through the following internet link: <http://www.chorley.gov.uk/index.aspx?articleid=1426>
- If you require clarification of the 'call-in' procedure or further information, please contact either:
Ruth Rimmington (Tel: 01257 515118; E-Mail: ruth.rimmington@chorley.gov.uk) or
Carol Russell (Tel: 01257 515196, E-Mail: carol.russell@chorley.gov.uk)
in the Democratic Services Section.

12 October 2011

Dear Councillor

EXECUTIVE CABINET - THURSDAY, 20TH OCTOBER 2011

You are invited to attend a meeting of the Executive Cabinet to be held in the Council Chamber, Town Hall, Chorley on Thursday, 20th October 2011 at 5.00 pm.

AGENDA

1. **Apologies for absence**

2. **Minutes (Pages 1 - 6)**

To confirm as a correct record the minutes of the meeting of the Executive Cabinet held on 18 August 2011 (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(s) on the agenda will be asked to put their question(s) to the respective Executive Member(s). Each member of the public will be allowed to ask one supplementary question within his/her allocated 3 minutes.

ITEM OF EXECUTIVE LEADER (INTRODUCED BY COUNCILLOR PETER GOLDSWORTHY)

5. **3 Tier Forum (Pages 7 - 10)**

To receive and consider the report of the Director of People and Places (enclosed).

ITEM OF EXECUTIVE MEMBER (PARTNERSHIPS AND PLANNING) (INTRODUCED COUNCILLOR ALAN CULLENS)

6. **Chorley Rural Housing Needs Study** (Pages 11 - 54)

To receive and consider the report of the Director of Partnerships, Planning and Policy (enclosed).

7. **Private Sector Stock Condition Survey 2010** (Pages 55 - 62)

To receive and consider the report of the Director of Partnerships, Planning and Policy (enclosed).

ITEM OF EXECUTIVE MEMBER (PEOPLE) (INTRODUCED BY COUNCILLOR JOHN WALKER)

8. **Allotments Update** (Pages 63 - 66)

To receive and consider the report of the Director of People and Places (enclosed).

9. **Duxbury Park Golf Course** (Pages 67 - 70)

To receive and consider the report of the Director of People and Places (enclosed).

ITEM OF EXECUTIVE MEMBER (PLACES) (INTRODUCED BY COUNCILLOR ERIC BELL)

10. **Designated Public Places Order Review** (Pages 71 - 80)

To consider and receive the report of the Director of People and Places (enclosed).

ITEM OF EXECUTIVE MEMBER (RESOURCES) (INTRODUCED BY COUNCILLOR KEVIN JOYCE) AND THE EXECUTIVE MEMBER (PARTNERSHIP, PLANNING AND POLICY) (INTRODUCED BY COUNCILLOR ALAN CULLENS)

11. **Disposal of Parcel 10 Gillibrands** (Pages 81 - 86)

To receive and consider the report of the Chief Executive (enclosed).

ITEM OF EXECUTIVE MEMBER (RESOURCES) (INTRODUCED BY COUNCILLOR KEVIN JOYCE)

12. **2009/12 Joint Procurement Strategy Performance Monitoring Report** (Pages 87 - 110)

To receive and consider the report of the Chief Executive (enclosed).

13. **Treasury Strategies and Prudential Indicators 2011/12 to 2013/14** (Pages 111 - 116)

To receive and consider the report of the Chief Executive (enclosed).

14. **Exclusion of the Public and Press**

To consider the exclusion of the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

ITEM OF EXECUTIVE MEMBER (RESOURCES) (INTRODUCED BY COUNCILLOR KEVIN JOYCE)

15. **The Bengal Street Depot site - Free School Proposal** (Pages 117 - 120)

To receive and consider the report of the Chief Executive (enclosed).

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

Yours sincerely



Gary Hall
Chief Executive

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Distribution

1. Agenda and reports to all Members of the Executive Cabinet, Lead Members and Directors Team 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

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Executive Cabinet**Minutes of meeting held on Thursday, 18 August 2011**

Present: Councillor Peter Goldsworthy (Executive Leader in the Chair), Councillor Ken Ball (Deputy Leader of the Council) and Councillors Eric Bell, Alan Cullens, Kevin Joyce, Greg Morgan and John Walker

Also in attendance:

Lead Members: Councillors Harold Heaton, Rosie Russell and Stella Walsh

Other Members: Councillors June Molyneaux, Geoffrey Russell, Anthony Gee, Adrian Lowe, Mick Muncaster, Julia Berry, Alan Platt, Paul Leadbetter and Matthew Crow

Members of the public: Robert Smith (Politics Student)

11.EC.18 APOLOGIES FOR ABSENCE

An apology for absence was submitted on behalf of Councillor Alison Hansford.

11.EC.19 MINUTES

The minutes of the meeting of the Executive Cabinet held on 23 June 2011 were confirmed as a correct record for signature by the Executive Leader.

11.EC.20 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 Councillor Eric Bell declared a personal interest in respect of item 7: First Quarter Performance Report.

11.EC.21 PUBLIC QUESTIONS

The Executive Leader reported that there had been no requests from members of the public to speak on any of the meeting's agenda items.

11.EC.22 EXECUTIVE'S RESPONSE TO RECOMMENDATIONS OF OVERVIEW AND SCRUTINY TASK GROUP'S INQUIRY INTO HIGHWAYS ISSUES

The Executive Cabinet received and considered a report outlining their response and actions following the Overview and Scrutiny Committee's inquiry into highways issues.

The Executive Member (Places) advised there were many positive proposals within the report, including taking responsibility for grass verges and gritting in the town centre from Lancashire County Council, although delivering the actions would take some time due to negotiations required.

In response to a query, it was noted that Lancashire County Council did not currently have the functionality to enable feed back to customers on the progress of service requests.

It was hoped that the initial letters for the enforcement of overhanging vegetation on private land would be undertaken, on behalf of Lancashire County Council.

The Chair of the Overview and Scrutiny Committee thanked the Executive Cabinet for their response and the Members of the Task Group for their recommendations.

Members raised several service requests which officers undertook to respond to.

Decision made

1. **The Executive Cabinet's response and actions in section 8 of the report be agreed.**
2. **The response for Lancashire County Council and United Utilities be noted.**
3. **The street cleaning schedules to be made available to Members via intheknow.**
4. **A damaged cross barrier on Friday Street car park be inspected and required action taken.**
5. **Requests for overhanging vegetation, on signs and street lamps, to be reported to the Head of Streetscene & Leisure Contracts who would direct the request to the appropriate person.**
6. **An update report be presented to a future meeting; including the approach to be taken with advertising boards.**

Reason for decision

To respond to the Overview and Scrutiny Committee's recommendations and make improvements to the highways service within the Borough.

Alternative option(s) considered and rejected

None.

11.EC.23 FIRST QUARTER CHORLEY PARTNERSHIP PERFORMANCE REPORT 2011/12

The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy which set out the performance of the Chorley Partnership from 1 April to 30 June 2011.

Key points were highlighted, including that overall crime had reduced by 9.6% compared to this period last year, reductions had been seen in most categories of crime during the first quarter and that the percentage of unauthorised absence in primary and secondary schools in the Chorley area was below the national average.

The report included an update on progress made in the delivery of the key projects of the Chorley Partnership in 2011/2012, with four of the five projects currently rated 'green'.

The Early Invention project was currently rated amber. Some work had been completed, but due to external delays, the timetable for completion had been revised and all projects were expected to be commissioned during the second quarter.

The deliberate primary fires figures was high due to recent moorland fires.

Decision made

To note the report.

Reason for decision

To facilitate the ongoing analysis and management of the Chorley Partnership's performance and delivery of funded projects.

Alternative option(s) considered and rejected

None.

11.EC.24 FIRST QUARTER PERFORMANCE REPORT 2011/12

(Councillor Eric Bell declared a personal interest but stayed in the meeting)

The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy which set out performance against the Corporate Strategy and key performance indicators from 1 April to 30 June 2010.

Overall performance of key projects remained good, with the vast majority of the projects either completed, on track or not scheduled to start until later in the year. Overall performance on the key measures in the Corporate Strategy and key performance indicators was strong, with 92% of the Corporate Strategy measures performing above target or within the 5% tolerance.

Five projects had been rated amber and one of the key service delivery measures was below target. This indicator related to the time taken to process Housing Benefit and Council Tax Benefit change events. An action plan had been developed to outline what action would be taken to improve performance.

Members highlighted that the allotments project was now subject to a decision by DCLG. It was confirmed that the Director of Planning, Partnerships and Policy would be taking over responsibility for the development of an Asset Management Strategy project. Members congratulated officers on the better than target performance in relation to the processing of planning applications for 'major', 'minor' and 'other' application types.

It was confirmed that the issues with the Shared Revenues and Benefits with South Ribble Council related to significant changes in the welfare system nationally and there would be no delay to customers in receiving their benefits.

Decision made

To note the report.

Reason for decision

To facilitate the ongoing analysis and management of the Council's performance in delivering the Corporate Strategy.

Alternative option(s) considered and rejected

None.

11.EC.25 CAPITAL PROGRAMME MONITORING 2011/12 - 2013/14

The Executive Cabinet considered a report of the Chief Executive updating the Capital Programme for financial years 2011/12 to 2013/14 to take account of rephrasing of expenditure and other budget changes.

In July 2011 Council approved revisions to the 2011/12 to 2013/14 Capital Programme, to increase the current estimate to £10,153,770. The principal changes to the programme were the rephasing of £1.995 million expenditure from 2010/11, and additional projects and increased budgets to reflect the available Government grants and developers' contributions.

The report proposed that the three-year Capital Programme should be increased by a net total of £66,780, which increased the total to £10,220,550.

The proposals included increasing the budget for Disabled Facilities Grants by £100,000 by transferring budget provision from the uncommitted Housing Renewal budget, that Cotswold House homeless unit be remodel and improved (subject to a funding bid submitted to the Homes and Communities Agency (HCA) being successful and the addition of two new Play and Recreation Fund projects at Hurst Brook and Longfield Avenue. It was confirmed that Section 106 monies could be ring fenced for a short period if there was a short term delay in confirming match funding.

Decision made

1. **To note the report.**
2. **To recommend Council to approve the changes to the Capital Programme for 2011/12 to 2013/14 as presented in Appendix 1 of the report.**
3. **An update report on the Disabled Facilities Grants be presented to a future meeting.**

Reason for decision

It is necessary to update the capital programme figures for 2011/12 to 2013/14 to reallocate part of the uncommitted Housing Renewal budget; to take account of the rephasing of expenditure; and to reflect changes to the resources estimated to be available to finance the programme.

Alternative option(s) considered and rejected

None.

11.EC.26 REVENUE BUDGET MONITORING 2011/12 REPORT 1 (END OF JUNE 2011)

The Executive Cabinet considered a report of the Chief Executive setting out the current financial position of the Council as compared against the budgets and efficiency savings targets it set itself for the financial year 2011/12.

The revenue budget savings proposals of £1.197m approved for 2011/12 had, in the main, been implemented and savings achieved. The remaining savings options for increases in planning and car parking fees would be introduced over the coming months.

The Council expected to make overall target savings of £358,000 in 2011/12 from management of the establishment, a reduced pension rate from the draft budget, and review of the car leasing scheme. £229,000 had already been achieved, leaving £129,000 remaining for the target to be achieved for the year. £70,000 had been saved due to the deletion of the post of Director of Transformation following the appointment of Gary Hall as Chief Executive.

A number of areas would be monitored closely as the year progressed, including contributions to Corporate Savings and Efficiency Targets, major income streams, in particular car parking fees, planning/building control fees, markets rents and Housing and Council Tax Benefits.

In response to a query it was clarified that there had been interest shown in the, currently vacant, White Hart public house.

Decision made

1. To note the report.
2. That Council be recommended to approve the virement of £20,000 from Partnerships, Planning and Policy directorate and £72,000 from the Transformation directorate in order to finance capital investment in two new ICT systems.

Reason for decision

1. To ensure the Council's budgetary targets are achieved.
2. To ensure that two new ICT projects can be added to the Capital Programme without increasing borrowing in 2011/12.

Alternative option(s) considered and rejected

None.

11.EC.27 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That the press and public be excluded from the meeting for the following items of business on the ground that it involved the likely disclosure of exempt information as defined in Paragraph 5 of Part 1 of Schedule 12A to the Local Government Act 1972.

11.EC.28 PLANNING BREACH AT HEATH PADDOCK, HEATH CHARNOCK

To receive and consider a confidential report outlining the current position regarding compliance with the enforcement notices on land known as Heath Paddock which was currently being used as an unauthorised gypsy/traveller site by the owner/occupiers.

The Executive Member (Partnerships and Planning) thanked the Chair of the Overview and Scrutiny Committee for his agreement that the decision be treated as a matter of urgency enabling the decision making function to be retained by the Executive Cabinet, as required by Appendix 5 of the Constitution.

Decision made

1. To note the decision of the Development Control Committee made on 9 August to seek an injunction to control the planning breach;
2. To set aside a certain amount from balances from the general revenue fund to cover the cost of this enforcement action; [This recommendation was based on all police and fire service costs being the full responsibility of Lancashire Police Authority and Lancashire Fire & Rescue respectively and the Council not bearing any such costs associated with this action].
3. To grant delegated authority to the Chief Executive in consultation with the Leader of the Council to spend up to a further amount in response to any operational necessity that arises including remediation of the site should the owners not comply with the second enforcement notice to remediate the site by 21 September 2011.
4. To exercise their powers under Appendix 5 Part B paragraph 4 of the Constitution to make the decision as a matter of urgency.

Reason for decisions:

To fund the necessary legal and site clearance action at Heath Paddock to address the breach of the enforcement notices. The decision should be treated as urgent as it is not practical to call a meeting of Full Council on short notice during the holiday period. Further, there would be an unacceptable delay in progressing this matter were it to be placed on the agenda for the Council Meeting on the 27 September 2011.

Alternative option(s) considered and rejected:

1. The Executive Cabinet could refuse to fund the action. This was rejected on the basis that it would have damaging reputational issues for the Council, could potentially open up the Council to third party claims and could encourage further breaches of planning control.
2. The Council was currently prosecuting the land owners for the breach under S179 of the Town & Country Planning Act 1990. Whilst this enforcement action was punitive in nature it might be effective in controlling the planning breach. However, if the prosecution does not result in the occupiers vacating the site, then injunctive relief was the next most appropriate course of action. This would require significant resources as detailed.

Executive Leader

Report of	Meeting	Date
Director of People and Places (Introduced by the Executive Leader)	Executive Cabinet	20 October 2011

3 TIER FORUMS

PURPOSE OF REPORT

- To approve Chorley Council's involvement in the new 3 Tier Forum arrangements.

RECOMMENDATION(S)

- It is recommended:
 - that Chorley Council participate in the local forum to work towards enhanced joint working
 - that Chorley Council's involvement be for an initial period of 12 months. At this point a report will be brought back to the Executive Cabinet to report on the effectiveness of the local forum and decide on future involvement
 - that in signing up to the forum Chorley Council make representations for the number of Parish/Town Councillor representatives to be increased for Chorley 3 Tier Forum.
 - That a political balance is achieved. For the remainder of the current municipal year this would be::
 - Conservative representatives - 3
 - Labour representatives - 2
 - Liberal Democrat representatives - 1
 - Independent representatives - 1

EXECUTIVE SUMMARY OF REPORT

- The report describes 3 Tier Forums and then recommends that Chorley Council should participate in the local forum.

REASON FOR RECOMMENDATION

(If the recommendations are accepted)

- To improve joint working between Chorley Council, Lancashire County Council and Parish/Town Councils.

ALTERNATIVE OPTION CONSIDERED AND REJECTED

- Not to participate

CORPORATE PRIORITIES

6. This report relates to the following Strategic Objectives:

Strong Family Support	✓	Education and Jobs	✓
Being Healthy	✓	Pride in Quality Homes and Clean Neighbourhoods	✓
Safe Respectful Communities	✓	Quality Community Services and Spaces	✓
Vibrant Local Economy	✓	Thriving Town Centre, Local Attractions and Villages	✓
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			✓

BACKGROUND

7. Lancashire County Council have produced the following information to explain what 3 Tier Forums are:

- 3 Tier Forums are informal joint business meetings of County, District and Parish Councillors to discuss issues of mutual interest in their districts and influence the priorities and forward planning of all three tiers of local government. The agendas and meetings are councillor led and councillors direct the agenda and the discussions. Each forum will be asked to appoint a Chair and Deputy Chair to rotate annually between the County Council and District Council. The Forum will aim to reach agreement by consensus, failing which the issue will be referred to the Leaders of the County Council and District Council to resolve.
- As the Forums are not formal committees of the County, District or Parish Councils the aim is that they will not be overly bureaucratic and will bring a fresh approach to three tier working. As a result Access to Information provisions do not apply and as they are not public meetings members of the public are not able to attend. The Forums will not duplicate other existing meetings such as Children's Trusts, Area Councils, LSP's etc.
- The membership of each Forum comprises of all local County Councillors with an offer that there be an equal number of District Councillors appointed by the District Council. It has also been agreed that one Parish/Town Council will sit on each Forum.
- The Forums will meet three times a year. Initially so that there is something tangible to refer to the Forum the district based Commissioning Plans from Lancashire County Council's Environment Directorate have been suggested as a discussion topic. It will be for the Forum to decide whether it wants to continue to monitor, review and agree in-year adjustments, where necessary, relating to the Commissioning Plan. The expectation is that the remit of the Forum will expand as it develops its own priorities and work programmes.
- The individual Forums will decide meeting dates and venues. However, if they wish to receive commissioning information it is recommended that they meet in November 2011; March/April 2012; and August/September, 2012 as these are the times when updated commissioning information is available and when the Forums will be able to most effectively review progress.

- The forums are essentially member led meetings and therefore officer support and attendance will be minimal unless required. However, an officer will always attend to take a note of the meeting to make sure that actions are picked up and dealt with outside of the meetings.
- The commitment of Lancashire County Council is that there will be an operational 3 Tier Forum in each district by November, 2011. In districts where the borough council and/or the Parish and Town Councils choose not to engage in the Forum it will still operate either as a two tier or single tier forum.
- The 3 Tier Forums have initially been piloted in Burnley and Wyre and have been focussed on the services provided by the Lancashire County Council's Environment Directorate. The longer term ambition is to broaden the scope to include other district based services from across Lancashire County Councils.
- Wyre and Burnley have both successfully held three meetings and feedback from these meetings has been positive in that councillors felt they gained a much greater understanding of our commissioning approach, the services we offer, where and how money is spent across their Borough, and the vast range of services delivered by the Environment Directorate. Some of the successes include:
 - Wyre 3 Tier Forum agreed to pursue the completion of improvements to Cleveleys Bus Station and work is now being progressed.
 - Burnley 3 Tier Forum has raised the profile of the Todmorden Curve and this is now included in the Lancashire Transport Plan.

CHORLEY COUNCIL'S INVOLVEMENT

8. Enhanced joint working between Chorley Council, Lancashire County Council and Parish/Town Councils is an outcome that all would subscribe to. That is at the core of the 3 Tier Forums, and for that reason, it is recommended that Chorley Council participate in the local forum to work towards enhanced joint working.
9. Given the lack of a full evaluation of the pilot forums, it is recommended that Chorley Council's involvement be for an initial period of 12 months. At this point a report will be brought back to the Executive Cabinet to report on the effectiveness of the local forum and decide on future involvement.
10. Local Parish/Town Councils have concerns about the limited Parish/Town Council representation on the forums. In an area such as Chorley, with 23 Parish/Town Councils, it is an extremely difficult task for one person to effectively advocate on behalf of all Parish/Town Councils. It is recommended that in signing up to the forum Chorley council make representations for the number of Parish/Town Councillor representatives to be increased for the Chorley 3 Tier Forum. To maximise to increase the opportunities for Parish Councillors to be involved, it is suggested that paces are taken by Parish Councillors, not their clerks, that are also either a Borough or County Councillor.

11. Chorley Council has seven representatives on the forum. It is recommended that:

- Conservative representatives - 3
- Labour representatives - 2
- Liberal Democrat representatives - 1
- Independent representatives - 1

This will ensure there is broad political involvement and it will give groups representing non-parished areas the opportunity to put members forward.

IMPLICATIONS OF REPORT

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

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

COMMENTS OF THE MONITORING OFFICER

13. There are no comments to be made at present. However, as the forums and their terms of reference are developed it will be appropriate to bring these proposals back for further consideration and input.

JAMIE CARSON
DIRECTOR PEOPLE AND PLAES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Jamie Carson	5815	29 September 2011	



Report of	Meeting	Date
Director of Partnerships, Planning and Policy (Introduced by the Executive Member for Partnerships and Planning)	Executive Cabinet	20 October 2011

CHORLEY RURAL HOUSING NEEDS STUDY

PURPOSE OF REPORT

1. To inform Executive Members of the major findings and recommendations of the Chorley Rural Housing Needs Study 2011.

RECOMMENDATION(S)

2. That Members note the findings of the survey.

EXECUTIVE SUMMARY OF REPORT

3. The rural housing needs study was commissioned to provide robust evidence of housing need in rural parishes in the borough in order to allow this need to be mitigated by housing policy. Rurality is one of Chorley Council's nine equality strands, and there was a general assumption that certain households in rural areas may be in more acute housing need due to housing related costs and the restricted supply. The main purpose of this study was to highlight and measure this housing need, and make recommendations that will help meet this need.
4. The study was carried out with the cooperation and involvement of several of the rural parishes, and the main primary research that informed this study was carried out via a postal questionnaire to which 1,258 of the 5,330 households contacted responded. The response rate of 23.6% exceeded the target of 20% returns, and enabled statistically robust analyses to be possible.
5. The survey found that there would be estimated 2,114 current households in rural parishes intended or needed to move in the next five years, with over half wishing to remain in their current parish. However 89% would be able to rent or buy on the open market. However only 85% of newly forming households would be able to afford to rent or buy on the open market, with 1,713 new households expected to be formed in the next 5 years and over half preferring to remain in their existing parish.
6. The study highlighted a need for increased supply of accommodation suitable for older people such as a bungalow, and this in turn would increase the supply of family sized housing.
7. The net need for new affordable properties over the next 5 years is 742, and these are shown split by the 15 rural parishes in the main report.



8. The following recommendations are made in the report:

8.1 That Chorley Council takes into account this report when considering any new residential development in a rural parish, especially the highlighted need for all tenures of affordable housing, and that Chorley Council balances the aspirations of new households for home ownership with the highly apparent need for increased numbers of social housing, including social rented accommodation.

8.2 Where housing need can only be met by new social rented properties, wherever possible local lettings policies should be applied to prioritise households with a local connection, along with similar criteria for the sale of intermediate ownership properties.

8.3 At planning application stage Chorley Council’s Strategic Housing function looks at models of intermediate ownership which will allow new households in rural parishes to fulfil their aspiration to buy given that take into account the affordability issues raised in this report.

8.4 The Strategic Housing function should also do more to raise awareness of and promote intermediate home ownership models and availability, as the study highlighted a possible gap in knowledge of the benefits of this tenure.

8.5 That new residential developments take into account older people’s housing needs, which are for mainly 2 (and some 3) bedroom semi-detached bungalows.

8.6 That Chorley Council promotes the borough’s housing related support services including the Home Improvement Agency, to ensure rural parishes are fully aware of DFGs and support to enable people to live independently in their own homes.

REASONS FOR RECOMMENDATION(S)

9. To recognise extent of housing need in rural parishes, particularly affordability of newly forming households, many of which are likely to be displaced from their communities which compromises sustainability.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

10. Not applicable.

CORPORATE PRIORITIES

11. This report relates to the following Strategic Objectives:

Strong Family Support	✓	Education and Jobs	
Being Healthy		Pride in Quality Homes and Clean Neighbourhoods	✓
Safe Respectful Communities		Quality Community Services and Spaces	
Vibrant Local Economy		Thriving Town Centre, Local Attractions and Villages	
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			

BACKGROUND

12. This is a follow on study to the Strategic Housing Market Assessment of Central Lancashire in 2009.

IMPLICATIONS OF REPORT

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

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

COMMENTS OF HEAD OF POLICY AND COMMUNICATIONS

14. As noted in the main body of the report; rurality is one of the council's equality strands contained within its Equality Scheme. This survey and its results will fulfil a useful role and evidence base in informing decisions on the provision and design of housing in rural areas. The recommendations made within the report should support this consideration in being made.

LESLEY-ANN FENTON

DIRECTOR OF PARTNERSHIPS, PLANNING AND POLICY

Appendix A is a copy of the full report.

Report Author	Ext	Date	Doc ID
Mick Coogan	5552	September 2011	

Background Papers			
Document	Date	File	Place of Inspection
Chorley Rural Housing Needs Study 2011	September 2011		Included with this report

Report Author	Ext	Date	Doc ID
Mick Coogan	5552	September 2011	***

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Chorley Rural Housing Needs Study

Report September 2011



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Table of Contents

Section	Page
1. Introduction	2
2. Rural Housing and Household Information	7
3. Households Needing or Intending to Move	10
4. New Household Formation	17
5. Adaptations and Support Needs	21
6. Views on New Housing	23
7. Affordability and Housing Requirements	25
8. Conclusion and Recommendations.....	27
Appendices.....	29

Chorley Rural Housing Needs Study 2011

1.0 Introduction

1.1 Background

Chorley Council recognises 'rurality' as one of its equality strands, and is committed to ensuring that people who live in rural villages receive services comparable to that of the wider borough. Chorley Council has overall responsibility for Strategic Housing in the borough and endeavours to ensure that the housing needs of its citizens are met as near as is practical by the 'housing offer' available.

The Strategic Housing Market Assessment (SHMA) carried out in 2009 estimated that there is an annual shortfall of 723 affordable properties a year borough wide, however, this Central Lancashire (includes Chorley, Preston and South Ribble) wide document did not specifically identify the housing needs of the rural population. Due to higher house prices and restricted housing supply the general assumption is that housing need is more acute in rural parishes, but there is no robust evidence to support this. From the SHMA the gap in rural evidence was indentified, and the Chorley Rural Housing Needs Study was therefore commissioned so that future housing and planning policy can take account of the differing needs in rural parishes.

1.2 Rural Chorley

Seven of Chorley's twenty wards are considered as rural, these are listed below in figure 1.1. The central spine of Chorley is considered to be non-rural. The rural wards are Lostock, Eccleston & Mawdesley, and Chisnall to the west of the borough and Brindle & Hoghton, Wheelton & Withnell, Pennine, and Heath Charnock & Rivington to the eastern side of Chorley.

There are fifteen civil parishes fully contained within the rural wards, these are shown in figure 1.2 and are the focus of this study. In total council tax records showed that there were 9,583 residential properties in the rural wards in October 2010, representing fewer than 21% of the total number of properties in the borough of 45,995 properties at the time. Despite rural households making up only around a fifth of the population, the area covered by rural civil parishes is 69% of the total for the borough.

1.3 Methodology

All parish representatives and borough councillors were invited to an initial meeting to discuss the study. The parishes were generally in support of the project and issues such as housing for first time buyers, households needing to move because they have outgrown their current accommodation and housing for older people were seen as the main issues. A follow up meeting was arranged to look at the design of the survey questionnaire.

Figure 1.1

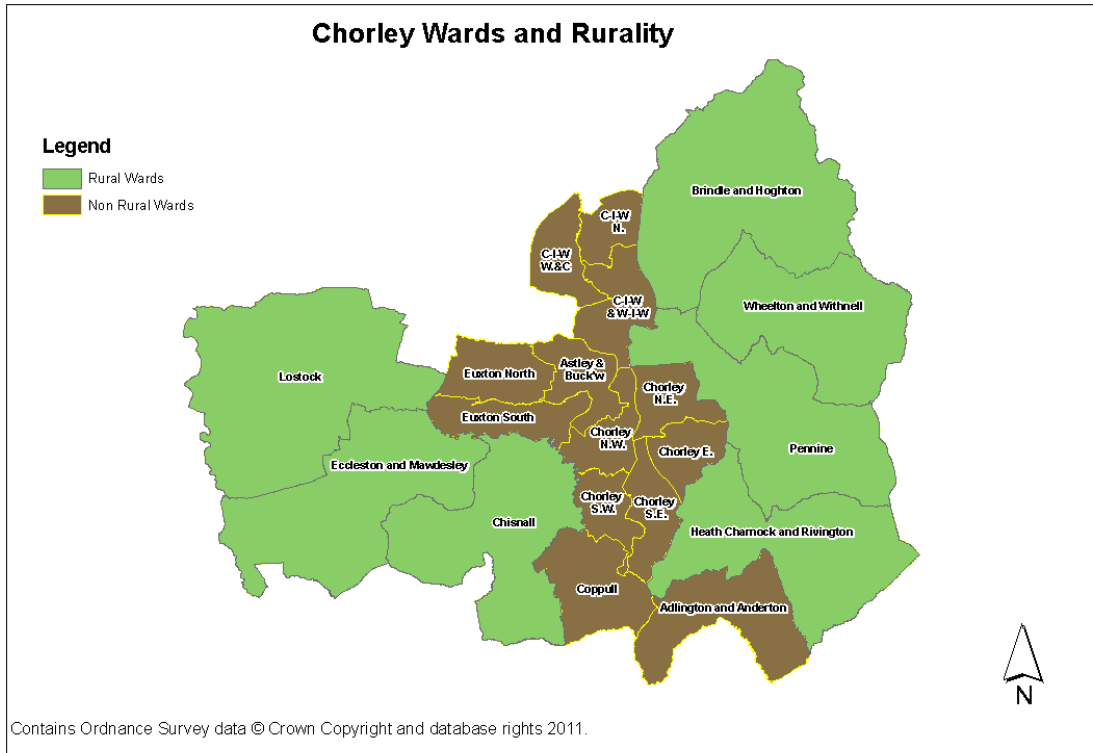
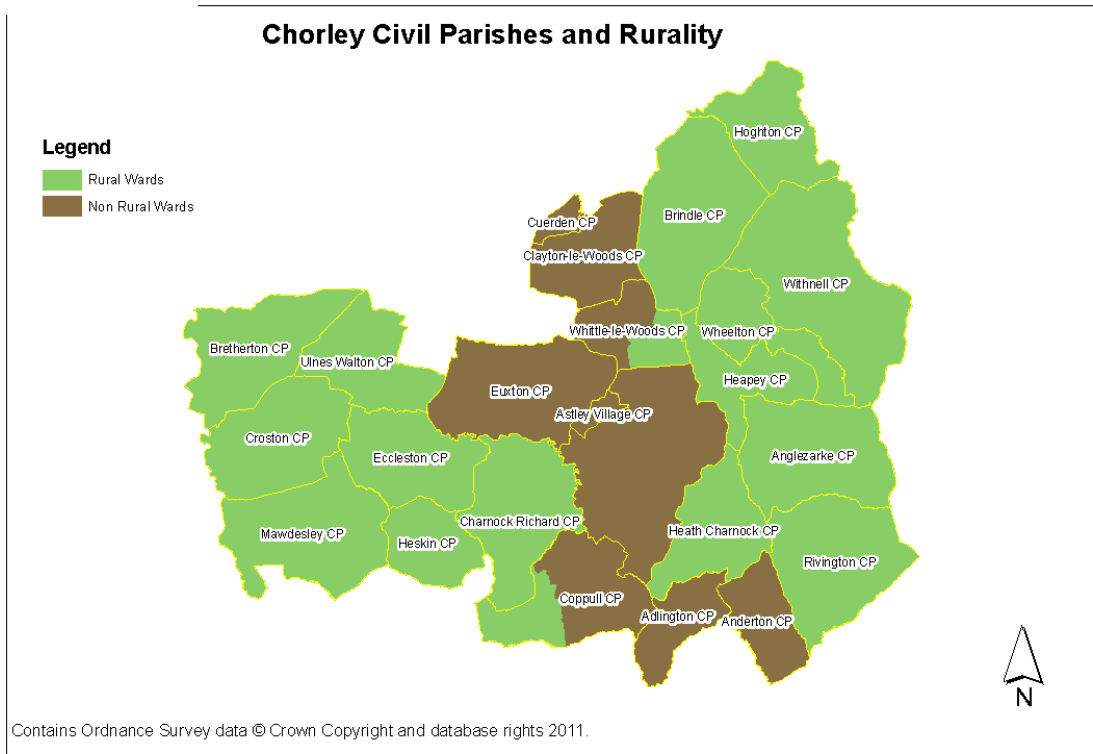


Figure 1.2



The questionnaire (appendix A) was distributed by post rather than face to face interview. A number of parishes were willing to assist with the distribution by delivering the questionnaires with their periodic newsletters. It was hoped that distribution with parish newsletters, especially if an article mentioned the survey, would increase the response rate. Some of the parishes willing to help with distribution were prevented from doing so due to the timing of their newsletters being published. All parishes were sent survey questionnaires to a randomly selected 50% sample, except for the two smallest parishes -Rivington and Anglezarke and the parishes who helped to distribute them -Ulnes Walton, Bretherton and Heath Charnock receiving 100%.

To manage the burden on officer time the surveys were distributed between September 2010 and January 2011, with a final deadline for the larger parishes of 11th February 2011. Some questionnaires were received as late as April but were still used. Overall the response rate was an encouraging 23.9%, with 1258 out of 5330 questionnaires being returned. Table 1.1 shows the breakdown of responses by parish. Response rates varied from 14.2% to 30.0%. Four parishes had over 150 responses, which allows some questions to be statistically significant at parish level. The headline data for parishes will be reported on a size and location basis, as there is a clear split between the smaller and larger parishes, and also an east west divide. For the purposes of this survey parishes with 444 households or less will be classed as the ‘smaller parishes’, with parishes of 729 households or more counting as ‘larger parishes’. This is a logical split with the largest smaller parish being only 61% the size of the smallest larger parish.

Table 1.1 Responses by Parish

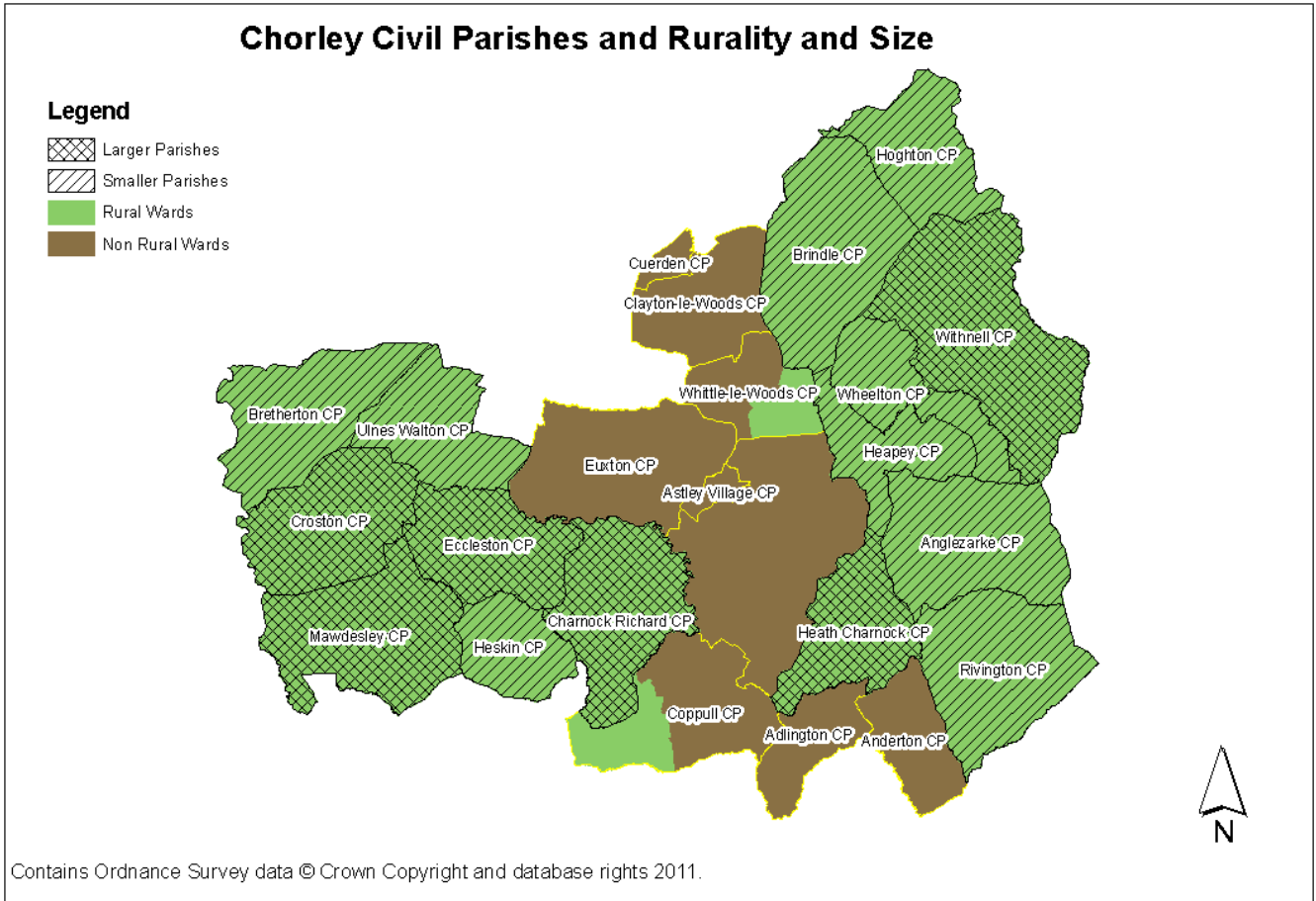
Parish	<i>Occupied Households</i>	<i>Sample %</i>	<i>Sample No.</i>	<i>Returns No.</i>	<i>Returns %</i>	Size	Location
Eccleston CP	1784	50.0%	892	220	24.7%	Larger	West
Withnell CP	1447	50.0%	724	176	24.3%	Larger	East
Croston CP	1239	50.0%	620	166	26.8%	Larger	West
Heath Charnock CP	830	50.0%	415	104	25.1%	Larger	East
Charnock Richard CP	742	100.0%	742	162	21.8%	Larger	West
Mawdesley CP	707	50.0%	354	106	30.0%	Larger	West
Wheelton CP	431	50.0%	215	46	21.4%	Smaller	East
Brindle CP	408	50.0%	204	40	19.6%	Smaller	East
Heskin CP	368	50.0%	184	40	21.8%	Smaller	West
Heapey CP	363	50.0%	181	43	23.7%	Smaller	East
Hoghton CP	353	50.0%	177	36	20.4%	Smaller	East
Ulnes Walton CP	295	100.0%	295	42	14.2%	Smaller	West
Bretherton CP	270	100.0%	270	67	24.8%	Smaller	West
Rivington CP	46	100.0%	46	7	15.4%	Smaller	East
Anglezarke CP	13	100.0%	13	3	23.8%	Smaller	East
	9296	57.3%	5330	1258	23.6%		

Figure 1.3 below helps to illustrate the various ways it will be possible to analyse and report the data given the response rates.

1. All Rural Parishes
2. All Larger Rural Parishes
3. All Smaller Rural Parishes
4. Smaller Rural Parishes West (Bretherton, Ulnes Walton and Heskin)
5. Smaller Rural Parishes East (Hoghton, Brindle, Wheelton, Heapey, Aglezarke and Rivington)
6. Larger Rural Parishes West (Croston Mawdesley and Charnock Richard)
7. Larger Rural Parishes East (Withnell and Heath Charnock)
8. Single Parishes with response rates over 150 (Eccleston, Withnell, Croston and Charnock Richard)

It will only be appropriate to display certain key figures by all the above groupings, with other analyses carried out at a higher level due to the robustness of data e.g. missing income data, or several options to a question. When data is displayed for a particular 'smaller parish' the data has been aggregated up for that area (e.g. smaller parishes west) before analysis then proportioned according to the number of the households in the individual parishes.

Figure 1.3



The response rates were higher in households with older people so weighting was applied to the responses to compensate for this, aligning each parish with 2001 Census data then factoring in population growth. After weighting was applied on population, the main property types, i.e. detached, semi-detached and terraced, were all within one percentage point of 2001 Census data, and therefore considered to be an accurate reflection of the types of properties in rural areas. The main tenure types i.e. private ownership, private rented and social rented were compared with the 2001 Census data, and rural parishes showed slightly higher levels of private ownership than compared with the 2001 data, with lower rates of private renting and social renting. It is possible for the tenure split to change over a period of ten years, particularly with Right to Buy/Acquire of social stock being more popular in rural areas, and consequently no weighting was applied to tenure, but this can be reviewed when the 2011 Census data becomes available.

2.0 Rural Housing and Household Information

2.1 Housing Stock and Tenure

Chorley's rural parishes demonstrate higher levels of private ownership and a larger proportion of detached housing than found in the borough as a whole. The property types are listed in table 2.1 below.

Table 2.1

Rural Property Types	Households	%
Detached house	2979	32.1%
Semi-detached house	2671	28.7%
Terraced house	2072	22.3%
Flat/Apartment/Maisonette	41	0.4%
Flat in adapted property	41	0.4%
Detached bungalow	893	9.6%
Semi-detached bungalow	510	5.5%
Terraced bungalow	88	0.9%
Total occupied dwellings	9296	100.0%

The percentage of detached properties is 41.7%, compared to a figure from the Central Lancashire Strategic Housing Market Assessment (SHMA) 2009 which gives the Chorley wide figure of 28.6% (using CACI 2007 data). The SHMA also shows for the

whole of Chorley far higher numbers of flats/apartments/maisonettes at 8.2% compared to 0.89% in rural areas. The proportion of terraced properties is also higher at 27.8% (SHMA) compared to 22.3% in rural areas. Numbers of semi-detached properties were found to be similar in the rural parishes to the whole of Chorley at 34.2% and 34.9% respectively.

Compared to the SHMA (which uses CACI 2008 for tenure) the main differences in tenure types between the rural parishes and the whole of the borough are fewer social rented properties at 3.4% compared to 14% for the borough, and a far higher proportion of owned outright properties in the rural parishes at 46.9% compared to the borough wide figure of 32.4%. The very low social rented figures suggest there is little opportunity to rent affordably in rural parishes compared to non-rural areas.

Table 2.2

Rural Property Types	Households	%
Owens outright	4361	46.9%
Owens with mortgage or loan	4169	44.8%
Rent from a housing association	319	3.4%
Rent privately	294	3.2%
Rent from a relative or friend	27	0.3%
Tied accommodation	44	0.5%
Shared ownership/equity	50	0.5%
Low cost home ownership (CBC Scheme)	14	0.2%
Other	18	0.2%
Total occupied dwellings	9296	100.0%

2.2 Households Sizes and Occupancy Ratings

81 % of Households have been in their current home for 5 years or more years, 63% for over 10 years and 37% for over 20 years, showing that rural parishes have settled communities. Table 2.3 below shows almost half the rural households have two people, and the average household size in rural parishes is 2.45 compared to 2.39 for the whole of the borough (Census 2001).

Table 2.3

Rural Household Sizes	Households	%
One person	1737	18.7%
Two people	4207	45.3%
Three people	1465	15.8%
Four people	1393	15.0%
Five people	386	4.1%
Six or more people	108	1.2%
Total occupied dwellings	9296	100.0%

Almost half the rural homes had 3 or more bedrooms, with 78% of households having 3 or more bedrooms and 22% having 2 or less.

Table 2.4

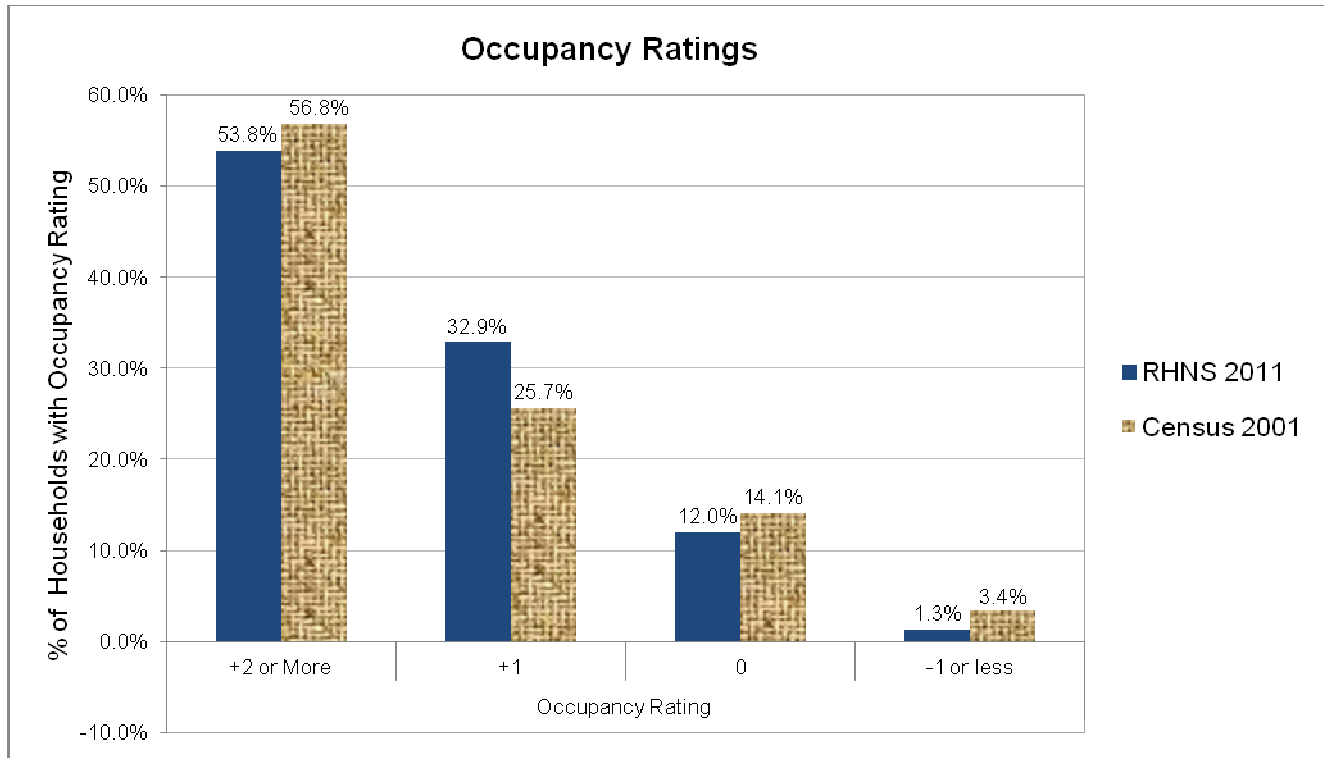
Rural bedroom numbers	Households	%
One bedroom	258	2.8%
Two bedrooms	1788	19.2%
Three bedrooms	4486	48.3%
Four bedrooms	2306	24.8%
Five bedrooms	363	3.9%
Six or more bedrooms	95	1.0%
Total occupied dwellings	9296	100.0%

On the face of it looking at household sizes and bedroom numbers, it is unlikely there will be much over-crowding in rural parishes; however this can be clarified by looking at occupancy ratings as seen below.

Overcrowding can be a symptom of housing need not being met by the housing offer, and can be caused by 'hidden households' such as grown up children who live with their parents because they can't afford to move into their own accommodation, or families who have outgrown their current accommodation. Over-occupying and under-occupying can be measured using the Bedroom Standard (developed in the 1960s and used by the Survey of English Housing since 1993 to measure overcrowding). The Bedroom Standard allocates one bedroom to each cohabiting couple, and one bedroom to each single person over 21. People under 21 can share a room provided they are of the same gender, or of different genders if they are both under 10, however, anyone who can't share is allocated a separate room. Using the bedroom standard an Occupancy Rating is generated which takes the number of rooms available minus the rooms required under the Bedroom Standard. If a household had one bedroom short the occupancy rating would be -1, and if the exact number of rooms was available to meet the bedroom standard the rating would be 0.

Occupancy ratings were used to compare households in rural parishes to data from the 2001 Census including all Chorley households. Whilst the figures from the previous census are ten years old, it is still the most robust benchmarking data for this area. Figure 2.1 shows that the rural parishes are less likely to be overcrowded, or have an adequate number of rooms than the people of Chorley as a whole, and that rural homes are more likely to be under-occupied than the rest of Chorley. With 86.7% of the rural households under-occupied and over 1.3% over-occupied, over-crowding is not a significant issue in rural parishes, and does not look like posing a problem in the near future.

Figure 2.1



Related to occupancy, households were asked to indicate if an extension was needed to their property due to the size of their current household, from the responses 71 households indicated they did. Of the 71, none were overcrowded according to the bedroom standard with 35 having an occupancy rating of 0 and 36 under-occupying. Therefore it is unlikely that the ability to have an extension would have a significant impact on housing need in the rural parishes.

3.0 Households Needing or Intending to Move

3.1 Number of Households Intending or Needing to Move

Households were asked to indicate if they intended, or needed, to move home within the next five years, as well as to state up to three main reasons for their intended move. The reasons behind wanting or needing to move are a good gauge of housing need. Just over 23% of households indicated a need or wish to move within 5 years, this figure represents 2,114 of the 9,296 households. Of the households looking to move only 349 (16.5%) are estimated to want or need to do this within the next 12 months, with a further 736 (34.8%) indicating 1 to 3 years, and 1,030 (48.7%) stating 3 to 5 years. With almost half stating 3 to 5 years this suggests the demand for moving is to meet an expected future need rather than a current one in many cases. The breakdown by parish is illustrated in figure 3.1

Table 3.1

Household Needing or Intending to Move in Next Five Years				
Parish	Moving H'holds	Current H'holds	Movers / Current %	Size & Location
Bretherton CP	62	270	22.8%	Smaller Western
Heskin CP	84	368	22.8%	
Ulnes Walton CP	67	295	22.8%	
Anglezarke CP	4	13	31.8%	Smaller Eastern
Brindle CP	130	408	31.8%	
Heapey CP	115	363	31.8%	
Hoghton CP	112	353	31.8%	
Rivington CP	15	46	31.8%	
Wheulton CP	137	431	31.8%	
Charnock Richard CP	195	742	26.3%	Larger Western
Croston CP	308	1,239	24.9%	
Eccleston CP	341	1,784	19.1%	
Mawdesley CP	168	707	23.8%	
Heath Charnock CP	130	830	15.7%	Larger Eastern
Withnell CP	246	1,447	17.0%	
	2,114	9,296	22.7%	

3.2 Reasons for Intending or Needing to Move

Households were asked to indicate the main reasons behind intending or needing to move, and up to three reasons could be stated. On average each household gave two reasons. The results from these questions can be seen in the table 3.1 below. The top eight reasons affect over 10% or more of potential movers each, and half of these reasons are likely to have more relevance to older people, with 41.9% indicating the intention to release equity in their home. The other reasons with particular relevance to older people's needs are 'current home too big' being stated by almost 24.4%, 'difficulty maintaining home or garden' 11.4%, and to 'feel more safe and secure when growing older' also indicated by 11.4% of potential movers.

Table 3.2

Main Reason for Need/Intending to Move	Number	Percentage
To release equity in home	885	41.9%
Move to a home considered better	716	33.9%
Current home too big	515	24.4%
Other	408	19.3%
Current home too small	407	19.2%
Closer to employment	376	17.8%
Difficulty maintaining home/garden	242	11.4%
Feel more secure when growing older	240	11.4%
Move to location considered better	172	8.1%
To be closer to friends and family	163	7.7%

Current home too expensive rent/mortgage	157	7.4%
To be closer to shops & amenities	127	6.0%
Current home too expensive to heat	101	4.8%
Mobility limitations	96	4.5%
To buy own home	88	4.2%
Tenancy coming to end	86	4.1%
Total households (up to 3 options each)	2114	

The second most common reason ‘move to a home considered better’ stated by 33.9% of potential movers is more an indication of aspiration rather than need. However, the fifth most common reason ‘current home too small’ could suggest possible overcrowding by the almost one in five or 19.2%, so this issue needed to be looked at further below.

Households who considered their current home to be too small were measured against the bedroom standard. When looked at closely it could be estimated that 18% of the households who indicated their current home was too small with an occupancy rating of -1 (1 bedroom short according to the Bedroom Standard), whilst 59% had ratings of 0, and 23% had ratings of +1 or higher. It is probable that many of the households with 0 ratings, which suggests they are adequately housed according to the Bedroom Standard, were taking into account expanding family sizes over the next five years, and this could be the case for some of the +1 ratings (one bedroom more than required by the bedroom standard). However, there were households with +2 and +3 who intended to move as their current home was too small, and this suggests that for a significant amount of households moving to a bigger home would be based on aspiration rather than household need.

Employment is a reason for over one in six households needing or wanting to move. It is likely that the timing of this study would not help this being within a high period of unemployment and people needing to be more flexible in their employment options. Anecdotally the issue of the lack of employment in various rural parishes was raised in question 10 (question 10 allowed comments to be made on future housing in the parish for its current residents, and the lack of employment was a reason households opposed new housing). Almost one in five households indicated ‘other’ as the reason to move, and although this varied the most common reason for ‘other’ was due to relationships ending or beginning. Whilst table 3.1 highlights a number of issues, the most significant need areas relate to older people’s housing and related support issues.

3.3 Moving areas of preference

Of the households who indicated a need or intention to move, 1,080 (51%) wanted to remain in their current parish, with 555 (26%) choosing the ‘elsewhere’ option (outside Lancashire and Chorley’s bordering sub-regions of Greater Manchester and Merseyside) often indicating possible retirement destinations (e.g. the Lake District or abroad). 186 (9%) of households would prefer to live in another Chorley parish, and 101 (5%) of households would like to move to the South Ribble council area. The households who indicated their preference to move to another Chorley area on the whole indicated other rural areas which did not necessarily border their current parish.

The remaining 9% indicated various other locations outside Chorley and South Ribble council areas, but within the Lancashire, Greater Manchester and Merseyside sub-regions.

795 or 74% households preferring to stay in their current parish expected to be able to do so, and of the 285 households who didn't expect to stay, 201 households did expect to be able to move to another Chorley parish, the majority of these being non-rural parishes, and 47 expected to move to South Ribble. The smaller parishes as a whole showed a lower expectation for households to stay in their current parish who preferred to do so, with only just over 6 out of 10 expecting to do this, whilst the figure was almost 8 out of 10 in the larger parishes (see table 3.3):

Table 3.3

Parishes	Moving Households Remaining in Current Parish		
	Prefer	Expect	Expect/Prefer %
All Smaller Parishes	326	202	61.96%
All Larger Parishes	754	593	78.65%
Total	1080	795	73.61%

3.4 Accommodation Preferences of Moving households

Accommodation type preferences for households moving showed that the vast majority preferred 'ordinary accommodation' with 1,942 (91.9%) representing more than one in ten households. 91 (4.3%) of households would prefer sheltered housing with a warden on site, 45 (2.1%) sheltered housing with no warden on site/visiting, 22 (1.0%) supported accommodation and 14 (0.7%) accommodation with dedicated care.

Table 3.4

Accommodation Types Preferred - Moving Households	Households	%
Ordinary accommodation	1942	91.9%
Sheltered housing - warden on site	91	4.3%
Sheltered housing - no warden/visiting	45	2.1%
Supported accommodation	22	1.0%
Accommodation with dedicated care	14	0.7%
	2114	100.0%

The preferences for accommodation type were closely matched by expectation, suggesting that households' perceptions would be that their aspirations would be met in the vast majority of cases. Of the households wanting or needing to move it is possible that up to 41% could qualify for sheltered housing in the next 5 years, but only 6.4% of the total stated sheltered housing as a preference, with another 1.7% expressing the preference for other accommodation with support or care which could be related to growing older. Coupled with a high percentage of reasons for moving having a high correlation with why older people would move, this suggests that the majority of people growing older prefer normal accommodation. This preference of the majority not to enter sheltered accommodation reflects the findings of the Lancashire County Council wide Review of Housing Related Support Service for Older People which revealed that 83% of older people not currently in sheltered housing would rather receive help in their own homes as and when they needed it rather than move into sheltered accommodation.

Sheltered housing in the borough is generally housing dedicated for people of over 60 years of age rented from housing associations. Sheltered housing may be bungalows designated for occupation by people over 60 years of age (in some cases 55) often with the option of a community alarm or a visiting warden. Sheltered housing can also include purpose built residential buildings with a warden on site and community facilities. Supported accommodation can include any support need, for example, people with learning or physical disabilities or mental health differences and can include adults of any age. In both sheltered and supported accommodation housing related support is provided to allow people to live independently. Accommodation with dedicated care, such as nursing homes, caters for people with higher needs than in supported accommodation. Sheltered housing in Chorley is currently almost all confined to the social rented sector, this gives little tenure choice for older people wishing to receive support, and therefore limited tenure options may have an impact on the demand for sheltered housing.

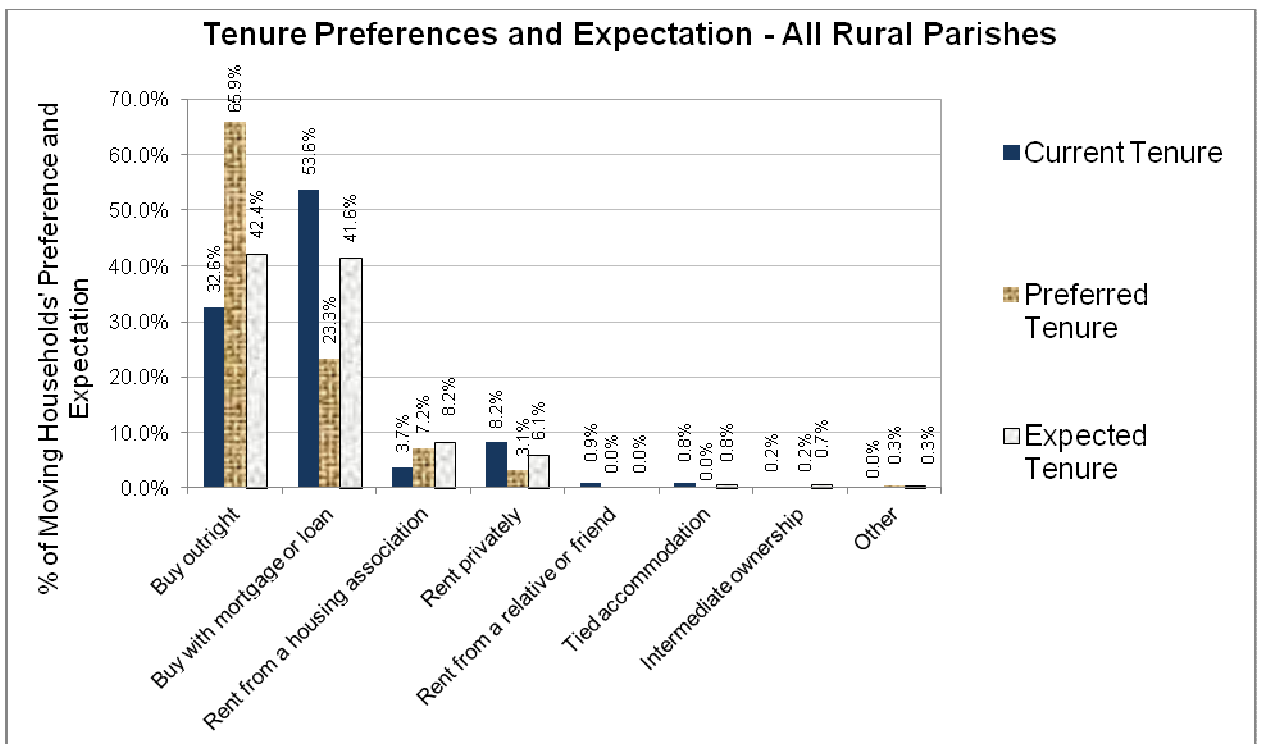
3.5 Tenure Preferences of Moving Households

Tenure preferences of households needing or expecting to move can be seen in figure 3.1 below. It is estimated that 86.2% moving households currently own their property, either outright or with a mortgage, and 89.2% preferring and 84% expecting this tenure. These differences between expectation and preference are very minor compared to new households as can be seen in section 4.2 of the report. The preference for social rented housing at 7.2% is almost double the current households in this tenure (3.7%), whilst the expectation for social housing (8.2%) is slightly higher than the preference, and this is due to households who would prefer to be able to buy not expecting to be able to do so. The increase between preference for social renting from current tenure to expectation came from privately owned (74%) and rented (26%), with all the household reference

people being at least 54 years old. Of these households who indicated a preference to change tenure to social rented accommodation, only 22% wanted sheltered housing.

8.2% of moving households who are currently in private rented accommodation expressed a need or intention to move, the number preferring private rented accommodation was much lower at 3.1%, however 6.1% expected to be housed in the tenure. The previous figures illustrate a demand by many private renters to move away from the tenure, and is split evenly between private ownership and social renting, however the movement to both of these tenures is expected not to be possible by around half the households who wish to do so. The main reason for households wishing to leave private rented accommodation was to 'buy own home', and was expressed by 43% of households wishing to leave this tenure.

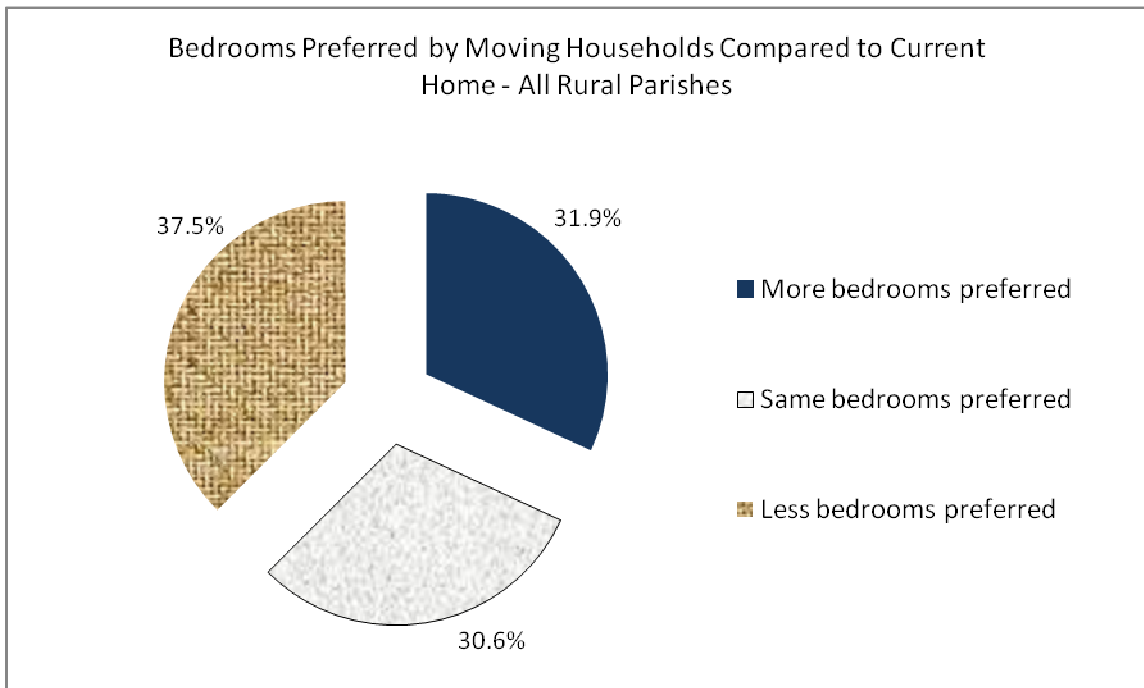
Figure 3.1



3.6 Property Type and Bedroom Preferences of Moving Households

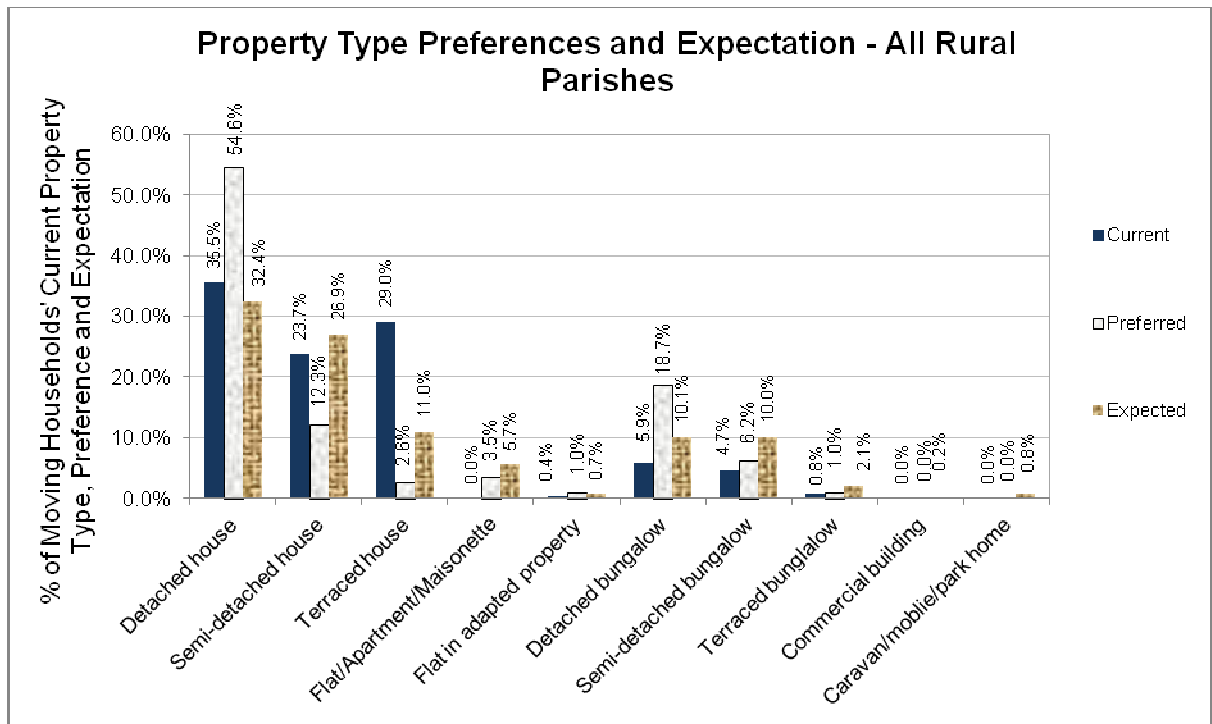
The preference for bedroom sizes of moving households illustrated that more households wish to downsize their property (796) than move to a property with more bedrooms (674), just over three in ten households preferred a property of the same size. Figure 3.2 illustrates that preference for more, less or the same bedroom size is fairly evenly split. An estimated 541 households, marginally over one in four, expected fewer rooms than they preferred.

Figure 3.2



Property type preferences show that the majority of moving households would prefer detached houses, with 1,154 or 54.6% of movers preferring this type, however, the expectation for this accommodation was only expressed by 32.4% of movers which is closer to the percentage for this property type of 35.5%. Semi-detached houses are seen as more realistic for movers who prefer a detached house but do not expect one. As can be seen in figure 3.3 there is no demand for terraced houses, as currently 29% of movers live in this type, but with only 2.6% preferring and 11% expecting this type. Bungalows are the property type 11.4% of households intending or needing to move, however this property type is preferred by over double that number of households at 26.0% and the vast majority also expecting a bungalow (22.3%). The previous figures highlight the need for properties that would be more suitable for people growing older, and a high demand for a property type that won't be met by the current housing offer. Whilst most of the majority who prefer to move to a bungalow wanted a detached property, the expectation was evenly split between detached and semi-detached bungalows. As was the case with terraced houses, terraced bungalows were also unpopular.

Figure 3.3



4.0 New Household Formation

4.1 The Number of New Households

To maintain sustainable rural communities it is essential that younger people are not forced to leave when setting up new households due to the lack of affordable appropriate housing. From the responses to the survey it is estimated that in total 1,713 new households will be formed from existing households in the next five years in the rural parishes, and this is over 18% of the total current number of rural households. The questionnaire asked if new households were likely to form with people from separate households in the parish or other Chorley parishes (by parish) and this was used to stop double counting when estimating to the total figure.

In total for the rural parishes new households formation was estimated to be fairly evenly split between the *1 up to 3 years* and *over 3 to 5 year* categories with 748 and 789 new households respectively, and 176 new households expected to be needed to be formed in *up to 12 months or immediately*. Table 4.1 shows that there is no particular correlation between the size or location of the parish and the percentage of new households estimated to be formed.

Table 4.1

Parish	New Households Formed in Next Five Years			Size & Location
	New H'holds	Current H'holds	New / Current %	
Bretherton CP	43	270	16.0%	Smaller Western
Heskin CP	59	368	16.0%	
Ulnes Walton CP	47	295	16.0%	
Anglezarke CP	3	13	21.6%	Smaller Eastern
Brindle CP	88	408	21.6%	
Heapey CP	78	363	21.6%	
Hoghton CP	76	353	21.6%	
Rivington CP	10	46	21.6%	
Wheelton CP	93	431	21.6%	Larger Western
Charnock Richard CP	140	742	18.8%	
Croston CP	225	1,239	18.2%	
Eccleston CP	261	1,784	14.6%	
Mawdesley CP	144	707	20.4%	
Heath Charnock CP	147	830	17.8%	Larger Eastern
Withnell CP	299	1,447	20.7%	
	1,713	9,296	18.4%	

4.2 New Households Areas of Preference

Of the new households a slender majority of 51% (866) show a preference to remain in their current parish. 11% of newly forming households indicated a preference to move to another Chorley area (most frequently Chorley town itself), 5% indicating South Ribble and over a quarter (26%) opting for areas other than those listed on the questionnaire.

The areas listed on the questionnaire included all of the Lancashire, Greater Manchester and Merseyside sub-regions, and answers showing preference for outside of these areas were very mixed. The remaining 7% indicated various other locations outside Chorley and South Ribble council areas, but within the Lancashire, Greater Manchester and Merseyside sub-regions.

A large minority of new households wishing to remain in the same parish did not expect to be able to, with 366 (43%) of the total of 866 new households wanting to remain in the parish expected to have to move out of their current community. The displacement away from rural parishes was in most cases expected to occur to the non-rural Chorley areas and the change from preference to expectation of living in another Chorley area doubled from 11% to 22%. There was also a significant change from preference to expectation of living in South Ribble changing from 5% to 9%. The change in figures from preference to expectation strongly suggests that central Chorley and some areas of South Ribble are perceived by people in Chorley rural parishes as being more affordable.

Area analysis looking at differences in preference and expectation was not possible to be robust at parish or groups of parish levels however there is a significant difference in perception of affordability between smaller and larger parishes as can be seen below in table 4.2, with larger parishes being almost an 11 percentage points higher when it comes to the expectation of being able to remain there, and this is likely to be a symptom of higher housing costs in smaller villages.

Table 4.2

Parishes	New Households Remaining in Current Parish		
	Prefer	Expect	Expect/Prefer %
All Smaller Parishes	301	151	50.3%
All Larger Parishes	565	345	61.1%
Total	866	497	57.4%

4.3 New Household Tenure and Bedroom Preferences

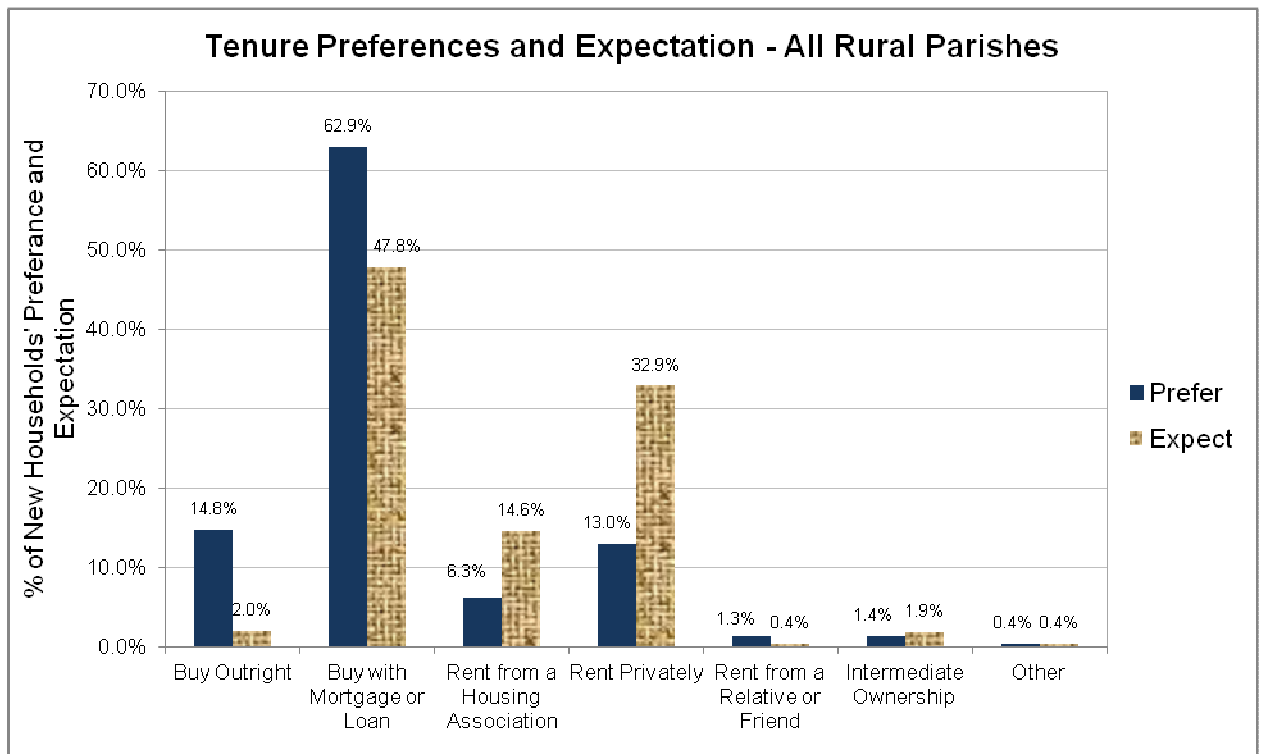
There was no difference in the number of bedrooms preferred and expected for 55% of potential new households, 38% thought they would have to settle for one bedroom less than preferred, and 7% expected the difference to be 2 bedrooms. When smaller and larger parishes are looked at there was a clear difference with smaller parishes only expecting their bedroom size preferences to be met in 45% of cases, whilst this figure was 60% for larger parishes.

Tenure choice in newly forming households showed that in the majority of cases there is a clear aspiration for home ownership with 78% preferring to buy either outright or with a mortgage/loan, however, only 50% would expect to be able to do this. The majority of new households who would prefer, but do not expect to buy, and think they would be likely to rent privately. Figure 4.1 shows a rise from preference to expectation of private rented tenure of over 2.5 times from 13% to 32.9%, and a similar scale rise for social rented properties from 6.3% to 14.6%. Renting is expected to accommodate new households who do not think they will be able to buy a property without assistance, rather than intermediate home ownership which only shows a very slight rise between

preference and expectation. However, intermediate home ownership, such as Shared Equity, Shared Ownership and Discounted Home Ownership would be more likely to meet the aspirations of new households who wish to own rather than rent. This suggests that there is a perception of very low availability of intermediate home ownership or that the tenure is not widely understood. Preference and expectation for home ownership (outright or with a mortgage) was found to be higher in smaller parishes with 85% and 63% compared to 75% and 46% respectively in larger parishes.

When asked what types of tenure new households considered to be affordable ('don't knows' omitted), private ownership was considered to be affordable by 41% of new forming households, with private rented accommodation indicated as affordable by 18% (not including those who had also selected private ownership as affordable as this question was not limited to one answer), 21% considered none of the options affordable. Of the remainder who did not consider private ownership or renting to be affordable (with some overlap) 14% believed intermediate ownership to be affordable and 10% thought the same about renting from a housing association. If respondents considered home ownership to be affordable then their answers indicating other tenures were affordable were ignored, as the assumption was made that if home ownership was affordable than all other tenures would be. In smaller parishes 56% of new households perceived private ownership affordable, whilst this was the case with 35% of new households in larger parishes.

Figure 4.1



There were no particular issues highlighted for newly forming households in terms of supported or sheltered accommodation. Only 0.6% of households indicated a need for supported accommodation whilst, as may have been expected, there were no instances

of new households seeking sheltered accommodation, and the overwhelming majority of new households stating a preference for ordinary accommodation.

4.4 New Households Ability to Buy

The most common deposit bracket new households indicated they would have to help set up a new home was £10,001 to £20,000 estimated by 40%, with 26% having some deposit up to £10,000 and 19% having no deposit at all. However, 15% of new households spread across all income brackets had above £20,000 with over 4% estimating that they would have in excess of a £50,000 deposit to put towards a buying a home. Larger parishes are estimated to have 48% of new households with under £10,000 deposit, whilst this was the case for only 38% of households in smaller parishes.

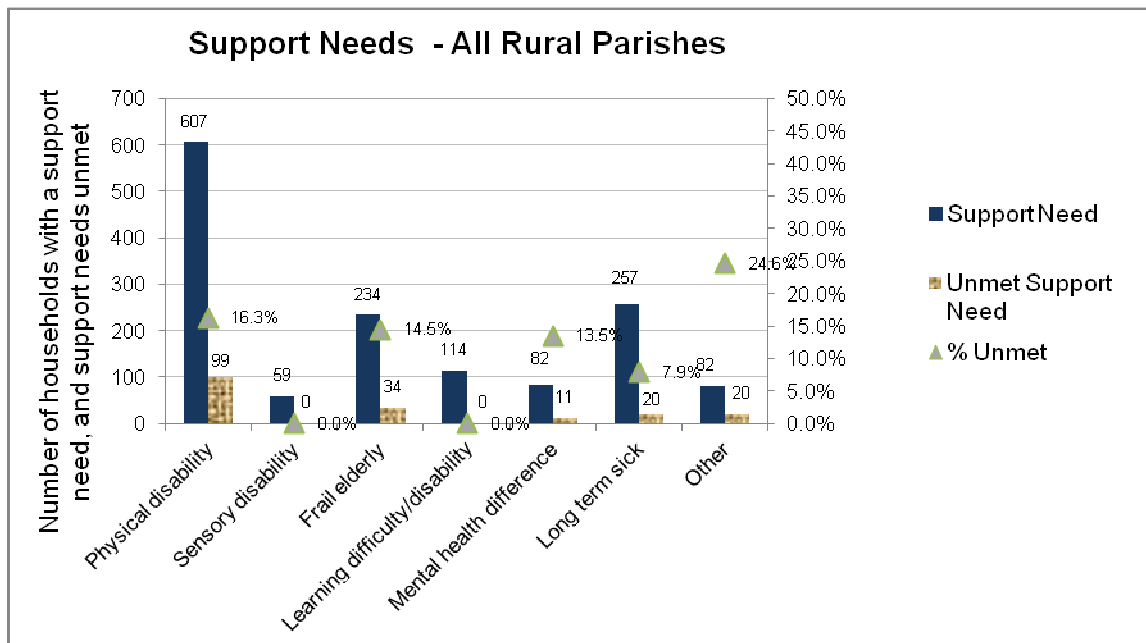
Income of expected new households is very difficult for anyone to estimate as in many cases the people who will form these households are often currently not working due to being in education, or in some cases waiting to gain better paid employment before they start a new household. 72% of new households were either expected to have a household income of either under £25,000 or 'unknown but first employment so likely to be low', with median households income for new households estimated to be around £20,000. The upper quartile median for new households is estimated to be £24,000 and the lower quartile household income estimated to be £17,000. Expected incomes were very similar for both smaller and larger parishes.

5.0 Adaptations and Support Needs

Households were asked to indicate what personal support needs they have, and if they were being met. As can be seen in figure 5.1 by far the highest support category was physical disability with an estimated 607 households, but only 99 of them had an unmet support need. Long term sick and frail elderly also had significant numbers of households indicating these need groups with 257 and 234 respectively, support needs are met in the majority of cases. It is estimated that 7 out of 8 people with a support need have access to personal support if they require it. The majority of unmet need concerns people with physical disabilities, and 60% of cases where the household had a support need concerned people over 60 years old. From a housing perspective, the main housing related support client group in the Supporting People programme is Older People. As the majority of support is currently only available through the Supporting People programme to tenants of housing associations, it is possible that this could account for some of the unmet support needs.

The Home Improvement Agency which is part of the Strategic Housing Team is in the process of commissioning a new Handy Persons service, and this will assist older people and people with disabilities by doing small jobs around the home which residents are unable to do themselves. It is possible that in many cases the unmet support need may be care, likely to be commissioned by Lancashire County Council, however, Chorley Council needs to ensure that rural households are connected to the housing related support services it commissions by ensuring the right type of support is available and promoted effectively.

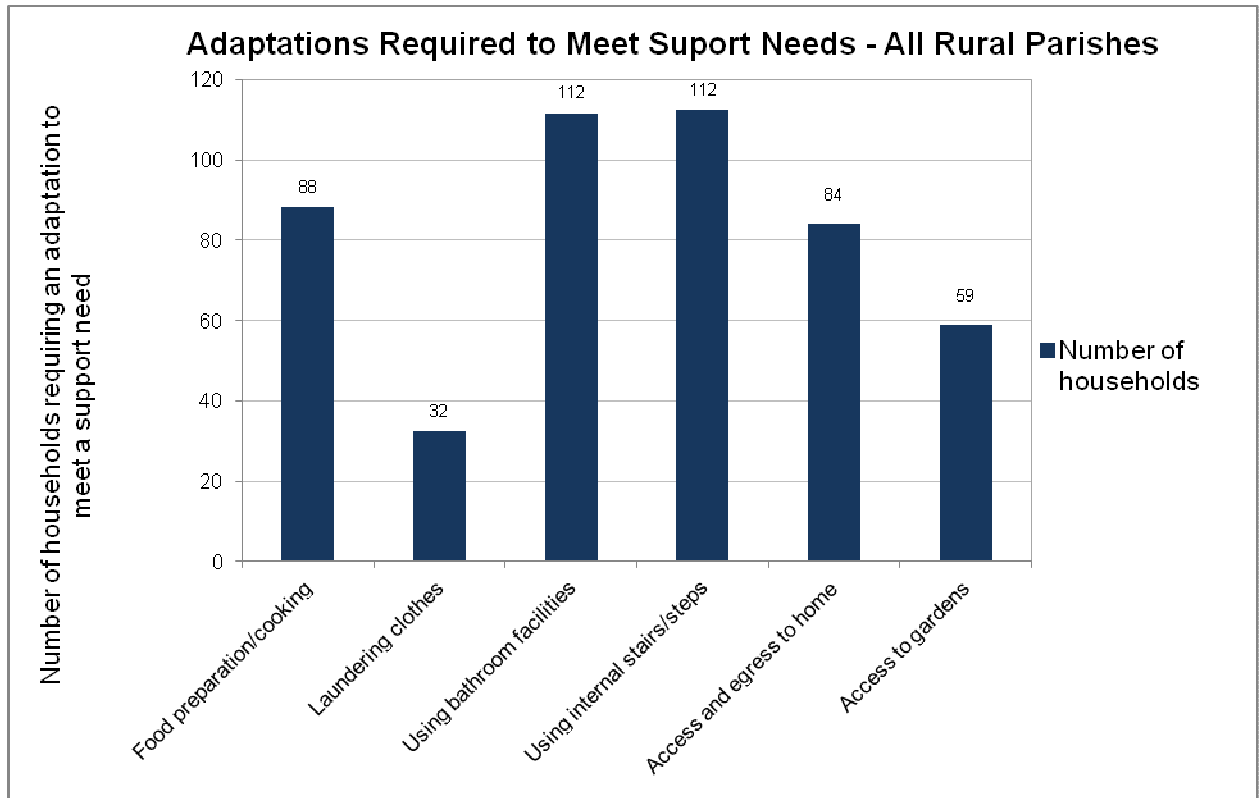
Figure 5.1



Respondents who had a support need were asked to indicate if there was any adaptation or improvement that could help them in their home and garden or to carry out day to day tasks. As illustrated in figure 5.2 below, the two main adaptations needed involved changes to internal stairs and steps and to bathrooms, each at 112 (1.2% of

the total) households. There was also a significant number of households who would benefit from changes to their kitchens for food preparation and cooking at 88 (0.9%), and 84 households (0.9%) who would benefit from an adaptation to assist them with moving in and out of their home. Lower numbers of households required adaptations to help access their garden with 59 (0.6%) stating this option. Only 32 (0.3%) households said they would benefit from assistance with laundry. With none of the adaptations required being much more than 1% of households, these figures are of limited concern as there are existing services available to assist these households.

Figure 5.2



Chorley Council provides Disabled Facilities Grants (DFGs). DFGs are means tested for adults over 19 years old, but not if the disabled person is 18 or under. The grant assists people with adaptations in order to allow them to remain in their own home. The DFG pays for capital works up to the value of £30,000. Adaptations such as wet rooms, stair lifts and wheelchair ramps are provided using DFGs. Smaller adaptations under the value of £500 are provided by Social Services. A common example of these lower value adaptations is grab rails to assist people entering a home or using bathroom facilities, and temporary ramps. The Home Improvement Agency also assists with advice and signposting to other agencies. .

6. Views on New Housing

Respondents were asked for their opinions on possible new housing developments in their parish. This question caused some confusion, as some respondents stated ‘there are no new developments’, not interpreting the question as hypothetical (which was a lesson learned). A small minority of respondents did not understand why current residents would need housing if they are already housed. Also included within this question was a free text box allowing people to give reasons for their answer. Whilst this helped understand reasons behind answers, it also showed a variety of opinions. Table 6.1 below lists the results.

Table 6.1

New Housing in Parish for Current Residents		
Strongly support	691	7.7%
Support	1441	16.1%
Neither support nor oppose	2317	25.9%
Oppose	1823	20.3%
Strongly oppose	2197	24.5%
No opinion	496	5.5%
	9583	100.0%

As can be seen from the results overall, 44.8% of households who either oppose or strongly oppose new developments for current residents and 23.8% who support or strongly support them. 31.4% of all households neither supported or opposed new developments or had no opinion, however, there is clearly far more opposition than support.

Common reasons for opposing development were that there is a current lack of amenities and facilities e.g. GP’s surgeries, schools and shops, the amount of road traffic, and preserving rurality. In Eccleston a major concern of residents is that the drains can’t cope with any new housing. Some respondents opposed new developments as they perceived them as not being affordable, others opposed new developments in case they would be affordable. No new development on green belt land was a common opinion expressed.

Of the households who supported new developments, many expressed the type of development they would support, stating that they should be on in-fill sites and in keeping with the character of the village. Accommodation for first time buyers and older people was a recurring theme. The highest percentage of opposition to new developments came from Withnell parish at 54.6%, however, Wheelton and Heath Charnock also had over 50% opposition. The strongest support (excluding Anglezarke which did support strongly but there were only 3 responses from 13 households) came from Heskin at 39.8%, with Mawdesley and Charnock Richard being the only other parishes with over 30%.

Whilst there is more opposition to support for new housing development for its current residents, it is apparent that the current housing offer in rural parish falls far short of

meeting the needs of in particular newly forming households as well as older people. Therefore the pragmatic solutions must be sought if and when delivering new housing which take on board both need and public opinion, to ensure that any developments are appropriate, and meet the needs of the local parish. It is also important that robust local lettings policies are applied when allocating new social housing in rural parishes to ensure current residents and households with a strong local connection are prioritised, and this should also apply to the sale of intermediate affordable housing.

7. Affordability and Housing Requirements

7.1 Affordability

The latest available sales data from the Office for National Statistics (ONS) at Middle Layer Super Output Area level shows that prices for rural only areas in Chorley are 26% higher than in non-rural areas with the lower quartile median house prices ranging from £120,000 to £137,000 depending on the area. The lower quartile median is a good indication of the price a first time buyer might expect to have to pay. The median house prices (50th percentile) typically range from £160,000 to £190,000 in rural parishes with the mean average often being much higher.

From data provided it is estimated that current households needing or intending to move will be able to afford to rent or buy a home in their current parish in 89% of cases, with 80% of those able to buy outright or with the assistance of a mortgage. It is expected that 9% would be able to rent on the open market but not buy without the assistance of an intermediate ownership scheme. The remaining 11% of households are unlikely to be able to rent or buy on the open market, even with the assistance of intermediate ownership schemes. It is likely that these households would require social rented/affordable rented properties in order to meet their housing needs.

Of the newly forming households it is estimated that 85% would not be able to afford market housing in their current parish to rent or buy (by comparing survey data with house prices and rent levels), 8.6% would be able to buy entry level housing and 6.4% would be able to afford market rents but not be able to buy. It is also estimated that 7.2% of new households would benefit from intermediate ownership based on a 50% shared ownership model, which otherwise would not be able to buy any suitable property on the open market in their current parish. This highlights the continuing need for increased numbers of social rented properties in rural parishes, only 6.6% of the borough's social rented stock is located in rural parishes, however these parishes account for almost 21% of all households. Therefore it is clear that to keep rural parishes sustainable and stopping the majority of new forming households being displaced, there is a demonstrable need for affordable housing in the form of social rented and intermediate home own ownership products.

]

7.2 Affordable Housing Requirements

From the responses it is estimated that there are currently 97 households in housing need, who wish to stay in a rural parish in Chorley but are unlikely to be able to rent or buy on the open market. Of the new households expected to be formed within the next 5 years it is estimated that 808 wish to stay in a rural parish in Chorley but will not be able to rent or buy on the open market. Taking into account new affordable housing provision in rural parishes expected or completed since the survey e.g. in Charnock Richard, Croston and Eccleston, social housing re-lets in rural parishes, and households in housing need already in social rented properties, the net annual shortfall of affordable properties can be calculated. It is estimated the net shortfall of affordable properties over the next five years is 742, with a net annual shortfall of around 148 or 149 across all rural parishes.

Table 7.1 demonstrates the net affordable housing required by parish, and factors in recent and planned new affordable housing provision, along with household formations and households needing to move.

Table 7.1	Annual Affordable Housing Requirement by Parish for 5 years						Size & Location
	2011/12	2012/13	2013/14	2014/15	2015/16	Total	
Bretherton CP	4	5	5	4	5	23	Smaller Western
Heskin CP	6	6	6	6	7	31	
Ulnes Walton CP	5	5	5	5	5	25	
Anglezarke CP	0	0	1	0	1	2	Smaller Eastern
Brindle CP	9	10	10	10	9	48	
Heapey CP	9	9	8	9	8	43	
Hoghton CP	9	8	8	8	8	41	
Rivington CP	1	1	1	1	1	5	
Wheilton CP	10	10	10	10	10	50	
Charnock Richard CP	14	13	13	14	13	67	Larger Western
Croston CP	18	18	18	18	18	90	
Eccleston CP	22	22	22	22	22	110	
Mawdesley CP	13	12	13	12	13	63	
Heath Charnock CP	10	10	10	10	10	50	Larger Eastern
Withnell CP	18	19	19	19	19	94	
	148	148	149	148	149	742	

From the income data it appears that nearly all the households who could not afford to buy or rent on the open market would also not be able to afford a shared ownership property (using 50% ownership/50% rent as the benchmark) so on the face of it the majority of the properties in the table above would need to be social rented/affordable rented. However, the aspiration of new households clearly leans towards buying properties (77.7%) with social rented favoured by only 6.2%.

The demand for intermediate ownership properties looks to be very low, however, this is probably due to a lack of explanation of the various products available, and the Strategic Housing function within the Council needs to raise awareness and promote this tenure. As intermediate ownership is a stepping stone to full home ownership, it is a stepping stone to meeting the aspirations of new households, but is it affordable in rural parishes? 14% of new households indicated intermediate ownership as affordable, but 21% thought no option was affordable, even social renting. As median entry level house prices in rural parishes are on average 26% above prices in non-rural areas, the survey data suggests that intermediate affordable housing products should be made available in rural parishes that take account the higher prices wherever feasible. New households are typically expected to have low incomes, but many thought they would have access to sizeable deposits with the median deposit being £15,000, so discounted home ownership (especially at discounts such as 40% as in an historic Coppull scheme) or shared equity with bigger than normal discounts are likely to be attractive if they are economically viable at development stage.

8. Conclusion and Recommendations

8.1 Conclusion

Housing need was found to be far higher in potential new households when compared to existing households who need or intend to move. Only a minority of existing households who wish to move will have any difficulty affording and finding suitable accommodation, whilst the vast majority of new households are unlikely to be to rent or buy at full market value.

Rather than struggle to rent or buy in a rural parish, it would seem that households in the past would have moved to somewhere less expensive, particularly due to the high levels of aspiration for home ownership. Therefore housing need from current households is low, and overcrowding occurring in only 1.3% of households, coupled with high levels of under-occupation.

The majority of moving households expect to be able to stay in their current parish (if that is their preference, with only 26.4% not being able to expect to do this, 43.6% of new households do not expect to be able to stay. The predominant need for moving households is bungalows suitable for older households, allowing them to move to a more manageable home and release equity, and in doing so free up a family sized home.

The predominate need for new households is split between properties rented from housing associations to meet need and intermediate home ownership model to help meet aspirations. The intermediate model needs to take account of the higher rural property prices by offering higher discounts than the usual intermediate models. In the next 5 years it is estimated that 742 net affordable properties are needed across the 15 rural parishes.

From resident feed back it is evident that any new residential developments in rural parishes are more likely to be acceptable if they make use of infill sites and in character with the rest of the village.

8.2 Recommendations

8.21 That Chorley Council takes into account this report when considering any new residential development in a rural parish, especially the highlighted need for all tenures of affordable housing, and that Chorley Council balances the aspirations of new households for home ownership with the highly apparent need for increased numbers of social housing, including social rented accommodation.

8.22 Where housing need can only be met by new social rented properties, wherever possible local lettings policies should be applied to prioritise households with a local connection, along with similar criteria for the sale of intermediate ownership properties.

8.23 At planning application stage Chorley Council's Strategic Housing function looks at models of intermediate ownership which will allow new households in rural parishes to

fulfil their aspiration to buy given that take into account the affordability issues raised in this report.

8.24 The Strategic Housing function should also do more to raise awareness of and promote intermediate home ownership models and availability, as the study highlighted a possible gap in knowledge of the benefits this tenure.

8.23 That new residential developments take into account older people's housing needs, which are for mainly 2 (and some 3) bedroom semi-detached bungalows.

8.24 That Chorley Council promotes the borough's housing related support services including the Home Improvement Agency, to ensure rural parishes are fully aware of DFGs and support to enable people to live independently in their own homes.



Rural Housing Needs Survey with Croston Parish Council

Dear Resident,

Chorley Council Strategic Housing Department is working with Rural Parish Councils to look at housing issues in your area. It is possible that residents in Rural Civil Parishes could be disadvantaged in terms of choice, affordability and access to housing services, which could lead to displacement from communities, or people living in unsuitable housing and without support. This survey will allow us to establish how these housing issues affect your parish.

One of the most important areas we are looking at is known as 'new household formation', such as children leaving home to form their own households. How realistic is it that newly formed households from within your parish can afford to, or have the choice to stay in your parish? Also families needing to move to accommodate extra children and older people moving in to more suitable accommodation will also be covered.

All the questionnaires are anonymous and will be treated in strict confidence. Data will only be used at a parish level and above. A report including recommendations on how best to meet your local housing need will be written using the findings of the surveys. Your help would be appreciated to help us understand your local needs.

Most of the questions ask you to circle a number, in brackets under every question there will be information on how many numbers to circle for that particular question. Other questions have boxes to fill in with your own numbers, e.g. number of bedrooms or occupants. If you require help filling out this form you can confidentially call 01257 515552 for any guidance or assistance. There are questions on income, this may seem invasive but are necessary to estimate affordability for newly formed and existing households in your area.

You have been provided with a freepost envelope (no stamp needed) to return the survey; please do this by **11th February 2011**. All forms received will be completely anonymous, and information will be reported on at a parish level or higher. If you wish to be sent a copy of the final report, or make any other comments on housing in your parish not covered by the questionnaire, you can do this by contacting us via e-mail strategichousing@chorley.gov.uk or writing to Strategic Housing RHNS, Chorley Council, Civic Offices, Union Street, Chorley, PR7 1AL.

Yours faithfully,

Zoe Whiteside
Head of Housing

You can also ask for this document on audio CD, Braille or in other languages by calling 01257 515552.

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 515822

आ माहितीनो अनुवाद आपनी पोतानी भाषामां करी शक्य छे. आ सेवा सरलताथी भेजववा

भाटे कृपा करी. आ नंअर पर क्शोन करे: 01257 515823

Section A: About Your Home

1a. Please confirm which parish you live in?

(please circle one)

- Anglezarke 1
- Bretherton 2
- Brindle..... 3
- Charnock Richard 4
- Croston 5
- Eccleston 6
- Heapey 7
- Heath Charnock 8
- Heskin..... 9
- Hoghton 10
- Mawdesley 11
- Rivington 12
- Ulnes Walton 13
- Wheelton 14
- Withnell..... 15

1b. If you are unsure of your parish, or you think it is not listed please write which town, village, or area etc you live in:

1c. Please indicate part of your postcode below, but leave off the last letter for anonymity

(this allows us to see if areas are evenly covered)

--	--	--	--	--	--	--	--

2. What property type do you and your family / household live in? (please circle one)

- Detached house 1
- Semi-detached house 2
- Terraced (middle or end-terrace)..... 3
- Purpose built flat, apartment or maissonete 4
- Flat in an adapted property 5
- Detached bungalow 6
- Semi-detached bungalow 7
- Terraced bungalow 8
- In a commercial building 9
- Caravan/mobile/park Home..... 10

3. What accommodation type do you live in?

(please circle one)

- Ordinary accommodation 1
- Sheltered housing warden on site 2
- Sheltered housing with visiting or no warden... 3
- Supported accommodation 4
- Accommodation with dedicated care 5

4. Is your home rented or do you own it?

(please circle one)

- Owns outright 1
- Owns with a mortgage or loan 2
- Rent from a Housing Association 3
(includes Chorley Council transferred to CCH)
- Rent from Private Landlord or Letting Agency.. 4
- Rents from a relative or friend..... 5
- Living rent free with a relative or friend 6
- Tied accommodation (linked to job) 7
- Shared Ownership/Shared Equity 8
- Low Cost Home Ownership(council scheme)... 9
- Other 10

5. Is this property a second home?

(please circle one)

- Yes..... 1
- No 2

6. How many bedrooms does your home have?

(please indicate a number in each box)

State number of each in the box

Doubles.....

Singles

7. How many people live in your current home?

(please indicate a number in each box)

Total

Of these people, how many couples are there?.....

How many are single people?

8. How long have you lived at your current address? (please write the number of years in the box with 0 for less than one year)

Total

Section B: About Your Household or Family

9. Please tell us more about your household in the table below (one line for each member of your household). See options below the table, and the example line for guidance.

Please include any students who may be currently living away at the moment but are likely to return to your home indefinitely before forming their own household.

Household Members	Relationship to you*	Age in Years	Gender*	Employment Status*
<i>Example Person</i>	<i>Spouse</i>	<i>40</i>	<i>Male</i>	<i>Full-Time</i>
Person 1	Self			
Person 2				
Person 3				
Person 4				
Person 5				
Person 6				
Person 7				
Person 8				
Person 9				
Person 10				
Person 11				
Person 12				

Options:

- | | | |
|--------------------------|-----------|------------------------------|
| 1. Spouse/partner | 1. Male | 1. Full time 30hrs+ per wk |
| 2. Son/daughter | 2. Female | 2. Part time 16-29hrs pw |
| 3. Brother/sister | | 3. Part time under 16hrs pw |
| 4. Parent/parent in-law | | 4. Student 16+ |
| 6. Grandparent/gp in-law | | 5. U16 School or pre school |
| 7. Cousin | | 6. Unemployed – registered |
| 8. Aunt/uncle | | 7. Permanently sick/disabled |
| 9. Other relative | | 8. Homemaker |
| 10.Lodger | | 9. Retired (fully) |
| 11.Other - please state | | 10. Other – please state |

Section C: Your View on New Housing in Your Parish

10. Please tell us your view on new housing developments in your parish for its current residents?
(please circle one)

- Strongly support..... 1
- Support 2
- Neither support nor oppose.. 3
- Oppose 4
- Strongly oppose 5
- No opinion..... 6

If you would like to explain your answer to question 10 please do so in the box below, otherwise go to question 11.

Section C: Moves Needed or Intended with Current Household

11. Does your current household intend to or need to move home in the next 5 years? (if so estimate time frame, please circle one)

- No 1
- Yes, immediately or in the next 12 months 2
- Yes, in the next 1 to 3 years 3
- Yes, in the next 3 to 5 years 4

If YES please go to question 12
If NO please go to question 18 in Section D

12. What is your main reason/s for intending or needing to move? (please circle up to 3 reasons)

- Current home too small 1
- Current home too big 2
- Current home too expensive – rent/mortgage ... 3
- Current home too expensive to heat 4
- Difficulty maintaining home or garden 5
- Home lacking amenities or in disrepair 6
- To buy own home 7
- Threat of eviction 8
- Experiencing harassment 9
- Tenancy coming to an end 10
- To be closer to friends or family 11
- To be closer to employment 12
- To be closer to shops and amenities 13
- To move within a school catchment area 14
- Property not suitable due to mobility limitations. 15
- To receive more care/ support 16
- To feel more secure when growing older 17
- To release equity in home 18
- To move to a home you consider better 19
- To move to a location you consider better 20
- Other, please state below 21

13. When you move how many bedrooms would you (please write the number in each box):

Prefer? (if given the choice to fully meet your needs)

Expect? (what you think would be realistic)

14. Where would you PREFER to live and where would you EXPECT to live? (please circle one in each column)

	Prefer	Expect
Current town, village or parish	1	1
Other Chorley Council area*	2	2
*If other please select area from map (back page) and write the number in the box		
	<input style="width: 30px; height: 20px;" type="text"/>	<input style="width: 30px; height: 20px;" type="text"/>

South Ribble Council area	3	3
Blackburn/Darwen Council area.....	4	4
Wigan Council area	5	5
West Lancashire Council area	6	6
Bolton Council area	7	7
Elsewhere in Lancs CC/Blackpool	8	8
Elsewhere in 'Greater Manchester'	9	9
'Merseyside' Area	10	10
Elsewhere* in the UK /Abroad.....	11	11

*if 'Elsewhere' please state in the box below

15. What type of property would you WANT to live in and also EXPECT to live in? (please circle one in each column)

	Prefer	Expect
Detached house.....	1	1
Semi-detached House	2	2
Terraced (middle or end-terrace)	3	3
Flat, apartment or maisonete	4	4
Flat in an adapted property	5	5
Detached bungalow.....	6	6
Semi-detached bungalow	7	7
Terraced bungalow	8	8
In a commercial building	9	9
Caravan/mobile/park home.....	10	10

16. What tenure would you PREFER and also EXPECT? (please circle one in each column)

	Prefer	Expect
Buy outright	1	1
Buy with a mortgage or loan	2	2
Rent from a Housing Association.....	3	3
(includes Chorley Council transferred to CCH)		
Rent privately	4	4
Rent from a relative or friend.....	5	5
Live rent free with a relative or friend .	6	6
Tied accommodation (linked to job) ...	7	7
Shared/low-cost home ownership	8	8
Other	9	9

17. What type of accommodation would you PREFER and EXPECT to live in? (please circle one in each column)

	Prefer	Expect
Ordinary accommodation	1	1
Sheltered housing warden on site	2	2
Sheltered housing visiting/no warden	3	3
Supported accommodation	4	4
Accommodation with dedicated care	5	5

Section D: New Households

18. Is there anyone in your current house who is likely to move into their own separate home in the next five years? (e.g. your children or a parent, this shouldn't include moving for studies if they are likely to move back, please circle one)

Yes 1
 No 2

If YES please go to question 19
If NO please go to question 30 in Section E

19. Please indicate in both boxes:

a. How many people will be likely to do this?

b. How many households will they form?

20. Of the above people how many are likely to leave in the next? (please write number in boxes)

Up to 12 months (or immediately)

1 to 3 years

3 to 5 years

Please answer for the first person likely to leave for the rest of Section D.

21. When they leave how many bedrooms would they: (please write number in both boxes)

Prefer? (if given the choice to fully meet your needs)

Expect? (what you think would be realistic)

22. Will they most likely be sharing the property with people not from your current Household? (please circle one or write the number in the box if appropriate)

No 1
 Yes – from same parish 2

Yes – from other Chorley parish (see the map
 On the rear page and write the number in the box)
 Yes – not from Chorley 4

23. Where would they PREFER to live and where would they EXPECT to live? (please circle one in each column)

	Prefer	Expect
Current town, village or parish	1	1
Other Chorley Council area*	2	2

*If other please select area from map (back page) and write the number in the box

South Ribble Council area	3	3
Blackburn/Darwen Council area	4	4
Wigan Council area	5	5
West Lancashire Council area	6	6
Bolton Council area	7	7
Elsewhere in Lancs CC/Blackpool	8	8
Elsewhere in 'Greater Manchester'	9	9
'Merseyside' Area	10	10
Elsewhere* in the UK /Abroad	11	11

*if 'Elsewhere' please state in the box below

24. What type of property would they PREFER to live in and also EXPECT to live? (please circle one in each column)

	Prefer	Expect
Detached house.....	1	1
Semi-detached House	2	2
Terraced (middle or end-terrace)	3	3
Flat, apartment or maissonete	4	4
Flat in an adapted property	5	5
Detached bungalow	6	6
Semi-detached bungalow	7	7
Terraced bungalow	8	8
In a commercial building	9	9
Caravan/mobile/park home	10	10

Section D: New Households - continued

25. What tenure would they PREFER and also EXPECT? (please circle one in each column)

	Prefer	Expect
Buy outright.....	1.....	1
Buy with a mortgage or loan.....	2.....	2
Rent from a Housing Association.....	3.....	3
<i>(includes Chorley Council transferred to CCH)</i>		
Rent privately.....	4.....	4
Rent from a relative or friend.....	5.....	5
Live rent free with a relative or friend.....	6.....	6
Tied accommodation (linked to job).....	7.....	7
Shared/low-cost home ownership.....	8.....	8
Other.....	9.....	9

26. What type of accommodation would they PREFER and also EXPECT to live in? (please circle one in each column)

	Prefer	Expect
Ordinary accommodation.....	1.....	1
Sheltered housing warden on site.....	2.....	2
Sheltered housing visiting/no warden.....	3.....	3
Supported accommodation.....	4.....	4
Accommodation with dedicated care.....	5.....	5

27. What do you would you consider to be affordable in your current parish to meet the new household's needs?
(please circle as many as you consider)

Private ownership.....	1
Private renting.....	2
Renting off a Housing Association.....	3
Shared/ low cost home ownership.....	4
<i>None of the above</i>	5
<i>Do not know</i>	6

28. How much capital will the new household have available to set up a home? (This includes help from friends and family to cover a deposit or other costs, please circle one)

Unknown/impossible to tell at this stage.....	1
None.....	2
Up to £10,000.....	3
£10,001 to £20,000.....	4
£20,001 to £30,000.....	5
£30,001 to £40,000.....	6
£40,001 to £50,000.....	7
£50,001 plus.....	8

29. What is likely to be their household income before tax?

(estimates are okay, please circle one)

Unknown/impossible to tell at this stage.....	1
Unknown/but first employment likely to be low.....	2
Up to £10,000.....	3
£10,001 to £15,000.....	4
£15,001 to £20,000.....	5
£20,001 to £25,000.....	6
£25,001 to £30,000.....	7
£30,001 to £40,000.....	8
£40,001 to £50,000.....	9
£50,001 to £60,000.....	10
£60,001 plus.....	11

Section E: Adaptations and Support Needs

30. Do you need any of the following extensions to your current home due to the size of your household? (please circle one option each row)

	Already Have	Yes	No
Loft.....	1.....	2.....	3
Rear.....	1.....	2.....	3
Gable/side.....	1.....	2.....	3

31. Does anyone in your household have a support need? (please circle up to 3 if applicable)

No.....	1
Physical disability.....	2
Sensory disability.....	3
Frail elderly.....	4
Learning difficulty/disability.....	5
Mental health difference.....	6
Long term sick.....	7
Other.....	8

***If NO please go to question 34 in Section F
Otherwise please continue to question 32***

32. Is personal support needed for the person with a support need? (please circle one option for each of the 3 indicated above if applicable, 'first' being the lowest number in Q31)

	Already Have	Yes	No
First support need.....	1.....	2.....	3
Second support need.....	1.....	2.....	3
Third support need.....	1.....	2.....	3

Section E: Adaptations and Support Needs - continued

33. Are there any adaptations or improvements that could be made to your home to help with any of the following? (please circle one option for each row below)

	Already Have	Yes	No
Food preparation/cooking.....	1	2	3
Laundrying clothes.....	1	2	3
Using bathroom facilities.....	1	2	3
Using internal stairs or steps.....	1	2	3
Access and egress to your home ..	1	2	3
Access to gardens.....	1	2	3

Section F: Additional Household Information

Please note all these questions are confidential, however if you do not wish to answer any particular question we would still be interested in your other answers and would like the forms returned.

34. How much do you pay on rent or mortgage every month? Include all costs associated with buying or renting your house; including ground rent, insurance, service charges and housing benefit paid etc (please circle one)

Per Month	or	Per Week	
Under £370		Under £85.....	1
£370 to £455		£85 to £105.....	2
£456 to £545		£105 to £125.....	3
£546 to £650		£126 to £150.....	4
£651 to £760		£151 to £175.....	5
£761 to £870		£176 to £200.....	6
£871 to £1,100		£201 to £250.....	7
£1,100 to £1,300		£251 to £300.....	8
£1,301 to £1,500		£301 to £400.....	9
£1,501 to £1,750		£401 to £500.....	10
£1,751 to £2,200		£501 to £600.....	11
Over £2,200		Over £600.....	12
Don't know			13
Nothing			14

35. What is your gross household income? Include all income before tax e.g. wages, pension, benefits (please circle one)

Per Month	or	Per Week	
Under £870		Under £200.....	1
£871 to £1,100		£200 to £250.....	2

£1,100 to £1,300	£251 to £300	3
£1,301 to £1,750.....	£301 to £400	4
£1,750 to £2,200.....	£401 to £500	5
£2,201 to £2,600.....	£501 to £600	6
£2,601 to £3,250.....	£601 to £750	7
£3,251 to £3,900.....	£751 to £900	8
£3,901 to £5,200.....	£901 to £1,200	9
£5,201 to £6,500.....	£1,201 to £1,500	10
£6,501 to £8,700.....	£1,501 to £2,000	11
£8,701 to £13,000.....	£2,001 to £3,000	12
Over £13,000.....	Over £3,000	13
Don't know.....		14

36. Does anyone in your household receive any of the following? (please circle as many as relevant)

Pension guarantee credit.....	1
Job Seekers Allowance.....	2
Income support.....	3
Housing Benefit/Local Housing Allowance.....	4
Council Tax Benefit.....	5
Employment Support Allowance	6
Incapacity Benefit	7
Working Tax Credit.....	8
Child tax Credit	9
Disability Living Allowance.....	10
Disability Working Allowance	11
Severe Disablement Allowance	12
Attendance Allowance	13
Disabled Person Tax Credit	14
Industrial Injuries Disablement Allowance?	15
None of the above	16

37. Do you know how much equity you have in your property? This is the amount of money you would have from the sale of your property after your mortgage and all loans or charges secured against your property have been paid (please circle one)

Negative equity/debt up to £0	1
£1 to £10,000.....	2
£10,000 to £25,000.....	3
£25,001 to £50,000.....	4
£50,001 to £75,000.....	5
£75,001 to £100,000.....	6
£100,001 to £150,000.....	7
£150,001 to £200,000.....	8
£200,001 to £300,000.....	9
£300,001 to £400,000.....	10
Over £400,001	11
Don't know.....	12
Not Applicable	13

38. How would you describe your ethnicity?

(Please circle one)

- White British..... 1
- White Irish..... 2
- Other White background 3
- Asian or Asian British Indian 4
- Asian or Asian British Pakistani..... 5
- Asian or Asian British Bangladeshi..... 6
- Other Asian or Asian British background..... 7
- Black or Black British Caribbean 8
- Black or Black British African 9
- Other Black or Black British background 10
- Mixed White and Black Caribbean 11
- Mixed White and Black African..... 12
- Mixed White and Asian 13
- Gypsy, Traveller or Travelling Show Person..... 14
- Chinese..... 15
- Other (please state below) 16

39. Please indicate your faith or religion?

(Please circle one)

- Buddhist 1
- Christian 2
- Jewish 3
- Hindu 4
- Muslim 5
- Sikh 6
- Any other religion..... 7
- No religion 8

40. How would you describe your sexuality?

(Please circle one)

- Prefer not to say 1
- Heterosexual 2
- Gay 3
- Lesbian 4
- Bisexual 5

Thank you for completing this questionnaire.

Please return it in the freepost envelope provided.

If you would like feedback on this study you can email strategichousing@chorley.gov.uk or you may provide an email address here _____

Chorley Civil Parishes



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Report of	Meeting	Date
Director of Partnerships, Planning and Policy (Introduced by the Executive Member for Partnerships and Planning)	Executive Cabinet	20 October 2011

PRIVATE SECTOR STOCK CONDITION SURVEY 2010

PURPOSE OF REPORT

1. To inform Executive Members of the major findings of the Private Sector Stock Condition Survey and how the information will be used.

RECOMMENDATION

2. That Members note the findings of the survey.

EXECUTIVE SUMMARY OF REPORT

3. The Private Stock Condition Survey was a sample survey carried out in 2010. The survey concentrated on the physical condition of Chorley's 38,236 occupied privately owned and rented residential properties. Whilst the survey estimated 1,348 vacant private sector properties, the majority were short term with only 345 private sector properties empty for over 6 months at the time (Council Tax 01/04/10). For comparison purposes a sample of the 6000 social rented properties were also surveyed. The two most significant measurements used by the survey were the number of homes classed as Non-Decent and the number of households in Fuel Poverty. The data from the survey showed Chorley's stock condition compared favourably to national averages.
4. Survey forms were sent to 2,315 households. A target of 1,350 surveys was set and 1,359 surveys were achieved (1175 private 184 Registered Social Landlord). The sample was subdivided into two sets of categories through a process known as stratification. The strata used were the neighbourhood areas of the borough and the 7 rural and 13 non-rural wards.
5. The Decent Homes Standard is the barometer for quality of housing. Decent homes are more likely to attract and retain households, ensuring that communities are more sustainable. Non-decent housing is likely to affect the mental and physical well being of occupiers. To be considered 'decent' a home must meet the following criteria:
 - i) That the property meets minimum statutory standard. This means that the property is free from category 1 hazards under the Housing Health and Safety Rating System which replaced the 'fitness' standard in 2006.
 - ii) It is in a reasonable state of repair (e.g. structure weather and wind proof)
 - iii) It has reasonably modern facilities (e.g. kitchen, bathroom, size, sound insulation)
 - iv) It provides a reasonable degree of 'Thermal Comfort' i.e. the property has an effective heating system and insulation).
6.
 - i) That the property meets minimum statutory standard. This means that the property is free from category 1 hazards under the Housing Health and Safety Rating System which replaced the 'fitness' standard in 2006.
 - ii) It is in a reasonable state of repair (e.g. structure weather and wind proof)
 - iii) It has reasonably modern facilities (e.g. kitchen, bathroom, size, sound insulation)
 - iv) It provides a reasonable degree of 'Thermal Comfort' i.e. the property has an effective heating system and insulation).

7. Overall 24.4% of private sector properties were found to be non-decent, a total of 9,321 properties failing to meet the Decent Homes Standard compared to 28,915 homes which met the standard. Compared to the English House Condition Survey in 2007 with 35.8% of properties being considered non-decent, the condition Chorley's stock is significantly better than the national average. Private rented properties are more likely to be non-decent than privately owned properties at 34.6% and 23.1% respectively. The two neighbourhood areas that were significantly above the borough average of 24.4% were the central Chorley Eastern and Western wards, both with just over 30% non-decent. There was found to be no real disparity in decency between rural and non-rural wards with 24.6% and 24.3% non-decency respectively.
8. Category 1 Hazards were found to be present in 8.5% of Chorley's private sector housing, with the majority of these related to the danger of falling (on steps/stairs or between levels) and excess cold. However the English House Condition Survey showed that the national average for category 1 hazards was around 2.8 times the Chorley level at 23.5%, and therefore Chorley residents are far more unlikely to have their health and safety adversely affected by their housing than in England as a whole.
9. The cost to address non-decency in Chorley's private sector stock is estimated to be £42 million, equivalent to £4,500 per non-decent property. Households who may need more assistance to achieve the decency standard are likely to be classed as 'economically vulnerable'. These are households who qualify for means tested benefits. 2,461 economically vulnerable households were found to live in private sector non-decent housing, representing 32.2% of vulnerable households, £11.9 million is the cost of making these homes decent.
10. Fuel Poverty is defined as being when a household spends more than 10% of its annual income on fuel e.g. gas and electric or heating oil. 10.4% of households were found to be suffering fuel poverty in the private stock in the borough. The southern parishes (consisting mainly of Coppull in terms of population) were found to have a significantly higher percentage of residents in fuel poverty than the borough average at 18%. Older households also showed a bias towards being in fuel poverty with 25.8% of homes with a head of household over 65 years old falling into this category, and 36.8% of single pensioner households also showing in this category. Under-occupation and low income are likely to amplify the figures for older people, especially for single pensioners. The SAP rating (measured on a scale of 1-100) in private stock was found to be 61 which shows the energy rating is significantly above the national average of 48, meaning Chorley homes are more energy efficient than the national average. The only area that was significantly below the Chorley wide rating was again in the southern parishes with a SAP rating of 54.
11. The stock condition survey will help to inform private sector housing policy, such as Chorley's Home Energy Saving Scheme which provides free loft and wall insulation to economically vulnerable households and people aged over 70. Both of these groups are at higher risk of experiencing fuel poverty. The Coppull parish newsletter has been used to promote this borough wide scheme, as households in Coppull are more likely to be fuel poor and have lower SAP ratings. The survey has highlighted the need for continuing the discretionary Minor Repairs Assistance grant which assists vulnerable home owners who could not otherwise afford to carry out repairs. The Minor Repairs budget for 2011/12 is £50k, with the maximum individual grant being £3,000. The survey data helps the council prioritise areas that are in the most need of assistance. It will also help to inform future housing and neighbourhood policy, and bids for funding.
12. The Environment and Neighbourhood's team will use the survey report as a reference document as, for example, it helps to identify areas that have poorer standards in private rented accommodation and potential issues with landlords, and can therefore help to inform proactive work. The report will help us to identify areas best suited to initiatives such as selective licensing of landlords, if this is needed in the future. In addition the stock condition

survey information is needed to complete the mandatory Housing Strategy Statistical Appendix of the Housing Investment Programme.

REASONS FOR RECOMMENDATION

- 13. It is recognised good practice to conduct stock condition surveys every 5 years. The previous survey was carried out in 2004.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 14. Not Applicable.

CORPORATE PRIORITIES

- 15. This report relates to the following Strategic Objectives:

Strong Family Support		Education and Jobs	
Being Healthy	✓	Pride in Quality Homes and Clean Neighbourhoods	✓
Safe Respectful Communities		Quality Community Services and Spaces	
Vibrant Local Economy		Thriving Town Centre, Local Attractions and Villages	
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			

BACKGROUND

- 16. The Housing Act 2004 states that, ‘a local housing authority must keep the housing conditions in their area under review with a view to identifying any action that may need to be taken by them’. To comply with this private sector stock condition surveys are required to be reasonably up to date. Undertaking a stock condition survey every five years is also considered good practice. The last survey was carried out in 2004. The commissioning process for the current survey began in late 2009. Consultants, David Adamson & Partners Ltd., were selected to do the work following a competitive tendering process.

THE SURVEY REPORT

- 17. A summary of the survey findings is appended to this report (Appendix 1). A copy of the full report is available on request and as a background document. The full document is extensive and contains findings by neighbourhood area, rurality, age of construction, property type and household type. The consultants will give a presentation on the report to Members at the Member Learning session on 21st November.

IMPLICATIONS OF REPORT

- 18. This report has implications in the following areas and the relevant Directors’ comments are included:

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

Summary of survey findings attached at Appendix 1

Report Author	Ext	Date	Doc ID
Mick Coogan	5552	7 th September 2011	

Background Papers			
Document	Date	File	Place of Inspection
Summary of the Private Sector House Condition Survey 2010	August 2010		Included with this report.
Full Report of the Private Sector House Condition Survey 2010	August 2010		Strategic Housing Office, Union Street.

Report Author	Ext	Date	Doc ID
David Adamson & Partners Ltd.	0131 229 7351	August 2010	

SUMMARY OF SURVEY FINDINGS

PRIVATE SECTOR HOUSING

- 1.0 39,584 private sector dwellings. 38,236 dwellings (96.6%) occupied; 1,348 dwellings (3.4%) vacant. 90% of vacant dwellings are transitional and expected to return to occupancy in the short-term.
- 2.0 Private sector housing in Chorley is significantly more modern than the national profile. Nationally, 19.9% of private housing was constructed post-1981 compared to 29.6% in Chorley. Conversely 24.6% of private housing nationally is of pre-1919 construction compared to 16.1% in Chorley. The oldest housing age profiles are associated with the Rural areas.
- 3.0 Owner-occupation accounts for 34,104 dwellings (86.2%). Dwellings rented from a private landlord account for 4,132 dwellings (10.4%) while tenure was unobtainable in 1,348 dwellings (3.4%) due to vacancy. Rates of private rental at 10.4% are below the national average - 15% of all private dwellings in 2007.

PRIVATE SECTOR HOUSEHOLDS

- 4.0 Private sector housing contains 38,236 households and a household population of 91,542 persons.
- 5.0 Households are predominantly small in size - 8,299 households (21.7%) contain a single person, an additional 16,542 households (43.3%) contain two persons. Households exhibit a mature age profile - 18,005 households (47.1%) have a head of household aged 55 years or over; 13,482 households (35.2%) are elderly in type.
- 6.0 22,196 households (58.1%) have sufficient bedrooms to meet their family needs. 15,020 households (39.3%) have more bedrooms than required and are under-occupying while 643 households (1.7%) have insufficient bedrooms to meet their family needs and are overcrowded.
- 7.0 7,635 private sector households (20.0%) are economically vulnerable (in receipt of a qualifying means-tested or disability related benefit). Rates of economic vulnerability are marginally above the average for private households in England - 17.8% in 2007.

- 8.0 Average annual net household income is estimated at £26,890 per household compared to a current UK average of £24,580. Using national definitions, 1,766 households in Chorley (4.6%) are on low incomes.

PRIVATE SECTOR HOUSING CONDITIONS

- 9.0 28,915 private sector dwellings (75.6%) meet the requirements of the Decent Homes Standard and are Decent. The remaining 9,321 private dwellings (24.4%) fail to meet the requirements of the Decent Homes Standard and are non-Decent.
- 10.0 Costs to address non-Decent homes in Chorley are estimated at £42.006M (net) averaging £4,507 per non-Decent dwelling.
- 11.0 With the exception of disrepair, housing conditions in Chorley are better than the national average for all private housing. The rate of Decent Homes Failure in Chorley of 24.4% compares with 35.8% of all private dwellings non-Decent in England. The level of Category 1 hazard failure (HHSRS) in Chorley of 8.5% compares with 23.5% of all private dwellings in England exhibiting Category 1 hazards. Key indicators of housing condition in Chorley include:
- 3,263 dwellings (8.5%) with Category 1 hazard.
 - 4,521 dwellings (11.8%) non compliant with Decent Homes repair criteria.
 - 122 dwellings (0.3%) non compliant with Decent Homes amenity criteria.
 - 4,942 dwellings (12.9%) non compliant with Decent Homes thermal comfort criteria.
- 12.0 No significant difference in housing conditions is apparent between rural and non-rural areas. House condition problems are however above average for pre-1919 and inter-war housing, for the private-rented sector, for flats in converted and mixed-use buildings and for terraced housing.
- 13.0 The current Standard Assessment Procedure (SAP - Energy) rating for private housing in Chorley is measured at 61, significantly above the national average of 48 for all private housing in England. Average CO₂ emissions total 5.53 tonnes per annum again significantly better than the national average of 7.1 tonnes for all private housing in England.

PRIVATE SECTOR HOUSEHOLDS AND HOUSING CONDITIONS

- 14.0 The survey estimates that there are 7,635 economically vulnerable households in Chorley representing 20.0% of all private households. Currently, 5,174 economically vulnerable

households (67.8%) live in Decent Homes. This figure remains below the previous PSA Target 7 requirement for 2011 of 70%.

- 15.0 Costs to achieve Decency for vulnerable households are estimated at £11.927M (net) averaging £4,846 per vulnerable household.
- 16.0 3,993 private households in Chorley, or 10.4% spend in excess of 10% of annual household income on fuel and are in fuel poverty. Highest levels of fuel poverty are associated with single parent families and elderly households and also with households with a younger head of household (under 25 years). Within the housing stock rates of fuel poverty are higher in the rural areas and in the private-rented sector.
- 17.0 6,238 households (16.3%) have at least one member affected by a long-term illness or disability. The most common illness/disabilities relate to mobility impairments, respiratory illness, heart and circulatory problems. 39.7% of affected households stated that they had no problems in living within their current dwelling.

HOUSEHOLD ATTITUDES

- 18.0 Private sector household satisfaction with their current housing and areas in which they live is high. 32,233 households (84.3%) are very satisfied with their current accommodation; 32,729 households (85.6%) are very satisfied with where they live.
- 19.0 34,215 households (89.4%) perceive no change in their area; 1,172 households (3.1%) regard their area as improving and 2,849 households (7.5%) regard their area as declining. Perceptions of area decline are strongest within the Eastern Parishes and for owner-occupied households.

OWNER-OCCUPIED HOUSEHOLDS

- 20.0 20,129 owner-occupied households (59.0%) have existing mortgage or financial commitments against their home; the remaining 13,975 households (41.0%) are mortgage free. Owner-occupied equity potential is estimated at £5.423 billion and exists across all areas and sub sectors of the owner-occupied housing market. Among households living in non-Decent homes equity potential is estimated at £1.197 billion.
- 21.0 Among owner-occupiers living in non-Decent housing, 15.7% of households stated that they would re-mortgage their dwelling for home improvements; 9.2% were interested in a Council sponsored scheme for equity release.



- 22.0 Owner-occupied interest in general in other support mechanisms from the Council is encouraging including maintenance booklets, energy efficiency advice and small grant/handyman services.

THE RSL HOUSING SECTOR

- 23.0 6,000 dwellings are rented by Registered Social Landlords representing 13.2% of total all tenure housing stock in Chorley. At the time of survey, 5,878 RSL dwellings (98.0%) were occupied, the remaining 122 dwellings (2.0%) were vacant.
- 24.0 Comparative housing conditions between the RSL and private housing sectors are mixed. Levels of Category 1 hazard failure are lower for RSL dwellings as are thermal comfort failings within the Decent Homes Standard. Disrepair within the Decent Homes Standard is however higher in the RSL sector as are overall Decent Homes failure rates.

Report of	Meeting	Date
Director of People and Places (Introduced by the Executive Member for People)	Executive Cabinet	20 October 2011

ALLOTMENTS UPDATE – MANOR ROAD AND DUKE STREET

PURPOSE OF REPORT

1. To provide an update regarding progress with the Manor Road and Duke Street elements of the allotments project.

RECOMMENDATION(S)

2. That the report detailing the current position on the development and provision of both allotment sites is noted.
3. One of the following options is agreed to progress the Duke Street allotments further:
 1. The Council to partially or fully fund £6,000 for further site investigation work for the school land on Duke Street proposed for the land exchange.
 2. The Council do not fund any further site investigation work and continue negotiations regarding the land exchange to be concluded by 30th November 2011.
 3. If Options 1 or 2 are not chosen / do not proceed, that the Council progress with a similar number of new plots on part of the Council owned land on Rangletts Recreation Ground.
4. That the project delivery timeframe be reprofiled into 2012-13

EXECUTIVE SUMMARY OF REPORT

5. As agreed at Exec Cabinet on 9th December 2010, a number of potential new allotment sites were identified together with sites requiring further public consultation.
6. The report provides an update on the progress at the Manor Road and Duke Street sites together with details of the options available and decision required to take the Duke Street allotments forward.
7. The creation of new allotments has proved to be more complex than previously envisaged and consequently will require more time to implement. The project won't now be fully implemented in 2011-12 and the delivery timeframe will now extend into 2012-13.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- 8. To allow officers to develop new allotments on sites which have been identified.
- 9. To increase future allotment provision and attempt to address public demand.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 10. None

CORPORATE PRIORITIES

- 11. This report relates to the following Strategic Objectives:

Strong Family Support	√	Education and Jobs	√
Being Healthy	√	Pride in Quality Homes and Clean Neighbourhoods	√
Safe Respectful Communities	√	Quality Community Services and Spaces	√
Vibrant Local Economy		Thriving Town Centre, Local Attractions and Villages	
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			

BACKGROUND

- 12. As part of the Allotments Project three sites have been taken forward for further development:
 - 1. Manor Road, Clayton Le Woods
 - 2. Duke Street, Chorley
 - 3. The Common, Adlington
- 13. The initial work for these sites has focused on consultation; determining planning application requirements and issues concerning transfer of land ownership at the Duke Street site.

CURRENT POSITION

Manor Road, Clayton Le Woods

- 14. The previously reported legal issues concerning rights of access have now been resolved and there are no outstanding matters in this respect.
- 15. Consultation with local residents was undertaken in August 2010 and a response to the comments received was sent in September 2010.
- 16. A plan outlining 20 new plots has been drafted together with estimated outline costs of £20,000. The plans have been considered by the Council’s Planning team and it has been confirmed that there is a requirement for planning permission together with consideration for water drainage. Part of the site is also allocated for proposed play space/ protection of play space in the local plan. Therefore, the planning application would need to outline how this loss of play space would be compensated by improving play space elsewhere.

17. A hydrologist is currently preparing a report to detail how water drainage will be managed on the site and this will form part of the planning application. Options to make appropriate improvements to the play space at the adjacent play area on Manor Road will be also be included to compensate for the loss of play space..
18. This work should be completed in by November 2011 and a full planning application will then be submitted. Subject to planning approval the allotments will then be created.

Duke Street, Chorley

19. Discussions with the school have taken place regarding the exchange of a portion of Rangletts recreation ground for part of the school land on Duke Street to provide for 40 new allotment plots.
20. LCC commissioned a desktop study of the land to be exchanged on Rangletts recreation ground which has a suspected old mineshaft under it. Following the investigation, it has emerged that the Coal Authority have no record of how the pit was capped and LCC now require further site investigation at a cost of approximately of £6,000. LCC have indicated that this cost would have to be met by the Council and / or school and without this work the land exchange cannot proceed. If this worked is undertaken it may also lead to further costs with no guarantee that the land exchange will happen. Given that this land has been used as a play area for many years, without any reported land movement, it is doubtful that any further investigation offers any significant value.
21. If the land exchange does not take place, allotment provision for a similar number of new plots could be progressed on part of the Council owned land on Rangletts Recreation Ground. The estimated outline costs for 40 new plots on the school land at Duke Street or Rangletts Recreation Ground would be approximately £15,000.
22. To progress the Duke Street allotments further one of the following options needs to be agreed:
 1. The Council to partially or fully fund £6,000 for further site investigation work for the school site on Duke Street proposed for the land exchange.
 2. The Council do not fund any further site investigation work and continue negotiations regarding the land exchange to be concluded by 30th November 2011.
 3. If Options 1 or 2 are not chosen / do not proceed, that the Council progress with a similar number of new plots on part of the Council owned land on Rangletts Recreation Ground.

Alternative sites

23. Officers from the Parks and Open Spaces team continue to look for and identify suitable alternative allotment sites should any of the three sites in this report not materialise.

Summary

24. The report provides an update regarding the progress made to implement the Manor Road and Duke Street elements of the allotments project. The creation of new allotments has proved to be more complex than previously envisaged and consequently will require more time to implement. It is a key project in the Corporate Plan for delivery in 2011-12 and is

currently rated as amber as reported in the recent performance monitoring report at Executive Cabinet on 18th August 2011. The project won't now be fully implemented in 2011-12 and the delivery timeframe will now extend into 2012-13.

IMPLICATIONS OF REPORT

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

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

COMMENTS OF STATUTORY FINANCE OFFICER

26. Should the Executive Committee decide to commit a further £6,000 for the site investigation work, this would need to be funded from this year's underspend and not the original budget of £40,000 allocated to allotment development.

COMMENTS OF THE MONITORING OFFICER

27. There are no legal reasons why the recommendations made within the report cannot be adopted.

JAMIE CARSON
DIRECTOR OF PEOPLE AND PLACES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Jamie Dixon	5250	23 September 2011	EC 20-10-2011 - Allotments Update Manor Rd & Duke Street

Report of	Meeting	Date
Director of People and Places (Introduced by the Executive Member for People)	Executive Cabinet	20 October 2011

DUXBURY PARK GOLF COURSE

PURPOSE OF REPORT

1. To update Members on the improvement works at Duxbury Golf Course, the likely financial saving and the proposal to use this saving to improve the access road at Duxbury Park.

RECOMMENDATION(S)

2. The Council's capital saving of £45,000 from revision to the improvement works at Duxbury Golf course is earmarked for improvements to the access road to Duxbury Park and Golf Course.
3. That Liberata are instructed to start negotiations on the Council's behalf with European Settled Estates (ESE) for a contribution to improvements to the access road.
4. The amendments to the golf course improvement works are included in the revised lease agreement with Glendale Golf.

EXECUTIVE SUMMARY OF REPORT

5. At the start of the 25 year lease with Glendale Golf in 2006 a number of improvement works were identified and it was agreed the capital cost of these works would be split 50:50 between Glendale Golf and Chorley Council. The amount of improvement works judged necessary at Duxbury Golf course has been reduced as they provide little added value. This will result in a £45,000 capital saving to the Council. The Council is jointly responsible for the access road along with ESE. This saving could be used to improve the access road to Duxbury golf course and park

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

6. The Council is jointly responsible for the access road which requires major improvements rather than patch repairs. The saving from the improvement works could part fund this work and reduce the Council's future liabilities.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

7. To return the saving to the Corporate capital programme. The access road would remain in a state of disrepair and the Council would continue to receive complaints and need to undertake regular patch repairs to meet its responsibilities.

CORPORATE PRIORITIES

8. This report relates to the following Strategic Objectives:

Strong Family Support		Education and Jobs	
Being Healthy	x	Pride in Quality Homes and Clean Neighbourhoods	
Safe Respectful Communities		Quality Community Services and Spaces	x
Vibrant Local Economy		Thriving Town Centre, Local Attractions and Villages	x
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			

BACKGROUND

- 9. Glendale Golf leases the Duxbury Golf course from the Council. They had proposed to construct a six hole par three practise course and carry out extensive drainage. This work was to be financed 50:50 by Glendale Golf and ourselves. It was agreed with the Council to reduce the practise course to a four hole par 3 course in 2010. The drainage works to date will Glendale believes result in sufficient improvement and that it would be of little benefit to carry out further work. This change in works will result in capital savings of £45,000 to the Council.
- 10. The Council is responsible for maintaining the access road to Duxbury Golf Course and Park. It is an unadopted road. The road is badly pot holed and especially in the winter numerous complaints about the state of the road are made by users of the golf course and workers based at the Coach House and Barn. The Council would be liable for claims resulting from the poor standard of the road surface each year. The Council carries out repairs and over the past four years has spent £14,500 on repairs.
- 11. European Settled Estates have a 125 year lease from 23 June 1986 with the Council. The lease agreement requires them to contribute to improvements to the access road.

IMPROVEMENTS TO THE ACCESS ROAD

- 12. Liberata, the Council’s Property Services contractor estimate to resurface the road, provide kerbing to the road and undertake some traffic calming and parking measures would cost £125,000 plus VAT. It may be possible to remove the kerbing, bollards and car parking sections from this project so reduce the cost further. ESE is responsible for paying a proportion of the costs of any improvement works though the proportion is not defined in the lease.
- 13. The work once agreed would be carried out once all golf course improvement works have been completed to reduce the risk of any heavy plant damaging the road.

IMPLICATIONS OF REPORT

14. This report has implications in the following areas and the relevant Directors’ comments are included:

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

COMMENTS OF THE STATUTORY FINANCE OFFICER

15. I have confirmed that savings of at least £45,000 are available against the golf course improvements capital budget for 2011/12, which is £86,560. Provided the amendments to the golf course improvement works are confirmed in the revised lease agreement, the council could earmark the savings for the purpose of improving the access road. Addition of the access road improvement scheme to the capital programme would be proposed only when the cost of the improvements and the contribution from European Settled estates is confirmed. The access road improvements scheme should not be committed until it is clear how much the council would need to contribute and how it would be financed.

COMMENTS OF THE MONITORING OFFICER

16. The legal position as set out in the body of the report is correct.

JAMIE CARSON
DIRECTOR OF PEOPLE AND PLACE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Jo Oliver	5737	18 August 2011	***

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Report of	Meeting	Date
Director of People and Places (Introduced by the Executive Member for Places)	Executive Cabinet	20 October 2011

DESIGNATED PUBLIC PLACES ORDER REVIEW

PURPOSE OF REPORT

1. To present the results of the Chorley Town Centre and Astley Park Designated Public Place Order review.

RECOMMENDATION

2. The report recommends that Executive Cabinet supports the continuation of the Chorley Town Centre and Astley Park Designated Public Place Order (DPPO) in its current form and recommends this to Council.

EXECUTIVE SUMMARY OF REPORT

3. In 2010 it was identified that crime and anti-social behaviour, caused by drunken adults, made people feel unsafe in the Town Centre. Residents in the immediate vicinity equally suffered from anti-social behaviour (ASB), drunkenness, damage and litter, and thus materially interfering with their right of quiet enjoyment of their homes and neighbourhood.
4. A Designated Public Places Order (DPPO) is a tool used by local authorities to help tackle the problem of crime and disorder, nuisance and annoyance arising from adult consumption of alcohol in public places.
5. On 24 May 2010 members of the General Purposes Committee agreed for a Designated Public Places Order in respect of the area identified as Chorley Town Centre and Astley Park be made under Section 13 of the Criminal Justice and Police Act 2001.
6. It was further resolved that that a review of the impact of the Designated Public Places Order be conducted by the Executive Member (Places) at the expiry of a period of 15 months from the commencement of the Order to allow consideration by the Council of any suggested revision of the Order.
7. This review included an evaluation of crime and ASB data for the current DPPO zone and its surrounding area. In addition consultation with key stakeholders and establishing whether the order is being effectively enforced was undertaken. The results of the review demonstrate that:
 - a) Since the introduction of the Chorley Town Centre and Astley Park Designated Public Places Order, alcohol related crime and ASB within the DPPO zone has reduced and there is no statistical evidence that indicates that alcohol related crime and ASB has been displaced from the Town Centre and Astley Park area to other areas.
 - b) There is evidence to support that Chorley Town Centre and Astley Park Designated Public Place Order is being effectively enforced by Lancashire Constabulary.
 - c) 100% of respondents to the consultation were supportive of the DPPO remaining in place.

8. It is therefore, recommended that the Chorley Town Centre and Astley Park Designated Public Place Order (DPPO) remains in its current form.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

9. Since the introduction of the Chorley Town Centre and Astley Park Designated Public Places Order alcohol related crime and ASB within the order’s current boundary has reduced and there is no statistical evidence which indicates that alcohol related crime and ASB has been displaced from the Town Centre and Astley Park area to other surrounding areas.
10. There is evidence to support that Chorley Town Centre and Astley Park Designated Public Place Order is being effectively enforced by Lancashire Constabulary.
11. Respondents to the consultation are supportive of the DPPO remaining in place.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

12. That the existing Chorley Town Centre and Astley Park DPPO be extended to include areas outside the current DPPO zone.
13. That the current Chorley Town Centre and Astley Park DPPO be revoked.

CORPORATE PRIORITIES

14. This report relates to the following Strategic Objectives:

Strong Family Support		Education and Jobs	
Being Healthy		Pride in Quality Homes and Clean Neighbourhoods	
Safe Respectful Communities	✓	Quality Community Services and Spaces	
Vibrant Local Economy	✓	Thriving Town Centre, Local Attractions and Villages	✓
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			✓

BACKGROUND

15. A Designated Public Places Order (DPPO) is a tool which can be used by local authorities to help tackle problems of crime and disorder, nuisance and annoyance related to adult consumption of alcohol in public places. It must be noted that this legislation does not lend itself to dealing with issues around youth alcohol nuisance. There are already extensive tools and legislation available and being used to combat youth alcohol consumption and supply.
16. Section 13 of the Criminal Justice and Police Act 2001, introduced Designated Public Places Orders that replaced drinking byelaws. It is not an offence to consume alcohol within a designated area but gives the police and accredited persons the power to require individuals to surrender the alcohol and any opened or sealed containers. If an individual fails to comply with the request then the police or accredited person can enforce the order. These powers are not intended to disrupt peaceful activities, for example families having a picnic in a park with a glass of wine. They are used solely to address nuisance, annoyance or disorder associated with alcohol. There are savings within the legislation which would still allow public drinking to take place on or in licensed premises

17. Penalties for not complying with a request to surrender alcohol are as follows:

- Penalty notice - £50
- Arrest and prosecution for a Level 2 fine (maximum £500)
- Bail conditions can be used to stop the individual from drinking in public

18. On 24 May 2010 members of the General Purposes Committee agreed for a Designated Public Places Order in respect of the area identified as Chorley Town Centre and Astley Park be made under Section 13 of the Criminal Justice and Police Act 2001. It was also agreed that the Order be implemented and the Secretary of State be notified of implementation not later than 10 June 2010.

19. It was further resolved that that a review of the impact of the Designated Public Places Order be conducted by the Executive Member (Places) at the expiry of a period of 15 months from the commencement of the Order to allow consideration by the General Purposes Committee of any suggested revision of the Order. It was agreed the review would include taking the following points into consideration.

- a) Whether alcohol-related disturbances have been reduced within the current DPPO zone and whether significant displacement of alcohol related crime and disorder has occurred surrounding the current designated area.
- b) Whether the Order is being effectively enforced.
- c) Whether perceptions of crime and fear of anti-social behaviour have been reduced within the current DPPO zone and surrounding area.

HAVE ALCOHOL-RELATED DISTURBANCES BEEN REDUCED WITHIN THE CURRENT DPPO ZONE AND HAS SIGNIFICANT DISPLACEMENT OF ALCOHOL RELATED CRIME AND DISORDER OCCURRED SURROUNDING THE CURRENT DESIGNATED AREA.

20. The information contained in this report is taken from Lancashire Constabulary’s crime and antisocial behaviour database. The DPPO came into effect on the 10 June 2010 and for the purposes of this report crimes and ASB committed with an alcohol marker committed between 01/06/2009 and 30/05/2011 ‘pre’ implementation period have been compared against Crimes and ASB committed with an alcohol marker committed between 01/06/2010 until 30/05/2011 as the ‘post’ implementation period.

CHORLEY BOROUGH WIDE ALCOHOL RELATED CRIME

21. All alcohol related crime across the whole of Chorley Borough is outlined in table 1 below. Over the time period in question a downward linear trend of alcohol related crime can be seen. The percentage reduction in alcohol related crime from the two periods prior and post Introduction of the DPPO is a -23% (n=-136) decrease.

22.

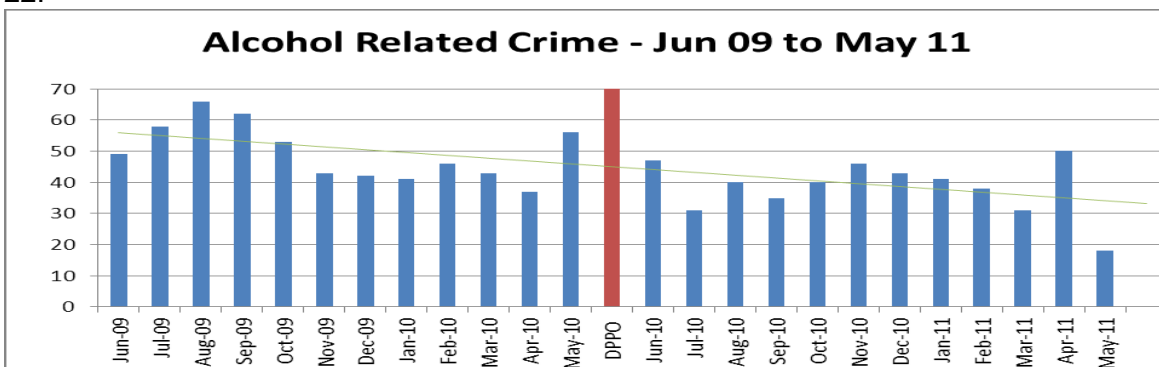


Table 1 Recorded alcohol related crime for Chorley Borough between June 2009 and May 2011

CHORLEY TOWN CENTRE AND ASTLEY PARK ALCOHOL RELATED CRIME

- 23. All alcohol related crime within the Chorley Town Centre and Astley Park Order area is outlined in table 2 below. Examination of the data shows that Alcohol related offending within the Orders area has reduced by -34% (n-63).
- 24. Evaluating this data it would be reasonable to infer that the DPPO has had a positive effect on reducing alcohol related crime within its boundary since its introduction in June 2010.

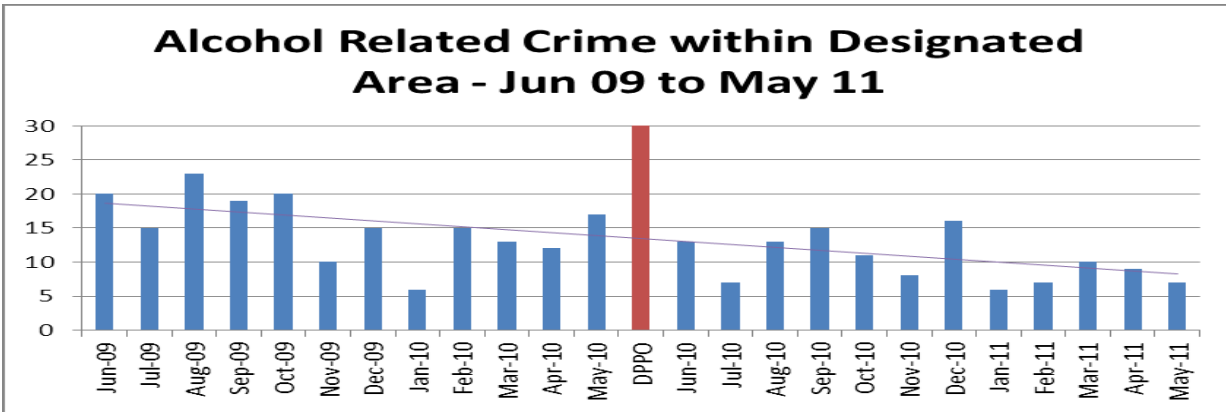
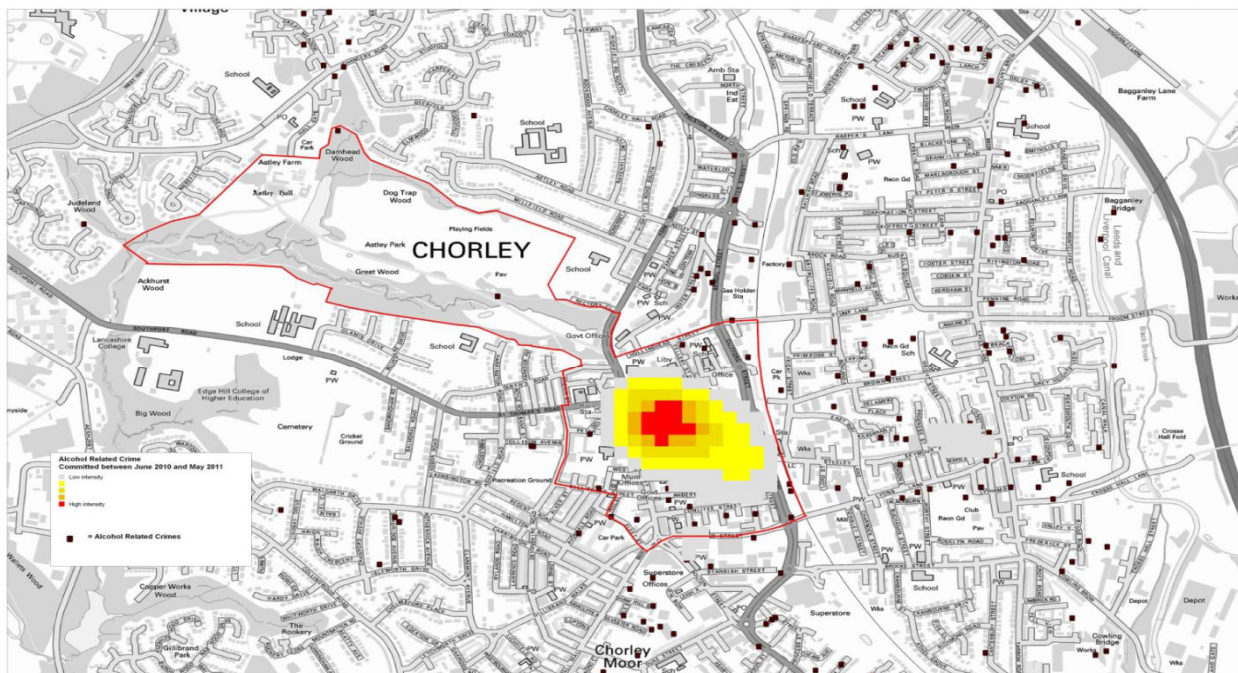


Table 2 recorded alcohol related crime for Chorley Town Centre and Astley Park DPPO designated area between June 2009 and May 2011 shows alcohol related crime has reduced over this period.

- 25. Upon wider examination of alcohol related crime data in and around the Chorley Town Centre and Astley Park DPPO area it is evident that the hotspot for alcohol related crime remains within the current designated public place boundary (table 3). This strongly suggests crime hasn't been displaced and the boundary of the DPPO is still covering the correct areas.



Produced by Rachel Freeman
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Table 3 The hotspot for alcohol related crime (shaded area) remains within the current designated public place boundary

CHORLEY BOROUGH WIDE ALCOHOL RELATED CRIME

26. Alcohol related incidents across the whole of the Chorley Borough footprint have decreased over this 24 month time period by -11% (n=82)

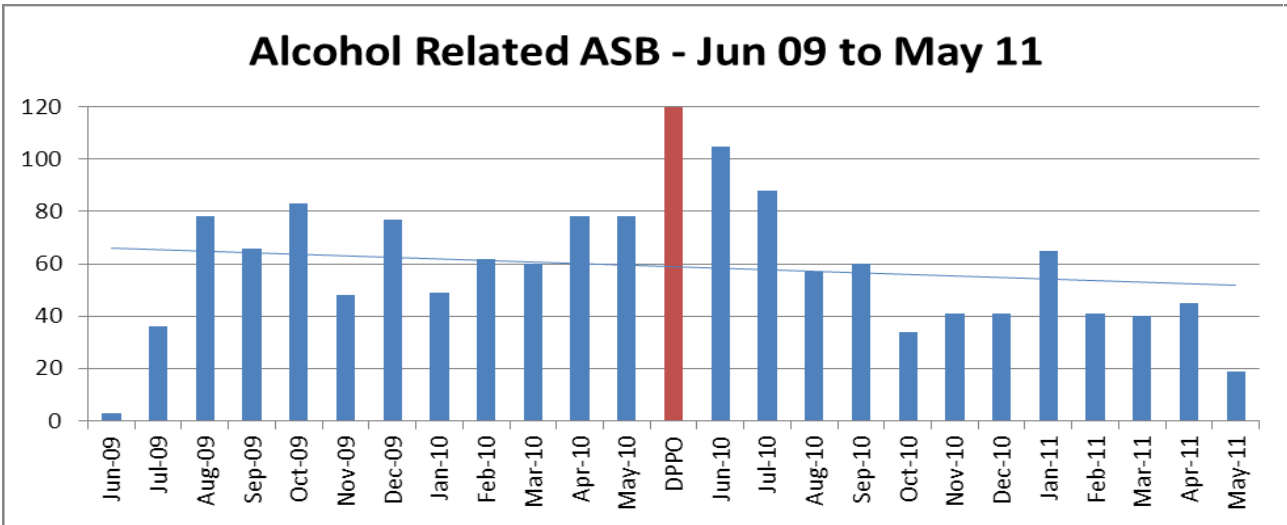


Table 4 recorded alcohol related incidents for Chorley Borough between June 2009 and May 2011 shows alcohol related incidents have reduced over this period.

27. Within the designated area there has been a -10% reduction (n=24) in Alcohol related incidents. However, in April 2011 recording classes changed for ASB and street drinking was no longer recorded as an activity in its own right, which makes finding the incidents more difficult and the periods of comparison unequal, 12 months prior and only 10 months post. In those two months there have been approximately 13 reports of street drinking, which when recalculated means that we have had 85 post DPPO, giving a reduction figure of -42.5% (n=63) incidents.

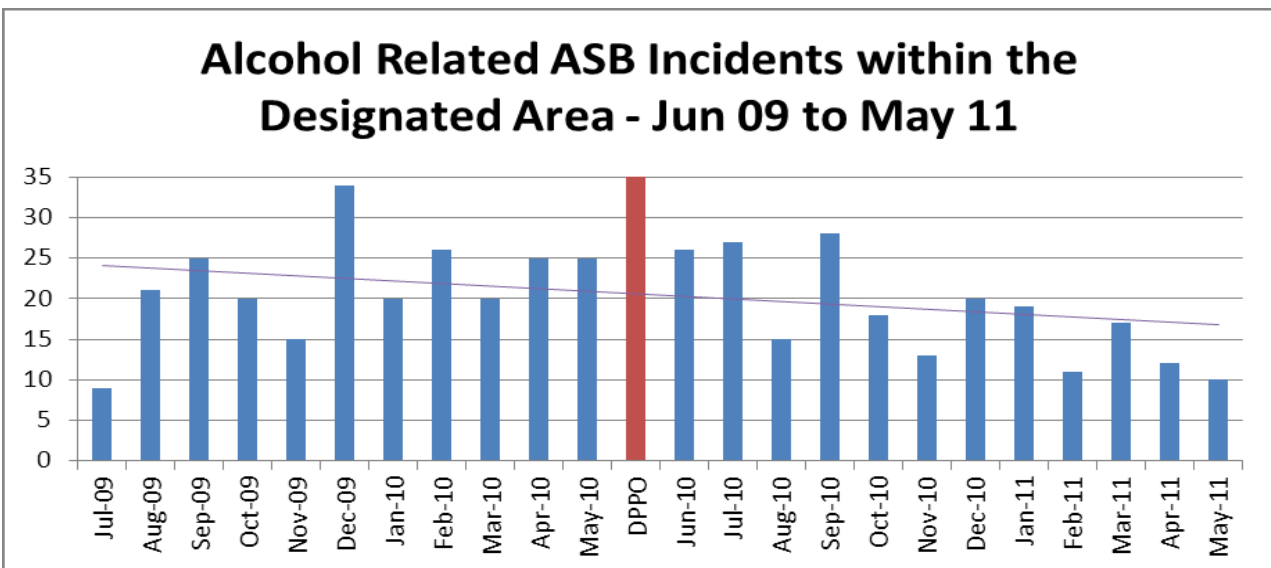


Table 5 recorded alcohol related crime for Chorley Town Centre and Astley Park DPPO designated area between June 2009 and May 2011 shows alcohol related crime has reduced over this period.

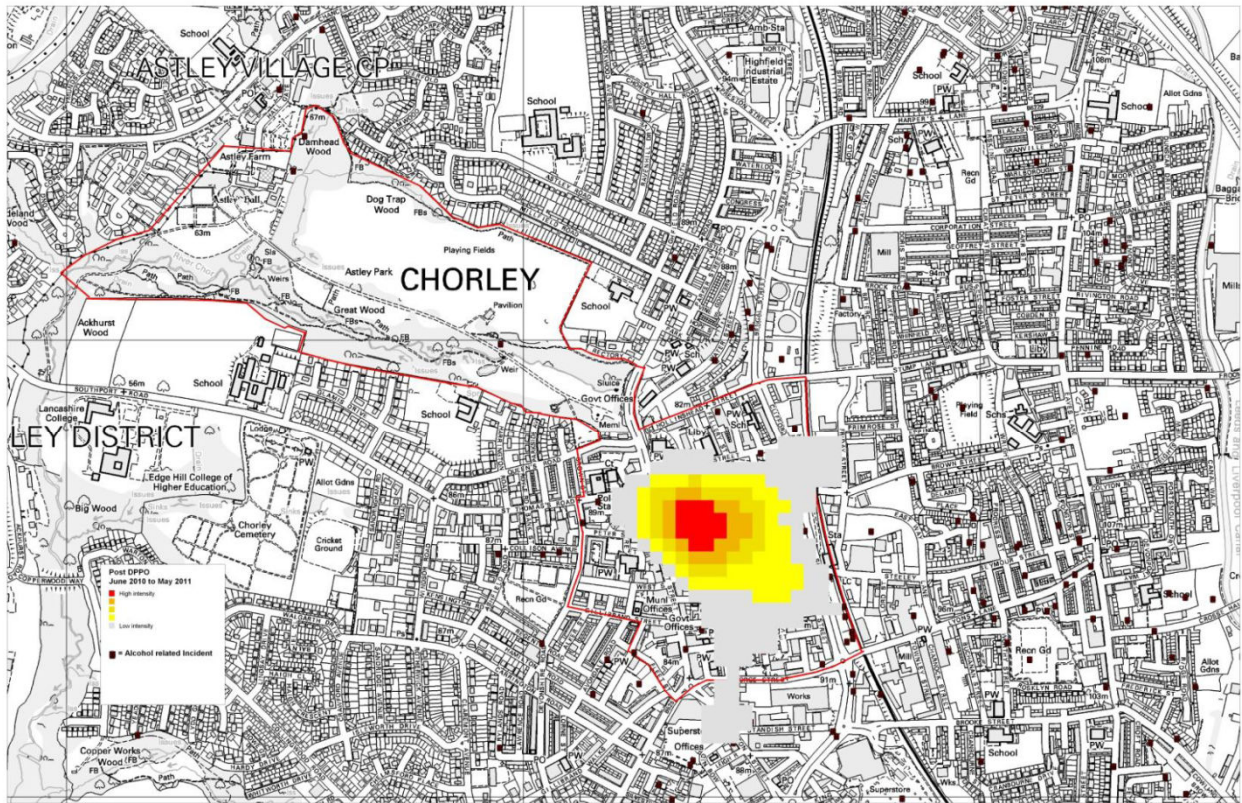


Table 6 the hotspot for alcohol related incidents (shaded area) remains within the current designated public place boundary

IS THE CURRENT ORDER IS BEING EFFECTIVELY ENFORCED.

- 28. As previously highlighted Designated Public Place Orders (DPPOs) give police officers discretionary powers to require a person to stop drinking and confiscate alcohol or containers of alcohol in public places. Therefore the Chorley Town Centre and Astley Park DPPOs enforcing authority is Lancashire Constabulary.
- 29. Lancashire Constabulary have stated that since the introduction of the DPPO in June 2010 response police officers and neighbourhood police officers have actively exercised the powers the Order provides them. Whilst the number of requests for individuals/groups to comply with the Order is not recorded non compliant requests are. There has been one non complaint request to stop drinking and hand over alcohol recorded in September 2010. This individual was arrested and subsequently issued with a penalty notice.

HAVE PERCEPTIONS OF CRIME AND FEAR OF ANTI-SOCIAL BEHAVIOUR BEEN REDUCED WITHIN THE CURRENT DPPO ZONE AND SURROUNDING AREA

- 30. As part of the Chorley Town Centre and Astley Park DPPO review, 1671 stakeholders were consulted between the 31 August 2011 and 21 September 2011. Consultees included Elected Members, Local Councils including Astley Parish Council, residents, on and off licensed premises, organisations and businesses within the current DPPO zone and surrounding area. The results of this consultation are set out below.

CONSULTATION RESULTS

Consultation requests sent:	1671
Completed Consultations returned:	68
Response percentage residents	75%
Response percentage business or trader	19.1%
Response percentage other organisation	5.9%

Other organisations / individuals making representations

Respondent	Supportive / Opposed
Chief Executive – Chorley Council	Supportive
Lancashire Constabulary	Supportive
Lancashire County Council	Supportive
Friends of Astley Park	Supportive

Other organisations consulted but no response received

Respondent	Supportive / Opposed
Astley Parish Council	Unknown

31. Those invited to complete the online consultation questionnaire were asked 3 main questions
- a) Do you believe that alcohol-related crime and antisocial behaviour is a problem in your area?
 - b) Do you think that the Police, Council and other partner agencies are doing enough to prevent alcohol-related crime and antisocial behaviour in your area?
 - c) Do you support the continuation of the Designated Public Place Order for Chorley Town Centre and Astley Park
32. These questions were also used in the consultation process for the Orders implementation in 2010. For comparative purposes the results of the 2010 survey are included along side the 2011 review survey results.
33. The results of each of these questions are outlined below

QUESTION 1

Do you believe that alcohol-related crime and antisocial behaviour is a problem in your area?			
Answer Options	Implementation Percent 2010	Response	Review response percent 2011
a) Yes, it is a major problem in our area.	22.2%		10.6%
b) Yes, we sometimes have problems in our area.	53.7%		60.6%
c) We couldn't really say either way.	11.1%		9.1%
d) No, we rarely have problems in our area.	11.1%		15.2%
e) No, we never have these problems in our area.	0.0%		4.5%
f) I don't know.	1.9%		0.0%

34. Evaluation of the written responses to this question 1 indicates that residents are largely concerned by alcohol related rowdy or inconsiderate behaviour, youth nuisance, intimidation and environmental crime.

QUESTION 2

Do you think that the Police, Council and other partner agencies are doing enough to prevent alcohol-related crime and antisocial behaviour in your area?			
Answer Options	Implementation Percent 2010	Response	Review response percent 2011
a) Yes, they are doing a lot and being effective.	11.1%		24.6%
b) Yes, their efforts are having an impact but there is much more to do.	24.1%		24.6%
c) Their efforts are having very little effect.	20.4%		6.2%
d) No, despite their efforts there is no progress or things are getting worse.	5.6%		9.2%
e) No, we am not aware of these agencies taking any action in our area.	16.7%		6.2%
f) I am not able to say.	22.2%		29.2%

35. Evaluation of the written responses to question 2 indicates that residents feel that their area would benefit from increased high visibility patrols, increased CCTV, improved lighting and the restriction of licensed premises opening hours. Residents also indicated that alcohol related crime and ASB had reduced in their area and that Police, Council and other partners were doing a good job. Three responses from the 68 returned requested that the current DPPO be extended to include Devonshire Road recreation ground.

Do you support the introduction of the Designated Public Place Order for Chorley Town Centre?	Review response percent 2011	Do you support the continuation of the Designated Public Place Order for Chorley Town Centre and Astley Park	Review response percent 2011
Yes, I support the introduction of the DPPO for the Town Centre and Astley Park.	94.3%	Yes, I support the continuation of the DPPO for the Town Centre and Astley Park.	100%
No, I do not support the introduction of the DPPO for the Town Centre and Astley Park	5.7%	No, I do not support the continuation of the DPPO for the Town Centre and Astley Park	0%

36. Since the introduction of the Chorley Town Centre and Astley Park DPPO, alcohol related crime incidents and ASB have reduced in the current Chorley Town Centre and Astley Park DPPO zone and surrounding area. Upon further examination there is a strong suggestion that crime, incidents and ASB hasn't been displaced and the boundary of the current Order is still covering the correct areas. The survey shows 100% of those responding to the review fully support the continuation of the DPPO which is being effectively enforced by Lancashire Constabulary.

- 37. It is also evident since the introduction of the current DPPO that there have been improvements in perceptions of alcohol-related crime and antisocial behaviour in the area and respondents largely believe the Police, Council and other partner agencies are doing enough to prevent alcohol-related crime and antisocial behaviour.
- 38. After careful evaluation of all available data and information on the basis of crime and disorder, there would be no basis to consider expanding the area covered by the current Order. It is therefore, recommended that Executive Cabinet supports the continuation of the Chorley Town Centre and Astley Park Designated Public Place Order (DPPO) in its current form.

IMPLICATIONS OF REPORT

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

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

COMMENTS OF THE MONITORING OFFICER

- 40. The purpose of this report is to review the operation of the DPPO made by General Purposes Committee last year. The Cabinet need take no further action to continue the Order. It is agreed there seems no need, given the contents of this report that there be any extension in the area of operation of the Order.

JAMIE CARSON
 DIRECTOR PEOPLE AND PLACES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Paul Lowe Merged CDRP Manager	5758	22/09/2011	dpporeview

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Report of	Meeting	Date
Chief Executive (Introduced by Executive Member for Resources and the Executive Member for Partnerships, Planning and Policy)	Executive Cabinet	20 October 2011

DISPOSAL OF PARCEL 10 GILLIBRANDS

PURPOSE OF REPORT

1. To seek approval for Parcel 10 comprising 1.91 acres (0.77 ha) to be transferred at nil value to Adactus Housing Group subject to the assessment of further information on the financial viability;
2. The report also seeks approval to retain a small area of land in Chorley Borough Council's ownership which is part of the access to Grundy's Farm as shown cross hatched on the attached plan or any other such relevant strip.

RECOMMENDATION(S)

3. The land is transferred at nil value to Adactus subject to the schemes financial viability and taking into account the value of the nominations to Chorley Council and the requirement by the HCA on funding applications is approved;
4. That the Head of Corporate Governance is given delegated authority to approve the transaction at a land's value upon consideration of further information on financial viability being provided by Adactus Housing Group;
5. To seek approval to the retention of a strip of land that may be required for access from Grundy's Farm;

EXECUTIVE SUMMARY OF REPORT

6. The developers of Gillibrand were required to enter into a S106 Agreement dated the 23 February 1998, following on from an early planning permission dated 3 November 1997, which provided for the development of not less than 15% of affordable housing to be provided at Gillibrands. Parcels 8, 9, 11 and 12 have been sold to RSL's and subsequently developed successfully. Parcel 10 is the only remaining affordable housing parcel not developed.
7. Adactus are in the process of preparing a scheme for submission to Chorley Borough Council Planning Department for Parcel 10 which is due to be considered on the 13 December 2011.
8. Parcel 10 is adjacent to a site in private ownership known as Grundy's Farm which has its only means of access through parcel 10. The right of access is registered within the title of Parcel 10.

9. Adactus will be required to contact the owners of Grundys Farm regarding their proposed development as Grundy’s Farm will require continued access. It is not known whether Grundy’s Farm propose to apply for a change of use to their land in the future, in which case a piece of land will be retained in Chorley Borough Council’s ownership which may serve as a future ransom strip.

REASONS FOR RECOMMENDATION (S)

10. The sale of Parcel 10 will facilitate the development of approximately 25 new affordable homes for rent in perpetuity. It will provide 100% nominations on first and subsequent lets to Chorley Borough Council;
11. There could potentially be a receipt from the sale of the land to Chorley Borough Council depending upon the financial viability of the proposed scheme by Adactus;
12. The provision of affordable housing on Parcel 10 will help meet the Council’s housing need in the Borough and help provide a sustainable community similarly to the way Parcels 8 and 9 at Gillibrands have been successfully developed;
13. Retaining a piece of land which will be required as future access to Grundy’s Farm will ensure that the Council are able to recoup a proportion of any future ransom strip receipt.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

14. A decision not to enter into negotiations with Adactus will delay the development of Parcel 10 which is the last remaining affordable housing parcel at Gillibrands that is undeveloped;
15. The community would not benefit from the development proposals that will create new housing for those requiring housing at affordable rents;
16. Selling the site for commercial housing would not be viable owing to the S106 restrictions and in accordance with the planning obligations for the site.

CORPORATE PRIORITIES

17. This report relates to the following Strategic Objectives:

Strong Family Support		Education and Jobs	
Being Healthy	√	Pride in Quality Homes and Clean Neighbourhoods	√
Safe Respectful Communities	√	Quality Community Services and Spaces	√
Vibrant Local Economy	√	Thriving Town Centre, Local Attractions and Villages	√
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			√

BACKGROUND

18. Parcel 10 is the last remaining of the affordable housing parcels on the Gillibrand Estate to be transferred to an RSL and developed for 100% affordable rented units. The estate has been developed in accordance with various planning permissions and S106 obligations, the earliest being outline consent number 9/96/00727 dated 3 November 1997 and Planning Obligation dated 23 February 1998 which provides for affordable housing on the estate.

- 19. Gillibrand originally comprised 5 affordable housing parcels, namely 8 and 9 which were sold to Adactus on the 20 December 2007 and the 19 March 2008 and 11 and 12 which were both sold to Collingwood Housing on the 25 March 2004. These sites were transferred at nil value owing to the parcels having negative values when the site values based upon social housing rentals were considered.
- 20. Redrow, the current owner of a section of the access road into Parcel 10 has confirmed that they will be willing to enter into discussions with an approved RSL. The developer is obliged to provide access roads, sewers and services to the affordable housing parcels.

IMPLICATIONS OF REPORT

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

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

COMMENTS OF THE DIRECTOR OF PARTNERSHIPS, PLANNING AND POLICY

- 22. Adactus have provisionally secured £1.5 National Affordable Housing Programme (2011-15) grant to develop affordable housing in Chorley including Parcel 10 Gillibrands. These units would be for affordable rent for households with a local connection to Chorley. Therefore this is a good opportunity for the Council to work in partnership with Adactus to deliver much needed affordable housing in Chorley.

COMMENTS OF THE STATUTORY OFFICER

- 23. No capital receipt has been assumed from the sale of this parcel in the budgeted financing of the capital programme 2011/12 – 2013/14. It may prove necessary to transfer the land at nil value to Adactus, but this would not have an adverse impact on budgeted resources.

COMMENTS OF THE MONITORING OFFICER

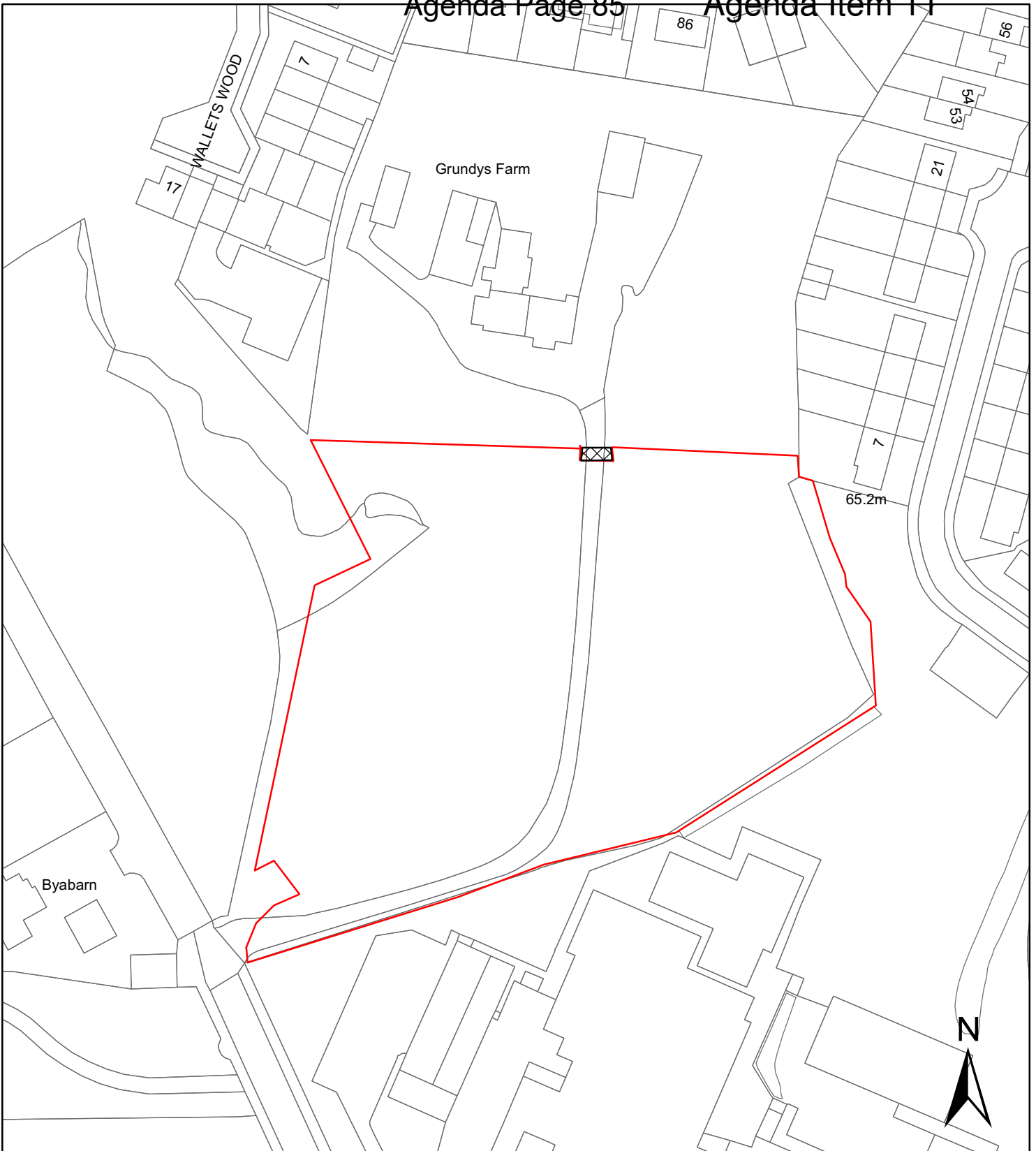
- 24. There are no legal reasons why this transfer cannot take place but it would be subject to any encumbrances registered against the title.

GARY HALL
CHIEF EXECUTIVE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Alison Davenport	515233	20 October 2011	***

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Description		
Parcel 10 Gillibrands, Chorley. Approx site Area 1.91 acres (0.77Ha)		
Scale	Drawing Number	
1:1,000		
Drawn By	Date	CAD Reference
HP	October 2011	

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2009/12 Joint Procurement Strategy Performance Monitoring Report

October 2011

Report of the Statutory Finance Officer
Introduced by the Executive Member (Resources)



Procurement Strategy Performance Monitoring Report October 2011
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	Page
1. Background	1
2. Summary of Progress.....	1
3. Areas of Significant Progress/Achievements	2
4. Looking Forward.....	5
5. 2011/12 Strategy Update	5
6. Sustainable Procurement Policy Update.....	6
7. Recommendations.....	6
8. Progress against Joint Procurement Strategy.....	7

1. Background

This monitoring report sets out performance against the 2009/2012 SRBC/CBC Joint Procurement Strategy approved at Chorley BC Cabinet in September 2009.

2. Summary of Progress

Taken overall good progress has been made as highlighted in paragraph 3 below. The service has embedded well across the two authorities and key officers are now contacting the team for procurement support and advice as a matter of course. The service is generally recognised as being successful and well received. This is confirmed by the 94% satisfied result in the 2010 satisfaction survey conducted across both councils.

The overall efficiency savings target initially included in the Strategy was increased last year from £150,000 to £200,000 per authority cumulative over the three year Strategy life and it was anticipated that £100,000 of this would be achieved in the first two years of the strategy with the remaining £100,000 to be achieved in year 3. However, the arrangements put in place during year 1, coupled with new procurement activity in year 2 have increased the level of savings achieved this year well in advance of the Year 2 target. Further details of the efficiency savings achieved are listed below.

A number of arrangements have been put in place to engage with, and make the Council's procurement opportunities widely available to, local suppliers, SME's and third sector providers, including publication of a Selling to the Council Guide and promotion and use of the Chest. The Chest is a North West e-tendering system, is free of charge to suppliers, and provides suppliers with quick and easy on-line access to both Chorley and other North West public sector procurement opportunities. A link to the Chest has been included on the Council's website. Additionally the Council's procurement team attended a Lancashire "Meet the Buyers" event in June this year to engage with local suppliers and explain the procurement process.

3. Areas of Significant Progress/Achievements

Significant progress was made in the first year of the Joint Procurement Strategy including effective integration of the procurement service across Chorley and South Ribble Borough Councils, adoption and promotion of the new Joint Procurement Strategy, skills analysis of officers with training delivered to key staff across the authority, member training, review and update of key documents including Standard Conditions of Contract for routine orders and contracts and finally, spend analysis, benchmarking, collaborative working and procurement exercises leading to procurement savings and efficiencies.

2010/11 has also been a very positive year with key achievements being:

- Implementation of the e-tendering system “The Chest” for initial pilot within the Procurement Team
- Full review and implementation of revised Contract Procedure Rules (CPR’s) at both SRBC and CBC, based on a common template
- Review and publication of an updated Pocket Guide to Procurement incorporating the revised CPR’s and the Chest e-tendering system
- prioritisation and delivery of the service with over 30% resource unfilled (one vacant FTE) providing resource efficiency
- Substantial assurance rating given by internal audit in their final report on the controls in place in the procurement process at both SRBC and CBC
- Represented SRBC and CBC at a Lancashire Meet the Buyers Day promoting procurement with local suppliers
- Completion of all relevant and proportionate level 3 targets within the Flexible Framework for Sustainable Procurement
- Spend analysis, benchmarking, procurement exercises, joint working and market research resulting in the introduction of new contracts, further frameworks and collaborative procurement arrangements realising savings and efficiencies for both Chorley and South Ribble Councils.

Reported procurement activity savings for Chorley Council for 09/10 and 10/11 are as detailed below. The savings have been calculated by comparing the newly procured rate with existing rates (or budget costs where there is no existing rate available) multiplied by actual or estimated demand. Where an estimated demand figure is used this is usually based on the previous years take-up of that product. Many savings are recurring and continue cumulatively into subsequent years over a specific contract period, further contributing to the overall efficiency target.

Product/ Service	Description of Action	Saving in 09/10 financial yr	Saving in 10/11 financial yr
BIP e-notice service	Free 1 yr subscription obtained worth £150	£87	
Anti Virus software licensing	3 yr collaborative contract facilitated by the Lancs Procurement Hub saving £4600 over the full contract period	£1,564	£1,564
Primary on line Legal Reference Material	12 month collaborative CBC/SRBC contract negotiated with existing provider Further negotiation to the above introduced a new 3 yr agreement, saving a further £5680 over the 3 yr period	£1,512 £1,637	 £1,882
Stationery & Computer Consumables	Benchmarking resulting in move from Central Buying Consortium framework to North Yorkshire framework, maintaining existing provider and continuity of service and achieving overall reduction in cost	£2,444	
Crystal Consulting Service	Negotiated reduction in cost from £1000 to £500 p.a. for 3 yr contract term for both CBC and SRBC	£500	£500
Cotswold House,	Quotes through both Buying Solutions and YPO frameworks, identified	£355	£426

Commercial Laundry Equipment	saving of £2130 over 5 year contract period over original quote obtained by client department		
Cotswold House Linen Service	Negotiated improved rate saving £890 over 2 year period	£365	£438
Cotswold House Concierge Service	Formal Tender exercise achieved £22330 saving over budget for the 12 month period commencing 1.6.09. Re-tender for new 2 yr fixed priced contract, achieving further saving over budget	£18,609	£3,722 £3,400
White Young Green Condition Survey Yr 2	Negotiated reduction to programme cost for year 2	£1,220	
Spring Bedding	CBC/SRBC Collaborative Quotation exercise	£487	
Penetration Testing	Joint CBC/SRBC procurement realised saving over single authority rates, 2 year arrangement	£8,670	£2,000
Computer Consumables	Spot check of previous Invoices, challenged supplier and achieved £655 credit	£655	
Insurance Brokerage	New 18 month contract with new provider	£3,690	£3,690
Cash in Transit	Moved Union St collection from existing provider to collaborative Burnley contract and added new Cotswold House collection. Total saving of £1345 over the 15 month contract period.	£269	£1,074
Car Parking - Enforcement	Team Lancashire review resulting in 9 month contract whilst a new 5 yr collaborative contract is tendered. Subsequently won by Legion.	£7,665	£10,221
Car Parking – Back Office	Collaborative Team Lancashire Procurement resulting in new 5 year contract with Chipside, saving £11,500 p.a.	£8,628	£11,504
Detection and Removal of Graffiti	Competitive quotes for 3 year contract saving 3450 p.a. compared with previous contract rate	£3,450	£3,450
Various Grounds Maintenance supplies	Various Grounds Maintenance supplies including competitive quotes for Bedding plants		£29,000
Agency staff	New contract with Matrix commencing Oct 09	£2,002	£11,783
Thermal Receipt Printers	Quote through Buying Solutions Framework	£114	
90 min Audio Cassettes	Quote through Buying Solutions Framework	£147	
Merchant Acquiring	Move to OGC Buying Solutions Framework. Saving includes £3663 credit negotiated due to delay in applying new rates		£12,454
Treasury Consultancy	Joint SRBC/CBC Procurement for new 3 yr contract		£3,000
Annual Subscription for three yr reference service	Negotiated reduction to rate, + fixed for 3 yrs		£20
Wheeled bins	Procured through ESPO framework saving £2 per bin		£10,720
55L Kerbside recycling	Change of Supplier via ESPO framework saving 38p per box		£130

boxes			
Ice Cream Concession Contract	Advertised on website generating extra interest and achieving an additional £1884 over previous contract rate		£1,884
WYG Condition Survey Contract	Negotiated waiver of contractual increase achieving no increase		£495
Energy Insulation Works	Formal Tender exercise achieved Free of Charge "Fuel Poverty" Loft and Cavity Wall insulation, allowing this money to be used to support more "able to pay" works		£50,000
Confidential Waste Shredding	Obtained more competitive quote from ESPO framework supplier		£618
Refurbishment of bins	Refurbishment of trade waste bins at a cost of £80 to refurbish compared with £240 new		£800
Canon Hygiene	Consolidation of existing Canon Hygiene accounts into one account and move to YPO framework rates		£1,172
Insurance Broker Consultancy	Formal CBC/SRBC collaborative quotation exercise for new 3 yr contract commencing 1.1.11 saving £2500 p.a. for CBC		£625
Portable Appliance Testing (PAT)	Saving using ESPO Framework rates		£11,327
Procurement of DFG Grant works	Procurement by competitive quote for each job compared with schedule of rates under previous Home Improvement Agency arrangements		£19,500
Utilities	Improved energy management arrangements including change of supplier for gas and electricity saving £18000 overall. (Projected figure- to be confirmed on receipt of final meter readings)		£18,000
Resource Efficiency	Not appointing to vacant Procurement Officer Post (saving shown is 50% of total as this is shared equally with SRBC)	£12,615	£13,903
Total		£76,685	£229,302

In addition to the above reported savings the following notional savings have also been achieved:

Product/ Service	Description	Saving in 09/10
Stationery	In addition to the reduction in cost reported above the 2009 stationery benchmarking exercise and resulting change of framework avoided significant price increase which would otherwise have been applied.	13,336
Mobile Phones	Sale of Used handsets	£557
	Total	£13,893
	Grand Total	£319,880

4. Looking Forward

- Budgets remain challenging and we must continue to develop and take maximum advantage of our partnership with South Ribble Borough Council and other collaborative opportunities, ensuring an effective service which maximises efficiency for joint procurement and collaborative working.
- Many of the building blocks to an effective procurement service have now been put in place including training, guidance, a review of procedures and rules and an updated financial system and new e-tendering system. The resources available should therefore now be focused on ensuring best value in procurement activities across both South Ribble and Chorley Councils, taking full advantage of joint procurement and collaborative efficiency opportunities wherever possible, whilst ensuring that the systems and procedures in place remain relevant and up to date with current legislation and best practice, and are effectively embedded across the authorities.
- Looking forward there will need to be an increasing emphasis on more strategic procurement of services, including options appraisal and consideration of different delivery models.
- The regional e-procurement portal “The Chest” has now been implemented and is “live” within the Procurement Team. The system provides significant efficiencies in the tendering process. However, as officers across the authority issue tenders and quotes infrequently it is unlikely that many will become sufficiently familiar with the system for it to be rolled out widely for direct use by others. It will therefore be necessary for procurement to assume a central role in the issue and receipt of tenders. This will have added benefits in terms of overall efficiencies, control and information management, but will be an additional pull on the team’s slim resources.
- Working flexibly, the current shared procurement team of 1.8 FTE’s have delivered an effective service and, this success, coupled with the difficulties in appointing and the need to make efficiencies, has led to the additional vacant Procurement Officer post not being filled. Whilst this remains the case, it will be necessary to continue to work flexibly within the service, and to prioritise requirements and projects where necessary, in order to make best use of the procurement resource.

5. 2011/12 Strategy Update

A number of changes have taken place since the Strategy was originally introduced including the removal of the Use of Resources external assessment. As the strategy is due to expire next year, this report proposes a refreshed Strategy, extended for a further 2 years, bringing this in line with, and encompassing the Corporate Plan timescale at SRBC and Corporate Strategy at Chorley. The refresh proposes a new and more challenging cumulative efficiency target of £500,000 per authority over the 5 year period. A copy of the draft refreshed Strategy is attached at Appendix A. Procurement priorities and overall objectives remain unchanged, but targets, actions and projects have been streamlined and updated to those that are current and relevant moving forward, in recognition of the work already done. These address the current challenges and include the following:

- A 2 year extension of the refreshed Strategy life to 2014

- An increased cumulative Procurement Savings Target of £500,000 per authority over the 5 year Strategy life.
- Introduction and publication of model template Pre- Qualification, Request for Quotation and Tender documents (slipped from 10/11)
- To further embed and promote the North West Regional Procurement Portal “ The Chest”
- To Implement the Spend Analysis tool “Spend Pro” which has been promoted and part funded by NWIEP
- Increased PI target of 87% satisfaction with the procurement service rate from the original strategy target of 80%
- Increased PI target of 92% payment by BACS previously 90%
- Increased PI target of 98% suppliers invoices paid within 30 days (previously 97.75%)

As this is a joint strategy with SRBC, the proposals for a refreshed Strategy will also be subject to ratification at South Ribble.

6. Sustainable Procurement Policy Update

One of the targets included within the Joint Procurement Strategy was to develop and implement an action plan to achieve the targets and actions contained within Level 3 of the Flexible Framework for Sustainable Procurement. This has now been completed for all relevant areas and we have progressed to a stage on the Flexible Framework which we consider relevant and proportionate for an authority of our size and spend profile. Optimum benefits have been achieved and further progress up the Flexible Framework would only serve to gain recognition in external assessment which is no longer a requirement. The Sustainable Procurement Policy has been refreshed accordingly and a revised draft is attached at Appendix B for Members’ comments.



7. Recommendations





- That Members note the progress achieved to date
- That Members approve the refreshed and extended Joint Procurement Strategy
- That Members approve the refreshed Sustainable Procurement Policy




8. PROGRESS AGAINST JOINT PROCUREMENT STRATEGY



Joint Procurement Priority – Procurement that is effectively managed and monitored complying with relevant rules both internal and external

Our Priority Objectives	
1.	To ensure that all procurement is in accordance with EU rules, the Council's Contract Procedure Rules and published Procurement Guidance and Best Practice.
2.	To deliver an effective service which maximises efficiency for joint procurement, collaborative working and the establishment of shared services.
3.	To ensure that procurement governance arrangements set for the procurement partnership are effectively met and the commitments set out in the SLA between the two Council's are delivered.
4.	To contribute and participate in Lancashire Procurement Hub and Central Lancashire projects and opportunities wherever this is mutually beneficial.

	Key Actions/Projects	Comments	Lead Officer
	1. Provide professional procurement guidance on major procurement and other projects ensuring that effective option appraisal analysis is conducted in both councils.	Provided as required. Examples include insurance broker consultancy, concierge service, insulation measures, dog kennelling, multi function devices etc. Support is currently being provided to the major EU joint insurance tender.	Janet Hinds
	2. In conjunction with Legal Services, evaluate the range of NWIEP Model Conditions of Contract, and adapt implement and publish these as appropriate.	Standard Conditions for routine procurements have been implemented and updated. Evaluation of the NWIEP Standards Group suite of Conditions was deferred until 11/12. However, these have now been reviewed by Procurement and Legal Services at both authorities and standard Conditions for both Goods and Services have been published on the Loop at Chorley and on Connect at South Ribble.	Janet Hinds





	Key Actions/Projects	Comments	Lead Officer
	3. Develop and implement Model Template, Pre- Qualification, Request for Quotation and Tender documents to simplify the procurement process.	A template quotation document has been developed for use with the Chest. Development of other documents has been deferred to 11/12.	Janet Hinds
	4. Continue to develop and review the range of procurement information available on SRBC Connect and CBC The Loop.	This information has been updated as required throughout the year, including a review of the dialogue for requesting waivers to Contract Procedure Rules, publication and promotion of the new Conditions Pack, and publication of an updated Pocket Guide to Procurement and revised Contract Procedure Rules.	Janet Hinds
	5. Ensure the register of Contracts is effectively published and maintained within the two councils.	Information provided by departments has been included on a central Contracts Register which is published on the Council's web site and the loop. Moving forward, the Chest will be the vehicle for capturing a full audit trail of procurement history (tenders and quotations) and for centrally recording this information for subsequent population on to a contracts register.	Janet Hinds
	6. Ensure that established local performance indicators are achieved.	<p>PI's included in the Shared Services Business Improvement Plan are reported on a regular basis through the Shared Services Joint Committee. Targets for 10/11 include:</p> <p>Professionally qualified procurement employees as a % of total procurement employees – Annual Target of 33%, Achieved 67%. (Both the Principal Procurement Officer (JH) and Procurement Officer (EE) are MCIPS qualified and the third post is vacant.)</p> <p>Satisfaction with the corporate procurement function, The figure achieved for Procurement in the overall Financial Services 2010 Satisfaction Survey was 94%. The original Joint Procurement Strategy target is 80%. The 2011 survey has yet to be completed.</p> <p>Number of Council's Top 10 suppliers (by spend value) who have formal partnership/framework agreements with the authorities</p>	Janet Hinds






	Key Actions/Projects	Comments	Lead Officer
		<p>Target 100%, Achieved 100%</p> <p>Provision of Procurement Savings Report - provided.</p> <p>Average invoice value: Combined CBC/SRBC Target £1200, Achieved £1708</p> <p>Average Spend per Supplier: Combined CBC/SRBC Target £9600 Achieved £11757</p>	
	7. Continue to Develop/Review/Update the procurement information area on Council's intranet and web-site	This information has been updated throughout the year. The Council's Tenders and Contracts Section on the website now includes information on, and a link to, the North West regional e-procurement portal "The Chest", providing e-access to both CBC and other North West Council's procurement opportunities.	Janet Hinds
	8. Work with the Lancashire Procurement Hub to develop and implement meaningful "SMART" Procurement PI's to be used across all Lancashire Authorities.	This has been discussed at Central Lancashire Procurement Group meetings, but has not progressed further. Such PI's may not generate meaningful information when compared with other authorities and therefore may not justify the time and effort employed to measure them. Consequently there has been a general lack of enthusiasm Lancashire wide to take this forward. However, as more authorities implement Spend Pro, which is the NWIEP supported Spend Analysis tool, some PI data may be extracted from this. Both Chorley and South Ribble are currently implementing Spend Pro.	Janet Hinds
	9. Review the Council's Procurement Codes of Practice/ Procurement Staff Guidance and develop standard guidance/ achieve commonality where possible, for publication at both authorities	A full review of procurement rules and tendering processes has been carried out at both South Ribble and Chorley Councils and new Contract Procedure Rules based on the same template document have been approved and published. Updated Pocket Guides have also been published at both authorities based on the same template, providing guidance and flowcharts of the various procurement processes according to contract value.	Janet Hinds

	Key Actions/Projects	Comments	Lead Officer
	10. Conduct a full review of both Council's current Contract Procedure Rules / Standing Orders to achieve commonality wherever possible.	A full review of Contract Procedure Rules/ Standing Orders has been carried out at both South Ribble and Chorley Councils and new Contract Procedure Rules based on a single template document have now been approved and published at both Councils, achieving commonality wherever possible. The updated rules encompass the new e-tendering system "The Chest" which has now been implemented at both authorities.	Janet Hinds
	11. Carry out a User Survey across both Councils to monitor satisfaction with the procurement service. Target 80% Satisfaction	At the time of writing this report the 2011 year end satisfaction survey has not been completed. Results at the 2010 year end survey were 94% (combined CBC/SRBC) overall satisfied with the procurement service	Janet Hinds

Corporate Priority - Procurement that engages all buyers/commissioners, is market aware and delivers sustained competitiveness and value for money



Our Priority Objectives
5. To contribute to the achievement of the Council's targets for efficiency gains during the CSR07 period.
6. To involve buyers/ commissioners/customers in shaping the new service effectively and ensure effective procurement training.
7. To put in place procurement contracts which will maximise the delivery of value for money across the two councils.
8. To contribute to the achievement of a top "Use of Resources" score in both Councils







	Key Actions/Projects	Comments	Lead Officer
	12. Establish a clear picture of the procurement landscape at both authorities to identify key action areas and collaborative opportunities in liaison with Senior Management.	Spend information has been produced at both authorities and a high level analysis carried out. More detailed analysis has been carried out at Service Level in key spend services areas to identify key actions and further collaborative opportunities. Additionally a Procurement Plan and Contracts Register has been developed at both authorities.	Janet Hinds
	13. Identify the best opportunities for establishing Shared Services in liaison with the Team Lancashire Shared Services Board.	During 2010/11 the Council progressed the sharing of its Revenues and Benefits service with SRBC. Opportunities for further collaborative working with neighbouring councils will continue to be explored to help deliver efficiencies and sustain service standards and resilience.	Gary Hall
	14. Co-ordinate internal arrangements to ensure that all opportunities to carry out integrated purchasing are grasped.	Opportunities for aggregated and collaborative purchasing both authority wide and with SRBC have been identified as part of the spend analysis work. Additionally, the procurement team now consider the potential for collaborative working in their support for all procurement opportunities across Chorley and South Ribble as a matter of course and are uniquely situated to co-ordinate this work. CBC/SRBC collaborative procurements in 2010/11 include Insurance Broker Consultancy, Civica Financials, Spend Pro Spend analysis tool, Bedding Plants and Treasury Management Consultancy. Collaborative procurements to take place in 2011/12 financial year include a Joint Insurance Tender, postal services, review of Bailiff Services, Cleaning Materials and Personal Protection Equipment.	Janet Hinds
	15. Ensure that market information is collected and co-ordinated continuously.	This is ongoing and new frameworks and other opportunities are monitored and benchmarked with current arrangements and existing frameworks. This has resulted in a move to various public sector frameworks and joint procurements, providing procurement savings and increased value for money. Examples include cash transaction processing (All Pay), wheeled bins, Portable Appliance Testing (PAT), sanitary bins, stationery.	Janet Hinds

	Key Actions/Projects	Comments	Lead Officer
	16. Benchmark prices, procedures, and savings against other councils and best practice elsewhere.	<p>As members of the Lancashire Procurement hub , and as frequent users of Buying Solutions, and various public sector consortia, we regularly receive and share market information. In particular we are ideally placed to benchmark between South Ribble and Chorley.</p> <p>Recent benchmarking exercises have resulted in a move to various public sector frameworks and joint procurements, providing procurement savings and increased value for money. Examples include cash transaction processing (All Pay), wheeled bins, recycling boxes, Portable Appliance Testing, Merchant Acquiring, shredding, sanitary bins, stationery</p>	Janet Hinds
	17. Maximise the use of framework agreements and collaboration arrangements with other partners where they are competitive.	Examples of frameworks used/ introduced to CBC in 10/11 are listed above. Several other collaborations/ frameworks are already in progress for 11/12 including a collaborative procurement through the Buying Solutions framework for Post and review of the ESPO framework for Bailiff Services.	Janet Hinds
	18. Work towards the achievement of a Procurement savings target of £200,000 cumulative per authority over the three year Strategy life.	The savings summary included at the front of this report demonstrates that we are currently ahead of schedule at the end of year 2 and present indications are that this target will be exceeded by the end of year 3.	
	19. Engage and contribute to work undertaken by the Lancashire Procurement Hub (LPH).	The Council has contributed and taken part in various Lancashire Procurement hub projects ,including regional work on the Chest e-tendering system and a collaborative cash transaction processing procurement. Additional support was also negotiated Free of Charge from the LPH at the rate of 1 officer for 1 day per week for 2 months during late 2010.	
	20. Carry out a detailed spend analysis across the two councils to identify key opportunities for maximising VFM.	Spend information has been produced at both authorities and a high level analysis carried out. More detailed analysis has been carried out at Service Level in key spend services areas to identify key actions and further collaborative opportunities. The Regional spend analysis tool (Spend Pro) is currently being implemented at both South Ribble and Chorley and this will be live during 11/12.	

Corporate Priority – Procurement that is inclusive, sustainable and socially responsible

Our Priority Objectives
9. To encourage a mixed range of suppliers to help create a varied and competitive marketplace.
10. To ensure that small firms are not unfairly excluded from bidding for council business.
11. To reduce the negative effect on the environment of the products and services we buy.
12. To promote and demonstrate best practice for sustainable procurement
13. To ensure that procurement activity incorporates statutory requirements and local aspirations in regard to Equality and Diversity.


	Key Actions/Projects	Comments	Lead Officer
	21. Ensure Equality Monitoring of Key Partners in accordance with the Councils Integrating Equality in Procurement Guidance.	Equality Monitoring of Key partners has been carried out where appropriate and has not identified any cause for concern.	Janet Hinds
	22. Monitor the effectiveness of the Sustainable Procurement policy through regular updating of the Sustainable Procurement Register.	The Sustainable Procurement Register has been updated and continues to demonstrate consideration of sustainable procurement principles. 2010/11 additions to the register include the refurbishment of trade waste bins, procurement and installation of segregated for recycling litter bins at Astley Park, specification and use of natural materials in play areas, replacement of 60 old and inefficient desk top and other printers with 8 MFD's (multi functional devices), and the introduction of e-procurement technology minimising paper usage and travel, and making the Council's procurement opportunities more widely accessible to all suppliers, including local businesses, SME's and social enterprises.	Janet Hinds



	Key Actions/Projects	Comments	Lead Officer
	23. Develop and implement an action plan to achieve the targets and actions contained within Level 3 of the Flexible Framework for Sustainable Procurement.	The elements of levels 1-3 that are considered relevant and proportionate to district councils have now been achieved and optimum benefits have been realised.	Janet Hinds
	24. Ensure relevant procurement exercises incorporate sustainability factors as appropriate within the specification and evaluation criteria	Sustainability factors have been included where relevant e.g, specification and procurement of segregated litter bins at Astley Park, specification of FSC certified timber in play areas and specification of all natural materials at Yarrow Valley Natural Play Area.	Janet Hinds
	25. Share and take advantage where possible of sustainable procurement best practice.	The procurement team have attended free NWIEP sustainable procurement training and have accessed national frameworks prepared by specialist buyers, taking advantage of shared learning and best practice.	Janet Hinds
	26. Review developing markets and increase the volume of Fairtrade products we buy, wherever feasible.	Fairtrade tea and coffee has been tried at Chorley but has not proved popular and is no longer procured by the Civics team. Rainforest alliance coffee is sold through the Yarrow Valley Country Park Vending Machine.	Janet Hinds
	27. Ensure that our key partners commit to the aspirations of both councils in terms of sustainability and equality and diversity.	Key Partners are managed in accordance with the Council's Framework for Partnership Working which includes a commitment to both Equality and Sustainability principles. Additionally Equal Opportunities Monitoring of Key partners is carried out periodically.	Contract Managers
	28. Wherever possible (within legal constraints), support local suppliers by encouraging them to engage in appropriate procurement exercises.	A number of arrangements have been put in place to make the Council's procurement opportunities widely available and accessible to local suppliers, SME's and third sector providers, including publication of a Selling to the Council Guide, use of the Chest e-tendering system (free of charge for suppliers), with information and a link to the Chest on the Council's web site. Additionally, the Procurement Team attended a Lancashire Meet the Buyers event in June 2011 to engage with local suppliers and explain the procurement process.	Janet Hinds



	Key Actions/Projects	Comments	Lead Officer
	29. Work with third sector suppliers to encourage them to apply for appropriate contracts.	<p>As stated above the Council's procurement arrangements are designed to make procurement opportunities widely available and easily accessible to all including the third sector, SME's and local suppliers.</p> <p>Current examples of working with the third sector include Midstream Garden Centre and Preston Care and Repair. Midstream Garden Centre, a third sector provider employing people with learning difficulties, supplied plants and compost for the Council's hanging baskets . Preston Care and Repair are a not for profit organisation and have been awarded a new 12 month contract for Handy Person services.</p> <p>Additionally, the Councils uses many specialist environmental charities to carry out conservation projects such as the British Trust for Conservation Volunteers and the Lancashire Wildlife Trust.</p>	Janet Hinds

Corporate Priority – Procurement that works with partners and suppliers to everyone's advantage and exploits the benefits of technology

Priority Objectives
14. To electronically enable as many steps in the procurement cycle as possible.
15. To introduce, where feasible, further e-Commerce solutions e.g. e-auctions, e-tenders and Purchase cards subject to a rigorous business case being met.

	Key Actions/Projects	Comments	Lead Officer
	30. Implement and promote the North West Regional Procurement Portal "The Chest, including e-tendering.	<p>The Chest has been implemented at both South Ribble and Chorley Councils and has been used for several procurement exercises.</p> <p>Contract Procedure Rules have been reviewed and amended to accommodate the new e-tendering procedures.</p>	Janet Hinds

	Key Actions/Projects	Comments	Lead Officer
	<p>31. Deliver the Common Partnership Financial Management Information Systems Project to replace the Powersolve system at South Ribble and implement a shared financial system for the Shared Services Partnership:</p> <p>32. Phase 1 (including Procurement, Debtors, Creditors, General Ledger and Bank reconciliation) go live date of October 2010</p> <p>33. Phase 2: Commence implementation 2 of the asset management module during October 2010.</p>	<p>Implementation of the new financial system was rescheduled to 1st April 2011 due to a change in project scope, agreed by the project board, to implement the shared financial system on a different hardware platform than originally specified. Instead of using the existing hardware the opportunity to implement on a virtualised system was taken by realigning this projects timescales with the implementation of Chorley's virtualised environment. The project went live on 01/04/2011 as planned.</p> <p>Due to the rescheduling of Phase 1 of the project Phase 2 will not now begin until late summer 2011</p>	Lee Hurst
	<p>34. Achieve CBC/SRBC Combined PI Targets of:</p> <ul style="list-style-type: none"> - Payment by electronic means (BACS) 90% -97.75% of suppliers invoices paid within 30 days -85% of suppliers invoices paid within 22 days -50% of suppliers invoices paid within 10 days <p>To increase the number of purchase orders issued electronically from 09/10 rates of CBC 41.46% and SRBC 5.74%</p>	<p>Achieved 93.62%</p> <p>Achieved 98.09%</p> <p>Achieved 91.94%</p> <p>Achieved 61.67%</p> <p>Increased at CBC to 66.78%. The number at SRBC has remained constant as the previous financial system was in place until year end. This should improve significantly in 2011/12 at SRBC with the introduction of the new system.</p>	Lee Hurst

	Key Actions/Projects	Comments	Lead Officer
	35. Maintain /Develop Selling to the Council Guide and procurement area on the Councils' respective websites	The Selling to the Council Guide and procurement area on the web site have been refreshed to update officer responsibility and contact details and to incorporate new e-tendering procedures.	Janet Hinds
	36. Implement Programme of Consolidated invoicing to reduce the number of invoices processed and increase average invoice value.	A review has been carried out to identify and introduce consolidated invoicing where appropriate across both authorities and not already in place . Combined average invoice value has increased from £1441 in 09/10 to £1708 in 10/11.	Janet Hinds

Glossary of Terms

The “Chest” – The North West’s e-procurement portal including a full e-tendering system which has been promoted by the Lancashire Procurement Hub and part funded by NWIEP and has which has now been adopted by many North West Authorities.

Public Sector Procurement Consortia – professional public sector buying organisations, usually established as a joint Committee of Local Authorities, operating within the Local Government (Goods & Services) Act 1970. Consortia act as a purchasing agent for their member authorities and other customers, providing a professional, collaborative procurement and supply service. Examples include Yorkshire Purchasing (YPO) and Eastern Shires Purchasing Organisation (ESPO)

Contract Procedure Rules (CPR’s) – The Council’s internal rules which govern the procurement process and form part of the Constitution. These have previously been called Standing Orders for Contracts.

Framework Agreement – An agreement which allows the Council to call off from a supplier to provide supplies, services or works in accordance with the terms of the agreement. The Framework agreement itself usually constitutes a non-binding agreement with no obligations on the Authority to call off from the supplier. If the Council calls off from the supplier a binding contract comes into being. The Council is able to utilise/ call off from many national framework agreements which have been advertised in accordance with public sector procurement legislation by public sector consortia or the Government Procurement service (previously called Buying Solutions)

Lancashire Procurement Hub (LPH) -The Lancashire Procurement Hub was established on September 2008 and is based at Pendle Borough Council and includes a team of 3 officers. The LPH works across the sub region to identify opportunities for authorities to procure collaboratively. The LPH is represented on the NWIEP Board and is currently funded until March 2012.

NWIEP – North West Improvement and Efficiency Partnership, formed from the merger of the North West Centre of Excellence (NWCE) and the North West Improvement Network (NWIN) and is a partnership dedicated to helping local authorities and their partners achieve efficiency and improvement objectives, as set out in the North West Improvement and Efficiency Partnership Strategy.

Public Contracts Regulations – All local authorities and public sector bodies are subject to European Union (EU) Public Procurement Directives that govern how it may purchase goods, works or services above a specified value. These directives are included in UK law as the Public Contracts Regulations.

Spend Pro – Spend analysis tool promoted by the Lancashire Procurement Hub and part funded by NWIEP.



APPENDIX A

**JOINT PROCUREMENT STRATEGY 2009/12 Extended to 2014
2011/12 Update**

- VISION**
- ▶ Carry out all procurement in line with procurement best practice and legislative requirements
 - ▶ Support the achievement of corporate priorities in the two councils, particularly the achievement of value for money
 - ▶ Obtain goods, works and services which achieve the optimum combination of value for money and the management of risk to meet the needs of stakeholders

JOINT PROCUREMENT PRIORITIES				
	Procurement that is effectively managed and monitored complying with relevant rules both internal and external	Procurement that engages all buyers/commissioners, is market aware and delivers sustained competitiveness and value for money	Procurement that is inclusive, sustainable and socially responsible	Procurement that works with partners and suppliers to everyone's advantage and exploits the benefits of technology
Strategy Objectives	1. To ensure that all procurement is in accordance with EU rules, the Council's Contract Procedure Rules and published Procurement Guidance and Best Practice. 2. To deliver an effective service which maximises efficiency for joint procurement, collaborative working and the establishment of shared services. 3. To ensure that procurement governance arrangements set for the procurement partnership are effectively met and the commitments set out in the SLA between the two Council's are delivered.	4. To contribute to the achievement of the Council's targets for efficiency gains 5. To involve buyers/ commissioners / customers in shaping the new service effectively and ensure effective procurement training. 6. To put in place procurement contracts which will maximise the delivery of value for money across the two councils. 7. To contribute and participate in Lancashire Procurement Hub and Central Lancashire projects and opportunities wherever this is mutually beneficial.	9. To encourage a mixed range of suppliers to help create a varied and competitive marketplace. 10. To ensure that small firms are not unfairly excluded from bidding for council business. 11. To reduce the negative effect on the environment of the products and services we buy. 12. To promote and demonstrate best practice for sustainable procurement 13. To ensure that procurement activity incorporates statutory requirements and local aspirations in regard to Equality and Diversity.	14. To electronically enable as many steps in the procurement cycle as possible. 15. To introduce, where feasible, further e-Commerce solutions eg e-auctions, e-tenders and Purchase cards subject to a rigorous business case being met.
Key Actions / Projects 2011 / 12	1. Provide professional procurement guidance on major procurement and other projects ensuring that effective option appraisal analysis is conducted in both councils. 2. In conjunction with Legal Services, evaluate the range of NWIEP Model Conditions of Contract, and adapt implement and publish these as appropriate. 3. Develop and implement Model Template, Pre- Qualification, Request for Quotation and Tender documents to simplify the procurement process. 4. Keep updated, develop and review the range of procurement guidance information available on SRBC Connect and CBC The Loop 5. Ensure the register of Contracts is effectively published and maintained within the two councils. 6. Carry out a User Survey across both Councils to monitor satisfaction with the procurement service. Target 87% Satisfaction 7. Maintain /Achieve 33% Professionally qualified procurement employees (FTE's) as a % of total procurement employees	8. Maintain a clear picture of the procurement landscape at both authorities to identify key action areas and collaborative opportunities in liaison with Senior Management. 9. Identify the best opportunities for establishing Shared Services in liaison with the Team Lancashire Shared Services Board. 10. Maximise the use of framework agreements and collaboration arrangements with other partners where they are competitive. 11. Work towards the achievement of a Procurement savings target of £500,000 cumulative savings per authority over the extended 5 year strategy life. 12. Engage and contribute to work undertaken by the Lancashire Procurement Hub and other collaborative opportunities	13. Promote and monitor the effectiveness of the Sustainable Procurement policy through regular updating of the Sustainable Procurement Register. 14. Ensure relevant procurement exercises incorporate sustainability factors as appropriate within the specification and evaluation criteria 15. Work with Equality officers at both authorities to review and publish updated common guidance on integrating Equality issues into the Procurement process 16. Wherever possible and practical (within legal constraints), support local and third sector suppliers by encouraging them to engage in appropriate procurement exercises.	17. Embed and promote the North West Regional Procurement Portal "The Chest, including e-tendering. 18. Implement the Spend Analysis tool "Spend Pro" promoted and part funded by NWIEP 19. Achieve CBC/SRBC Combined PI Targets of: - Payment by electronic means (BACS) 92% -98% of suppliers invoices paid within 30 days -85% of suppliers invoices paid within 22 days -50% of suppliers invoices paid within 10 days 20. To increase the number of purchase orders issued electronically at SRBC in line with CBC rates (target 66%) 21. Maintain updated Selling to the Council Guide and procurement area on the Councils' respective websites
<p><u>Lead Officer</u></p> <p>Targets 19 and 20 Systems Development and Exchequer Services Accountant Target 9: SMT All other targets: Principal Procurement Officer</p>				

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Appendix B



SUSTAINABLE PROCUREMENT POLICY

Sustainable Procurement is a process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits to society and the economy, whilst minimising damage to the environment.

The Council recognises it has a vital role in furthering sustainable development, through its procurement of buildings, goods, works and services. Procurement decisions have a major socio-economic and environmental implication, both locally and globally, now and for future generations. The Council will therefore strive to:

People, Education and Awareness

- Educate, train and encourage internal purchasers to review their procurement spend with a goal of reduced usage and adopting more environmentally friendly alternative products
- Communicate the sustainable procurement policy to all staff, suppliers and stakeholders

Policy, Strategy & Communication

- Consider the costs and benefits of environmentally preferable good/services as alternatives
- Investigate the impact of the Council's expenditure on goods and services to identify potential environmental impacts
- Investigate opportunities for the recycling and re-use of materials where appropriate
- Assess the environmental and corporate risks to the organisation with a commitment to continually improving sustainable performance related to the supply chain
- Work with our key partners and suppliers to improve sustainable procurement

Procurement Process

- Promote best practice for sustainable procurement
- Ensure that where appropriate, suppliers' environmental credentials are, as far as legally practicable considered in the supplier evaluation process and that environmental criteria are used in the award of contracts
- Ensure that consideration is given to inclusion, within all specification, of a facility for suppliers to submit offers for environmentally friendly alternatives
- Specify, wherever possible and practicable, the use of environmentally friendly goods

Engaging Suppliers

- Educate our suppliers regarding the Council's environmental and sustainability objectives
- Encourage and persuade suppliers to adopt environmentally friendly processes and supply environmentally friendly goods/services
- Address barriers to entry in order that Small and Medium Sized Enterprises (SMEs), local suppliers and the third sector are encouraged to bid for the Council's business
- Work with key suppliers to make changes and thereby extend sustainability improvements throughout the supply chain

This procurement policy has a vital role to play in achieving the council's climate Change Strategy objectives.

Peter Goldsworthy – Leader of the Council

Gary Hall - Chief Executive

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Report of	Meeting	Date
Statutory Finance Officer (Introduced by the Executive Member (Resources) Councillor Kevin Joyce)	Executive Cabinet	20 October 2011

TREASURY STRATEGIES AND PRUDENTIAL INDICATORS 2011/12 TO 2013/14

PURPOSE OF REPORT

- To review the Treasury and Investment Strategies approved by the Council on March 1 2011, and to report on performance in the first half of the year and compliance with prudential indicators. This report will go to Council on 15 November 2011.

RECOMMENDATION(S)

- Executive Cabinet is asked
 - To note the report, and
 - Note that the maximum period for deposits with institutions other than the nationalised banks is currently restricted to 3 months.

EXECUTIVE SUMMARY OF REPORT

- This report includes investment activity to 5 September 2011. It advises that, on average, the Council had surplus cash balances of £18.2m on which it received a return of 1.13% during the first five months of 2011/12.
In response to the turbulence in the financial markets the Council's Treasury Advisor, Sector, has recommended restricting deposit periods to three months for all institutions excepting the part nationalised banks.
It confirms compliance with the prudential indicators specified in the Treasury Strategy

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- The Code of Practice for Treasury Management specifies that Councils should review their treasury strategy and activity half yearly. This report meets that requirement.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- None

CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Strong Family Support		Education and Jobs	
Being Healthy		Pride in Quality Homes and Clean Neighbourhoods	
Safe Respectful Communities		Quality Community Services and Spaces	
Vibrant Local Economy		Thriving Town Centre, Local Attractions and Villages	
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			✓

INTEREST RATE FORECAST

- 7 The following table shows the interest rate forecast of the Council's treasury advisors, Sector.

	Now %	Dec 2011 %	Mar 2012 %	June 2012 %	Sep 2012 %	Mar 2013 %	June 2013 %	Dec 2013 %	Mar 2014 %
Base rate	0.50	0.50	0.50	0.50	0.75	1.25	1.50	2.50	3.00
5 yr PWLB	2.45	2.70	2.90	3.00	3.10	3.40	3.60	4.00	4.10
10 yr PWLB	3.75	4.00	4.10	4.30	4.40	4.60	4.70	4.90	5.00
25 yr PWLB	4.90	5.00	5.10	5.10	5.10	5.20	5.30	5.40	5.50
50 yr PWLB	4.95	5.00	5.10	5.10	5.10	5.20	5.30	5.40	5.50

Comparison with the forecast of six months ago, when the Treasury Strategy was drafted, shows that the timing of the first increase in base rate has slipped nine months. It also shows that rates now at 5 and 10 years have fallen by 0.75%. All these factors indicate the concerns about economic factors at home and abroad.

REVIEW OF THE TREASURY STRATEGY:

- 8 The Treasury Management and Investment Strategy for 2010/11 was approved by Council on 2 March 2011. It defined the Council's investment priorities as being:

- Security of Capital
- Liquidity

The Council also aims to achieve the optimum return (yield) on investments commensurate with the proper levels of security and liquidity.

- 9 The strategy fixed limits on the amounts that could be invested with individual institutions, and the length of investment, based on each institutions credit ratings, credit alerts, and credit default spreads. These limits are detailed in appendix B.
- 10 Consideration has been given, in light of the turbulence, uncertainty and fear in financial markets, as to whether any changes in the list or the limits are required, and the advice of our Treasury Advisors has been sought. They have replied that:

"Sector sees no imminent concerns with any of the institutions, durations and limits that are currently set out in your Treasury Strategy. Sector would suggest keeping investments short dated (no longer than 3 months), but with regard to the rates offered by Bank of Scotland and Lloyds for longer periods (up to 12 months) would make an exception as the likelihood of these institutions coming under any significant threat is highly unlikely due to the fact that they are part nationalised.

In the current economic climate Sector also suggest placing investments with Money Market Funds --- since they offer diversification amongst a range of different asset classes and counterparties"

The implications of this guidance is that Santander and Nationwide, which would have a time limit of 6 months based on the normal credit assessment, have been reduced to a three months. Barclays time limit based on the normal credit assessment is only three months, so no reduction is necessary.

All existing investments meet the restricted limits.

TREASURY ACTIVITY

11 Investment activity in the half year is summarised in the following table:

	Average Daily investment. £'000	Earnings to 22/8/2011 £	Average Rate %
DMO	308	334	0.25
Other fixed term deposits	4,772	37,745	1.83
Call accounts	7,532	24,672	0.76
Money Market Fund	401	1,018	0.59
	13,013	63,769	1.13

The above table excludes the Icelandic investment. In paragraph 9 details of the ongoing legal action is shown. Until the legal position is resolved, for reasons of prudence, interest receipts accruing are being excluded from budget forecasts.

A full list of investments currently held is shown at Appendix A.

The interest earning benchmark is the LIBID 7 day rate. This was 0.48% as at 05/9/2011. The authority has outperformed the benchmark.

12 The following table compares the budgets for interest receivable against the latest projection. It will be seen that the net cost is forecast to fall by £19k.

	Budget for year £'000	Actual to 05/9/2011 £'000	Forecast for year £'000
Interest paid	201	45	204
Interest earned			
On current investments	(106)	(64)	(128)
On Icelandic loans	0	0	0
Net cost/(surplus)	95	(19)	76

ICELANDIC LOAN

13 The Council has a single deposit of £2m in the failed Icelandic bank, Landsbanki. The Icelandic courts have previously upheld the Council's status as a priority creditor, but an appeal against that judgement will be heard by the Icelandic Supreme Court on September 14 and 15, with a decision to be announced within the following month.

BORROWING

14 The Treasury Strategy commented as follows on borrowing

"The Council's cash resources are expected to be virtually eliminated by 31 March 2012 and thereafter there will increasingly be times when it may need to borrow. There are two borrowing strategies:

- The modest borrowings anticipated in later years could probably be avoided for most of the year by taking advantage of seasonal revenue cash flows (i.e. the Council usually receives its income in the first ten months thus creating a cash surplus which unwinds in the last two months of the year). Temporary borrowing would be taken if and when there was a shortfall. This may offer the cheapest short term solution.

- Alternatively longer term, more strategic borrowings will be considered in light of anticipated movements in interest rates”
- 15 Borrowing costs have fallen as a result of the “flight to quality” in financial markets. Despite this it is still felt to be advantageous to avoid borrowing long term monies, relying instead on the seasonal cash surpluses that the Council enjoys for ten months of the year. If and when there was a cash shortfall cheaper temporary borrowing would be taken.

PRUDENTIAL INDICATORS:

- 16 It is a statutory duty for the Council to determine and keep under review the “Affordable Borrowing Limits” which were reported in the approved Treasury Management Statement.

The following table shows the approved limits and the current position:

Prudential Indicator	March 2011 Indicator £'000	Actual £'000
Capital Financing Requirement (CFR) March 2011	9,224	5,917
Gross borrowing (actual as at 31/3/11)	8,872	8,872
Investments (note 1) (actual as at 5/9/11)	(6,193)	(15,464)
Net borrowing/(investments) actual at 5/9/11	2,679	(6,592)
Authorised limit for external debt (note 2)	9,013	9,013
Operational boundary for external debt (note 2)	8,885	8,885
Limit of fixed interest rates (based on net debt)	10,000	10,000
Limit of variable interest rates (based on net debt)	100% on inv cash	100%
Principal sums invested for periods exceeding 364 days	0	0
Maturity structure of borrowing limits		
Under 12 months	Max 50%	10%
12 months to 2 years	Max 50%	6%
2 years to 5 years	Max 100%	72%
5 years to 10 years	Max 50%	12%
10 years and above	0	0

Note 1 - The prudential indicators assumed investments, excluding outstanding Icelandic loans, of £6.193m at March 2011 falling to £0.400m at March 2012. The actual value at March 2011 was £9.2m and is currently £15.5m. This is expected to fall significantly by year end.

Note 2 – The figures shown for both the operational boundary and the authorised limit are at 31/3/11. There is no need to change these and actual are within these limits.

Note 3 – The limits on fixed rate debt is unchanged at £10m. Actual debt is below this figure

IMPLICATIONS OF REPORT

17. This report affects the following areas. The relevant Directors’ comments are attached:

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

COMMENTS OF THE STATUTORY FINANCE OFFICER

13. This report meets statutory requirements. Its statistical content is consistent with the assumptions made in the revenue and capital budgets. The criteria it recommends will direct the Council's treasury operations in 2011/12.

GARY HALL
CHIEF EXECUTIVE AND SECTION 151 OFFICER

Document	Inspection
Financial Strategy/Budget and Council Tax 2011/12 Treasury Management in the Public Services: Code of Practice CIPFA Prudential Code for Capital Finance in Local Authorities	Town Hall

Report Author	Ext	Date	Doc ID
G Whitehead	5485	9/9/2011	Treasury Strategy

Appendix A**List of investments as at September 5th 2011**

Counterparty	Type	Amount £'000	Rate %	Date	Maturity
Bank of Scotland	Term deposit	2,000	2.05	14/2/11	13/2/12
Bank of Scotland	Term deposit	1,000	2.05	04/3/11	02/3/12
North Tyneside MBC	Term deposit	2,000	1.45	19/4/11	17/4/12
National Westminster	Call account	3,000	0.80		
Santander	Call account	3,000	0.75		
Lancashire County Council	Call account	3,000	0.70		

**Current list of Financial Institutions and Investment Criteria
(Council 1 March 2011)**

Appendix B

Category	Institutions	Sector colour code	Sovereign rating	Max period	Limit per Institution
Sovereign or Sovereign "type"	DMADF			6 months	No limit
	Local Authority			1 year	£3m
	UK Govt backed Money market funds			n/a instant access	£3m
UK Nationalised Institutions	None (N Rock deposits no longer guaranteed)				
Institutions guaranteed by other governments	None (Irish Banks are guaranteed but have been removed from the list)				
UK Partly nationalised institutions; with access to the Credit Guarantee Scheme	RBS group (inc Nat West)	Blue	AAA stable from all 3 agencies	1 year	£3m per group
	Lloyds Group (inc HBoS & Lloyds)	Blue		1 year	£3m per group
Independent UK Institutions with access to the Credit Guarantee Scheme	HSBC	Orange	AAA stable from all 3 agencies	1 year	£2m
	Santander UK Barclays, Nationwide	Moves between red and green		6–3 months	£2m
Money Market Funds	Standard Life Global liquidity MM Fund	Aaa/MR1+		instant access	£3m
Deposit/Call Accounts	Santander, Bank of Scotland, Nat West Lancs CC			Call accounts with instant access	£3m less value of term deposits

Note - Under the Credit Guarantee Scheme certain "eligible institutions" have access to liquidity from HM Treasury if required.

Note – Deposits with any one institution shall not exceed £3m

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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