

## Council

Tuesday, 18th July 2023, 6.30 pm

Council Chamber, Town Hall, Chorley and [YouTube](#)

### Agenda

#### Apologies

**1 Minutes of meeting Tuesday, 16 May 2023 of Council**

(Pages 5 - 22)

**2 Declarations of Any Interests**

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

If you have a pecuniary 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.

**3 Mayoral Announcements**

**4 Public Questions**

Members of the public who have requested the opportunity to ask question(s) on any item(s) on the agenda will have three minutes to put their question(s) to the relevant Councillor. Members of the public will be allowed to ask one short supplementary question.

[To view the procedure for public questions/ speaking click here and scroll to page 119](#)

**5 Executive Cabinet**

(To Follow)

To receive and consider the general report of the Executive Cabinet held on 15 June and 13 July 2023.

**6 Governance Committee**

(Pages 23 - 26)

To receive and consider the general report of the Governance Committee held on 24 June 2023.

**7 Committee appointments**

8	<b>Chorley Council Annual Performance Report 2022/23</b>	(Pages 27 - 48)
	To receive and consider the report of the Chief Executive.	
9	<b>Chorley UKSPF Programme</b>	(Pages 49 - 62)
	To receive and consider the report of the Director of Change and Delivery.	
10	<b>Homes for Ukraine funding</b>	(Pages 63 - 70)
	To receive and consider the report of the Director of Communities.	
11	<b>Questions Asked under Council Procedure Rule 8 (if any)</b>	
12	<b>To consider the Notices of Motion (if any) given in accordance with Council procedure Rule 10</b>	
13	<b>Exclusion of the Public and Press</b>	
	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.	
	By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information) Condition:	
	Information is not exempt if it is required to be registered under-	
	The Companies Act 1985	
	The Friendly Societies Act 1974	
	The Friendly Societies Act 1992	
	The Industrial and Provident Societies Acts 1965 to 1978	
	The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)	
	The Charities Act 1993	
	Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	
	Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a).	
14	<b>Grant of a Lease - Offices 33a 34 35 36 37 Strawberry Fields Digital Office Park</b>	(Pages 71 - 76)
	To receive and consider the report of the Chief Executive.	
15	<b>Grant of a lease - Unit 4b/5 Market Walk Extension, Market Walk</b>	(Pages 77 - 82)
	To receive and consider the report of the Chief Executive.	

<b>16</b>	<b>Queens Road Car Park - Enhancement Works</b>	(Pages 83 - 88)
	To receive and consider the report of the Chief Executive.	
<b>17</b>	<b>Asset Acquisition in Chorley Town Centre</b>	(Pages 89 - 94)
	To receive and consider the report of the Chief Executive.	
<b>18</b>	<b>Relocation of the Bengal Street depot - budget and progress update</b>	(Pages 95 - 110)
	To receive and consider the report of the Chief Executive.	
<b>19</b>	<b>Tatton Gardens - Project Completion Report</b>	(To Follow)
	To receive and consider the report of the Chief Executive.	
<b>20</b>	<b>New hospital proposal</b>	(To Follow)
	To receive and consider the report of the Chief Executive.	
<b>21</b>	<b>Any urgent business previously agreed with the Mayor</b>	

Chris Sinnott  
Chief Executive

Electronic agendas sent to Members of the Council.

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**Minutes of Council**

**Meeting date Tuesday, 16 May 2023**

**Committee Members present:** Councillor Julia Berry (Mayor), Councillor Tommy Gray (Deputy Mayor) and Councillors Sarah Ainsworth, Aaron Beaver, Alistair Bradley, Michelle Brown, Mark Clifford, Alan Cullens, Karen Derbyshire, Gordon France, Margaret France, Danny Gee, Christine Heydon, Alex Hilton, Terry Howarth, Keith Iddon, Hasina Khan, Samir Khan, Zara Khan, Michelle Le Marinel, Roy Lees, Adrian Lowe, Samantha Martin, Pauline McGovern, June Molyneaux, Alistair Morwood, Dedrah Moss, Beverley Murray, Alan Platt, Aidy Riggott, Jean Sherwood, Chris Snow, Craige Southern, Ryan Towers, Jenny Whiffen, Neville Whitham, Alan Whittaker, Joan Williamson and Peter Wilson

**Committee Members present virtually (non-voting):** Councillor Kim Snape

**Officers:** Chris Sinnott (Chief Executive), Asim Khan (Director of Customer and Digital), Louise Mattinson (Director of Finance/Section 151 Officer), Chris Moister (Director of Governance/Monitoring Officer), Jennifer Mullin (Director of Communities) and Ruth Rimmington (Democratic Services Team Leader)

**Apologies:** Councillor Matthew Lynch and Arjun Singh

A video recording of the public session of this meeting is available to view on [YouTube here](#)

**1 Declarations of Any Interests**

No declarations of interests were made.

**2 Minutes of meeting Tuesday, 18 April 2023 of Council**

**Resolved (unanimously) that the minutes of the Council meeting held on 18 April 2023 be approved as a correct record for signature by the Mayor, subject to the inclusion of apologies from Councillor Karen Derbyshire.**

**3 Mayoral Announcements**

The Mayor welcomed newly elected members to the meeting.

**4 Public Questions**

There were no public questions for consideration.

**5 Returning Officer's Report**

The Returning Officer, Chris Sinnott, presented his report.

The Mayor congratulated all those Councillors who had been elected or re-elected on 5 May 2022 and in particular welcomed the new and returning Councillors.

The Returning Officer's report indicated election results as follows:

<b>Ward</b>	<b>Councillor</b>
Adlington and Anderton	Peter Francis Wilson
Buckshaw and Whittle	Samantha Jayne Martin
Chorley East	Chris Snow
Chorley North and Astley	Jean Margaret Sherwood
Chorley North East	Gordon France
Chorley North West	Sarah Elizabeth Jane Ainsworth
Chorley South East and Heath Charnock	Beverley Murray
Chorley South West	Roy Lees
Clayton East, Brindle and Hoghton	Pauline Barbara Mary McGovern
Clayton West and Cuerden	Michelle Amanda Brown
Coppull	Julia Louise Berry
Croston, Mawdesley and Euxton South	Craige G Southern
Eccleston, Heskin and Charnock Richard	Christine Anne Heydon
Euxton	Joan Williamson

**Resolved: (unanimously) that the report be noted.**

**6 Election of the Mayor for the council year 2023/24**

It was proposed by Councillor Danny Gee, and seconded by Councillor Adrian Lowe, that Councillor Tommy Gray be elected as Mayor of the Borough of Chorley for the forthcoming Council Year.

**Resolved: (unanimously) that Councillor Tommy Gray be elected as the Mayor of the Borough of Chorley for 2023/24.**

**7 Election of the Deputy Mayor for the council year 2023/24**

It was proposed by Councillor Jenny Whiffen, and seconded by Councillor Margaret France, that Councillor Gordon France be elected as Deputy Mayor of the Borough of Chorley for the forthcoming Council Year.

**Resolved: (unanimously) that Councillor Councillor Gordon France be elected as the Deputy Mayor of the Borough of Chorley for 2023/24.**

There was a brief adjournment to allow the Retiring Mayor; the newly elected Mayor; and the newly elected Deputy Mayor and Mayoress to exchange robes and badges of office.

Councillor Tommy Gray in the Chair

On resuming the meeting, Councillor Tommy Gray signed the declaration of acceptance of office of Mayor, and thanked Councillors for his appointment.

Councillor Gordon France signed the declaration of acceptance of office of Deputy Mayor, and thanked Councillors for his appointment.

**8 Tributes to the retiring Mayor**

The Mayor thanked the Retiring Mayor, Councillor Julia Berry for her hard work as ambassador for Chorley during her year of office.

Political group leaders also paid tribute to the Retiring Mayor for a very successful year and the positive work undertaken in support of her charities.

Councillor Julia Berry responded, thanking Councillors for their kind words and support over the year.

**9 Executive Cabinet appointments for 2023/24**

Councillor Alistair Bradley, Executive Leader informed the Council of his appointments to the Executive Cabinet for 2023/24. He welcomed Councillor Margaret France as the new Executive Member for Health, Wellbeing & Partnerships.

Appointments to the Executive Cabinet and portfolio support roles were reported as follows:

Portfolio	Executive Member
<p><b>Executive Member for Economic Development and Public Service Reform</b> Lead Directors: Chris Sinnott / Vacancy</p> <ul style="list-style-type: none"> <li>• Asset Management</li> <li>• Business support and inward investment</li> <li>• Major Projects and Developments</li> <li>• Wholly owned companies</li> <li>• Town Centre (including Market Walk and car parking)</li> <li>• Public Service Reform (including combined authority and shared services development)</li> <li>• Local Plan</li> </ul>	Alistair Bradley
<p><b>Executive Member for Resources</b> Lead Directors: Chris Sinnott / Louise Mattinson / Chris Moister / Vicky Willett</p> <ul style="list-style-type: none"> <li>• Finance</li> <li>• Corporate Strategy and improvement</li> <li>• Transformation</li> <li>• Communications and events</li> <li>• Support services</li> <li>• Astley Hall and Cultural Assets</li> </ul>	Peter Wilson
<p><b>Executive Member for Early Intervention</b> Lead Director: Jennifer Mullin</p> <ul style="list-style-type: none"> <li>• Volunteering and VCFS</li> <li>• Community Centre Management</li> <li>• Neighbourhood working and community development</li> <li>• Community safety</li> <li>• Environmental Health</li> <li>• Employment and Skills</li> <li>• Leisure Centres contract</li> <li>• Social Prescribing</li> </ul>	Bev Murray
<p><b>Executive Member for Homes and Housing</b> Lead Director: Jennifer Mullin / Vacancy</p> <ul style="list-style-type: none"> <li>• Housing options, advice and supported housing</li> <li>• Home improvement service</li> <li>• Private sector housing</li> <li>• Council Residential Accommodation incl. Primrose Gardens</li> <li>• Housing Strategy</li> </ul>	Terry Howarth



<p><b>Executive Member for Planning and Development</b> Lead Director: Vacancy</p> <ul style="list-style-type: none"> <li>• Planning</li> <li>• Enforcement, including Building Control, Licensing, Empty Properties and Environmental Enforcement</li> <li>• Parks and Open Spaces development</li> </ul>	<p>Alistair Morwood</p>
<p><b>Executive Member for Health, Wellbeing &amp; Partnerships</b> Lead Director: Vicky Willett</p> <ul style="list-style-type: none"> <li>• Health &amp; Wellbeing</li> <li>• Liaison with Health Care Service Providers, incl ICS</li> <li>• Partnership Working</li> <li>• Lead Role for developing sub-regional partnerships</li> </ul>	<p>Margaret France</p>
<p><b>Executive Member for Customer, Streetscene and Environment</b> Lead Director: Asim Khan</p> <ul style="list-style-type: none"> <li>• Street Cleansing</li> <li>• Grounds Maintenance</li> <li>• Streetscene Improvements</li> <li>• ICT</li> <li>• Customer Services</li> <li>• Revenues and Benefits</li> <li>• Waste collection</li> <li>• Climate Change</li> </ul>	<p>Adrian Lowe</p>

<p>Deputy Portfolio Holder - <b>Economic Development and Public Service Reform</b></p>	
<p>Supporting Cabinet Member – Alistair Bradley</p>	<p>Jenny Whiffen</p>
<p>Deputy Portfolio Holder - <b>Resources</b></p>	
<p>Supporting Cabinet Member – Peter Wilson</p>	<p>Arjun Singh</p>
<p>Deputy Portfolio Holder - <b>Early Intervention</b></p>	
<p>Supporting Cabinet Member - Beverley Murray</p>	<p>Hasina Khan</p>
<p>Deputy Portfolio Holder – <b>Homes &amp; Housing</b></p>	
<p>Supporting Cabinet Member – Terry Haworth</p>	<p>Kim Snape</p>
<p>Deputy Portfolio Holder – <b>Planning &amp; Development</b></p>	
<p>Supporting Cabinet Member –</p>	<p>Alex Hilton</p>

Alistair Morwood	
Deputy Portfolio Holder – <b>Health, Wellbeing &amp; Partnerships</b>	
Supporting Cabinet Member – Margaret France	Michelle-le-Marinel
Deputy Portfolio Holder – <b>Customer, Streetscene and Environment</b>	
Supporting Cabinet Member – Adrian Lowe	Jean Sherwood

The remit for these roles will be defined by the relevant Executive Member, except the Mental Health Awareness Council Champion which has a high level role description (below).

Member Responsible for:	
Town Centre and Assets Governance, Audit and Parishes Environment and Green Space	Danny Gee Gordon France Mark Clifford

Council Champion for:	
Armed Forces and Member Services Older People Rural Communities Young People Strategic Development and Planning Mental Health Awareness	Aaron Beaver Dedrah Moss Alan Whittaker Sarah Ainsworth Neville Whitham Karen Derbyshire

**Mental Health Awareness Council Champion**

- To maintain an understanding of mental health best practice across a range of topics.
- To work with fellow elected members and officers to promote positive mental health and wellbeing.
- To advocate for mental health issues in council meetings, to help with policy development and ensure that mental health considerations form a key part of council decision making.

**Resolved: (unanimously) that the appointments be noted.**

**10 Appointments to committees, panels and working groups for 2023/24**

The Council considered a schedule of nominations for the appointment of committees, working groups and panels in accordance with the political balance of the Council, together with nominations to Chair and Vice Chair positions.

The Executive Leader, Councillor Alistair Bradley proposed, the Deputy Leader, Councillor Peter Wilson seconded, and it was **Resolved (unanimously)**

**1.The allocation of committee places in accordance with the Political Balance Rules set out in the report be approved.**

**2.The Members, Chairs and Vice Chairs for the committees be appointed for the period of twelve months until the first business meeting of the Council in May 2024 as follows:**

<b>Appointments to Committees, Panels and Groups 2023/24</b>				
<b>Committees</b>	<b>Labour Group</b>			<b>Conservative Group</b>
<b>Overview and Scrutiny Committee</b> (14 Members)  (12:2)	1	<b>Roy Lees (Vice-Chair)</b>		1 <b>Keith Iddon (Chair)</b> 2 Aidy Riggott
	2	Sarah Ainsworth		
	3	Michelle Brown		
	4	Christine Heydon		
	5	Michelle Le Marinel		
	6	Dedrah Moss		
	7	Samantha Martin		
	8	Pauline McGovern		
	9	Arjun Singh		
	10	Kim Snape		
	11	Ryan Towers		
	12	Joan Williamson		
<b>Overview and Scrutiny Committee Performance Panel</b> (6 Members)  (5:1)	1	<b>Roy Lees (Vice-Chair)</b>		1 <b>Aidy Riggott (Chair)</b>
	2	Sarah Ainsworth		
	3	Michelle Brown		
	4	Kim Snape		
	5	Arjun Singh		
<b>Planning Committee</b> (13 Members)  (11:2)	1	<b>June Molyneaux (Chair)</b>		1 Keith Iddon 2 Craige Southern
	2	<b>Alex Hilton (Vice-Chair)</b>		
	3	Sarah Ainsworth		
	4	Karen Derbyshire		
	5	Gordon France		
	6	Danny Gee		
	7	Samir Khan		
	8	Alistair Morwood		
	9	Chris Snow		
	10	Neville Whitham		
	11	Alan Whittaker		

4 x substitute Members per group	1 2 3 4	Roy Lees Adrian Lowe Arjun Singh Jenny Whiffen	1 2 3 4	
<b>Licensing and Public Safety Committee</b> (15 Members)  (13:2)  2 x substitute Members per group	1 2 3 4 5 6 7 8 9 10 11 12 13  1 2	<b>Matthew Lynch (Chair)</b> <b>Michelle Le Marinel (Vice-Chair)</b> Julia Berry Mark Clifford Gordon France Margaret France Terry Howarth Hasina Khan Roy Lees Samantha Martin Dedrah Moss Jean Sherwood Neville Whitham  Aaron Beaver Christine Heydon	1 2              1 2	Keith Iddon  Craig Southern
<b>General Purposes Committee</b> (17 Members)  (16:1)	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	<b>Aaron Beaver (Chair)</b> <b>Gordon France (Vice-Chair)</b> Karen Derbyshire Christine Heydon Alex Hilton Samir Khan Zara Khan Roy Lees Samantha Martin Pauline McGovern Dedrah Moss Jean Sherwood Chris Snow Ryan Towers Jenny Whiffen Neville Whitham	1	Aidy Riggott

<p><b>Governance Committee</b> (8 Members)  (7:1)  Charlotte Fitch (Independent Person) Peter Ripley (Independent Person)  2 x substitute Members per group</p>	<p>1 2 3 4 5  6  7  1 2</p>	<p><b>Mark Clifford (Vice-Chair)</b> Gordon France Christine Heydon Samantha Martin Dedrah Moss  Jean Sherwood  Neville Whitham  Julia Berry Joan Williamson</p>	<p>1       1 2</p>	<p><b>Alan Platt (Chair)</b></p>
<p><b>Appointments Panel</b> (6 Members)  (5:1)  1 x substitute Member per group</p>	<p>1 2 3 4 5  1</p>	<p><b>Alistair Bradley (Chair)</b> Margaret France Beverley Murray Kim Snape Peter Wilson  Alex Hilton</p>	<p>1      1</p>	<p>Alan Cullens</p>
<p><b>Chief Executive's Performance Review Panel</b> (5 Members)  (4:1)</p>	<p>1 2 3 4</p>	<p><b>Alistair Bradley (Chair)</b> Beverley Murray June Molyneaux Peter Wilson</p>	<p>1</p>	<p>Alan Cullens</p>
<p><b>Human Resources Appeals Committee</b> (Panels taken from 9 Members)  (8:1)</p>	<p>1 2 3 4 5 6 7</p>	<p><b>Adrian Lowe (Chair)</b> Margaret France Alex Hilton Zara Khan Michelle le Marinel Alistair Morwood Kim Snape</p>	<p>1</p>	<p>Alan Platt</p>

	8	Ryan Towers		
<b>Equality Forum</b> (6 Members)  (5:1)	1 2 3 4 5	<b>Hasina Khan (Chair)</b> Mark Clifford Karen Derbyshire Michelle Le Marinel Jenny Whiffen	1	Aidy Riggott
<b>Central Lancashire Strategic Planning Joint Advisory Committee</b> (3 members)  (2:1)  2 x substitute Member per group	1  2  1 2	Alistair Bradley  Alistair Morwood  Margaret France Terry Howarth	1   1 2	Craige Southern
<b>Local Plan Working Group</b> (12 Members)  (11:1)	1 2 3 4 5 6 7 8 9 10 11	<b>Alistair Morwood (Chair)</b> <b>Alistair Bradley (Vice-Chair)</b> Aaron Beaver Julia Berry Margaret France Danny Gee Terry Howarth Roy Lees Arjun Singh Neville Whitham Alan Whittaker	1	Keith Iddon
<b>Wholly Owned Company and Projects Working Group</b> (7 Members) (6:1)	1 2 3 4 5	<b>Alistair Bradley (Chair)</b> Sarah Ainsworth Danny Gee Zara Khan June Molyneaux	1	Aidy Riggott

<p>2 x substitute Member per group</p>	<p>6 1 2</p>	<p>Chris Snow  Samir Khan Alan Whittaker</p>	<p>1 2</p>	
<p><b>Members Support Working Group</b> (8 Members)  (7:1)</p>	<p>1 2 3 4 5 6 7</p>	<p><b>Kim Snape (Chair)</b> <b>Aaron Beaver (Vice-Chair)</b> Karen Derbyshire Alex Hilton Pauline McGovern June Molyneaux Joan Williamson</p>	<p>1</p>	<p>Alan Cullens</p>
<p><b>Climate Change Working Group</b> (7 members)  (6:1)  2x substitute member per group</p>	<p>1 2 3 4 5 6  1 2</p>	<p><b>Mark Clifford (Chair)</b> <b>Adrian Lowe (Vice-Chair)</b> Alistair Bradley Michelle Brown Jenny Whiffen Peter Wilson  Terry Howarth Zara Khan  Jean Sherwood (Observer)</p>	<p>1  1 2</p>	<p>Craige Southern</p>
<p><b>Shared Services Joint Committee</b> (5 Members)  (4:1)  1 x substitute Member per group</p>	<p>1 2 3 4  1</p>	<p>Alistair Bradley Michelle Brown Margaret France Peter Wilson  Hasina Khan</p>	<p>1  1</p>	<p>Alan Cullens</p>

<p><b>Shared Services Appointment s Panel</b> (4 Members) (3:1)</p> <p>1 x substitute Member per group</p>	<p>1 2 3</p> <p>1</p>	<p>Alistair Bradley Bev Murray Peter Wilson</p> <p>Hasina Khan</p>	<p>1</p> <p>1</p>	<p>Alan Cullens</p>
<p><b>Chorley Liaison</b></p>	<p><b>Gordon France (Chair) &amp; Kim Snape (Vice-Chair)</b></p> <p>The Chairs of the Neighbourhood Area Meetings plus one other Councillor representing Chorley town</p>			
<p><b>Licensing Liaison Panel</b></p>	<p>1 2 3</p>	<p><b>Matthew Lynch (Chair)</b> Michelle Le Marinel Alistair Morwood</p> <p>Chair and Vice Chair of Licensing &amp; Public Services Committee plus Executive Member for Development and Planning</p>		
<p><b>Town Team</b> (4 Members including Executive Member for Resources – plus County Councillors) (4:0)</p>	<p>1 2 3 4</p>	<p><b>Danny Gee (Chair)</b> Sarah Ainsworth</p> <p>Matt Lynch Peter Wilson</p> <p>Karen Derbyshire (Observer) Tommy Gray (Observer)</p>		
<p><b>Chorley and South Ribble Partnership</b> (1 representative) (1:0)</p>	<p>1</p>	<p>Alistair Bradley</p> <p>Margaret France (Observer)</p>		

**11 Appointments to outside bodies for 2023/24**

A schedule of nominations for the appointment of Council representatives on outside bodies for the forthcoming Council year was circulated.



The Executive Leader, Councillor Alistair Bradley proposed, the Deputy Leader, Councillor Peter Wilson seconded, and it was **Resolved (unanimously) that appointments to outside bodies be approved as follows:**

### Appointment by role

No.	Name of Body	No of Reps	Representatives	Expiry Date
1	District Councils' Network	1	Executive Leader (Councillor Alistair Bradley)	May 2024
2	Lancashire Police and Crime Panel	1	Executive Leader / Executive Member (Councillor Alistair Bradley)	May 2024
3	Local Government Association (Lancashire Branch)	1	Executive Leader (Councillor Alistair Bradley)	May 2024
4	Rural Services Network	1	Executive Member / Rural champion (Councillor Alan Whittaker)	May 2024

### General appointments

No.	Name of Body	No of Reps	Representatives	Expiry Date
6	Adlington Community Association	2	Councillors June Molyneaux and Kim Snape	May 2024
7	Armed Forces Champion	1	Councillor Aaron Beaver	May 2024
8	Brindle Village Hall Management Committee (Observer position)	1	Councillor Pauline McGovern	May 2024
9	Chorley Consolidated Charity and Chorley Relief Fund	3	Councillor Karen Derbyshire (appointed May 2021) Councillor Danny Gee (appointed May 2021) Debra Platt (NB Appointments are for a 5-year period and cannot be changed mid-period)	May 2026 May 2026 May 2026

10	Chorley and South Ribble Citizens Advice Bureau Management Committee	1	Councillor Gordon France	May 2024
11	Chorley and South Ribble Shop Mobility	1	Councillor June Molyneaux	May 2024
12	Chorley Football Club Community Foundation	1	Councillor Aaron Beaver	May 2024
13	Chorley Sports Forum	2	Councillor Bev Murray Vacancy	May 2024
14	Chorley Women's Centre Committee	1	Councillor Margaret France	May 2024
15	Chorley South Ribble and West Lancs Children Partnership Board	1	Councillor Karen Derbyshire	May 2024
16	Clayton Hall Landfill Liaison Committee	1	Councillor Mark Clifford	May 2024
17	Clayton-le-Woods Community Centre management Committee	1	Councillor Michelle Le Marinel	May 2024
18	Cuerden Valley Trust	1	Councillor Mark Clifford	May 2024
19	Determinants of Health System Delivery Board	1	Councillor Margaret France Councillor Michelle Le Marinel (reserve)	May 2024
20	Growth Lancashire LTD Company – Board	2	Councillor Alistair Bradley Councillor Alistair Morwood (reserve)	May 2024
21	Heapey and Wheelton Village Hall Committee	1	Councillor Gordon France	May 2024
22	Help the Homeless	1	Councillor Karen Derbyshire	May 2024
23	Heskin Village Hall Management Committee	1	Councillor Alan Whittaker	May 2024

24	Hoghton Village Hall Management Committee	1	Councillor Michelle Le Marinel	May 2024
25	Home Start Chorley and South Ribble	1	Councillor June Molyneaux	May 2024
26	Jigsaw Homes North Board	1	Councillor Matthew Lynch	May 2024
27	Lancashire County Council Health and Wellbeing Board	2	Councillor Michelle Le Marinel Councillor Margaret France	
28	Lancashire County Council Overview and Scrutiny Committee	2	Councillor Michelle Le Marinel Councillor Margaret France	May 2024
29	Lancashire Local Enterprise Partnership	1	Councillor Terry Howarth	May 2024
30	Lancashire Teaching Hospital NHS Foundation Trust – Governing Council	1	Councillor Alistair Bradley	May 2024
31	Lancashire Waste Partnership	1	Councillor Gordon France	May 2024
32	Local Government Association General Assembly and Associated Groups	3	Councillor Alistair Bradley Councillor Peter Wilson Councillor Alan Cullens	May 2024
33	Mawdesley Millennium Trust	1	Councillor Craige Southern	May 2024
34	Mawdesley Village Hall Management Committee	1	Councillor Alistair Morwood	May 2024
35	North West Local Authorities Employers Organisation	1	Councillor Peter Wilson	May 2024
36	PATROL	1	Councillor Adrian Lowe	

37	PIVOTAL	1	Councillor Margaret France Councillor Michelle Le Marinel (reserve)	May 2024
38	Preston and Western Lancashire Racial Equality Council	1	Councillor Hasina Khan	May 2024
39	Rivington and Brinscall Advisory Group	3	Councillor Jenny Whiffen Councillor Margaret France Councillor Kim Shape	May 2024
40	Rivington Heritage Trust	1	Councillor Kim Snape	May 2024
41	The North West of England and the Isle of Man Reserved Forces and Cadets Association	1	Councillor Aaron Beaver	May 2024
42	UK100	1	Councillor Mark Clifford	May 2024

## 12 Council Meetings in 2023/24

Councillors noted the programme of Council Meetings for 2023/24 as follows:

- 18 Jul 2023
- 19 Sep 2023
- 21 Nov 2023
- 30 Jan 2024
- 27 Feb 2024
- 16 Apr 2024
- 14 May 2024

## 13 Household Support Fund Phase 4 Delivery

The Executive Member (Early Intervention), Councillor Bev Murray, presented the report of the Director of Communities.

The Household Support Fund (HSF) had been extended from 1 April 2023 to 31 March 2024 with a further £842m of funding. Lancashire had been awarded £19,356,470 of which Chorley Council were allocated £640,000. The span for the fund was a full calendar year, where previously funds released had a scope for spending over 6 months.

Local provision would focus on working in partnership with community organisations and develop a delivery plan that responds to current issues but also encourages those who are in difficulty to access wider and more impactful support.

The Executive Member (Early Intervention), Councillor Bev Murray proposed and the Executive Leader, Councillor Alistair Bradley seconded, and it was **Resolved (unanimously)**:

- 1. To receive the grant amount of £640,000 as per the details within the report and create an expenditure budget to administer the grant.**
- 2. To proceed to develop a delivery plan which reflects specific criteria set out in the government guidance published to allocate and administer the grant.**

#### **14 Asylum Seeker Grant Funding**

The Executive Member (Early Intervention), Councillor Bev Murray, presented the report of the Director of Communities.

In March 2022, the government announced its decision to move to a full asylum dispersal model supported by grant funding. As part of this move, funding was allocated to local authorities for each new dispersal accommodation bed space occupied until 31 March 2023.

Asylum seekers were some of the most vulnerable and marginalised people in society. Securing asylum status was difficult and complex and should this status be granted, asylum seekers were not permitted to work, leaving them dependent on government payments of approximately £5 per day.

The proposals were to undertake further scoping activity and develop a spending proposal for the grant funding which:

- a. Attempts to mitigate the impact of asylum dispersal on internal teams
- b. Aligns to the priorities of asylum seekers as identified during initial community consultation activity.

The Executive Member (Early Intervention), Councillor Bev Murray proposed and the Executive Leader, Councillor Alistair Bradley seconded, and it was **Resolved (unanimously)**:

- 1. To receive the funding allocation of £109,750 and create a budget to allocate the funding.**
- 2. To receive subsequent grant funding allocations and create an equivalent level of budget to allocate the funding.**

#### **15 Changes to director structure**

The Executive Leader, Councillor Alistair Bradley presented the report of the Chief Executive which set out proposals for changes to the director structure to ensure it remains fit for purpose.

The director structure had vacancies, with temporary arrangements in place to manage services including the use of interim posts. It was an appropriate time to review those vacant posts and consider how they should be replaced or filled.

As the posts deleted were vacant, there were no redundancies expected as part of the proposed changes. However, as the proposals made changes to posts and the management structure, the council's Change Policy would be followed.

If the proposals in this report were approved, there would be a period of consultation. The feedback received would inform any changes that may be required to the proposed structure. Following consultation, the final structure would be agreed by the Leader.

A comment regarding the need to hold the right member to account on the Leisure Company was noted.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Executive Leader, Councillor Peter Wilson seconded, and it was **Resolved (unanimously): That the proposed changes to the director structure approve for consultation in line with the council's Change Policy.**

Mayor

Date

**Governance Committee**

1. The report summarises the business undertaken at the Governance Committee meeting held on Wednesday, 24 May 2023.

**General Report of the meeting held on 24 May 2023****External Audit Progress Report**

2. Georgia Jones of Grant Thornton PLC presented a report which provided an update on progress in delivering their responsibilities as the Council's External Auditor.
3. We were advised that the External Auditors were aiming to have signed off the financial statements by November.
4. The External Auditor advised work was ongoing to certify the Authority's annual Housing Benefit Subsidy claim and they were expecting to complete this work by 31 May 2023.
5. We also received an update on the proposed and actual fee's and noted there could be some additional fees charged for 2021/22 as the work on the value for money audit had not yet concluded.

**External Audit Plan 2022/23**

6. We were presented a report that provided an overview of the planned scope and timing of the statutory audit for the year ending 31 March 2023.
7. We noted that three risks had been identified as significant and these would be subject to a full scope audit.

**Management Response to External Audit Planning Queries 2022/23**

8. The Director of Finance presented a report that provided the management responses provided to the planning enquiries made by the External Auditors, Grant Thornton, as part of their audit of the 2022/23 statutory accounts.
9. We were advised the questions were asked every year and included general questions on significant events, assessments of policies and an assessment of how changes to legislation could impact the financial position of the authority.

**CIPFA Resilience Index 2021/22**

10. The committee considered a report of the Director of Finance that presented the latest CIPFA Resilience Index (2021/22) compared to the previous published indices.

11. The Principal Financial Accountant explained the index gave assurance of financial health and highlighted opportunities and weaknesses. It also shows the position of the authority in a comparative group of similar authorities.

### **Charities & Trust Funds Final Accounts 2022/23**

12. The Principal Financial Accountant presented a report of the Director of Finance that presented, for approval, the accounts for the year ended 31 March 2023 for the charities and trusts for which the Council is the sole trustee.

### **Internal Audit Effectiveness Review**

13. The Head of Audit and Risk presented a report that provided the results of the self-assessment carried out by Internal Audit against the requirement of the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN).
14. The Head of Audit and Risk explained that a self-assessment needed to be undertaken annually so the service could demonstrate how it complies with PSIAS and assures members they can place reliance on the opinions given by Internal Audit. Of 135 aspects the service had confirmed compliance with 125 in full, five were non applicable and 1 partial performance which was included in the Annual Governance Statement. External assessment of the review would start in June.

### **Internal Audit Annual Report and Opinion 2022-23**

15. The Head of Audit and Risk presented a report that summarised the work undertaken by the Internal Audit Service during 2022/2023 giving an opinion as required by the Public Sector Internal Audit Standards (PSIAS) on the adequacy and effectiveness of the Council's framework of governance, risk management and control.
16. The report also gave the results of the Quality Assurance and Improvement programme.
17. We noted the council had adopted a three line defence model and internal audit would test to ensure systems are operating as they should be, it was noted there had been a number of limited reports issued.
18. We asked about the issues relating to GDPR. The Director of Governance explained there had been a series of findings and management actions agreed. Policies would be updated and aligned across both authorities and Service Leads would be asked why their staff had not completed their mandatory training as, the completion rate of 71% was not adequate.

### **RIPA Application Update**

19. We received a verbal update at the meeting.



**Closure of Bank of Scotland Account**

20. The Director of Finance explained in the 2021/22 External Audit recommendations, it was requested that the Council improve its approach to reconciliation of bank accounts.
21. We noted that a full review was taken, and it highlighted that as the Bank of Scotland account had been dormant for several years, it would be appropriate to close the account and transfer the funds to an active account.

**Draft Annual Governance Statement**

22. We considered a report of the Director of Governance that sought to present the draft Annual Governance Statement (AGS) for 2022/23.
23. Members noted the AGS referred to a number of limited assurance Internal Audit reports issued this year and noted the table within the AGS that highlighted the areas for improvement, suggested improvements and progress made.

**Recommendation**

24. To note the report.

Councillor Alan Platt  
Chair of Governance Committee

CA

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Report of	Meeting	Date
Chief Executive (Introduced by the Leader)	Council	18 July 2023

## Chorley Council Annual Performance Report 2022/23

Is this report confidential?	<b>No</b>
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Is this decision key?	<b>No</b>
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### Purpose of the Report

1. To provide a summary of the Council's achievements during 2022/23 as well as highlighting the challenges and opportunities facing the Council in 2023/24 and beyond.

### Recommendations

2. That the report be noted

### Reasons for recommendations

3. To ensure the effective monitoring of Council performance and delivery across the year.

### Other options considered and rejected

4. No other options have been considered or rejected.

### Executive summary

5. Overall performance against the Corporate Strategy in 2022/23 was excellent, with significant progress achieved across the Council's key priorities. These include:
  - Involving residents in improving their local area and equality of access for all
  - Clean safe and healthy communities
  - A strong local economy
  - An ambitious council that does more to meet the needs of residents and the local area
6. Despite the challenging period due to the cost of living crisis and inflation affecting the economy, the Council has continued to deliver against its priorities and provided support to local residents and businesses that have been most impacted.
7. Looking ahead, challenges for the Council include continuing to support residents and businesses to recover from unprecedented challenges within the economy, including the cost of living crisis and managing the increase demand on services that the

Council provides. The Corporate Strategy for 2023/24 has been fully refreshed with new priorities and action, building on the work undertaken in 2022/23.

- 8. The annual report for 2022/23 is available at Appendix A, which includes the Trade Union Facilities time for 2022/23, as required by regulation from 2017.

**Corporate priorities**

- 9. The report relates to the following corporate priorities:

<b>Involving residents in improving their local area and equality of access for all</b>	<b>Clean safe and healthy communities</b>
<b>A strong local economy</b>	<b>An ambitious council that does more to meet the needs of residents and the local area</b>

**Background to the report**

- 10. The annual report is a key mechanism for presenting information about the Council’s performance for residents, partners, and key stakeholders. The report provides information regarding key activities that have been delivered over the past 12 months to meet our vision and corporate priorities.

**Summary of the report**

- 11. The annual report for 2022/23 is available at Appendix A. The key headlines from the report include:

**Delivering Corporate Strategy Priorities**

**Involving residents in improving their local area and equality of access for all**

- 12. Throughout the year, the Council has hosted a series of highly anticipated events across the borough to foster a sense of pride and encourage visitors to Chorley including Chorley Live which returned in October 2022, attracting over 9,000 visitors. The Chorley Winter Wonderland returned over the Christmas period, which included the popular ice-skating ring and other festive family activities. These popular well attended events promote Chorley as a great place to live, work, and visit as well as encouraging residents to get involved in their local community.
- 13. There have been actions to improve the uptake of digital skills training across the borough. We have updated existing sessions to include socialisation which included refreshments and friendship making with other people on the training. Across Chorley we have helped 359 residents’ access digital skills focused sessions through training focused on developing the skill levels of participants so that they understand the online opportunities available for local services.
- 14. The Council has remained committed to addressing climate change, accomplishing our goal of planting 116,000 trees (a tree for every resident) by 2025. This milestone has been achieved two years ahead of schedule, with 117,142 trees now planted. In

2022/23, the council planted 55,870 trees, which includes giving away 21,500 trees and hedgerows to our communities.

15. The newly renovated Astley Hall provided a stunning backdrop for this year's Chorley Flower Show event. In total, there were 4,694 tickets sold which generated revenue to support the grade two listed buildings long-term financial sustainability. The project to launch Astley Hall and visitor attraction has now been successfully completed which make Astley Hall an even bigger asset to Chorley and what it has to offer for visitors. The next phases will focus on further improvement to other areas of the complex.

### **Clean safe and healthy communities**

16. In February 2023, the Tatton Gardens Extra Care Facility opened its doors to the public, presenting a cutting-edge establishment dedicated to providing specialist housing and care facilities to individuals aged 55 and above. The facility boasts 62 modern and comfortable extra care apartments, along with amenities like a communal lounge, mobility scooter hire and onsite support. To ensure the wellbeing of residents, the development also includes a GP surgery, community centre available for hire, a children's nursery, hair salon and community café. The local recreation ground has also been upgraded for the benefit of local residents with new play equipment catering to different ages groups.
17. We have made enhancements to 13 different parks and open spaces across the borough including investment works to Milestone Meadows and Foxcote Lane Play Area. Following a design consultation with our communities, Milestone Meadow now features a brand new £90k play area for children ages two and above in Euxton. Additionally, the Council allocated £50k to refurbish Foxcote Play Area in Astley Village, offering brand new play equipment for children. New facilities for families and visitors have been developed at Duxbury Park with a new 12-hole adventure golf course modelled on Chorley's links to the Myles Standish's voyage across the Atlantic Ocean on the Mayflower Ship, offering an enjoyable experience for explorers of all ages.
18. We spent over £800k on properties for refugees and the purchasing of affordable housing across the borough in 2022/23. The Council has been focused on continuing to stimulate an increase in additional housing units to support vulnerable members of the community. The Registered Provider Framework was monitored this year to ensure that those in need of social housing were able to access high quality properties through the central Select Move System. Nine properties in total have been sourced to support the housing of refugees and are at various stages of renovation, purchase, and occupation.

### **A strong local economy**

19. As a Council we are committed to listening to the business community and ensuring that Chorley remains a great place to do business. Throughout 2022 we held a series of business roundtables where local enterprises told us what they needed to continue to be successful in the borough.
20. We have used the feedback along with wider evidence to inform a new economic development strategy for the next three years which will support access to skills and support job creation, as well as assisting businesses to become more sustainable. This economic strategy aims set out a clear ambition and vision for Chorley,

considering the local, regional, and national context. Four priorities have been identified and include:

- Space for business,
- Jobs and skills,
- Employability
- Business support

Each priority is accompanied by a number of objectives and supporting actions set out in the strategy, along with a summary of delivery options such as business support, employability services and investment.

21. A key requirement highlighted by businesses through our local engagement is space to develop and grow. The new business and industrial hub, Strawberry Meadows, has been successfully delivered on Euxton Lane in Chorley. The site boasts a mixture of light industrial units, hybrid units containing workshop and office space, and larger units capable of being expanded, helping to provide a strong and expanding business sector across the borough. The business park has a mix of office and light industrial space with a range of options for let ranging from small 500 sqft units providing a multitude of uses through to larger 5,000 sqft units.
22. Our town centre has recovered strongly post pandemic and to support further success, we spent over £150k on market improvements this year which included the completion of the '1498 Markets' seating areas as part of our commitment to making the town a more vibrant place to visit. The new leisure areas within the covered market feature communal seating and a contemporary industrial design. It also includes new lighting, heating and a selection of newly created food and beverage cabins with a variety of different cuisines on offer. This year we have also invested in our local businesses with over £37k being given between six businesses through grant schemes such as the BIG Grant and Shop Front Grants.

### **An ambitious council that does more to meet the needs of residents and the local area**

23. A new Customer Access Charter has been adopted to make sure we have a modern, fit for purpose approach to meeting the needs of all of our customers. The Customer Access Charter sets out our approach to customer services and outlines what customers can expect from us when accessing our services. The charter ensures that customers can have their enquiries resolved at the first point of contact, enabling customers to be directed more quickly through to officers who can provide specialist support.
24. Supporting the Council's commitment to continued improvement, as part of the Mini Meadows and Wildlife Corridor programme, we have successfully planted 8,000 wildflower bulbs across the borough as part of a more sustainable approach to land management. New technology has also been adopted for weed control and sowing methods across the programme. New dual waste bins have been installed in key areas of the town centre and Astley park to improve recycling and efficiency.
25. This year saw the launch of our new Future Workplace Strategy, which has brought significant enhancements to the working environment and business models within the Council. By aligning with the future needs of the Council and its employees, the Workplace Strategy has advanced a positive organisational culture while maximising

the utilisation of technology and our assets with new kit and improved workspaces. In addition, we have placed a strong emphasis in employee development and wellbeing through the launch of the people strategy. This comprehensive strategy has included a range of staff engagement events such as Christmas bake off, attracting the enthusiastic participation of 90 employees. Staff also have access to 'development days' as an opportunity to work on individual or team professional development. We also had encouraging results back from our staff satisfaction survey with 95% of staff feeling they understand their role in the council and there was a 10% increase in staff happiness at work from the previous survey last year.

### **Council Spending**

26. The Council has invested in improvements across the borough, which have helped to secure better long-term outcomes for residents in 2022/23. Investments that respond to resident priorities include:
- £16m was spent on the completion of Tatton Gardens Extra Care Facility.
  - £10.3 was spent delivering the Strawberry Meadows business and industrial hub.
  - £2.7m invested on improving local play and community facilities across the borough.
  - £3m invested to support the delivery of affordable housing

### **Future Challenges 2023/24**

27. Looking ahead to 2023/24 we have a number of challenges that we will face as a local authority. As the cost of living crisis and inflation continues to rise it is essential that the Council has a clear plan in place to deliver and support relief for those who are most in need of help while maintaining high quality public services.
28. To ensure that the Council is positioned to meet the challenges ahead, the Corporate Strategy has been fully reviewed and refreshed with new priorities and projects for 2023. The vision for the new strategy is to be a Council that is 'Enabling strong communities, a resilient economy, excellent services, a greener future and successful people'. Key activity includes support for families, skills and training interventions and improvements to local village centres across the borough.
- Housing where residents can live well,
  - A green and sustainable borough,
  - An enterprising economy with vibrant local centres in urban and rural areas,
  - Healthy, safe, and engaged communities.

### **Climate change and air quality**

29. The work noted in this report impacts on the following areas of climate change and sustainability targets of the Council's Green Agenda: net carbon zero by 2030, reducing waste production, limiting non sustainable forms of transport, working with sustainable and green accredited companies, limiting or improving air quality, limiting water waste and flooding risks, improving green areas and biodiversity.

**Equality and diversity**

- 30. There are several projects over 2022/23 that have contributed towards improving equality outcomes for residents across the borough, which are presented in the annual report. Examples include improving the uptake in digital skills across the borough supporting residents to access services digitally, improving resident’s wellbeing through the Integrated Care Board (ICB) and the Customer Access Charter providing greater access to council services for customers.

**Risk**

- 31. Each corporate project delivered in 2022/23 had a risk register established on the GRACE risk management system to ensure the effective identification, monitoring, and mitigation of risks to the Corporate Strategy and its delivery. Risks to service level projects were also captured through service and business plan risk registers.

**Comments of the Statutory Finance Officer**

- 32. The report is for noting and as such are no direct financial implications arising. Performance reflected in this report does impact however on the financial performance of the Council, which is reported to Executive Cabinet each quarter in the Corporate Revenue and Corporate Capital Monitoring reports.

**Comments of the Monitoring Officer**

- 33. This report is for information and noting. It is part of our general commitment to act in an open and transparent way. It enables an assessment of the council’s performance. There are no legal implications arising.

**Background documents**

Relevant background documents are linked below:

- [Chorley Council Annual Report 2021/22](#)
- [Quarter One Performance Monitoring Report 2022/23](#)
- [Quarter Two Performance Monitoring Report 2022/23](#)
- [Quarter Three Performance Monitoring Report 2022/23](#)
- [Quarter Four Performance Monitoring Report 2022/23](#)

**Appendices**

- 34. The following documents are included as appendices:
  - Appendix A – Annual Report 2022/23

Report Author:	Email:	Telephone:	Date:
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Robert Langford (Graduate Performance and Policy Officer)	robert.langford@chorley.gov.uk	01257 515151	20/06/2023
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Chorley Markets

[chorley.gov.uk](http://chorley.gov.uk)

# ANNUAL REPORT

2022/23

# Welcome to Chorley Council's Annual Report

This report presents Chorley Council's annual report for 2022/23. It provides an overview of activities and achievements over the last year, outlining the key steps that we have taken to ensure that we continue to deliver our vision and priorities as outlined below:

## Our Vision:

**A proactive community leader, supporting the borough and all its residents whether in rural or urban areas, to reach their full potential through working in partnership to deliver services that achieve the best outcomes for local people and protect vulnerable people**



**Involving residents in improving their local area and equality of access for all**



**A strong local economy**



**Clean, safe and healthy homes and communities**



**An ambitious council that does more to meet the needs of residents and the local area**



## Council Leader's Introduction

**From Councillor Alistair Bradley, Executive Leader and Executive Member for Economic Development and Public Service Reform**

The Corporate Strategy for 2022 has delivered extensive positive outcomes, allowing us to respond to challenges and meet the needs of our local communities. We have successfully delivered major initiatives that will provide vital options for residents as they grow older including a second high quality extra care scheme at Tatton Gardens with a range of facilities including GP and pharmacy. We have prioritised supporting our local communities and businesses in response to the economic challenges presented by the cost of living crisis and inflation by creating more than **316** jobs through council support and intervention. As part of our commitment to addressing climate change we have planted over **117,000** trees, surpassing our target of 116,000 trees across the borough by 2025.

Businesses across the borough are growing and the completion of the Strawberry Meadows Business Park creates vital space in a prime location. This state of the art facility, costing **£10.3 million** offers a wide range of office and light industrial space for local businesses. We are also proud to launch our Business Energy and Road Net Zero Support Scheme. The project aims to address the challenge of rising energy costs for businesses by providing grants of up to £2,000 towards the cost of purchasing energy reduction equipment.

As we look to the future, the Corporate Strategy has been refreshed to reflect the future aspirations and intentions of the Council. Building on progress made over the last year the strategy will focus on ensuring that Chorley is in the best possible position for the future. The Council is committed to addressing the issues that matter most by delivering action to 'make it happen' so that everyone can thrive in a prosperous borough.



## Overview of Resources

**From Councillor Peter Wilson, Deputy Executive Leader, Executive Member for Resources**

I am pleased and proud to report that over the past year we have continued to deliver against our corporate priorities as well as supporting residents with high quality services across the borough.

Following the last two years of renovations, we have successfully reopened Astley Hall attraction and visitor experience to the public. Thousands of visitors have been welcomed back, and the Hall has been used as the perfect venue for a multitude of events such as the Chorley Flower. Chorley residents can once again enjoy the Hall's rich history and its new found conservation and enhancements. As a Council we are committed to enhancing Chorley's visitor experience using technology and effective marketing to ensure the long term sustainability of the Councils valuable assets, contributing to tourism, the local economy and fostering residents pride in their local community.

Moving forward, we will continue to optimise our resources to deliver the Council's priorities while meeting the needs and expectations of our residents.

**"As a council we are dedicated to providing excellent services across the borough so that we can achieve our goals of making Chorley a great place to live, work and do business for all"**

# Over the year in 2022/23 we...

Assisted  
**780** residents each week  
with service requests via email,  
phone or online



Planted  
**55,870** trees  
across the borough.



Recycled  
**368\*** tonnes each week  
of household waste  
(\*Provisional Figure)



Benefited  
**99** residents each week  
with opportunities created  
by the Communities Team

Emptied each week  
**79,107** wheelie bins



Created  
**316** projected jobs  
through council support or  
Intervention



Facilitated  
**6,250** visits to leisure  
centres each week



Completed  
**537** handy person jobs  
across Chorley

Supported  
**175** community groups  
over the year to thrive



Engaged with  
**968** businesses  
to provide support and advice

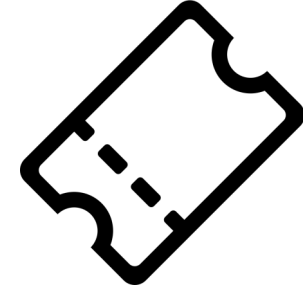


# Over the year in 2022/23 we did more to support our communities...

Over **12,000 attendees** supported young people and families at holiday, activity and food sessions across the borough



Nearly **10,000 households** in need were supported with funding, food vouchers and energy support



Over **600 residents** were supported to access new forms of support to better meet their needs as a result of more joined up council and NHS provision

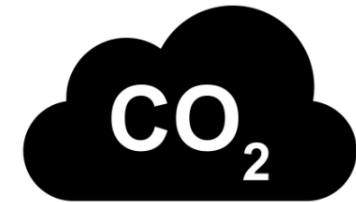


**41 Warm Spaces** were provided as a result of coordination by the Council which were attended by **2800 residents** where they were able to seek protection from rising fuel costs

Over **50,000 meals** were provided as a result of Good Food Clubs across the borough, helping people have access to better food and nutrition



**36,362kg** of CO<sub>2</sub> savings were made by reducing food waste through the use of the Good Food Clubs







Involving residents in improving their local area and equality of access for all

- Launch Astley Hall attraction and visitor experience
- Lead activity to address climate change including tree planting
- Deliver actions to increase digital skills and across the borough



OUR ACHIEVEMENTS 2022/23:

**34** People who participate in volunteering as a result of intervention by the Employment Service.

**359** people have successfully completed basic digital skills training

**1846** Residents supported to improve their overall wellbeing through our Social Prescribing service



The events programme reignited a sense of Community and boosted our local economy post pandemic. The award-winning Chorley Live returned in October 2022 with great success

and was held across **35** venues with **280** separate appearances across the two days. Over **9,000** people attended the event and feedback was very encouraging. This year we also facilitated the return of the much-loved Chorley Winter Wonderland which included the Alpine Fun House, Hook a Santa, Teacup Ride and Mini Train Ride as well as the highly popular ice rink. This gave residents a fantastic opportunity to get together with friends and family and experience the thrill of ice skating at an affordable price.



We managed to improve the uptake of digital skills across the borough, existing sessions were developed to include socialisation elements such as refreshments and forming new friendships. Across the borough **359** residents accessed digital skills focused sessions, the training focused on enhancing the skill level of participants to better understand the online opportunities available for local services.



We continued to work towards our commitment on climate change by giving away **21,500** native trees and hedgerows to our communities. This brings the total of trees planted for the year up to **55,870**. This has helped us surpass our goal of planting a tree for every resident across

the borough. In fact, the Council has achieved this milestone two years ahead of schedule, exceeding our initial goal of 116,000 trees with a total of **117,142** trees planted.



Astley Hall provided a stunning backdrop to the incredible three-day Chorley Flower Show event, following its extensive two-year restoration preserving the Grade two listed building for future generations. A total of **4,694** tickets were

sold, generating over **£100k** in revenue that will secure the building's long-term future and financial sustainability. The project to launch Astley Hall and visitor attraction has now been successfully completed with the next phases to focus on further improvement to other areas of the complex.





Clean safe and healthy communities

- Open Tatton Gardens Extra Care development and community facilities
- Work with partners and residents to improve local play and community facilities across the borough
- Deliver Affordable housing within the borough



OUR ACHIEVEMENTS 2022/23

**175** volunteer community groups have been supported to improve by the Council

**77** affordable homes delivered.

**45.8%\*** of Household waste sent for reuse, recycling or composting (\*Provisional figure)



We provided a **£450k** investment with Parkwood Leisure to create quality entertainment and leisure facilities at Duxbury Park. These new facilities appeal to all the family and golfers giving people another reason to want to visit Chorley. The new 12-hole adventure gold course is modelled on Chorley's links to Myles Standish's voyage across the Atlantic Ocean on the Mayflower Ship and offers fun for budding explorers of all ages, to navigate moats, rope bridges, sand pits and more.



We have made improvements to **13** different parks and open space areas across the borough, major schemes we invested include Milestone Meadows and Foxcote Play Area. We delivered a **£90k** brand new play area to Milestone Meadows in Euxton for children ages two

to 12 years old. The final designs were made following a consultation and feedback from **500** residents and the equipment now installed include a basket swing, ball shoot, climbing net, slides and swings. Additionally, the Council allocated **£50k** to refurbish Foxcote Play Area in Astley Village with brand new state of the art play equipment for children aged two to eight-years old.



We have now completed and opened the Tatton Gardens Extra Care Development this year which will provide brand new state of the art care facilities for over 55s. This extensive development

was supported by a **£8.92m** investment from Lancashire Enterprise Partnership's Getting Building Fund with additional funding from Homes England and Chorley Council. The facility features **62** assisted living apartments for those aged **55** and above, of which **25** have now been occupied with a further **9** provisional offers having been made. The development includes a community centre, which is now welcoming community organisations such as youth, dance, and baby groups, as well as a fully operational GP surgery and nursery, supporting our residents to start, live, and age well.



We spent over **£800k** on properties for refugees and the purchasing of affordable housing across the borough in 2022/23. The Council has been focused on continuing to stimulate an increase in additional housing units to support vulnerable members of the community. The Registered Provider framework was monitored this year to ensure that those in need of social housing were able to access high quality properties through the central Select Move System. **Nine** properties in total have been sourced to support the housing of refugees and are at various stages of renovation, purchase, and occupation.



## A strong local economy

- Provide support for enterprise across the borough post Covid
- Refresh the economic development strategy
- Complete the town centre projects including market renovations
- Deliver Strawberry Meadows employment site



## OUR ACHIEVEMENTS 2022/23

**316.5** projected jobs created through council support or Intervention

**396** businesses supported by the Council

**499** business attended council networking events



We completed the construction of the new state of the art business and industrial hub at Strawberry Meadows on Euxton Lane in Chorley. The site boasts a mixture of light industrial units,

hybrid units containing workshop and office space, and larger units capable of being expanded, helping to provide a strong and expanding business sector across the borough. The business park has a mix of office and light industrial space with a range of options for let ranging from small 500sqft units providing a multitude of uses through to larger 5,000sqft units. Of the 35 units available to rent at the site all 35 are now let out. Some of the businesses renting out these spaces include a florist, online auctioneer, scaffolder and an engineering firm. This facility will enable us to continue to succeed in attracting people to do business in Chorley.



This year we set out our new economic development strategy for the next three years. This new Economic Strategy aims to set out a clear ambition and vision for Chorley, considering the local, regional and national context. Four priorities are identified: space for business, jobs and skills, employability and business support. Each priority is accompanied by a number of objectives and supporting actions. Under this we have seen the launch of the business energy efficiency grants scheme, which aims to address the challenge of rising energy costs for businesses by launching grants that can support energy efficiency measure.



We spent over **£150,000** on the Market this year which included the completion of the 1498 Markets seating area as part of our commitment to improving the town centre making it a more vibrant place to visit. The new leisure areas within the covered

Market feature a communal industrial design. This area includes new lighting, heating and a selection of newly created food and beverage cabins with a variety of different cuisines on offer. This venue has been used throughout the year to host several well attended live music events. These improvements to the market enable the Council to host more events and attract more visitors with over 2 million people Visiting Market Walk this year.

This year we have also invested in our local businesses giving out over **£37k** in grant money to six businesses through schemes we provide such as the BIG Grant and Shop Front Grants.



An ambitious council that does more to meet the needs of residents and the local area

- Deliver an even better customer experience and increase access to services for everyone
- Deliver street level improvements to ensure cleaner, greener streets and neighbourhoods across the borough
- Join Up public services by working with our partners through the Chorley and South Ribble Partnership
- Deliver the Future Workplace Strategy



OUR ACHIEVEMENTS 2022/23

**59.17%** of service requests received online  
**82%** of customers satisfied with the service they received from the Council  
**1846** referrals to Social Prescribing service



We successfully implemented our new Future Workplace Strategy, which has enhanced our working environment and business models, aligning them with the future needs of the Council and it's employees. The strategy maximises and utilises technology and our assets to foster a positive organisational culture. Our focus on employee wellbeing led us to launch the People Strategy. This strategy included a range of events such as six employee engagement events that attracted the participation of over 90 employees, and an enjoyable Christmas Bake-off. Additionally, we had great results back from our staff satisfaction survey with 95% of staff feeling they understand their role within the council and there was a 10% increase in staff happiness at work compared to last year.



We are working within the Chorley and South Ribble Partnership and health organisations to implement changes proposed by the Integrated Care Board. These proposals will see more co-ordination of services at a local level through an integrated team approach. This will bring together key teams from community health services, adult and children's services and the Council to deliver services within the borough, known as place based working.



As part of the Mini Meadows and Wildlife Corridor programme we planted 8,000 wildflower bulbs across the borough. The council has explored the use of new technologies for weed control and sowing methods to maximise

the yield of mini meadows and opted for a more sustainable approach to weed treatment. We have now planted on 51 designated wildflower sites in preparation for next year. These meadows have been strategically established in prominent locations such as Ackhurst Lodge and Preston Road. To create cleaner, greener streets and neighbourhood, we have utilised various technologies to address grot spots including installing multiple dual waste bins in the town centre and Astley Park.



The Council has adopted a new Customer Access Charter replacing the previous Customer Care Policy. This charter outlines our commitment to exceptional customer services and sets expectations for customers when accessing our services. Since its adoption, we have actively integrated the charter into mandatory training, ensuring its widespread implementation within the organisation. A key aspect of the charter is the requirement for the Council to strive for customers to have their enquiries resolved at the first point of contact, facilitating prompt redirection to specialist officer support. This initiative aims to improve overall customer experience whilst increasing access to Council services.



# Investments 2022/23

The Council has continued to invest in improvements right across the borough that have helped deliver better long-term outcomes for residents in 2022/23



**An ambitious council that does more to meet the needs of residents and the local area**

**£200k** in grant funding was provided to make improvements around the borough, supporting our young people, health and wellbeing, and local areas.

**£30k** was given to refresh Check Out Chorley to ensure visitors continue to see Chorley as a great visitor destination.



**Involving residents in improving their local area and equality of access for all**

**£260k** was added to increase the existing Green Agenda Fund to £500k.

**£30k** spent on events to celebrate the Queens Jubilee.

**£16m** was spent creating Tatton Gardens Extra Care Facility, an extra care scheme for the borough.



**A strong local economy**

**£200k** increase in funds available in a refreshed and refocussed package of support and grants for local businesses.

**£200k** committed to developing our approach to apprenticeships, graduate and training posts in areas of high market demand.

**£10.3m** spent to help deliver a Strawberry Meadows for business use to drive forward local economic growth.



**Clean safe and healthy communities**

**£2.7m** invested to improve local play and community facilities across the borough.

**£3m** was invested to support the delivery of affordable housing to provide properties for refugees, as well as providing adaptation grants to assist residents.

# Future Challenges

Over the next year we will need to continue to consider:

## RESOURCES AND CAPACITY

To balance the delivery of our services and the needs of our residents with the financial constraints the Council faces, it is crucial that we have the resources and capacity in the right places.

To do this we will continue working with South Ribble to enable us to have additional capacity and resilience within our workforce, work on growing our own talent within the organisation where there are national skills gaps and streamline our processes and systems to work efficiently by investing in new technology.

## HEALTH AND WELLBEING

If we are to give our residents the best opportunities to have sustainable health and wellbeing then we will need to work closely with partners to make sure that services are designed with residents at the centre and the right organisation is delivering the right service to meet local needs.

Over the next year we will be working with our partners from across the district to support integrated ways of working to improve the health and wellbeing of our residents and support achieving our outcomes through the United Kingdom Shared Prosperity Fund (UKSPF).

## GENERAL ELECTION

Financial and political uncertainty at a national level including a potential upcoming general election, how local government receive finances, inflation and the cost of living will mean that we need to plan for a range of scenarios so that we can sustain high quality services for our residents.

We will continue to work towards a balanced budget, delivering the Medium Term Financial Strategy and driving forward our transformation programme to ensure that the organisation is in a strong position to respond to future challenges.

## COST OF LIVING AND INFLATION

Over the past 12 months the cost of living crisis and inflation have made everyday life considerably more challenging both mentally and financially for our residents.

In order to address these challenges the Council will work in partnership with local community services and groups to deliver a range of support and intervention through initiatives such as delivering the Cost of Living Action Plan and the Household Support Fund.

## Looking ahead to 2023/24

Looking forward to 2023/24 we will continue to focus on delivering positive outcomes for residents against our new corporate priorities set out below, this will include the following:



### Housing where residents can live

**Deliver affordable housing** Through implementing a plan for development and acquisition

**Deliver flexible housing solutions** To meet the needs of all communities

**Open the extra care scheme at Tatton Gardens** To provide safe and secure self-contained accommodation for older adults

**Implement a home energy support scheme** Including advice and energy saving measures

**Deliver the Local Plan** To ensure sustainable future development and investment



### An enterprising economy with vibrant local centres in urban and rural areas

**Open Strawberry Meadows** To provide a mix of office and light industrial space for new and existing businesses

**Continue Development at Astley Hall** Undertaking renovation works to the wider hall complex and visitor experience

**Launch a Skills and Jobs Programme** Focused on job creation in high growth sectors

**Deliver improvements to local service centres** By enhancing local service centres across the borough, including the town centre



### A green and sustainable borough

**Deliver natural green initiatives** Deliver tree planting, development of 'green corridors', and improvements to local natural habitats around our canals and waterways

**Launch Sustainable Energy Package for Businesses** Providing support and advice on carbon reduction, including access to appropriate grant schemes

**Improve our Council buildings** To create a modern environment and attractive work space to support the way we work

**Develop use of green energy in the Borough** By exploring feasibility of green energy production in Chorley and deliver electric vehicle charging points

**Deliver improvements to public transport networks** Replacing bus shelters and green shelters to improve transport networks and enhance biodiversity



### Healthy, safe and engaged communities

**Increase digital connectivity in the rural areas** By developing a scheme to improve broadband provision in targeted areas

**Provide support for families and young people to start and live well** By enhancing our social prescribing service to support family and early years

**Deliver the Cost of Living Action Plan** By providing a range of support and intervention including food and fuel poverty, debt and housing

**Deliver a health and wellbeing programme** Working with local partners to include support around mental health as well as physical health

**Deliver high quality, responsive council services** Implementing the Shared Property and Assets service, and to continue with our programme of improvement and transformation

## Appendix A

### Trade Union Facilities time for 2022/23

The trade Union (Facility Time Publication Requirements) Regulations 2017 came into force on 1 April 2017. These regulations place a legislative requirement on relevant public sector employers to collate and publish, on an annual basis a range of data on the amount and cost of facility time within their organisation. The facility time data for Chorley Borough Council for the period of 2022/23 is shown below. We have included the tables to illustrate the information required, and it is published alongside the Annual Report for the period 2022/23.

#### Table 1 - Relevant Union Officials

What was the total number of your employees who were relevant union officials during the relevant period?

Number of employees who were relevant union officials during the relevant period	Full-time equivalent employee number
6	6

#### Table 2 - Percentage of time spent on facility time

How many of your employees who were relevant union officials employed during the relevant period spent a) 0%, b) 1%-50%, c) 51%-99% or d) 100% of their working hours on facility time?

Percentage of time	Number of Employees
0%	4
1-50%	1
51-99%	1
100%	0

#### Table 3 - Percentage of pay bill spent on facility time

Provide the figures requested in the first column of the table below to determine the percentage of your total pay bill spent on paying employees who were relevant union officials for facility time during the relevant period.

	Figures
Provide the total cost of facility time (including oncosts)	£26,648
Provide the total pay bill	£12,261,874
Provide the percentage of the total bill spent on facilities time	0.22%

#### Table 4 - Paid trade union activities

As a percentage of total paid facility time hours, how many hours were spent by employees who were relevant union officials during the relevant period on paid trade union activities?

Time spent on paid trade union activities as a percentage of the total paid facilities time hours	0
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Report of	Meeting	Date
Director (Change and Delivery) Introduced by Executive Leader and Executive Member (Economic Development and Public Service Reform))	Council	Tuesday, 18 July 2023

### Chorley UKSPF Programme

Is this report confidential?	No
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Is this decision key?	No
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#### Purpose of the Report

1. To provide members with an overview of the UK Shared Prosperity Fund (UKSPF) framework for Chorley Council.

#### Recommendations

2. To approve the UK Shared Prosperity Fund Delivery Framework for Chorley in order to progress delivery of the fund and to begin commissioning of the programmes within it.
3. To accept £4,212,901 of the UKSPF and £400,000 of the Rural Economic Prosperity Fund (REPF) from the UK Government
4. To approve a rural capital grants scheme utilising the REPF to enable eligible rural businesses to bid for funds to make capital improvements to their operations.
5. The allocation of the funds will be administered by the Executive in accordance with the terms of the scheme.

#### Reasons for recommendations

6. It is important to have a clear framework and principles for delivery of UKSPF and REPF aligned to the requirements of the fund and endorsed by Members. However, it may be necessary to adjust delivery to ensure that funds are allocated where they can have most impact and remain responsive to opportunities as they arise throughout the timescales of the programme.

7. To ensure momentum within the delivery timescales and reduce the chance of delay, which would raise the risk of not spending the full allocation or achieving the necessary outcomes and outputs. It is therefore appropriate for the authority to approve final delivery plans to be delegated to the Leader of the Council in collaboration with relevant Executive Members and Section 151 Officer.

**Other options considered and rejected**

8. No other options have been considered, as it is essential to have clear governance and decision-making routes in place that comply with the requirements of the UKSPF programme.

**Executive summary**

9. Following the launch of UKSPF in April 2022, the Council was invited to submit an Investment Plan by August 2022, setting out the local priorities and outcomes it wished to achieve, aligned to the interventions of the Fund which has an overarching aim to build pride in place and increase life chances. In addition, an addendum was required by November 2022 to enable access to the REPF.
10. The Council received notification from the government in December of its allocation for 2022/2023 and the indicative allocation for 2023/2024 – 2024/2025. UKSPF provides funding for a three-year period, April 2022 – March 2025. Chorley Council was allocated £4,212,901 of UKSPF for this period and a further £400k from the Rural Economic Prosperity Fund, which was announced in April 2023. The Council also received £20k capacity funding to assist with the development of the Local Investment Plan.
11. Due to the value, complexity and time limited nature of the UKSPF, the general approach adopted for year one of the programme was to align the fund with existing Council activity that supported UKSPF priorities, particularly where it would bring ‘added value’. Further work has been undertaken to develop the actions for 2023-25 which will be designed and scoped to ensure delivery within the timescales of the programme. This report sets out a framework for delivery of the UKSPF programme, including the interventions, outputs, outcomes and spend profile.

**Corporate priorities**

12. The report relates to the following corporate priorities:

Housing where residents can live well	A green and sustainable borough
<b>An enterprising economy with vibrant local centres in urban and rural areas</b>	<b>Healthy, safe and engaged communities</b>

**Background to the report**

13. UKSPF is one of a number of funds aligned to the Levelling Up agenda and forms the Government’s domestic alternative to the European Structural and Investment Fund (ESIF) and European Regional Development Fund (ERDF), which the UK

ceases to participate in beyond 2023. These programmes have been essential for local regeneration, business support, employment and skills.

14. The UKSPF programme has an overarching aim of building pride in place, reducing inequalities and increasing life chances across the UK with 3 key investment priorities identified:
  - i. **Communities and Place** – fostering a sense of pride and belonging through improvements to enhance physical, cultural and social ties and amenities including community infrastructure, green space and community-led projects. The emphasis is on resilient and safe neighbourhoods.
  - ii. **Supporting Local Businesses** – Creating jobs and boosting community cohesion by promoting networking, collaboration and interventions that bring stakeholders together and stimulate innovation and growth. The emphasis is on small and medium sized businesses to work together, using low carbon technology to grow exports.
  - iii. **People and Skills** – boosting core skills and access to work across the working age population to promote economic inclusion and reduce economic inactivity. This is supplemented by the national ‘multiply’ funding which focuses on improving numeracy.
15. UKSPF is designed to complement not duplicate other provision and it is recommended that the wider funding landscape for People and Skills is considered to ensure that funding is effectively targeted and delivered efficiently. This includes at a local and national programme level such as DWP/Job Centre Plus activity and Adult Education budget. It should be noted that activity around People and Skills could not take place until year 3 of the programme. It has since been confirmed that underspend from year 1 can be used to deliver skills activities in year 2, however year 3 funding cannot be brought forward. Due to the late nature of the announcement, the majority of Lancashire councils are not intending on undertaking skills programmes until year 3. This provides additional time to develop the proposals for year 3 that focus on meeting the local employment and skills needs and deliver the key objective within the Economic Strategy.

### **Rural Prosperity Fund**

16. On the 3 September 2022, the Government Department for the Environment Food and Rural Affairs (DEFRA) published the Rural England Prosperity Fund Prospectus (REPF). The REPF is linked to the UKSPF, providing capital funding for rural communities in England. In order to access the funds, Lead Authorities were required to submit an addendum to the UKSPF Investment Plan by the end of November 2022, which outlined the rural issues faced by local communities and businesses and sets out, along the same lines as the UKSPF, how the Lead Authorities allocation of funding could be used. Chorley has been given an initial allocation of £400k covering the two financial years between April 2023 and March 2025.
17. The REPF largely follows the criteria of the UKSPF although the following points should be noted:

- REPF is for capital investment only.
- The funds are divided 25% and 75% in years one and two respectively.
- The fund covers the UKSPF themes of Communities and Place, and Supporting Local Business, but does not include People and Skills.
- The prospectus states that rural areas and settlements of up to 10,000 population are eligible for funding and that market or ‘hub towns’ with populations of up to 30,000 that serve their surrounding rural areas as centres of employment and in providing services are also eligible.

18. Like the UKSPF, the REPF submission is based around a series of prescribed interventions. These correspond to the UKSPF interventions with the addition of two new ones concerning the circular economy in rural areas and small grants for micro businesses and SMEs.

**Fund Priorities and Investment Plan**

19. The UKSPF prospectus specifies 41 interventions across the three investment priorities that lead authorities had to choose from to reflect local priorities. For each intervention there were also a set of outcomes and outputs that had to be selected to demonstrate delivery. Lead authorities were required to submit a proposed Investment Plan in August 2022, identifying the interventions to be prioritised for their area and the outcomes they wish to achieve.
20. Within the Council’s Investment Plan a number of key themes and priorities were identified that formed the context and basis for selecting the interventions, outcomes and outputs. The interventions that form the basis for the Chorley Council programme are set out in the table below. The approach to delivering the plan includes a balance of reinforcing local delivery, addressing gaps in provision based upon current and forecasted needs / demands and identifying those activities that will benefit from delivery at scale and with a partner.

<b>Priorities</b>
<b>Communities &amp; Place</b>
<p><b>Community resilience</b></p> <ul style="list-style-type: none"> <li>• Addressing pockets of deprivation and inequality post pandemic, with a focus on extending early intervention and social prescribing to address wider determinants of health and achieve sustainable wellbeing outcomes.</li> <li>• Building on our unique understanding of local communities at a district level to address gaps in services and develop partnership designed services based on local need.</li> <li>• Improving access to services across urban and rural localities.</li> </ul> <p><b>Community Spaces</b></p> <ul style="list-style-type: none"> <li>• Reviving the high street to retain identity and lifestyle opportunities in the town centre and across the borough.</li> <li>• Maximising the value of recent investment in local assets and infrastructure including the town centre and market development, extending benefits beyond the town centre.</li> </ul>

## Local Businesses

### Town Centre

- Supporting independent traders, promoting shop local behaviours and providing an attractive proposition for shoppers and visitors.
- Targeted support for town centre traders in key processes
- Support for markets, new market development and potential extension to other areas.
- Totally Locally training and support.

### Visitor Economy

- Delivering a refreshed tourism strategy promoting local heritage, key attractions and events as part of a day visitor offer, including regional marketing to encourage profile and investment.

### Productivity and sustainability

- Retaining and expanding inhouse business support to facilitate and drive future growth in key sectors.
- Establishing a dialogue with businesses and promoting collaboration across sectors.
- Additional grants and advice for key sectors including start-ups.
- Developing a tailored approach to developing commercial space for businesses, including investment packages and grants to adapt existing accommodation.

### Climate Change

- Supporting businesses to reduce emissions and transition to net zero by facilitating knowledge sharing and increasing capability for decarbonisation.

### Innovation and exportation

- Investment and support for innovation, continuing to lead and drive new market development.

### Recruitment and skills

- Ensuring a future skills pipeline to meet business needs, linking industry with education and training provision to align and incentivise future career pathways.

## People and Skills

### Employability

- Support for businesses to carry out workforce skills analysis.
- Extend employability service, targeting economically inactive cohorts in specific neighbourhoods aligned to areas of deprivation.

21. More detail is set out in the Framework for delivering the UKSPF programme contained in Appendix A including the interventions, types of projects and allocation of funding for the 3-year programme.
22. A number of the projects highlighted against the interventions in Appendix A will be delivered directly by the Council, or the Council will procure or commission organisations that are already established and specialists in providing specific activities that meet the Council's priorities. This includes commissioning of community service providers and specialist business support and advice.
23. In addition, a range of projects will be open for applications from potential delivery partners and businesses. This includes an allocation of £300k (supported by both Chorley and South Ribble Councils) to develop a variety of community initiatives that encourage partners to work together to build community capacity and tackle the wider determinants of health and inequalities in a connected and cohesive local system. This will be administered through the Chorley and South Ribble Partnership. A range of business grants will also be open to applications and this includes the proposed rural business capital scheme. Further details on how this will be accessed will be publicised in due course.

#### UKSPF Budget Allocations

24. In December 2022, the Council received approval of its investment plan and confirmation of the funding allocation awarded from UKSPF; the table below shows the allocation over a three-year period:

UKSPF Grant Allocation	Capital Funding £'000	Revenue Funding £'000	Capacity Funding £'000	Total
2022-23	109	402	20	531
2023-24	218	804	-	1,022
2024-25	572	2,107	-	2,679
<b>Total</b>	<b>899</b>	<b>3,313</b>	<b>20</b>	<b>4,232</b>

25. The UKSPF guidance allows for 4% of the total programme to be used for administration of the funding. This is being used to support the development and delivery of the programme in Chorley and forming a contribution to posts that are directly involved in the management of the programme.
26. Year one of the UKSPF could support schemes delivered from 1 April 2022. Members will note from the Revenue Budget 2023, Medium Term Financial Strategy and Capital Programme Report 2023-2026 that was presented to Council on the 28<sup>th</sup> February 2023, that due to the value of the UKSPF, complexity and its time limited nature, the general approach adopted when selecting the interventions and to ensure best value for money within year one has been to align existing activity to the fund, particularly where it would bring 'added value'. Appendix A sets out the framework for delivery including the interventions which have 2022/23 spend allocated to them.
27. Activity for 2023-25 has required detailed design and scoping which continues to be undertaken and a full delivery plan will be set out in due course. Where the Council may wish to procure or commission external services and support to deliver UKSPF priorities, legal advice and assistance will be provided to ensure that all requirements

of the fund are met and that the best approach is taken in ensuring value for money in line with the council's financial and procurement processes. This could include Service Level Agreements, grants, competitive grants or full procurement or commissioning processes.

28. Appendix B sets out the allocation of funding against each of the UKSPF investment priorities. Since the submission of the investment plan, project scoping has resulted in some movement of budget across investment priorities to ensure that the funding is being used to have maximum impact whilst meeting UKSPF programme criteria. The table in Appendix B shows the original allocation, the current allocation and the spend that has occurred in year 1.

### **The Role of Local Partnerships in UKSPF**

29. Lead authorities are tasked with working with a diverse range of local and regional stakeholders to achieve the UKSPF outcomes in their areas. In line with UKSPF requirements, a comprehensive and balanced local partnership group will be a core component of how the fund is administered locally
30. The Chorley and South Ribble Partnership is strongly positioned to undertake a leading role and exists to promote collaborative working across the area. It comprises a mix of public, private and third sector organisations representing communities, housing, health, education and business sectors at a strategic level.
31. The partnership is focused on building strong communities and outcomes for residents by reducing inequalities, making it easier to access local services and strengthening growth in the area's economy. Partners share intelligence, accelerate integration and influence other major players to get the best outcomes for the people of Chorley. The partnership is also part of a wider integrated governance structure for Central Lancashire and the wider region ensuring links to key policy agendas and decision makers.
32. The primary role of the partnership in UKSPF will be to act in an advisory capacity, receiving regular updates on delivery and providing guidance on strategic fit with local priorities and deliverability. It is proposed that this ongoing involvement will be facilitated through the Chorley and South Ribble Partnership.

### **REPF Delivery**

33. Options for the delivery of the rural element of the prosperity funding have been considered including rural broadband to address gaps in connectivity and a rural grants scheme to promote growth and sustainability. Given the timescales for the funding and based on feedback from local businesses, the proposal is to offer a rural grants scheme to enable eligible businesses to make capital improvements to their operations.
34. If agreed, grant criteria and processes would be developed for further approval from Members. The business engagement team would promote the scheme as a Chorley Council initiative.

**Climate change and air quality**

35. The work noted in this report has an overall positive impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council. In particular it impacts on:
- net carbon zero by 2030,
  - reducing waste production
  - promoting sustainable transport and infrastructure
  - working with partners to improve green spaces and biodiversity
  - improving air quality.

**Equality and diversity**

36. UKSPF seeks to reduce inequalities in communities, build pride in place and improve life chances. The programme provides the opportunity to consider the latest demographic information, policy context and implications for services in setting out support for those in communities who may have unfair disadvantages in accessing support, services and opportunities.
37. UKSPF is delivered through to 31 March 2025 and as each project is implemented, an equality impact assessment will be undertaken to consider the equality and diversity implications.

**Risk**

38. Government had initially indicated that any underspend in each year would be lost, however, due to the delay in funding allocations being confirmed, underspend from 2022/23 can be carried forward into this financial year (2023/24) providing that a credible plan is submitted setting out how it will be utilised in the next year. To help mitigate against this, programme design and delivery for year one has largely been based around existing delivery mechanisms and added value to existing activity.
39. Year two and three activity will need to be carefully monitored and planned to ensure effective use of the fund and that delivery can be completed by the end of the programme, March 2025. There is a risk that if there is underspend at the end of the programme or that projects have failed to deliver within the timescales of the programme, the funding would need to be returned to government.

**Comments of the Statutory Finance Officer**

40. Budgets were established within budget setting 2023/24 for UKSPF. Because spend can be of a capital or revenue nature budgets were established within revenue but will require adding to the capital programme where necessary according to the nature of the spend. This will be reported through the quarterly financial monitoring reports.

**Comments of the Monitoring Officer**

41. The purpose of the report is to establish a budget to enable the receipt and distribution of the UKSPF funds. The report explains the purpose of the scheme and confirms how the fund should be distributed, it is appropriate for this to be undertaken



by the Executive either by acting as a Cabinet or by member decision depending on value.

### Background documents

Revenue Budget 2023, Medium Term Financial Strategy and Capital Programme Report  
2023-2026

### Appendices

Appendix A: UKSPF Framework

Appendix B: Funding allocations by investment priority

Report Author:	Email:	Telephone:	Date:
Michelle Horrocks (Head of Economic Growth)	michelle.horrocks@chorley.gov.uk	01257 515425	22/06/2023

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## Appendix 1. Chorley UKSPF Framework

UKSPF Priority	UKSPF Intervention	Project	Lead	3-year Allocation	Capital /Revenue
C&P	E1: Improvements to town centres & high streets, including better accessibility for disabled people, including capital spend and running costs	Town centre and high streets including vacant units and shop front improvements.	Council	400,000	Cap
C&P	E3: Creation of and improvements to local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces	Environmental Improvements including natural green initiatives.	Council	200,000	Rev
C&P	E4: Enhanced support for existing cultural, historic and heritage institutions that make up the local cultural heritage offer	Support renovations at Astley Hall and wider year round programme of events	Council	280,000	200,000 Cap 80,000 Rev
C&P	E6: Local arts, cultural, heritage & creative activities	Cultural grants and activities	Council - grants	30,000	Rev
C&P	E8: Funding for the development and promotion of wider campaigns which encourage people to visit and explore the local area	Tourism Infrastructure, information points and place marketing.	Council	95,000	Rev
C&P	E9: Impactful volunteering and /or social action projects to develop social and human capital in local places	Time Credits	Commissioned -Tempo	50,000	Rev
C&P	E11: Investment in capacity building and infrastructure support for local civil society and community groups	Community and Partnership funding including community grants, delivery of Chorley and South Ribble Partnership Strategy and commissioning.	Chorley and South Ribble Partnership	460,000	Rev
C&P	E12: Investment in community engagement schemes to support community involvement in decision making in local regeneration	Programme of targeted activity including social prescribing, family and young people link worker, home energy efficiency scheme, equalities and community engagement activities	Council – grants and capacity	609,385	Rev
C&P	E14: Funding to support relevant feasibility studies	Feasibility studies to support future investment, possibly linked to climate change, net zero and green agenda.	Council	200,000	Rev
LB	E16: Investment in open markets and improvements to town centre retail and service sector infrastructure, with wrap around support for small businesses	Support for local service centres and independent traders linked to markets	Council	230,000	Rev
LB	E23: Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks	Business support including access to specialist advice, low carbon initiatives, advice for start-ups and entrepreneurs	Commissioned services	400,000	Rev
LB	E24: Funding for new and improvements to existing training hubs, business support offers, 'incubators' and 'accelerators' for local enterprise (including social enterprise) which can support entrepreneurs and start-ups	Deliver economic strategy and enhance programme of direct business engagement	Council	300,000	Rev

UKSPF Priority	UKSPF Intervention	Project	Lead	3-year Allocation	Capital /Revenue
	through the early stages of development and growth by offering a combination of services including account management, advice, resources, training, coaching, mentorship and access to workspace				
LB	E30: Business support measures to drive employment growth, particularly in areas of higher unemployment	Business engagement and grant schemes linked to skills and jobs	Council - grants	650,000	300,000 Cap 350,000 Rev
P&S	E33: Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths* and ESOL) support where there are local provision gaps	Employability provision	Council	140,000	Rev

Note total UKSPF incorporates capacity for management and service provision

**Appendix B: Funding allocations by investment priority**

<b>Chorley Council</b>			
	<b>Original Allocation</b>	<b>Current Allocation</b>	<b>Cumulative Spend to Date Y1</b>
<b>Communities &amp; Place</b>	2,300,000	2,324,385	308,802
<b>Local Business</b>	1,712,901	1,580,000	152,351
<b>People &amp; Skills</b>	200,000	140,000	0
<b>Programme management and delivery</b>		168,516	19,828
<b>Total</b>	4,212,901	4,212,901	480,981

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Report of	Meeting	Date
Director (Communities) Introduced by (Executive Member (Early Intervention))	Council	18 July 2023

## Homes for Ukraine Grant Funding

Is this report confidential?	No
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Is this decision key?	Not applicable
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### Purpose of the Report

1. The information in this report provides a breakdown of the Department for Levelling Up, Housing and Communities (DLUHC) funding committed to Chorley Council to assist with the costs of supporting Ukrainian refugees (also known as guests) and local sponsors under the Homes for Ukraine (HfU) Scheme.
2. The purpose of this report is to provide an update to members and ask that consideration be made to the recommendations listed below.

### Recommendations

3. To receive the Ukrainian guest funding allocation of £476,000 and create a budget to allocate the funding (please refer to Table 1).
4. To receive further Ukrainian guest grant funding allocations and create an equivalent level of budget to allocate the funding for subsequent financial years.
5. The funds will be allocated by the Executive Member for Housing in accordance with the requirements of the scheme.

### Reasons for recommendations

6. The DLUHC policies and procedures associated with the HfU scheme are subject to regular change. As a consequence, so are the support needs of Ukrainian guests and the pressures on internal teams. The above recommendations will give the Communities team the opportunity to further scope out proposals for expenditure which align to the needs of the Ukrainian community and internal teams, and also allow for flexibility as these needs evolve over time.

### Other options considered and rejected

7. To return the funding to DLUHC and not use it to support Ukrainian guests relocated to Chorley.

**Corporate priorities**

8. The report relates to the following corporate priorities:

<b>Housing where residents can live well</b>	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	<b>Healthy, safe and engaged communities</b>

**Background to the report**

9. The HfU scheme was launched by the government on 14 March 2022. As part of this scheme, funding was allocated to local authorities for each new Ukrainian guest relocated to a district area and residents who applied to be sponsors of these guests.
10. This report provides an overview of the grant funding allocation for Chorley, details the outcomes of scoping activity undertaken to date and provides recommendations for the approval of funding allocations.

**Introduction**

11. The HfU scheme allows people living in the UK to sponsor a named Ukrainian national or family to come to live in the UK with them, providing they have suitable accommodation to offer.
12. As of 31 March 2023, there are 69 Ukrainian refugees resettled in Chorley via the Homes for Ukraine Scheme. This does not include refugees resettled via the Ukraine family scheme. The adult guests resettled in Chorley are predominantly female. This is because visas are only granted for males from certain professions as there is an expectation for them to support the military effort in Ukraine.

**Ukrainian Guest Funding Allocation for Year 1**

13. From March 2022 to 31st December 2022, DLUHC issued funding at a rate of £10,500 per new arrival to upper tier councils to enable them to provide support to families to rebuild their lives and fully integrate into communities. The £10,500 for Ukrainian nationals was initially for the first year but after a government review in October 2022, local authorities have been informed that this tariff is to be used to fund 24 months of provision.
14. In two tier areas, it is a condition of the funding that councils must agree a plan locally to make prompt payments to lower tier authorities in relation to all the services which they provide to guests under the HfU scheme, during the full duration of the scheme.
15. This funding comes with a number of conditions attached. The government expects councils to use the tariff to meet all of their associated costs (both for providing council services and for administering payments).
16. Out of the £10,500 funding, district councils are allocated the following:



- £2,500 per person to cover housing and homelessness costs
- £1,000 per person to cover community integration costs

**Ukrainian Guest Funding Allocation for Year 2 (From January 2023)**

- From 1 January 2023, upper tier councils will receive funding of £5,900 for each new arrival to support guests and their sponsors. Given the significant decrease in the tariff, plus the late stage at which councils were informed that the year 1 tariff was to be extended to cover 24 months, rather than 12, Lancashire County Council have reduced the funding to district councils.
- Out of the £5,900 funding, district councils have been allocated the following:
  - £1,500 per person to cover housing and homelessness costs

**Ukrainian Guest Funding Received in 2022/2023**

**Table 1: Funding Allocation Timeline (Ukraine Guest Funding)**

Quarter	Total Allocation	Housing/Homelessness Allocation	Community Integration Allocation
1	£129,500	£92,500	£37,000
2	£199,500	£142,500	£57,000
3	£108,500	£77,500	£31,000
4	£38,500	£30,500	£8,000
<b>Total</b>	<b>£476,000</b>	<b>£343,000</b>	<b>£133,000</b>

- A small proportion of this funding has been utilised across 2022/2023 to cover costs associated with supporting community groups who are directly helping Ukrainian Guests, enhanced cost of living Thank You payments for sponsors during the winter months and homelessness and housing ‘move on’ support for Ukrainian guests when required.
- The delays in developing a comprehensive spending plan for the HfU funding are explained further in the report.

**Sponsor Thank You Payments**

- Since June 2022, monthly Thank You payments of £350 have been allocated to sponsors. Government guidance stipulates that sponsors will receive £350 a month during the first 12 months of their guests’ stay. This increases to £500 once the guest has been in the UK for 12 months. The aim of this increase is to help sponsors who are able to continue hosting for longer, up to a maximum duration of 2 years.

22. For the allocation of Thank You payments Chorley Council pays sponsors as an advance and then claims any expenditure back quarterly from Lancashire County Council. Table 2 below highlights the amount of funding allocated and received for 2022/2023 Thank You payments.

**Table 2: Funding Allocation Timeline for 2022/2023 (Sponsor Thank You Payments)**

Quarter	Number of Thank You Payments Issued	Total Amount
1 and 2	122	£42,700
3	102	£35,700
4	144	£50,400
<b>Total</b>		<b>£128,800</b>

**Welfare Checks for Single Ukrainian Adults**

23. In June 2022, Chorley Council agreed to undertake the welfare checks for single Ukrainian adults who relocated to the borough. These welfare checks are one of the key components of the safeguarding requirements of the scheme. Chorley Council is in a unique position in that it has an internal Refugee Resettlement team which means that it is well placed to provide this service. Other Lancashire district councils do not have such internal teams and therefore, the welfare check service for single adults was commissioned out to an external provider. Lancashire County Council’s Children and Families Wellbeing Service were commissioned to undertake the welfare checks for families across Lancashire, including Chorley.
24. Lancashire County Council has allocated funding to Chorley Council to deliver the welfare checks service for single adults. The first funding allocation of £10,000 is to cover staff costs, travel expenses, administrative support and all other costs incurred in fulfilling the outcomes of the service. The requirements of the second allocation of £30,000 are less prescriptive, but the agreement states that the funding should be used to provide a welfare check service under the HfU scheme in Chorley.
25. Allocation 1 has been used to support with staffing and administration costs within the Communities team up to 23 September 2023. Allocation 2 will cover ongoing staffing and administrative costs up to 24 June 2024. A breakdown of the funding received and expenditure to date can be seen in Table 3 below.

**Table 3: Funding Allocation Timeline (Welfare Check Funding)**

Period	Total Allocation	Expenditure
Allocation 1: 23 June 2022 – 23 September 2022	£10,000	£698 has been allocated to cover 2022/2023 additional staff costs £9,302 has been allocated to support 2022/2023 administrative costs

Allocation 2: 24 September 2022 – 24 June 2024	£30,000	£26,698 has been allocated to support 2023/2024 administrative costs (up to June 2024)  £3,302 has been allocated to projected staff costs for 2023/2024 (up to June 2024)
<b>Total</b>	<b>£40,000</b>	

**Homelessness Prevention Funding Received in 2023/2024**

- 26. On 10 June, the DLUHC announced and published allocations of £150m homelessness prevention funding. In England, the funding will be provided to local authorities as a top-up to the Homelessness Prevention Grant (HPG), and is allocated 66% based on the existing Homelessness Prevention Grant allocations and 34% based on Homes for Ukraine arrivals (using the local authority data from 4 April 2023).
- 27. Chorley has been allocated £87,996.
- 28. At a government briefing on 14 June, the following was highlighted:
  - The funding is ring fenced for homelessness
  - Ideally, the funding should be used to support guests with accessing privately rented accommodation, employment and sponsorship support.
  - The funding is not ring fenced to Ukrainian guests and can be spent on all residents as long as the expenditure prevents homelessness
  - The funding can be used to purchase household items, such as white goods and furniture as long as the expenditure prevents homelessness
  - There will be no requirements for additional reporting on this funding other than what the council already reports on the Homelessness Prevention Grant spending
  - The same conditions for spending the Homelessness Prevention Grant funding apply to this funding also
  - The funding can be allocated to sponsor top-ups as long as a sponsor is willing to host for a minimum of 6 months
  - The funding must be spent within the 2023/2024 financial year. Any underspend must be returned to the DLUHC in accordance with Homelessness Prevention Grant conditions
- 29. This funding will be used to enhance the support provided by the Housing Solutions team in line with Homelessness Prevention Grant requirements. Therefore, the funding will be used for homelessness prevention generally, addressing the wider impacts of homelessness as well as supporting Ukrainian guests. Reporting on this funding will be undertaken by the Housing Solutions team using the H-CLIC government statistical service.

**Funding Spending Plan Delays**

- 30. Table 1 indicates that the HfU funding has been received throughout 2022/2023 and currently, the majority of the funding remains unallocated. The main reasons for this are as follows:
  - a. Informal consultation with community stakeholders, sponsors and Ukrainian guests has been ongoing to allow Refugee Resettlement Officers to be able to

ascertain need and any gaps in provision. This is particularly relevant to housing and homelessness needs. Chorley has been fortunate in that the scheme has resulted in very few homelessness presentations to date and officers are attempting to ascertain why this is the case.

- b. When the conflict in Ukraine began in March 2022, the scheme rolled out at a considerable pace which did not allow for the development of a spending plan
- c. Consultation needed to be undertaken with internal teams to ascertain what impacts the HfU would have on their service areas and a funding allocation needed to be agreed
- d. Within the Communities team, scoping out an effective approach for allocating the funding has been postponed due to the standing up of a temporary asylum seeker hotel in December 2022, the rolling out of the Afghan Relocations and Assistance Policy and existing commitments to the UK Resettlement Scheme
- e. Management of the HfU scheme, and the undertaking of such scoping work, is a new requirement which previously was not funded and therefore not allocated within the team.

### **Impacts of the HfU Scheme on Internal Teams**

31. The Communities team have needed to develop several processes to ensure that sponsors and Ukrainian guests can access the relevant support services. For example, Refugee Resettlement Officers have developed a regular Sponsor Support Network which provides advice and guidance to sponsors and have worked with a group of Ukrainian expatriates to develop a constituted community group that supports guests. Similarly, officers have worked with a number of existing community groups who have extended their offer to support those effected by the conflict in Ukraine. In addition to this, Refugee Resettlement Officers have supported the case management of homelessness and safeguarding cases. There are also additional requirements at county level to attend regular multi-agency meetings and provide monitoring data. This support has been provided in addition to the teams' commitments to the UK Resettlement Scheme, asylum seeker dispersal and the Afghan Relocations and Assistance Policy.
32. The Public Protection team regularly receive requests to undertake inspections or checks on sponsor properties prior to a guest(s) arrival. This is undertaken to ensure that guests are not accommodated in properties that do not meet the required standards.
33. The Housing Solutions team have been required to support guests who have been made temporarily homeless due to a breakdown in the relationship with their sponsor. The resource from the Housing team is intensive due to the complexity of the individuals and the additional support required to ensure they are fully supported.

### **Support Available from Community Stakeholders in Chorley**

34. In Chorley, there are several organisations that offer support to Ukrainian guests; Chorley Ukrainian Community Group Kalyna, Chorley District Support for Ukraine and local church networks.
35. The Chorley Ukrainian Community Group Kalyna was established in May 2022. The support they offer includes English language acquisition, health and wellbeing support, cultural awareness trips and general signposting to other services. This organisation has received a small proportion of the community integration funding to support these activities.

36. Chorley and District Support for Ukraine is based at one of the units on Market Walk in Chorley town centre. This is an informal or non-constituted group of Ukrainian and local volunteers who support Ukraine by collecting and arranging the transportation of donations to the country. This group has benefited indirectly from a small proportion of the community integration funding as they do not have a group bank account.
37. Local church networks have been particularly proactive in offering support to Ukrainian guests who have become members of their respective congregations. For example, St Mary's Roman Catholic Church in Chorley have organised a series of activities designed to support the community integration of guests. To date, local church networks have not directly accessed any of the community integration funding.

### **Community Consultation**

38. Since the start of the HfU scheme in March 2022, Refugee Resettlement Officers within the Communities team have been informally consulting with community stakeholders, sponsors and guests to identify gaps in provision for Ukrainian guests specifically. The outcome of this informal consultation suggests that the main priorities of Ukrainian guests are:
  - English language acquisition support
  - Securing paid employment
  - Securing privately rented accommodation

### **Proposed Spend**

39. The Communities team propose to undertake further scoping activity and develop a spending proposal for the grant funding which:
  - a. Attempts to support the delivery of the scheme in partnership with internal teams
  - b. Aligns to the priorities of Ukrainian guests as identified during initial community consultation activity

### **Climate change and air quality**

40. The work noted in this report has no overall impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council.

### **Equality and diversity**

41. Any proposals for expenditure will support the Councils objectives around promoting equality and diversity. The funding made available to local authorities will assist with the costs of supporting Ukrainian guests and ensure inclusivity by allowing guests to participate in activities which encourage the development of personal resilience.
42. An impact assessment will be completed once proposals for expenditure have been fully scoped.

### **Risk**

43. All project proposals will be scoped accordingly, and risks identified through appropriate policies and procedures.

### **Comments of the Statutory Finance Officer**

44. There has been significant amounts of income received in respect of Homes for Ukraine in a relatively short period of time. Systems and processes are now established providing a better insight into how best to utilise these resources. The establishment of this budget, fully funded by grant, will allow for detailed spending plans to be drawn up and implemented.

#### **Comments of the Monitoring Officer**

- 45 The proposal is acceptable provided the distribution is undertaken in accordance with the terms of the grant.

#### **Background documents**

45. There are no background documents.

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