

Overview and Scrutiny Task Group - Empty Properties

Thursday, 22nd June 2023, 3.30 pm

Council Chamber, Town Hall, Chorley

Agenda

Apologies

1 **Declaration 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.

2 **Minutes of Meeting Tuesday, 14 March 2023**

(Pages 3 - 4)

Minutes attached for approval.

3 **Final Report Discussion**

To receive, consider, amend and approve the Final Report of the Task Group.

4 **Discussion with Executive Member for Homes and Housing and Executive Member for Planning and Development**

The Executive Member for Homes and Housing and the Executive Member for Planning and Development will be in attendance at the meeting.

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Overview and Scrutiny Task Group - Empty Properties Councillor Sarah Ainsworth (Chair), Councillor Michelle Le Marinel (Vice-Chair) and Councillors June Molyneaux, Aaron Beaver, Dedrah Moss and Kim Snape.

Electronic agendas sent to Overview and Scrutiny Task Group - Empty Properties reserves (Councillors) for information.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk

Meeting contact Matthew Pawlyszyn on or email matthew.pawlyszyn@chorley.gov.uk

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Minutes of **Overview and Scrutiny Task Group - Empty Properties**

Meeting date **Tuesday, 14 March 2023**

Committee Members present: Councillor Sarah Ainsworth (Chair), and Councillors June Molyneaux, Aaron Beaver, Dedrah Moss, Kim Snape and Arjun Singh

Officers: Adele Hayes (Head of Planning and Enforcement) and Matthew Pawlyszyn (Democratic and Member Services Officer)

Apologies: Councillor Michelle Le Marinel and James Nevett

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

6 Declaration of Any Interests

No declarations were made.

7 Minutes of Meeting Wednesday, 14 December 2022

It was raised that Cllr Ryan Towers submitted apologies for the previous meeting.

8 Scoping the Review

Resolved: That the review scope be approved.

9 Update from Other Local Authorities and Their Empty Properties

Democratic and Member Services Officer, Matthew Pawlyszyn provided a brief update to the Task Group based on information received from other borough councils in Lancashire.

Resolved: that the update be noted.

10 Discussion from the World Cafe Event and Conversations with Officers

Members of the Task Group discussed the two World Café Events that they attended that featured Officers from Enforcement, Legal, Public Protection, Revenue and Benefits and Housing.

Members came to the following agreements as possible recommendations for the Final Report

- That consideration was required as to the placement of empty properties within the organisational structure of the Council.
- That the Council should consider creating an Empty Properties Officer post and explore if it could be a shared post or a part time position.
- That due to the number of officers and departments that were involved in empty properties, a clear workflow should be in place to provide clarity in reporting problem empty properties and an understanding of the action taken.
- The Council to refresh and update its Empty Homes Policy and following its completion yearly member learning sessions to be held to keep members up to date.

Members expressed the desire to invite both the Executive Members for Homes and Housing and Planning and Development to the Task Group prior to the drafting of the final report.

Chair

Date