



Council

Agenda and Reports

For consideration on

Tuesday, 10th July 2007

In the Council Chamber, Town Hall, Chorley

At 6.30 pm



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PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT COUNCIL MEETINGS

- Questions should be submitted to the Democratic Services Section by midday, two working days prior to each Council meeting to allow time to prepare appropriate responses and investigate the issue if necessary (12 Noon on the Friday prior to the meeting).
- A maximum period of 3 minutes will be allowed for a question from a member of the public on an item on the agenda. A maximum period of 30 minutes to be allocated for public questions if necessary at each ordinary Council meeting, excluding the Annual Meeting.
- The question to be answered by the Executive Member with responsibility for the service area or whoever is most appropriate.
- On receiving a reply the member of the public will be allowed to ask one supplementary question.
- Members of the public will be able to stay for the rest of the meeting should they so wish but will not be able to speak on any other agenda item upon using their allocated 3 minutes.

Chief Executive's Office

Please ask for: Gordon Banks
Direct Dial: (01257) 515123
E-mail address: gordon.banks@chorley.gov.uk
Date: 29 June 2007

Chief Executive: Donna Hall

Chorley
Council

Town Hall
Market Street
Chorley
Lancashire
PR7 1DP

Dear Councillor

COUNCIL - TUESDAY, 10TH JULY 2007

You are invited to attend a meeting of the Chorley Borough Council to be held in the Council Chamber, Town Hall, Chorley on Tuesday, 10th July 2007 commencing at 6.30 pm for the following purposes.

AGENDA

1. **Apologies for absence**

2. **Declarations of Any Interests**

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

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

3. **Minutes (Pages 1 - 18)**

To confirm the minutes of the Ordinary Council meeting held on 15 May 2007 and the Special Council held on 9 June 2007 as a correct record for signature by the Mayor (Copies enclosed)

4. **Mayoral Announcements**

5. **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on any item(s) on the agenda will be asked to put their questions(s) to the Council. Members of the public will be allowed to ask one supplementary question within their allocated 3 minutes.

6. **Members Allowances Scheme (Pages 19 - 26)**

Report of the Independent Remuneration Panel (enclosed)

Continued....

7. **Executive Cabinet**

- a) Capital Programme - Outturn for 2006/07 and Monitoring of 2007/08 Programme
(Pages 27 - 50)

Report enclosed

- b) General Report (Pages 51 - 58)

Copy enclosed

8. **Overview and Scrutiny Committee and Panels** (Pages 59 - 66)

General Report (enclosed)

9. **Development Control Committee**

- a) Amendment to the Council's Scheme of Delegation with respect to Planning Applications (Pages 67 - 68)

Report enclosed

- b) General Report (Pages 69 - 72)

Copy enclosed

10. **Licensing and Safety Committee** (Pages 73 - 74)

General Report (enclosed)

11. **Audit Committee** (Pages 75 - 78)

General Report (enclosed)

12. **Standards Committee** (Pages 79 - 80)

General Report (enclosed)

13. **Amendments to Membership of Committees** (Pages 81 - 82)

Report enclosed

14. **To consider Questions submitted under Council Procedure Rule 7**

Question submitted by Councillor D. Edgerley:

“Will the Executive Member for Resources confirm that the projected level of Council balances at the end of the financial year 2007/08 is approximately £1.8 million”.

15. **To consider the Notice of Motion given in accordance with Council Procedure Rule 8**

Submitted by Councillor D. Edgerley:

“That this Council calls upon the Executive Cabinet to implement a free off peak concessionary travel scheme across the NOW travel area within one month of tonight’s meeting”.

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

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

To consider the exclusion of the press and public for the following item of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the Local Government Act.

18. **NJC Job Evaluation Scheme**

Report to follow.

Yours sincerely



Chief Executive

Distribution

To all Members of the Council and Chief Officers.

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

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

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COUNCIL**Tuesday, 15 May 2007**

Present: Councillor Mrs Mary Wilson (Mayor), Councillor Adrian Lowe (Deputy Mayor), Councillors Kenneth Ball, Nora Ball, Eric Bell, Judith Boothman, Alan Cain, Mrs Pat Case, Henry Counce, Alan Cullens, Magda Cullens, Michael Davies, Michael Devaney, David Dickinson, Doreen Dickinson, Dennis Edgerley, Anthony Gee, Daniel Gee, Peter Goldsworthy, Mrs Marie Gray, Mrs Pat Haughton, Harold Heaton, Catherine Hoyle, Keith Iddon, Miss Margaret Iddon, Kevin Joyce, Hasina Khan, Margaret Lees, Roy Lees, Laura Lennox, Marion Lowe, Peter Malpas, Thomas McGowan, Miss June Molyneaux, Greg Morgan, Michael Muncaster, Mark Perks, Geoffrey Russell, Rosemary Russell, Edward Smith, Mrs Iris Smith, Shaun Smith, Mrs Joyce Snape, Ralph Snape, John Walker, Mrs Stella Walsh and Mary Wilson

07.C.44 APOLOGIES FOR ABSENCE

No apologies were received.

07.C.45 DECLARATIONS OF ANY INTERESTS

No Member disclosed an interest in relation to matters under consideration at the meeting.

07.C.46 MINUTES

RESOLVED – That the minutes of the Council meeting held on 17 April 2007 be confirmed as a correct record and signed by the Mayor.

07.C.47 RETURNING OFFICER'S REPORT

The Chief Executive, as Returning Officer, reported that at the Municipal Elections held on 3 May 2007, the following persons, were duly elected as Councillor for the Borough and signed a Declaration of Acceptance of office as Councillor:

Ward	Councillor Elected
Adlington and Anderton	June Molyneaux
Astley and Buckshaw	Mark Perks
Chisnall	Edward Malcolm Smith
Chorley East	Terence Brown
Chorley North East	Marion Lowe
Chorley North West	Peter Malpas
Chorley South East	Patricia Mary Haughton
Chorley South West	Laura Jane Lennox
Clayton-le-Woods and Whittle-le-Woods	Gregory Ian Morgan
Clayton-le-Woods North	Michael John Devaney
Clayton-le-Woods West and Cuerden	Judith Ann Boothman
Coppull	Nora Theresa Ball
Eccleston and Mawdesley	Kevin Joyce
Lostock South	Peter Goldsworthy
Lostock	Doreen Dickinson

The Mayor welcomed all new Members to the Council and along with the Leaders of the Conservative, Labour, Liberal Democrat and Independent Groups paid tribute to those who lost their seats and to those who did not seek re-election.

07.C.48 ELECTION OF THE MAYOR FOR THE ENSUING MUNICIPAL YEAR

It was moved by Councillor Anthony Gee and seconded by Councillor Daniel Gee that Councillor Adrian Lowe be elected Mayor of the Borough of Chorley for the ensuing Municipal Year.

RESOLVED – That Councillor Adrian Lowe be elected Mayor of the Borough of Chorley for the ensuing Municipal Year.

DECLARATION OF ACCEPTANCE OF OFFICE AND INTRODUCTION OF THE MAYORESS

Councillor Adrian Lowe signed the Declaration of Acceptance of Office. The Mayor introduced his wife Councillor Marion Lowe as his Mayoress for the ensuing Municipal Year and expressed his thanks for his election as Mayor.

Present: Councillor Adrian Lowe (Mayor), Councillor Terry Brown (Deputy Mayor), Councillors Kenneth Ball, Nora Ball, Eric Bell, Judith Boothman, Alan Cain, Mrs Pat Case, Henry Counce, Alan Cullens, Magda Cullens, Michael Davies, David Dickinson, Dennis Edgerley, Anthony Gee, Daniel Gee, Peter Goldsworthy, Mrs Marie Gray, Pat Haughton, Harold Heaton, Catherine Hoyle, Keith Iddon, Miss Margaret Iddon, Kevin Joyce, Hasina Khan, Margaret Lees, Roy Lees, Laura Lennox, Marion Lowe, Peter Malpas, Thomas McGowan, Miss June Molyneaux, Greg Morgan, Michael Muncaster, Mark Perks, Geoffrey Russell, Rosemary Russell, Edward Smith, Mrs Iris Smith, Shaun Smith, Mrs Joyce Snape, Ralph Snape, John Walker and Stella Walsh.

07.C.49 ELECTION OF THE DEPUTY MAYOR FOR THE ENSUING MUNICIPAL YEAR

It was moved by Councillor Hasina Khan and seconded by Councillor Mary Wilson that Councillor Terry Brown be elected Deputy Mayor of the Borough of Chorley for the ensuing Municipal Year.

RESOLVED – That Councillor Terry Brown be elected Deputy Mayor of the Borough of Chorley for the ensuing Municipal Year and signed the Declaration of Acceptance of Office and the Deputy Mayor expressed his thanks for his election.

07.C.50 PRESENTATION AND VOTE OF THANKS TO PAST MAYOR

The Mayor presented Councillor Mary Wilson with a portrait of herself in the Mayoral regalia, medallion and a plaque bearing the Council's Coat of Arms as a token of her year of office.

Tributes were paid to Councillor Mrs Mary Wilson and her husband Jack by the Mayor and Leaders of the Conservative, Labour, Liberal Democrat and Independent Groups for their services to the community during their year as Mayor and Consort.

07.C.51 MAYORAL ANNOUNCEMENTS

The Mayor reminded Members that all were invited to take part in the Annual Procession on Sunday, 20 May 2007. The procession, included Councillors and

representatives from the Royal British Legion, the ex-Service association, St John Ambulance, Scouts and Guides, would leave St Thomas's Square at 10.30am and make its way top St Laurence's Church in Union Street, Chorley for an 11.00am service.

Following the service tea and coffee to be served in the Council Chamber.

The Mayor announced drinks in the Mayor's Parlour after Council.

07.C.52 REVIEW OF POLITICAL COMPOSITION AND APPOINTMENT OF EXECUTIVE CABINET, COMMITTEES AND OTHER BODIES 2007/08

A report of the Chief Executive on the proposed executive function to be discharged by the Executive and the details of the proposed membership of the Executive Cabinet, the Committees and other bodies were circulated prior to the meeting.

- (a) To appoint the Executive Leader, Deputy Leader and other Members of the Executive Cabinet for the ensuing Municipal Year.
- (b) To appoint the Lead Members (Champions) for the ensuing Municipal Year.
- (c) To appoint the Members of the various Committees, Sub-Committees and other Bodies in accordance with the political balance rules and their Chairs and Vice Chairs for the ensuing Municipal Year.
- (d) To note the Shadow Portfolio Members.

It was moved by Councillor Peter Goldsworthy (Executive Leader) and seconded by Councillor Mrs Pat Case (Deputy Leader of the Council) that the proposals contained in the papers be approved.

An amendment was moved by Councillor Dennis Edgerley and seconded by Councillor Anthony Gee that Councillor Shaun Smith be replaced by Councillor Dennis Edgerley on the Development Control Committee and another Labour Councillor be appointed onto the Environment and Community Overview and Scrutiny Panel.

The amendment was put to the vote and the Mayor declared it lost.

RESOLVED – 1) That Councillor Peter Goldsworthy be appointed Executive Leader of the Council.

2) That Councillor Mrs Pat Case be appointed Deputy Leader of the Council.

3) That in addition to the Executive Leader the following be appointed Executive Members to serve on the Executive Cabinet.

Councillors **Eric Bell**
 Mrs Pat Case
 Alan Cullens
 Peter Malpas
 Mark Perks
 John Walker

4) That the following be appointed Lead Members (Champions) for the functions indicated.

Councillors **Geoffrey Russell (Finance)**
 Mrs Marie Gray (Town Centre)
 Harold Heaton (Development Control)
 Rosemary Russell (Health and Older People)

Mrs Iris Smith (Licensing)

5) That appointments be made as follows to Committees, Sub-Committees and other bodies and that the Chairs and Vice-Chairs be appointed as indicated.

Audit Committee

Councillors **Anthony Gee (Chair)**
Mary Wilson (Vice-Chair)
Alan Cain
Magda Cullens
Michael Devaney
Keith Iddon

Development Control Committee

Councillors **Harold Heaton (Chair)**
David Dickinson (Vice-Chair)
Kenneth Ball
Eric Bell
Alain Cain
Henry Counce
Michael Davies
Michael Devaney
Daniel Gee
Patricia Haughton
Roy Lees
Adrian Lowe
Miss June Molyneaux
Geoffrey Russell
Edward Smith
Shaun Smith
Ralph Snape

General Purposes Committee

Councillors **Peter Goldsworthy (Chair)**
Mrs Pat Case (Vice-Chair)
Mrs Nora Ball
Judith Boothman
Magda Cullens
Dennis Edgerley
Mrs Marie Gray
Anthony Gee
Catherine Hoyle
Kevin Joyce
Hasina Khan
Marion Lowe
Peter Malpas
Michael Muncaster
Rosemary Russell
Mrs Joyce Snape
Mrs Mary Wilson

Licensing and Safety Committee

Councillors **Mrs Iris Smith (Chair)**
Edward Smith (Vice-Chair)
Judith Boothman

Terry Brown
Magda Cullens
David Dickinson
Doreen Dickinson
Patricia Haughton
Miss Margaret Iddon
Keith Iddon
Hasina Khan
Margaret Lees
Marion Lowe
Thomas McGowan
Ralph Snape
John Walker
Mrs Stella Walsh

Overview and Scrutiny Committee

Councillors Dennis Edgerley (Chair)
 Laura Lennox (Vice-Chair)
 Kenneth Ball
 Alan Cain
 Mrs Marie Gray
 Harold Heaton
 Miss Margaret Iddon
 Margaret Lees
 Greg Morgan (Associate Chair)
 Geoffrey Russell (Associate Chair)
 Mrs Iris Smith
 Edward Smith

Corporate and Customer Overview and Scrutiny Committee

Councillors Geoffrey Russell (Chair)
 Terry Brown
 Henry Counce
 Michael Davies
 David Dickinson
 Doreen Dickinson
 Michael Devaney
 Daniel Gee
 Patricia Haughton
 Keith Iddon
 Kevin Joyce
 Hasina Khan
 Michael Muncaster
 Miss June Molyneaux
 Thomas McGowan
 Joyce Snape
 Mrs S Walsh

Environment and Community Overview and Scrutiny Panel

Councillors Greg Morgan (Chair)
 Mrs Nora Ball
 Judith Boothman
 Magda Cullens
 Michael Devaney
 Doreen Dickinson
 Anthony Gee

Catherine Hoyle
 Keith Iddon
 Miss Margaret Iddon
 Kevin Joyce
 Michael Muncaster
 Roy Lees
 Adrian Lowe
 Marion Lowe
 Rosemary Russell
 Shaun Smith

Chorley Partnership Board (Local Strategic Partnership)

Lincoln Shields (Chair)

County Councillors Edward Forshaw
 Alan Whittaker
 Donald Yates
 Mark Perks

Borough Councillors Peter Goldsworthy
 Eric Bell
 Mrs Pat Case
 Alan Cullens
 Dennis Edgerley
 Peter Malpas

Lancashire Locals

Councillors Kenneth Ball
 Eric Bell
 Alan Cain
 Peter Goldsworthy
 Harold Heaton
 Hasina Khan
 John Walker

Appointments Panel

Councillors Peter Goldsworthy (Chair)
 Kenneth Ball
 Mrs Pat Case
 Dennis Edgerley
 Ralph Snape
 John Walker

Chief Executive Performance Review Panel

Councillors Peter Goldsworthy (Chair)
 Mrs Pat Case
 Dennis Edgerley
 Catherine Hoyle
 John Walker

Civic Events Working Group

Councillors John Walker (Chair)
 Eric Bell
 Daniel Gee

Human Resources (Appeals) Committee

Councillors **John Walker (Chair)**
Alan Cain
Marion Lowe
Michael Muncaster

JNC (Appeals) Committee

Councillors **Peter Malpas (Chair)**
Geoffrey Russell (Vice-Chair)
Michael Devaney
Daniel Gee
Thomas McGowan

JNC Investigation Committee

Councillors **Mrs Pat Case (Chair)**
Mrs M Gray (Vice-Chair)
Judith Boothman
Dennis Edgerley
Anthony Gee
Keith Iddon

Member Development Steering Group

Councillors **Alan Cain (Chair)**
Anthony Gee (Vice-Chair)
Mrs Nora Ball
Miss Margaret Iddon
Margaret Lees
John Walker

Standards Committee

Councillors **Alan Cain (Vice-Chair)**
Judith Boothman
Keith Iddon
Thomas McGowan

Parish Council Member **Mrs Joan Geddes**
Non-Council Member **Mr R A Ellwood (Chair)**
Rev Dr J Cree

Statutory Licensing Committee

Councillors **Mrs Iris Smith (Chair)**
Edward Smith (Vice-Chair)
Judith Boothman
Terry Brown
Magda Cullens
David Dickinson
Doreen Dickinson
Patricia Haughton
Miss Margaret Iddon
Keith Iddon
Hasina Khan
Margaret Lees

Marion Lowe
 Thomas McGowan
 Ralph Snape
 John Walker
 Mrs Stella Walsh

Statutory Licensing Sub-Committee A

Councillor Mrs Iris Smith (Chair)

Plus two other Members from the Statutory Licensing Committee to be nominated and one reserve.

Statutory Licensing Committee B

Councillor Edward Smith (Chair)

Plus two other Members from the Statutory Licensing Committee to be nominated and one reserve.

Disability Liaison Group

Councillors David Dickinson (Chair)
 Mrs Nora Ball
 Catherine Hoyle
 Rosemary Russell
 Mrs Iris Smith
 Ralph Snape

Ethnic Minorities Committee

Councillors Hasina Khan (Chair)
 Terry Brown
 Mrs Marie Gray
 Peter Malpas

Licensing Liaison Panel

Councillors Mrs Iris Smith (Chair)
 Edward Smith

Town Centre Workshop

Councillors Mrs Marie Gray (Chair)
 Anthony Gee
 Patricia Haughton
 Marion Lowe
 Peter Malpas
 Mrs Stella Walsh

Chorley Central Community Forum

Councillors John Walker (Chair)
 Adrian Lowe (Vice-Chair)
 Terry Brown
 Dennis Edgerley
 Anthony Gee
 Patricia Haughton
 Hasina Khan

Laura Lennox
 Margaret Lees
 Roy Lees
 Marion Lowe
 Thomas McGowan
 Peter Malpas
 Joyce Snape
 Ralph Snape

Chorley East Community Forum

Councillors John Walker (Chair)
 Eric Bell
 Judith Boothman
 Alan Cain
 Alan Cullens
 Magda Cullens
 Michael Devaney
 David Dickinson
 Mrs Marie Gray
 Greg Morgan
 Michael Muncaster
 Mark Perks
 Mrs Iris Smith
 Shaun Smith

Vice-Chair to be appointed at each meeting

Chorley South Community Forum

Councillors John Walker (Chair)
 Kenneth Ball (Vice-Chair)
 Mrs Nora Ball
 Mrs Pat Case
 Michael Davies
 Catherine Hoyle
 Miss June Molyneaux
 Mrs Stella Walsh

Chorley West Community Forum

Councillors John Walker (Chair)
 Daniel Gee (Vice-Chair)
 Henry Counce
 Doreen Dickinson
 Peter Goldsworthy
 Harold Heaton
 Keith Iddon
 Mrs Margaret Iddon
 Kevin Joyce
 Geoffrey Russell
 Rosemary Russell
 Edward Smith

6) That the following Shadow Portfolio Members be noted.

Councillor Dennis Edgerley	Shadow Executive Leader Shadow Member for Resources and the White Paper
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- Councillor Terry Brown** **Shadow Member for Community Safety**
- Councillor Anthony Gee** **Shadow Member for Democratic and Legal Services**
- Councillor Daniel Gee** **Shadow Member for Streetscene, Neighbourhoods and Environment**
- Councillor Catherine Hoyle** **Shadow Member for Health and Well Being including Astley Park**
- Councillor Laura Lennox** **Shadow Member for Corporate Policy and Performance including Strategic Housing**
- Councillor Adrian Lowe** **Shadow Member for Economic Development and Regeneration including Town Centre**
- Councillor Kenneth Ball** **Shadow Spokesman for Procurement**
- Councillor Mrs Stella Walsh** **Shadow Spokesman for Licensing**

White Paper and Neighbourhood Working – Councillors Dennis Edgerley; Adrian Lowe, Laura Lennox

- 7) That the Executive Leader be given delegated authority in consultation with the Chief Executive to agree the membership of the Local Development Framework and Community Strategy Working Group.
- 8) That the Executive Leader considers at a meeting of the All Party Leaders Liaison meeting a proposal for the Chair of each of the Community Forums to be a Councillor from that area of the Forum.

07.C.53 APPOINTMENTS TO OUTSIDE BODIES 2007/08

The schedule of appointments of representatives to outside bodies for the Municipal Year 2007/08 was moved by Councillor Peter Goldsworthy and seconded by Councillor Mrs Pat Case.

The Council was informed that the Chorley and District Victim Support Group no longer required a Council representative and it was agreed that it be deleted from the list of appointments.

An amendment was moved by Councillor Dennis Edgerley that Councillor Thomas McGowan replaces Councillor John Walker on the North West of England and the Isle of Man Reserved Forces and Cadets Association.

The amendment was accepted.

RESOLVED – That the representatives on the Outside Bodies be as listed below:

NAME OF BODY	NO OF REPS	REPRESENTATIVES	EXPIRY DATE
Adlington Community Association	2	Councillor Miss J Molyneaux and Mr Adam Unsworth (Conservative	15 May 08

NAME OF BODY	NO OF REPS	REPRESENTATIVES	EXPIRY DATE
		Nominee)	
Chorley Lifestyle Centre	2	Councillor Mrs M Gray and Cath Hoyle	15 May 08
Bankside Day Centre Committee (Weldbank Lane, Chorley)	1	Councillor A Gee	15 May 08
Brindle Village Hall Management Committee	1	Councillor David Dickinson	15 May 08
Central Lancashire NHS Modernisation Board	2	Executive Member for Health, Leisure and Well-Being (Councillor M Perks) and Director of Leisure and Cultural Services	15 May 08
Chorley and District Neighbourhood Watch Association	1	Executive Member for Streetscene, Neighbourhoods and Environment (Councillor Eric Bell)	15 May 08
Chorley and District Sports Council Executive Committee	2	Executive Member for Health, Leisure and Well-Being (Councillor M Perks) and Councillor J Walker	15 May 08
Chorley and South Ribble Citizens Advice Bureau Management Committee	1	Cllr Mrs P Haughton	15 May 08
Chorley and South Ribble Council for Voluntary Service	1	Councillor Mrs D Dickinson	15 May 08
Chorley and South Ribble Crossroads Care Scheme (Trustees)	1	Vacancy	15 May 08
Chorley and South Ribble Disability Forum	1	Councillor David Dickinson	15 May 08
Chorley and South Ribble MIND	1	Councillor Mrs D Dickinson	15 May 08
Chorley and South Ribble Shopmobility	1	Councillor Mrs M Gray	15 May 08
Chorley Community Centre Committee	1	Councillor M Lees	Oct 08
Chorley Community Housing Board	4	Councillors A Cain, Edgerley, Mrs M Gray and Hasina Khan	15 May 08
Chorley Crime and Disorder Reduction Partnership (CDRP) – Chorley's Community Safety Partnership	4	Executive Member for Streetscene, Neighbourhoods and Environment (Councillor E Bell) and Councillors T Brown, A Cullens and M Perks	15 May 08
Chorley Consolidated Charity and Chorley Relief Fund	3	Cllr A Gee (Appointed May 05) Cllr Mrs M Gray (Appointed May 05) Cllr Mrs M Cullens (Appointed May 06) (NB Appointments are for a 5 year period and cannot be changed mid-period)	May 2010 May 2010 15 May 2011
Chorley Domestic Violence Forum	2	Councillors Mrs M Cullens and Mrs I Smith	15 May 08
Chorley Environmental Action Group	2	Executive Member for Streetscene, Neighbourhoods and Environment (Cllr E Bell)	15 May 08
Chorley Women's Centre	1	Councillor Mrs D Dickinson	15 May 08
Clayton-le-Woods	1	Councillor Mrs M Cullens	15 May 08

NAME OF BODY	NO OF REPS	REPRESENTATIVES	EXPIRY DATE
Community Centre Management Committee			
Confederation of Burial Authorities	2	Executive Member for Health, Leisure and Well-Being (Councillor M Perks) and Cemeteries Registrar	15 May 08
Court of Lancaster University	1	Councillor M Devaney	1 Aug 06 to 31 July 2010
Cuerden Valley Trust	1	Councillor M Muncaster	15 May 08
Eccleston Maintained Youth Centre Management Committee	2	Councillor H Caunce and Councillor K Joyce	15 May 08
Educational Water Sports Committee	1	Executive Member for Health, Leisure and Well-Being (Councillor M Perks)	15 May 08
Groundwork Trust Wigan and Chorley	1	Councillor E Bell	15 May 08
Heapey and Wheelton Village Hall Committee	2	Councillors Mrs I Smith and S Smith	15 May 08
Heskin Village Hall Management Committee	1	Councillor E Smith	15 May 08
Hoghton Village Hall Management Committee	1	Councillor David Dickinson	15 May 08
Home-Start Chorley and South Ribble	1	Councillor Mrs R Russell	15 May 08
Lancashire College, Chorley	1	Councillor Mrs P Case	1 Oct 06 to 30 Sept 09
Lancashire County Council Adult Social Care and Health Overview and Scrutiny Committee (Co-opted member)	1	Councillor Mrs R Russell (Substitute Members – Councillors G Russell and A Gee)	15 May 08
Lancashire Economic Partnership Forum	1	Executive Leader (Councillor P Goldsworthy)	15 May 08
Lancashire Neighbourhood Watch Forum	1	Councillor E Bell	15 May 08
Lancashire Police Authority Community Meeting	6	Councillors A Cain, E Bell, T Brown, A Cullens, David Dickinson and M Muncaster	15 May 08
Lancashire Police Authority Partnerships Forum	1	Councillor David Dickinson	15 May 08
Lancashire Shared Services Contact Centre Partnership	1	Councillor John Walker	15 May 08
Lancashire Teaching Hospitals NHS Trust – Governing Council	1	Councillor Mrs I Smith	15 May 08
Lancashire Valuation and Community Charge Tribunal* See attached appendix for membership qualification	4	Councillor E Bell Mr John Davies, 3 Gillcroft, Eccleston, Chorley PR7 5SE (Labour nominee) Mrs M Edgerley, 11 Shaftesbury Place, Chorley PR7 1LS (Labour nominee) Dr A Miller, 95 Heapey Road, Chorley PR6 9BQ (Labour nominee)	March 09 March 09 March 09 March 09 (Reps to hold office until end of period)

NAME OF BODY	NO OF REPS	REPRESENTATIVES	EXPIRY DATE
Lancashire Waste Management Strategy Group	1	Executive Member for Streetscene, Neighbourhoods and Environment (Cllr E Bell)	15 May 08
Lever Park Joint Working Group	2	Councillors Mrs P Case and M Davies	15 May 08
Local Government Association General Assembly	2	Executive Leader (Cllr P Goldsworthy) and Deputy Leader of Council (Cllr Mrs P Case)	15 May 08
Local Government Association New Towns Special Interest Group	2	Executive Leader and Deputy Leader of Council	15 May 08
Local Government Association Rural Commission	2	Executive Leader and Deputy Leader of Council	15 May 08
Local Government Association Urban Commission	2	Executive Leader and Deputy Leader of Council	15 May 08
Local Government Association Lancashire Branch	3	Executive Leader, Deputy Leader of Council and Leader of the Opposition (Councillor D Edgerley)	15 May 08
Markets Appeals Panel	2	Chair and Vice-Chair of Town Centre Workshop (Cllrs Mrs M Gray and P Malpas) plus 2 Market Traders	15 May 08
Mawdesley Millennium Trust	1	Councillor K Iddon	15 May 08
Mawdesley Village Hall Management Committee	1	Councillor K Joyce	15 May 08
North Western Local Authorities' Employers Organisation	1	Executive Member for Resources (Councillor A Cullens) (An employee of: (i) an organisation represented on the Trade Union side of the Joint Council; or (ii) a local or Joint Authority and whose conditions of employment are within the scope of the Joint Council shall not be appointed as an Employers' representative (or substitute representative) on the Employers' Organisation. Rule 5(d))	15 May 08
North West Regional Assembly	1	Executive Leader	15 May 08
North West Tourist Board	1	Councillor S Smith	15 May 08
Preston and Western Lancashire Racial Equality Council	1	Councillor P Malpas	15 May 08
Rivington Heritage Trust	1	Councillor Mrs P Case	15 May 08
Rivington and Brinscall Advisory Group	3	Councillor Mrs M Gray plus the Council's Representatives on West Pennine Moors Area Management Committee (Councillors Mrs P Case and M Davies)	15 May 08
Runshaw College Community Liaison Group	4	Councillors G Russell (Chair), A Cain (Vice-Chair) and D Gee Mr Kevin Hodges, 103 Princess Way, Euxton PR6 7PX (Conservative	15 May 08

NAME OF BODY	NO OF REPS	REPRESENTATIVES	EXPIRY DATE
		nominee)	
St John Ambulance Association	1	His Worship the Mayor	15 May 08
The North West of England and Isle of Man Reserved Forces and Cadets Association	1	Councillor T McGowan	15 Mar 08
West Pennine Moors Area Management Committee	2	Councillors Mrs M Gray and M Davies	15 May 08

07.C.54 PROGRAMME OF ORDINARY COUNCIL MEETINGS 2007/08

It was moved by Councillor Peter Goldsworthy and seconded by Councillor Mrs P Case that the Ordinary Meetings of the Council be held on the following dates during the ensuing Municipal Year, in the Town hall, Chorley, commencing at 6.30pm.

10 July 2007
 18 September 2007
 30 October 2007
 18 December 2007
 26 February 2008
 22 April 2008

RESOLVED – That the above dates be approved.

07.C.55 REVISED MODEL CODE OF CONDUCT FOR LOCAL AUTHORITY MEMBERS

The Vice Chair of the Standards Committee presented a report of the Director of Customer, Democratic and Legal Services setting out details of a revised Model Code of Conduct for Local Authority Members made by the Local Authorities (Model Code of Conduct) Order 2007 and seeking approval to the adoption of the revised code.

The Vice-Chair of the Standards Committee presented another report of the Director of Customer, Democratic and Legal Services setting out the recommendations of the Standards Committee that met on 11 May 2007 when the revised Model Code of Conduct for Local Authority Members was considered.

RESOLVED – 1) That the Council adopts the revised model Code of Conduct without amendment.

2) That the Ten General Principles of Public Life set out as a preamble to the code be accepted.

3) That all Members complete and return their Register of Interests form to Democratic Services.

07.C.56 GAMBLING ACT 2005 - IMPLEMENTATION AND DELEGATION

It was moved by Councillor Mrs Iris Smith and seconded by Councillor Peter Goldsworthy that the delegations required under the Gambling Act 2005 as set out in Appendix 1 of the submitted report of the Director of Customer, Democratic and Legal Services be approved.

The Council was required under the Gambling Act 2005 to devolve powers from the Statutory Licensing Committee to Sub-Committees and Officers.

RESOLVED – That the delegation set out in Appendix 1 of the submitted report be approved.

07.C.57 CHORLEY ANNUAL REPORT (BEST VALUE PERFORMANCE PLAN)

It was moved by Councillor Mrs Pat Case and seconded by Councillor Peter Goldsworthy that the Chorley Annual Report (Best Value Performance Plan) be approved.

The Council was required under the provisions of the Local Government Act 1999, to publish a Best Value Performance Plan annually by 30 June each year.

RESOLVED – That the final version of the Annual Report be approved by the Leader of the Council under delegated powers.

Mayor

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COUNCIL**Saturday, 9 June 2007**

Present: Councillor Adrian Lowe (Mayor), Councillors Eric Bell, Alan Cain, Mrs Pat Case, Alan Cullens, Magda Cullens, Michael Devaney, Doreen Dickinson, Dennis Edgerley, Anthony Gee, Daniel Gee, Peter Goldsworthy, Mrs Marie Gray, Catherine Hoyle, Miss Margaret Iddon, Hasina Khan, Marion Lowe, Peter Malpas, Thomas McGowan, Miss June Molyneaux, Greg Morgan, Michael Muncaster, Mark Perks, Geoffrey Russell, Rosemary Russell, Edward Smith, Mrs Iris Smith, Mrs Joyce Snape, Ralph Snape, John Walker and Mrs Stella Walsh

07.C.58 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Terry Brown (Deputy Mayor) and Councillors Kenneth Ball, Nora Ball, Judith Boothman, Henry Counce, Michael Davies, David Dickinson, Mrs Pat Haughton, Harold Heaton, Keith Iddon, Kevin Joyce, Margaret Lees, Roy Lees, Laura Lennox, Michael Muncaster, Shaun Smith and Mary Wilson.

07.C.59 FREEDOM OF THE BOROUGH - 5 GENERAL SUPPORT MEDICAL REGIMENT

It was moved by Councillor Peter Goldsworthy (Executive Leader) and seconded by Councillor Mrs Pat Case (Deputy Leader of the Council) -

“That in accordance with Section 249(5) of the Local Government Act 1972, this Council wishes to place on record its high appreciation of, and the debt of gratitude of the Borough to, the Officers and Soldiers of the 5 General Support Medical Regiment and, in the light of the long and close association between the Borough and the Regiment, resolves that the Freedom of the Borough be conferred on the Regiment and that it be granted, the right, privilege, honour and distinction of marching through the streets of Chorley on all ceremonial occasions with drums beating, bands playing and flags flying”.

Councillors Dennis Edgerley, Mrs Stella Walsh and Ralph Snape spoke in support of the resolution.

RESOLVED – “That in accordance with Section 249(5) of the Local Government Act 1972, this Council wishes to place on record its high appreciation of, and the debt of gratitude of the Borough to, the Officers and Soldiers of the 5 General Support Medical Regiment and, in the light of the long and close association between the Borough and the Regiment, resolves that the Freedom of the Borough be conferred on the Regiment and that it be granted, the right, privilege, honour and distinction of marching through the streets of Chorley on all ceremonial occasions with drums beating, bands playing and flags flying.”

Mayor

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Report of	Meeting	Date
Chief Executive	Council	10 July 2007

REPORT OF THE INDEPENDENT REMUNERATION PANEL

PURPOSE OF REPORT`

- To consider the recommendations of the Independent Remuneration Panel to the Council in relation to Members Allowances.

CORPORATE PRIORITIES

- The proposals in the report will support the Council's corporate priority of "Involving People in their Communities".

RISK ISSUES

- The issue raised and recommendations made in this report involve risk considerations in the following categories:

Strategy		Information	
Reputation	√	Regulatory/Legal	√
Financial	√	Operational	
People		Other	

BACKGROUND

- Allowances can only be paid to Members of local authorities in accordance with the Local Government and Housing Act 1989, as amended by the Local Government Act 2000 and supplemented by the Local Authorities (Members Allowances) (England) Regulations 2003. These statutory provisions require local authorities to make a formal Scheme of Allowances for their Members and to establish and maintain an Independent Remuneration Panel to make recommendations to Councils about their Schemes. The Council is required to have regard to recommendations that have been made by its Independent Remuneration Panel.

REPORT OF THE INDEPENDENT REMUNERATION PANEL

- The Independent Remuneration Panel have made several recommendations to be considered by the Council. These are set out in full in the attached report of the Panel.

COMMENTS OF THE DIRECTOR OF HUMAN RESOURCES

- To ensure that Elected Members are remunerated correctly for the additional responsibility they undertake whilst holding positions with `special responsibility` an increase in remuneration levels is required.

COMMENTS OF THE DIRECTOR OF FINANCE

7. At the Annual Meeting, held on 15 May 2007, the number of Lead Members was reduced from 11 to 5. This reduced the cost by £7980.00.
8. The current Special Responsibility Allowance for the Lead Member for Development Control and the Lead Member for Licensing is £1,595.00. An increase to £2,700.00 would cost £2210 in total.
9. There is no Special Responsibility Allowance for the Vice-Chair of the Development Control Committee and the Vice-Chair of the Licensing and Safety Committee currently. An Allowance of £1330.00 each would cost £2660.00.
10. There is no Special Responsibility Allowance for the Chair of the Audit Committee. The proposed allowance is £1330.00.
11. The overall result shows a reduction in costs of £1780.00.

RECOMMENDATION(S)

12. The Council is requested to approve the recommendations of the Independent Remuneration Panel.

DONNA HALL
CHIEF EXECUTIVE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Steve Pearce / Ruth Hawes	5196 / 5118	26 June 2007	Team Drive, Ad Hoc, Independent Remuneration Panel

Chorley Council

REPORT OF INDEPENDENT REMUNERATION PANEL

JUNE 2007



Members of the Independent Remuneration Panel

Dennis Benson - Chairman

Chairman of Lancashire Teaching
Hospitals NHS Trust

John Cowdall

Ex-Chief Executive of West Lancashire
District Council and Management
consultant

Tom Waring

Ex-Head of Personnel, Lancashire
County CouncilSupported by

Donna Hall

Chief Executive

Gary Hall

Director of Finance

Andrew Docherty

Director of Customer, Democratic and
Legal Services

Steve Pearce

Assistant Head of Democratic Services

Miss R Hawes

Assistant Democratic Services Officer

Introduction

1. The three Panel Members were appointed by the Council on 19 December 2006 to serve on the Independent Remuneration Panel for a term of office up to five years to review the Councils existing Members' Allowances Scheme and the amounts to be paid.
2. Allowances can only be paid to Members of local authorities in accordance with the Local Government and Housing Act 1989, as amended by the Local Government Act 2000 and supplemented by the Local Authorities (Members Allowances) (England) Regulations 2003. These statutory provisions require local authorities to make a formal Scheme of Allowances for their Members and to establish and maintain an Independent Remuneration Panel to make recommendations to Councils about their Schemes. The Council is required to have regard to recommendations that have been made by its Independent Remuneration Panel.
3. The Panel met on 29 January 2007, 12 March 2007 and 20 June 2007 to undertake this review.

Terms of Reference

4. The terms of reference for the Independent Remuneration Panel were to consider:
 - a. The amount of basic allowance which should be paid to Members of the Council,
 - b. The duties in respect of which members should receive a special responsibility allowance and the amount of such allowances,
 - c. The arrangements for the annual uplift of the allowances scheme,
 - d. Any other issues referred to the Panel in respect of the payment of remuneration to Members of the Council.

Issues to be reviewed 2007

5. The current Members Allowance Scheme was approved at the Council meeting held on 1 November 2005 following the consideration of a report by the previous Panel. The scheme may be amended at any time but may only be revoked with effect from the beginning of a year.
6. The Panel was requested to review:
 - a. The Special Responsibility Allowance for the Lead Members for Development Control and Licensing following the recent changes in membership of the Executive Cabinet, as these two posts are also Chairs of regulatory committees that meet on a regular basis
 - b. The Special Responsibility Allowance for the Vice Chairs of the Development Control and Statutory Licensing Committees
 - c. The Special Responsibility Allowance for the Chair of the Audit Committee following the adoption of new terms of reference for the Committee in accordance with the CIPFA/SOLACE guidelines.

7. The new Panel also reviewed the following outstanding issues:
 - a. The methodology for the annual uplift rate for the Allowances Scheme (for a maximum period of 4 years),
 - b. The travel and subsistence allowances for members
 - c. The approved duties for the payment of allowances
 - d. The provision of allowances for co-opted members
 - e. Whether allowances should be withheld if a member is suspended (e.g. arising from a standards hearing) and to make provision for the repayment of allowances

Methodology

Current Members' Allowances Scheme and the Report of the Previous Panel

8. The Panel received the current Members' Allowances Scheme and the report of the previous Panel for information.
9. The methodology behind the Scheme and recommendations of the previous Panel were discussed. It was noted that the Council had not adopted all the recommendations of the Panel.

Comparative Information from Lancashire Authorities

10. Officers explained that all Lancashire Districts, Unitaries and Lancashire County Council had been contacted for the details of their Schemes and the document supplied was a comparison of all the Schemes received.
11. The Panel discussed the document and noted that there was no consistent approach to Members' Allowances Schemes.

Roles and Responsibilities

12. The Panel discussed the roles and responsibilities of the posts referred to in paragraph 6 and the frequency of meetings they attend.

Recommendations of the Panel

13. The Panel wish to submit the following recommendations to the Council for consideration:
 - a. That the annual uplift of Members' Allowances be at the same rate as the officers annual pay increase and be implemented with effect from 1 April each year;
 - b. That Members' receive the same allowances for travel and subsistence as officers;
 - c. That if, following a Standards hearing, a Member was found to be in breach of the Code of Conduct and suspended their allowances should be withheld for the period of suspension;
 - d. That the payment of a Special Responsibility Allowance for the Chair of the Standards Committee be formalised in the Members Allowances Scheme at the sum of £1595.00 as previously agreed by Council on 9 July 2002;
 - e. That the posts of Lead Members for Development Control Committee and Licensing be redesignated as the Chair of Development Control Committee and Chair of Licensing and Safety Committee respectively;
 - f. That the special responsibility allowance for the Chair of Development Control Committee and Chair of Licensing and Safety Committee be increased from £1,595 to £2,700 per annum;

- g. That a special responsibility allowance of £1,330 per annum be paid to the Vice-Chair of the Development Control Committee and the Vice-Chair of Licensing and Safety Committee;
- h. That a special responsibility allowance of £1,330 per annum be paid to the Chair of the Audit Committee;
- i. That the special responsibility allowance for the Chair of Overview and Scrutiny Committee/Panels be reviewed in due course by the Panel following the introduction of a revised Overview and Scrutiny structure;
- j. That the framework produced by the previous Independent Remuneration Panel should be re-examined with minor amendments to some of the factor weightings, and that the revised framework be used for any further reviews of the Members Allowances Scheme;
- k. That the following revisions be made to the Members Allowances Scheme:
 - Paragraph 3: The inclusion of a statement indicating that the Basic Allowance contains an element for Members to publicise their availability to constituents.
 - Paragraph 10: Inclusion of the methodology for the annual uprate.
 - Paragraph 11: Inclusion of the legal requirement to keep records of payments of allowances, open to public inspection, and be publicised annually.
 - Paragraph 12: The right to allowances will be removed whilst a Councillor is suspended from the Council for breach of the member code of conduct.
 - Paragraph 13: Reference made to equipment and stationary been made available to Councillors.
 - Appendix B: The inclusion of the Approved Duties for which travel and subsistence claims can be made (The Travel and Subsistence Allowances paid to staff will also apply for Members as previously agreed by the Panel).
 - Appendix C: The inclusion of Travel and Subsistence Allowances.

The inclusion of the following guidance notes:

Appendix D: How do I Claim My Allowances?

Appendix E: The Effect on Taxation, National Insurance Contributions and Benefit Entitlement.

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REPORT OF EXECUTIVE CABINET

CAPITAL PROGRAMME – OUTTURN FOR 2006/07 AND MONITORING OF 2007/08 PROGRAMME

1. The Executive Cabinet at its meeting on 26 June 2007 was presented with a joint report from the Deputy Chief Executive/Executive Director (Corporate and Customer) and the Director of Finance which set out (i) the provisional outturn for the Council's Capital Programme for 2006/07; (ii) a progress update on the 2007/08 Capital Programme; and (iii) recommendations of the Corporate Improvement Board on suggested new projects.
2. The provisional outturn for the 2006/07 Capital Programme is projected as £13,269,246, which is £944,676 in excess of the approved programme. Appendix 1 to the submitted report gives a detailed analysis of the provisional outturn against the approved programme. The appendix also outlined the proposed financing arrangements for the 2006 programme and identifies a projected slippage of £236,260 to the 2007/08 Capital Programme. Appendix 2 to the submitted report contains a detailed analysis of the expenditure variations totalling £1,180,942.
3. The current forecast for the 2007/08 Capital Programme reveals an increase in the programme of £8,302,450, with the changes being summarised in the table below.

Date Reported	Details	£	£
Council, 27 February 2007	Committed expenditure 2007/08	4,976,440	
	Additional schemes added to 2007/08 programme	1,465,860	
	Slippage from 2006/07 previously reported	1,623,890	
	Approved Capital Programme 2007/08		8,066,190
	<u>Plus</u> Slippage from 2006/07		236,260
	Revised Capital Programme 2007/08		8,302,450

4. The report also contains a recommendation from the Corporate Improvement Board seeking approval to the inclusion of three new schemes in Category B of the Capital Programme.
5. A copy of the report presented to the 26 June 2007 Executive Cabinet meeting is attached so that the Council is able to take account of the relevant factors before taking decisions on the Capital Programme.

Recommendations

6. The Executive Cabinet endorsed the report and recommend the Council:
 - (a) to note the provisional outturn for the Capital Programme for 2006/07 in the sum of £13,269,246;
 - (b) to approve the financing of the 2006/07 Capital Programme as set out in Appendix 1 to the attached report;
 - (c) to authorise the slippage of £236,260 from the 2006/07 Capital Programme to the Programme for 2007/08;

- (d) to approve the following recommendations of the Corporate Improvement Board:
 - (a) the addition of the Astley Park – Woodland Management Scheme to the Capital Programme at a cost of £116,000, to be financed from Section 106 resources;
 - (b) the addition of the Coppull Playzone £25,000 contribution to the Capital Programme, to be financed from resources provided by the housing developer; and
 - (c) the addition of the Charnock Richard Football Club Pitch Improvements to the Capital Programme, with a £6,000 contribution from the external funding pot.

COUNCILLOR A CULLENS
Executive Member for Resources

AU

There are no background papers to this report.



Report of	Meeting	Date
Deputy Chief Executive/Executive Director – Corporate & Customer and the Director of Finance (Introduced by the Executive Member for Resources, Councillor A Cullens)	Executive Cabinet	26 th June 2007

CAPITAL PROGRAMME OUTTURN 2006/07 AND MONITORING 2007/08

PURPOSE OF REPORT

1. To report the provisional outturn for the Council’s Capital Programme for 2006/07.
2. To provide a progress update for the 2007/08 Capital Programme.
3. To seek Member approval and support for a number of recommendations from the Corporate Improvement Board

CORPORATE PRIORITIES

4. The schemes within the Capital Programme contribute to the achievement of each of the Council’s corporate priorities.

RISK ISSUES

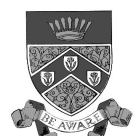
5. The issues raised and recommendations made in this report involve risk considerations in the following categories:

Strategy	✓	Information	
Reputation	✓	Regulatory/Legal	
Financial	✓	Operational	
People		Other	

6. The Capital Programme sets out the Council’s strategic investment plans and if these are not delivered it will not fully achieve its strategic objectives, running the risk of damaging the Council’s reputation.
7. The Capital Programme also carries a significant financial risk. This is in terms of ensuring value for money, maximising resources available, and managing the performance to ensure the least possible impact on the revenue account.

BACKGROUND

8. During the financial year the Executive Cabinet received regular monitoring reports forecasting the likely Capital Programme outturn for 2006/07. This final monitoring report for 2006/07 indicates an increase in expenditure of £1,180,942, offset in part by further net slippage of expenditure to 2007/08 of £236,266.



9. The figures outlined in this report are provisional and subject to final checking and external audit. However, while it is not expected that these figures will change significantly, any material differences that do arise at a later date will be reported to Members.

CAPITAL PROGRAMME PROVISIONAL OUTTURN 2006/07

10. The original Capital Programme for 2006/07 allowed for expenditure of £7,635,490 (see Financial Strategy 2006/07 to 2008/09) including both the General Fund and Housing Revenue Account Category A and B schemes. Subsequently budget holders identified delays to the completion of some schemes and slippage to 2007/08, plus supplementary schemes were approved, giving an approved capital programme of £12,324,570. The most significant change was the addition of the Eaves Green Link Road to the 2006/07 programme at a budget of £4,519,650. This scheme had slipped from 2005/06.
11. The provisional outturn of £13,269,246 is £944,676 more than the approved programme. Attached at Appendix 1 is a detailed analysis of the provisional outturn against the approved programme. This appendix also presents the proposed financing of the 2006/07 Capital Programme and identifies slippage to 2007/08 requested by project managers, which totals £236,260. Despite this net increase in capital expenditure, the increase in prudential borrowing required to finance the programme has been restricted to only £7,495.
12. Attached at Appendix 2 is a detailed analysis of the expenditure variations that total £1,180,942.
13. Whilst there was some minor under and overspending on completed schemes that fell within acceptable tolerances, others variances were more significant, namely:
- Project Design Costs £36,390 under spent
 - Invest in Success – Gillibrand Scheme £1,288,282 additional compensation

The Development and Regeneration directorate’s project design budget was not fully utilised because staff did not work on approved capital projects to the extent envisaged when the original programme was approved. The land assembly cost in respect of the Invest in Success – Gillibrand scheme has been provided for in the accounts on the basis of the best information available. The issue of compensation due to landowners was considered at arbitration on 24/25 May and a decision is expected within 4/5 weeks of this date. If the decision has been made by the cabinet date, Members will be given updated information at the meeting. Should the final cost differ from the estimated total to any material extent, it would be necessary to reopen the accounts for 2006/07 and to adjust the financing of the programme as appropriate. A consequence of the previously unanticipated increase in the cost of land assembly is that payment of unbudgeted interest has been provided for in the General Fund revenue account.

The proposed financing of the Gillibrand Link Road land assembly expenditure, including legal and consultancy fees incurred during 2006/07, is shown below:

	£
Budgeted use of S106 transport contribution	757,300
Unbudgeted use of S106 resources	485,642
Use of Gillibrand capital receipt	802,640
Total	<u>2,045,582</u>

As negotiations and arbitration continued into 2007/08, there will be further expenditure to finance in the new financial year, but the likely total is not known at this stage.

CAPITAL RECEIPTS & DEVELOPERS’ CONTRIBUTIONS OUTTURN 2006/07

- 14. The provisional outturn for usable capital receipts and S106 contributions from developers is presented at Appendix 3. Housing stock transfer appears not to have had a significant effect on the level of Right To Buy receipts during 2006/07. Capital receipts expected from the sale of King Street and Friday Street properties were not achieved: revised figures will be included in the resource estimate for 2007/08. Due to the increase in the cost of land assembly for the Gillibrand Link Road scheme, it is estimated that English Partnerships will not be due to receive a share of the sale proceeds. These sale proceeds (£802,640) have been treated as being available to the Council to finance part of the increased costs, the balance coming from S106 resources available for transport improvements.

HOW ARE WE PERFORMING?

- 15. The Corporate Improvement Board is continuing to make good progress ensuring a more controlled and successful delivery of the programme.

Key Performance Indicators

- 16. High level monitoring of the Capital Programme is carried out through 4 Performance Indicators, which have been described in previous Executive Cabinet reports. Table 1 details the targets, and year-end results against last year’s outturn figures reported to Executive Cabinet on the 29th June 2006.

Performance Indicator	Target 06/07	Year-end 2005/6	Year-end 2006/7	Variance on target
	%	%	%	%
1. The % of the Capital Programme budget actually spent.	90	105	108	+18%
2. The % of projects using the toolkit.	70	34	71	+1%
3. The % of successful projects.	90	N/A	6	-84%
4. The % of capital schemes intended to be completed during the year actually completed.	85	82	73	-12%

Table 1 - Capital Programme 2006/07 - Key Performance Indicators

At year-end two of the performance indicators have exceeded target, with one significantly improving on the last year’s performance.

The percentage of capital programme budget actually spent continues to exceed target, with an 8% overspend on the budget this year. This is primarily due to the overspending on the Gillibrand Link Road scheme, which has been explained above and which was beyond the control of the Council. Excluding this scheme, the variance from budget would have been an under spending of around 3%.

As expected the percentage of projects using the toolkit has exceeded target by 1% to 71%, which is a significant improvement on last year's performance of 34%. This shows that the approach to managing capital schemes as projects, is becoming embedded within the Council.

Also contributing is our in house training programme. Over 60 staff and members have now attended training, and a series of workshop/briefings for our project managers is currently underway.

The measure of successful projects currently shows performance significantly behind target. There are two key reasons for this.

Firstly the way the percentage of successful projects is measured has been changed slightly in order to make it a more meaningful indicator. Last year's result of 100% successful schemes was based on those schemes which reviewed their performance when the project was complete. Overall this was a very small percentage, and not representational of the whole capital programme. This year the measure it takes into account all the projects that have completed, which were using the project management toolkit, and therefore which can measure project success.

The outturn figure currently appears so low, because we are waiting on end project reports, which we use to calculate this measure, from the majority of the completed projects.

All outstanding end project reports are expected to be received in the next few weeks. Once these are received this indicator can be recalculated, and reported back to Executive Cabinet, when it is expected that the results will be nearer target.

Finally the percentage of projects intended to be completed during the year actually completed, is below target. In some cases this may be due to schemes only receiving approval part way through the year. Proposal are being developed which will recommend an annual bidding process. Part of the benefit of this will mean that projects will have approval and budget to start projects from the beginning of the year.

CAPITAL PROGRAMME MONITORING 2007/08

- 17. The latest Capital Programme forecast for 2007/08 shows an increase in the programme to £8,302,450. Table 2 below summarises the changes. The figure for the Approved Capital Programme includes slippage from 2006/07 previously reported to Members. The detailed programme for 2007/08 to 2009/10 is presented as Appendix 4.

Date Reported	Details	£	£
Council 27 th February 2007	Committed expenditure 2007/08	4,976,440	
	Additional schemes added to 2007/08 programme	1,465,860	
	Slippage from 2006/07 previously reported	1,623,890	
	Approved Capital Programme 2007/08		8,066,190
	<u>Plus</u> Slippage from 2006/07		236,260
	Revised Capital Programme 2007/08		8,302,450

Table 2 - Capital Programme 2007/08 - Total Capital Budget

PROGRAMME BOARD RECOMMENDATIONS – NEW PROJECTS

18. Set out below are proposals received at the last two meeting of the Corporate Improvement Board on the 1st May and the 8th June.

The project documentation has been uploaded to the loop, and can be found at, <http://theloop/section.asp?sectionType=list&catid=12726>, under 'new projects for consideration'.

Project	Strategic Objective	Estimated Budget
Astley Park – Woodland Management	Develop the character and feel of Chorley as a good place to live	Requires use of £116,000 S106 resources, phased over several years (phasing to be confirmed)
Coppull PlayZone	Improving equality of opportunity and life chances	Contribution of £25,000 towards a larger scheme of around £250,000 total cost
Charnock Richard FC – Pitch Improvements	Improving equality of opportunity and life chances	Contribution of £6,000 towards a total project cost of £62,579

Table 4 - Summary of new schemes recommended for approval into Category B

The board recommends that the new projects listed in table 4 be approved into category B of the capital programme.

COMMENTS OF THE DIRECTOR OF HUMAN RESOURCES

19. There are no direct human resource implications of this report.

RECOMMENDATION(S)

20. That the provisional outturn for the Capital Programme for 2006/07 in the sum of £13,269,246 be noted.
21. That the financing of the 2006/07 Capital Programme set out in Appendix 1 be approved.
22. That slippage of £236,260 from 2006/07 be added to the Capital Programme for 2007/08.
23. That the following recommendations of the Corporate Improvement Board be approved:
- The addition of the Astley Park - Woodland Management Scheme to the Capital Programme at a cost of £116,000, to be financed from S106 resources.
 - The addition of the Coppull Playzone £25,000 contribution to the Capital Programme, to be financed from resources provided by the housing developer.
 - The addition of the Charnock Richard Football Club Pitch Improvements to the Capital Programme, with a £6,000 contribution from the external funding pot.

These schemes do not entail any additional borrowing requirements.

REASONS FOR RECOMMENDATION(S)
(If the recommendations are accepted)

24. The slippage of £236,260 to the 2007/08 programme generally represents expenditure that was committed during 2006/07 but that was not incurred for various reasons. Some of the projects would be financed with earmarked resources also carried forward to 2007/08, so that it should not be necessary to increase borrowing to finance this slippage of expenditure.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

25. None.

PAUL MORRIS
DEPUTY CHIEF EXECUTIVE/DIRECTOR – CORPORATE & CUSTOMER

GARY HALL
DIRECTOR OF FINANCE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Michael L. Jackson	5490	5/6/07	ProvCapOT0607

Capital Programme - 2006/07 Provisional Outturn

Scheme	2006/07 Current Estimate £	Slippage (to)/from 2007/08 £	Other Changes £	2006/07 Provisional Outturn £	External Funding £	CBC Funding £
<u>Strategy Group</u>						
<u>Policy & Performance</u>						
A Project Management Support Capitalisation	40,000			40,000		40,000
External Funding Pot						
- Euxton Villa Football Club	10,000			10,000		10,000
- Music Café Project	20,000			20,000		20,000
- Brinscall FC Football Pitch Improvements	0	4,350		4,350		4,350
Website Refresh	66,550	(14,835)		51,715		51,715
B Contribution to Pitch Drainage Bishop Rawsthorne School	19,950	(19,950)		0		
Policy & Performance Total	156,500	(30,435)	0	126,065	0	126,065
Strategy Group Total	156,500	(30,435)	0	126,065	0	126,065
<u>Corporate & Customer Challenge Group</u>						
<u>Finance</u>						
A Capitalised Restructuring Costs	714,820	(67,063)		647,757		647,757
Finance Total	714,820	(67,063)	0	647,757	0	647,757
<u>ICT Services</u>						
A IT Support (incl. salary capitalisation)	30,000			30,000		30,000
A PDG Scheme - Migration to OS Master Map	29,260		(1,488)	27,772	27,772	
A Integration Software/Access to remote working	20,250		(1,248)	19,002		19,002
B Telephony	15,000	(15,000)		0		
ICT Services Total	94,510	(15,000)	(2,736)	76,774	27,772	49,002

Capital Programme - 2006/07 Provisional Outturn

Scheme	2006/07 Current Estimate £	Slippage (to)/from 2007/08 £	Other Changes £	2006/07 Provisional Outturn £	External Funding £	CBC Funding £
<u>Property Services</u>						
A Town Hall Access/Improvements	148,800		5,891	154,691		154,691
A Bengal Street Depot Improvements	10,000		(151)	9,849		9,849
A Market Toilets (completion of 2005/06 scheme)	1,200		8	1,208		1,208
A Union Street Offices Accommodation Improvements	50,000		1,030	51,030		51,030
A Ackhurst Lodge/Astley Hall Refurbishment	757,300		1,464	1,464		1,464
A Invest in Success - Gillibrand Scheme			1,288,282	2,045,582	1,242,942	802,640
Property Services Total	967,300	0	1,296,525	2,263,825	1,242,942	1,020,883
<u>Corporate & Customer Challenge Group Total</u>						
	1,776,630	(82,063)	1,293,789	2,988,356	1,270,714	1,717,642
<u>Environment & Community Challenge Group</u>						
<u>Development & Regeneration</u>						
A Astley Park Improvements - Construction	434,020	2,940	14,550	451,510	325,000	126,510
A Disabled Facilities Grants	300,000	23,122	40,138	363,260	180,000	183,260
Housing Renewal						
A - Home Repair Grants	145,000		(34,521)	110,479		110,479
A - Energy Grants	125,000		(5,617)	119,383		119,383
A - Handyperson Scheme	10,000			10,000		10,000
A Eaves Green Link Road (S106 funded)	4,519,650		1	4,519,651	4,519,651	
A Town Centre Paving Project	89,810	(7,892)	10,358	92,276	69,810	22,466
Planning Delivery Grant-funded capital schemes						
A - eDevelopment and Building Control Project	212,160	(32,491)		179,669	160,578	19,091
A - Development of S106 Database	6,000			6,000	6,000	
A Regeneration Projects - Design Fees	103,220		(103,220)	0		
A Chorley Strategic Regional Site	793,040		10,371	803,411		803,411
A Big Wood Reservoir/Common Bank	0		31,087	31,087		31,087
A Groundwork Projects	15,000	(14,050)		950		950
A Adlington Rail Station Improvements (S106 funded)	7,500	(7,500)	464	464		464

Capital Programme - 2006/07 Provisional Outturn

Scheme

Development & Regeneration Total

2006/07 Current Estimate £	Slippage (to)/from 2007/08 £	Other Changes £	2006/07 Provisional Outturn £	External Funding £	CBC Funding £
6,760,400	(35,871)	(36,389)	6,688,140	5,261,039	1,427,101

Capital Programme - 2006/07 Provisional Outturn

Scheme	2006/07 Current Estimate £	Slippage (to)/from 2007/08 £	Other Changes £	2006/07 Provisional Outturn £	External Funding £	CBC Funding £
<u>Housing Services</u>						
Housing Investment Programme (Council Dwellings)						
- Heating Systems	253,170		211	253,381	253,381	
- Replacement Windows & Doors	840,000		(57,817)	782,183	633,822	148,361
- Community Safety - Lifeline Alarms	21,500		(3)	21,497	21,497	
- Estate Improvements - Hillside Crescent	800		(4)	796	796	
- Adaptations for Disabled	270,000		(7,297)	262,703	262,703	
- Major Void Works	350,140		(9,794)	340,346	340,346	
- Miscellaneous Renewal Works	15,950		(4)	15,946	15,946	
- Fascias and Soffits	81,110		6	81,116	81,116	
- Cotswold House CCTV	28,730		2	28,732		28,732
- Capitalised Salaries - to reallocate to schemes	113,000			113,000		113,000
Housing Services Total	1,974,400	0	(74,700)	1,899,700	1,609,607	290,093
<u>Leisure & Cultural Services</u>						
Leisure Centres Capital Investment	1,079,790	(26,778)		1,053,012		1,053,012
Duxbury Park Golf Course capital investment	92,920	10,986		103,906		103,906
YVP Extension Flood Alleviation	2,500	(2,500)		0		
Leisure & Cultural Services Total	1,175,210	(18,292)	0	1,156,918	0	1,156,918

Capital Programme - 2006/07 Provisional Outturn

Scheme

Streetscene, Neighbourhoods & Environment

	2006/07 Current Estimate £	Slippage (to)/from 2007/08 £	Other Changes £	2006/07 Provisional Outturn £	External Funding £	CBC Funding £
A	4,620	(832)		3,788		3,788
A	125,400		6,697	132,097	42,940	89,157
A	40,170	(16,392)	(6,697)	17,081		17,081
A	3,970		(70)	3,900		3,900
A	13,920		(3,820)	10,100	10,100	
A	30,000		300	30,300	30,300	
A	0		755	755	755	
A	10,000			10,000	10,000	
A	50,780		182	50,962	50,775	187
A	1,100		900	2,000	1,100	900
A	25,000	(25,000)		0		
A	2,000			2,000		2,000
A	87,500			87,500		87,500
A	3,500	(350)		3,150		3,150
A	43,470		(5)	43,465		43,465
A	0	12,969		12,969	12,969	
B	10,000	(10,000)		0		
B	30,000	(30,000)		0		
	481,430	(69,605)	(1,758)	410,067	158,940	251,127
	10,391,440	(123,768)	(112,847)	10,154,825	7,029,586	3,125,239
	12,324,570	(236,266)	1,180,942	13,269,246	8,300,300	4,968,946

Streetscene, Neighbourhoods & Environment Total

Environment & Community Challenge Group Total

Capital Programme Total

Capital Programme - 2006/07 Provisional Outturn

Scheme

Financing the Capital Programme

- Prudential Borrowing
- Unrestricted Capital Receipts
- Housing Investment Programme Restricted Capital Receipts
- Capital Receipt earmarked for Strategic Regional Site
- Revenue Budget - Specific Revenue Reserves or Budgets
- Ext. Contributions - Developers
- Ext. Contributions - Lottery Bodies
- Government Grants - Planning Delivery Grant
- Government Grants - Disabled Facilities Grants
- Government Grants - Major Repairs Allowance
- Government Grants - DEFRA
- Government Grants - Housing Capital Grant

TOTAL CAPITAL FINANCING

2006/07 Current Estimate £	Slippage (to)/from 2007/08 £	Other Changes £	2006/07 Provisional Outturn £	External Funding £	CBC Funding £
1,210,040		7,495	1,217,535		1,217,535
1,582,870	(179,422)	731,493	2,134,941		2,134,941
778,580	23,122	(86,487)	715,215		715,215
793,040			793,040		793,040
120,300	(10,485)	(1,600)	108,215		108,215
5,505,010	(69,481)	512,874	5,948,403	5,948,403	
309,620		15,380	325,000	325,000	
194,350			194,350	194,350	
180,000			180,000	180,000	
1,457,820		1,787	1,459,607	1,459,607	
42,940			42,940	42,940	
150,000			150,000	150,000	
12,324,570	(236,266)	1,180,942	13,269,246	8,300,300	4,968,946

Capital Programme - 2006/07 Other Changes

Scheme

Strategy Group**ICT Services**

PDG Scheme - Migration to OS Master Map
Integration Software/Access to remote working

ICT Services Total**Property Services**

Town Hall Access/Improvements
Bengal Street Depot Improvements
Market Toilets (completion of 2005/06 scheme)
Office Accommodation Improvements

Ackhurst Lodge/Astley Hall Refurbishment

Invest in Success - Gillibrand Scheme

Property Services Total**Corporate & Customer Challenge Group Total**

Other Changes £	Reallocation £	Increases £	Reductions £	Comment
(1,488)			(1,488)	Grant transferred to
(1,248)			(1,248)	eDevelopment scheme
(2,736)	0	0	(2,736)	Saving
5,891		5,891	(151)	Additional consultancy fees
(151)				
8		8		Overspend
1,030		1,030		Release of retention from previous scheme
1,464		1,464		Estimated increase in land assembly cost
1,288,282		1,288,282		
1,296,525	0	1,296,676	(151)	
1,293,789	0	1,296,676	(2,887)	

Capital Programme - 2006/07 Other Changes

Scheme

Environment & Community Challenge Group**Development & Regeneration**

Astley Park Improvements - Construction

Disabled Facilities Grants

Housing Renewal

- Home Repair Grants

- Energy Grants

Eaves Green Link Road (S106 funded)

Town Centre Paving Project

Regeneration Projects - Design Fees

Chorley Strategic Regional Site

Big Wood Reservoir/Common Bank

Adlington Rail Station Improvements (S106 funded)

Development & Regeneration Total**Housing Services**

Housing Investment Programme (Council Dwellings)

- Heating Systems

- Replacement Windows & Doors

- Community Safety - Lifeline Alarms

- Estate Improvements - Hillside Crescent

- Adaptations for Disabled

- Major Void Works

- Miscellaneous Renewal Works

- Fascias and Soffits

- Cotswood House CCTV

Housing Services Total

Other Changes £	Reallocation £	Increases £	Reductions £	Comment
14,550	14,550			Reallocation of recharges
40,138	40,138			From Home Repair/Energy Grants
(34,521)	(34,521)			To Disabled Facilities Grants
(5,617)	(5,617)	1		To Disabled Facilities Grants
10,358	10,358			Reallocation of recharges
(103,220)	(66,830)		(36,390)	Reallocation/saving
10,371	10,371			Reallocation of recharges
31,087	31,087			Reallocation of recharges
464	464			Reallocation of recharges
(36,389)	0	1	(36,390)	
211		211		
(57,817)			(57,817)	Saving
(3)			(3)	
(4)			(4)	
(7,297)			(7,297)	Saving
(9,794)			(9,794)	Saving
(4)			(4)	
6		6		
2		2		
(74,700)	0	219	(74,919)	

Capital Programme - 2006/07 Other Changes

Scheme	Other Changes £	Reallocation £	Increases £	Reductions £	Comment
<u>Streetscene, Neighbourhoods & Environment</u>					
Kerbside Recycling Schemes	6,697	6,697			
Litter/Dog Waste/On-street recycling bins	(6,697)	(6,697)			From Litter Bins budget
Fleet Management System	(70)			(70)	To Recycling Bins budget
Tesco superstore cycle path (S106 funded)	(3,820)			(3,820)	Saving
Traffic Calming			300		
- Pedestrian improvements Southport Rd/St Thomas's Rd			755		
- Various traffic calming/local road safety schemes			182		
Euxton Play Facilities (S106 funded) - Mile Stone Meadow			900		
Euxton Play Facilities (S106 funded) - Balshaw Lane			(5)	(5)	
Clayton Brook Village Green Development					
Streetscene, Neighbourhoods & Environment Total	(1,758)	0	2,137	(3,895)	
Environment & Community Challenge Group Total	(112,847)	0	2,357	(115,204)	
Capital Programme Total	1,180,942	0	1,299,033	(118,091)	

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Usable Capital Receipts and Developers' Contributions 2006/07

	Unrestricted Receipts £	HIP Restricted Receipts £	Strategic Regional Site £	Total Capital Receipts £	Developers' Contributions £
Balance brought forward 1 April 2006	101,746	1,035,909	1,369,566	2,507,221	5,209,660
Received in 2006/07	2,055,528	499,741	0	2,555,269	3,567,680
Total Usable Receipts available	2,157,274	1,535,650	1,369,566	5,062,490	8,777,340
Required for capital financing	(2,134,942)	(715,215)	(793,040)	(3,643,197)	(5,948,403)
Balance carried forward 31 March 2007	22,332	820,435	576,526	1,419,293	2,828,937

Notes:

The 'HIP Restricted Receipts' are available for capital expenditure in respect of the housing function of the authority only. They are a proportion of RTB sales available under the transitional arrangements for the pooling of housing capital receipts, which applied from 2004/05 to 2006/07. Such restricted receipts can be carried forward for use in later years. The use of these restricted receipts has already been taken account of in the 2006/07 to 2008/09 capital programme.

The 'Strategic Regional Site' receipt represents the proceeds of the sale of land at the former Royal Ordnance Factory and is available only for the development of that site.

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Capital Programme - 2007/08 to 2009/10

Scheme

Strategy Group

Policy & Performance

Project Management Support Capitalisation
 Website Refresh
 External Funding Pot
 - Brinscall FC Football Pitch Improvements
 Contribution to Pitch Drainage Bishop Rawsthorne School
 Pump priming the Local Public Services Board

Policy & Performance Total

Strategy Group Total

Corporate & Customer Challenge Group

Finance

Capitalised Restructuring Costs

Finance Total

Human Resources

e-Enabling HR systems - Training
 HR Management System

Human Resources Total

ICT Services

Website Development (incl. ICT salary capitalisation)
 Telephony
 Data Storage Solution
 Legal Case Management System
 Thin Client Pilot/Full Integration
 Telephony

ICT Services Total

	2007/08 Current Estimate £	Slippage previously reported £	Slippage at 2006/07 outturn £	2007/08 Revised Estimate £	2008/09 Current Estimate £	2009/10 Current Estimate £	Total 2007/08 to 2009/10 £	External Funding £	CBC Funding £
A	40,000			40,000	40,000	40,000	120,000		120,000
A		14,840		14,840			14,840		14,840
B	15,650			15,650			15,650		15,650
B	350	4,000	(4,350)	0			0		
B		19,950		19,950			19,950	19,950	
B	50,000			50,000			50,000	50,000	
	106,000	4,000	30,440	140,440	40,000	40,000	220,440	69,950	150,490
	106,000	4,000	30,440	140,440	40,000	40,000	220,440	69,950	150,490
A		67,060		67,060			67,060		67,060
	0	0	67,060	67,060	0	0	67,060	0	67,060
B	30,000			30,000			30,000		30,000
B	68,500			68,500			68,500		68,500
	98,500	0	0	98,500	0	0	98,500	0	98,500
A	30,000			30,000	30,000	30,000	90,000		90,000
B	122,000			122,000			122,000		122,000
B	67,350			67,350			67,350		67,350
B	31,750			31,750			31,750		31,750
B		500,000		500,000			500,000		500,000
B			15,000	15,000			15,000		15,000
	251,100	500,000	15,000	766,100	30,000	30,000	826,100	0	826,100

Capital Programme - 2007/08 to 2009/10

Scheme

Property Services

Planned Maintenance of Fixed Assets
Affordable Housing Project (Site Assembly)

Property Services Total

Corporate & Customer Challenge Group Total

Environment & Community Challenge Group

Development & Regeneration

Disabled Facilities Grants
Housing Renewal
- Home Repair Grants
- Energy Grants
Regeneration Projects - Design Fees
Chorley Strategic Regional Site
Town Centre Paving Project
eDevelopment and Building Control Project
Groundwork Projects
Adlington Rail Station Improvements (S106 funded)
Common Bank - Big Wood Reservoir
Provision of Affordable Housing (S106 funded)
Regional Housing Pot Capital Grant funded schemes
Delivering the Chorley Town Centre Strategy

Development & Regeneration Total

Leisure & Cultural Services

Leisure Centres Capital Investment
Duxbury Park Golf Course capital investment
Astley Park Improvements - Construction
Village Hall & Community Centres Projects
Astley Hall/Park CCTV
Brinscall Swimming Pool Refurbishment
Pump priming the Area Forum
YVP Extension Flood Alleviation

Leisure & Cultural Services Total

	2007/08 Current Estimate £	Slippage previously reported £	Slippage at 2006/07 outturn £	2007/08 Revised Estimate £	2008/09 Current Estimate £	2009/10 Current Estimate £	Total 2007/08 to 2009/10 £	External Funding £	CBC Funding £
A	200,000			200,000	200,000	200,000	600,000		600,000
B	580,000			580,000	0	0	580,000	580,000	
	780,000	0	0	780,000	200,000	200,000	1,180,000	580,000	600,000
	1,129,600	500,000	82,060	1,711,660	230,000	230,000	2,171,660	580,000	1,591,660
A	300,000			300,000	300,000		600,000	360,000	240,000
A	0			0	200,000		200,000		200,000
A	105,000			105,000	0		105,000		105,000
A	135,000		(23,120)	111,880	0		111,880		111,880
A	103,220			103,220	103,220		206,440		206,440
A	95,000			576,530			576,530		576,530
A		(69,810)	7,890	33,080			33,080	25,180	7,900
A			32,490	32,490			32,490		32,490
A			14,050	14,050			14,050		14,050
A			7,500	7,500			7,500	7,500	
A	330,000			330,000	139,000		469,000	469,000	
B	79,720			79,720	122,900		202,620	202,620	
B	788,000			788,000	0		788,000	788,000	
B	100,000			100,000			100,000	100,000	
	2,035,940	506,720	38,810	2,581,470	865,120	0	3,446,590	1,952,300	1,494,290
A	200,000			676,780	200,000	200,000	1,076,780		1,076,780
A	476,230		26,780	465,240			500,090		500,090
A	1,647,630	450,000	(10,990)	1,644,690	34,850		1,934,080	1,576,540	357,540
B	120,000		(2,940)	120,000	289,390		120,000		120,000
B	24,000			24,000			24,000	24,000	
B	190,000			190,000			190,000		190,000
B	50,000			50,000			50,000	50,000	
B			2,500	2,500			2,500		2,500
	2,707,860	450,000	15,350	3,173,210	524,240	200,000	3,897,450	1,650,540	2,246,910

Capital Programme - 2007/08 to 2009/10

Scheme

Streetscene, Neighbourhoods & Environment

- Extension to Chorley Cemetery (new burial area)
- Litter/Dog Waste/On-street recycling bins
- Adlington Play Development (S106 funded)
- Harpers Lane Recreation Ground Imps (S106 funded)
- Planting Schemes IT System
- Play/Recreation Facilities (S106 funded)
- DEFRA Waste Performance & Efficiency Grant scheme
- Replacement of recycling/litter bins & containers
- Computerised Cemetery records
- Highway improvements - Gillibrand estate/Southlands
- Ulnes Walton Play/Leisure Schemes (S106 funded)
- Corporate Play Development Plan
- Warden Patrol Vans/Digital CCTV Recorders
- Enhanced Recycling/Kerbside Collection
- Tree Management System (incl. IT hardware)
- Cemetery Development
- Intelligent Management Information
- Alleygates
- Various traffic calming/local road safety schemes
- Vacant Dwellings
- Chorley Cemetery Lodge Refurbishment

Streetscene, Neighbourhoods & Environment Total

Environment & Community Challenge Group Total

Capital Programme Total

	2007/08 Current Estimate £	Slippage previously reported £	Slippage at 2006/07 outturn £	2007/08 Revised Estimate £	2008/09 Current Estimate £	2009/10 Current Estimate £	Total 2007/08 to 2009/10 £	External Funding £	CBC Funding £
A			830	830			830		830
A			16,390	16,390			16,390		16,390
A			25,000	25,000			25,000	25,000	
A			30,000	30,000			30,000	30,000	
A			350	350			350		350
B	15,000	22,880		37,880	19,630		57,510	57,510	
B	44,970			44,970			44,970	44,970	
B	50,000			50,000	50,000		150,000		150,000
B	13,670			13,670			13,670		13,670
B	0			90,000			90,000	90,000	
B	10,630			10,630			10,630	10,630	
B	50,000		(12,970)	50,000			50,000		50,000
B	12,970			0					
B	158,000			158,000			158,000		158,000
B	15,290			15,290			15,290		15,290
B	13,000			13,000			13,000		13,000
B	50,000			50,000			50,000	50,000	
B	40,000			40,000			40,000		40,000
B		18,000		18,000			18,000		18,000
B		21,660		21,660			21,660		21,660
B			10,000	10,000			10,000		10,000
	462,900	163,170	69,600	695,670	69,630	50,000	815,300	308,110	507,190
	5,206,700	1,119,890	123,760	6,450,350	1,458,990	250,000	8,159,340	3,910,950	4,248,390
	6,442,300	1,623,890	236,260	8,302,450	1,728,990	520,000	10,551,440	4,560,900	5,990,540

Capital Programme - 2007/08 to 2009/10

Scheme

Financing the Capital Programme

Prudential Borrowing
 Unrestricted Capital Receipts
 Housing Investment Programme Restricted Capital Receipts
 Capital Receipt earmarked for Strategic Regional Site
 Revenue Budget - Specific Revenue Reserves or Budgets

CBC Resources

Ext. Contributions - Developers
 Ext. Contributions - Lottery Bodies
 Ext. Contributions - Other
 Government Grants - Disabled Facilities Grants
 Government Grants - DEFRA
 Government Grants - Housing Capital Grant
 Government Grants - LPSA1
 Government Grants - LABGI

External Funding

TOTAL CAPITAL FINANCING

2007/08 Current Estimate £	Slippage previously reported £	Slippage at 2006/07 outturn £	2007/08 Revised Estimate £	2008/09 Current Estimate £	2009/10 Current Estimate £	Total 2007/08 to 2009/10 £	External Funding £	CBC Funding £
1,960,730	968,000		2,928,730	313,560	520,000	3,762,290		3,762,290
300,000		179,420	479,420	508,930	0	988,350		988,350
360,000	21,660	(23,120)	358,540	190,670	0	549,210		549,210
0	576,530		576,530			576,530		576,530
99,670	4,000	10,490	114,160			114,160		114,160
2,720,400	1,570,190	166,790	4,457,380	1,013,160	520,000	5,990,540	0	5,990,540
856,690	53,700	69,470	979,860	142,530		1,122,390	1,122,390	
1,322,240			1,322,240	254,300		1,576,540	1,576,540	
330,000			330,000	139,000		469,000	469,000	
180,000			180,000	180,000		360,000	360,000	
44,970			44,970			44,970	44,970	
788,000			788,000			788,000	788,000	
50,000			50,000			50,000	50,000	
150,000			150,000			150,000	150,000	
3,721,900	53,700	69,470	3,845,070	715,830		4,560,900	4,560,900	
6,442,300	1,623,890	236,260	8,302,450	1,728,990	520,000	10,551,440	4,560,900	5,990,540

REPORT OF EXECUTIVE CABINET

GENERAL REPORT

1. The Executive Cabinet has met twice since the last ordinary Council meeting on 24 May 2007 and 26 June 2007 and this report summarises briefly the principal matters considered at those meetings. Separate reports appear on the Council's agenda in respect of the matters that require specific decisions.

MEETING HELD ON 24 MAY 2007

Equality and Diversity Sub-Group – Findings and Recommendations of the Overview and Scrutiny Sub-Group

2. The Executive Cabinet received and considered a report of the Director of Policy and Performance (Assistant Chief Executive) on the deliberations and recommendations of the Equality and Diversity Sub-Group of the Overview and Scrutiny Committee following its review of the Council's approach to the embodiment of equality and diversity in the culture of the Authority.
3. The Sub-Group visited Staffordshire Moorlands District Council and have concluded that, while many measures and actions to promote equality and diversity are being implemented in isolation throughout the Council, there is a need to ensure that all actions are recorded and measures undertaken in a more co-ordinated and integrated fashion throughout the Authority.
4. The Sub-Group put forward a series of recommendations for measures aimed at ensuring that the Council's services are delivered against equality and diversity objectives so that all communities are afforded equality of access, outcome and opportunity. We accepted the report and agreed to implement each of the suggested measures that can be implemented within existing resources. The remainder of the measures and actions which are likely to incur additional costs will be considered further when estimated costs are available.

Contact Centre Efficiencies and Partnership with Lancashire County Council – Scrutiny Inquiry report

5. The Executive Cabinet gave further consideration to the final report of the Corporate and Customer Overview and Scrutiny Panel's inquiry into the Lancashire Shared Services Contact Centre, following its deferment at the 29 March meeting.
6. The Panel's report contained a number of recommendations aimed primarily at maximising the efficiencies within the Contact Centre, particularly through the introduction of the Customer Relationship Management system, and improving both the effectiveness of partnership arrangements and customers' access to services at the Centre.
7. We agreed the implementation of those measures that can be implemented within existing measures and deferred consideration of the remaining measures that are likely to incur additional costs to await the details of the relevant estimated costs.

Fourth Quarter Performance Report, 2006/07 – Monitoring Report for 12 months period ending 31 March 2007

8. The Director of Policy and Performance (Assistant Chief Executive) presented the Executive Cabinet with a report monitoring the Council's performance in 2006/07 against the key

projects outlined in the Council's Corporate Strategy and the Council's Best Value Performance Indicators (BVPIs).

9. The report confirms an overall commendable Council performance, with an excellent record in respect of the Authority's key projects, 95.5% of which have either been completed or are progressing on or ahead of plan. In fact only two key projects have been identified as being behind schedule and, given the Council's lack of control over one of these projects 'to develop a Service Level Agreement (SLA) with the Lancashire County Council to deliver the Local Area Agreement and Community Strategy priorities', the Executive Cabinet agreed to close down this project. If, and when, the SLA is issued by the County Council, we will respond accordingly, with the work sitting outside the Corporate Strategy key projects.
10. The report also indicates that 77% of performance indicators show a maintained or improved performance level from 2005/06 to 2006/07, with 54% of indicators showing an enhanced performance over the past year. Action plans have been compiled to address and improve the areas where either performance has declined or where targets are being missed.

Variation of Home Repair and Adaptation Grants Scheme in Chorley

11. We were presented with a report of the Director of Development and Regeneration and approved for consultation purposes the draft Housing Renewal Grant Policy for 2007-2010, which sets out proposals for the next three years in respect of discretionary and mandatory grants to assist vulnerable households to maintain, adapt and improve their homes.
12. The policy contains detailed guidance for Officers on the delivery of financial assistance available under the following four grant regimes:
 - Home Repair Assistance (Energy) Grants;
 - Home Repair Assistance (Repairs) Grants;
 - Disabled Facilities Grant;
 - Handyperson Scheme.

Astley Park Project

13. The Executive Cabinet received a report of the Director of Leisure and Cultural Services updating Members on the progress of the works to regenerate and enhance Astley Park.
14. The report updated Members on the current situation in respect of each of the individual contracts through which the project was being implemented.
15. The tenders received for the building works are in excess of the budget provision and, consequently, we approved the submission of a bid for additional Heritage Lottery funding towards 78% of the anticipated shortfall on the building contract and the costs of park furniture and the construction of a wall between Astley Hall and the boiler house to enhance the walled garden and improve security.

A Framework for Partnership Working

16. We considered a joint report of the Director of Policy and Performance (Assistant Chief Executive) and Director of Finance and endorsed a 'Framework for Partnership Working' produced by the Internal Audit Section.
17. The document set out the recommended governance and management procedures to be applied to the Authority's partnership ventures. In particular, it outlined the control procedures and processes that Members and Officers will need to apply to all partnership working, together with the monitoring and assessment procedures required to gauge whether the partnerships are adding value to the Council's functions.

18. We stipulated that all proposed key partnership initiatives must be presented to the Executive Cabinet prior to any agreement being put in place and have requested an annual report on all key partnership's performance and, where appropriate, financial well-being to be submitted to the Cabinet by the Director of Finance.

Achieving Value for Money

19. The Executive Cabinet received a report of the Director of Finance and approved the adoption of a 3 year Value for Money Review Programme. This follows the Audit Commission's award to the Council of the highest score of 4 for the Authority's annual Use of Resources self-assessment on Value for Money for 2006.
20. The 3 year Best Value Review Programme aims to ensure that the current high level of performance is maintained and enhanced by subjecting each of the Council's services to a Best Value Review over the 3 year period, commencing with the Streetscene, Neighbourhoods and Environment Directorate in 2007/08. The framework document sets out the various procedures and performance management tools that will be used to review and assess services in order to ensure that they are continuing to deliver value for money.

Community Managed Community Centres

21. Following consideration of a report by the Director of Leisure and Cultural Services we approved the transfer of the management function for the Tatton Community Centre from the Borough Council to Tatton Community Association (a not-for-profit voluntary management committee) with effect from 1 September 2007 at the earliest, subject to consultation with staff and trade unions. This decision accords with the Executive Cabinet's previous approval of the concept of community management for the Authority's four directly managed Community Centres and is in line with the Council's objective of developing greater community cohesion and involvement.

MEETING HELD ON 26 JUNE 2007

Annual Audit and Inspection Letter for 2005/06

22. The Audit Commission's Annual Audit and Inspection Letter for 2005/06 was presented to the Executive Cabinet by Mr Mike Thomas from the Commission.
23. The letter provides an overall summary of the Audit Commission's assessment of the Authority, drawing from its audit findings and conclusions and from any inspections undertaken in the past year. The letter reviews how well the Council has progressed under the Commission's Direction of Travel report, and assesses the Council's management of its finances through the Use of Resources scores.
24. The report presents a positive and complimentary message from the Council and is welcomed in the Authority's quest to seek a re-assessment of our Comprehensive Performance Assessment score.
25. In particular, Mr Thomas highlighted the following main messages extracted from the letter:
 - The Council has made significant improvements in its performance over the last three years compared to all District Councils, including those categorised as 'excellent' District Councils.
 - The Council is performing well ahead of other comparative Authorities.

- The Council in supporting the Lancashire Children and Young People partnership is well prepared to deliver the Children and Young People improvement agenda.
- The Council continues to perform well in its use of resources, having scored a maximum 4 for its annual Use of Resources self-assessment on value for money in 2006.

26. The letter also highlights a number of areas which still require to be addressed by the Council and actions agreed.

Revenue Budget, 2006/07 – Provisional Outturn

27. The Executive Cabinet received and noted a report of the Director of Finance on the provisional outturn figures for the Council's 2006/07 General Fund revenue budget and the Housing Revenue Account.

28. Overall, in the 2006/07 financial year, an underspend of £158,000 was achieved as a result of service efficiencies. However, there is a need to allocate a sum to cover backdated interest costs on the Gillibrand Link Road compensation sum once the fixed settlement is made known. The Director of Finance has estimated the interest payment to be in the region of £456,000. After deducting £86,000 to be charged to earlier years and the £158,000 revenue underspend, the need to fund the interest payment has resulted in an overall loss of £232,000 on the 2006/07 General Fund budget. As an interim measure, the Council will need to commit working balances to cover this loss, but the Director of Finance intends to apply to the Department for Communities and Local Government for the capitalisation of these costs.

29. The total General Fund reserves total £1.654m, but as the majority of this sum is committed for schemes in 2007/08, the effective working balances total £0.769m. This is, in fact, within the range agreed in the Council's financial strategy and will be augmented during 2007/08 when the Housing Revenue Account is closed.

30. The final outturn in respect of the 2006/07 Housing Revenue Account showed a year end balance of £966,000.

Overview and Scrutiny Annual Report for 2006/07

31. The Chair of the Overview and Scrutiny Committee (Councillor D Edgerley) presented the Executive Cabinet with the Overview and Scrutiny Annual Report for 2006/07 which highlights the work and achievements of the Overview and Scrutiny Committee and its associated Panels during the municipal year ending 31 March 2007.

32. The report highlights the continuing progress and effectiveness of the overview and scrutiny activities and points to the areas where it has had the greatest impact over the past year, including the budget setting process. More Member training sessions have been organised for 2007/08 in order to equip Members with the competencies needed to rise to the challenges within the Local Government White Paper.

Overview and Scrutiny Improvement Plan – Update

33. We were presented with an updated version of the Overview and Scrutiny Improvement Plan which identifies the opportunities and actions required to enhance the overview and scrutiny function.

34. The revisions to the Plan have been made in the light of Member and Officer training sessions and the Chair of the Overview and Scrutiny Committee drew our attention in

particular to the need to schedule more regular meetings between the Executive Leader and the Chairs of the three Overview and Scrutiny bodies.

Communications and Marketing Strategy

35. The Executive Cabinet received a report of the Director of Policy and Performance (Assistant Chief Executive) and approved an improved Marketing and Communication Plan.
36. The new Plan refreshes and improves the Communications Strategy agreed in 2004 by providing a stronger focus on marketing the 'Chorley' brand and ensuring that all opportunities are taken to raise the profile of the Borough and its high performing services.

Householder Design Guidance – Supplementary Planning Document

37. We considered a report of the Director of Development and Regeneration and endorsed the modification of the Householder Design Guidance Supplementary Planning Guidance adopted by the Council in February 2007.
38. Government guidance aims to restrict the size of replacement dwellings in the Green Belt so that new buildings are not materially larger than those being replaced. However, recent case law has established that, once built, a replacement dwelling is construed as the original dwelling. Consequently, if the replacement dwelling is larger than the replaced building, it could prove difficult to resist plans for any inappropriate extension. Therefore, in order to retain a robust policy on replacement dwellings in the Green Belt, a modification to the supplementary planning guidance was considered appropriate. The revised document emphasises the need to restrict the size of replacement dwellings and removes any mention of a percentage figure in relation to the scale of extensions to rural dwellings, allowing each proposal to be treated on its own merits.
39. The modified planning guidance has been approved for interim adoption for development control purposes during the public consultation period.

Draft Interim Pavement Café Design Guide

40. We received and considered a joint report of the Director of Development and Regeneration and the Director of Streetscene, Neighbourhoods and Environment and approved for public consultation purposes an Interim Pavement Café Design and Licence Guide.
41. The guidance document aims to encourage well designed and managed pavement cafes both in the town centre and surrounding villages that will assist the vitality and viability of the town centre and support rural businesses. In particular, the purpose of the guidance is to:
 - ensure that any pavement café makes a positive contribution to the street scene;
 - ensure that any pavement establishment operates and is managed to specified requirements and standards;
 - guide potential operators through the required licensing and planning processes.
42. Notice of a public question had been received, which was read at the meeting in the absence of the questioner. In response, the Director of Development and Regeneration confirmed that Pubwatch will be allowed to comment on the guidance as part of the consultation exercise. In this context, various issues were raised by Members at the meeting that will require further evaluation during the consultation stage.

Land allocated for Employment development at Botany/Great Knowley, Chorley

43. The Executive Cabinet had received and considered at its meeting on 24 May a report of the Director of Development and Regeneration seeking approval to a Guiding Principles Document for the development of Botany/Great Knowley site at Chorley. The land is currently allocated in the adopted Chorley Borough Local Plan Review for Class B1 (Offices/Light Industry) and Class B2 (General Industry) uses.
44. Following questions raised at the meeting from three members of the public and representations from a number of Members querying both the necessity for the site's allocation in the light of other potential employment sites and the impact of any potential development of the site on local traffic and the ecology of the area, the Executive Cabinet deferred consideration of the item. The Members requested a further report on (i) the feasibility or otherwise of procedures to secure the release of the site's allocation as employment land, and (ii) the likely implications of any re-allocation.
45. A further report was accordingly presented to our meeting on 26 June which addressed each of the relevant issues raised at the earlier meeting.
46. At the outset of the 26 June meeting, a further three residents posed separate questions relating to the costs and timescales of the re-allocation process, the necessity for the development given the over-supply of employment land and the impact of additional traffic on the area's road networks. The Executive Member for Economic Development and Regeneration (Councillor P Malpas) responded to both the original questions and the supplementary queries raised by two of the questioners. In addition, Councillor D Edgerley presented a petition signed by approximately 1,040 Chorley residents objecting to the site's allocation.
47. The Director's report outlines the background to the identification of the site for employment purposes in the initial Chorley Borough Local Plan, after taking account of the need to provide a variety and mix of employment opportunities throughout the Borough. The report also clarifies that any revision of the Local Plan Review policies will entail long and complex processes within the Local Development Framework regime, and highlights the fact that any move to pursue other routes could give rise to claims for substantial compensation payments. The Guiding Principles document, which has taken account of relevant highways and ecological considerations, has been compiled as guidance and advice to potential developers in order to ensure the highest quality design and layout for any potential development of the Botany/Great Knowley site.
48. Following a frank and comprehensive debate on the issue, the Executive Cabinet accepted that the allocation of the Botany/Great Knowley site for employment purposes within the Chorley Borough Local Plan Review is, for all practical purposes, unchangeable in the short term. We did, however, agree to use all reasonable endeavours to seek a re-allocation of the site through the formal Local Development Framework process. In the interim, the Members also endorsed the Guiding Principles document for further public consultation, including a workshop seminar with the local residents' group.

Fairview Farm, Adlington – Provision of Affordable Housing

49. The Executive Cabinet considered a report of the Director of Development and Regeneration and authorised (i) the appropriation of the affordable housing plot at Fairview Farm, Adlington from the Housing Revenue Account to the General Fund; and (ii) agreement with Places for People Housing Association to transfer the land for the purpose of providing social rented and low cost housing.

50. This will allow the Housing Association to seek planning permission and Housing Corporation funding of a scheme to provide 5 two-bedroomed houses and 9 three-bedroomed houses for social renting, together with 15 two-bedroomed houses and 13 three-bedroomed houses for low cost sale.

East Lancashire Woodland Strategy (ELWOOD) Joint Venture Agreement

51. The Executive Cabinet considered a report of the Director of Development and Regeneration and authorised the Council's participation in the Lancashire Woodland Strategy (ELWOOD) Joint Venture Agreement, along with the local authority areas of Blackburn with Darwen, Burnley, Hyndburn, Pendle, Ribble Valley and Rossendale. The ELWOOD programme aims to make a major contribution to the economic, social and environmental well-being of the area through the creation of a network of new and improved woodland.
52. The Joint Venture Agreement will formalise each Authority's participation in the delivery of the ELWOOD programme, which has been operating since 2000 with resources from a consortium of funders.

Land Drainage Act, 1991 – Delegation of Enforcement Authority

53. The Director of Streetscene, Neighbourhoods and Environment presented a report seeking delegated authority for the discretionary enforcement of provisions of the Land Drainage Act, 1991 and to adopt a priority based approach.
54. The Land Drainage Act 1991 makes provision for local authorities to take action with respect to land drainage in instances where a flooding risk exists. Previous activity with respect to land drainage has been on an unprogrammed and ad-hoc basis, but the report recommended the adoption of a list of priorities.
55. The Executive Cabinet authorised the Director of Streetscene, Neighbourhoods and Environment's staff to exercise the functions of the Land Drainage Act and approved the prioritisation list as shown in the Officer's report. In this context, we have authorised the Director to allocate a budget for essential works falling within priorities Nos 1 and 2 (ie internal flooding in domestic premises and the imminent threat of repeat internal flooding in domestic premises), in consultation with the Director of Finance, where riparian responsibility cannot be identified or equitably apportioned.

Skin Piercing Model Byelaws

56. The Executive Cabinet considered a report of the Director of Streetscene, Neighbourhoods and Environment and recommended for adoption model byelaws in the form attached to the submitted report for securing the cleanliness of premises registered under sections 14(2) or 15(2) or both of the Local Government (Miscellaneous Provisions) Act 1982 and the fittings in such premises and of persons registered under sections 14(1) and 15(1) or both of the Act in connection with the practice of acupuncture or the business of tattooing, semi-permanent skin-colouring or cosmetic piercing. Accordingly the Council is asked to approve the submission of the draft model byelaws to the Secretary of State for Health for confirmation.

Recommendation

57. The Council is recommended to note this report and approve the submission of the Skin Piercing Byelaws to the Secretary of State for confirmation.

COUNCILLOR P GOLDSWORTHY
Executive Leader

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There are no background papers to this report.

REPORT OF OVERVIEW AND SCRUTINY COMMITTEE AND PANELS

GENERAL REPORT

1. This report summarises the business transacted at the Overview and Scrutiny Committee meetings held on 21 May 2007 and 25 June 2007, as well as a brief summary of the recent activities and matters discussed at meetings of the Environment and Community Overview and Scrutiny Panel and Corporate and Customer Overview and Scrutiny Panel.

OVERVIEW AND SCRUTINY COMMITTEE – 21 MAY 2007

Corporate Fourth Quarter Performance Report 2006/07 – Monitoring Report for the Period ending 31 March 2007

2. We received from the Director of Policy and Performance (Assistant Chief Executive) the fourth quarter performance monitoring report including the authority's performance in relation to the Corporate Strategy and the Council's Best Value Performance Indicators for 2006/07.
3. The report indicated the full list of Best Value Performance Indicators that were relevant to this Council and which are collected in accordance with definitions issued by the Department of Communities and Local Government. The report impacted on all of the Corporate Priorities as the areas of performance covered by the report related to all four of the Council's priorities.
4. Overall the performance of key projects year-end was excellent, with the majority of projects performing as planned. The report indicated that good progress had been made within the last quarter, with a number of projects completed and delivering real outcomes. In all 73% of those corporate strategy indicators, which can be measured at this stage in delivery of the Corporate Strategy, were achieving target.
5. The report showed that the organisation was continuing to deliver excellent performance in terms of outcomes and with the authority moving into the next municipal year the Council would be focusing on target setting and continued effective performance management to ensure that it continued to improve and excellence continued.
6. During consideration of the report Members raised several queries and requested further information from the Director of Streetscene, Neighbourhoods and Environment, Director of Development and Regeneration and Returning Officer.

Business Plan Monitoring Statement – Policy and Performance Directorate

7. We received a report of the Director of Policy and Performance (Assistant Chief Executive) on the Business Plan Monitoring Statement relating to her Directorate, identifying progress made against the key actions and performance indicators for the period 1 January to 31 March 2007.
8. The report indicated the activities of the Directorate and in particular the key messages such as the success of taking forward a number of key projects contained within the Corporate Strategy. Good progress had been made with the further strengthening of the Directorates approach to performance management with the aim of driving forward real improvements.
9. The Directorate played a key role in relation to improving community cohesion within the Borough as well as the work relating to preparation for a future CPA re-inspection and raising the profile of the Council.
10. Other key areas of work in this final quarter of the year related to communications and marketing.

11. Overall the Directorate had made significant progress on developing and strengthening the approach to data quality, business planning and equality diversity, and all areas, which will have a positive impact on any future CPA assessment.

Overview and Scrutiny Work Programme

12. We received the Overview and Scrutiny Work Programme for the ensuing Municipal Year, which include the envisaged timescale for the ongoing scrutiny inquiries and the planned details of the period monitoring of past inquiries.
13. We requested a report on the progress made to date on job evaluation outlining the tasks completed, the outstanding issues to be addressed and the potential risks such as equal pay claims, salary reduction and other costs.

OVERVIEW AND SCRUTINY COMMITTEE – 25 JUNE 2007

Job Evaluation

14. We received a report of the Director of Human Resources as requested at the previous meeting. The Quality Assurance process is completed and the rank order of all posts was been signed off by both Management and Trade Unions at the Project Steering Group on 13 April 2007. Following this management prepared options for the pay modelling and which terms and conditions of employment would form part of the negotiations.
15. Four successful meetings have been held with the negotiations progressing well. The target is to take recommendations to Council on 10 July 2007 for approval. It is likely that the union will need to have sign off at a national level, but it is hoped that this can be a “rubber stamping” exercise only due to the high level of regional involvement there has been in the negotiations.
16. The Director of Human Resources advised that there was an issue that due to the high number of restructures in the Council a significant number of new posts have been created. It is hoped these will be evaluated following further Job Evaluation training later this month.
17. There are two potential risks: equal pay claims and salary reduction. Steps had been put in place to manage these risks, including the completion of a detailed equal pay audit to assess the risks and the consideration of protection options for staff whose salary is reduced.
18. Ongoing work included the training of at least 12 members of staff and to combine both management and trade union representatives on joint panels for the ongoing process. There would be communication with staff on points, pay information and the appeals procedure, to implement the new pay and grading structure and embed job evaluation as part of the Authorities normal practices.
19. We agreed that the Committee should give further consideration to Job Evaluation with the view to a high level Inquiry being undertaken by the Corporate and Customer Overview and Scrutiny Panel in due course. Issues to be considered would include the cost and impact on the organisation and the percentage of posts that went up, down and stayed the same. In addition, the impact on recruitment and retention and the current situation with other local authorities in Lancashire.

Corporate Fourth Quarter Performance – Receipt of information requested

20. At the previous meeting we requested Directors to submit information relating to issues and queries that arose from the Corporate Fourth Quarter Performance Monitoring Report.

Refuse and Recycling Collection

21. The Director of Streetscene, Neighbourhoods and Environment reported that there had been a reduction in satisfaction with missed collections. We discussed the difficulties for the collection crews in identifying a missed bin and non-presentation and collecting the data in an accurate way.
22. A small number of complaints were made directly to the contractor but the Chorley Contact Centre officially dealt with complaint, comments and complements. The majority of complaints to the Contact Centre regarding refuse and recycling related to missed collections. It was estimated that 108 per 100,000 collections had a justified reason for being missed.
23. There are around 800 assisted collections undertaken requested by members of the public. There is a higher rate of missed collections in this area. This was affected negatively when local knowledge and arrangements were lost with crew rotation and the use of agency staff.
24. The handling of complaints would be more manageable with the introduction of the Customer Relationship Management System in the Contact Centre as customer advisors would be able to see the complete history of complaints for any property.
25. We heard that going forward the Council is holding a listening day on 14 July looking at waste and recycling and that an options report would be presented to Executive Cabinet on the renewal of the waste management contract.
26. We agreed that the results of the listening day be fed back to the Committee as there was a need for specific details as to why the satisfaction with the service had reduced and whether there was a need for one of the Panels to undertake an Inquiry into this issue.

Pollution Control Improvements

27. The Director of Streetscene, Neighbourhoods and Environment advised that there are licenses to control levels of pollution. The responsibility for some of these lay with the Environment Agency and other with the Local Authority.
28. Technical standards were improved and there was a responsibility to ensure these were adhered to by a deadline. We were assured that the work was being undertaken, but the deadlines had not all been met.
29. We agreed that the Committee were satisfied by the assurances given.

Alley gate schemes

30. We were advised that there are 20 schemes on the list for the current year. These had been measured up and awaiting the results of a tender process. All the schemes would go through a data refining exercise against the crime and disorder benefits.
31. We noted that there was a great deal of interest in the alley gate schemes and that there were other benefits achieved in addition to crime and disorder issues.

Re-tendering the graffiti Removal and Public Toilet Cleaning and Maintenance Contracts.

32. Under the Anti-Social Behaviour Act 2003 the Council has the responsibility to remove graffiti. The contract went through the tender process and the Council was taking action under contract terms.

33. The Public Toilet Cleaning and Maintenance Contract went through the tender process, resulting in a cost saving in the provision of the service.

Percentage of people satisfied with opportunities to participate in local decision-making

34. The Chief Executive and Principal Corporate Support Officer reported that in the previous year the work required during the annual canvass for the electoral register had increased. Three forms were delivered to properties. On the third occasion if there was still no response the canvasser would knock on the door on two occasions to try and receive details of the occupants. From the door knocking stage there had been approximately 4,000 responses. The rate of return had increased from 87.5% in 2005 to 92% in 2006.
35. For five years the Council has offered electoral registration using the telephone and internet. The section worked with Council Tax who were now able to give details of properties where people have moved out. Electoral registration forms were sent out to these properties. The number of complaints from the public of not being on the register at election time had reduced since this collaborative working had been introduced.
36. There would be publicity in Chorley Borough News in August highlighting the need to be on the electoral roll to get credit. Additional information would be sent out to areas where there was a low rate of return. We requested that information about the rate of return per ward to be emailed to the Committee.
37. Integration with the Land and Property Gazetteer (LLPG) was being investigated to match information about properties. The register did not start from scratch each year and rolling registration meant that electors no longer had to wait until the annual canvass to go on the register. It was key that the public understand and value the process, working with schools was a positive way of getting information and awareness out there.

Communications and Marketing Strategy

38. The Committee considered the draft Communications and Marketing Strategy to be considered by the Executive Cabinet the following day.
39. The Chief Executive reported that the document set out the details of this important area of work for the Council. The "You Said, We Did" marketing thread is a successful method of showing what the Council is doing to address issues raised by the public. It is a key challenge to find out who our customers are, to use this to shape information about our services and to ensure customers can easily recognise the Council and its services.
40. Communications and marketing has been bringing resource and expertise into the centre and creating a saving. The way forward is to know more about our audiences so we can break down messages and communicate in the way that suits them, to position ourselves nationally to raise the profile of the Council and the borough as a whole and what we do to look professional and be easy to understand.

Provisional Revenue Budget, 2006/07 – Outturn

41. We received a report from the Director of Finance containing the provisional outturn figures for the Council's revenue budget for the financial year 2006/07. The Council has performed well throughout the year and the cash targets have been met. There has been a slight underspend but this is within acceptable tolerances.
42. We heard that the final Compensation payment for the Gillibrand Link Road, as yet not determined by the courts, would have an impact on the revenue budget. A report outlining the Compensation payment would be presented both to Executive Cabinet and this Committee in due course.

43. The final negotiated position in relation to the transfer of Housing Stock to Chorley Community Housing will have a significant impact on the final position. The Housing Revenue Account would close in 2007/2008.
44. Significant variations since the last report were noted, including concessionary fares at £88,000.00.

Capital Programme – Outturn for 2006/07 and Monitoring of 2007/08 Programme

45. We received from the Director of Finance the provisional outturn for the Council's Capital Programme for 2006/07 and a progress update for the 2007/08 Capital Programme. The provisional outturn of £13,269,246.
46. The Council is proceeding well in the delivery of the Capital Programme. The most significant change was the addition of the Eaves Green Link Road to the 2006/07 programme. This scheme had slipped from 2005/06. We discussed the proposed financing of the Gillibrand Link Road land assembly expenditure and noted the use of Section 106 resources.
47. Three new projects to be considered by the Executive Cabinet for approval were noted as Astley Park – Woodland Management, Coppull PlayZone and Charnock Richard Football Club – Pitch Improvements.

Overview and Scrutiny Annual Report

48. We received the Overview and Scrutiny Annual Report outlining the achievements and activities of the Overview and Scrutiny function for 2006 2007.
49. This included various Inquiries, involvement in the budget process and monitoring of the budget, consideration of Best Value Performance Indicators and Business Plan Monitoring Reports.

Overview and Scrutiny Improvement Plan – Update

50. We received the updated Overview and Scrutiny Improvement Plan.
51. The recent Overview and Scrutiny training delivered by the IDeA had been well attended and received. It was important that Members and officers now took the issues raised forward.
52. There are plans in place to improve the publicity surrounding the work of Overview and Scrutiny and to revise the structure of the function following the deliberations in Parliament on issues in the Local Government and Public Involvement in Health Bill, which include Community Call for Action

Overview and Scrutiny Work Programme

53. We received the Overview and Scrutiny Work Programme for the ensuing Municipal Year, which include the envisaged timescale for the ongoing scrutiny inquiries and the planned details of the period monitoring of past inquiries.

ENVIRONMENT AND COMMUNITY OVERVIEW AND SCRUTINY PANEL – 7 JUNE 2007**Business Plan Monitoring Statement – Period 1 January to 31 March 2007**

54. The Panel received the fourth quarter Business Plan Monitoring Statement for the period December 2006 to April 2007 for the undermentioned Directorates whose services and functions, which fall within the remit and area of responsibility of the Environment and Community Overview and Scrutiny Panel:
- Leisure and Culture
 - Development and Regeneration
 - Streetscene, Neighbourhoods and Environment
55. The Director of Leisure and Cultural Services notified the Panel that the only area of his service that had not reached the performance target was the processing of invoices within 30 working days. It was pointed out that every directorate was currently coming to terms with this and action was being taken to improve the service.
56. However the Panel expressed concern that this issue had been at this level of performance for several months and that immediate action was now required to improve performance as it was considered to be an important indicator reflecting on the Council's payments to suppliers etc.
57. The Panel requested the Director of Finance to submit a report to the next Panel meeting on the processing of invoices within 30 working days, providing an analysis of where and reasons for the delays, which are causing the current fall in the performance target and whether the system is working across the authority.
58. The Panel also received from the Director of Development and Regeneration the Business Plan for her Directorate. Members congratulated the Director on the tremendous improvements that had been made to service delivery to customers, reflected in an increase in customer satisfaction from 61% to 76%. The Planning Services Team was keen to build on this success and was prepared to implement a 3-year action plan to help to continue the success.
59. In relation to the Streetscene, Neighbourhoods and Environment Directorate, the Director indicated that the performance variation for the number of missed collections per 100,000 collections of household waste had improved but was still slightly below target. Various initiatives had been taken up with the contractor to drive up collection performance and reduce missed collections.
60. Other areas of poor performance related to racist and offensive graffiti removal within 2 working days and management of sickness absence.
61. The Panel requested a report from the Director of Human Resources on the management of sickness absence across the authority, indicating how the figures are arrived at and the split in the figures between short-term and long-term sickness.

Neighbourhood Working – Inquiry

62. The Panel received a progress report on the Panel's ongoing inquiry into neighbourhood working from the Director of Streetscene, Neighbourhoods and Environment indicating that a visit was planned provisionally for 27 June 2007 to Bolton where neighbourhood working was being conducted in the Great Lever area of the authority.

63. A final witness hearing was due to take place with the Chair of the Panel and the Chief Executive, Director of Finance, Executive Leader and Executive Member for Streetscene, Neighbourhoods and Environment.
64. A draft report of the Inquiry's findings had been completed but required input from the findings from the above meetings.

CORPORATE AND CUSTOMER OVERVIEW AND SCRUTINY PANEL – 12 JUNE 2007

Year End Business Plan Monitoring Statements

65. The Panel received the Year End Business Plan Monitoring Statements for Human Resources, Information, Communication Technology Services, Customer, Democratic and Legal Services and Financial Services.
66. Members clarified aspects of the Business Plans and Performance Indicators with the Directors who were present at the meeting. The Panel noted the key messages and service developments in each Directorate as outlined in the reports.
67. Members noted that the indicator for invoices processed within 30 days was either a red triangle or a blue circle for each Directorate. These figures were improving, but it was acknowledged that further was needed on this.
68. The Members congratulated the Directors on the year-end reports. In particular, Human Resources on the Investors in People (IiP) accreditation and the organisational changes and Finance on the Value for Money (VFM) score of 4 from the Audit Commission. Only two other District Councils in the country had achieved a score of 4.
69. Members discussed methods to consider the Business Plan Monitoring Statements in other ways, such as one or two Members leading the discussion on a particular Directorate or inviting an Executive Member to attend where there is an area of concern or commendation. This would be given further consideration at a future meeting of the Panel.

Corporate and Customer Overview and Scrutiny Panel Inquiry

70. The Panel noted that the Overview and Scrutiny Committee held on 27 March 2007 set out the Inquiry topics for the Panel for the forthcoming Municipal Year as being Gershon Efficiencies and Absence Management.
71. The Director of Human Resources and the Business Improvement Manager each delivered a brief, high-level presentation as an introduction to the topics.
72. The Panel agreed to undertake both Inquiries by means of two Sub-Groups and members then determined the membership of the Sub-Groups.

RECOMMENDATION

73. The Council is recommended to note this report.

COUNCILLOR D EDGERLEY
Chair of Overview and Scrutiny Committee

GKB

There are no background papers to this report.

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REPORT OF DEVELOPMENT CONTROL COMMITTEE

AMENDMENT OF COUNCIL’S SCHEME OF DELEGATIONS IN RESPECT OF PLANNING APPLICATIONS

1. The Development Control Committee at its meeting on 19 June 2007 received and considered a report of the Director of Development and Regeneration recommending a revision of the currently operative scheme of delegations in respect of planning applications.
2. Since 2005 there has been a requirement for a commuted sum to be payable under the terms of a Section 106 Agreement in lieu of the provision of play space in respect of all planning applications that involve the development of an additional single dwelling. Under the Council’s current scheme of delegations all applications that require a Section 106 Agreement need to be determined by the Development Control Committee.
3. Since the lifting of the Windfall Housing Policy in December 2006, there has been an increase in the number of applications for residential development requiring to be presented to the Development Committee. This has, consequently impacted on the Council’s Best Value Performance Indicators (BVPIs) as applications are taking longer to process and determine.
4. In order to allow some flexibility in the determination of planning applications and meet BVPI targets, the Director suggested an amendment to the scheme of delegations to allow those applications which require the payment of a commuted sum for play space to be determined by Officers in instances where no objections have been received. Applications which generate objections could be considered by the Chair and Vice-Chair, in consultation with the Director of Development and Regeneration, subject to the usual considerations. However, these latter applications would not necessarily be precluded from consideration by the Development Control Committee, if the Chair and Vice-Chair chooses to present them to the Committee.

Recommendation

5. We accepted the Officer’s arguments and accordingly recommend the Council to amend the scheme of delegations in order to allow (i) the Director of Development and Regeneration to determine planning applications for schemes requiring a Section 106 legal agreement for play space where no objections have been lodged; and (ii) the Chair and Vice-Chair of the Development Control Committee, in consultation with the Director of Development and Regeneration, to determine applications whenever objections are received, subject to the usual considerations.

COUNCILLOR H HEATON
 Chair of Development Control Committee

AU

BACKGROUND PAPERS			
DOCUMENT	DATE	FILE	PLACE OF INSPECTION
Report of Director of Development and Regeneration submitted to Development Control Committee	19/6/07	-	Town Hall, Chorley (Democratic Services Section)

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REPORT OF DEVELOPMENT CONTROL COMMITTEE

GENERAL REPORT

1. Since the last Council the Development Control Committee met on 24 April 2007, 27 May 2007 and 19 June 2007. This report refers briefly to the more significant proposals that were considered at these meetings.

MEETING HELD ON 24 APRIL 2007

Planning Application 07/00062/FULMAJ

2. We considered the above planning application that proposed the erection of 3 office blocks with a total floor area of approximately 5000 square metres. The proposed office blocks were on land south of Canal Mill (Botany Bay), which presently comprised of overspill car parking. The site was triangular in shape and was bounded by the M61 to the south west, the Leeds Liverpool Canal to the east and Botany Bay to the north. The office blocks were to be 3 storeys high.
3. In design terms, Policy Guidance Note 5 required that proposed development would be well related to its surroundings and the applicant had provided amended elevations of Unit 1 detailing fenestration to match the other units and hence were considered to be acceptable.
4. Whilst the buildings would be highly visible from the M61 when approaching Chorley and also from the Canal towpath, the development would enhance the character of the Botany Bay site and provide an attractive built form of development. The upgrade works to the Canal towpath and landscaping would also provide an improved and more attractive Canal side environment.
5. Vehicular access to the offices would be via the existing access at the northern end of the Botany Bay site from the A674. The level of car parking provision was considered to be acceptable and no comments on the application had been received by the Highways Agency.
6. Policy EP4 stated that planning conditions can be use to safeguard protected species affected by the development. The applicant had, at the request of Lancashire Council (Ecology) carried out surveys for Bats and Water Voles.
7. The Bat survey concluded that the development would not have an impact on roosting bats and that the impact on feeding resources would be fairly insignificant especially if a new hedge was to be planted.
8. The Water Vole Survey had identified their presence and recommended that a 5m buffer strip be maintained between the development and the bank of the Canal by amending the design of the development.
9. Japanese Knotweed was also found to be present within the application area and it was recommended that the applicant adopt working methods to prevent the spread of the species as a result of the development.
10. After considering the information in the officer's report we decided to grant full planning permission subject to the conditions set out in the report and the addendum sheet that was circulated at the meeting.

MEETING HELD 22 MAY 2007**Planning Application 07/00248/REMAJ**

11. We considered the above reserved matters application for the erection of 76 dwellings in the form of two apartment blocks with associated parking, landscaping, bin stores, roads and sewers on parcel H8, Euxton Lane, Chorley.
12. The parcel fronted onto two sides of the formal green square, the other two sides had been approved in 2003 and had now been constructed. The design philosophy reflected that of the apartment blocks on the other side of the square with vertically proportioned windows. Traditional materials including brick and slate were proposed.
13. The two apartment blocks would be accessed separately and the County Highways Engineer was now satisfied with the amended plans in relation to car parking.
14. It was considered that the proposal accorded with Policies, GN2, GN5 and HS4 of the Adopted Chorley Borough Local Plan Review and the Buckshaw Village Residential Design Code. The proposals clearly reflected the apartments built on the other two sides of the square, therefore resulting in consistent design.
15. After considering the information in the officers report we decided to grant the reserved matter application subject to the conditions set out in the report.

Planning Application 07/00383/COU

16. We considered the above planning application for the change of use from a residential dwelling house (C3) to a residential rehabilitation centre at Withnell House Rest Home, Bury Lane, Withnell.
17. The Committee received representations from the applicant, an objector and a ward councillor.
18. It was proposed that the centre would accommodate up to 30 clients most of whom would reside at the property for 6 – 9 months. There would be 13 members of staff based at the site working on a shift rota. The proposal also incorporated the erection of new fences to provide a secure play area for the children and residents.
19. The proposed change of use was considered to be appropriate development within the Green Belt and it was not considered that the level of vehicular movements generated by the premises would have an adverse impact on the openness of the Green Belt.
19. Members raised concerns in respect of the security implications of the proposal and the potential impact on the nearby residents.
20. A number of letters of objections had also been received from neighbouring residents, raising similar concerns, and after listening to the representations and considering the information in the officer's report we decided to refuse full planning permission on the grounds that the proposed development would by the nature of the proposed use as a rehabilitation centre lead to an increase in crime and fear of crime which is a material planning consideration and this was considered to be contrary to Section 17 of the Crime and Disorder Act 1998 and policy GN5 of the Adopted Chorley Borough Local Plan Review

MEETING HELD 19 JUNE 2007**Planning Application 06/01341/FULMAJ**

21. The Committee considered an application for the redevelopment of Rectory Farm at Town Road, Croston entailing the erection of 6 four-bedroomed dwellings and the conversion of the existing barn to create 3 three-bedroomed apartments and associated garage spaces and visitors parking. The application also includes the erection of a rear extension to the adjacent Croston Trinity Methodist Church to create a Sunday School/communal facilities with associated car parking.
22. A total of 701 representations had been received in response to the consultation exercise on the proposal, the vast majority opposing the proposal, with 699 objections being in the form of a standard letter signed by local residents.
23. The application has been amended to reduce the number of proposed new dwellings and the Committee considered that the layout and design of the development are now acceptable in the Conservation Area, provided conditions to regulate the development (eg samples of material) are imposed.
24. This is a finely balanced application and although only two of the six new dwellings on the site are proposed to be affordable, the provision of a number of community benefits, secured by legal agreement, must be weighed against this. Overall, it is considered that the two affordable units are sufficient and that the design and layout of the scheme will make a positive contribution to the Conservation Area.
25. After taking account of the planning factors, and following a site visit to the area, the Committee granted conditional planning permission for the development, subject to a Section 106 Agreement being completed to secure (i) a commuted sum for play space, (ii) two affordable housing units in association with a Registered Social Landlord, and (iii) land gifts to the Methodist Church for the purposes of an extension and the British Legion for community use.

Recommendation

26. The Council is recommended to note the report.

COUNCILLOR H HEATON
Chair of Development Control Committee

DS/AU

There are no background papers to this report.

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REPORT OF LICENSING AND SAFETY COMMITTEE

GENERAL REPORT

1. This report is a brief summary of the main items considered at meetings of the Licensing and Safety Committee held on 25 April and 25 May 2007.

LICENSING AND SAFETY COMMITTEE – 25 APRIL 2007

Vocational Training for Hackney/Private Hire Drivers

2. We received a further report on a proposal to introduce vocational training for all new applicants for hackney carriage and private hire drivers licences.
3. The Committee had previously recommended that the Licensing Liaison Panel consider the proposals. Those attending the Panel saw the proposal as a positive step however there was a risk that the extra costs incurred by new drivers may discourage them from taking up 'taxi' work leading to a shortage of drivers.
4. We agreed to defer the proposal for six months in order to assess the impact of compulsory driver training in Preston and South Ribble Council who had already made this training compulsory for new drivers.

Licensed Private Hire Operator – Allowing a vehicle to be used without insurance and Road Tax

5. We received a report bringing our attention to a complaint made by a member of the public that two private hire vehicles were being used on a public road without current tax discs and that one vehicle did not have a valid insurance.
6. At a previous meeting, the Committee agreed that it was not satisfied with the explanation given by the person running the firm who attended the meeting. We agreed that the person who was currently the holder of the private hire operators licence be invited to this meeting to give a full explanation and to answer any questions the Committee may have.
7. The operator attended the meeting putting forward an explanation and enabling Members to ask questions.
8. We agreed that the Private Hire Operators Licence be revoked on the basis that he was not a fit and proper person to hold a licence and on the grounds of "of any other reasonable cause" (Section 61(1)(d) of the Local Government (Miscellaneous Provisions) Act 1976). An explanation of reasonable cause was given to the Committee.

LICENSING AND SAFETY COMMITTEE - 23 MAY 2007

Application for Licence to Drive Hackney Carriage/Private Hire Vehicles within the Borough

9. We received a report requesting the Committee to consider an application for a licence to drive Hackney Carriage/Private Hire Vehicles within the Borough of Chorley.

10. At the meeting of the Committee held on 28 March 2007 we agreed to adjourn the application.
11. The applicant along with his legal representative had been invited to attend the meeting but neither attended.
12. We agreed to adjourn consideration of the application to the next meeting of the Committee to be held on 11 July 2007 and that the applicant be informed in writing and delivered by hand to himself and his legal representative and that another opportunity be given to him to attend to put forward representations in support of his application. Should he not attend on that occasion the application would be considered in his absence.

Recommendation

13. The Council is recommended to note the report.

COUNCILLOR MRS I SMITH
Chairman of the Licensing and Safety Committee

GKB

There are no background papers to this report.

REPORT OF THE AUDIT COMMITTEE

GENERAL REPORT

1. This report gives a brief summary of the items discussed at the meetings of the Audit Committee held on 21 and 28 June 2007.

Meeting held on 21 June 2007

Audit Committee Programme

2. The Director of Finance submitted a schedule giving details of the draft Audit Committee Programme for 2007/08. The programme provided details of the items to be submitted to future meetings of the Committee by the Audit Commission, the Internal Audit Service and other Council Departments, together with training and awareness items to be delivered prior to each committee meeting.
3. The Committee commended the content of the schedule and indicated that it would actively support the audit function in order to ensure that the corporate governance framework was delivered by the Council as part of its efforts to strive for excellence in the delivery of its services.

External Audit And Inspection Plan 2007/08

4. The Audit Commission submitted the Audit and Inspection Plan for 2007/08 which set out the details of the audit and inspection work that the Commission propose to undertake for the Council during the current financial year. The plan had been drawn up from their risk - based approach to audit planning and the requirements of Comprehensive Performance Assessment (CPA), which reflected:
 - audit and inspection work specified by the Audit Commission for 2007/08
 - current national risks relevant to local circumstances
 - local risks and improvement priorities
5. Mr Thomas from the Audit Commission summarised the content of the plan and highlighted the proposals for a Audit Committee development workshop which could be provided for the Council in conjunction with other local authorities, as part of the voluntary improvement work the Commission could undertake.
6. He commented that the Council would be well placed to apply for a recategorisation of its CPA assessment during 2007/08 and that there would be a separate fee for this work. He also referred to the informal advice provided to the Council through good practice reports on different management issues as part of its annual business cycle.
7. The Committee noted the content of the Audit and Inspection Plan and requested the Audit Commission to submit details of the Audit Committee development workshop proposals to the Director of Finance for consideration.

Internal Audit Annual Report 2006/07

8. The Committee noted the content of a report by the Director of Finance summarising the work undertaken by the Internal Audit Service during the 2006/07 financial year. The report also indicated that the Council in general continues to operate within a sound control environment and highlighted the following achievements and developments within the Internal Audit service:
 - Annual Governance Statement - facilitating the process leading to the publication of the Statement.
 - Use of Resources - improved scores for Key Line of Enquiry (KLOE) 4 - Internal Control and an aggregate score of 3 indicating that the authority is performing well in this area.
 - Management of Partnerships and Partnering Contracts - Reviewing the Council's current arrangements and producing a new corporate Framework for Partnership Working.
 - Strategic Risk Register - facilitating the revision of the Register to align it with the Corporate Strategy and the Business Improvement Planning process.
 - Insurance - revising all the Council's insurance policies to take account of the housing stock transfer and the procurement of additional specialist covers.
 - Health and Safety - Establishing a new service level agreement with Bolton Council for the supply of the Council's Health & Safety service

Annual Governance Statement

9. The Director of Finance submitted a report which incorporated a copy of the draft Annual Governance Statement which had been produced in accordance with the new CIPFA / SOLACE guidelines and the new regulatory framework requiring the Council to continuously review its system of governance and internal controls and, to publish an annual statement alongside its annual financial statements.
10. The new guidelines and framework only become mandatory in 2008/09 but the Council had elected to produce the Annual Governance Statement for 2006/07 rather than the Statement on Internal Control.
11. The Statement provided details of the actions that will be taken to address all the improvement opportunities that have been identified in the corporate self-assessment, directorate assessments and review of the system of internal audit. These actions will be fed into the Business Improvement Plans of the directorates concerned.
12. The Committee approved the content of the Annual Governance Statement and requested that a progress report on the implementation of the improvement opportunities be submitted to each meeting of the Committee.

- 13 The approved Statement will be formally signed off by the Leader of the Council and Chief Executive before being submitted for external audit as part of the 2006/7 financial statements.

Meeting held on 28 June 2007

Financial Statement 2006/07

14. The Director of Finance submitted a report which incorporated a copy of the Financial Statement of Accounts for 2006/07 as required by the Accounts and Audit Regulations 2006.
15. The Statement show that in overall terms the financial standing of the Council remain good. Working balances (including the transferral from the Housing Revenue Account) are at a level that covers the inherent risk, particularly in relation to the risk of an adverse outcome from the arbiter regarding the Gillibrand Link Road Compensation.

Recommendation

16. That the Council note the report.

COUNCILLOR A GEE
Chair of Audit Committee

SLP

There are no background papers to this report.

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REPORT OF THE STANDARDS COMMITTEE

GENERAL REPORT

1. This report sets out a brief summary of the main items considered at the meeting of the Standards Committee held on 14 June 2007.

Revised Code of Conduct

2. The Committee heard that, as recommended by the Standards Committee, the Council adopted the revised Code of Conduct on 15 May 2007. A training event had been held for Councillors on 17 May and the agenda item regarding declarations of interests on all committee agendas had been updated to reflect the revised Code.
3. The Council had written to all Parish Councils requesting them to confirm when the Code would be adopted. The Council had offered to publish a notice in the press, on behalf of all Parishes, giving notice that a new Code had been adopted as required by Regulations.
4. Copies of the form for the registration of financial and other interests devised by the Council had been forwarded to all Parish Council clerks and an invitation to training sessions in July and September for clerks and Parish Councillors would be sent out in the next week.

Developing a work plan for the Standards Committee

5. The Committee discussed the creation of a work plan for the Standards Committee. The points would be formed into a draft work plan and presented to the next meeting of the Committee.
6. The topics included: protocols on the use of Council resources, guidance on dealing with confidential information, developments from the Adjudication Panel arising from case law and having a 'mentoring' scheme with the Parish Councils.

RECOMMENDATION

7. The Council is recommended to note the report.

MR RA ELLWOOD
CHAIR OF STANDARDS COMMITTEE

RH

There are no background papers to this report.

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COUNCIL – 10 JULY 2007

AMENDMENTS TO THE MEMBERSHIP OF COMMITTEES

1. Political Allocations on Committees

The Council is requested to make amendments to the political allocations on the Committees listed below following the admittance of Councillor Shaun Smith to the Conservative Group:

Appointments Panel

Conservative Group +1

Independent Group -1

Development Control Committee

Labour Group +1

Independent Member -1

Environment & Community O&S Panel

Conservative Group +1

Independent Member -1

Lancs Local Committee for Chorley

Conservative Group –1

Labour Group +1

Local Development Framework and Community Strategy Working Group

Labour Group +1

Independent Member -1

2. Audit Committee

The Council is also requested to appoint a Conservative member to replace Councillor Magdalene Cullens on the Audit Committee. The member should not be on the Executive Cabinet or a Chair of the Overview and Scrutiny Panels.

Councillor Peter Goldsworthy
Executive Leader

SLP

There are no background papers to this report.

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