

Chief Executive's Office

Please ask for: Mr G K Bankes
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Our Ref: GKB/AJS
Doc ID:
Date: 9 May 2005

Chorley
Borough Council

Town Hall
Market Street
Chorley
Lancashire
PR7 1DP

Chief Executive:

Jeffrey W Davies MA LLM

Dear Councillor

You are invited to attend a meeting of the Chorley Borough Council to be held in the Council Chamber, Town Hall, Chorley on Tuesday, 17th May, 2005 commencing at 6.30 pm for the following purposes.

AGENDA

1. **Apologies for Absence**

2. **Declarations of any Interests**

Members of the Council are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. If the personal interest is a prejudicial interest, then the individual Member should not participate in a discussion on the matter and must withdraw from the Council Chamber and not seek to influence a decision on the matter.

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

Confirmation of the minutes of the Council Meeting held on 19 April 2005 as a correct record and signature by the Mayor (enclosed)

4. **Mayoral Announcements**

5. **Returning Officer to report that at the By-Election held on 5 May 2005 Councillor Gregory Ian Morgan was duly elected as Councillor for the Clayton-le-Woods and Whittle-le-Woods Ward**

6. **To Elect the Mayor for the ensuing Municipal Year**

- (a) Election
- (b) Declaration of Acceptance of Office
- (c) Introduction of Mayoress

Continued....

7. **To Elect the Deputy Mayor for the ensuing Municipal Year**
 - (a) Election
 - (b) Declaration of Acceptance of Office

8. **The Mayor to present portrait, plaque and medallion to the Retiring Mayor**

9. **Mayoral Announcements**

10. **Appointment of Committees etc (Pages 7 - 16)**
 - (a) To determine the Committees to be appointed for the ensuing Municipal Year (proposals to be tabled)
 - (b) To appoint the Executive Members and Representative Members for the ensuing Municipal Year, to appoint the Executive Leader and the Deputy Leader of the Council, the Executive Cabinet, the Members of Committees and Sub-Committees and other bodies for the ensuing Municipal Year (including appointing Substitute Members where appropriate) and their Chairs and Vice-Chairs and the change the name of the Local Development Framework and Community Plan Member Working Group to the Local Development Framework and Community Strategy Member Working Group as well as formally constituting the eGovernment and Access Consultation Group. (Detailed proposals to be tabled)

11. **Council Constitution (Pages 17 - 18)**

To confirm and re-adopt the Council Constitution (enclosed)

12. **To Appoint Representatives on Outside Bodies including the appointment of substitute representatives where appropriate (Pages 19 - 24)**

Schedule of the proposed representatives (enclosed)

13. **Member's Allowances - Annual Inflationary Adjustment (Pages 25 - 26)**

Report of Chief Executive (enclosed)

14. **To Approve the Timetable of Meetings for the forthcoming Municipal Year (Pages 27 - 28)**

Proposed Timetable of Meetings for 2005/06 (enclosed)

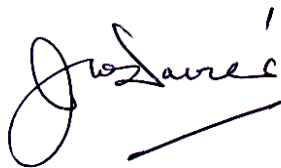
15. **Best Value Performance Plan 2005/06 (Pages 29 - 82)**

Report of Head of Corporate and Policy Services (enclosed)

16. **Questions asked under Council Procedure Rule 7 (if any)**

17. **To Consider Notices of Motion given in accordance with Council Procedure Rule 8 (if any)**

18. **Any other items(s) which the Mayor decides is/are urgent**

A handwritten signature in black ink, appearing to read "Joe Lauric", with a horizontal line underneath.

Chief Executive

Distribution

To all Members of the Council and Chief Officers

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COUNCIL MEETING**19 April 2005**

Present: Councillor D Gee (Mayor), Councillor Mrs M Gray (Deputy Mayor), Councillors Ball, Bell, Birchall, Brown, Buckley, Mrs Case, Caunce, Cullens, Culshaw, Davies, David Dickinson, Doreen Dickinson, Edgerley, A Gee, Goldsworthy, T Gray, Heaton, Hoyle, M A Iddon, M Iddon, M Lees, R Lees, Lennox, Livesey, A Lowe, M Lowe, Malpas, McGowan, Miss Molyneaux, Parr Perks, Russell, E Smith, Snow, Walker, Mrs Walsh, Whittaker, J Wilson and Mrs M Wilson.

05.C.29 APOLOGIES

Apologies for absence were submitted on behalf of Councillors Bedford, Brownlee, Mrs I E Smith, S Smith, Mrs J Snape and R Snape.

05.C.30 DISCLOSURE OF PERSONAL/PREJUDICIAL INTERESTS

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

05.C.31 MINUTES

RESOLVED – That the minutes of the Council meeting held on 1 March 2005 and the Special Council meeting held on 16 April 2005 be confirmed as a correct record and signed by the Mayor.

05.C.32 MAYOR'S ANNOUNCEMENTS

The Mayor informed Members of the following:

- (a) Councillor Baxter had submitted his resignation from the Council to take effect from 15 March 2005. The Mayor along with the Executive Leader and Leaders of the Conservative and Liberal Democrat Groups expressed their appreciation of the work of the former Member and Mr Baxter thanked Members and Officers for their assistance over the last three years.
- (b) The recent death of ex-Councillor Murial Crowther who had represented the Withnell Ward from May 1976 to May 1983.
- (c) The Regimental Dinner to be held on 7 May 2005, 7.30pm for 8.00pm at the TA Centre, Devonshire Road. Tickets are available from the Mayor's Secretary, price £25.00 per ticket.
- (d) Tickets are available from the Mayor's Secretary for the 'One Voice Community Choir Concert' on 27 April 2005 at St Laurence's Church, Chorley, 7.00pm for 7.30pm start. Tickets are £6.00 each

The Mayor along with the Executive Leader, Deputy Leader of the Conservative Group and Leader of the Liberal Democrat Group expressed their appreciation to all the Council officers involved in the organisation of the Freedom of the Borough Ceremony for the Queen's Lancashire Regiment on 16 April 2005, which was a significant day in the history of Chorley. The Mayor reported that the Colonel of the Regiment had thanked him for the honour of the Freedom of the Borough and the hospitality given to the Regiment on the day.

Regulatory Committees**05.C.33 DEVELOPMENT CONTROL COMMITTEE**

The Chair of the Development Control Committee presented a report summarising the more significant proposals considered at meetings of the Committee held on 8 March and 5 April 2005.

RESOLVED – That the report be noted.

05.C.34 LICENSING AND SAFETY COMMITTEE

The Vice-Chair of the Licensing and Safety Committee presented a report summarising the principal matters considered at a meeting of the Committee held on 9 March 2005.

RESOLVED – 1) That the report be noted.

2) That with reference to Paragraph 9 of the report, the Licensing and Safety Committee be requested to:

(a) examine the wording of the delegated authority given to the Director of Legal Services to determine additional types of street collection applications so as to ensure that they are clearly defined. (Minute 05. LS. 15 refers); and

(b) investigate the legal and licensing position with regard to the increasing number of representatives of charitable organisations who are requesting members of the public in the Chorley's Town Centre area to sign direct debit forms for charities.

05.C.35 OVERVIEW AND SCRUTINY COMMITTEE

The Chair of the Overview and Scrutiny Committee presented a report summarising the principal matters considered at a meeting of the Committee held on 2 March 2005 and the ongoing work of its Panels.

RESOLVED – That the report be noted.

05.C.36 AUDIT COMMITTEE

The Chair of the Audit Committee presented a report summarising the principal matters considered at a meeting of the Committee held on 10 March 2005

RESOLVED – That the report be noted.

05.C.37 COUNCIL'S CONSTITUTION – OVERVIEW AND SCRUTINY RULES

The Executive Leader presented a report recommending amendments to the Overview and Scrutiny Procedure Rules in the Council's Constitution in order to clarify the position with regard to the period of time in which executive decisions may be called in for scrutiny.

The Procedure Rules currently allowed executive decisions to be called in within a period of five working days of the decision, unless the decision has been implemented. The Executive Cabinet had recommended that the call-in period be extended from five to ten working days, which would allow all records of decisions to be published on the Council's web site within five working days of

the date of the decision and an additional period for the call-in procedure to be instigated, whenever appropriate.

RESOLVED – That approval be given to the revision of Rule 8 of the Overview and Scrutiny Procedure Rules as set out in Appendix 5 of the Council’s Constitution by the substitution of the present text by the following:

“8. REVIEW OF EXECUTIVE DECISIONS

8.1 When:

- (a) a decision has been made but not implemented by the Executive Cabinet, or an individual member of the Executive Cabinet; or
- (b) a decision has been made but not implemented by an officer with delegated authority from the Executive Cabinet

Members of the Council may within ten working days of the decision being made and in accordance with the call-in procedure set out in Annexe Form 1 of the Overview and Scrutiny Toolkit request the Overview and Scrutiny Committee to:

- i) recommend that the decision be reconsidered by the person or body who made it; or
- ii) determine to arrange for the decision to be reviewed or scrutinised by the Council.

(followed by the remainder of the existing text)

8.8 For the purpose of assisting Members and informing members of the public about Overview and Scrutiny, the Overview and Scrutiny Committee may prepare and publish and subsequently amend or replace an administrative guidance document on the procedures whereby it will exercise its powers under Article 6 of the Constitution, those procedures are to operate within the framework of these Overview and Scrutiny Procedure Rules and may include procedures whereby members of the public may request the Committee to recommend that an executive decision be reconsidered by the body or person who made it.”

05.C.38 FORWARD PLAN – FINANCIAL THRESHOLD AND REVISED FORMAT

The Executive Leader presented a report on proposals for the determination of a financial threshold for the identification of ‘key decisions’ to be included in the Council’s Forward Plan. The statutory guidance suggests that local authorities should agree financial thresholds to assist in the identification of significant items having regard to their budgets.

The Council’s Constitution does not currently identify a financial threshold above which items should be included in the Forward Plan and on the basis of comparative information obtained from nine neighbouring Lancashire District Council’s, the Executive Cabinet had recommended that financial threshold to be adopted by the Council should be £100,000.

RESOLVED –That approval be given to the amendment of Paragraph 14.2 of the Access to Information Procedure Rules in the Council’s Constitution to read as follows:

- “1. Any executive decision (as opposed to a regulatory decision) which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
- A change in service provision that impacts upon the service revenue budget by £100,000 or more, or
 - A contract worth £100,000 or more, or
 - A new or unprogrammed capital scheme of £100,000 or more.
2. Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards - this includes any plans or strategies which are not included within the meaning of the Council’s Policy Framework set out in Article 4 of the Council’s Constitution.”

05.C.39 CAPITAL PROGRAMME MONITORING 2004/05 AND 2005/06

The Executive Leader presented a report on a review of the Council’s capital programmes recommending a number of increases in expenditure for certain identified capital projects in 2004/05 and 2005/06 and the slippage of some financial expenditure from the last financial year to 2005/06.

RESOLVED – That approval be given to:

- (a) the slippage of £6,605,600 expenditure, to be added to the 2005/06 capital programme;
- (b) additional capital spending in 2004/05 of £181,400 on schemes funded by grants, contributions and earmarked reserves; and £139,000 on schemes funded by other capital resources;
- (c) the virement of Local Government Online grant resources from CRM Integration to the implementation of the PARIS income system upgrade;
- (d) the addition of the grant-funded CCTV camera at Coppull Leisure Centre to the 2005/06 Capital Programme.

05.C.40 AMENDMENTS TO DESIGNATED POLLING PLACES

The Executive Leader presented a report recommending the revision of the polling arrangements in three Polling Districts within the Borough.

RESOLVED – (1) That the following amendments be made to the polling arrangements for the identified parts of the Borough:

- (a) that, for polling station purposes only, Register 17A (Heath Charnock Polling District) be split between two polling stations comprising of a mobile station on the White Horse Public House Car Park, Chorley Road, Heath Charnock and the Anderton County Primary School, Babylon Lane, Anderton;
- (b) that the following properties within the Adlington North Polling District (Register 1A) be transferred from St Paul’s CE School polling station to Anderton CP School polling station:
Sutton Lane (Nos 2-46 evens and 1-59 odds)
Windermere Drive (all properties)
Thirlmere Close (all properties)
Fielding Place (all properties)
Mornington Road (all properties)

- (c) that the polling station for all properties within the Clayton-le-Woods North 1 Polling District (Register 11B) be altered from the Clayton Brook Primary School to the Clayton Brook Village Hall.
- (2) That the Polling Places identified in Resolution (1) above be designated as Polling Places for Chorley.

05.C.41 CHORLEY COMMUNITY SAFETY STRATEGY 2005 – 2008

The Executive Member for Environment and Community Safety submitted a report incorporating a copy of the Chorley Community Safety Strategy for 2005-2008 which had been produced by the Chorley Safety Partnership.

The Crime and Disorder Act 1998 places a statutory obligation on partners, including the Council to co-operate in the development of a three year Community Safety Strategy to tackle crime and disorder issues in their area. The Act requires the Strategy to take into account the results of an extensive audit of crime and disorder in the area and the community safety concerns of the local community.

RESOLVED – That the Chorley Community Safety Strategy for 2005-2008 be approved and adopted.

05.C.42 GENERAL REPORT

The Executive Leader presented a report summarising the more significant items of business dealt with at meetings of the Executive Cabinet held on 15 March and 7 April 2005.

RESOLVED – 1) That the report be noted.

- 2) That in relation to the 2004/05 General Fund, approval be given to:
 - (a) the use of £25,000 of the Change Management Reserve to support the procurement review;
 - (b) the slippage of the following amounts into the 2005/06 budget for the Customer, Democratic and Office Support Services Unit:

Contact Centre Staffing	-	£45,000
Civic Service Staffing	-	£20,000
Procurement and Communication	-	£13,000;
 - (c) the transfer of £87,000 from uncommitted Section 38 monies into the e-Workforce reserve account and the virement of £24,000 from savings made in the Public Space Services budget to the e-Workforce reserve account;
 - (d) the request from the Curator of Astley Hall for the sum of £13,810 currently in reserve for the purchase of works of art to be used for the environmental and collection project.
- 3) That approval be given to the amendment and extension to the terms of reference of the Housing Appeals Committee to include the hearing and determination of appeals in respect of discretionary repayments of Right to Buy discount;
- 4) That approval be given to the appointment of an Area Forum Working Group comprising of the Executive Member for Customer, Policy and Performance (Councillor Edgerley) and Councillors Ball, Birchall, Heaton, Lennox, Livesey and R Snape to consider and submit recommendations to the Executive Cabinet on the format, structure and geographical areas of the three pilot areas for the Area Forum Pilot Scheme to be implemented in accordance with the updated Corporate Improvement Plan;

- 5) That approval be given to the establishment of a Member Development Steering Group comprising of Councillors Birchall, Mrs Case, M Lees, R Snape, Walker and Mrs Walsh to advise on the improvement of Member training and development;
- 6) That the Special Appointment Committee be reconstituted comprising of Councillors Ball, Mrs Case, Edgerley, Goldsworthy, Hoyle, R Snape and J Wilson with delegated authority to determine the recruitment procedure, interview selected candidates and make the appointment to the post of Chief Executive.

Chair

PROPOSED MEMBERSHIP OF EXECUTIVE CABINET, MAIN COMMITTEES AND SUB-COMMITTEES AND STANDING AND SPECIAL COMMITTEES
MEETING AD HOC 2005/2006
MAIN COMMITTEES

Executive Cabinet

Councillors

(Executive Leader) J Wilson

Ball
 Brown
 Edgerley
 A Gee
 D Gee
 C Hoyle
 L Lennox
 A Lowe
 R Snape

Development Control Committee

27 (L13/C11/LD1/IND2)

**Councillors
 Labour**

(Chair) A Lowe

(Vice-Chairman) R Parr
 Birchall
 Brown
 Brownlee
 Davies Edgerley
 D Gee
 Gray
 R Lees J Molyneux
 Snow Whittaker

Conservative

Bedford Livesey
 Bell Malpas
 Cullens Morgan
 Culshaw Russell
 David Dickinson S Smith
 Heaton

Liberal Democrat

Ball

Independent

Iddon
 Mrs Snape

Licensing and Safety Committee

15 (L6/C6/LD1/IND2)

**Councillors
 Labour**

A Gee
 T Gray
 Hoyle
 M Lees
 L Lennox
 McGowan

Conservative

Bedford
 David Dickinson
 Mrs Dickinson
 Mrs Smith
 E Smith
 Walker

Liberal Democrat

Mrs Walsh

Independent

(Chair) R Snape
 (Vice-Chair) Iddon

Licensing Act 2003 Committee

15 (L6/C6/LD1/IND2)

**Councillors
 Labour**

A Gee
 T Gray
 Hoyle
 M Lees
 Lennox
 McGowan

Conservative

Bedford
 David Dickinson
 Mrs Dickinson
 Mrs Smith
 E Smith
 Walker

Liberal Democrat

Mrs Walsh

Independent

(Chair) R Snape
 (Vice-Chair) Iddon
 (not subject to the political balance rules)

Membership restricted to Executive Leader and Executive Member for Capacity and Resources, and Executive Members for Customer, Policy and Performance, Environment and Community Safety, Effective Service Delivery and Procurement, Life and Leisure, Housing and Neighbourhood Renewal, Chorley Town Centre and Risk Management, Development and Planning, Traffic and Transportation and Licensing and Regulation.

Overview and Scrutiny Committee
10 (L4/C5/LD1/IND0)

Councillors

Labour
McGowan (Associate Chair)
Davies
Parr
M Wilson

Conservative

Bell
Mrs Case
Goldsworthy
Perks (Associate Chair)
Walker (Chair)

Liberal Democrat

Mrs Walsh (Associate Chair)

Independent

Community Overview and Scrutiny Panel
10 (L3/C6/LD1/IND0)

Councillors

Labour
Birchall
Brownlee
Whittaker

Conservative

Bedford
Culshaw
Mrs Gray
Morgan (Chair)
Perks
Mrs Smith

Liberal Democrat

Buckley

Independent

Environment Overview and Scrutiny Panel
10(L4/C5/LD0/IND1)

Councillors

Labour
McGowan (Chair)
R Lees
M Lowe
T Gray

Conservative

Caunce
David Dickinson
Heaton
Livesey
S Smith

Liberal Democrat

Independent

Iddon

Customer Overview and Scrutiny Panel
10(L3/C5/LD1/IND1)

Councillors

Labour

M Lees
J Molyneaux
Snow

General Purposes Committee
22 (L10/C9/LD2/IND1)

Councillors

Labour

(Chair) J Wilson
(Vice-Chair) D Edgerley

A Gee
Hoyle
M Lees
A Lowe
M Lowe
McGowan
Parr
M Wilson

Conservative

Cullens
Mrs Dickinson
Malpas
Russell
E Smith

Conservative

Bedford
Bell
Mrs Case
Caunce
Goldsworthy
Morgan
Russell
E Smith
S Smith

Liberal Democrat
(Chair) Mrs Walsh

Liberal Democrat

Ball
Mrs Walsh

Independent

Mrs J Snape

Independent

Mrs J Snape

STANDING AND SPECIAL COMMITTEES MEETING AD HOC

Audit Committee
8(L3/C3/LD1/IND1)

Councillors

Labour
 (Chair) Lennox
 (Vice-Chair) McGowan
 J Wilson

Conservative
 Mrs Case
 Goldsworthy
 Russell

Liberal Democrat
 Ball

Independent
 R Snape

Accounts Committee
6(L2/C2/LD1/IND1)

Councillors

Labour
 (Chairman) J Wilson
 (Vice-Chair) Edgerley

Conservative
 Mrs Case
 Goldsworthy

Liberal Democrat
 Ball

Independent
 R Snape

Site Inspection Sub-Committee
10(L4/C4/LD1/IND1)

Councillors

Labour
 (Chair) A Lowe
 (Vice-Chairman) R Parr
 Gray
 J Molyneux

Conservative
 Bedford
 Culshaw
 David Dickinson
 Heaton

Liberal Democrat
 Ball

Independent
 Iddon

Standards Committee
4(L2/C1/LD1/IND0)
(plus two non-Councillors and
one Parish Councillor)
Councillors

Labour
 (Vice-Chair) Edgerley
 McGowan

Conservative
 Bedford

Liberal Democrat
 Mrs Walsh

Independent

Parish Council Member
 Mrs Joan Geddes

Non-Council Members
 Mr R A Ellwood (Chair)
 Dr J Cree

Housing Appeals Committee
6 (L2/C2/LD1/IND1)

Councillors

Labour

(Chair) Lennox
 R Lees

Conservative
 Culshaw
 Mrs Gray

Liberal Democrat
 Ball

Independent
 Mrs Snape

JNC Investigatory Committee
5 (L2/C2/LD1/IND0)

Councillors

Labour

(Chair) Edgerley
 (Vice-Chair) Lennox

Conservative
 Mrs Case
 Mrs Gray

Liberal Democrat
 Mrs Walsh

Independent

JNC (Appeals) Committee
5 (L2/C2/LD0/IND1)

Councillors

Labour

(Chair) M Wilson
 (Vice-Chair) D Gee

Conservative
 Russell
 Malpas

Liberal Democrat

Independent
 R Snape

Special Committee for the Chief
Executive's Appointment
7 (L3/C2/LD1/IND1)

Councillor

Labour

(Chair) J Wilson
 Edgerley
 Hoyle

Conservative
 Mrs Case
 Goldsworthy

Liberal Democrat
 Ball

Independent
 R Snape

Licensing Sub-Committee A
3 (LI/CI/LDO/IND1)

Councillors

Labour
M Lees

Conservative
Mrs I Smith

Liberal Democrat

Independent
R Snape (Chair)

Reserves
Liberal Democrat - Councillor Mrs Walsh
Conservative - Councillor E Smith
Labour - Councillor T Gray
Conservative - Councillor Bedford

(Not subject to the Political Balance Rules)

Licensing Sub-Committee B
3 (LI/CI/LDO/IND1)
(plus 2 Parish Councillors)

Councillors

Labour
A Gee

Conservative
Mrs D Dickinson

Liberal Democrat

Independent
Iddon (Vice-Chair)

Reserves
Labour - Councillor McGowan
Conservative - Councillor David Dickinson
Labour - Councillor Lennox
Conservative - Councillor Walker

(Not subject to the Political Balance Rules)

OTHER BODIES

Town Centre Forum
5 (L3/C2/LD0/IND0)

Councillors

Labour

(Chairman) A Gee
M Lowe
D Gee

Conservative

Malpas
Perks

Liberal Democrat

Independent

Park Hall/Camelot Liaison Panel
6 (L3/C2/LD1/IND0)

Councillors

Labour

(Chair) A Lowe
(Vice-Chair) R Parr
Whittaker

Conservative

Heaton
E Smith

Liberal Democrat

Mrs Walsh

Independent

Local Development Framework and
Community Strategy Working Group
13 (L5/C4/LD2/IND2)

Councillors

Labour

(Chair) A Lowe
(Vice-Chair) R Parr
Birchall
Edgerley
R Lees

Conservative

Bell
Culshaw
Heaton
Russell

Liberal Democrat

Ball
Mrs Walsh

Independent

R Snape
Mrs Snape

Area Forum Working Group
7(L3/C2/LD1/IND1)
 (To include the Executive Member for
 Customer, Policy & Performance

Member Development Steering Group
6(L2/C2/LD1/IND1)

Prison Liaison Panel
5 (L2/C2/LD0/IND1)
 (plus 2 Parish Councillors)

Licensing Liaison Panel
2 (L0/C0/LD0/IND2)

Councillors

Councillor

Councillors

Councillors

Labour
 Lennox
 Birchall

Labour
 Birchall
 M Lees

Labour
 (Chair) Whittaker
 Lennox

Labour

Conservative
 Heaton
 Livesey

Conservative
 Cullens
 Walker

Conservative
 Mrs Dickinson
 Caunce

Conservative

Liberal Democrat
 Ball

Liberal Democrat
 Mrs Walsh

Liberal Democrat

Liberal Democrat

Independent
 R Snape

Independent
 R Snape

Independent
 Iddon

Independent
 R Snape (Chair)
 Iddon

10(b)

**APPOINTMENTS OF EXECUTIVE LEADER, DEPUTY LEADER OF THE COUNCIL,
EXECUTIVE MEMBERS AND REPRESENTATIVE MEMBERS**

Executive Leader: **Councillor J Wilson**

**Deputy Leader of the Council
and Member of the Executive:** **Councillor Edgerley**

Executive Members:	Representative Members:
Councillor Edgerley	Councillor Birchall
Councillor A Lowe	Councillor Parr
Councillor Brown	Councillor M Wilson
Councillor Lennox	Councillor R Lees
Councillor A Gee	Councillor M Lowe
Councillor Hoyle	Councillor T Gray
Councillor D Gee	Councillor Molyneaux
Councillor Ball	Councillor Davies
Councillor R Snape	Councillor Iddon
Councillor J Wilson	Councillor M Lees

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CHORLEY BOROUGH COUNCIL**AMENDMENTS TO THE CONSTITUTION****BRIEFING NOTE**

1. This Briefing Note highlights the main amendments to the Constitution, which is due to be re-adopted at the Annual Meeting, which takes place on 17 May 2005.
2. **Licensing Act 2003**
Council is required to determine its Licensing Policy and must establish a licensing committee. (Approved by Council 14 December 2004).
New Licensing Committee established under Section 6 of Licensing Act 2003 will now be called Statutory Licensing Committee. Statutory Licensing Sub-Committees A and B also established.
New delegations to deal with applications under the 2003 Act given to the Director of Legal Services (Appendix 2, Part C, para 5.27- 5.28).
3. **Review of Executive Decision**
The Overview and Scrutiny Procedure Rules have been amended in Appendix 5, Part D, paras 8.1 and 8.8. This provides that where a decision has been made but not implemented by the Executive Cabinet, or an individual member of the Executive Cabinet, members of the Council may within ten working days of the decision being made, and in accordance with the call-in procedure set out in Annexe Form1 of the Overview and Scrutiny Toolkit request the Overview and Scrutiny Committee to recommend that the decision be reconsidered by the person or body that made it.
4. **Definition of significant expenditure in relation to key decision and Forward Plan**
The definition of a key decision in the Access to Information Procedure Rules (Appendix 5, Part A, Section III, para 14.2.1 has been expanded to include a financial threshold, as follows:-
Any executive decision ...which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
 - (i) A change in service provision that impacts upon the service revenue budget by £100,000 or more.
 - (ii) A contract worth £100,000 or more, or
 - (iii) A new or unprogrammed capital scheme of £100,000 or more.
5. **Management of the Council's Establishment**
On 10 February 2005, the Executive Cabinet agreed that the Head of Human Resources should be granted delegated authority to deal with various issues,including:-
 - filling posts both fixed term,temporary or permanent
 - extending the duration of fixed term posts or temporary posts
 - changing the hours of a post
 - transferring a post to another unit

- deletion of posts from the establishment
- redesignation of posts.

This delegated authority has been incorporated into Appendix 2, Part D, paras 15.4- 15.8

On 15 February 2005, General Purposes Committee, agreed to delegated authority being given to the Head of Human Resources in relation to the grading of a post once a new post has been established and also in respect of the regrading of a post, if the post can be regraded from the existing employee budget (or by virement approved by the Director of Finance). These are non-Executive delegations which have been incorporated into Appendix 2, Part C, para 10.

6. Anti-social behaviour

New delegated authority has been given to the Head of Environmental Services to enable necessary action be taken under the provisions of the Anti Social Behaviour Act 2003. These have been incorporated in Appendix 2, Part D, para 12.

7. Planning and Compulsory Purchase Act 2004

Amendments have been made to Schedule 1 to the Local Authorities (Functions and Responsibilities)(England) Regulations 2000, adding specific functions, which may only be the responsibility of the Council. These include powers and duties relating to local development documents, which are development plan documents. The new functions under the 2004 Act are set out in Appendix 2, Part A, 1-4.

Rosemary Lyon,
Director of Legal Services
17 May 2005

LEADER OF THE COUNCILS PROPOSALS
APPOINTMENTS TO OUTSIDE BODIES
MAY 2005 to MAY 2006

NAME OF BODY	CURRENT REPRESENTATIVES	EXPIRY DATE
Adlington Community Association	Councillor Miss J Molyneux and Mrs Molyneux, 36 Westthoughton Road, Adlington, Chorley, PR7 4ET (Labour nominee)	May 2006
Age Concern, Chorley	Councillors Mrs Walsh and Mrs Gray	May 2006
Local Government Association General Assembly	Executive Leader and Deputy Leader of Council	May 2006
Local Government Association Rural Commission	Executive Leader and Deputy Leader of Council	May 2006
Local Government Association Urban Commission	Executive Leader and Deputy Leader of Council	May 2006
Local Government Association New Towns Special Interest Group	Executive Leader and Deputy Leader of Council	May 2006
Local Government Association Lancashire Branch	Executive Leader, Deputy Leader of Council and Leader of the Opposition	May 2006
Brindle Village Hall Management Committee	Councillor David Dickinson	May 2006
Chorley Consolidated Charity and Chorley Relief Fund	Councillor A Gee (Appointed May 2005) J Cronshaw, 37 Brow Hey, Clayton Brook, Clayton-le-Woods, Chorley PR5 8DS (Appointed May 2001) (Labour nominee) Councillor Mrs Gray (Appointed May 2005) (NB Appointments are for a 5 year period and cannot be changed mid-period)	May 2010 May 2006 May 2010
Chorley Community Centre Committee	Councillor M Lees	October 2006
Chorley Community Safety Partnership	Councillors Brown, Goldsworthy and Hoyle	May 2006
Chorley and South Ribble Districts CAB Management Committee	Councillor Walsh	May 2006
Chorley and District Sports Council Executive Committee	Executive Member for Life and Leisure and Councillor Walker	May 2006
Chorley and District Victim Support Scheme	Councillors R Snape and Mrs Gray	May 2006
Chorley Domestic Violence Forum	Councillors Brownlee and J Snape	May 2006

NAME OF BODY	CURRENT REPRESENTATIVES	EXPIRY DATE
Chorley and South Ribble (MIND)	Councillor Mrs Dickinson	May 2006
Chorley and South Ribble Council for Voluntary Service	Councillor Perks (named substitute Councillor Mrs Dickinson)	May 2006
Chorley and South Ribble Crossroads Care Scheme (Trustees)	Councillor M Lees	May 2006
Chorley and South Ribble Disability Forum	Councillor D Gee	May 2006
Chorley and South Ribble Shopmobility	Councillor Hoyle	May 2006
Chorley Women's Centre	Councillors Mrs Dickinson	May 2006
Chorley Environmental Forum	Executive Member and Representative Member for Environment and Community Safety	May 2006
Chorley Partnership Board of Directors	The Deputy Leader of Council and Chief Executive	May 2006
Clayton-le-Woods Community Centre Management Committee	Councillor Brownlee	May 2006
Confederation of Burial Authorities	Executive Member for Life and Leisure and the Cemeteries Registrar	May 2006
Court of Lancaster University	Mr Clive Yates, 34 Crook Street, Chorley, PR7 2LX (Labour Nominee)	1 August 2003 to 31 July 2006
Cuerden Valley Trust	Councillor Bedford	May 2006
District Liaison Committee for Education	Councillors A Gee, Birchall, S Smith, Russell and M Iddon	May 2006
Day Centre Committee for the Bankside Day Centre, Weldbank Lane, Chorley	Councillor A Gee	May 2006
District Liaison Committee for Social Services	Councillors Birchall, Lennox, Mrs Case and Mrs Walsh	May 2006
District Youth and Community Services and Connexions Advisory Committee	Councillors Molyneux and Ball	May 2006
Eccleston Maintained Youth Centre Management Committee	Jillian Hatch, 180a The Green, Eccleston, PR7 5SU (Labour Nominee) and Councillor Caunce	May 2004-May 2007 May 2005-May 2008
Eccleston Millennium Green Trust	Jillian Hatch, 180A The Green, Eccleston, PR7 5SU (Labour Nominee)	May 2006
Educational Water Sports Committee	Executive Member for Life and Leisure	May 2006
Groundwork Wigan and Chorley	Councillor D Gee	May 2006
Heapey and Wheelton Village Hall Committee	Councillors S Smith and Mrs Smith	May 2006
Heskin Village Hall Management Committee	Councillor Whittaker	May 2006

NAME OF BODY	CURRENT REPRESENTATIVES	EXPIRY DATE
Hoghton Village Hall Management Committee	Councillor David Dickinson	May 2006
Home-Start Chorley and South Ribble	Councillor Hoyle	May 2006
Lancashire College, Chorley	Mr B Hodson, 12 Somerset Avenue, Chorley PR7 1RD (Labour nominee)	1 October 2003 30 September 2006
Lancashire County Council's Health Equalities Overview and Scrutiny Committee	Councillor Mrs Walsh Associate Chair of Overview and Scrutiny Committee (Substitute members Councillors McGowan and M Lowe)	May 2006
Lancashire Neighbourhood Watch Association	Councillor Davies	May 2006
Lancashire Police Authority Partnerships Forum	Councillor Brown	May 2006
Lancashire Teaching Hospitals NHS – Governing Council: Partner Organisation	Councillor Mrs C Hoyle	May 2006
Lancashire Tourism Partnership	Councillor Hoyle	May 2006
Lancashire Valuation and Community Charge Tribunal* See attached appendix for membership qualification.	Mr Jon Davies, 3 Gillcroft, Eccleston, Chorley (Labour nominee) Mrs F Edgerley, 11 Shaftesbury Place, Chorley, PR7 1LS (Labour nominee) Councillor Bell Dr A Miller 95 Heapey Road, Chorley (Labour nominee)	March 2009 March 2009 March 2006 March 2006 (Representatives to hold office until end of period)
Lever Park Joint Working Group	Councillors Mrs Case and Davies	May 2006
Local Government Information Unit Management Committee	Executive Leader and Deputy Leader of Council	May 2006
Local Policing Board for Chorley	Councillors Mrs Case and D Gee	May 2006
Markets Appeals Panel	Chair and Vice Chair of Markets Liaison Panel and Councillor Malpas plus 2 Market Traders	May 2006
Mawdesley Millennium Trust	Councillor Whittaker	May 2006
Mawdesley Village Hall Management Committee	Councillor Culshaw	May 2006
Millennium Committee	Executive Member for Life and Leisure	May 2006
National Society for Clean Air	Executive Member for Environment and Community Safety and Head of Environmental Services (Substitute Representative Member for Environment and Community Safety)	May 2006
NHS Modernisation Board for Central	Executive Member for Life and Leisure and Head of Leisure and Cultural	May 2006

NAME OF BODY	CURRENT REPRESENTATIVES	EXPIRY DATE
Lancashire Health Community	Services	
North West Sports Board	Executive Member for Life and Leisure (Substitute Representative Member for Life and Leisure)	May 2006
North Western Local Authorities' Employers Organisation	* Executive Member for Capacity and Resources (Substitute Representative Member for Capacity and Resources)	May 2006
* NOTE 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)).		
North West Regional Assembly	Executive Leader	May 2006
North West Tourist Board	Councillor Hoyle	May 2006
Preston and Western Lancashire Racial Equality Council	Councillor Snow	May 2006
Police Authority Community Meeting	Councillors Miss J Molyneux, R Lees, Goldsworthy, Ball, Brownlee and R Snape	May 2006
Rivington Heritage Trust	Councillor Mrs Case	May 2006
Rivington Recreational Management Zone Advisory Committee	Councillor Davies (plus the Council's representatives on West Pennine Moors AMC – Councillors Case and Birchall)	May 2006
Runshaw College Community Liaison Group	Councillors Lennox (Chairman) and D Gee (Vice-Chairman) Birchall and Russell	May 2006
St John Ambulance Association	His Worship the Mayor	May 2006
Southern Area Board of the Lancashire Highways Partnership	Councillor D Gee	May 2006
The North West of England and the Isle of Man Reserved Forces and Cadets Association	Councillor McGowan	March 2006
Waste Management Strategy Group	Executive Member for Environment and Community Safety	May 2006
West Pennine Moors Area Management Committee	Councillors Case and Birchall (Named substitute Councillors Davies and Mrs Gray)	May 2006
All Saints CE Primary School*	Councillor R Lees	14 May 2001 - 31 August 2006

NAME OF BODY	CURRENT REPRESENTATIVES	EXPIRY DATE
Chorley Gillibrand Primary School*	Councillor R Snape	14 May 2002 - 31 August 2006
Sacred Heart RC Primary School*	Councillor Brown	1 September 2001 - 31 August 2006
St Georges CE Primary School*	Mr Robert Collinson, 3 Belvedere Road, Chorley, PR7 1LY (Conservative nominee)	14 December 1999 – 31 August 2006
St Gregory's RC Primary School*	Mr P Lowe, 19a Jackson Street, Chorley PR7 3DZ (Labour nominee)	14 May 2001 – 31 August 2006
St Mary's RC Primary School*	Mrs V Bradley, 84 Hamilton Road, Chorley, PR7 2TJ (Labour Nominee)	14 May 2001 – 31 August 2006
St James' CE Primary School*	Councillor M Wilson	1 September 2001 – 31 August 2006
St Joseph's RC School*	Kevin Scallon, 40 Park Road, Chorley, PR7 1QU (Labour nominee)	14 May 2001 – 31 August 2006
St Peters CE School, Chorley*	Councillor R Parr	March 2001 - 31 August 2006

* The Education Act 2002 and the subsequent School Governance (Constitution)(England) Regulations 2003 provide for a new stakeholder model of school governance. This stakeholder model of school governance, no longer provides a specific place for a minor authority nominee on the governing bodies of primary and nursery schools. There has been no minor authority governor nominee on secondary or special school for a number of years.

Existing minor authority nominees may serve out their term of office up until 31 August 2006, even though a governing body is reconstituted before that time.

LANCASHIRE VALUATION AND COMMUNITY CHARGE TRIBUNAL**Membership**

Each appointment of a member shall have effect for such a period not exceeding 6 years.

Each member shall hold office until whichever of the following first occurs:

- (a) the period specified expires
- (b) notice of his removal takes effect
- (c) he/she becomes disqualified from membership
- (d) he/she attains the age of 72 years
- (e) he/she resigns the office by notice in writing
- (f) he/she retires in accordance with a determination.

The County Council will invalid any appointment which brings the aggregate number of Councillors of the tribunal to more than one third of the total membership. Regulations state that only one third of tribunal members for Lancashire as a whole may be Councillors.

Disqualification from Membership

1. A person shall be disqualified from being appointed or continuing to be a member of a tribunal if he/she:
 - (a) has been adjudged bankrupt; or
 - (b) has made an arrangement with his creditors; or
 - (c) has, within the five years immediately preceding his appointment, or since his appointment, been convicted in the United Kingdom, the Channel Islands or the Isle of Man of any offence and ordered to be imprisoned for a period of three months or more without the option of a fine, whether or not that sentence has been suspended; or
 - (d) is for the time being disqualified for being a member of a local authority in pursuance of Section 19 or 20 of the Local Government Finance Act 1982; or
 - (e) is aged 72 years or more.
2. A disqualification attaching to a person by reason of paragraph (1) (a) shall cease -
 - (a) unless the bankruptcy order made against that person is previously annulled, on his discharge from bankruptcy and
 - (b) if the bankruptcy is so annulled, on the date of the annulment.
3. A disqualification attaching to a person by reason of paragraph (1) (b) shall cease -
 - (a) if he pays his debts in full, on the date on which the payment is completed; or
 - (b) in any other case, on the expiry of five years from the date on which the terms of the deed of composition or arrangements are fulfilled.

REPORT OF CHIEF EXECUTIVE**MEMBERS' ALLOWANCES - ANNUAL INFLATION ADJUSTMENT****Purpose of Report**

1. To obtain approval for an amendment to the existing Members' Allowance Scheme so as to increase the existing amounts of the allowances by a suitable inflationary percentage.

Background

2. Historically, the annual inflationary increase to Members' Allowances has been linked to statistics supplied by the Office for National Statistics (ONS) in line with the 'New Earnings Survey' for male white collar workers. However, as a result of the Council not being able to use the previously used comparator in 2004/05 because of the changes being made by the ONS in its collection and reporting of data, the Council agreed last year to increase the Members' Allowances in accordance with last year's pay award to local government staff (ie 2.75%).

Proposed Increase for 2005/06

3. While statistical data is now available from the ONS in a new format, as the previously used measure is now no longer available as a comparator, it will be necessary to determine a new measure that is relevant to the work that Members undertake.
4. It has not been possible to identify and consider an appropriate measure in time for the 2005/06 increase and, consequently, members of the Independent Remuneration Panel have recommended the Council to continue its adoption of the percentage pay increase awarded to local government staff in 2005/06 as the basis for the percentage increase of Members' allowances, pending a review of the most appropriate indices. The pay award for 2005/06 granted a 2.95% increase.
5. The Panel will revisit this matter and consider what index or indices will be most appropriate to use in future years.

Recommendation to the Council

6. The Council is recommended to endorse the recommendation of the Independent Remuneration Panel and to authorise the amendment of the Members' Allowances Scheme by effecting an overall 2.95% increase in the allowances with effect from 17 May 2005.

J W DAVIES
CHIEF EXECUTIVE

AU

There are no background papers to this report.

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Council
 Executive Cabinet
 General Purposes Committee
 Development Control Committee
 Licensing & Safety Committee
 Overview & Scrutiny Committee

6.30pm
 5.00pm
 5.00pm
 6.30pm
 2.00pm
 6.30pm

(COUNCIL)
 (EC)
 (GP)
 (DC)
 (LS)
 (O&S)

CHORLEY BOROUGH COUNCIL
TIMETABLE OF MEETINGS FROM MAY 2005 TO MAY 2006

	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
MON				1						
TUE				2			1 COUNCIL			
WED				3			2			1
THU				4			3 EC	1 EC		2
FRI		1		5	1 ESP		4	2		3
SAT		2		6			5	3		4
SUN		3		7		1	6	4	1 Bank Hol	5
MON	2 Bank Holiday	4		8		3 LDF	7	5	2 Bank Hol	6
TUE		5 ComSP	5 ComSP	9	6 O&S	4 ComSP	8 ComSP	6	3 LDF	7
WED		6 CustSP/GP	6 CustSP/GP	10	7 CustSP	5 CustSP	9 CustSP	7	4 ComSP	8 ComSP
THU		7 ESP	7 O&S	11	8 EC	6 ESP	10 ESP	8	5 ESP	9 ECA
FRI		8	8	12	9	7	11	9	6	10
SAT		9	9	13	10	8	12	10	7	11
SUN		10	10	14	11	9	13	11	8	12
MON		11 LDF	11	15	12	10	14	12	9	13
TUE		12 COUNCIL	12 COUNCIL	16	13 ComSP	11	15	13 COUNCIL	10	14 DC
WED		13 ESP	13 ESP	17	14 LS	12 LS/GP	16 GP/LDF	14 GP	11 LS/Cust SP	15 ESP
THU		14 O&S	14 O&S	18	15	13 O&S	17 O&S	15 O&S	12 EC	16
FRI		15	15	19	16	14	18	16	13	17
SAT		16	16	20	17	15	19	17	14	18
SUN		17	17	21	18	16	20	18	15	19
MON		18 LDF	18 LDF	22	19	17	21	19	16	20
TUE	17 Annual Mtg	19	19	23	20 COUNCIL	18	22	20 DC	17 DC	21
WED		20 EMCC	20 EMCC	24	21 GP	19 PCL	23 LS	21	18 PCL	22 CustSP
THU		21	21	25 LDF	22	20	24	22	19 O&S	23
FRI		22	22	26	23	21	25	23	20	24
SAT		23	23	27	24	22	26	24	21	25
SUN		24	24	28	25	23	27	25	22	26
MON		25	25	29 Bank Holiday	26	24	28	26	23	27
TUE	24 DC	26 DC	26 DC	30 DC	27 DC	25 DC	29 DC	27	24 COUNCIL	28 COUNCIL
WED	25 LS	27 PCL	27 GP	31	28	26 EMCC	30	28	25 GP/EMCC	29
THU	26 EC	28 EC	28		29 EC	27		29	26	30

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Report of	Meeting	Date
Head of Corporate and Policy Services (Introduced by the Executive Member for Policy, Performance and Property)	Annual Council	17/05/05

BEST VALUE PERFORMANCE PLAN (BVPP)

PURPOSE OF REPORT

- The purpose of the report is to request that the Council approve the BVPP 2005/06.

CORPORATE PRIORITIES

- The BVPP reports on progress against all corporate priorities.

RISK ISSUES

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

Strategy		Information	
Reputation		Regulatory/Legal	3
Financial		Operational	
People		Other	

BACKGROUND

- The Local Government Act 1999, as amended, requires Councils, as part of the Best Value regime, to publish an annual BVPP by 30 June each year.
- This requirement has been satisfied each year to date and the Council has been given an unqualified opinion by District Audit in each instance.
- This year a brief summary of performance was issued, with Council Tax bills, which related activities and performance to the Council's expenditure.

BVPP 2005/06

- This year's plan takes account of comments made by District Audit following their audit of our Best Value work last year. Similarly it has been prepared in line with their compliance checklist for 2005/06.



8. The BVPP comprises three main elements:
- our Corporate Plan 2003/04 – 2005/06 which sets out our aspirations and plans for the three year period;
 - information on the Council's performance during 2004/05; and
 - our aspirations for 2005/06.
9. The only remaining gaps relate to financial BVPI's. As the Council has not yet closed its accounts it has not been possible to calculate these. The Director of Finance is currently working on estimated figures and these will be included in the document prior to 30 June 2005.

COMMENTS OF THE DIRECTOR OF FINANCE

10. No comments.

COMMENTS OF THE HEAD OF HUMAN RESOURCES

11. No comments.

RECOMMENDATION TO COUNCIL

12. That the Council approves the BVPP 2005/06.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

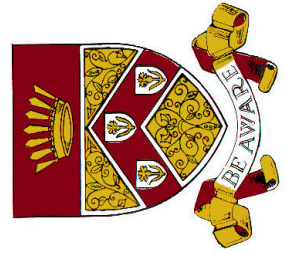
13. No alternative options were considered.

TIM RIGNALL
HEAD OF CORPORATE AND POLICY SERVICES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Tim Rignall	5140	13 May 2005	CPSREP/88840AC

2003/04 – 2005/06 BEST VALUE PERFORMANCE PLAN 2005/06 UPDATE



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FOREWORD

The BVPP is one of the most significant documents produced by the Council as it sets out our plans for providing services that will improve the quality of life within the Borough and that will help us to achieve our long term vision of *making Chorley a better place to live, work and visit*.

The 2003/04 – 05/06 BVPP, published in June 2003, set out our priorities and aspirations for the three year period ending 31 March 2006. Planning for a three year period enables us to focus our resources on the priority areas identified through extensive consultation with local communities. In other words, we are focussing our efforts on the things that you have told us are important. It is important to recognise that not every issue identified through consultation is identified or addressed in our plans, we simply do not have the resources to do that. What we have done is pick the issues where there was greatest consensus about priority and allocated resources accordingly.

As we are part way through the three year plan published last year this year's BVPP represents a mid-term report so you can see our progress in achieving the goals and targets we set ourselves in response to your requests. We have taken the opportunity, during the year, to review our priorities and plans in the light of further feedback from our residents. These changes are reflected in this years plan.

One of the most significant events during the year was our Comprehensive Performance Assessment (CPA). This was undertaken by a team of inspectors from the Audit Commission who, over the course of a week, came to a view about the Council's performance in a number of areas. Following on from the Inspection we were classified as a 'Fair' (the middle one of five classifications) authority. While we were disappointed with this result, we have accepted it and are focussing our efforts on the issues raised. Further details of the result and our plans for improvement are included in this document.

Cllr Dennis Edgerley
Executive Member

1. INTRODUCTION

The Best Value Performance Plan (BVPP) is a document we are required to produce annually under Section 6 of the Local Government Act 1999. It is also a key planning document for the Council setting out our long, medium and short term aspirations.

Following our 'Fair' classification from the Comprehensive Performance Assessment (CPA) we must include the following items in our BVPP:

- (a) A brief summary of the authority's strategic objectives and priorities for improvement. This should reflect its corporate/business planning processes and community strategy.
- (b) Arrangements for addressing the authority's improvement priorities, particularly the opportunities and weaknesses identified in the CPA (or self-assessment where a CPA has not reported), and the outcomes that are expected to be achieved as a result.
- (c) Details of performance:
 - Outturn performance over the past year on all Best Value Performance Indicators (BVPIs);
 - Targets for the current year and subsequent 2 years for all BVPIs.
- (d) A brief statement on contracts. The authority should state and certify that all individual contracts awarded during the past year which involve a transfer of staff comply, where applicable, with the requirements in the Code of Practice on Workforce Matters in Local Authority Service Contracts.

In June 2003 year we published our Corporate Plan 2003/04 – 05/06 as part of the BVPP. This set out our agenda for that three year planning period. The BVPP this year, therefore, represents a position statement on progress at the end of the second year of the plan. It enables a judgement to be made about our progress and performance, and focuses our efforts for the remaining year of the Plan.

If you have any queries about any aspect of this plan please contact:

lindsay.parr@chorley.gov.uk
jenny.rowlands@chorley.gov.uk
sarah.dobson@chorley.gov.uk
tim.rignall@chorley.gov.uk

or telephone Corporate and Policy Services on Chorley (01257) 515325

2. A BETTER PLACE TO LIVE, WORK AND VISIT – OUR CORPORATE PLAN

In June 2003 the Council published its Corporate Plan 2003/04 – 05/06 which set out our long term vision, our corporate priorities in working towards our long term vision over that three year period and specific actions/projects that we were going to take. This BVPP represents an update on the Corporate Plan at the end of the first year (2003/04).

During 2003/04 we conducted a series of consultation exercises with various sections of our Chorley community. Many of these surveys provided useful information about the quality of life in the Borough and issues that people want to see addressed. In light of this feedback the Council reviewed the Corporate Plan. Although our corporate priorities, the ‘3C’s’, remain unchanged, the emphasis has been reviewed to ensure that we are concentrating our efforts on the issues that are important to local people.

2.1 Our Long Term Vision

The Council has a long term vision (our purpose) of making Chorley a better place to live, work and visit:

That is:

a better place to live – offering people a healthy and safe environment with a good choice of housing and plenty of opportunities for learning and leisure.

a better place to work – stimulating investment and enterprise, and creating opportunities for employment and training within the principles of sustainable development.

a better place to visit – offering an attractive environment and quality facilities.

The Borough Council works alongside Lancashire County Council and the Local Strategic Partnership, ‘Chorley Partnership’, to provide a range of services to businesses and residents in the area.

For many years Councils have been seen simply as providers of traditional services such as street cleansing, refuse collection and Council housing. However, over recent years many Councils, including Chorley Borough Council, have become aware of the need to adopt a wider role as ‘community leaders’, to bring together a whole range of public, private and voluntary sector organisations within the local community to improve the quality of life of those living in, working in or visiting the Borough.

Our vision reflects this and focuses our efforts.

In 2005/06 the average Council Tax for a Band D property in the Borough will be £1,285.70. Of this about 82% (or £1054.27) is spent by Lancashire County Council and the Lancashire Police Authority. The Borough Council’s spending is £xxxm below the Government’s assessment of the cost of an average level of service and consequently the Borough element of the Council Tax is xxx % below the level assumed in the Local Government Finance Settlement.

2.2 Chorley Partnership And Community Plan

Our role, as 'Community Leader', requires us to lead and work with a variety of partners to help achieve our vision and community aspirations for the Borough. These partners have been brought together under the banner of the Chorley Partnership (our 'Local Strategic Partnership') to work to promote the economic, environmental and social well-being of the Borough.

The Chorley Partnership produced its first Community Plan in October 2002. The purpose of the Community Plan is to set out a common agenda for the area, bringing together the contributions that will be made by the Council, and its many partners in the public, private and voluntary sectors.

The Partnership did this by talking to all sections of the community to find out what, in their minds, would make Chorley a better place to live, work and visit. This plan, therefore, contains aims and objectives which are firmly based on the aspirations of all sections of the Chorley Community. The Council shares a commitment to achieving the key aims of the Community Plan:

Environment – To live in a clean attractive location where open space is protected and pollution is reduced through effective waste management and the use of renewable resources.

Transport – To have the choice of being able to use an efficient and cost effective public transport system or greener forms of private travel.

Economic Prosperity – To create a prosperous community that attracts and retains good quality employment, where all members are fully included in the local community.

Culture – To have access to all leisure and entertainment facilities so everyone can lead fulfilling and active lives.

Community Involvement – To reside in a place where everyone is valued and there is a real sense of community spirit.

Community Safety – To create an even safer community for people to live work and play.

Health and Well-being – To have equitable access to health care facilities and the chance to stay healthy through informed decisions, irrespective of economic or social status.

Education – To have access to information in ways to suit people's needs and throughout all of our lives.

The Chorley Partnership established a series of Theme Groups to work up action plans and develop targets to ensure that the aims and objectives of the Community Plan are achieved. In determining our priorities for the period 2003/04 – 05/06 the Council's Management Team analysed the aims and objectives of the Community Plan and the various action plans to see where the Council could most effectively make a contribution, to making Chorley a better place to live, work and visit.

The 'Environment' and 'Community Safety' objectives were identified as the areas where we could achieve most and make most impact.

The Council, therefore, adopted as one of its priorities for improvement 'Investing in a Greener, Cleaner, Safer Chorley' which embraces the environmental and community safety issues.

In addition all the Council's Service Units will look to contribute to the achievement of the Community Plan aims through the delivery of their various services. An assessment of the contribution that can be made has been an integral part of our service and financial planning process.

There has been extensive consultation with the community during 2004 and a new Community Strategy will be published in June 2005. This will form the basis for our new Corporate Plan 2006/07 – 2008/09.

The objectives and targets underpinning our priorities for improvement are set out in our Corporate Plan 2003/04 – 05/06, which is described in more detail below.

2.3 The Corporate Plan 2003/04 – 2005/06

Our statement of purpose "To make Chorley a better place to live, work and visit" and the aims and objectives contained in the Community Plan have underpinned the Council's Corporate Plan for the three year period 2003/04 – 2005/06. The plan consists of three basic elements:

- ◆ Our vision.
- ◆ Our three corporate priorities for improvement, which flow from our vision and the aspirations of the community as set out in the Community Plan.
- ◆ Corporate principles and six personal values, which outline how we will go about things.

Together these three elements form the Corporate Plan, that sets out how the Council will contribute during the period 2003/04 – 2005/06 to our vision: 'To make Chorley a better place to live, work and visit'

2.4 Our Three Corporate Priorities For Improvement 2003/04 – 2005/06

Our three priorities for improvement are:

- ◆ Serving our customers better.
- ◆ Investing in our capacity to deliver.
- ◆ Investing in a greener, cleaner, safer Chorley.

These priorities are not owned by a single service or Unit of the Council, they require contributions from different services, and some of our partners, if we are to make a significant impact.

2.5 What Do These Priorities For Improvement Mean And How Will We Achieve Them

2.5.1 Serving Our Customers Better

To achieve this priority we will aim to:

- ◆ Treat our customers fairly and as individuals in accordance with our Customer Services Charter.
- ◆ Actively engage with and listen to our communities in designing and improving our services.
- ◆ Continuously improve the quality of the priority services we deliver.

Key Performance Indicators

	Performance 2003/04	Performance 2004/05	Target 2005/06
• Percentage of residents satisfied with Chorley as a place to live.	76%	76%*	80%
• Percentage of citizens satisfied with the overall service provided by the Council.	60%	60%*	72%
• Percentage of citizens satisfied with the cleanliness standard in their area.	62%	62%*	72%
• Percentage of citizens satisfied with the waste collection service.	92%	92%*	92%
• Percentage of citizens satisfied with the recycling service.	79%	79%*	80%
• Percentage of citizens satisfied with parks and open spaces.	76%	76%*	
• Percentage satisfied with service provided by contact centre.	New Indicator	New Indicator*	90%
• Percentage of complainants satisfied with the handling of their complaint	34%	34%	50%
• Percentage of authority buildings open to the public in which all areas are suitable for and accessible to disabled people.	47%	76%	88%
• Percentage of invoices paid within 30 days	90.8%	83.17%	96%

*These figures are gathered from a survey which takes place three-yearly. The last survey was 2003/04. From 2005/06, there will be an annual survey.

Things we said we would do in 2004/05

ACTION	PROGRESS
<ul style="list-style-type: none"> • Develop fully transactional website. • Improve public participation in the Overview and Scrutiny Process. • Ensure all Council property complies with the Disability Discrimination Act 1995. 	<p>Latest SOCITM survey, ranks us as 'Content +' but we have added additional transactional capability since last year</p> <p>Pilot scheme approved for Area Forum. Overview and Scrutiny review currently being undertaken. Area Forums and public speaking at meetings introduced.</p> <p>At the end of the year 19 of the Council's 23 public buildings complied with the physical requirements of the DDA or service alterations were in place to overcome building constraints. Of the remaining 4 buildings 3 are to be altered over the coming months and a management plan developed on the final one to alter the service delivery from it. All public buildings will then meet the DDA requirements.</p>

Actions 2005/06

<p>Implement management plan for four more Council buildings to ensure compliance with the DDA.</p> <p>Complete cemetery extension</p> <p>Achieve fully transactional website</p> <p>Transfer Housing stock</p> <p>Develop and implement a Communication strategy</p> <p>Development of a Shared Services Contact Centre in partnership with LCC</p> <p>Improve services and facilities at Duxbury golf course</p> <p>Improve the service to customers applying for licences by improving our computer systems.</p> <p>Encourage greater participation in the Council's political management process.</p> <p>Improve Benefits take-up.</p> <p>Improve services to customers with planning queries and applications through the enhancement and expansion of the Geographical Information System.</p>
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2.5.2 Investing in Our Capacity to Deliver

To achieve this priority we will aim to:

- ◆ Secure and manage resources to enable the Council to achieve its key corporate priorities.
- ◆ Ensure that we have a motivated and skilled workforce, in sufficient numbers, to deliver the Council's key corporate objectives.
- ◆ Establish and maintain an effective performance management capability at all levels throughout the organisation.

Key Performance Indicators

	Performance 2003/04	Performance 2004/05	Target 2005/06
• Percentage of Council Tax collected.	97.9%	98.44%	98.6%
• The number of working days/shifts lost to sickness absence.	13.45	9.67%	8%
• % of staff who have undergone annual performance review and had an individual training plan prepared.	New indicator	52%	80%
• % staff satisfaction.	New indicator	67%	70%
• % Budget spent by year end.	New indicator	97.9%	100%
• % annual capital budget actually committed during the year.	New indicator	New indicator	
• % projects using the approved project management methodology.	New indicator	New indicator	
• % BVPI's which are improving.	New indicator	New indicator	
• % monetary savings target achieved for Gershon.	New indicator	New indicator	

Things we said we would do in 2004/05

ACTION	PROGRESS
<ul style="list-style-type: none"> • Generate maximum revenue receipts from the Council's investment property, and maximum capital receipts from the Council's surplus property assets. 	<p>Targets £0.9m for capital receipts and £220k for revenue – DoF to advise on out turn figures.</p>

ACTION	PROGRESS
<ul style="list-style-type: none"> Implement the IEG2 (Implementing Electronic Government) Strategy. 	<p>We have made good progress towards meeting the targets set in our IEG2 statement. X% of staff received ECDL (European Computer Driving Licence). BVP1157 target exceeded. Key projects such as the implementation of new Financials systems and a new Committee administration system have been delivered. Services delivered from our web-site extended to include features such as a Benefits self help tool, the local plan on line and access to planning applications and the weekly planning list. Carried out a successful mobile working pilot with our neighbourhood wardens and begun the implementation of the Shared Services Contact Centre as a member of a partnership with the County Council and 5 other Lancashire Districts</p>
<p>Actions 2005/06</p>	
<p>100% of services which can be delivered electronically, will be delivered electronically and we will inue to develop the transactional capability of our web-site.</p> <p>Shared Services Contact Centre will be established.</p> <p>Mobile and remote working capabilities will be exploited during the year as the Council strives to improve efficiency.</p> <p>We remain committed to our long term target that all staff will achieve their ECDL and expect to realise a target of 70% during 2005/6.</p> <p>Develop and implement Customer Focused Service Design Strategy which replaces the e-government strategy.</p> <p>Establish Capital Programme Board to direct and oversee the capital programme.</p> <p>Increase the diversity of the workforce to reflect the local community</p> <p>Pursue alternative ways of managing the Council's property including leisure and community buildings.</p> <p>Implement the Procurement Strategy and challenge</p> <p>Introduce development programmes for young persons and elected Members and implement a training strategy linked to creation of annual corporate training plan</p> <p>Introduction of flexible working initiatives</p>	

Performance Management to be achieved – an 80% compliance with the requirement to carry out an annual performance review for each member of staff.

Develop a 'Home Improvement Agency'

Introduce workforce planning process to business planning in line with succession planning

Embrace Gershon Agenda to achieve savings and improve services.

Optimise use of the Council's resources to improve housing service delivery through a Housing Stock Transfer

2.5.3 Investing in a greener, cleaner, safer Chorley.

To achieve this priority we will aim to:

Greener

- ◆ Reduce waste and increase recycling.
- ◆ Protect the natural environment.
- ◆ Promote sustainable development.

Key Performance Indicators

	Performance 2003/04	Performance 2004/05	Target 2005/06
• Percentage of homes built on previously developed land.	28%	45.7%	50%
• Percentage of the total tonnage of collected household waste that has been re-used or sent for recycling or composting.	23.7%	28.2%	33%
• The average SAP rating (energy efficiency) of local authority owned dwellings.	69	70	70
• Energy consumption/m ² of the Council's operational property compared with comparable buildings in the UK as a whole.			
(a) Electricity	85.1%	91.4%	65%
(b) Fossil fuels	52.6%	38.2%	45%

	Performance 2003/04	Performance 2004/05	Target 2005/06
<ul style="list-style-type: none"> Average density of new housing on major developments completed during the year (dwellings per hectare). 	39		30

Things we said we would do in 2004/05

ACTION	PROGRESS
<p>Implement programme of footpath improvements</p> <p>Prepare and implement Countryside Recreation Strategy</p> <p>Seek external funding to enhance facilities at: Rivington Terraced Gardens and Lever Park</p> <p>Big Wood</p> <p>Increase the amount of household waste recycled.</p>	<p>Footpaths improved at Saunders Wood, Big Lodge and Small Lodge. Footpath/cycle track through Astley Park to link with cycle route on Yarrow Valley Way. Steps upgraded at Duxbury Woods and Drybones.</p> <p>Delayed due to staff shortages.</p> <p>Funding achieved for Astley Park.</p> <p>Big Wood delayed by Programme Changes by NWDA Local development scheme prepared</p> <p>Household Waste recycling rate increased from 24% to 28%</p>

Actions 2005/06

<p>Seek external funding to enhance facilities at Copperworks Wood and Big Wood</p> <p>Implement a 3-year programme to restore Astley Park.</p> <p>Develop strategies in relation to Greenspace, Economic Regeneration, renewable energy and the town centre.</p> <p>Publicise recycling targets.</p> <p>Plan to improve Energy Efficiencies and introduce a policy for "Affordable Warmth".</p>
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Cleaner

- ◆ Improve cleanliness and appearance of streets and public open spaces.
- ◆ Reduce the amount of derelict land in the Borough.

Key Performance Indicators

	Performance 2003/04	Performance 2004/05	Target 2005/06
<ul style="list-style-type: none"> • The percentage of relevant land and highways (%) that is assessed as having 'significant or heavy' combined deposits of litter and detritus (eg sand, silt and other debris). 	14%	14%	12%
<ul style="list-style-type: none"> • Percentage of people satisfied with cleanliness standard in their area. 	63%	63%*	72%
<ul style="list-style-type: none"> • % of fly tipping removed within 24 hours of report. 	New indicator	60%	New definition
<ul style="list-style-type: none"> • % of graffiti/fly posting removed within 24 hours of report. 	New indicator	86%	New definition
<ul style="list-style-type: none"> • % racist or offensive graffiti removed within 24 hours of report 	New indicator	93.15%	New definition

* These figures are gathered from a survey which takes place three-yearly. The last survey was 2003/04.

Things we said we would do in 2004/05

ACTION	PROGRESS
Implement actions arising from the Best Value Improvement Plan for Street Cleaning	Improved responses to abandoned and nuisance vehicles using prototype e-government solutions.
Implement actions arising from the Street Scene Improvement Plan	Rapid responses to racist graffiti – improved graffiti clearance through partnerships
Extension of the 'Green Waste' scheme throughout the Borough.	Street scene charter delivered and outcomes now in unit Business Plans All properties with gardens now covered by green waste collection scheme – approximately 40,000 households

ACTION	PROGRESS
Extension of the kerbside paper collection scheme throughout the Borough.	All accessible properties (approx 43,000) now have opportunity to recycle glass and paper at kerbside

Actions 2005/06

Implement actions arising from the Best Value Improvement Plan for Street Cleaning
 Extension and enhancement of the existing recycling schemes to include additional properties and additional materials. Aim to deliver target of 35% waste recycled, reused or composted

Safer

- ◆ Reduce crime and anti-social behaviour – and the fear of them within the Borough.

Key Performance Indicators

	Performance 2003/04	Performance 2004/05	Target 2005/06
<ul style="list-style-type: none"> • Percentage of residents who feel safe living in the Borough: <ul style="list-style-type: none"> (a) during the day (b) during the evening/night 	75% 31%	75% 31%	90% 70%

* These figures are gathered from a survey which takes place three-yearly. The last survey was 2003/04. * These figures are gathered from a survey which takes place three-yearly. The last survey was 2003/04.

	Performance 2003/04	Performance 2004/05	Target 2005/06
• Domestic burglaries per 1000 households	11.68	8.45	8.45
• Vehicle Crimes per 1000 population	8.36	9.61	9.45
• Violent offences committed by a stranger per 1000 population	6.05	7.85	7.59
• Violent offences committed in a public place per 1000 population	10.83	14.05	13.58
• Violent offences committed in connection with licensed premises per 1000 population	2.46	2.66	2.57
• Violent offences committed under the influence per 1000 population	6.46	7.89	7.63
• Incidents of juvenile nuisance per 1,000 population	27.98	37.09	

Things we said we would do in 2004/05

ACTION	PROGRESS
Implement and monitor the Community Safety Strategy Action Plan	There has been extensive action in support of the Community Safety Strategy 2002/2005. Notable successes include significant reductions in both burglary and vehicle crime.
Undertake local audit of crime and disorder and consult community on issues of concern.	A comprehensive audit of crime and disorder in the Borough has been completed. In addition there has been significant consultation with the local community to establish their concerns about community safety.
Publish revised Community Safety Strategy 2005-08	Based on the audit and consultation referred to above a new Community Safety Strategy was produced by 1 April 2005.
Expand coverage of the Neighbourhood Warden Service through the appointment of additional wardens	4 additional wardens appointed from April 2004 (4 more from April 2005).
Extend coverage of the CCTV system and update from video to digital.	The system has continued to be expanded to areas outside the Town Centre and the control room has been upgraded to a digital system. This has all been achieved through securing external funding.

Actions 2005/06

- Continue to support community development activity in community safety target areas.
- Provide a programme of activities for young people, targeting priority areas
- Produce guidance based on “Safer Places” and develop protocols with training
- Public space accident reduction activities to be included in the Community Safety Strategy
- Reduction in criminal and civil health and safety (exposure)
- Implement the Community Safety Strategy 2005/08 through the development of a detailed action plan
- Review the CCTV system to ensure that resources are deployed to most effect
- Maximise external funding to support community safety activity

2.6 Corporate Principles And Personal Values

This Plan details what the Council is seeking to achieve in the period 2003/04 – 2005/06, how we intend to achieve this and how we will measure success or failure.

In providing these services there are three corporate principles that we will always consider:

- Sustainable Development – whatever we do will promote the economic, environmental and social well-being of the Borough. Activities will be sustainable and will not put short term gain before the longer term implications of our actions.
- Social Inclusion – we will provide services that are accessible to all sections of the community and work to ensure that we engage groups or individuals who have previously been excluded or are most in need of help.
- Equality of Opportunity – Our actions should contribute to the creation of a fair, inclusive and cohesive community. As Community Leaders we will set an example for others to follow.

At an individual level we expect our Councillors and employees to adopt the following personal values as a guide for their personal conduct:

- I will always do what I say
- I will take responsibility
- I will learn from my mistakes
- I will strive for excellence
 - I will act on facts
 - I will treat people fairly

2.7 Workforce Statement

During the past twelve months a number of staff have been transferred to other organisations. In undertaking these transfers the requirements of the Code of Practice on Workforce Matters in Local Authority Service Contracts, and TUPE regulations, have been fully satisfied.

2.8 Our Policy Framework And Planning Cycle

Our policy framework and planning cycle are set out in figures 1 and 2 that follow. The framework is designed to ensure consistency of purpose throughout the organisation, whilst the planning cycle allows systematic performance review linked to resource allocation and detailed business planning. Our Corporate Plan and Service and Financial Plans will be reviewed during the course of the year to ensure that they remain integrated with the Community Plan, political priorities and any national priorities and targets.

Performance management will take place at a corporate and Unit level with quarterly monitoring reports submitted to Executive Cabinet and the Overview and Scrutiny Committee and its various Panels.

An annual corporate review of performance in June will be used to inform resource allocation and service planning for the following year.

Figure 1 - Our Policy Framework

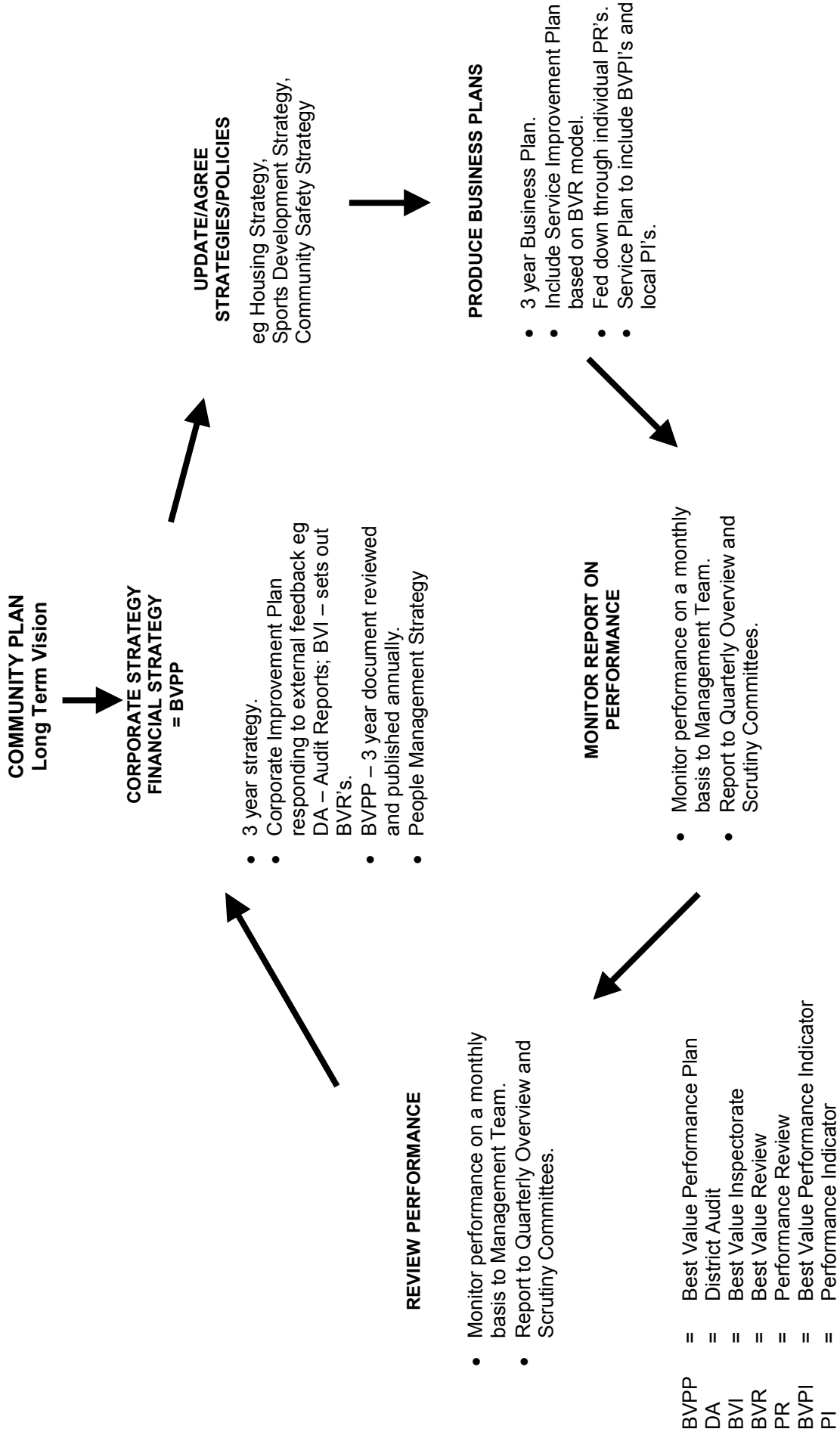
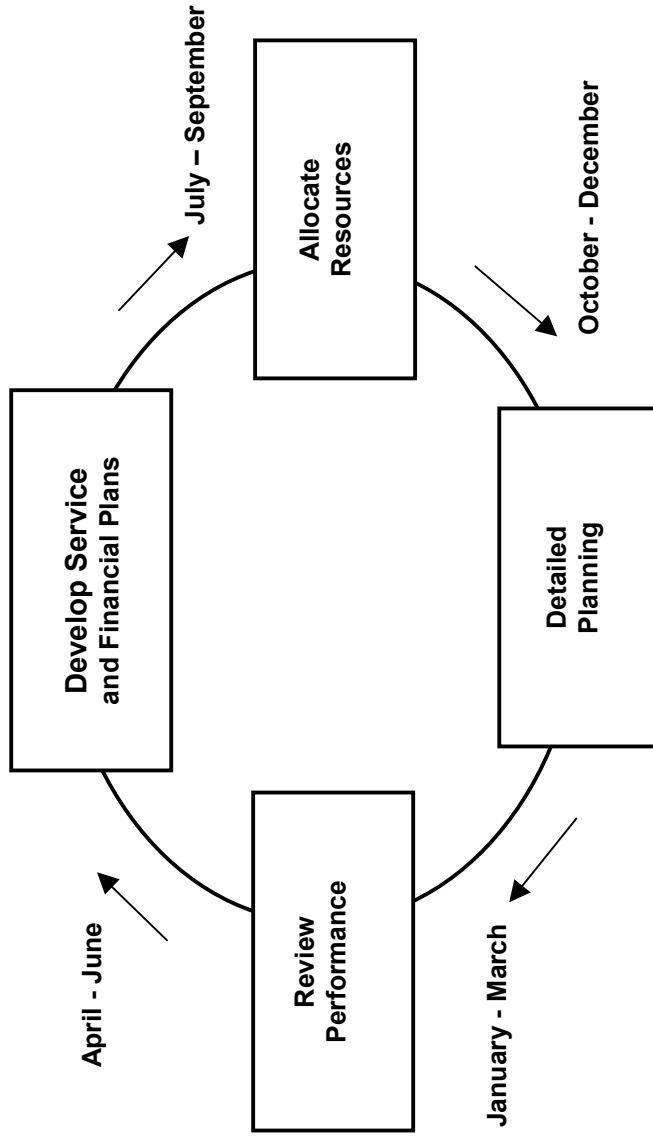


Figure 2 – Our Corporate, Service and Financial Planning Cycle



2.9 Policy Performance Management Framework

The Council has a long history of performance management, and adopted strategic and service planning in 1996. This system has continually been reviewed against good practice examples and as a result of lessons learned. In October 2002, the Council formally approved the Performance Management Framework shown in Figure 1.

The Framework Explained

In its role as Community Leader the Council has worked with the Chorley Partnership to produce a 'Community Plan' for the Borough. This Plan identifies an agenda for the Borough which represents a mix of community needs and aspirations, statutory responsibilities and national priorities.

The Plan gives the agencies represented on the Chorley Partnership a clear sense of purpose (ie what they need to achieve) to improve quality of life within the Borough. There is an agreement between partners to co-operate, collaborate and share resources in achieving this.

Chorley's Community Plan is currently being revised to represent a long term vision for the Borough (to 2020) which will be reviewed every three years. In order that the aims and objectives of the Plan are achieved there are certain things that the Council must achieve in terms of either actions or projects.

These actions/projects are identified and expressed within the Council's Corporate Plan as part of our corporate priorities. The corporate priorities also pick up our organisational responsibilities. The Strategy sets out a very clear view of what Chorley Borough Council is working to achieve over a three year period (the current plan period is 2003/04 – 05/06) and our financial plans for that period. The Strategy sets out key performance indicators for each priority so that we can judge our achievements. The published Corporate Plan also represents our Best Value Performance Plan which is a statutory document.

In order that the Council achieves its corporate priorities, it is important that each of its service units plans activity to ensure a focus of effort and resources on priority areas. Each Unit is, therefore, required to produce a Business Plan for the three year period of the Corporate Strategy. Plans are prepared using a risk based approach to service improvement and are used as the basis for the Council's financial planning cycle informing spending decisions. Plans contain performance information so that achievements can be judged.

Completing the cascade is the Council's individual Performance Review framework which ensures that each employee has the competencies they require and is aware of their contribution to the achievement of team, Unit and Corporate goals/targets.

Performance against Corporate/Unit key performance indicators is monitored on a regular basis by Management Team, Executive Cabinet and Overview and Scrutiny Committees.

During June the Corporate Plan and Unit Business Plans are reviewed in light of things like budget settlements, new legislation and national priority. Any necessary changes are made to ensure that Plans remain relevant and achievable.

In summary, this is a very comprehensive PMF which cascades the long term vision for the Borough to all levels of the organisation.

3. **RESPONSE TO CPA – OUR CORPORATE IMPROVEMENT PLAN**

Following on from our categorisation as a 'Fair' authority, the Council needs to respond to the issues raised by the CPA inspectors. The Council has a well established framework for managing risks which is governed by a corporate policy that is overseen by the Risk Management Steering Group comprising of Members, Officers and external advisors.

This Corporate Improvement Plan forms part of the Risk Management process. It is the highest level document and brings together areas of risk/weakness that have been identified through internal process and externally by the CPA Inspection process. These areas are the ones that the Council will be focusing its attentions on over the coming 3 years, to remove the barriers to the Council achieving its corporate vision of excellence.

This Corporate Improvement Plan is kept up to date and forms the key control document for the Executive Cabinet to ensure that our plans are kept on track.

We want to share our progress with everyone and regular updates are posted to the Council's website at www.chorley.gov.uk In addition, we provide regular information on how we are doing through the Council's magazine, Chorley Borough News, and through regular press releases.

If you have any comments relating to the Corporate Improvement Plan or require any further information, please contact:

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1	2	3	4	5	6	7	8		9
AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM	PROGRESS UPDATE	
							Officer	Member	
A lack of clear ambition for the future	Community Leadership	<ul style="list-style-type: none"> ➤ Aims based on consultation ➤ Defined ambitions in some key areas, for example, waste management ➤ Led on the sustainability agenda ➤ Clear internal ambitions around customer focus and organisational excellence 	<ul style="list-style-type: none"> 1. Weak and poorly defined Community Plan 2. The Council's ambition is unclear and suffers from a lack of specific, measurable and sustainable outcomes 3. No structured approach to social inclusion, equality and the promotion of overall social inclusion 4. Non-inclusive leadership style leading to weaknesses in communicating aims and effective engagement with staff, partners and the local community 	<ul style="list-style-type: none"> 1. Produce robust Community Strategy 2. Re-define our ambition in the light of the new Community Strategy <ul style="list-style-type: none"> (a) Set new vision and establish corporate priorities (b) Feed into Corporate Plan work (c) New Business Plans 3. Produce Equality and Diversity Strategy and Action Plan 4(a) <i>Implement action planning from Optima Survey</i> (b) Introduce Leadership Development Programme 	<ul style="list-style-type: none"> 1. Clear community ambition through a strong and clearly defined Community Plan 2. Clear, specific, measurable and sustainable Borough Council ambitions set out in its corporate plans and priorities 3. Established ambitions and a structured approach to equality and diversity 4. An inclusive leadership style with strong engagement with staff, partners and the local community 	<ul style="list-style-type: none"> Summer 2005 Summer 2005 July 2005 April 2006 Summer 2005 Complete May 2005 	<ul style="list-style-type: none"> LSP/Tim Rignall Management Team Tim Rignall Service Heads Rosemary Lyon Jeff Davies Angela Wolstencroft 	<ul style="list-style-type: none"> Cllr D Edgerley Executive Cabinet Cllr D Edgerley Portfolio Holders Cllr C Hoyle Cllr J Wilson Cllr J Wilson 	<ul style="list-style-type: none"> 1. On track and being integrated with LDF 2. On track 2(a) Initial input to Community Strategy completed. New vision and priorities need to wait for operative Community Strategy. 3. On track. Draft prepared February 2005. Consultation completed. Final Strategy scheduled for June 2005 Executive Cabinet. 4(a) <i>Action planning (ImprovedU) started in August 2004 and continuing as planned.</i> 4(b) Member Needs Analysis carried out February 2005. One to one interviews underway. Outline development plan scheduled for May 2005.

1	2	3	4	5	6	7	8	9
AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM Officer Member	PROGRESS UPDATE
Ineffective prioritisation	Organisational Leadership	<ul style="list-style-type: none"> ➤ Some priorities contribute to the aims and the Community Plan ➤ Good use of national priorities to reinforce local ones ➤ Councillors are shifting resources 	<p>5. Priorities insufficiently developed:</p> <ul style="list-style-type: none"> - internally focused - not linked to aims - lacking clear outcomes for local people - not driving performance in some areas - not communicated effectively - non-priority areas not explicit - undeveloped systems for monitoring priorities <p>6. Unstructured and inconsistent engagement of communities, partners, staff and other stakeholders in future planning and prioritisation</p> <p>7. Business and budget planning process not sufficiently integrated</p>	<p>5(a) Refine current priorities and non-priorities</p> <p>(b) See item 2(a)</p> <p>6(a) Devise and pilot with partners new approaches to community engagement, drawing on experience from elsewhere</p> <p>(b) For staff engagement (see item 4(a))</p> <p>7. Further integrate the business and budget planning processes</p>	<p>5. Clearly defined priority and non-priority service areas that are based upon community ambitions and are used to drive performance with clear outcomes for local people</p> <p>6. Structured and consistent engagement of communities, partners, staff and other stakeholders in planning and prioritisation</p> <p>7. A fully integrated process for business and budget planning</p>	<p>Complete July 2004</p> <p>October 2005</p> <p>Complete</p> <p>Complete April 2005</p>	<p>Tim Rignall</p> <p>Jeff Davies</p> <p>Gary Hall/Tim Rignall</p>	<p>5(a) Priorities defined and in BVPP - para 2.4, 1-3. (Non-priorities - budget non-priorities set by Executive Cab Sept 04)</p> <p>5(b) See item 2(a)</p> <p>6(a) Following consideration by O&S Panel and visits to Area Forum meetings, a report to establish pilot Area Forums went to Executive Cabinet on 15 March 2005.</p> <p>A report went to Executive Cabinet resulting in Executive Cabinet and Council approval to 3 pilot areas for October 2005 and establishment of an Executive Cabinet Working Group to decide the details.</p> <p>7. Integration complete for 2005/06 but process subject to continuous improvement thereafter.</p>

1	2	3	4	5	6	7	8		9
AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM	Member	PROGRESS UPDATE
							Officer		
Poor focus on priorities	Organisational Leadership	<ul style="list-style-type: none"> ➤ Ability to maintain focus on key themes over a number of years, resulting in delivery of tangible benefits ➤ Cabinet uses corporate priorities as basis for decision making ➤ Councillors have avoided distractions ➤ Budget process streamlined to gain better focus 	<p>8. Untested mechanisms for focusing on priorities</p>	<p>8(a) Develop performance management systems to ensure proper focus on priorities (see item 15)</p> <p>(b) Programme strategy workshops for Executive Cabinet</p>	<p>8. A strong culture of performance management with a clear focus on priority service areas</p>	Complete June 2004	Jeff Davies	Cllr J Wilson	<p>8(a) See item 15</p> <p>8(b) Underway to a planned programme. The focus on priorities is evidenced by the 2005/06 budget. Programme operating and a well established feature of the system.</p>
Insufficient capacity to deliver	Organisational Leadership	<ul style="list-style-type: none"> ➤ Councillor training needs assessed ➤ Clear officer/ member roles and responsibilities ➤ Overview and scrutiny toolkit ➤ Officer structures have improved accountability and responsiveness 	<p>9. Under-developed Member training</p> <p>10. Poor political relationship with main opposition</p>	<p>9. Implement individual member training plans based on need assessment</p> <p>10. Develop mechanism to improve political relationships -</p> <p>(a) Leadership Training (see item 4(b))</p>	<p>9. Improved member capacity and skills through an individually structured development programme</p> <p>10. Good relationships between the main political groups helping to maximise the collective value of all members towards the achievement of the Council's objectives</p>	From June 2005	Angela Wolstencroft	Cllr J Wilson supported by Group Leaders	<p>9. See item 4(b)</p> <p>10(a) See item 4(b)</p>

1	2	3	4	5	6	7	8		9
AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM		PROGRESS UPDATE
							Officer	Member	
		<ul style="list-style-type: none"> ➤ Internal communications improved ➤ Good use of external resources and IT to enhance capacity ➤ Financial capacity sound 	<p>11. OSC ineffective and lacking adequate support and the Standards Committee playing a limited role</p>	<p>(b) Main opposition chair(s) of overview and scrutiny bodies</p> <p>(c) Allow non-executive members to speak at Executive Cabinet meetings</p> <p>(d) Programme structured Group Leaders' meetings</p> <p>(e) Carry out external review of political relationships</p> <p>11(a) Extend member development in this area (see item 9)</p> <p>(b) Appoint new Democratic Services Support staff</p> <p>(c) Standards Sub-Committee to be established to monitor Code of Conduct</p>	<p>11. Effective and well supported Overview and Scrutiny and Standards Committees</p>	<p>Complete June 2004</p> <p>Complete June 2004</p> <p>Complete December 2004</p> <p>June 2005</p> <p>Complete Sept 2004</p> <p>Complete June 2004</p>	<p>Jeff Davies</p> <p>Jeff Davies</p> <p>Jeff Davies</p> <p>Jeff Davies</p>	<p>Cllr J Wilson</p> <p>Cllr J Wilson</p> <p>Cllr J Wilson</p> <p>Cllr J Wilson supported by Group Leaders</p> <p>Cllr J Wilson</p> <p>Cllr D Edgerley</p>	<p>10(d) Two meetings held in 2004. Ongoing programme planned.</p> <p>10(e) External reviewer to be engaged. Date revised to accommodate likely General Election.</p> <p>11(a) See item 9</p> <p>11(b) Completed by December 2004.</p>

1	2	3	4	5	6	7	8	9	
AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM		PROGRESS UPDATE
							Officer	Member	
			<p>12. <i>Management Team yet to find balance between strategic and operational focus</i></p> <p>13. <i>Lack of strategic approach to HR including:</i></p> <ul style="list-style-type: none"> - <i>incomplete policy framework</i> - <i>weak implementation and monitoring</i> - <i>inconsistent approach to equalities and diversity</i> - <i>poor staff consultation</i> - <i>high sickness absence levels</i> - <i>weak workforce planning</i> <p>14. <i>Lack of strategic approach to procurement including partnership arrangements</i></p>	<p>12. <i>Maintain agenda planning and strategic programme of workshops</i></p> <p>13. <i>Produce and implement Corporate HR Strategy and Action Plan</i></p> <p>14. <i>Produce and implement Corporate Procurement Strategy and Action Plan</i></p>	<p>12. <i>Strong, focused and well communicated Management Team leadership on corporate and strategic issues and developments</i></p> <p>13. <i>A strategic approach to HR based around a clear policy framework that values the individual, promotes a consistent approach to equality and diversity and plans for future workforce requirements</i></p> <p>14. <i>A strategic approach to procurement that will foster excellence in this function and enable the Council to meet all of its national and local targets</i></p>	<p>Complete</p> <p>Complete December 2004</p> <p>Ongoing</p>	<p>Management Team</p> <p>Angela Wolstencroft</p> <p>Rosemary Lyon</p>	<p>N/A</p> <p>Cllr J Wilson</p> <p>Cllr K Ball</p>	<p>12. <i>Introduced and well established</i></p> <p>13. <i>Approved by Executive Cabinet in January 2005.</i></p> <p>14. <i>Strategy approved and Action Plan being implemented. External consultants have advised on the way forward and the Corporate Procurement Working Group is prioritising the actions in the plan.</i></p>

1	2	3	4	5	6	7	8	9
AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM	PROGRESS UPDATE
<p>Inadequate Performance Management arrangements</p>	<p>Organisational Leadership</p>	<ul style="list-style-type: none"> ➤ Business and service planning frameworks in existence and about to be updated ➤ Improvements or corrective actions initiated in some key service area ➤ Service standards available in some areas ➤ Financial management is sound ➤ Risk management approaches are sound 	<p>15. Ineffective Performance Management including:</p> <ul style="list-style-type: none"> - does not ensure effective delivery of priorities - members role unclear - unstructured approach to tackling poor performance - Inconsistent performance management at service level - no routine comparison externally with high performers - inconsistent approach to demonstrating VFM 	<p>15. Produce and implement Corporate Performance Management Strategy and Action Plan</p>	<p>15. A strong culture of performance management with a clear focus on priority service areas</p>	<p>June 2005</p>	<p>Tim Rignall Officer</p> <p>Cllr D Edgerley Member</p>	<p>15. Date revised to accommodate draft . Audit Commission Performance Management Report awaited.</p>

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AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM Officer Member	PROGRESS UPDATE
Failure to achieve a high quality of service	Organisational Leadership	<ul style="list-style-type: none"> ➤ Strong performance in priority areas: Top quartile waste recycling performance; recycling of materials on Buckshaw Village development; high passenger satisfactory with new bus interchange ➤ Service quality generally good – five out of six AC inspections assessed as “good” ➤ 50% of key Pls in top or second quartile ➤ 74% of citizens satisfied with overall Council service (MORI) ➤ High satisfaction amongst Council tenants 	16. Areas of weaker performance (eg sickness, planning) and low levels of customer satisfaction (eg street cleanliness levels)	<p>16(a) Minimise areas of weaker performance through effective performance management (see item 15)</p> <p>(b) Better manage customer expectation through improved community engagement (see item 6(a))</p>	16. Consistently high quality of service, with high satisfaction ratings, for all key and priority services			16(a) See item 15 16(b) See Item 6(a)

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AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM	Member	PROGRESS UPDATE
Failure to achieve demonstrable service improvement	Organisational Leadership	<ul style="list-style-type: none"> ➤ Strong and improving performance in priority areas: (greener, cleaner, safer) ➤ Greener – household waste recycled (from 12% to 16% in 2002/03) ➤ Cleaner – improvements in fly tipping, abandoned vehicles and graffiti ➤ Safer – crime levels down by 7% in 2002/03; vehicle crime and theft from vehicles reduced; road casualties decreased by 22% ➤ Town Centre improvement leading to increase in visitor numbers by 9% ➤ Income collection performance improving 	17. Overall performance improvement mixed (comparable PIs not showing continuing year on year improvement - eg planning)	17. Maximise overall performance improvement through effective performance management (see item 15)	17. Demonstrable year on year service improvement for all key and priority service areas				17. See item 15

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AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM		PROGRESS UPDATE
							Officer	Member	
Insufficient Investment	Organisational Leadership	<p>Investments addressing improvement needs:</p> <ul style="list-style-type: none"> ➤ Measures to improve political focus ➤ New business planning framework, performance management systems and project management ➤ IT to enhance service to customers ➤ Resources to support cross-cutting agenda ➤ Effective in securing external funds to support priorities ➤ Open attitude to alternative forms of service delivery 	18. Cross-cutting issues not effectively mainstreamed across all services	<p>18(a) Integrate cross cutting issues into Business Planning process (see item 7)</p> <p>18(b) Develop related training to increase awareness</p>	18. Cross-cutting issues understood and fully integrated in the business and budget planning process	Complete	Angela Wolstencroft	Cllr J Wilson	18(b) Training being progressively introduced to meet changing circumstances.

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AREA OF RISK	FOCUS	MITIGATION / CONTROLS ALREADY IN PLACE	EXPOSURES/ OPPORTUNITIES IDENTIFIED	ACTIONS PLANNED	EXPECTED OUTCOMES	BY WHEN	BY WHOM		PROGRESS UPDATE
							Officer	Member	
Not being a learning organisation	Organisational Leadership	<ul style="list-style-type: none"> ➤ Willing to adopt new approaches ➤ Learns from feedback and its own experiences ➤ Learns from others e.g. peer authorities and adjusts the way it works 	<p>19. Failure to learn in a common and systematic way from own experience and from others</p> <ul style="list-style-type: none"> - culture not embedded - not seen by staff and public as a learning organisation 	<p>19. A learning culture and systems will be facilitated through initiatives under items 4(a), 4(b), 9 and 13.</p>	<p>19. The Council has a recognised culture of learning from its own experience and from the experience of others</p>				<p>19. Draft Learning and Development Strategy being consulted upon in February 2005. (See items 4(a), 4(b), 9 and 13).</p>
Unsatisfactory future plans	Organisational Leadership	<ul style="list-style-type: none"> ➤ Number of plans to support corporate plan and ambitions in priority areas ➤ Plans devised to address known weaknesses e.g. new engagement strategy 	<p>20. Hierarchy of plans not robust or fully integrated</p> <p>21. Future plans for housing stock not fully developed</p>	<p>20. Review and integrate existing plans following preparation of the new Community Plan</p> <p>21. Complete and implement the options appraisal</p>	<p>20. A fully integrated hierarchy of Community and Council plans with clearly defined ambitions and priorities</p> <p>21. Fully developed and articulated plans for the Council's housing stock</p>	<p>Summer 2006</p> <p>March 2007</p>	<p>Tim Rignall</p> <p>Steve Lomas</p>	<p>Cllr D Edgerley</p> <p>Cllr L Lennox</p>	<p>20. Programmed as part of future Business Planning activity.</p> <p>21. Option appraisal completed. Stock Transfer identified as preferred option and is being pursued. On track.</p>

4. **PERFORMANCE INFORMATION**

This section sets out the details of the Council's performance against a range of performance indicators for 2004/05 and identifies targets through to 2007/08 so that our performance can be assessed and compared. Information is also included about other District Councils, in particular the best performing councils.

Should you require any further information about the Performance Indicators please contact Corporate and Policy Services on 01257 515325

or

Lindsay Parr, 01257 515341 – lindsay.parr@chorley.gov.uk or Jenny Rowlands, 01257 515248 – jenny.rowlands@chorley.gov.uk or Sarah Dobson, 01257 515325 – sarah.dobson@chorley.gov.uk You can also find the full version of the Best Performance Plan on the Council's website, www.chorley.gov.uk

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
Corporate Health								
BV001a	Does the authority have a Community Strategy?	Yes	Yes	Yes	Yes	Yes	N/A	
BV001b	By when will a full review of the Community Strategy be completed?	No	Feb 05	June 05	No	Yes	N/A	The consultation period was extended to consider more views.
BV001c	Has the Authority reported progress towards implementing the Community Strategy to the wider community this year?	Yes	Yes	Yes	Yes	Yes	N/A	Reported by the Chorley Partnership as an insert in the Chorley Borough News newspaper.
BV002a	The level (if any) of the Equality Standard for Local Government to which the authority conforms.	1.00	1.00	1.00	1.00	1.00		
BV002b	The duty to promote race equality.		100.00	100.00	100.00	100.00		
BV008	The percentage of invoices for commercial goods and services which were paid by the authority within 30 days of such invoices being received by the authority.	83.17	100.00	96.00	96.50	97.00		
BV009	Percentage of Council Tax collected.	98.44	98.50	98.60	98.70	98.80		
BV010	The percentage of non-domestic rates due for the financial year which were received by the authority.	98.40	98.50	98.60	98.70	98.80		
BV011a	The percentage of top 5% of earners that are women.	20.83	20.00	23.00	26.00	28.00		

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV011b	The percentage of top 5% of earners from black and minority ethnic communities.	0.00	2.00	2.00	2.00	2.00		
BV012	The number of working days/shifts lost due to sickness absence.	9.67	10.00	8.00	6.50	6.50		
BV014	The percentage of employees retiring early (excluding ill-health retirements) as a percentage of the total work force.	1.55	0.45	0.45	0.45	0.45		
BV015	The percentage of employees retiring on grounds of ill health as a percentage of the total workforce.	0.22	0.32	0.32	0.32	0.32		
BV016a	The percentage of local authority employees declaring that they meet the Disability Discrimination Act 1995 disability definition.	3.44	4.00	4.00	4.00	4.00		
BV016b	The percentage of economically active disabled people in the authority area.	15.09	15.09	15.09	15.09	15.09		

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV017a	The percentage of local authority employees from minority ethnic communities.	1.45	1.70	2.00	2.00	2.00		
BV017b	The percentage of economically active minority ethnic community population in the authority area.	1.95	1.95	1.95	1.95	1.95		
BV156	The percentage of authority buildings open to the public in which all public areas are suitable for and accessible to disabled people.	76.00	95.00	88.00	88.00	88.00		Physical constraints and listed building status mean that two of the Council's public buildings will not meet the criteria set by BVPI 156. Both operate under management agreements consistent with the provisions of the DDA.
BV157	The number of types of interactions that are enabled for electronic service delivery as a % of the types of interactions that are legally permissible for electronic delivery.	92.25	90.00	100.00	100.00			
BV180a(i)	The average electricity consumption/m2 of LA operational property compared with comparable buildings in the UK as a whole	91.40	80.00	75.00	70.00	65.00	83.00	
BV180a(ii)	The average fossil fuel energy consumption/m2 of LA operational property compared with comparable buildings in the UK as a whole	38.20	52.00	50.00	45.00	45.00	68.00	

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
Housing								
BV062	The proportion of unfit private sector dwellings made fit or demolished as a direct result of action by the local authority.	2.56	4.00	4.00	4.00			
BV063	Energy Efficiency – the average SAP rating of local authority owned dwellings.	70.00	69.00	70.00	72.00			
BV064	The number of private sector vacant dwellings that are returned into occupation or demolished during 2002/03 as a direct result of action by the local authority.		17.00	17.00	30.00			
BV066a	Local authority rent collection and arrears: proportion of rent collected.	98.79	98.00	98.06	99.00			
BV074a	Satisfaction of tenants of council housing with the overall service provided by their landlord.	81.00	88.00	88.00	88.00			This is a triennial survey. The last survey was conducted in 2003/04.
BV074abn	The number of valid responses received for BV074a	2105.00						
BV074aci	The confidence interval for BV074a	1.67						

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV074b	Satisfaction of tenants of council housing with the overall service provided by their landlord - black and minority ethnic tenants.	73.00	88.00	88.00	88.00	88.00		This is a triennial survey. The last survey was conducted in 2003/04.
BV074bbn	The number of valid responses received for BV074b	15.00						
BV074bci	The Confidence Interval for BV074b	22.38						
BV074c	Satisfaction of tenants of council housing with the overall service provided by their landlord - non-black and minority ethnic tenants.	81.00	88.00	88.00	88.00	88.00		This is a triennial survey. The last survey was conducted in 2003/04.
BV074cbn	The number of valid responses received for BV074c	2062.00						
BV074cci	The confidence interval for BV074c	1.68						
BV075	Satisfaction of tenants of council housing with opportunities for participation in management and decision making in relation to housing services provided by their landlord.	69.00	75.00	75.00				This is a triennial survey. The last survey was conducted in 2003/04.

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV075(i)	Satisfaction of tenants of council housing with opportunities for participation in management and decision making in relation to housing devices provided by their landlord: with results further broken by black and minority ethnic tenants.	67.00	75.00	67.00				
BV075(ii)	Satisfaction of tenants of council housing with opportunities for participation in management and decision making in relation to housing devices provided by their landlord: with results further broken by non-black and minority ethnic tenants.	69.00	75.00	75.00				
BV075bn	The number of valid responses received for BV075.							
BV075ci	The confidence interval for BV075.							
BV164	Does the authority follow the Commission for Racial Equality's code of practice in rented housing and follow the Good Practice Standards included in the Code of Practice for Social Landlords: Tackling Racial Harassment?		Yes	Yes	Yes			

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV183a	The average length of stay in bed and breakfast accommodation of households which include dependent children or a pregnant woman and which are unintentionally homeless and in priority need.	0.00	0.00	0.00	0.00			
BV183b	The average length of stay in hostel accommodation of households which include dependent children or a pregnant woman and which are unintentionally homeless and in priority need.	13.00	5.00	5.00	6.00			
BV184a	The proportion of LA homes which were non-decent at 1 April 2002.		10.66					
BV184b	The percentage change in proportion of non-decent LA homes from the beginning to the end of the fiscal year.		50.00	100.00				
BV185	Percentage of responsive (but not emergency) repairs during 2004/2005, for which the authority both made and kept an appointment.		80.00	85.00	90.00			
BV202	Number of people sleeping rough on a single night within the area of the authority.	0.00						

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV203	The percentage change in the average number of families, which include dependent children or a pregnant woman, placed in temporary accommodation under homelessness legislation compared with the average from the previous year.							

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
Housing Benefit and Council Tax Benefit								
BV076a	Benefit Security Number of effective visits to claimants per 1000 caseload.	199.00	200.00	200.00	200.00	200.00	200.00	
BV076b	Number of fraud investigators employed per 1000 caseload.	0.30	0.30	0.30	0.30	0.30	0.30	
BV076c	The number of fraud investigations, per 1000 caseload.		40.00	40.00	40.00	40.00	40.00	
BV076d	The number of prosecutions and sanctions per 1000 caseload.	9.00	9.00	9.00	9.00	9.00	9.00	
BV078a	Processing Average time for processing new claims.	27.00	29.00	28.50	28.00	25.00	25.00	
BV078b	Average time for processing notifications of changes of circumstance	12.00	9.00	8.50	8.00	7.50	7.50	
BV079a	% cases for which the calculation of the amount of benefit due was correct on the basis of the information available for the determination for a sample of cases checked post-determination.	98.40	98.00	99.00	98.00	98.50	98.50	
BV079b	% recoverable overpayments (excluding Council Tax Benefit) that were recovered in the year.	26.00	50.00	50.00	50.00	50.00	50.00	

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
Environment								
BV199	% relevant land and highways classed as having heavy or significant combined deposits of litter and detritus.	14.00	12.00	12.00	12.00	12.00		
BV082a	% total tonnage of household waste arisings which has been recycled.	10.56	11.00	13.00	14.00			
BV082b	% total tonnage of household waste which has been sent for composting or treated through anaerobic digestion	17.60	18.00	20.00	22.00			
BV084	Number of kilograms of household waste collected per head of population.	420.00	410.00	415.00	419.00			
BV086	Cost of waste collection per household.		37.87	40.14	42.85			
BV091	Percentage of population resident in the authority's area served by a kerbside collection of recyclables.	96.00	92.00	95.00	97.00			
Environmental Health								
BV166a	Score against a checklist of enforcement best practice for environmental health.	100.00	100.00	100.00	100.00			

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
Planning								
BV106	Percentage of new homes built on previously developed land.	45.70	50.00	50.00	50.00			
BV109a	Percentage of planning applications determined in line with the Government's new development control targets to determine: 60% of major applications in 13 weeks.	74.00	60.00	60.00	60.00			
BV109b	Percentage of planning applications determined in line with the Government's new development control targets to determine: 65% of minor applications in 8 weeks.	71.00	65.00	65.00	65.00			
BV109c	Percentage of planning applications determined in line with the Government's new development control targets to determine: 80% of other applications in 8 weeks.	88.00	80.00	80.00	80.00			
BV179	The percentage of standard searches carried out in 10 working days	100.00	100.00	100.00	100.00			
BV200a	Do you have a development plan (or alterations to it) that has been adopted in the last 5 years and the end date of which has not expired?		Yes	Yes	Yes			

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV204	The percentage of appeals allowed against the authority's decision to refuse on planning applications	21.00	40.00	40.00	40.00			
BV205	The score against the quality of service checklist for Planning.		55.55	72.22	83.33			

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
Culture								
BV170a	The number of visits to/usage's of museums per 1,000 population.		300.00	270.00				
BV170b	The number of visits that were in person per 1,000 population.		205.00	181.00				
BV170c	The number of pupils visiting museums and galleries in organised school groups (excluding outreach).		2700.00	2250.00				

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
Community Safety								
BV126a	Domestic burglaries per 1000 households.	8.45	10.77	8.45	8.45	8.45		In line with PSA 1 our target is to maintain the current low level of burglary.
BV127a	Violent offences committed by a stranger per 1,000 population.	7.85	5.75	7.59	7.33	7.07		PSA 1 sets a target of achieving a reduction of 10% on the 2004/5 baseline by 2008.
BV127b	Violent offences committed in a public place per 1,000 population.	14.05	10.30	13.58	13.11	12.64		As above.
BV127c	Violent offences committed in connection with licensed premises per 1,000 population.	2.66	2.30	2.57	2.48	2.39		as above.
BV127d	Violent offences committed under the influence per 1,000 population	7.89	6.10	7.63	7.37	7.11		As above.
BV128a	Vehicle crimes per 1,000 population and percentage detected.	9.61	8.00	9.45	9.29	9.13		PSA 1 sets a target of achieving a reduction of 5% on the 2004/5 baseline by 2008.
BV174	Number of racial incidents recorded by the Authority, per 100,000 population.	6	6	6	6	6		
BV175	The percentage of racial incidents that resulted in further action.	100	100	100	100	100		

BVPI No	Description	Actual 04/05	Target 04/05	Target 05/06	Target 06/07	Target 07/08	Best Q 03/04	Comment
BV176	The number of domestic violence refuge places per 10,000 population which are provided or supported by the authority.	0.00	0.00	0.00	0.00			
Community Legal Service								
BV177	Percentage of authority expenditure on legal and advice services which is spent on services that have been awarded the Quality Mark and meet priority legal needs identified in the Community Legal Service Partnership strategic plan.		100.00	100.00				

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515325 to access this service.

જો તમને આ દસ્તાવેજના કોઈપણ ભાગનું કોઈ ભાષાંતર તમારી પોતાની ભાષામાં
જોઈએ છે તો, મહેરબાની કરી ટેલિફોન કરો 01257 515822

اگر اس دستاویز کے کسی بھی حصہ کا ترجمہ آپ کو اپنی زبان میں چاہیے، تو براہ مہربانی
ٹیلی فون کریں: 01257 515823

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