



# Council

Agenda and Reports

For consideration on

## Tuesday, 7th April 2009

In the Lancastrian Suite, Town Hall, Chorley

At 6.30 pm



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

## **PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT COUNCIL MEETINGS**

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

27 March 2009

Dear Councillor

## **COUNCIL - TUESDAY, 7TH APRIL 2009**

You are invited to attend a meeting of the Chorley Borough Council to be held in the Lancastrian Suite, Town Hall, Chorley on Tuesday, 7th April 2009 commencing at 6.30 pm for the following purposes.

### **AGENDA**

1. **Apologies for absence**

2. **Minutes (Pages 1 - 8)**

To confirm the minutes of the last Council meeting held on Thursday, 26th February 2009 (enclosed).

3. **Declarations of Any Interests**

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

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

4. **Mayoral Announcements**

5. **Public Questions**

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

6. **Development Control Committee (Pages 9 - 20)**

To consider a report on an application for planning permission (application no. 09/00024/FUL) for the erection of a multi use games area at land east of Buckshaw Primary School, Chancery Road, Astley Village (enclosed).

7. **Executive Cabinet (Pages 21 - 24)**

To consider a general report of the meeting held on 12 February 2009 (enclosed) and a further report of the meeting held on 26 March 2009 (to follow)

8. **Overview and Scrutiny Committee and Task and Finish Groups (Pages 25 - 26)**

To consider a general report of the meetings held on 10 February 2009 and 23 March 2009 (enclosed).

9. **General Purposes Committee (Pages 27 - 28)**

To consider a general report of the meeting held on 17 March 2009 (enclosed).

10. **Audit Committee (Pages 29 - 30)**

To consider a general report of the meeting held on 19 March 2009 (enclosed).

11. **Standards Committee (Pages 31 - 32)**

To consider a report of the Monitoring Officer on the appointment of two Parish representatives to the Standards Committee (enclosed).

12. **Lancashire Locals - Constitution (Pages 33 - 60)**

To consider a report of the Lancashire County Council's Acting District Partnership Officer (enclosed).

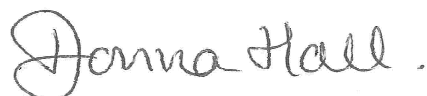
13. **Questions Asked under Council Procedure Rule 7 (if any)**

14. **To consider the Notices of Motion (if any) given in accordance with Council procedure Rule 8**

15. **To consider petitions (if any) presented in accordance with Council procedure Rule 23**

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

Yours sincerely



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Chief Executive

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## Distribution

To all Members of the Council and Directors.

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

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

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**COUNCIL****Thursday, 26 February 2009**

**Present:** Councillor Terry Brown (Mayor), Councillor Iris Smith (Deputy Mayor), Councillors Ken Ball, Nora Ball, Eric Bell, Julia Berry, Judith Boothman, Alistair Bradley, Alan Cain, Pat Case, Henry Caunce, Alan Cullens, Magda Cullens, Mike Devaney, David Dickinson, Dennis Edgerley, Anthony Gee, Peter Goldsworthy, Marie Gray, Pat Haughton, Harold Heaton, Keith Iddon, Kevin Joyce, Hasina Khan, Roy Lees, Laura Lennox, Adrian Lowe, Marion Lowe, Peter Malpas, Thomas McGowan, June Molyneaux, Greg Morgan, Simon Moulton, Mick Muncaster, Debra Platt, Geoffrey Russell, Rosie Russell, Edward Smith, Shaun Smith, Joyce Snape, Ralph Snape, John Walker, Stella Walsh and Peter Wilson

**09.C.221 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Doreen Dickinson, Cath Hoyle and Mark Perks.

**09.C.222 MINUTES**

**RESOLVED** – That the minutes of the last Council meeting held on 27 January 2009 be confirmed as a correct record and signed by the Mayor.

**09.C.223 DECLARATIONS OF ANY INTERESTS**

There were no declarations of interest made by any Member of the Council.

**09.C.224 MAYORAL ANNOUNCEMENTS**

The Mayor thanked all those Members and officers who had attended the Mayor's Ball on 13 February and made a number of announcements about forthcoming events.

- A Charity Fishing Match is being arranged for 4 April at Charity Farm, Eccleston.
- The Mayor would be holding a sponsored Good Friday Community Walk to Rivington Pike on 10 April.
- The last charity event of the year would be a Soul and Motown Night in the Lancastrian Suite on 8 May.

All proceeds from these events will be donated to the Mayor's Charity appeal.

**09.C.225 PUBLIC QUESTIONS**

There were no questions received from members of the public.

**09.C.226 GENERAL FUND REVENUE AND CAPITAL BUDGET AND COUNCIL TAX, 2009/2010**

Members of the Council considered a report received from the Executive Cabinet which set out their proposals for the Council's Revenue and Capital Budget for 2009/2010 including the level of Council Tax increase proposed for the forthcoming year.

The report set out the Executive's key objectives in proposing the budget, to protect front line services but also to drive out costs, deliver value for money to residents and to invest in frontline services.

The report included a number of appendices with the detail of the proposals as follows;

- Appendix A - Formal Council Tax resolution being proposed.
- Appendix B - Capital Programme for 2009/10 – 2011/12.
- Appendix C - Fees and Charges proposals.
- Appendix D - Treasury Management Strategy statement and Minimum Revenue Provision Policy Statement for 2009/10.
- Appendix E - Statutory Report under Section 25 of the Local Government Act 2003.
- Appendix F - Medium Term Financial Strategy 2009/10 – 2011/12.
- Appendix G - Budget Consultation undertaken
- Appendix H - Executive response to the Budget Consultation.
- Appendix I - Analysis of Significant Movement in Budget between 2008/09 and 2009/10.
- Appendix J - Schedule of Budget Savings achieved 2009/10.
- Appendix K - Schedule of Budget Savings Proposals 2009/10.
- Appendix L - Schedule of Changes proposed since Draft Budget approved by the Executive for consultation.
- Appendix M - Special Expenses – Parish Precepts.

The Executive Member for Resources, Councillor A Cullens, during his reporting on the draft budget referred to a petition, recently received from market traders objecting to the increase in market rents. He reported that the Executive was recommending a change in the draft budget to freeze rents for 2009/10 pending a review of market rents.

As part of the consideration of the proposed budget, the Leader of the Labour Group Councillor Dennis Edgerley put forward an alternative budget report which had been circulated as part of the Council agenda papers. The report proposed that Council Tax remain as at current levels with a number of proposals being put forward to achieve savings, in particular a review of the senior management structure resulting in back office savings.

Councillor Dennis Edgerley proposed and Councillor Alistair Bradley seconded the adoption of the Labour Group's alternative budget .

The proposal was put to the vote and the Mayor declared it **LOST**.

The Executive Member for Resources, Councillor Alan Cullens moved and, the Executive Leader, Councillor Peter Goldsworthy seconded, the adoption of the Executive Cabinets budget as amended and it was **RESOLVED** – That  
The budget be approved and the increase in Council Tax levels of 2.9% be agreed as follows;



1. That it be noted that acting under delegated powers the Director of Finance calculated the amount of 35,099.00 as its Council Tax Base for the year 2009/10 in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33(5) of the Local Government Finance Act 1992.
  - (a) 35,099.00 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its Council Tax Base for the year.
  - (b) being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which one or more special items relate.

	<b>(b)Part of the Council's area</b>	<b>2009/10</b>
		<b>£</b>
<b>Parish of:</b>	Adlington	1,956.00
	Anderton	493.50
	Anglezarke	17.30
	Astley Village	1,094.00
	Bretherton	290.90
	Brindle	456.00
	Charnock Richard	671.00
	Clayton le Woods	4,691.90
	Coppull	2,345.10
	Croston	1,033.00
	Cuerden	40.70
	Eccleston	1,551.60
	Euxton	3,327.80
	Heapey	379.50
	Heath Charnock	795.80
	Heskin	342.90
	Hoghton	363.80
	Mawdesley	749.00
	Rivington	50.80
	Ulnes Walton	256.50
	Wheelton	386.90
	Whittle Woods	1,962.30
	Withnell	1,239.00
	All other parts of the Council's area	10,603.70
	<b>Total</b>	<b>35,099.00</b>

2. That the following amounts be now calculated by the Council for the year 2009/10 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:
  - (a) £46,235,070 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act;
  - (b) £30,977,620 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act;
  - (c) £15,257,450 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in

accordance with Section 32(4) of the Act, as its budget requirement for the year;

- (d) £8,357,690 being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, Revenue Support Grant, increased by the amount of the sums which the Council estimates will be transferred in the year from its collection fund to its general fund in accordance with Section 97(3) of the Local Government Finance Act 1988;
- (e) £196.58 being the amount at 2(c) above less the amount at 2(d) above, all divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year;
- (f) £1,284,356 being the aggregated amount of all special items referred to in Section 34(1) of the Act;
- (g) £159.99 being the amount at 2(e) above less the result given by dividing the amount at 2(f) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special items relates;

<b>(h)Part of the Council's area</b>		
		<b>£</b>
<b>Parish of:</b>	Adlington	173.67
	Anderton	170.94
	Anglezarke	159.99
	Astley Village	207.77
	Bretherton	190.01
	Brindle	179.13
	Charnock Richard	201.15
	Clayton le Woods	222.58
	Coppull	203.70
	Croston	190.29
	Cuerden	196.18
	Eccleston	193.04
	Euxton	212.11
	Heapey	201.66
	Heath Charnock	187.25
	Heskin	192.13
	Hoghton	178.69
	Mawdesley	193.36
	Rivington	187.55
	Ulnes Walton	180.67
	Wheelton	187.96
	Whittle le Woods	198.28
	Withnell	192.07
	All other parts of the Council's area	187.19

being the amounts given by adding to the amount at 2(g) above to the amounts of the special item or items relating to dwellings in those parts of

the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate;

(i) **Part of the Council's Area**

	<b>Valuation Bands</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	£	£	£	£	£	£	£	£
<b>Parish of:</b>								
Adlington	115.78	135.08	154.37	173.67	212.26	250.86	289.45	347.34
Anderton	113.96	132.95	151.95	170.94	208.93	246.91	284.90	341.88
Anglezarke	106.65	124.44	142.20	159.99	195.53	231.09	266.64	319.97
Astley Village	138.51	161.60	184.68	207.77	253.94	300.11	346.28	415.54
Bretherton	126.67	147.79	168.90	190.01	232.23	274.46	316.68	380.02
Brindle	119.42	139.32	159.23	179.13	218.94	258.74	298.55	358.26
Charnock Richard	134.10	156.45	178.80	201.15	245.85	290.55	335.25	402.30
Clayton le Woods	148.39	173.12	197.85	222.58	272.04	321.50	370.97	445.16
Coppull	135.80	158.43	181.07	203.70	248.97	294.23	339.50	407.40
Croston	126.86	148.00	169.15	190.29	232.58	274.86	317.15	380.58
Cuerden	130.79	152.58	174.38	196.18	239.78	283.37	326.97	392.36
Eccleston	128.69	150.14	171.59	193.04	235.94	278.84	321.73	386.08
Euxton	141.41	164.97	188.54	212.11	259.25	306.38	353.52	424.22
Heapey	134.44	156.85	179.25	201.66	246.47	291.29	336.10	403.32
Heath Charnock	124.83	145.64	166.44	187.25	228.86	270.47	312.08	374.50
Heskin	128.09	149.43	170.78	192.13	234.83	277.52	320.22	384.26
Hoghton	119.13	138.98	158.84	178.69	218.40	258.11	297.82	357.38
Mawdesley	128.91	150.39	171.88	193.36	236.33	279.30	322.27	386.72
Rivington	125.03	145.87	166.71	187.55	229.23	270.91	312.58	375.10
Ulnes Walton	120.45	140.52	160.60	180.67	220.82	260.97	301.12	361.34
Wheulton	125.31	146.19	167.08	187.96	229.73	271.50	313.27	375.92
Whittle le Woods	132.19	154.22	176.25	198.28	242.34	286.40	330.47	396.56
Withnell	128.05	149.39	170.73	192.07	234.75	277.43	320.12	384.14
All other parts of the Council's area	124.79	145.59	166.39	187.19	228.79	270.39	311.98	374.38

being the amounts given by multiplying the amounts at 2(g) and 2(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

3. That it be noted that for the year 2009/10 the Lancashire County Council, Lancashire Police Authority, and the Lancashire Combined Fire Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

	<b>Valuation Bands</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	£	£	£	£	£	£	£	£
<b>Precepting authority</b>								
Lancashire County Council	738.87	862.01	985.16	<b>1,108.30</b>	1,354.59	1,600.88	1,847.17	2,216.60
Lancashire Combined Fire Authority	41.61	48.54	55.48	<b>62.41</b>	76.28	90.15	104.02	124.82
Lancashire Police Authority	94.72	110.51	126.29	<b>142.08</b>	173.65	205.23	236.80	284.16

4. That, having calculated the aggregate in each case of the amounts at 2(i) and 3 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2009/10 for each of the categories of dwellings shown below:

(i) **Part of the Council's Area**

	<b>Valuation Bands</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>Parish of:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Adlington	990.98	1,156.14	1,321.30	1,486.46	1,816.78	2,147.12	2,477.44	2,972.92
Anderton	989.16	1,154.02	1,318.87	1,483.73	1,813.44	2,143.17	2,472.89	2,967.46
Anglezarke	981.86	1,145.50	1,309.14	1,472.78	1,800.06	2,127.36	2,454.64	2,945.56
Astley Village	1,013.72	1,182.66	1,351.61	1,520.56	1,858.46	2,196.37	2,534.28	3,041.12
Bretherton	1,001.87	1,168.85	1,335.82	1,502.80	1,836.75	2,170.72	2,504.67	3,005.60
Brindle	994.62	1,160.38	1,326.15	1,491.92	1,823.46	2,155.01	2,486.54	2,983.84
Charnock Richard	1,009.30	1,177.51	1,345.73	1,513.94	1,850.37	2,186.81	2,523.24	3,027.88
Clayton le Woods	1,023.59	1,194.18	1,364.77	1,535.37	1,876.56	2,217.77	2,558.96	3,070.74
Coppull	1,011.00	1,179.49	1,348.00	1,516.49	1,853.49	2,190.49	2,527.49	3,032.98
Croston	1,002.06	1,169.07	1,336.08	1,503.08	1,837.09	2,171.13	2,505.14	3,006.16
Cuerden	1,005.99	1,173.64	1,341.31	1,508.97	1,844.30	2,179.63	2,514.96	3,017.94
Eccleston	1,003.89	1,171.20	1,338.52	1,505.83	1,840.46	2,175.10	2,509.72	3,011.66
Euxton	1,016.61	1,186.04	1,355.47	1,524.90	1,863.76	2,202.64	2,541.51	3,049.80
Heapey	1,009.64	1,177.91	1,346.18	1,514.45	1,850.99	2,187.55	2,524.09	3,028.90
Heath Charnock	1,000.03	1,166.70	1,333.37	1,500.04	1,833.38	2,166.73	2,500.07	3,000.08
Heskin	1,003.29	1,170.50	1,337.71	1,504.92	1,839.34	2,173.78	2,508.21	3,009.84
Hoghton	994.33	1,160.04	1,325.77	1,491.48	1,822.92	2,154.37	2,485.81	2,982.96
Mawdesley	1,004.11	1,171.45	1,338.80	1,506.15	1,840.85	2,175.56	2,510.26	3,012.30
Rivington	1,000.23	1,166.94	1,333.64	1,500.34	1,833.74	2,167.17	2,500.57	3,000.68
Ulnes Walton	995.65	1,161.58	1,327.52	1,493.46	1,825.34	2,157.23	2,489.11	2,986.92
Wheulton	1,000.51	1,167.25	1,334.00	1,500.75	1,834.25	2,167.76	2,501.26	3,001.50
Whittle le Woods	1,007.38	1,175.28	1,343.17	1,511.07	1,846.86	2,182.67	2,518.45	3,022.14
Withnell	1,003.24	1,170.45	1,337.65	1,504.86	1,839.27	2,173.70	2,508.10	3,009.72
All other parts of the Council's area	999.99	1,166.66	1,333.32	1,499.98	1,833.30	2,166.65	2,499.97	2,999.96

5. That the Statutory Finance Officer and his officers be authorised to take any action necessary to ensure collection and recovery of the Council Tax and Non-Domestic Rates.

**FURTHER RESOLVED -**

1. That the Capital Programme be approved as set out in Appendix B.
2. That the fees and charges increases and car park tariff charges as set out in Appendix C of 3 % on fees and charges along with the new tariff proposed, with the exception of market rents where the increase will be postponed pending a review of the current fee scale to be undertaken with market traders in 2009/10. The resulting shortfall of £9961 to be met from reserves.
3. The Treasury Management Strategy and its core principles be approved as set out in Appendix D.
4. The advice of the Statutory Finance Office in relation to the robustness of the budget and the risk contained in the budget as set out in the Statutory Report in Appendix E be noted.
5. The Council's Medium Term Financial Strategy as set out in Appendix F be approved.

**EXPLANATION OF COUNCIL TAX SETTING RESOLUTION**

**RESOLUTION 1**

- (a) Before we can calculate the Council Tax to be charged, we first have to calculate the Council Tax base. The Council Tax base is the amount which a Band D Council Tax of £1.00 would raise. For 2009/10 we estimate that a £1.00 Council Tax at Band D would raise £35,099.00 in the Chorley area.
- (b) This shows the “base” figure for each Parish in the area. For example, a £1.00 Band D Council Tax in Adlington would raise £1,956.00.

**RESOLUTION 2**

- (a) This is the grand total of money which the Council estimates it will spend on all services in 2009/10. It also includes £594,337 which Parish Councils need to run their services.
- (b) This is the grand total of money which the Council estimates it will receive from various sources in the year. This includes, for example, car park charges, investment income, government grants in respect of benefits, etc.
- (c) This is the difference between 2(a) and 2(b) and is in effect the Council’s and Parishes net spending on services.
- (d) This is the amount that the Government will contribute towards the cost of our services. Also included is extra Council Tax resulting from new properties and expected collection rates in previous years.
- (e) The difference between 2(c) and 2(d) is £6,899,760 and this is the amount we need to charge Council Taxpayers. This is divided by the base (see 1(a) above) and the resulting figure of £196.58 is the average Band D Council Tax for all Borough and Parish services.
- (f) The total of all the amounts needed from Council Taxpayers by the Parish Councils in the area and for Chorley Borough Special Expenses.
- (g) This is the Band D Council Tax for Chorley Borough Council’s own services, ie excluding Parish Council spending and Special Expenses
- (h) This table shows the Band D Council Tax for all parishes including the cost of the Parish Councils and Chorley Borough Council. For example, Adlington’s Band D Council Tax is £159.99 for Chorley Borough services and £8.95 for Adlington Town Council services and £4.73 for Chorley Borough Special Expenses.
- (i) The rate for each property Band is calculated by reference to the Band D charge. The following ratios apply:

Band A	$\frac{6}{9}$ ths of Band D
Band B	$\frac{7}{9}$ ths of Band D
Band C	$\frac{8}{9}$ ths of Band D
Band D	$\frac{9}{9}$ ths of Band D
Band E	$\frac{11}{9}$ ths of Band D
Band F	$\frac{13}{9}$ ths of Band D
Band G	$\frac{15}{9}$ ths of Band D
Band H	$\frac{18}{9}$ ths of Band D

For Adlington Band A, for example, the charge is  $£173.67 \times 6 \div 9 = £115.78$ ; for Band B it is  $£173.67 \times 7 \div 9 = £135.08$ .

**RESOLUTION 3**

Lancashire County Council, Lancashire Fire Authority and Lancashire Police Authority are separate bodies who have worked out their own estimates of spending and income for 2007/08 and have set taxes in a similar way to Chorley Borough Council. This resolution notes their final decision.

RESOLUTION 4	
This pulls together the Council Taxes for Lancashire County Council, Lancashire Fire Authority, Lancashire Police Authority, Chorley Borough Council and the Parish Councils. For example, the Band D for Adlington is £1,486.46 made up as follows:	
	£
Lancashire County Council (as in 3 above)	1,108.30
Lancashire Fire Authority (as in 3 above)	62.41
Lancashire Police Authority (as in 3 above)	142.08
Chorley Borough Council (as in 2(g) above)	159.99
Adlington Town Council	8.95
Special Expenses	4.73
RESOLUTION 5	
Formally authorise the necessary staff to take legal action to collect arrears as and when this is necessary. <b><i>For the vast majority of taxpayers, this is not needed</i></b>	

**09.C.227 EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED** – That the press and public be excluded for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act.

**09.C.228 STAFF RESTRUCTURING PROPOSALS**

The Chief Executive circulated a report at the meeting proposing the restructuring of a number of service areas across the Council. The main part of the restructuring proposals related to the Business Directorate following the outcome of a Value for Money Study. There were also proposals relating to posts in the People Directorate and the Chief Executive’s Office.

The Executive Leader, Councillor Peter Goldsworthy proposed, Councillor D Edgerley seconded and it was **RESOLVED** –

1. That the Council approves the three restructures as a basis for consultation with all affected staff and trade unions; and
2. That following a 4 week consultation period, revisions to the proposed structures will be finalised by the Executive Leader and relevant Executive Member.

Mayor

**REPORT OF DEVELOPMENT CONTROL COMMITTEE****PLANNING APPLICATION 09/00024/FUL – Erection of multi use games area (MUGA) including provision of 3m steel fencing, tarmac playing surface and access footpaths.**

1. The Development Control Committee, at its meeting on 3 March 2009 considered an application for deemed planning permission for the erection of a multi use games area (MUGA) including provision of 3m steel fencing, tarmac playing surface and access footpaths on Land 80m East of Buckshaw Primary School, Chancery Road, Astley Village.
2. This application is being considered by the Council under Part B for the responsibility of functions 1(b) the determination of any application for deemed planning permission by the Council for development or for the development on Council land.
3. The Committee received representations from an objector and a supporter of the proposals and updated information about the planning application was presented on the addendum circulated at the meeting.
4. The site for the proposed MUGA is on a section of public open space adjacent to Chancery Road in Astley Village on a piece of flat grass between a footpath leading into the Primary School and to Millcroft and a wooded hollow with the flats of Brown's Hey beyond. The MUGA would be of standard dimensions of 24m by 12m with a 3m high fence around the four sides. The fence would be of dark green metal mesh with curved corners and there would be basket ball hoops at each end. Two lean back benches would be set 2m in from the footway on the side of Chancery Road.
5. The application has been the subject of considerable public reaction both for and against the proposal.
6. A copy of the report of the Corporate Director (Business) along with a location plan of the proposed development that was received by the Committee is attached to the back of this report for your information.

**Recommendation**

7. The Development Control Committee recommends the Council to grant planning permission to application 09/00024/FUL for the erection of a multi use games area (MUGA) including provision of 3m steel fencing, tarmac playing surface and access footpaths on Land 80m East of Buckshaw Primary School, Chancery Road, Astley Village subject to the following conditions:
  1. The proposed development must be begun not later than three years from the date of this permission.  
*Reason: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004.*
  2. The development hereby permitted shall not commence until full details of the colour, form and texture of the perimeter fencing of the MUGA (notwithstanding any details shown on the previously submitted plans and specification) have been submitted to and approved in writing by the Local

Planning Authority. The development shall only be carried out using the approved external facing materials.

*Reason: To ensure that the materials used are visually appropriate to the locality and in accordance with Policy No. GN5 of the Adopted Chorley Borough Local Plan Review.*

3. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of any buildings or the completion of the development, whichever is the sooner, and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

*Reason: In the interest of the appearance of the locality and in accordance with Policy No GN5 of the Adopted Chorley Borough Local Plan Review.*

4. At the commencement of ground excavations the site shall be inspected for the presence of bluebells and if found the bulbs shall be translocated to an alternative location within the open space as agreed in writing by the Local Planning Authority.

*Reason: To secure the preservation of a protected plant species in accordance with Policy EP4 of the Adopted Chorley Borough Local Plan Review.*

5. Notwithstanding the submitted plans no development shall take place until a scheme of landscaping for the area of land to the north east of the perimeter fence of the Multi- Use Games Area between it and the flats at Brown's Hey has been submitted to and agreed in writing by the Local Planning Authority. The scheme shall indicate all existing trees on the land; detail any to be retained, together with measures for their protection in the course of development; indicate the types and numbers of trees and shrubs to be planted, their distribution on site, those areas to be seeded, paved or hard landscaped; and detail any changes of ground level or landform.

*Reason: In the interests of the amenity of the area and in accordance with Policy No. GN5 of the Adopted Chorley Borough Local Plan Review.*

COUNCILLOR GREG MORGAN  
Chair of Development Control Committee

Report of Corporate Director (Business) and Location Plan attached.  
DS



<b>Item 2</b>	<b>09/00024/FUL Permit Full Planning Permission</b>
<b>Case Officer</b>	<b>Mr Andy Wiggett</b>
<b>Ward</b>	<b>Astley And Buckshaw</b>
<b>Proposal</b>	<b>Erection of multi use games area including provision of 3m steel fencing, tarmac playing surface and access footpaths.</b>
<b>Location</b>	<b>Land 80m East Of Buckshaw Primary School Chancery Road Astley Village Lancashire</b>
<b>Applicant</b>	<b>Astley Village Parish Council</b>
<b>Proposal</b>	The application concerns a proposal to construct a Multi – Use Games Area on a section of public open space adjacent to Chancery Road in Astley Village. The site is a piece of flat grass between a footpath leading into the Primary School and to Millcroft and a wooded hollow with the flats of Brown’s Hey beyond. The MUGA would be of standard dimensions of 24m by 12m with a 3m high fence around the four sides. The fence would be of dark green metal mesh with curved corners and there would also be basket ball hoops at each end. Two lean back benches would be set 2m in from the footway on the side of Chancery Road.
<b>Policy</b>	<b>North West Regional Spatial Strategy:</b> Policy L1: Health, Sport, Recreation, Cultural and Educational Services Provision <b>Chorley Borough Local Plan Review:</b> LT14 – Public, Private, Educational and Institutional Playing Fields, Parks and Other Recreational Open Space EP20 - Noise <b>Planning Policy Guidance 17</b> – Planning for Open Space, Sport and Recreation <b>Planning Policy Guidance 24</b> – Planning and Noise
<b>Planning History</b>	None relevant
<b>Consultations</b>	<b>Coal Authority</b> – standard comments <b>Architectural liaison and Crime Prevention Adviser</b> – During the past 12 months of 2008 there were 13 recorded crimes and 53 reported incidents on Chancery Road. The reported incidents are almost one per week, given the location in my opinion this is to be expected. The Youth Involvement Officer is content with the proposed site. To counter the potential for criminal damage, consideration should be given to ‘Secured by Design’ fencing around the perimeter of the MUGA. <b>Greenspace Co-ordinator</b> – Astley Village has a severe shortage of quality play opportunities for children and young people that live there. Given the

lack of appropriate locations for a MUGA and the genuine need for a centralised attraction that the young people can identify with, the Chancery Road site has been offered as a contribution to the scheme.

**Astley Village Parish Council** – wish to register their support for the proposal.

**Councillor Mark Perks** – would like to record his support for the application.

**Lindsay Hoyle MP** – raises the concerns of a constituent who lives in Browns Hey closest to the MUGA and overlooks the site and concerns about the old person's accommodation opposite.

## Representations

The application has been the subject of considerable public reaction both for and against the proposal. 83 individual letters of objection have been received expressing the following concerns:

- (a) Concern that the proposal will be an eyesore and adversely affect the environment
- (b) The proposal will affect public safety with balls going over the fence and into the road
- (c) The site will become a target for vandalism and public nuisance
- (d) The facility should be sited elsewhere as it will give rise to noise and disturbance to residents close by
- (e) Will encourage trespass and damage to the Primary School
- (f) There is an unused play area on the car park
- (g) Request conditions regarding removal in the event of the closure of the facility, landscaping and sound proofing to protect the amenity of adjacent properties
- (h) Loss of local beauty spot
- (i) There are alternative locations available such as the car park to the rear of the shops and the recently reinstated land between the car park and Astley Hall
- (j) If approved should only have a two year permission to monitor its impact
- (k) The Parish Council should supervise its operation

Three petitions have been received objecting to the proposal, one of 14 signatures raises the above issues, one of 10 signatures express concern as to its location next to the School and one of 310 signatures expresses concern about it being an eyesore and traffic hazard.

51 individual letters of support have been received raising the following points:

- Will be of great benefit to Astley Village by getting children out of their homes playing sport
- It is situated in an ideal part of the village in a central position accessible to all children

- It is next to a main road in full view of all passers by and can be monitored by local community support officers
- The initiative of the originators of the proposal should be supported, as the facility is needed.

Three petitions have been received in support of the project, one of 140 signatures raises the following points:

There are no sports facilities for children and young people in Astley Village, it will be a fantastic asset for young people who live in the Village as it will provide a safe and secure dedicated area for sport away from shops, community centre and Hall Gate car park. The second petition is of 36 signatures from the Astley Village Juniors FC and the third petition raises similar points to the first.

### **Applicant's Case**

In support of the application the Parish Council have submitted a series of documents namely, a survey carried out by Places for People of their tenants to support a bid for Big Lottery "Green Spaces" funding. Many of the responses highlighted the need for a play area. A petition signed by 62 individuals seeking support of young people to a partnership project to get an outdoor ball games area in Astley Village. Copies of the Parish Council Newsletter in September and December 2008 suggesting the application site as a suitable location for the facility and confirming that a planning application would be submitted if funding were to be approved. The Parish Council have also stressed that a group of young people were the originators of the project and sought their support in a bid for funding from the Youth Capital Fund. This was successful and £64000 has been allocated for this project. The young people's group has been closely involved in the design of the facility.

### **Assessment**

The main issues to consider are: impact on the existing open space, impact on amenity of adjacent properties, impact on the Primary School and potential for public nuisance and vandalism. These are each dealt with in turn.

#### *Impact on Existing Open Space*

The MUGA would be sited on a flat area of grass as part of a wider area designated as public open space in the Local Plan under the provisions of Policy LT14. This is concerned to protect existing recreational open space from unsympathetic development. The construction of an all weather play surface is not in conflict with this policy which will merely enable a more concentrated form of activity that can take

place on the land currently, namely the playing of ball games. PPG 17 advises that local authorities should seek to improve existing facilities and encourage greater usage. Other locations for the facility have been looked at but discounted due to the lack of high visibility such as to the rear of the primary school which would not have a high degree of openness and good potential for public surveillance.

As the MUGA will be located only a few metres behind the pathway and verge on Chancery Road its visual impact is of concern both in relation to the amenity of the open space and on the streetscene at this point. It is proposed that the 3m high fence be of a dark green colour which should assist in helping it to blend in with the grassed area with mature trees and shrubs behind. This part of Chancery Road does not have a consistent design as there is the school frontage with its fence then the open space gap with its copse of mature trees and then the residential properties of Brown's Hey. It is considered that the open mesh fence will not conflict with this as there will still be views through it into the open space to the properties on Millcroft. The proposal to lay a hard play surface would come within the category of permitted development if it had been submitted by the Borough Council but the fencing, as it is 3m in height would still have required planning permission.

#### *Impact on Amenity of Adjacent Properties*

The MUGA will be located at its closest point 40m from the Primary School building to the south west and 25m from the flats in Brown's Hey to the north east. Between the flats and the MUGA is a hollow with several mature trees, however, the flats have large windows that face directly onto the games area. In terms of affect on outlook it is not considered that the open mesh fence will obstruct views but of more concern will be the potential for noise and disturbance from ball games being played there. Guidance in PPG24 is that for a recreational use it is necessary for local authorities to balance the enjoyment of the participants against any nuisance to other people. There are no noise standards for play areas but it is unlikely that noise from games being played will be continuous and as the facility will not be floodlit, unlikely to be late into the night. The facility is designed with sound damping built into the rebound walls and other parts of the structure to help minimise noise. Because the area is currently used for recreational activities which have some impact on these properties in terms of noise and disturbance, the resultant impact is not considered to be sufficiently adverse to justify a refusal. In addition, if the proposal were to go ahead, in order to protect the amenity of the adjacent flats, it is recommended that a substantial tree screen should be conditioned along the north eastern perimeter.

Across the other side of Chancery Road is the residential development of Harewood. There is a

concentration of elderly people on this side of the road but at its nearest point the MUGA would be 40m from the properties and these are at 45 degrees to the facility and with a brick wall in front of them. It is not considered that the MUGA will adversely impact on the amenity of these properties because of the distance and the presence of the road in between it and the dwellings.

*Impact on the Primary School and the Potential for Public Nuisance and Vandalism*

Many objections express concern that as The MUGA is to be located next to the Buckshaw Primary School it will result in an increase in trespass and vandalism. The School have supplied information regarding incidents of damage and vandalism at the school and how, through time and effort the building, grounds and outdoor facilities have been brought up to a high standard. Over the last two years there have only been minor incidents. Fear of crime can be a material consideration in planning, however, it has been established that there will need to be some reasonable evidential basis for that fear. The School have shown that problems have occurred without there being a play area next to the school. One of the reasons for the MUGA and its location on Chancery Road is that it can be seen and be visually supervised. The Youth Involvement Officer supports the location on this basis as does the Council' Greenspace Co-ordinator.

The Government's aim is to create safe and accessible environments where crime and disorder, or fear of crime does not undermine the quality of life or community cohesion (PPS1: Delivering Sustainable Communities). Having a safe and highly visible place for children and young people to play supports this Government initiative and there is no evidence to suggest that its presence will give rise to crime. The experience of the Council with the MUGAs completed in recent years is that they benefit the areas around them and reduce incidences of disturbance and vandalism particularly where, as in this case, the local young people were involved in their evolution.

*Other Issues*

Concern has been expressed at the MUGAs positioning adjacent to Chancery Road and the danger of balls going over the perimeter fencing into the road and so dangerous. Experience with such facilities is that a 3m height is satisfactory to minimise this risk .

Some objectors have raised of bluebells growing on the site and although listed as protected species, the protection only extends as far as banning the sale of the bulbs. However if the project were to be approved it is recommended that the bulbs be transplanted elsewhere in the openspace.

**Conclusion**

Any recommendation for this proposal has to be a balanced judgement, particularly in view of the sharply divided public response. Many objectors have qualified their objections by stating that they support the provision of a ball games facility but do not agree with the proposed site but this application must be judged on its merits with regard to the chosen site. The location chosen is not ideal in that there are flats looking out onto the MUGA that are only 25m away. However, there are some mature trees between it and the flats and it is recommended that this be reinforced by planting of additional trees. PPG24 advises that a balance needs to be struck between the enjoyment of the users of the facility and the nuisance to neighbours but the wider community benefits of securing community cohesion in terms of providing young people with a safe and visible play area adds weight to a recommendation to approve. This same argument applies to the fear of increased vandalism and disturbance likely to arise. Members need to weigh up any potential unquantifiable risk with the positive benefits of allowing the MUGA.

**Recommendation**    **Refer to Full Council for Decision (as the proposal is on Council owned land) with a recommendation to approve.**

**Conditions**

1. The proposed development must be begun not later than three years from the date of this permission.

*Reason: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004.*

2. The development hereby permitted shall not commence until full details of the colour, form and texture of the perimeter fencing of the MUGA (notwithstanding any details shown on the previously submitted plans and specification) have been submitted to and approved in writing by the Local Planning Authority. The development shall only be carried out using the approved external facing materials.

*Reason: To ensure that the materials used are visually appropriate to the locality and in accordance with Policy No. GN5 of the Adopted Chorley Borough Local Plan Review.*

3. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of any buildings or the completion of the development, whichever is the sooner, and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

*Reason: In the interest of the appearance of the locality and in accordance with Policy No GN5 of the Adopted Chorley Borough Local Plan Review.*

4. At the commencement of ground excavations the site shall be inspected for the presence of bluebells and if found the bulbs shall be translocated to an alternative location within the openspace as agreed in writing by the Local Planning Authority.

*Reason: To secure the preservation of a protected plant species in accordance with Policy EP4 of the Adopted Chorley Borough Local Plan Review.*

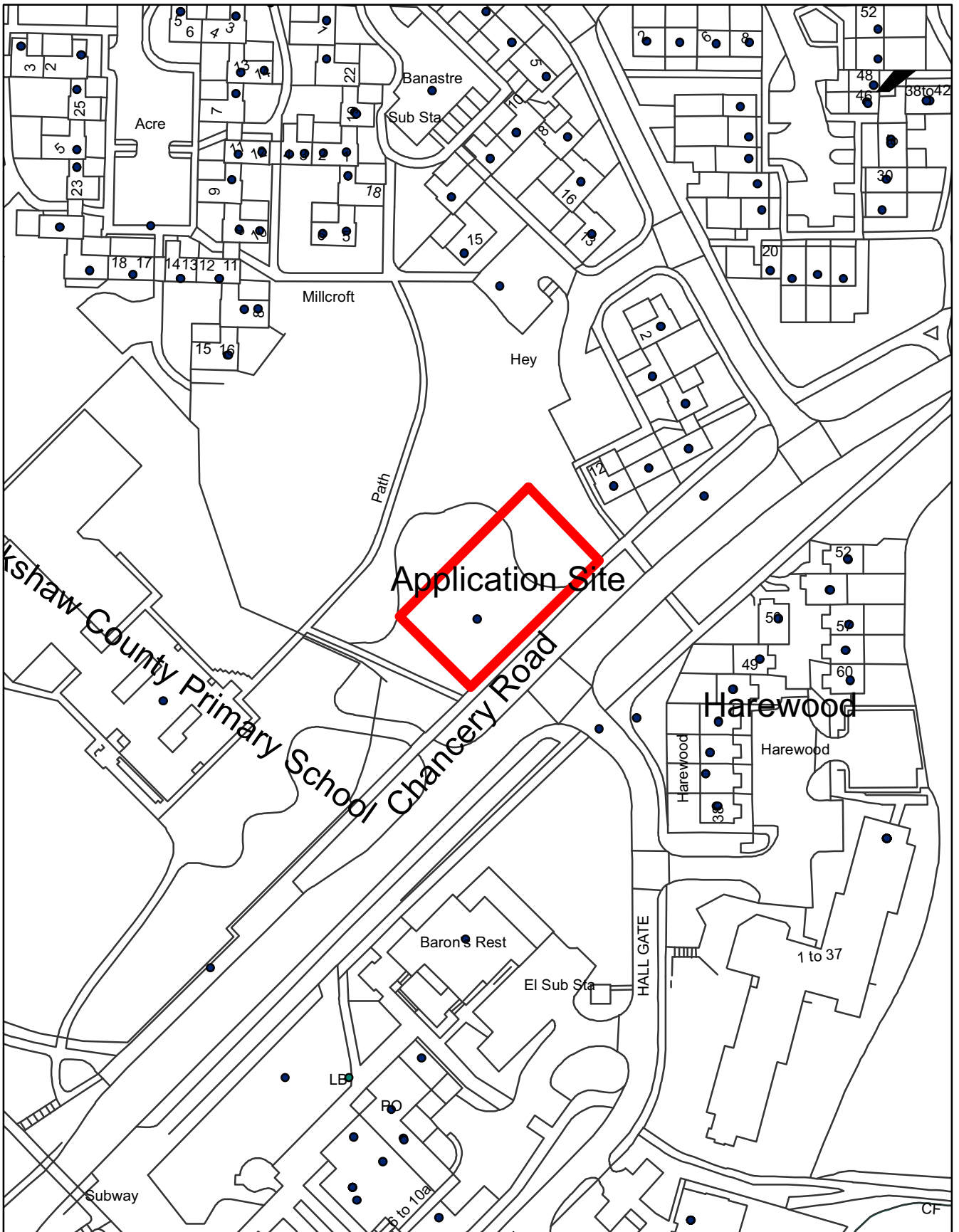
5. Notwithstanding the submitted plans no development shall take place until a scheme of landscaping for the area of land to the north east of the perimeter fence of the Multi- Use Games Area between it and the flats at Brown's Hey has been submitted to and agreed in writing by the Local Planning Authority. The scheme shall indicate all existing trees on the land; detail any to be retained, together with measures for their protection in the course of development; indicate the types and numbers of trees and shrubs to be planted, their distribution on site, those areas to be seeded, paved or hard landscaped; and detail any changes of ground level or landform.

*Reason: In the interests of the amenity of the area and in accordance with Policy No. GN5 of the Adopted Chorley Borough Local Plan Review.*

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Jane E Meek BSc(Hons) DipTP MRTPI  
 Corporate Director (Business)  
 Chorley Council

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Application Number:  
**09/0024/FUL**

Grid Ref:  
**E: 357442**  
**N: 418642**

Scale:  
**1:1,250**

Agenda Item No.  
**2**

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## **REPORT OF EXECUTIVE CABINET**

### **GENERAL REPORT OF MEETING ON 12 FEBRUARY 2009**

1. The Executive Cabinet have met twice on 12 February and 26 March 2009 since the last ordinary Council meeting in January. This report summarises briefly the principal items debated and decisions reached at the February meeting. A separate report will be prepared in respect of the March Executive Cabinet meeting.

#### **Performance Monitoring Report – Third Quarter of 2008/09**

2. The Executive Cabinet received and noted a report of the Assistant Chief Executive (Policy and Performance) which set out and reviewed the Authority's performance during the third quarter of 2008/09 ending on 31 December 2008 both in respect of the 36 key projects included in the refreshed 2008/09 Corporate Strategy and against the new National Indicators for which the Council is responsible.
3. The report reveals an overall commendable performance on the delivery of the Corporate Strategy key projects, with 26 schemes progressing on, or ahead of plan. 9 schemes are in their planning and initiation stage, but are expected to be delivered within budget. The reason for the project aimed at improving the green corridor of Chorley being forecast to overrun is that adverse weather conditions has affected completion of the Duxbury Park Golf Course element of the project.
4. The report also reveals a good performance in respect of the national indicators that can be measured, with 8 out of 12 being on target and an improved performance recorded in relation to 7 indicators. Action plans have been compiled and adopted in respect of the three indicators where performance has been lower than anticipated.

#### **Chorley Partnership's Performance Report for Third Quarter of 2008/09**

5. We received an update report of the Assistant Chief Executive (Policy and Performance) on the activities of the Chorley Local Strategic Partnership (LSP), particularly through its delivery of 11 strategic projects and its performance in relation to the Local Area Agreement (LAA) and targeted key performance indicators from the Sustainable Community Strategy, over the third quarter of 2008/09.
6. We noted that delivery of the LSP's projects remain on track and that good progress is being achieved in relation to the delivery of the LAA targets.
7. While both the overall level of crime and the serious acquisitive crime rate in Chorley has increased over the past quarter period, the statistics compare favourably with those for neighbouring authorities.
8. An appendix to the submitted report outlined the range of measures and advice available from Chorley Council and other agencies presently being offered to companies and individuals affected by the current economic downturn. The Members emphasised the importance of the measures being widely promoted if the persons and organisations mostly in need were to be aware of the facility.

#### **Central Lancashire and Blackpool Growth Point Proposal**

9. The Executive Cabinet was presented with a report by the Corporate Director (Business) seeking our instructions on the Authority's commitment or otherwise to the Central Lancashire and Blackpool Growth Point initiative. Following the Council's support of the

submission of the Programme of Development, the Government had offered to allocate £5.27m to the initiative over the next two years, split between capital and revenue.

10. We have in the past appreciated the benefits to be derived from the accelerated developments likely to accrue from the Growth Point initiative, but have always qualified our support as being dependent on the amount of new housing development specified in the Regional Spatial Strategy (approximately 417 units per year) not been exceeded and no Green Belt land being developed.
11. Whilst maintaining this stance, the Executive Cabinet has accepted the benefits to be derived from participating in the Growth Point initiative in terms of the provision of more affordable housing units, provided satisfactory safeguards are put in place. We have, consequently confirmed the Authority's commitment to the Growth Point initiative, subject to a satisfactory negotiation on the memorandum of understanding, including confirmation that:
  - sufficient revenue funds will be available to help accelerate the development of the LDF Core Strategy;
  - any housing development in Chorley will not exceed the amount set out in the Regional Spatial Strategy (approximately 417 per annum);
  - the Green Belt will be safeguarded;
  - sufficient capital funds will be available to assist the funding of the programme of development as set out in the submitted report
12. We have, of course, reserved the right to withdraw from the initiative if our conditional requirements are not met.

### **Higher Density Housing – Achieving High Quality**

13. The Executive Cabinet approved for consultation purposes a Guidance Note entitled 'Higher Density Housing – Achieving High Quality Design' with a view to its ultimate use as a development control tool when judging the merits of planning applications for higher density housing developments, including back garden developments.
14. The Guidance Note, which has been advocated by the Government, sets out guidelines and advice on issues such as design standards, density, landscaping and car parking, together with other criteria against which development proposals will be assessed. The guidance aims to address relevant concerns and design issues connected with each potential development site to ensure that higher density housing schemes respect the characteristics of the surrounding areas.

### **St George's Street Conservation Area – Appraisal and Management Proposals**

15. A detailed analysis of the St George's Street Conservation Area, whilst revealing the special, key characteristics of the area, has also identified a number of negative aspects and causes of concern. The analysis has led to the compilation of a number of management proposals which highlight the opportunities for associated projects and actions aimed at enhancing the appearance of the Conservation Area. These proposals include:
  - an updating of the Council's 'Shopfront Design Guide' and the introduction of an 'Area of Special Advertisement Control';
  - exploring the potential for grant aid to assist with improvements to shopfronts, the reversal of inappropriate alterations to buildings; and repairs and appropriate improvements, including the reinstatement of original features for buildings within the Conservation Area;
  - the introduction of an Article 4(1) Direction to protect buildings not otherwise protected from inappropriate alteration;
  - changes to the Conservation Area boundary to enhance and further protect its setting.

16. The Executive Cabinet has endorsed the St George's Street Conservation Area Appraisal and has approved for adoption the Management Proposals document, subject to the availability of sufficient funding. We have also supported the introduction of a Direction under Article 4(1) of the Town and Country Planning (General Permitted Development) Order 1995 to increase control over additions and alterations in the Conservation Area; and approved the instigation of the necessary statutory procedures to both introduce an Area of Special Advertisement Control and implement suggested boundary changes to the Conservation Area.
17. The planned programme of actions evolving from the review is expected to improve both the appearance of the Conservation Area and the vitality of businesses within the area.

#### **Revenue Budget 2008/09 – Monitoring Report**

18. The Executive Cabinet considered a report of the Assistant Chief Executive (Business Transformation) monitoring the Council's financial performance during the third quarter of 2008/09 in comparison with the budgetary and efficiency savings targets for the current financial year.
19. We were informed that the Council is on course to achieve its overall savings target of £320,000 by the end of the financial year with the projected budget deficit at the year end having been reduced over the past quarter period to £63,000. However, close monitoring of a number of budget areas (ie major income streams; concessionary travel costs; benefits costs) will be necessary throughout the final quarter period.
20. We accepted the report and have requested the identification of non-committed revenue expenditure and the implementation of savings, where possible, in order to reduce the impact of potential overspending on concessionary travel costs and to bring the budget to a more balanced position.

#### **Recommendation**

21. The Council is recommended to note this report.

COUNCILLOR PETER GOLDSWORTHY  
Executive Leader

There are no background papers to this report.

AU

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## **REPORT OF OVERVIEW AND SCRUTINY COMMITTEE**

### **General Report**

1. This report summarises the work of the Overview and Scrutiny Committee meetings held on 10 February 2009 and 23 March 2009.

#### Meeting held on 10 February 2009

### **Business Plan Monitoring Statements - Third Quarter of 2008/2009**

2. We received the third quarter Business Plan Monitoring Statements from the Business, Neighbourhoods, People Business Transformation Policy and Performance Directorates.
3. We discussed several points including the Growth Point bid and noted that the street cleansing team had won a national award. We noted that the Customer Relationship Management project was now on track and the shared services with South Ribble had taken a lot of time, but would deliver significant savings.

### **Performance Monitoring Report - Third Quarter of 2008/09**

4. We considered the report setting out performance against the Corporate Strategy and the Council's National Indicators for the third quarter of 2008/09.
5. We agreed that a report on the performance of the Revenues and Benefits team on all relevant indicators would be brought to a future meeting.

### **Chorley Partnership's Performance Report - Third Quarter of 2008/09**

6. We received the report outlining the Chorley Partnership's performance over the 3rd quarter of 2008/9 on the Local Area Agreement and the Sustainable Community Strategy projects.
7. Some statistics relating to crime were tabled and discussed. We noted that the mortgage rescue scheme would be promoted by staff within the one stop shop with customers who would benefit from it.

### **Update from Task and Finish Groups**

8. I reported that the last meeting of the Joint Scrutiny of Affordable Housing with South Ribble and Preston task group had been productive. Several recommendations had been identified on the supply of land and identifying smaller sites on boundaries between the boroughs for affordable housing. The inquiry would be drawing to a close in the next few months.
9. Councillor Mike Devaney advised that the Chair of the Local Strategic Partnership had been interviewed by the Chorley Partnership task group. His feedback had been interesting and potential recommendations had been made, including the suggestion that right commercial and industrial units should be ready for businesses to move into. It was noted the positive attitude from Council officers at Chorley had been a key factor in his business moving to Chorley.

10. The report of the Housing Allocation Policy task and finish group was tabled. Councillor Mike Devaney explained that no customers would lose out and the new policy would be easier to understand and transparent.
11. We agreed several recommendations to be submitted as part of the Housing Allocations Policy consultation process.
  - a. Existing tenants could benefit from a mechanism to transfer to a house that became available in another location and subject to ensuring the policy complies with the law officers will develop a mechanism for transfers.
  - b. A system should be devised to preclude customers with a certain level of savings and or capital assets from housing allocation to ensure more deserving customers are not disadvantaged.
  - c. When the Policy has been finalised Members might find a Member Learning Hour useful on the Housing Allocations Policy and Choice Based Lettings.

#### Meeting held on 23 March 2009

12. Following a brief meeting of the Committee we welcomed other Members to the meeting for a review of the year event. This included:
  - a discussion on the achievements of Overview and Scrutiny this year and task and finish groups
  - a short self-assessment session
  - an updated toolkit
  - consideration of topics for 2009/10.
13. It was pleasing to see that all Members felt that Scrutiny does challenge and impact on the work of the Executive Cabinet and that Members are generally satisfied with the new structure.
14. The revised toolkit and work programme will be agreed at the first meeting in May. The outcome of the review session will inform the Annual Report on the work of Overview and Scrutiny.

#### **Recommendation**

15. The Council is recommended to note this report.

COUNCILLOR DENNIS EDGERLEY  
Chair of Overview and Scrutiny Committee

RH

There are no background papers to this report.



## REPORT OF GENERAL PURPOSES COMMITTEE

### GENERAL REPORT

1. This report summarises briefly the principal item of business considered at the meeting of the General Purposes Committee held on 17 March 2008.

#### **Outline Planning Permission for the construction of a Primary Health Care Centre at Friday Street, Chorley**

2. The Development Control Committee at its meeting on 3 March 2009, considered an application for outline planning permission for the demolition and clearance of an existing warehouse and outbuildings on the site of the former depot at Friday Street, Chorley and for the erection of a two storey primary health care centre (Use Class D1), including ancillary office accommodation . Following due consideration of the proposal, the Development Control Committee recommended the General Purposes Committee to grant outline permission for the development.
3. As the Friday Street site was owned by Chorley Council, the ultimate decision on the planning application needed to be made by, or on behalf of, the Council. The Central Lancashire Primary Care Trust required the planning permission before 31 March 2009 if it was to purchase the land before the end of the 2008/09 financial year. As the full Council was not due to meet until 7 April 2009, the General Purposes Committee had been requested to use its delegated power to exercise any function of the Council in cases of urgency or emergency.
4. We were provided with a copy of the Corporate Director (Businesses)' report on the development proposals that had been considered by the Development Control Committee on 3 March, together with an extract from the addendum note circulated at the meeting, so that the Committee Members had the opportunity of assessing all the detailed information before making a decision on the Development Control Committee's recommendations.
5. After taking account of all the relevant factors, the General Purposes Committee resolved:
  - (i) to grant conditional outline planning permission to Planning Application 09/00044/OUTMAJ for the demolition and clearance of an existing warehouse and outbuildings on the site of the former depot at Friday Street, Chorley and the erection of a two storey Primary Health Care Centre (Use Class D.1), including ancillary office accommodation, subject to the completion of a Section 106 Legal Agreement to ensure a financial contribution towards Chorley Kickstart to improve transport accessibility to and from the Health Centre; and
  - (ii) to refuse the outline planning permission for the development in the event of the Section 106 Legal Agreement not being signed by 24 April 2009.

#### **Recommendation**

6. The Council is recommended to note this report.

COUNCILLOR PETER GOLDSWORTHY  
Chair of General Purposes Committee

There are no background papers to this report.

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## REPORT OF AUDIT COMMITTEE

### GENERAL REPORT

1. This report summarises briefly the principal elements of the items discussed at the meeting of the Audit Committee held on 19 March 2009.

#### Annual Audit and Inspection Letter for 2007/08

2. We welcomed to the meeting Tim Watkinson (Acting District Auditor) and Tony Hough (Audit Manager) from the Audit Commission who presented the Auditor's Annual Audit and Inspection Letter, which summarised the areas examined and outcome of the Audit Commission's work on the Council's 2007/08 activities.
3. The Audit Committee was pleased to note the generally positive tone of the letter which commends the Authority on (i) its achievement of an excellent Comprehensive Performance Assessment rating; and Beacon status for 'Transferring Services through Citizen Engagement and Empowerment' and 'Better Outcomes for People and Places'; and (ii) maintaining its good track record of improving services for the wider community.
4. The Letter does, however, draw attention to the additional pressures that the Council will face as a result of the economic downturn, which will need to be addressed, especially in areas where demands for services and costs are increasing. The Auditors have also highlighted the need for more concerted efforts to be made through collaborative partnership working to reduce the level of health inequalities across Lancashire.
5. While the Committee appreciates the Audit and Inspection Letter's positive messages, the Members raised, in particular, the following issues:
  - The Audit Letter states that, while progress has been made in 2008/09 to exceed the Local Area Agreement target for the provision of affordable housing units, the number of units provided in 2006/07 and 2007/08 was substantially below the target figure of 125. The Committee Members considered that it would be appropriate to seek the Executive Cabinet's views and plan of action for measures to ensure that the overall targets are achieved ultimately.
  - The discussions with the Primary Care Trust and other relevant agencies on appropriate measures to reduce the level of health inequalities should also take account of the necessity to balance the provision of care for the elderly with the provision of services for young people.
6. In response to Members' queries, Tim Watkinson explained the rationale and principal elements of the new Comprehensive Area Assessment regime, which will examine the outcomes of the Lancashire Authorities' collaborative working with their respective partners (eg Lancashire County Council, Police, PCT). The assessment process will entail an examination of identified priorities; progress on the delivery of the priorities; and action to address any deficiencies or to resolve any apparent problems. The area assessment will also incorporate a review of the Council's internal organisation. In this context, the effectiveness of the role of the Chorley LSP in dealing with the issues and problems particular to the Borough within the County will be paramount.

#### Internal Audit Plan

7. The Audit Committee received and agreed the Internal Audit Plan for 2009/10 as presented by the Head of Shared Assurance Services. The Plan summarises the priority areas to be reviewed during the financial year and outlines the respective roles of Managers and the

Internal Audit Section in maintaining a sound system of governance and internal control within the Council.

8. The Plan envisages the allocation of the equivalent of 550 days internal audit work within each of the Chorley and South Ribble districts, with an additional 130 days work devoted to the audit of the Shared Services function. The total costs of the internal audit exercise will broadly be shared equally by the two authorities.

#### **Draft Strategic Risk Register, 2009/10**

9. The Head of Shared Assurance Services presented the Audit Committee with a comprehensive summary of the Strategic Risk Register for 2009/10 which has been revised to take account of the refreshed Corporate Strategy.
10. The document identifies the strategic priority objectives of the Council; the anticipated long-term outcomes; the key strategic risks that have been identified in respect of each objective; and the actions and measures required to mitigate the risks.
11. The Shared Financial Services Risk Manager confirmed that appropriate performance management tools will be employed to ensure that the agreed actions are addressing the identified risks satisfactorily and that regular update reports will be presented to future meetings of the Audit Committee.
12. The Committee approved the 2009/10 Strategic Risk Register for adoption. We applauded the format and clarity of the Register summary as contained on an A3 sheet and suggested that all Councillors be provided with a copy of the document.

#### **Recommendation**

21. The Council is recommended to note this report.

COUNCILLOR ANTHONY GEE  
Chair of Audit Committee

There are no background papers to this report.

AU

Report of	Meeting	Date
Monitoring Officer	Council	23 September 2008

## **APPOINTMENT OF PARISH COUNCIL REPRESENTATIVE ON THE STANDARDS COMMITTEE**

### **PURPOSE OF REPORT**

1. To appoint two Parish Council representatives on the Standards Committee.

### **RECOMMENDATION(S)**

2. To recommend that
  - a. The number of Parish Councillors on the Standards Committee be increased from two to three.
  - b. Parish Councillors William Mason and Alan Platt be appointed as Parish Council representatives on the Standards Committee.
  - c. Parish Council representatives to serve the same term of office on the Standards Committee as their term of office on the Parish Council.

### **EXECUTIVE SUMMARY OF REPORT**

3. The new Regulations and local assessment of complaints against Councillors requires three sub-committees for each stage of the process. Each sub-committee will need to consist of no less than three members of the standards committee, including an independent member and a parish council representative if the matter under consideration relates to parish issues.
4. At the Annual Meeting the membership of the Standards Committee was increased to take account of this to ensure that there is an independent member and parish council representative available without a conflict of interest for both the assessment and review sub-committees. Council agreed that there should be two Parish Councillors on the Standards Committee, however, since that time guidance has emerged from the Standards Board recommending that a Committee should have three Parish Council representatives in order to ensure that sufficient Members are available to deal with local filtering decisions and reviews against those decisions and to provide some capacity in the event of Members being unavailable.

**CORPORATE PRIORITIES**

5. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region		Develop local solutions to climate change.	
Improving equality of opportunity and life chances		Develop the Character and feel of Chorley as a good place to live	√
Involving people in their communities		Ensure Chorley Borough Council is a performing organization	

**PARISH COUNCIL REPRESENTIVES**

- 6. The appointment of Parish Members to the Standards Committee has to be made in consultation with the Parishes. Accordingly, the Parish Councils were invited to submit nominations. The nominated Parish Councillors were invited to submit a written application setting out how they consider they meet the criteria.
- 7. An appointment panel was established from within the membership of the Committee to interview the three candidates with and agreed criteria upon which to base the appointment recommendation. The third candidate withdrew his application following the interview.
- 8. Appointments to the Standards Committee require approval by Council.

**IMPLICATIONS OF REPORT**

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

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

ANDREW DOCHERTY  
CORPORATE DIRECTOR OF GOVERNANCE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Ruth Hawes	5118	18.09.08	StandardsCommitteeParishRepresentative

**New Constitution for the Lancashire Local Chorley**

(Appendix "A" refers)

Contact for further information: Colin Everett, Lancashire County Council, Office of the Chief Executive. Tel :01257 515288 , [colin.everett@lancashire.gov.uk](mailto:colin.everett@lancashire.gov.uk)

**Summary**

This report sets out the implications of a new constitution for Lancashire Local Chorley.

The new constitution for Lancashire Local Chorley is attached as Appendix "A" for information with all new or revised text shown in bold.

**Decision Required**

That the revised Lancashire Local Constitution as presented be endorsed for consideration and adoption by the Full Council.

**Background**

Lancashire Locals have been in operation in some Districts for four years and in all Districts for at least two years. During this period of time a great deal has been achieved in terms of engaging local councillors in decisions on County Council services delivered in their district and influencing wider service delivery to ensure that it meets local need. There has also been some joint working across the county and district councils prompted by Lancashire Locals.

Both the Borough and County Council has remained committed to supporting and developing the Lancashire Local and work has been undertaken to identify the potential for developing the model further.

A consultation process was undertaken with stakeholders including all Lancashire Locals, District Councils, Parish and Town Councils, Local Strategic Partnerships (LSPs) and the County Council's Overview and Scrutiny Management Committee. Discussions were held with Cabinet Members, their Executive Directors, and local officers to consider the challenges and opportunities in further developing the Locals. A revised constitution was developed following the consultation period.

11 districts, including Chorley, have Lancashire Locals which take the form of a Joint Committee with equal numbers of County and District Councillors. Only Hyndburn has an Area Committee of the County Council comprising only County Councillors.

The new Constitution for all Lancashire Locals was considered and approved by the County Council on the 11<sup>th</sup> December 2008. In order for the Lancashire Local to operate as a joint committee it is advised that Chorley Council likewise approve the Constitution, a copy of the Constitution for Chorley is attached as Appendix A with any new or revised text shown in bold.

In short, the main additions/changes are:-

- The inclusion of the Lancashire Young People's service including;
  - determination of the annual outcomes expected by each district delivery plan
  - determination of the resource allocation to each element of the service
  - recommending proposals for the deployment of Playbuilder's Funding
  - monitoring the delivery of the annual district delivery plan
- Powers to approve highways gating orders and determination of the construction of cycle tracks in the place of footways.
- Approval and monitoring the proposals and priorities of the County's Corporate Face to Face Strategy.
- A new provision allowing additions to be made to the powers of the Lancashire local on an ongoing basis.
- Greater flexibility for each Lancashire Local to decide how and when to engage members of the public in their meetings.
- Inclusion of the protocols for engaging young people and parish and town councils as part of the constitution.

The discussions have also highlighted that there is potential for the Lancashire Locals to take on an enhanced role in bringing together complementary services between the Districts and County Council which will result in more joined up service delivery at the local level. In response to the consultation on the draft constitution there were also indications from a number of Lancashire Locals that they would be interested in pursuing this further. Further work is planned to hold discussions with those Districts that wish to pursue this. The new provision enables additions to be made to the remit of the Lancashire Locals on an ongoing basis, and following discussions there may be agreement to incorporate further changes to the Constitution, reflecting a more tailored constitution for Chorley, to be agreed later this year.

The new provision also enables discussions with County Council Directorates to continue internally, to identify additional delegations over the longer term and ensure that the Lancashire Locals remain relevant in the light of emerging government legislation on neighbourhood level working and community engagement.

The other significant difference in the new constitution is its emphasis on local priorities and aspirations and the need to strengthen links with district based partnerships such as the Local Strategic Partnership (LSP). For the shaping and influencing role to be effective locally, the decision on which services are to be selected for influence by each Lancashire Local must be informed by local priorities and aspirations. By focussing on the local government priorities in the Sustainable Community Strategy, Local Area Agreement, Neighbourhoods Plan and other neighbourhood level plans such as Parish Plans, local members can combine their specialist local knowledge of the area and develop a programme of work that tackles



local issues and aspirations within an agreed framework, which should inform the development of their locality plan.

### **Implementation Arrangements**

The revised constitution for Lancashire Local Chorley as attached was adopted by Lancashire County Council on the 11<sup>th</sup> December 2008. The new constitution would come into operation if this agreed by Chorley Council.

### **Consultations**

To accompany the draft constitution a consultation paper was prepared and sent to the Lancashire Locals, District Councils, LSPs, and all Parish Town Councils as well as all members of the County Council, for comment during October. In addition, the County Council's Overview and Scrutiny Management Committee has been consulted.

Suggestions received by respondents that could be reflected in the constitution with relative ease, have been. This includes things such as greater flexibility for Lancashire Locals to decide how and when to engage members of the public in their meetings and more references to the role of parish and town councils.

However a number of suggestions require further work to be undertaken. This work will be pursued over the coming months and if practicable included in the constitution under the new provision to add to the powers on an ongoing basis.

### **Advice**

The new Constitution would be operative from adoption by Chorley Council.

### **Risk management**

The risk of not adopting new constitutional arrangements will be to miss opportunities to shape local services in Chorley.

### **Local Government (Access to Information) Act 1985**

#### **List of Background Papers**

Paper	Date	Contact/Directorate/Ext
Report to Cabinet Member for Community Planning and Partnerships and Adult and Community Services	29 <sup>th</sup> September 2008	Sarah Parry, Lancashire County Council OCE, Policy Unit, 01772 530615
Agenda/Proceedings from Full Council	11 <sup>th</sup> December 2008	M Neville, Lancashire County Council, OCE Democratic services 01772 533431



## APPENDIX A

**Lancashire Local – Chorley****Constitution****JOINT COMMITTEE**

	<u>Page No.</u>
<b>Section 1</b>	
<b>Context and Purpose</b>	<b>1</b>
<b>Section 2</b>	
<b>Functions</b>	
<b>(A) General Remit</b>	<b>3</b>
<b>(B) Delegated Powers</b>	<b>4</b>
<b>Section 3</b>	
<b>Standing Orders</b>	<b>9</b>
<b>Appendix</b>	
<b>Examples of use of the General Remit</b>	<b>19</b>

## **Section 1 – Context and Purpose**

**Lancashire Local Chorley is a Joint Committee of the County Council and Chorley Borough Council. The impact of Lancashire Local Chorley needs to be focused, visible and transparent.**

**As Lancashire Locals bed down across Lancashire, their purpose has crystallised.**

**Lancashire Locals are the County Council's key vehicle for empowering local County Councillors to:-**

- 1. Determine the design and delivery of local government services through its delegated powers.**
- 2. Influence the shape of our services at a local level by working jointly with District Councillors drawing on the knowledge and expertise of Cabinet / Executive Members and Officers in their respective councils and councillors from relevant Parish and Town Councils.**

**The Local provides a forum through which the County Council can prioritise its resources to best meet local needs and aspirations. Meetings of the Lancashire Local are generally open to the press and public. Parish and Town Councillors, together with local people interested in specific agenda items, are able to have their say before decisions are taken.**

**The Lancashire Local has a strong role to play as a County Council problem solving body for Chorley. Local problem solving is a key role for councillors as community advocates, and Lancashire Local Chorley can significantly enhance this role. The County and Borough Councillors on the Lancashire Local have the detailed local knowledge, along with Parish and Town Councillors, that is needed to find realistic solutions to neighbourhood and district community concerns relating to County Council services in Chorley.**

**The involvement of Borough Council representatives on the Lancashire Local provides the opportunity to identify local solutions and service improvements for Borough Council services also, working alongside County Council services. The Local can thus seek to jointly deliver local government service improvements for the residents, businesses and visitors to Chorley. This means both Councils being proactive in bringing service issues to the Local and seeking to deliver local priorities together.**

**The Lancashire Local will concentrate on the agreed local priorities and targets in the Chorley Local Strategic Partnership's Sustainable Community Strategy [and the Joint County/Borough Locality Plan] – as far as they involve Lancashire County Council services or closer working between the County and the Borough.**

**Lancashire Local Chorley will formalise its own specific working arrangements alongside the Chorley Local Strategic Partnership to agree how best it can support the Partnership and establish a regular dialogue strengthening that relationship. The role and responsibilities of the Lancashire Local sits at arms length from the Local Strategic Partnership, but supports the Sustainable Community Strategy for Chorley.**

**Lancashire Local Chorley will deliver focused, visible, and transparent outcomes for the residents, businesses, and visitors to Chorley, in accordance with local priorities and targets relating to local government services.**

## Section 2 - Functions

The scope and overall purpose of the Lancashire Local is as set out in Section 1. The general remit of the Lancashire Locals is set out below and the more specific delegated functions are outlined in later sections.

### (A) General Remit

The general remit of the Lancashire Local is:-

1. To exercise those functions delegated to it by the County Council and Borough Council.
2. To seek solutions to local concerns relating to County Council services.
3. To express views on policy, strategy or other matters specifically referred to it by the County Council or the Borough/District/City Council including where appropriate the co-ordination of consultation with local stakeholders and communities.
4. **To monitor the delivery of the Locality Plan where one exists, and explore opportunities for joint working between the County Council and the Borough Council on complementary service delivery where this would bring benefits to local people.**
5. To advise the County Council, the Borough Council and other public bodies as appropriate on issues of local interest or concern which are brought to its attention by members, Borough Councils' Area Committees, **Parish and Town Councils** other bodies and members of the public.
6. To assist the County Council in its response to Government policy in relation to neighbourhoods.
7. Lancashire Local Chorley has the remit to shape and influence any matter relating to any local County Council service in the district of Chorley, and to discuss any opportunities for a closer alignment of County and Borough services in the district, **for example joint working around regeneration and economic development.**

**When exercising this function, Lancashire Locals are encouraged to select those services for shaping/influencing that are relevant for addressing local issues/priorities specific to the district, as outlined in the Sustainable Community Strategy, and other evidence based data/plans such as Parish Plans. These local government priorities will be incorporated into the annual joint locality plan (where one is to be produced) where it is considered to be a priority for the district in that year. The Appendix attached suggests some of the services that Lancashire Local Chorley may want to consider where their Local Strategic Partnership priorities identify council services as a local priority. This list is not comprehensive and is intended only as a guide.**

## (B) Delegated Powers

The services identified below are delegated by the County Council or Chorley Borough Council as indicated, for decision making by the Lancashire Local, in accordance with the relevant legislation.

In discharging the delegated powers, the Lancashire Local must act at all times within the approved policies, budgets and financial regulations of the Council delegating the functions, and in accordance with Standing Orders at Section 3 of this Constitution.

There is set out below a list of the functions that are currently delegated to Lancashire Local Chorley. **Additional functions and matters for determination may be delegated to the Local in the future by Lancashire County Council and the Borough Council, which will form part of this Constitution. The Secretary to the Local will maintain a record of all additional delegated functions and will ensure that any such additions are reported to the Local at the next meeting after the delegation takes place.**

### Highways (delegated by Lancashire County Council)

#### 1. Budget Allocation

To exercise discretion for the provision of highway authority functions (except winter maintenance) within an annual countywide allocation to be apportioned to each Lancashire Local in accordance with road lengths in their area.

#### 2. Street lighting special maintenance schemes.

To determine the priority of street lighting special maintenance schemes within the County Council's allocated budget.

#### 3. Local Safety Schemes

- a) To determine the priority of local safety schemes including walking and cycling proposals where there is more than one such scheme for the District in an approved programme.
- b) To determine specific schemes where objections or representations have been received.

#### 4. Crime reduction street lighting schemes

To determine the priority of crime reduction street lighting schemes where there is more than one such scheme in the District in the approved programme.

#### 5. Retaining Walls Strengthening Programmes

To determine the priority of retaining wall strengthening schemes where there is more than one such scheme in the District, in the approved Strengthening Programme.

## 6. Gating Orders

To approve the making of Gating Orders under Section 129A of the Highways Act, 1980 pursuant to the Highways Act 1980 (Gating Orders) (England) Regulations, 2006, where objections or adverse comments have been received and after a public inquiry (if any) has been held.

## 7. Removal of Footways and construction of Cycle Tracks

To decide not to provide a footway under Section 66 of the Highways Act, 1980 but instead to approve the construction of a cycle track with a right of way on foot under Section 65 of the Highways Act, 1980.

## 8. Pavement Cafes

To approve applications for licences for pavement cafes.

## 9. Residents parking schemes

To determine specific schemes where objections or representations have been received.

## 10. Traffic Regulation Orders/Speed Limit Orders

To approve the making of Traffic Regulation Orders and Speed Limit Orders where objections or representations have been received.

## 11. 20mph Speed Limit Zones

- a) To determine the priority of 20mph zones where there is more than one scheme in the approved programme for the district.
- b) To approve the making of schemes for such zones where objections or representations have been received

## 12. Road Humps

To determine the establishment of road humps under Section 90A of the Highways Act, 1980 where objections or representations have been received.

## 13. School Crossing Patrols

To review and determine the continuation of a School Crossing Patrol when the current Patrol Officer leaves the service.

## 14. Car parking

Out of any monies which are declared by the County Council both to be surplus in the on street parking account and also available generally to the Lancashire Locals for the purpose of highway improvement projects under s.55(4)(ii) of the Road Traffic Regulation Act, 1984 as amended, to determine the priority of such measures within that purpose.



## 15. Pedestrian Crossings

- a) To determine the priority for pedestrian crossings where there is more than one in an approved programme for the district.
- b) To approve specific proposals where objections or representations have been received.

## 16. Bus Shelters

To determine the locations of bus shelters within the County Council's responsibility (e.g. on Quality Bus Routes).

**Waste Management** (delegated by Lancashire County Council)

To determine the location of household waste recycling centres where there are viable alternative site options.

**Lancashire Locals Climate Change Fund** (delegated by Lancashire County Council)

From funds made available by the County Council to consider for approval projects submitted by community and voluntary groups, or Parish Councils, to support local climate change in accordance with the criteria laid down by the County Council.

**Libraries** (delegated by Lancashire County Council)

To determine, taking into account the results of consultation undertaken by the County Library Service the pattern of library opening hours together with other appropriate local developments within existing resources.

**Museums and Heritage** (delegated by Lancashire County Council)

To determine, taking into account the results of consultation undertaken by the County Museums Service, the pattern of opening hours for the County Museums Service within existing resources.

**Lancashire Young People's Service** (delegated by Lancashire County Council)

1. **Within the national framework and corporate policies, to determine and approve, in consultation with young people, the priorities and deployment of youth resources (except staffing) within available budgets and oversee a District Strategic Plan and annual Delivery Plan for the Lancashire Young People's Service, encompassing :-**
  - a) **Determination of the annual outcomes expected by the Chorley District Delivery Plan.**
  - b) **Determination of the resource allocation to each element of the service in Chorley, and the availability of young people's provision within the existing service budget and statutory requirements, to best meet the**

needs of the neighbourhoods, the needs of minority groups and those of vulnerable young people across Chorley.

2. To recommend proposals for the deployment of Playbuilders' Funding for Chorley district, with particular emphasis on the effectiveness of the partnership arrangements by taking into account the priorities of the local Children's Trust Partnership for Chorley.
- 3 To monitor the delivery of the Annual Chorley District Delivery Plan through:-
  - a) A six month review of delivery of the Plan.
  - b) Ongoing local problem-solving with the service.
  - c) Ongoing identification of opportunities for closer working between the Lancashire Young People's Service and complementary Borough Council service activities eg – Leisure, Cultural and Arts Services.
4. To work closely with the Lancashire Young People's Service in order to make effective the committee's problem-solving / opportunity seeking remit.
5. To work with young people in Chorley to establish and monitor a Protocol on engagement with young people, encompassing the allocation of Small/Project Grants and local youth issues generally.

**A copy of the Protocol regarding engagement with young people, as agreed by the Lancashire Local Chorley at the meeting on \*\*\* 2009 is attached as Annex A to this Constitution.**

6. To approve Small/Project Grants to youth organisations in accordance with guidelines issued by the County Council, following consultation with young people. Where the criteria for funding give priority to decisions by young people the outcomes must reflect their conclusions.

**Links with Local Children's Trust Partnership** (delegated by Lancashire County Council)

**To formalise its own working arrangements with the Local Children's Trust Partnership, as outlined in Section 1, in order to ensure that the Local Trust Partnership and the Lancashire Local play a clear and complementary role in delivering quality local services across all functions delivered by the Children & Young People's Directorate.**

**Customer Access** (delegated by Lancashire County Council)

**To approve and monitor the proposals and priorities of the County's Corporate Face to Face Access strategy, in relation to its work in the Chorley District.**

**Local Grants Scheme** (delegated by Lancashire County Council)

To consider for approval recommendations from County Councillors for grants to support local groups in accordance with criteria laid down by the County Council.

**Local Gateway Grants** (delegated by Lancashire County Council)

To consider for approval applications for Local Gateway funding in accordance with the criteria laid down by the County Council.

## Section 3 - Standing Orders

### Membership

1. (i) Membership of Lancashire Local Chorley shall be all local County Councillors with electoral divisions in Chorley, and an equivalent number of Councillors appointed by Chorley Borough Council. At least one Borough Council member shall be a member of that Council's Executive. All Borough Council representatives shall be appointed in accordance with the political balance rules as they are applied to their authority by the Local Government and Housing Act, 1989.
- (ii) A person shall cease to be a member if he/she ceases to be a member of the County Council or a member representing an electoral division in Chorley, or in the case of a member of the Borough Council, ceases to be a member of that Council or resigns from the Lancashire Local.
- (iii) Prior to the meeting, the Secretary must be notified of substitutions for Borough Council Members made in accordance with that Council's normal procedures.

### Parish and Town Councils

2. (i) Lancashire Local Chorley shall, in consultation with Parish and Town Councils in its area, draw up a Protocol to ensure that Parish and Town Councils can engage effectively with the Lancashire Local.

**A copy of the Parish and Town Council Protocol, as agreed by the Lancashire Local Chorley at the meeting on \*\*\*\*2009 is attached as Annex B to this Constitution.**

- (ii) A representative of a Parish or Town Council may participate at Lancashire Locals when items are discussed which are specifically concerned with their area.

### Appointment of Chair and Deputy Chair

3. (i) The Chair, who shall be a County Councillor, shall be elected at the annual meeting of the Lancashire Local.
- (ii) The Deputy Chair, who shall be of a different political group to the Chair, shall be elected at the annual meeting of the Lancashire Local and, wherever possible, shall be a member of the Borough Council.
- (iii) Existing office holders are eligible for re-election.

- (iv) The Chair and Deputy Chair shall, unless he or she resigns the office or ceases to be a member of the Lancashire Local, continue in office until a successor is appointed.
- (v) The Chair shall not preside at the election of his or her successor if he or she is a candidate at that election. In those circumstances, the Deputy Chair continuing in office under (iv) above shall preside or if there is no such Deputy, a Chair shall be appointed by the Local for the purposes of conducting the election.

## Secretary

- 4. A nominated representative of the Chief Executive of the County Council shall act as Secretary to Lancashire Local Chorley and shall be responsible for preparing and circulating agendas for meetings, advising on constitutional matters and for producing the minutes.

## Meetings

- 5. (i) Meetings shall be held in public other than in the circumstances set out in Standing Order 27.
- (ii) Meetings shall be held on a six or eight weekly cycle to be determined along with venues, by the Lancashire Local.
- (iii) The meeting held in June each year, or if there is no scheduled meeting that month the first meeting after June, shall be the Annual Meeting of the Lancashire Local Chorley.
- (iv) The Chair or in his/her absence the Deputy Chair may call a special meeting of the Lancashire Local Chorley to consider a matter that falls within its remit but cannot await the next scheduled meeting, provided at least 10 clear working days notice in writing is given to the Secretary.
- (v) The Lancashire Local may prepare a Protocol to facilitate the opportunity for other members of the Borough Council to participate at Lancashire Locals, but not vote, when items are discussed which are specifically concerned with their ward.

**The following Protocol regarding engagement with Borough Councillors who are not members of the Local was agreed by the Lancashire Local at the meeting on \*\*\*\*\* 2009.**

Any Member of the Borough Council who is not a member of Lancashire Local be given the right to speak on an item which is specifically concerned with their own Ward at the point where that item is reached and prior to discussion by the Lancashire Local, and that the Chair should exercise discretion as to the time allowed for the Member to speak. With the discretion of the Chair other members of the Borough Council will also be given the opportunity to contribute to the discussion.

## Delegated Powers

6. The delegated powers mean those powers to be discharged by the Lancashire Local as set out in Section 2(B) of this Constitution.
7. The Lancashire Local Chorley shall discharge the delegated powers, within the budgetary and policy framework set by the County Council in the case of County functions or by the Borough Council in the case of its functions.
8. When discharging the delegated powers the Lancashire Local shall take decisions only after taking into account advice given in writing or orally from relevant Officers of the County Council or of the Borough Council as appropriate, including legal, financial and policy advice.

## Executive and Key Executive Decisions

There are particular requirements to be met when the Lancashire Local is exercising delegated powers in respect of executive and key executive decisions, and these are set out below:

9. An executive decision means a decision by the Lancashire Local that has been delegated to it by the Executive (or Cabinet) of the County Council or of the Borough Council.
10. Consideration of Key Executive Decisions
  - (i) A meeting of the Lancashire Local shall be held in public if a decision to be made at that meeting will be a Key Executive Decision.
  - (ii) A Key Executive Decision shall not be taken by the Lancashire Local unless the report which it intends to take into consideration has been made available for inspection by the public for five clear working days prior to the meeting.
  - (iii) Any Key Executive Decision to be taken by the Lancashire Local shall be included in the monthly Forward Plan of the County Council or of the Borough Council as appropriate.
  - (iv) Where the inclusion of a matter in the Forward Plan is impracticable and the matter would be a Key Executive Decision, that decision shall only be made where:
    - (a) the Chair of the relevant Overview and Scrutiny Committee of the County Council or Borough Council as appropriate, has been informed in writing of the matter about which the decision is to be made;
    - (b) the provisions of paragraph (ii) above are complied with
  - (v) Where the date by which an urgent Key Executive Decision must be made makes compliance with paragraph (ii) above impracticable, the decision shall only be made where the Chair of the relevant Overview and Scrutiny

Committee of the County Council or the Borough Council as appropriate, agrees that the making of the decision is urgent and cannot reasonably be deferred.

- (vi) The Secretary shall ensure that a copy of a report referred to at paragraph (ii) above shall, as soon as is reasonably practicable, be sent to the Chair of the relevant Overview and Scrutiny Committee of the County Council or of the Borough Council as appropriate.
- (vii) A report referred to in paragraph (ii) above shall include a list of background papers, and the Secretary shall make available for public inspection a copy of each of the documents on the list of background papers.
- (viii) Where an Executive Decision by the Lancashire Local was not treated as being a Key Executive Decision and the relevant Overview and Scrutiny Committee of the County Council or the Borough Council as appropriate, is of the opinion that the decision should have been so treated the relevant Committee may require the Lancashire Local to submit a report to the County Council's or the Borough Council's Full Council setting out the reasons why the Lancashire Local was of the opinion that the decision was not a Key Executive Decision.

## **Overview and Scrutiny**

- 11. Executive decisions made by the Lancashire Local are subject to scrutiny by the County Council's or the Borough Council's relevant Overview and Scrutiny Committee (depending on which authority delegated the particular function), including an Overview and Scrutiny Committee's right under the Local Government Act 2000 to request that an Executive Decision made but not implemented be reconsidered by the decision-taker (often referred to as 'call-in').
- 12. The processes and procedures for the exercise by the relevant Overview and Scrutiny Committee of their 'call-in' function shall be in accordance with the Constitutions of the County Council or the Borough Council depending on which Authority delegated the executive decision in question.
- 13. An Overview and Scrutiny Committee shall not exercise the 'call-in' function in respect of an executive decision by the Lancashire Local where that decision has been designated by the Lancashire Local as being urgent in that any delay in its implementation could adversely affect the efficient execution of their responsibilities on behalf of the County Council or the Borough Council, and provided that the designation and the reasons for it are recorded in the Minutes.
- 14. Executive decisions made by the Lancashire Local shall be implemented by the County Council or the Borough Council as appropriate, in accordance with their respective Constitutions.

The following general provisions apply to the consideration of all matters within the Lancashire Local's remit.

## Chairing of Meetings

15. In the absence of the Chair, the Deputy Chair shall preside at the meeting. In the absence of both, the members present shall, as the first item of business, appoint one of their number who is a member of the County Council to be Chair of the meeting.

## Access to Information

16. Items of business may not be considered at a meeting of the Lancashire Local unless a copy of the item has been open to inspection by members of the public for at least five working days before the meeting (or where the meeting is convened at shorter notice, from the time the meeting is convened). However an item that has not been open to inspection may be considered where, by reason of special circumstances which shall be specified in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.

## Agendas and Minutes

17. Agendas for meetings of the Lancashire Local shall be dispatched by the Secretary five clear working days in advance of a meeting, and copies will be made available for public inspection at the designated County and Borough Council offices, libraries, other local public information points and on the Democratic Information System on the County Council's Website.
18. Agendas will identify separately matters which are for decision by the Lancashire Local under delegated powers, and which of those are executive or non-executive decisions.
19. The Chorley Borough Council and any Member of the Lancashire Local may suggest items for inclusion in the Agenda within its remit provided such requests are received by the Secretary at least 10 clear working days in advance of the meeting. It shall then be for the Lancashire Local to determine whether it wishes to receive a report on the matter at a future meeting.

Where, in the opinion of the Secretary, the matter requires a more immediate response, it shall be for the Chair and Deputy Chair to determine whether the Lancashire Local should receive a full report at its next meeting.

20. The minutes of a meeting shall be published on the Democratic Information System as soon as is reasonably practicable, and wherever possible within three clear working days after a meeting at which an executive decision has been made.

## Quorum

21. The quorum for any meeting shall be a quarter of the membership (rounded up) but not less than 4 members with at least one Member from each authority. If there is not a quorum of Members, the meeting shall stand adjourned for 15 minutes. If



after that time there is still no quorum the meeting shall stand adjourned until a date and time to be fixed by the Chair.

### **Members Code of Conduct**

22. Members are bound by the Code of Conduct of the authority which appointed them to the Lancashire Local and should particularly observe the provisions of their respective Codes concerning the declaration of personal and prejudicial interests when attending meetings of Lancashire Locals.

### **Declaration of Neutrality**

23. A Member will be required to declare a position of neutrality when the Lancashire Local considers formulating a recommendation which will fall to that Member to decide upon in their capacity as a Cabinet Member of the County Council or the Borough Council.
24. A declaration of neutrality will permit the Member to advise the meeting on any policy background or other general issues that might assist discussion but he/she shall refrain from indicating his or her intended position on the issue and shall abstain from voting.

### **Voting**

25. All members are entitled to vote and voting shall be by show of hands, and in the case of an equality of votes the Chair of the meeting shall have a second or casting vote.

### **Members of the public**

26. The Lancashire Local will have the flexibility to determine what the mechanisms should be for the public to participate at meetings including the need to avoid undue influence by a vocal minority. Unless other mechanisms are adopted by the Lancashire Local the following process shall be applied:-

Members of the public shall be allowed to speak at each meeting in relation to items on the agenda. Each Lancashire Local will agree how this is best conducted locally. The Lancashire Local will be requested to periodically review their arrangements for public participation, to ensure they remain effective.

**The following Protocol regarding public participation was agreed by the Lancashire Local at the meeting on \*\*\*\* 2009.**

That the public be invited to comment at the start of the discussion of each agenda item i.e. once the Officer has presented the report. The Chair would then manage the time permitted for public comments at his/her discretion after which members of the Local would consider the item (including the views of the Parish Council) and come to a conclusion.

### **Exclusion of the Press and Public**

27. The Lancashire Local may, by resolution, exclude the press and public from a meeting during an item of business wherever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would be disclosure of Exempt or Confidential information as defined by the Local Government Act 1972 and the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000.

### **Urgent Business Procedure**

28. The County Secretary and Solicitor may in consultation with the Borough Council, and with the Chair and Deputy Chair of the Lancashire Local, deal with matters of urgency which cannot await the next meeting and which do not in the view of the Chair and Deputy Chair warrant a special meeting being convened.

### **Sub-Committees and Working Groups**

29. The Lancashire Local may appoint
- (i) Sub-Committees with power to act to discharge any of its functions, provided:
    - they comprise an equal number of Members of the County Council and of the Borough Council,
    - at least one quarter of the Sub-Committee is present at the meeting.
  - (ii) Working Groups which cannot make decisions but may consider specific matters and report back to a future meeting of the Lancashire Local.

### **Conduct at Meetings**

30. The conduct of meetings and the interpretation of these Standing Orders are at all times a matter for the Chair of the meeting whose ruling is final.

**ANNEX A**

**Lancashire Local Chorley  
Protocol regarding engagement with Young people via the Young People's Service  
as agreed \*\*\*\*\*.**

Item agreed by the Lancashire Local Chorley	Action required	Officers
<p>1. District Partnership Officer (DPO) for Chorley to work with Officers in the Young Peoples Service to establish an agreed framework for presenting reports to the Local in connection with the following:</p> <p>i) Recommendations from the Youth Council with regard to the allocation of Small Grants and Project Grants</p> <p>ii) Grants made by the Youth Bank from the YOF and Youth Capital Fund.</p> <p>iii) The work of the Service and any particular projects where the Local may be able to make a contribution through its shaping and influencing role.</p>	<p>Specific dates within the Work Plan for the Local be identified so that Officers within the Young Peoples Service can coordinate their work towards the preparation of reports in good time for inclusion on the agenda.</p>	<p>DPO to agree framework of dates with F Hilton.</p> <p>F Hilton to coordinate with J Nelson (CMSU) regarding production of future reports.</p>
	<p>Young Peoples Service and Directorate CMSU to be informed of closing dates for receipt of reports for the programme of meetings.</p>	<p>M Neville (Secretary) to advise F Hilton and CMSU of closing dates.</p>
<p>2. Chorley Youth Council to consider applications for Small Grants to registered voluntary youth groups and Project Grants to young people and make recommendations to the Local for determination.</p>	<p>See above.</p> <p>Reports to be produced, cleared and sent to the Secretary by the agreed closing date for items.</p>	<p>F Hilton to coordinate with CMSU regarding production of future reports.</p>
<p>3. That in future when a report on the Grants specified at 2 above is to be included on the agenda it should be considered early and members of the Youth Council attend the meeting to address the Local when the report is discussed.</p>	<p>Report to be placed towards the front of the agenda and considered early at the meeting.</p>	<p>M Neville (Secretary) to arrange and advise the Chair at the meeting.</p>
	<p>Members of Youth Council to have an open invitation to attend future meetings to address the Local on the reports specified at 2.</p>	<p>F Hilton to arrange for Youth Council members to attend as appropriate.</p>

Item agreed by the Lancashire Local Chorley	Action required	Officers
<p>4. That in the future an annual report be presented to the Lancashire Local regarding the Youth Opportunity Fund and the Youth Capital Fund, in order to inform members of the range of grants allocated by the Youth Bank and to also raise awareness of the availability of the funds</p>	<p>That a specific date within the Work Plan for the Local be identified so that Officers within the Young Peoples Service can coordinate their work towards the preparation of a report in good time for inclusion on the agenda.</p>	<p>DPO to agree general framework of dates with F Hilton.</p> <p>F Hilton to coordinate with CMSU regarding the production of the annual report.</p>
<p>5. That the Young Peoples Service explore ways of raising awareness about the work of the Service and the availability of grants to groups and individuals in the Borough.</p>	<p>Possible presentation to be made to the Borough Council as part of the training for members programme.</p> <p>Documents regarding grants to be circulated at future meetings of the Local when the Young Peoples Service presents reports.</p>	<p>F Hilton to coordinate with DPO.</p>

**Lancashire Local Chorley  
Parish and Town Council Protocol as agreed \*\*\*\*2009**

**ANNEX B**

**Basic Principles**

- Lancashire Local Chorley is a fully constituted Joint Committee that can take some decisions and monitor, shape and influence some policies and services of Lancashire County Council.
- The membership of the Lancashire Local Chorley comprises the seven County Councillors with Electoral Divisions in Chorley and seven Councillors from Chorley Council.
- This Protocol outlines how it is proposed that Lancashire Local Chorley interfaces with Parish and Town Councils in the district. It is the wish of all the members that there is an opportunity for an input from the Town and Parish Councils, either collectively as a council, or from individual councillors.

**Commitments**

It is proposed that each Parish and Town Council shall:

- Be notified in writing via their Clerk of the dates, times and venues of the meetings, with an invitation to attend the meeting being extended via the Clerk to the Chair of the Parish/Town Council
- Receive a copy of Agenda papers electronically via e-mail or preferably a link to the County Council's website:  
<http://www3.lancashire.gov.uk/council/meetings/committees/locals/committee.asp?cid=1276>
- Agenda papers can also be accessed via: <http://www.lancashireparishcouncils.gov.uk/>
- Hard copy agenda papers will be posted to those Parish and Town Council Clerks who are not on line.
- Where an agenda item is Parish and Town Council specific the Parish and Town Council shall be given an opportunity to comment/ask questions. The period of this shall be at the discretion of the Chair of the meeting depending on the number of anticipated speakers from the floor.
- It is also proposed that we afford the opportunity to Parish and Town Councils to consult the Lancashire Local on their Parish Plans with a view to assisting the parishes in the delivery of their objectives.
- Where issues specifically relate to a parish area and where practicable, Parish and Town Councils will be afforded the opportunity to take the item to the Parish and Town Council first for comment. However, it must be recognised that this cannot unnecessarily delay the decision making process.

**APPENDIX****Examples of use of General Remit**

**The Lancashire Local's General Remit includes a responsibility to shape and influence any matter relating to any local County Council service in the district of Chorley, and to discuss any opportunities for a closer alignment of local authority services in the district.**

**This will enable the Lancashire Local to help influence County Council activity generally in Chorley.**

**The list below is not comprehensive, and offers examples only, which may serve to prompt Lancashire Local Chorley to explore the potential for local service improvement and closer alignment of local authority services in Chorley district.**

**The local priorities in the District's Sustainable Community Strategy will be the key determinant of the focus of the Lancashire Local's attention and as such will form the basis of a joint locality plan where one is to be developed. In many cases this will involve shaping and influencing County Council services not included in the examples below.**

Examples of the use of the General Remit

**Highways**

## 1. Highway Authority Functions

- a) Consider and express views on matters relating to the exercise of Highway Authority Functions within the Chorley area, including performance monitoring, contributing to policy development and assisting in the development of Best Practice.
- b) Consider and express views for changes in highway policies and standards.

## 2. Local Transport Plan

Consider and express views on all matters in relation to the Local Transport Plan, especially social inclusion matters.

## 3. Highway Special Maintenance Schemes

Consider and express views on locations where it is considered that resurfacing or reconstruction of carriageways and/or footways should be included in future programmes of work.

## 4. Safety Cameras

Comment on proposals for 'community concern' sites put forward by the local Community Safety Partnership and the locations for proposed fixed camera sites.

## 5. Street Scene

Consider and express views around rationalising the street scene, including road signs, road markings, street furniture, lighting, seats, bins, street cleaning, fly posting, graffiti etc, and in particular to influence proposals for traffic management/signing schemes.

### **Traffic Regulation Orders and Speed Limit Orders**

Make suggestions for future Traffic Regulation Orders and Speed Limit Orders.

### **20mph Speed Limit Zones**

Make suggestions for future 20mph Speed Limit Zones

### **IT Public Enquiry Manager (PEM) System**

Consider reports on the IT Public Enquiry Manager system (e.g. highway defect faults) and express views on changes and/or improvements

### **Public Transport**

- a) Consider and express views on local bus networks and proposed changes in provision (subject to statutory timescales)
- b) Consider and express views on local priorities for public transport in terms of Quality Bus Routes and subsidised bus routes.
- c) Facilitate closer joint working between the County and the Borough Council on sharing information and marketing in respect of public transport.
- d) Facilitate effective joint liaison arrangements linking the Borough Council's regeneration initiatives to improving access to public transport.
- e) Consider and express views on local community transport needs.

### **School Travel Plans**

To review annual programmes of School Transport Plans, to monitor progress on their implementation and encourage local schools to pursue such plans.

### **Environmental Projects**

To consider and express views on the following:

- a) The promotion of initiatives to improve the environment of the District, under the Green Partnership Awards.
- b) Opportunities for removing derelict, underused and neglected land and to consider projects that might be supported under the Small Sites Reclamation Programme within Reclamation and Management of Derelict Land in Lancashire (REMADE).

- c) Proposals for the after-use of major land reclamation schemes under the Reclamation and Management of Derelict Land initiative, managed by the North West Regional Development Agency.

### **Waste Management**

Consider and express views on proposed sites for future waste facilities, as part of the Lancashire Waste Management Strategy.

### **Countryside Service**

To consider and express views on the following

- a) Future Public Rights of Way Improvement Plan
- b) The Public Rights of Way Network
- c) The County Council's Countryside and Recreation Policy

### **Adult Social Services**

The Lancashire Local Chorley will have the opportunity to receive annual reports on the following service areas to keep local councillors informed and provide an opportunity to examine and influence services.

#### 1. Partnership Boards

Learning/Disability Partnership Board.  
Physical Disability/Sensory Impairment Partnership Board  
Older People Partnership Board

#### 2. Locality Commissioning Plans

The Commissioning Plans for each Adult Social Services client group, i.e. mental health, learning disabilities, physical disabilities and older people.

The annual report will contain the plans for expanding existing services, developing new services and decommissioning services over a three year period. Commissioning plans will be reviewed and updated annually. The services typically commissioned are day care, respite care, home care, rehabilitation, residential and nursing home care, and home care support to very sheltered housing.

#### 3. Supporting People

The work of the Supporting People Team on activities in the District, including performance information and information on service development and delivery

### **Adult Education**

Consider and express views on the development of Community learning provision, especially in areas of deprivation



**Children and Young People**

To consider and express views on the following.

- a) the development of District based links for the Every Child Matters Agenda
- b) School Organisation Reviews/School Place Planning

**Museums Services**

Consider and express views on local management arrangements.

**Asset Management**

Consider and express views on the development of joint County and Borough Council asset management and shared facilities, particularly one-stop shops.

**Community Strategies**

Monitor and express views on County Council actions identified in local community strategies.

**Lancashire Local Area Agreement**

Monitor County Council performance at the District level towards relevant targets in the Lancashire Local Area Agreement.

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