

Executive Cabinet

Agenda and Reports

For consideration on

Thursday, 14th August 2008

in the Council Chamber, Town Hall, Chorley

At 5.00 pm



PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT EXECUTIVE CABINET MEETINGS

- Questions should be submitted to the Democratic Services Section by midday, two working days prior to each Executive Cabinet meeting to allow time to prepare appropriate responses and investigate the issue if necessary.
- 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 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.

5 August 2008

Dear Councillor

EXECUTIVE CABINET - THURSDAY, 14TH AUGUST 2008

You are invited to attend a meeting of the Executive Cabinet to be held in the Council Chamber, Town Hall, Chorley on Thursday, 14th August 2008 at 5.00 pm.

AGENDA

1. **Apologies for absence**
2. **Declarations of Any Interests**

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

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

3. **Minutes (Pages 1 - 10)**

To confirm as a correct record the minutes of the meeting of the Executive Cabinet held on 26 June 2008 (enclosed).

4. **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on an agenda item(s) will be requested to put their question(s) to the respective Executive Member(s). Each member of the public will be allowed to ask one supplementary question within his/her allotted three minutes.

EXECUTIVE LEADER'S ITEM (INTRODUCED BY COUNCILLOR P GOLDSWORTHY)

5. **Forward Plan (Pages 11 - 16)**

To receive and consider the Council's Forward Plan for the four months period commencing 1 August 2008 (enclosed).

EXECUTIVE MEMBER (POLICY AND PERFORMANCE) ITEMS (INTRODUCED BY COUNCILLOR P CASE)

6. **Performance Monitoring Report - First Quarter of 2008/09** (Pages 17 - 30)
Report of Assistant Chief Executive (Policy and Performance) (enclosed).
7. **Chorley Partnership - Annual Performance Report for 2007/08** (Pages 31 - 64)
Report of Assistant Chief Executive (Policy and Performance), with attached Performance Report (enclosed).
8. **Chorley Partnership - Performance Report for First Quarter of 2008/9** (Pages 65 - 72)
Report of Assistant Chief Executive (Policy & Performance) (enclosed).

EXECUTIVE MEMBER (RESOURCES) ITEMS (INTRODUCED BY COUNCILLOR A CULLENS)

9. **Capital Programme, 2008/09 - Monitoring** (Pages 73 - 82)
Report of Assistant Chief Executive (Business Transformation) (enclosed).
10. **Revenue Budget, 2008/09 - Monitoring** (Pages 83 - 90)
Report of Assistant Chief Executive (Business Transformation) (enclosed).
11. **Neighbourhoods Directorate - Value for Money Review** (Pages 91 - 98)
Report of Assistant Chief Executive (Business Transformation) (enclosed).

The Value for Money Review report is a lengthy document comprising 68 pages. A copy of the report is available in the Members' Room and can be viewed on the Council's website through the following link:

<http://democracy.chorley.gov.uk/ecSDDisplay.asp?ID=219&RPID=48166&sch=doc&cat=12746&path=0,326,12746>

EXECUTIVE MEMBER (BUSINESS) ITEM (INTRODUCED BY COUNCILLOR P MALPAS)

12. **Central Lancashire Local Development Framework Preferred Core Strategy** (Pages 99 - 104)

Report of Corporate Director (Business) (enclosed).

The draft Preferred Core Strategy document is extremely lengthy, comprising 126 pages. A copy of the draft Strategy is available in the Members' Room and can be viewed through the following link:

<http://democracy.chorley.gov.uk/ecSDDisplay.asp?ID=224&RPID=48164&sch=doc&cat=12746&path=0,326,12746>

EXECUTIVE MEMBER (NEIGHBOURHOODS) ITEM (INTRODUCED BY COUNCILLOR E BELL)

13. **Food Safety Service - External Audit Report and Intervention Programme (Pages 105 - 108)**

Report of Corporate Director (Neighbourhoods) (enclosed).

The associated Food Standards Agency report and proposed Intervention Programme together comprise 28 pages. Copies of the two documents are available in the Members' Room and can be viewed on the Council's website through the following link:

<http://democracy.chorley.gov.uk/ecSDDisplay.asp?ID=225&RPID=48165&sch=doc&cat=12746&path=0,326,12746>

14. **Any other item(s) that the Chair decides is/are urgent**

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

To consider the exclusion of the press and public for the following items of business on the ground that they involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972.

EXECUTIVE LEADER'S ITEM (INTRODUCED BY COUNCILLOR P GOLDSWORTHY)

16. **Communications and Marketing Review (Pages 109 - 114)**

Report of Chief Executive (enclosed).

EXECUTIVE MEMBER (NEIGHBOURHOODS) ITEM (INTRODUCED BY COUNCILLOR E BELL)

17. **Neighbourhoods Directorate - Restructure (Pages 115 - 124)**

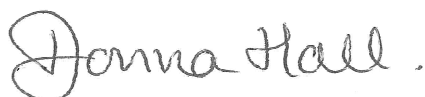
Report of Corporate Director (Neighbourhoods) (enclosed).

EXECUTIVE MEMBER (PEOPLE) ITEM (INTRODUCED BY COUNCILLOR J WALKER)

18. **Review of Customer Relationship Management and Automated Call Distribution systems (Pages 125 - 132)**

Report of Corporate Director (People) (enclosed).

Yours sincerely



Donna Hall
Chief Executive

Tony Uren
Democratic Services Officer
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Distribution

1. Agenda and reports to all Members of the Executive Cabinet, Lead Members and Chief Officers for attendance.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

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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کیجئے:

Executive Cabinet

Minutes of meeting held on Thursday, 26 June 2008

Present: Councillor Peter Goldsworthy (Executive Leader in the Chair), Councillor Pat Case (Deputy Leader of the Council) and Councillors Eric Bell, Alan Cullens, Peter Malpas and John Walker

Also in attendance:

Lead Members: Councillors Iris Smith (Lead Member for Licensing)

Other Members: Councillors Ken Ball, Julia Berry, Dennis Edgerley, Anthony Gee, Catherine Hoyle, Laura Lennox, Adrian Lowe, June Molyneaux, Ralph Snape and Peter Wilson

08.EC.43 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Greg Morgan (Lead Member for Development Control) and Councillor Rosemary Russell (Lead Member for Health and Older People).

Councillor Ball also advised the Members that Councillor Stella Walsh had recently been admitted to hospital. The Chair and Members present expressed their best wishes for Councillor Walsh's speedy recovery.

08.EC.44 DECLARATIONS OF ANY INTERESTS

There were no declarations of interest by any of the Executive Members on any of the agenda items.

08.EC.45 MINUTES

The minutes of the meeting of the Executive Cabinet held on 29 May 2008 were confirmed as a correct record for signature by the Executive Leader.

08.EC.46 PUBLIC QUESTIONS

There had been no requests from any member of the public to speak at the meeting on any of the agenda items.

08.EC.47 FORWARD PLAN

The Executive Cabinet received the Council's Forward Plan, which set out the details of the potential key decisions to be made by the Executive Cabinet or individual Executive Members during the four months period commencing 1 July 2008.

Decision made:

That the July Forward Plan, as now presented, be noted.

08.EC.48 AFFORDABLE HOUSING FRAMEWORK

The Executive Cabinet received and considered a report of the Corporate Director (Business) seeking adoption of an Affordable Housing Framework which outlined a revised definition of affordable housing for the Borough and set out clear procedures and measures to be adopted on the registration of affordable housing on relevant sites.

The framework recommended the adoption of a new definition of affordable housing by limiting affordability to the median household income and a multiplier of 2.5. The framework would also require commuted sums to be negotiated with developers in instances where the 30% affordable housing requirement would not normally yield any dwelling units and proposed clear eligibility criteria for the guidance of prospective purchases. In addition, the framework also recommended the adoption of a number of provisions aimed at ensuring the continued affordability of housing by the local use of Section 106 agreements to ensure that discounted open market value properties remain below the open market value in perpetuity.

Whilst the proposed framework was generally welcomed by Members, a number of other Councillors present at the meeting raised certain queries, particularly in respect of the following issues which the officers undertook to examine:

- the interpretation of the phrase 'in perpetuity';
- the number of affordable units to be provided by Adactus in addition to the units required by the terms of the Housing Stock Transfer Contract.

Decisions made:

(1) That the draft Affordable Housing Framework, as now presented, be approved and adopted, including:

- **the adoption of the proposed definition of affordable housing and procedures as defined in Paragraph 7 of the submitted report in order to maximise affordable housing on new developments;**
- **the adoption of the affordable housing negotiation procedure outlined in the framework;**
- **the adoption of eligibility criteria for new low cost housing schemes outlined in the framework;**
- **the adoption of the policy requiring discounted open market value properties to be requested on developments, if deemed appropriate, to ensure that properties remain affordable in perpetuity;**
- **the adoption of a requirement that all appropriate Section 106 Agreements include a requirement that Housing Associations must recycle funding obtained from the sale of affordable housing in Chorley back into housing provision within the Borough.**

(2) That a further report be presented to a future meeting on investigations into alternative funding mechanisms for affordable housing in the light of the slow down of new house building in the current financial market.

Reasons for decisions:

1. To ensure that affordable housing provided within the Local Authority area is affordable to as many households as possible who would like to consider home ownership but currently can only afford to rent.

2. To ensure clear negotiation tools are in place for both planning and housing officers when negotiating affordable housing provision on site.
3. To refresh the eligibility criteria for new schemes to ensure that the Council takes into consideration personal debt and the size of properties purchasers want to buy.
4. To ensure that home ownership options remain affordable, consideration should be given to Council owned discounted open market units.
5. To safeguard affordable housing provision where it is appropriate to supply shared ownership properties onto a scheme.
6. To ensure that all reasonable and feasible means of ensuring that the buoyancy of the affordable housing market is maintained.

Alternative option(s) considered and rejected:

Social Rented accommodation is not currently allocated by a local connection method but according to actual need. With the likely introduction of a Choice Based Lettings scheme in 2009, properties may not be allocated by local connection etc, but by applicant choice. It is not, therefore, appropriate to use actual ward based income levels, as an allocation may not be based on an applicant's residency in an actual ward.

08.EC.49 PROPOSED PILOT MERGE OF CRIME AND DISORDER REDUCTION PARTNERSHIPS

The Corporate Director (Neighbourhoods) presented a report on the outcome of the extended consultation period on the original proposal to merge the Chorley, South Ribble and West Lancashire Community Safety Partnerships.

During the extended consultation exercise, the plans had been debated at a special meeting of the Chorley Community Safety Partnership and at meetings of the Chorley Partnership Board and Executive. The discussions had highlighted, in particular, the need both to retain the commitment and participation in some form of local voluntary and community groups on community safety issues and for assurances that Chorley would not be disadvantaged by the allocation of funds across the strategic partnership area.

The Executive Cabinet was notified that West Lancashire Council had decided not to participate in the trial project, but that South Ribble Council had confirmed its willingness to proceed. The Members were also advised that the Police, Chorley LSP and the Overview and Scrutiny Committee had each also confirmed general support for the proposals.

In the circumstances, the Executive Cabinet was recommended to authorise the pilot merger scheme for a 12 months trial period. A draft local framework structure had been produced in the light of the consultation feedback which aimed to provide support to the joint strategic group to provide a forum for local community engagement during the trial period.

Decisions made:

1. **That, following the Overview and Scrutiny Committee's support of the pilot proposal to merge the Community Safety Partnerships of Chorley and South Ribble into a strategic Crime and Disorder Reduction Partnership,**

approval be given to the implementation of the 12 months pilot project, including the proposed framework for local arrangements for Chorley.

2. That finalisation of the Constitution and membership of the pilot body be delegated to the Executive Leader and the Executive Member (Neighbourhoods).

Reasons for decisions:

1. The issues and concerns raised throughout the consultation process have been considered and reflected in a proposed revised local framework for community safety in Chorley.

2. There is a need to develop more strategic joined up activities to increase the capacity of resources and secure more opportunities to access partnership funding through a Strategic Partnership approach.

3. Many of the issues around community safety impact across both the Chorley and South Ribble Districts and collaboration at a strategic level by the pooling of resources, knowledge and skills to tackle crime and disorder will help to prevent duplication of effort and resolve problems more effectively.

Alternative option(s) considered and rejected:

The option to retain the existing Chorley Community Safety Partnership will not provide the significant benefits likely to emerge from the creation of the strategic joint partnership.

08.EC.50 CAPITAL PROGRAMME - PROVISIONAL OUTTURN FOR 2007/08 AND UPDATE ON 2008/09 PROGRAMME

The Executive Cabinet considered a report of the Assistant Chief Executive (Business Transformation) which set out (i) the provisional outturn for the Council's Capital Programme for 2007/08; and (ii) a progress update on the 2008/09 Capital Programme.

The provisional outturn for the 2007/08 Capital Programme was projected as £6,473,979, a reduction of £818,991 on the last projection. The variance was caused principally by a number of slippages of expenditure into the 2008/09 Programme, including a contribution towards the cost of the Eaves Green Link Road; the capitalisation of restructuring costs; and expenditure increases in respect of Buckshaw Village Railway Station to be financed by a Section 106 contribution.

Appendices to the report gave a detailed analysis of the provisional outturn for 2007/08 and outlined the proposed financing arrangements for the revised 2008/09 Programme totalling £10,034,550, which did not require any borrowing commitments. The report drew attention to the capital projects that had contributed to the variances in the programme in addition to the slippage of expenditure from 2007/08.

Recommendations made:

That the Council be recommended:

1. to note the provisional outturn for the 2007/08 Capital Programme, which totals £6,473,979;
2. to approve the financing of the 2007/08 Capital Programme as set out in Appendix 1 of the submitted report;
3. to approve the addition of the net slippage of capital expenditure from the 2007/08 Capital Programme to the 2008/09 Programme;
4. to approve the revised Capital Programme for 2008/09 totalling £10,034,550, as set out in Appendix 3 of the submitted report.

Reasons for recommendations:

1. The slippage to 2008/09 represents expenditure that was committed during 2007/08 but which was not incurred by 31 March 2008 for various reasons. It is necessary to increase the 2008/09 programme by this sum to enable the completion of the projects.
2. The 2008/09 programme should be adjusted to take account of slippage of currently uncommitted budgets to the following year, the transfer to revenue of some budgets, and deletion of other budgets pending confirmation that they are required.

Alternative option(s) considered and rejected:

The Capital Programme for 2007/08 could have been financed in part by incurring the budgeted 'prudential borrowing' of £1.190m. However, slipping the use of borrowing to a later year gives a revenue budget saving in 2008/09.

08.EC.51 REVENUE BUDGET - PROVISIONAL OUTTURN FOR 2007/08

The Executive Cabinet received a report of the Assistant Chief Executive on the provisional outturn figures for the Council's 2007/08 General Fund revenue budget and the Housing Revenue Account.

The report revealed that, overall, an underspend of £321,000 had occurred in 2007/08, principally as a result of efficiency gains.

The General Fund level of working balances as at 31 March 2008 totalled £1,778,000, including the transfer of £896,000 from the Housing Revenue Account surplus. Although this sum fell beyond the range recommended in the Medium Term Financial Strategy, the Assistant Chief Executive (Business Transformation) recommended the retention of that level of reserves in the light of the uncertain situation in respect of a number of budgetary factors, such as the prospective expenditure on the cost of the concessionary travel scheme.

The Chair of the Overview and Scrutiny Committee (Councillor Dennis Edgerley) reported that the Committee, at its meeting on 23 June 2008, had requested the Executive Cabinet to consider the allowance of peak time concessionary travel permits for persons over 60 years old, particularly for disabled persons who were required to travel before 9.30am. In response, the Chair and Councillor Cullens indicated that the Overview and Scrutiny Committee's request would be noted and considered further when a clearer indication of the ultimate financial implications of the concessionary travel scheme and the situation affecting other Lancashire Authorities were known.

Decision made:

That the report be noted.

08.EC.52 REGIONAL SPATIAL STRATEGY PARTIAL REVIEW - RESPONSE TO DRAFT OPTIONS

The Executive Leader accepted as urgent consideration of the item not included on the meeting's agenda in view of the need to meet a deadline for the submission of a response to the North West Regional Assembly before the next meeting of the Executive Cabinet.

The Corporate Director (Business) submitted a report seeking instructions on the Council's response to the North West Regional Assembly's consultation on the draft Options emerging from the Regional Spatial Strategy Partial Review.

The North West Regional Assembly had commenced a partial review of the Regional Spatial Strategy in February 2008. Following the recent consultation on the Draft Project Plan and Statement of Public Participation, the Assembly had issued draft Options on the partial review matters of Housing; Gypsies and Travellers; Travelling Showpeople; Waste (Broad locations); Renewable Energy (Broad locations); and Car Parking. Responses to the Draft Options had been requested by 30 June 2008, following which draft policies would be produced for consultation purposes.

The report recommended support of a number of draft options, some of which were accepted by the Executive Cabinet.

Decisions made:

1. That, in response to the North West Regional Assembly's consultation, the following draft options in relation to the identified matters in the Regional Spatial Strategy Partial Review be supported:

- **Overall Housing Provision and Spatial Distribution: Option A1.1 – Use RSS figures and spatial distribution 16%;**
- **Rural Housing Provision: Option C1;**
- **Affordable Housing Provision: Option D2;**
- **Broad Locations for Growth Points and Eco-towns: Criteria listed in Option E;**
- **Gypsies and Travellers: Option 1 – Use the results from the studies (GTAA) to distribute new provision based on the existing identified 'need where it arises' basis;**
- **Travelling Showpeople: Option 1 – Use the results from the studies (GTAA) to distribute new provision based on the existing identified 'need where it arises' basis;**
- **Waste Broad Locations: Adopt a sub-regional approach over a 15 year period;**
- **Renewable Energy – Broad Locations: Option 2 – Development of an approach that follows the 'pragmatic' assessment set out in the accompanying evidence base;**
- **Car parking Standards: Support Option 2 in principle, but await the Consultant's report before an ultimate commitment.**

2. That the Council's concern at the inadequate period allowed for responses to the consultation on the draft options be conveyed to the North West Regional Assembly.

Reasons for Decisions:

The Council is required to meet a deadline for the provision of a consultation response supporting specific draft options in respect of the Regional Spatial Strategy Partial Review.

Alternative Options(s) considered and rejected:

All the draft options have been considered before decisions on the support or rejection of appropriate options were taken.

08.EC.53 EXCLUSION OF THE PUBLIC AND PRESS

Decision Made

That the press and public be excluded from the meeting for the following items of business on the ground that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Schedule 12A of the Local Government Act 1972.

08.EC.54 HOUSEHOLD REFUSE AND RECYCLING COLLECTIONS AND ANCILLARY SERVICES - AWARD OF CONTRACT

The Executive Cabinet considered a report of the Corporate Director (Neighbourhood) on the outcome of the evaluation of the tenders submitted for the award of the new Household Refuse and Recycling Collections and Ancillary Services Contract upon the expiry of the current contract in March 2009.

The Council had agreed the service design upon which the tender specification had been based, which aimed to enhance the Authority's recycling performance and a reduction of collection vehicles. In addition tenderers were invited to submit variant bids, which could demonstrate the same level of service delivery through alternative collection methods.

The nine tender submissions, including three variant bids, had each been assessed and evaluated against the agreed evaluation model, which allowed a greater weighting to qualitative factors than to costs. The report contained details of the tender quotations and scoring awarded to each bid, together with details of the precise services offered by each tenderer.

In conclusion, the report recommended the award of the initial 10 year contract to an identified contractor whose tender was considered to be the most economically advantageous at the termination of the evaluation process.

Recommendation made:

That the Council be recommended to award the new Household Refuse and Recycling and Ancillary Services Contract to the Contractor identified in the submitted report for a term of 10 years commencing 1 April 2009, with an option to extend the contract for a further two years.

Reason for recommendation:

To ensure that a contractor is appointed who had demonstrated through their tender submission the quality, capability and innovation necessary to deliver a first class household refuse and recycling collection service based on a competitive tendering process that delivers the most economically advantageous contract terms to the Council.

Alternative options(s) considered and rejected:

None.

08.EC.55 BUSINESS DIRECTORATE - STRATEGIC HOUSING SERVICES SECTION - RESTRUCTURE

The Corporate Director (Business) presented a report on proposals to restructure the Strategic Housing Team within the Business Directorate.

The proposed restructure aimed to create a multi-disciplinary Strategic Housing Services Section that will be capable of managing the recently transferred homelessness function effectively and ensuring that resources within the Section are best developed to meet the strategic priorities of the Council.

The proposals, in particular, recommended the deletion of the 11 existing posts and the creation of 10 new posts, together with the retention of two existing posts currently seconded to the Home Improvement Agency. The suggested structure also contained provision for the temporary appointment of a Homeless Prevention Officer over a period of 12 months.

Decision made:

That the new staffing structure for the Strategic Housing Services Section in the Business Directorate, as outlined in the submitted report, be approved in principle for consultation purposes.

Reasons for decisions:

The Strategic Housing Services Section needs to be suitably resourced to have the capacity to deliver the change management within the Homelessness service, in addition to meeting the local and national performance targets regarding strategic housing.

Alternative option(s) considered and rejected:

The only alternative option to retain the existing structure is not considered feasible and does not have sufficient principal officer level capacity to manage the Housing Options and Allocations Team.

08.EC.56 ESTABLISHMENT OF JOINT COMMITTEE WITH SOUTH RIBBLE COUNCIL FOR SHARED FINANCIAL SERVICES

The Executive Cabinet considered a report of the Assistant Chief Executive (Business Transformation) recommending endorsement of the Financial Shared Services Agreement upon the culmination of lengthy negotiations with South Ribble Borough Council.

The proposed arrangements would set up a framework for the staffing of financial services between the Chorley and South Ribble Councils, under which shared financial and management accountancy, exchequer and procurement services would be hosted by Chorley Council as the employing authority and shared assurance services, (including internal audit, risk management, business continuity and insurance services) would be hosted by South Ribble Council as the employing authority.

The report also recommended the establishment of a Joint Committee under Section 101 of the Local Government Act 1972, comprising two Members from each Authority

with responsibility for the effective operation, governance and performance management of the innovative initiative.

The projected arrangement was expected to provide service efficiencies and cost reductions for both Authorities, together with a framework for the possible extension and development of other shared service between Authorities.

The report also clarifies the financial and staffing implications of the Financial Shared Services arrangement upon which the relevant staff have been consulted. In this context the Assistant Chief Executive (Business Transformation) confirmed that, upon the expiry of the consultation period on 23 June 2008, no fundamental objections to the proposals had been lodged by staff.

Decisions made:

1. That approval be given to the establishment of the Financial Shared Service Arrangement as outlined in the submitted report, together with the associated staffing structure set out in Appendices A and B of the report.
2. That delegated authority be granted to the Director of Corporate Governance, in consultation with the Executive Member for Resources, to finalise the wording of the legal agreement.
3. That the Council be recommended:
 - (a) to approve the establishment of a Joint Committee to oversee the Arrangement on the basis as set out in of Appendix C of the submitted report, and that the Council's Constitution be amended accordingly.
 - (b) to appoint two Councillors to serve on the Joint Committee.

Reason for decisions:

The formal arrangement to secure the provision of financial services on a shared basis between Chorley and South Ribble Councils will provide a framework for more effective and efficient financial services for both Authorities.

Alternative option(s) considered and rejected:

None.

Executive Leader

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CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 AUGUST 2008 TO 30 NOVEMBER 2008

This Forward Plan sets out the details of the key decisions which the Executive Cabinet, individual Executive Members or Officers expect to take during the next four month period. The Plan is rolled forward every month and is available to the public 14 days before the beginning of each month.

A Key Decision is defined as:

1. Any executive decision (as opposed to a regulatory decision) which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
 - A change in service provision that impacts upon the service revenue budget by £100,000 or more, or
 - A contract worth £100,000 or more, or
 - A new or unprogrammed capital scheme of £100,000 or more.
2. Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards - This includes any plans or strategies which are not within the meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.
3. The Forward Plan also includes the details of any significant issues to be initially considered by the Executive Cabinet and submitted to the Full Council for approval.
4. New entries in the Plan are highlighted in bold type.

The current members of the Executive Cabinet are:

Councillor Peter Goldsworthy	Executive Leader
Councillor Patricia Case	Executive Member (Policy and Performance) and Deputy Leader
Councillor Eric Bell	Executive Member (Neighbourhoods)
Councillor Alan Cullens	Executive Member for Resources
Councillor Peter Malpas	Executive Member (Business)
Councillor John Walker	Executive Member (People)

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each key decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision may not be taken, unless:

- It is published in the Forward Plan;
- 5 clear days have lapsed since the publication of the Forward Plan; and
- If the decision is to be taken at a meeting of the Executive Cabinet, 5 clear days notice of the meeting has been given.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 18 (General Exception) and Rule 19 (Special Urgency) of the Access to Information Procedure Rules.

Copies of the following documents may be inspected at the Town Hall, Chorley, PR7 1DP or accessed from the Council's website: www.chorley.gov.uk

- Council Constitution
- Forward Plan
- Reports on the key decisions to be taken
- The minutes or decision notice for each key decision, which will normally be published within 5 working days after having been made

Members of the public are welcome to attend meetings of the Executive Cabinet which are held at the Town Hall, Chorley. The dates and times of the meetings are published on www.chorley.gov.uk or you may contact the Democratic Services Section on telephone number 01257 515122 for further details.

D Hall
Chief Executive

Publication Date: 18 July 2008

Details of the Decision to be taken	Sale of land at Gillibrand, Chorley (Parcel 10)	Decision to be taken by	Executive Member for Resources	Relevant Portfolio Holder	Executive Member for Resources	Earliest Date decision can be taken	11 Aug 2008	Proposed Consultees	Strategy Group.	Method(s) of Consultation	Draft report circulated to Consultees.	Documents to be considered by Decision taker	Report of Corporate Director (Business)	Representation s may be made to the following officer by the date stated	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 4 August 2008
Chorley Town Centre Audit and Design Strategy		Executive Cabinet		Executive Member for Business		14 Aug 2008		Strategy Group		Draft Strategy Document to be circulated to Consultees		Draft Audit and Design Strategy Document	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 28 July 2008		
Neighbourhoods Directorate - Value for Money Review and Restructure		Executive Cabinet		Executive Member (Neighbourhoods) and Executive Member (Resources)		14 Aug 2008		Staff members, Trade Unions and Strategy Group		Draft report to be circulated to consultees		Joint report of Assistant Chief Executive (Business Transformation) and Corporate Director (Neighbourhoods)	Assistant Chief Executive (Business Transformation) Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 28 July 2008		

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Local Development Framework - Approval of Central Lancashire Preferred Core Strategy	Executive Cabinet	Executive Member for Business	14 Aug 2008	Strategy Group	Draft Document to be circulated to consultees	Draft Central Lancashire Core Strategy Document	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 28 July 2008
Report on outcome of bid to Government for the designation of the Central Lancashire and Blackpool areas as a 'Growth Point'	Executive Cabinet	Executive Member for Business	14 Aug 2008	Strategy Group	Draft report to be circulated to consultees	Report of Corporate Director (Business)	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 28 July 2008
Adoption of Sustainable Resources Development Plan Document	Executive Cabinet	Executive Member for Business	4 Sep 2008	Strategy Group	Development Plan Document to be circulated to Consultees	Development Plan Document approved by Inspector	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 18 August 2008

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Approval of Food Safety Intervention Plan	Executive Cabinet	Executive Member for Neighbourhoods	4 Sep 2008	Strategy Group	Draft Plan document to be circulated to Consultees	Draft Food Safety Intervention Plan	Corporate Director (Neighbourhoods) Tel: 01257 515720 ishbel.murray@chorley.gov.uk Monday, 18 August 2008
Prevention of Homelessness Strategy for Chorley, 2008 - 2013	Executive Cabinet	Executive Member for Business	4 Sep 2008	Strategy Group, Lancashire County Council Social Services Directorate, Primary Care Trust, Housing Providers	Draft Document to be circulated to Consultees	Draft Prevention of Homelessness Strategy Document	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 18 August 2008

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Report of	Meeting	Date
Assistant Chief Executive (Policy and Performance) (Introduced by the Executive Member for Policy and Performance)	Executive Cabinet	14 th August 2008

1ST QUARTER PERFORMANCE REPORT 2008/09

PURPOSE OF REPORT

1. This monitoring report sets out performance against the Corporate Strategy and the Council's National Indicators for the first quarter of 2008/09, 1st April – 30th June 2008. In addition, it gives information about the reporting of the new National Indicator Set.

RECOMMENDATION(S)

2. That the report be noted.

EXECUTIVE SUMMARY OF REPORT

3. This report sets out performance against the Corporate Strategy and the Council's National Indicators for the first quarter of 2008/09, 1st April to 30th June 2008. Performance is assessed based on the delivery of Key Projects in the Corporate Strategy and the performance against the National Indicators for which the Council is responsible.
4. The overall performance of the key projects is very good with 25 of the projects (81%) either completed, progressing ahead of plan or on plan.
5. Four projects have been identified as 'amber' and two as 'red' due to varying issues and degrees of over-run on time. However, the project managers involved are confident that the projects rated as 'amber' will be delivered or back on track within the foreseeable future. More details on the projects rated as 'red' are provided in this report and a separate report has been produced for this Executive Cabinet relating to CRM Implementation.
6. This is the first report since the National Indicator Set replaced Best Value Performance Indicators. The National Indicator Set has changed the emphasis of national performance reporting, to look at wider outcomes and quality of life in the borough, rather than service delivery. The Council directly reports far fewer indicators than it did under the BVPI regime, although it is still necessary for the Council to monitor progress and performance against the wider indicators. The report sets out the performance of the indicators that can currently be reported, and gives an update on the indicators that cannot be reported at this point.
7. It is not possible at this point to compare the performance of the National Indicators with previous years or quarters as even with the indicators that were BVPIs, the definitions have been changed. In addition, it is not possible to compare Chorley's performance against other authorities, as this information has not been published. Of those indicators that can be measured at this point, the majority are on target. Action plans have been included for those indicators where performance is lower than anticipated.

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

8. To facilitate the ongoing analysis and management of the Council's performance.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

9. None.

CORPORATE PRIORITIES

10. 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	✓

BACKGROUND

11. The Corporate Strategy is the key strategic document for the authority and is focused on delivering the Council's six strategic objectives that underpin the priorities of: people, place, prosperity and performance. The Corporate Strategy mirrors, and outlines the Council's contribution to, the Sustainable Community Strategy, delivery of which is being taken forward by the Chorley Partnership.
12. The Corporate Strategy identifies a programme of 31 key projects, which contribute to the achievement of our objectives. These key projects will be delivered using the Council's corporate project management toolkit, which has been used successfully to improve performance for other key areas of work, such as the Capital Programme.
13. National Indicators (NIs) are indicators collected in accordance with definitions issued by the Department for Communities and Local Government.
14. Quarterly Business Plan Monitoring Statements have also been produced by directorates separately, and will be sent to the Overview and Scrutiny Committee. Quarterly Business Plan Monitoring Statements outline the performance of key Directorate Performance Indicators and the key messages emerging from Directorates in the first quarter of 2008/09.

REPORT OVERVIEW

15. The report provides information covering the following areas:
- The Council's progress in delivering the 31 key projects in the current Corporate Strategy.
 - The Council's progress in achieving against targets that can be measured on a quarterly basis.

- Action Plans which outline reasons for declining performance, and the action to be taken to improve performance in the next quarter are included for those indicators which are significantly below the anticipated performance at this point in the year.
- Information about the arrangements being put in place to report the new national indicators that are not the responsibility of the Council, but which will have a significant impact on the Council's work.

KEY PROJECT PERFORMANCE OVERVIEW

16. This section looks at the performance of the key projects for the first quarter of 2008/09, 1st April to 30th June 2008.
17. In order to report on progress lead officers have been asked to complete a high-level project plan, a business case and a highlight report.
18. The highlight reports provide a brief update on the work carried out during the last quarter (1st April –30th June 2008), what achievements are expected in the next quarter, any current risks and issues affecting the project, and an overall rating of either 'Green', 'Amber' or 'Red'.
19. If the project is not going as planned, then an exception report is produced instead. This is similar to the action plans used for performance indicators that are below target. They provide a brief analysis of the problem(s), and options for bringing the project back on track.
20. The tables below show performance of the key projects is very good with 81% of the projects either completed, progressing ahead of plan or on plan and the percentage of completed projects has now increased by 16%. The remaining projects are either giving an early indication that there may be a problem or are behind schedule. In all cases plans are in place to address the issues affecting the projects, as described in more detail below.

	No. Projects	%
Completed Projects	13	42%
Projects rated as 'Green'	12	39%
Projects rated as 'Amber'	4	13%
Projects rated as 'Red'	2	6%

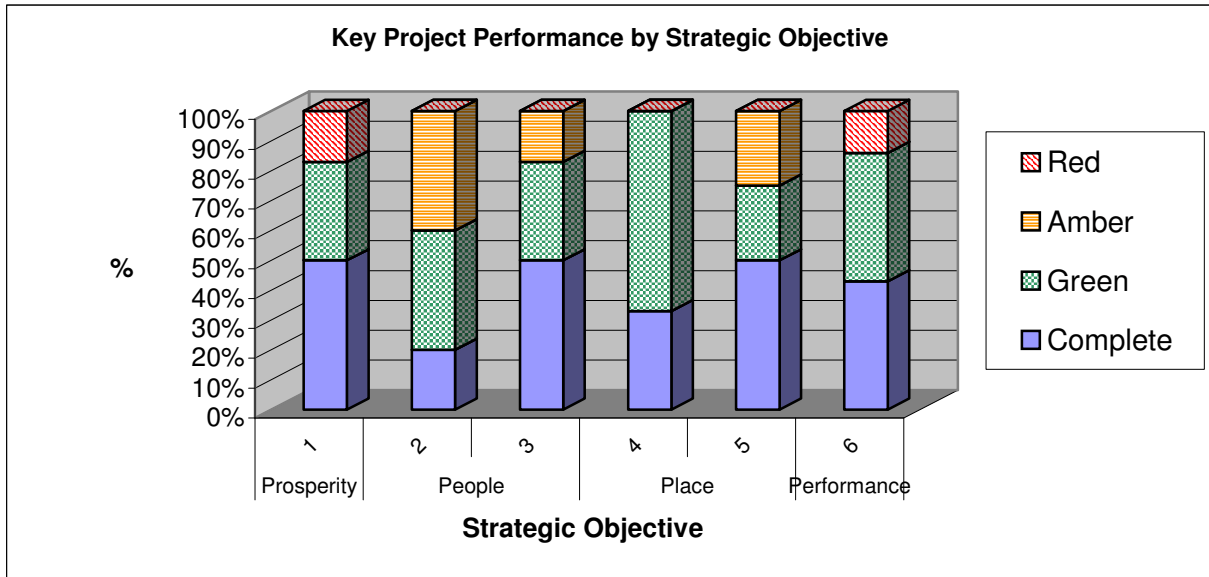
Table 1 - Summary of key project performance for the 1st Qtr (Apr-June 08)

	Year End 07/08 %	1st Qtr 08/09 %	Variance %
Completed Projects	26	42	+16
Projects rated as 'Green'	55	39	-16
Projects rated as 'Amber'	19	13	-6
Projects rated as 'Red'	0	6	+6

Table 2 – Change between 4th Qtr 07/08 and 1st Qtr 08/09 (Apr-June 08)

The table above shows improved performance in comparison with the fourth quarter in terms of project completion, however while there has been a decrease in projects rated 'Amber' two projects are now rated 'Red'.

KEY PROJECT PERFORMANCE BY CORPORATE PRIORITY & STRATEGIC OBJECTIVE



- 21. Of the 31 key projects six have been identified as ‘amber’, which is an early warning that there may be a problem, or ‘red’, meaning the project is behind schedule. The graph below shows that these affect Strategic Objectives; One ‘Put Chorley at the heart of regional economic development in the central Lancashire sub-region’; Two ‘Improving equality of opportunity and life chances’; Three ‘Involving people in their communities’; Five ‘Develop the character and feel of Chorley as a good place to live’ and Six ‘Ensure Chorley is a performing organisation’ as shown in the graph above.
- 22. All projects addressing Strategic Objective Four ‘develop local solutions to global climate change’ have either been completed or are on track. Explanations and recommended actions to address the issues which have delayed projects which are not on track are detailed later in the report.

COMPLETED KEY PROJECTS

- 23. The table below shows the key outcomes from the projects which have completed in the first quarter of 2008/09, 1st April to 30th June 2008. In total 13 (42%) of the key projects in the refreshed Corporate Strategy have now been completed, an increase of 16% on the position last quarter.

Key Project	Key Outcomes
Develop a Climate Change Strategy for Chorley Council	<p>A Climate Change Strategy has been delivered with actions to reduce the Council’s carbon emissions.</p> <p>Future actions include:</p> <ul style="list-style-type: none"> • Supporting businesses to address climate change, in conjunction with the LSP. • Reducing domestic emissions by assisting domestic properties not on mains gas to use low carbon technologies. • Additional work to make Chorley Markets more energy efficient, particularly with regard to water use. • Training for managers to embed addressing climate change into the culture of the organisation. • Enhanced cycle path sweeping to encourage cycle use.

<p>Continue to Develop the Multi-Agency Task and Coordination Project to Improve Community Safety</p>	<ul style="list-style-type: none"> • Successful MATAC partnership in place: 25 permanent members of MATAC and a further 10 who attend as required. • Geographic Information System (GIS) commissioned which can use partners data to map crime and issues identify hotspots and trends. • The GIS is now used by a CDRP analyst embedded within the Police service intelligence led deployment of resources in tackling crime on the borough. • Monthly Briefing Report can now be produced based on GIS mapping enabling a multi agency problem solving approach to be commissioned. • All types of crime have been reduced since the introduction of the MATAC system. <table border="1" data-bbox="555 629 1358 898"> <thead> <tr> <th>April to March</th> <th>06/07</th> <th>07/08</th> <th>Change</th> </tr> </thead> <tbody> <tr> <td>BCS Comparator Crime</td> <td>4,244</td> <td>3,632</td> <td>- 14.4%</td> </tr> <tr> <td>Acquisitive Offences</td> <td>1,387</td> <td>1,155</td> <td>- 16.7%</td> </tr> <tr> <td>Damage Offences</td> <td>1,749</td> <td>1,465</td> <td>- 16.2%</td> </tr> <tr> <td>Violent Offences</td> <td>1,108</td> <td>1,012</td> <td>- 8.7%</td> </tr> </tbody> </table>	April to March	06/07	07/08	Change	BCS Comparator Crime	4,244	3,632	- 14.4%	Acquisitive Offences	1,387	1,155	- 16.7%	Damage Offences	1,749	1,465	- 16.2%	Violent Offences	1,108	1,012	- 8.7%
April to March	06/07	07/08	Change																		
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Violent Offences	1,108	1,012	- 8.7%																		
<p>Produce a Workforce Development Plan</p>	<ul style="list-style-type: none"> • The Council’s first workforce development plan has been produced and adopted. • Full analysis of the current workforce has been undertaken resulting in appropriate action plans being made to increase the number of young people entering the workforce, and to investigate the low number of BME and disabled applicants. 																				
<p>Develop an Affordable Housing Framework</p>	<p>An Affordable Housing Framework has been developed and was adopted by Executive Cabinet in June 08. All objectives were met.</p> <ul style="list-style-type: none"> • Affordable Housing (AH) Policy Document produced • AH Contribution procedure developed. • AH Negotiation Procedure developed. • Shared ownership application procedure developed • AH Needs Based Plan, defining housing needs within each ward developed. • Promotional literature produced • Survey of waiting list data undertaken to identify applicants who may be eligible for shared ownership • Standard section 106 agreement clauses for affordable housing developed • Forward plan of potential development sites produced 																				
<p>Establish Children’s Trust Arrangements</p>	<p>Children’s Trust Arrangements for Chorley have been established. The Children’s Trust will now develop an Action Plan and performance management arrangements in order to plan and monitor its future work.</p>																				

LIST OF KEY PROJECTS RATED ‘GREEN’

24. A 'green' rating indicates that project performance is as planned or ahead of schedule with progress on target and costs within or under budget.

1	Develop a succession strategy for the strategic regional site
2	Develop and deliver a markets action plan
3	To deliver a civic pride campaign (Chorley Smile) including a mayors award for local people
4	Develop a sustainable resources development plan for the Borough
5	Establish a choice based lettings scheme
6	Deliver the five pump primed projects in the LSP
7	Implement Joint Finance Service with SRBC
8	Improve the Councils CPA score
9	Recycling and refuse contract renewal
10	Develop Neighbourhood Action Plans
11	Develop the Chorley SPAA
12	Deliver the 50+ Active People Project

LIST OF KEY PROJECTS RATED 'AMBER'

25. An amber rating indicates that project performance is forecast to overrun on time or cost. It's an early warning that there may be a problem. Four projects are currently rated as amber:

<p><u>Implement the Chorley Council Elements of the Play Strategy</u></p> <p>Progress has been made both with the Coronation Recreation Ground lighting scheme and the Play Rangers. However, there have been delays with both elements of this project. These delays have been communicated to the Big Lottery and appropriate extensions sought. As such the delays will not have an impact on the outcomes for the project.</p> <p>Two play rangers have been appointed, starting work on Tuesday 27th May. Due to CRB clearance the start dates were later than expected. Unfortunately a further two Play rangers were have had to be re-advertised with a view to having a full compliment of rangers in post in August, dependant on CRB clearance.</p> <p>The planning application for Coronation Recreation Ground lighting scheme was approved by full Council on 22 April 2008 following the withdrawl of the original application for planning permission to allow for additional consultation with residents. The work has been put out to formal tender by Liberata, tenders are currently being evaluated and a contract will be awardard by the end of July, with work now predicted to commence in Sept/Oct.</p>
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Vulnerable Households Initiative

The project is behind schedule, following considerable difficulties relating to the recruitment of a Vulnerable Households Co-ordinator on NCH's part. However a co-ordinator has now been appointed, coming into post towards the end of this quarter (9th June) and progress is now being made.

A sub-group set up in the last quarter is in the process of developing a revised project plan which takes into account the delayed start date of the co-ordinator, and the project will now run for two years from June 08. By the end of July 2 families will be selected from each Borough via the Persistent and Prolific Offenders and Prevent and Deter groups, the remaining families will be identified using the CAF (Common Assessment Framework) methodology which adopts a holistic approach to identifying families in need of extra support, based on the five overarching Every Child Matters outcomes. It is planned that a further 15 families will be referred by Christmas 08 after which full capacity of 30 families will be reached.

The following products have been completed this quarter:

Vulnerable households co-ordinator in post
 Referral panel and advisory panel formed and a programme of panels set up by the co-ordinator, beginning in the next quarter
 Draft Service Specification drawn up
 Governance Arrangements finalised (including administration and procurement)
 Family Assessment interview document created
 Family action plan document created
 Vulnerable households intervention flow chart created
 Time line for selection of all 15 families ratified

When the families are identified family action plans will be drawn up, and assessment interviews carried out using the documentation developed this quarter. A performance management framework is being developed with baselines for individual families to measure improvement at the end of the project. Project performance will be monitored by NCH through their performance management system 'Aspire'.

Development of a Community plan for Buckshaw

There are no financial issues relating to this project. The completion date of the project has been moved to the second half of 2008/09 to ensure that the plan is aligned to that of the neighbourhood working project. An initial project meeting has been held to prepare and plan and a timetable of actions has been produced.

Continue to improve the green corridor of Chorley

This project comprises three significant capital projects. The individual projects are still on target to be completed by the proposed completion dates:

- Astley Park HLF project – September 2009 (HLF have agreed to an extension of 9 months).
- Bigwood/Copperworks Wood - March 2009.
- Duxbury Park Golf Course - March 2009.

The project is rated amber due to some delays in the Duxbury Park Golf Course project and issues with the contingency budget for Astley Park.

Astley Park

Given the delays due to issues with pets corner and the play areas and the need to seek additional funds to provide a much-improved facility HLF have granted an extension of 9 months. The costs for the renewal of the coach house roof has significantly reduced the contingency available for the building contract and remaining contracts yet to be let. The pavilion refurbishment contract tenders are currently high but a value engineering exercise is being carried to reduce costs to within budget. As reported previously the adventure play area may need to be omitted to deliver the project within the HLF budget. In order to mitigate this risk we have sent an expression of interest for Play Builder funding and will submit an application in August. We are also working with Brothers of Charity on other funding bids.

Duxbury Park Golf Course

Elements of the project have slipped due to wet weather conditions, such as the completion of drainage and the start of the clubhouse build (which is one week behind programme). It is expected that course drainage will have been started by Sept 08 and the clubhouse completed by mid Sept 08.

KEY PROJECTS IDENTIFIED AS ‘RED’

- 26. The following key project has been identified as ‘red’, meaning that it is not on track. This could be that they are behind schedule, over budget, or there is a serious risk affecting the delivery of the project.

Implement CRM

A separate report relating to this project has been prepared for this Executive Cabinet.

Deliver Market Walk Phase 2

The project has been delayed due to unwillingness of the preferred developer RREEF to reach an agreement with the Council. This is due to the repercussions of the credit crunch/sub prime mortgage issue, price rises and the economic slow down. All options are being considered to take the development forward. Some positive progress has been made through entering into discussions with other interested developers, whilst RREEF’s preferred developer status has been extended. However, in light of these recent negative developments and the current economic climate on the high street it is likely that the Business Case for original “Market Walk Phase 2” project will have to re-visited and the project may have be remodelled and a revised business case presented.

PERFORMANCE OVERVIEW NATIONAL INDICATOR SET

- 27. This is the first reporting period for the new National Indicator Set. It is therefore, not possible to undertake the analysis that previously would have been included in this report. This includes, analysis of trend over time and quartile positioning. As it becomes possible to make these comparisons, the information will be included in the performance report.
- 28. This is a smaller subset of the total number of NIs reported at year-end, as it is not possible to collect and report against the full suite of NIs through the year. All the indicators that the Council is responsible for will be reported at year-end. In addition, a

report will be made on a bi-annual basis to report on the progress made against a wider set of indicators for which the LSP is responsible.

PERFORMANCE AGAINST TARGET

- 29. The performance of the indicators that should be able to be reported at the end of the first quarter is shown in the table in Appendix 1. Some indicators, such as some community safety indicators, cannot yet be reported. This issue has been raised with the police, who supply the Council with the information, and it should be rectified by the end of Quarter 2.
- 30. The majority of the indicators are performing at, or above, target. There are four indicators below target. Action Plans have been prepared for these indicators, to outline the reasons for lower than expected performance and the actions that will be taken to make improvements.
- 31. As the new indicator set introduces a large number of changes to performance indicators and their reporting, there are many changes that will need time to embed properly across the Council. Future Performance Reports will give further updates on the progress made in the reporting of indicators, and how well the Council is performing against target.

DELIVERING ACTION PLANS

- 32. Although performance overall is a picture of continued strong performance, there remains a need to understand and carefully manage performance where it is not meeting our expectations. In this first quarter of the National Indicator Set, action plans have been triggered.
- 33. The following indicators have actions plans:
 - NI 20 Assault with injury crime rate
 - NI 156 Number of Households in Temporary Accommodation
 - NI 157a % of ‘major’ planning applications processed within 13 weeks.
 - NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events

ACTION PLANS: BELOW TARGET

Indicator Number: NI 20

Indicator Short Name: Assault with injury crime rate

Q1		End of Year Target
Performance	Target	
2.15	1.56	6.26

Please explain the reasons why progress has not reached expectations:

Crime rates in Chorley are very low in comparison to other parts of the County, region and nationally. As a result, very small increases in recorded crime, for example an extra four, cause percentages and rates to change fairly significantly. Due to a small number of extra-recorded crimes our performance is seen to be significantly worse than targets.

In terms of crime trends this particular indicator of assaults with less serious injury rate is showing an 11% reduction when compared with quarter 1 2007/2008.

Please detail corrective action to be undertaken:

The rationale behind this indicator is to enable the Police and Chorley CDRP to monitor its performance against alcohol related violent offences. A number of alcohol specific initiatives are due to be developed over the next three quarters with £10,000 made available through Chorley Partnership. The Police have initiated a programme of activity for the summer months called “Summer Nights” where they and the wider partnership tackle issues associated with alcohol. A number of test purchasing operations have been planned to coincide with other activities across the Borough.

Through the MATAC process the Chorley CDRP are able to effectively deal with any increases in crime through a targeted and multi-agency approach.

Indicator Number: NI 156

Indicator Name: Number of Households in Temporary Accommodation

Q1		End of Year Target
Performance	Target	
42	37	37

NB: This indicator is different to the previous BVPIs on the average length of stay in Bed and Breakfast and Hostel accommodation. There are currently no households in B&B, and this type of accommodation has not been used in the current financial year.

Please explain the reasons why progress has not reached expectations:

- There is currently no mechanism to secure accommodation in the borough for households with history of ASB etc.
- There is a need for greater regulation of the Private Sector within the borough. There are high numbers of eviction from private sector.
- Customers owed a duty under the homelessness legislation who are staying in Temporary Accommodation are creating ‘bottlenecking’ due to the lack of available social rented accommodation within the borough.
- Low nomination rights to Housing Association stock.

Please detail corrective action to be undertaken:

- Programme of Prevention of Homelessness training for housing option staff
- There are plans to discuss options with partners with a view to change status of identified temporary accommodation units to ‘qualifying offer’ accommodation.
- The Council intends to develop rental bond scheme, this service would primarily be aimed at households with history of ASB and rent arrears who would not be offered tenancy with a Housing Association.
- The Council intends to work with Housing Associations in order to develop an exclusions protocol to give tenants with problem histories a second chance.
- Liaise with Housing Associations to ensure they are aware of their homelessness obligations and that eviction should be the last resort.
- Develop Private Landlord Accreditation Scheme to improve the service standard that tenants receive within the private sector.
- Revise allocation policy to provide ‘prevention points’ for those who do not move into temporary accommodation.
- Increase number of social rented accommodation units being provided to ensure that the stay in TA reduces.
- Introduce Choice Based Lettings Scheme to ensure that there is transparency within the allocation procedure and clients can ‘bid’ for available properties. This will also provide a full range of housing option available including home ownership.
- Increase nomination rights to all partner Housing Association stock.

- Implement new IT system to ensure that households are not overlooked for vacancies when making nominations to Housing Associations.

Indicator Number: NI 157a

Indicator Short Name: % of ‘major’ planning applications processed in 13 weeks

Q1		End of Year Target
Performance	Target	
67%	81%	81%

Please explain the reasons why progress has not reached expectations:

The Council deal with a small number of ‘major’ planning applications, and so the overall percentage is heavily influenced by one application going over time. The current performance relates to two applications, one that has been completed following a number of years, and another that was not completed within the prescribed timescale because of negotiations over a section 106 agreement.

Please detail corrective action to be undertaken:

The performance in this indicator will continue to be monitored. Some work is currently being undertaken to look at the processes around processing planning applications, and this should have a positive impact on the outturn by year end.

Indicator Number: NI 181

Indicator Short Name: Time taken to process changes to benefits

Q1		End of Year Target
Performance	Target	
10.8 days	9.35	9.35 days

Please explain the reasons why progress has not reached expectations:

New claims have taken on average 18.83 days to process and new claims performance form part of this indicator. In order to meet the overall NI 181 local target of 9.35 days, we would have to process new claims in 17 days. The first quarter each year has the highest volume of new claims following annual billing and this always tends to be the worst performing quarter for days taken to process. This should improve by the end of the 2nd quarter.

Please detail corrective action to be undertaken:

Close monitoring will continue, although it is anticipated that the performance in this indicator will improve later in the year.

CONCLUSION

34. The performance in this first quarter report shows that Chorley continues to perform well. The progress made in delivering key projects and against performance indicator targets demonstrates that we continue to deliver against our priorities.
35. The action plans and other steps to be taken where performance is lower than anticipated should help to drive improvement in performance indicators and project delivery.
36. More meaningful comparisons will be able to be made around the National Indicator Set as the year progresses. In addition, the arrangements around reporting performance by partner organisations, such as the police, should be finalised. This will enable us to report on a wider base of performance indicators.

IMPLICATIONS OF REPORT

37. 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	✓

LESLEY-ANN FENTON
ASSISTANT CHIEF EXECUTIVE (POLICY AND PERFORMANCE)

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Chris Sinnott and David Wilkinson	5337 / 5248	15 th July 2008	First Quarter Performance Report 2008 09

Appendix 1: National Indicators

Performance Against Target



= Performance is at least 5% better than the target set for 2008/08.



= Performance is within the 5% tolerance set for this indicator.



= Performance is significantly worse than the 5% tolerance.

The performance symbols denote year-end performance against the target.

Code	Indicator Title	Target	Quarter 1	Performance
NI 15	Serious violent crime	The Police provide information for this indicator; we are currently working with them to ensure it can be reported in future quarterly reports.		
NI 16	Serious acquisitive crime	2.02	1.5	★
NI 20	Assault with injury crime rate	1.57	2.2	▲
NI 28	Serious knife crime rate	The Police provide information for this indicator; we are currently working with them to ensure it can be reported in future quarterly reports.		
NI 29	Gun crime rate	The Police provide information for this indicator; we are currently working with them to ensure it can be reported in future quarterly reports.		
NI 30	Re-offending rate of prolific and priority offenders	The Police provide information for this indicator; we are currently working with them to ensure it can be reported in future quarterly reports.		
NI 34	Domestic violence - murder	The Police provide information for this indicator; we are currently working with them to ensure it can be reported in future quarterly reports.		
NI 156	Number of households living in Temporary Accommodation	30	42	▲
NI 157a	Processing of planning applications as measured against targets for 'major' application types	81%	67%	▲
NI 157b	Processing of planning applications as measured against targets for 'minor'	80%	84%	★
NI 157c	Processing of planning applications as measured against targets for 'other' application types	89%	94%	★
NI 180 ⁱ	Changes in Housing Benefit/ Council Tax Benefit entitlements within the year	2232	2320	★
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	9.35	10.8	▲
NI 182	Satisfaction of businesses with local authority regulation services	80%	91%	★
NI 184	Food establishments in the area which	75%	94%	★



	are broadly compliant with food hygiene law			
NI 192 ⁱⁱ	Household waste recycled and composted	48%	51.13%	★
NI 193	Percentage of municipal waste landfilled	52%	48.87%	★

ⁱ NI 180 and 181 are taken directly from the Council's systems by the Department for Work and Pensions. Therefore, the outturn at year end may not exactly match this reported outturn, although it should give a good indication.

ⁱⁱ The waste figures are up-to-date in the current position at the end of June. The outturn for these figures will change as more information is received.



Report of	Meeting	Date
Assistant Chief Executive (Policy & Performance) (Introduced by the Executive Member for Policy & Performance)	Executive Cabinet	14 th August 2008

CHORLEY PARTNERSHIP ANNUAL PERFORMANCE REPORT 2007/8

PURPOSE OF REPORT

1. To present the Chorley Partnership's end of year performance report to Members.

RECOMMENDATION(S)

2. That the report be noted.

EXECUTIVE SUMMARY OF REPORT

3. The Chorley Partnership has had a successful year, with all of its 6 projects either completed or ongoing into next year. Out of the performance indicators that can be reported on at this point in the year, 71% of targets have been hit or exceeded, with 86% improving on last year.
4. The Partnership underwent an external peer review by the Improvement & Development Agency (IDeA) in November which recognised the progress being made in Partnership working in Chorley – in particular the willingness of Partners to match-fund the council's contribution to LSP projects.
5. The thematic groups of the LSP continue to make progress in working towards the priorities of the Sustainable Community Strategy – for instance the Community Safety Partnership has reported a 14.4% reduction in crime since 2006/7. The Children and Young People's Partnership reported a significant reduction in teenage pregnancy throughout 2006 (the most recent statistics available) – and with the teenage pregnancy action plan now in place for over 12 months we expect this to reduce even more.
6. Chorley's overall position in the Indices of Multiple Deprivation (IoMD), which gives an indication of the quality of life, has improved, from 172nd to 188th out of 354 local authorities in the country.
7. The Annual Report outlines the year in review, as well as looking ahead to the 11 new projects and targets for Chorley within the new Local Area Agreement.

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

8. N/A

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

9. N/A

CORPORATE PRIORITIES

10. This report relates to the following Strategic Objectives:

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

BACKGROUND

11. The Local Strategic Partnership is the overarching strategic partnership for Chorley, made up of the statutory, private, voluntary, community and faith sectors. The partners of the LSP work together to deliver the Sustainable Community Strategy for Chorley. This performance report outlines the progress that has been made over 2007/8.

2007/8 IN REVIEW – PROJECTS OF THE LSP

12. THE EXECUTIVE: THE VULNERABLE HOUSEHOLDS PROJECT

The Vulnerable Households project, run in conjunction with South Ribble, aims to reduce the burden placed on public and voluntary agencies by certain families in our communities. The project has been slow to progress throughout 2007/8 due to difficulties in recruiting for the post of Co-Ordinator of the project. Thankfully this important milestone has now been completed with NCH acting as the co-ordinating agency for the project. In the Annual Report, we have rated this project as a Green rating, as by the end of 2007/8 work was well underway to identify 15 families in Chorley incrementally over 12 months, based on the Common Assessment Framework methodology. However we will be monitoring the progress of the next stage of the project closely to ensure delivery and the best outcomes for Chorley.

13. ECONOMIC REGENERATION THEMATIC GROUP

The Economic Regeneration theme group have delivered a number of initiatives this financial year, including the Pilot Employment Charter, the launch of the Revolution and the design and content of the new Inward Investment Packs, which are due to be printed soon. Exhibition stands have showcased Chorley round the country at various business events. The group has also submitted bids for approx £3.2m ERDF funding for future activity.

14. CHILDREN & YOUNG PEOPLE’S THEMATIC GROUP

One of the most pressing health inequality issues for Chorley, teenage pregnancy, The Children and Young People’s Partnership reported a significant reduction in teenage pregnancy throughout 2006 (the most recent statistics available) – and with the teenage pregnancy action plan now in place for over 12 months we expect this to reduce even more.

15. The CYP group have also been involved in developing an improved youth offer for the Borough’s young people, including the Applejax night and other sessions at All Seasons Leisure Centre.

16. The Chorley Local Children’s Trust has now replaced the Children and Young People’s Thematic Group on the LSP.

17. **STRONGER AND MORE INVOLVED COMMUNITIES THEMATIC GROUP**

The Stronger and More Involved Communities theme group have been involved in identifying and collecting information on voluntary, community and faith sector organisations in Chorley and compiling a database which will form a Chorley Community Network website, enabling the public to access volunteering opportunities and support networks of voluntary, community and faith organisations.

18. The SMIC is also leading on the development of the national Compact Codes of Practice.

19. **COMMUNITY SAFETY PARTNERSHIP**

The Community Safety Partnership’s LSP-sponsored project was MATAC, which was a huge success. MATAC involved a range of community safety partners meeting each month to share information and intelligence on a range of issues affecting community safety, including environmental crime and using sophisticated technology to map ‘hotspot’ areas to enable resources to be deployed more effectively. MATAC has now been mainstreamed into standard service delivery.

20. In one year alone, the MATAC process helped reduced crime by 14.4% last year.

21. **NEIGHBOURHOOD, ENVIRONMENT & STREETSCENE THEMATIC GROUP**

The First Steps Environmental Improvement project aims to improve the village centre outside Clayton Brook community centre, and clean up projects at Laburnham Road nature area and pond, in partnership with Groundwork Wigan and West Lancs. Due to funding difficulties this project has been delayed slightly, with only the pond clean up having been completed. However the remainder of the work is now on track to be completed by September 2008.

IMPLICATIONS OF REPORT

22. 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	X

LESLEY-ANN FENTON
ASSISTANT CHIEF EXECUTIVE (POLICY & PERFORMANCE)

Background Papers			
Document	Date	File	Place of Inspection
Chorley Partnership Annual Performance Report 2007/8	June 2008	***	***

Report Author	Ext	Date	Doc ID
Claire Thompson	5348	10 th July 2008	***

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Draft

Annual Performance Report 2007/8



Summary of Performance

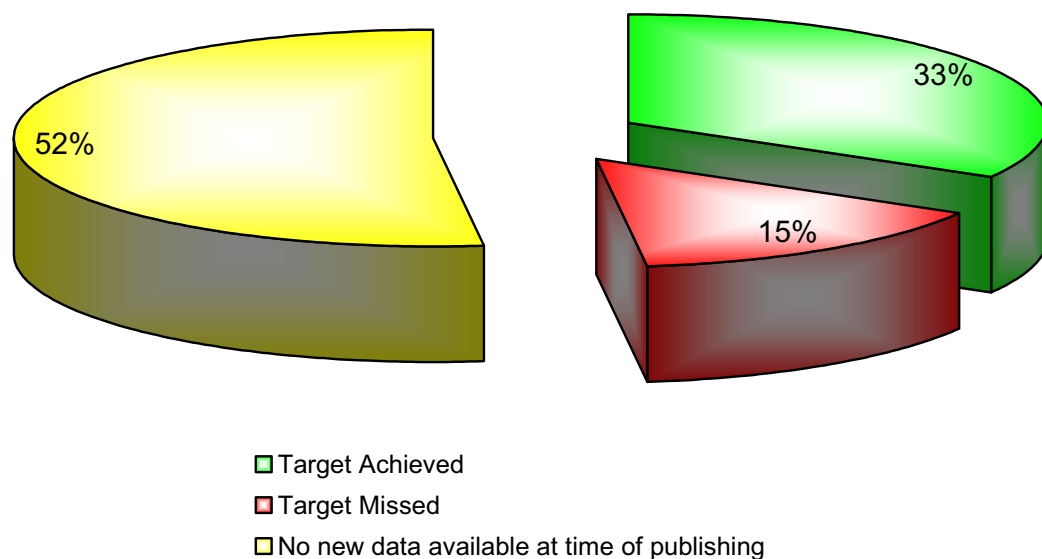
This report outlines the Chorley Partnership's performance throughout 2007/8

Key facts

- Crime is down by 14.4% on last year, and by 26% since 2003/4
- Chorley's relative place in the Indices of Multiple Deprivation has improved, from 172nd to 188th out of the 354 local authorities in the country
- Life expectancy for women, at 80.8 years, is higher than the north west average of 80.3, as is the men's figure of 76.7 years, compared to 75.8 years – but both are still lower than the national average
- Teenage pregnancy fell in one year by 10 % points
- Unemployment rose slightly in Chorley, from 1.6 in 2006/7, to 1.7 in 2007/8 although Chorley's position is still well below the UK average of 2.2%.
- Pockets of inequality still exist, particularly in our 8 areas of deprivation where:
 - BME residents make up 6.64% of the population, as opposed to only 3.6% in more affluent areas
 - Residents with limiting lifelong illness make up 24.9% of the population, compared with 18.5% in more affluent areas
- Average house prices in Chorley, are 4th highest out of all of Lancashire, making access to affordable housing difficult for local people
- In terms of health, Chorley has the 2nd highest rate in all of Lancashire for alcohol-related harm.

Performance Indicators

The Indicators of Success in the Sustainable Community Strategy have been monitored and compared with last year's statistics. Unfortunately, a lot of quality of life indicators are only collected every two or three years and as such it is not possible to monitor these this year – but we hope to update on these next year.



Out of the targets we can report on, 4 missed target. They were:

- > Reduction in teenage pregnancy rate per 1000 under 18 year olds (Target 40.4 Actual 40.3)
- > Increase in number of affordable houses built (Target 250 by March 09 Actual 68 as at March 08)
- > Increase in % of people satisfied with:
 - > Theatres (Target 53% Actual 23.6%)
 - > Parks & Open Spaces (Target 76% Actual 74.3%)

Projects

5 out of 6 of the Chorley Partnership's projects from 2008/9 have been delivered or are ongoing into 2008/9. The remaining project, First Steps, is awaiting additional external funding to progress further.

Positive IDeA Peer Review

In November the Chorley Partnership underwent an external review from the Improvement & Development Agency to assess how well the Chorley Partnership is working. The review was very positive and said that whilst it is still early days for the LSP, we are poised to make a real impact and that a lot of the work going on within the Chorley Partnership is of a very high, innovative standard.

2007/8 – a year of change for the Chorley Partnership

2007/8 has been a year of rapid improvement for the Chorley Partnership.

A dedicated post of Performance Advisor (Partnership) was recruited at Chorley Council, tasked with the challenge of making the LSP more effective.

In the summer, the Sustainable Community Strategy was refreshed with more simple, streamlined priorities and targets.

Then in November, the partnership underwent a Peer Review by the Improvement and Development Agency (IdeA) that tested how well the partners of the LSP work together to improve the quality of life of Chorley. The review's overall conclusions were:

“A sea change from a low base, going in the right direction, high ambitions and expectations, still early days but now poised to deliver real change”

which is great news for the Chorley Partnership. The Review team were particularly impressed with the ambitious projects underway in Chorley, such as MATAC and the Vulnerable Households initiatives.

Indeed, the Chorley Partnership already has some major successes to shout about. Since 2003/4, crime has reduced by a massive 26% - last year crime reduced by 14.4% alone – a fantastic achievement for the Community Safety Thematic Partnership. Latest figures released by the ONS also show that teenage pregnancy is again starting to decline, which is great news for the Chorley Local Children's Trust.

Throughout 2007/8, six projects were supported financially by the Chorley Partnership. These are monitored at the LSP Executive every six weeks.

We've also dramatically improved communications within the Chorley Partnership by developing a communications strategy which will focus on internal and external communications, including branding the Chorley Partnership projects and ways of getting the message of the work of the Chorley Partnership across. We now also have a quarterly newsletter that explains what's going on in the thematic groups and at a strategic level in the LSP. We also have a quarterly digest of meetings that summarises what each of the groups on the LSP have been working on and what decisions and actions have been taken.

The democratic accountability of the LSP has also been strengthened, with performance reports now being scrutinised by Elected Members of the Council on a quarterly basis.

Structural improvements have also been made to make the LSP more effective. For example, it now has a new constitution, which codifies terms of reference for each thematic group and sets out the performance management reporting arrangements for the LSP.

The Local Public Service Board merged with the Executive in September 2007, to streamline the number of meetings the chief officers from Chorley's public services are expected to attend, and to make the LSP more focused at a strategic level on the issues affecting Chorley.

The Children & Young People's thematic partnership has also now become the Chorley Local Children's Trust, focusing on strategic issues for the young people of Chorley, facilitated by Lancashire County Council, in line with its countywide guidance on Children's Trusts in Lancashire.

New Faces on the Chorley Partnership

A New Chair for the Chorley Partnership

Every two years, the Chorley Partnership elects its Chair. The Chair is elected by the Board members, unless there is only one uncontested nominee – they will then become Chair without the need for an election. This year, Allan Jones, the CEO of Porter Lancastrian Ltd, takes over the reigns from Lincoln Shields. Lincoln has been Chair of the LSP since 2006. A prominent member of the business sector in Chorley, Lincoln will continue to be an ambassador for Chorley by remaining on the Board as a private sector representative. The Chorley Partnership would like to express its thanks to Lincoln for giving up his spare time to Chair the partnership, and for his contribution to the development of the LSP over the last two years.



Allan is currently Chair of the Economic Regeneration theme group of the Chorley Partnership. He has worked very hard over the last few years to ensure Chorley is in the best position to attract inward investment. Allan gives a lot of his spare time to promote Chorley at business events as a place to relocate or start new businesses.

Allan is a great ambassador for Chorley and we are delighted to have him chair the Chorley Partnership over the next two years!

New Board VCFS members

The Chorley Partnership Board makes provision for 10 seats to be held by representatives of the voluntary and community and faith sectors, 4, 3 and 3 seats each respectively.

Every two years the Stronger and More Involved Communities group facilitates the election onto the Board of the 7 voluntary and community representatives. The Faith sector decide their 3 representatives through the Inter Faith Forum, Churches Together Chorley and the Rural Churches Together bodies.

The 10 re-elected VCFS representatives will now sit on the Chorley Partnership Board, from June 2008 until June 2010.

Looking Back – 2007/8 in Review

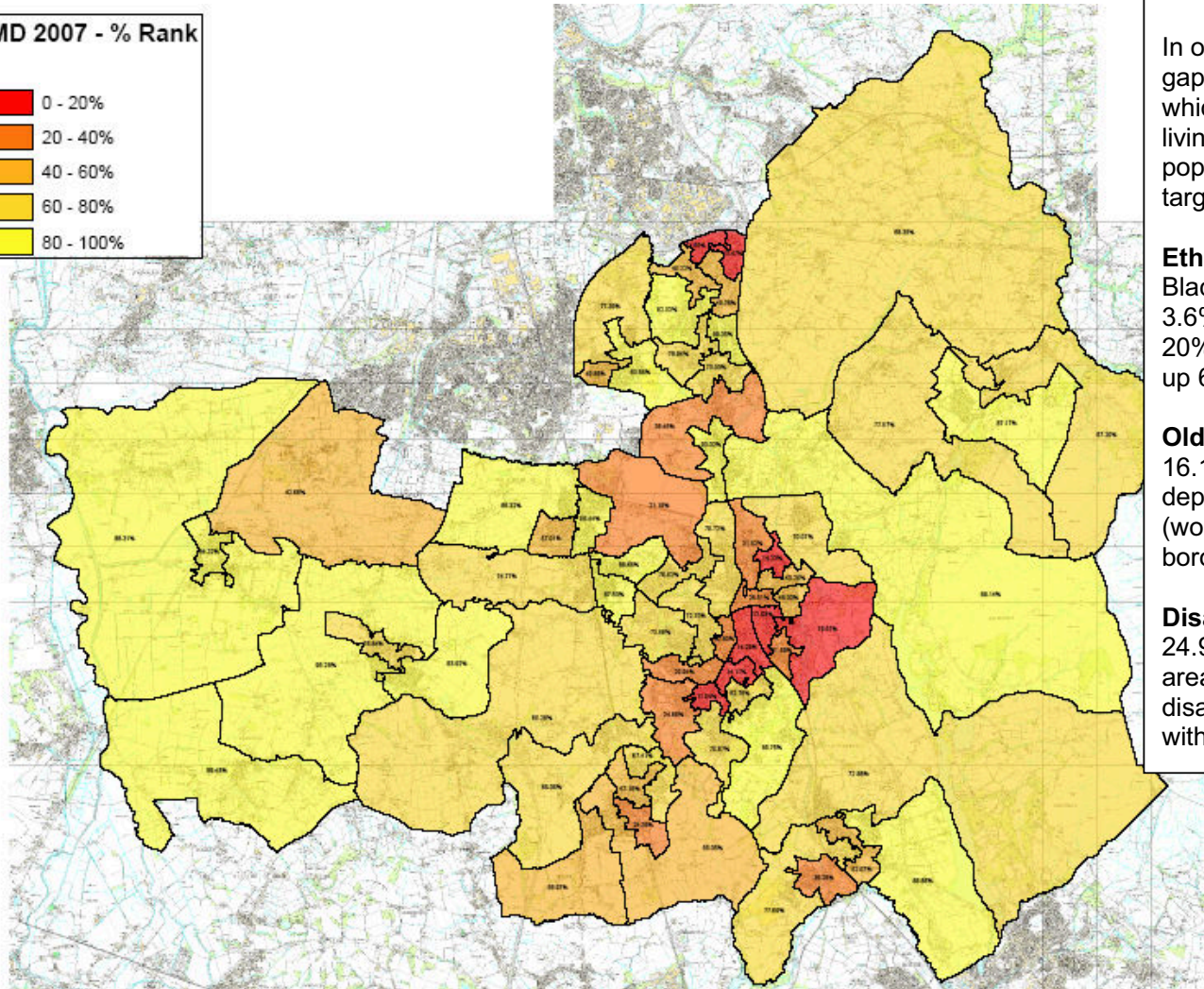
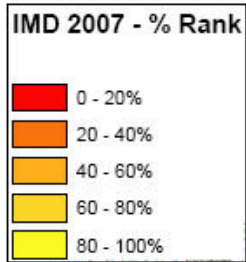
Each year the Chorley Partnership will monitor the 'state of Chorley', as part of its performance management framework. Here we look at changes in key demographic data, such as employment and deprivation statistics, house prices, health statistics and life expectancy, to determine the impact that the Chorley Partnership is having in achieving its vision in the Sustainable Community Strategy.

Deprivation

The recent publication of the new Indices of Multiple Deprivation place Chorley in an improved position compared to 2004, having moved 16 places up the rankings from 172nd most deprived to 188th most deprived, out of 354 local authorities across the country.

We still have 8 super output areas that are classed as being 20% most deprived. These are (in order of most deprived):

1. Moor Road North / Eaves Green Rd area (within **Chorley South West** ward)
2. Clayton Brook North West (within **Clayton-le-Woods North** ward)
3. Area between Stump Lane & Lyons Lane (within **Chorley East** ward)
4. Clayton Brook North East (within **Clayton-le-Woods North** ward)
5. East of Pall Mall / West of Pilling Lane area (within **Chorley South East** ward)
6. Botany Bay / Thornhill estate area (within **Chorley North East** ward)
7. Chorley Town Centre East (within **Chorley South East** ward)
8. Cowling / Eaves Lane South / Healey Nab area (within **Chorley East** ward)



Closing the Gap: Equality Monitoring

In order for us to target our activity to close the gap of inequality in Chorley, we need to know which groups are more likely to be classed as living in deprivation. To do this we monitor population changes, to help us deliver more targeted services.

Ethnicity

Black and Minority Ethnic residents make up 3.6% of Chorley's overall population. Yet in the 20% most deprived areas, BME residents make up 6.64% of the local population.

Older people

16.14% of the population within the 20% most deprived are over 65 (men) and over 60 (women), compared to 18.1% for the whole borough.

Disability

24.9% of residents in the 20% most deprived areas are registered as being registered as disabled (limiting life long illness), compared with 18.5% for the whole of Chorley.

Unemployment

Unemployment (when measured by those claiming benefits) rose slightly in Chorley, from 1.6 in 2006/7, to 1.7 in 2007/8. This chart compares Chorley's position to the rest of Lancashire and the North West.

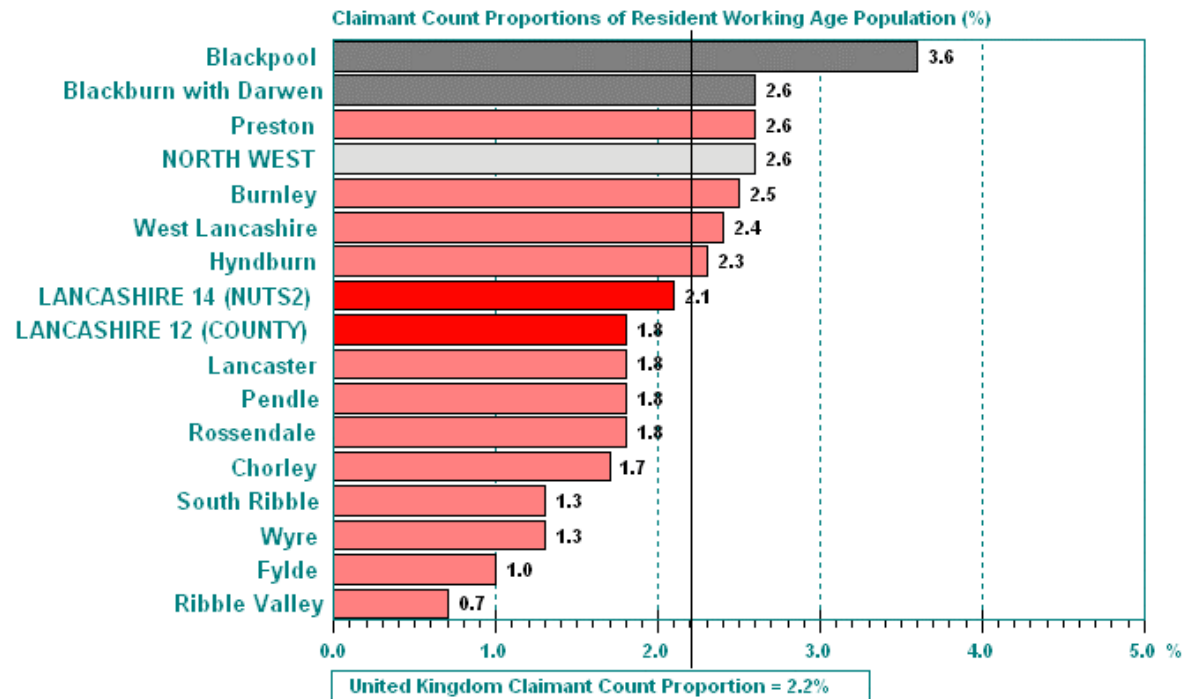
Chorley's position is still well below the UK average of 2.2%.

How have we influenced employment?

The Chorley Partnership can claim to have contributed to these through the following initiatives:

- Pilot employment charter promoting employing local people
- Marketing Chorley as a place to invest
- 74 new businesses established & supported
- 1340 jobs created / preserved

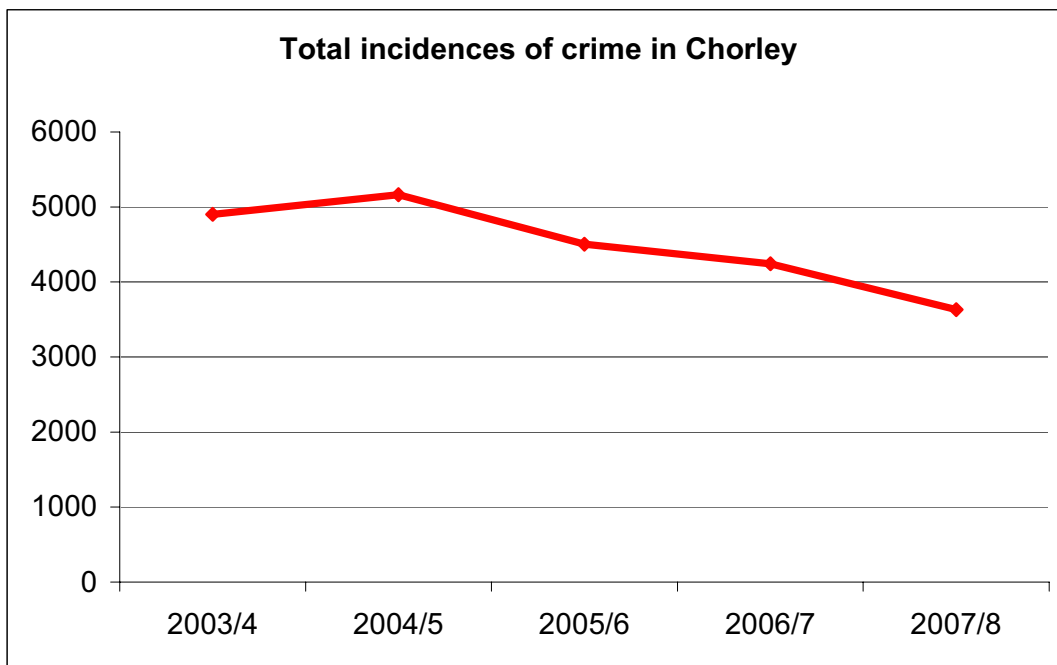
March 2008 - Claimant Count Proportions (%) of the Resident Working Age Population for Lancashire County and the 12 Lancashire Districts, the Lancashire NUTS2 Area and the two Unitary Authorities of Blackburn with Darwen & Blackpool, the North West and the UK



Note: Resident Working Age Population = Males Aged 16-64 and Females Aged 16-59 Years of Age.
Source: Office for National Statistics via the National On-line Man-Power Information System (ILO.M.I.S.)

Crime

Crime Reduction in Chorley over the last 5 years is our big success story. From a total number of 4901 crimes in 2003/4, targeted partnership working between the various agencies involved in the Community Safety Partnership has resulted in crime falling by 26%, to a total number of 3632 crimes, which is fantastic news for the people of Chorley.



How has the Chorley Partnership reduced crime so dramatically?

- The main tool has been through our innovative Multi Agency Tasking and Co-ordination groups, which involve many agencies working together, using sophisticated GIS software to plot 'hotspots' of crime in the Borough, so that community safety resources can be deployed more effectively.
- We also have great working relationships between the organisations involved in the Community Safety Partnership.

Affordable Housing

As of the end of March 2008 average house prices in Chorley were £172,919, an overall increase of 8.8% on this time last year. Whilst since March 2008 prices are falling nationally, due to current housing market conditions, Chorley's average house prices remain out of reach for many local people attempting to get on the property ladder. Affordable housing remains a big challenge for Chorley.

District	Average Price £	Change since March 2007
Ribble Valley	265,381	20.7%
Fylde	190,502	-2.0%
West Lancashire	188,672	3.1%
Chorley	172,919	8.8%
Wyre	170,568	1.8%
South Ribble	160,084	1.6%
Lancaster	154,484	3.7%
Rosendale	132,125	2.7%
Preston	130,704	-7.3%
Pendle	113,908	10.4%
Hyndburn	105,802	2.6%
Burnley	94,608	6.4%

What are we doing about this?

- Chorley Council is investing £2.3m in affordable housing over the next 3 years
- We have developed an affordable housing framework to influence planning decisions
- Various affordable housing developments going on in the borough
- Redefining affordable housing, using median income earnings to make affordable housing definition more realistic

Life Expectancy

Life expectancy at birth is one of the overarching health targets introduced by the government. It is calculated based on an estimate of the average number of years a newborn baby would survive in a particular area, taking into consideration health data, employment, educational attainment rates, air quality – and many other factors affecting people’s quality of life. The national Public Service Agreement (PSA) for improving the health of the population aims:

To increase the life expectancy at birth in England to 78.6 years for men and to 82.5 years for women by 2010 and;

To reduce the inequalities in life expectancy at birth by at least 10% between the lowest fifth of local authority districts and the average for England by 2010

Overall life expectancy in Chorley, reported in 2008 but based on 2006 statistics, is 76.7 years for men and 80.8 years for women – just below the national average, but above the average for the north west region.

	England & Wales average	North West Average	Chorley Average
Females	81.5 years	80.3 years	80.8 years
Males	77.2 years	75.8 years	76.7 years

*NB ward data for 2007/8 unavailable at time of writing

Health

One of the key issues facing Chorley we identified in last year's re-fresh of the Sustainable Community Strategy was that of alcohol related harm.

This table shows that Chorley still has a large problem with alcohol-related harm compared with the rest of Lancashire, with the second highest number of alcohol-related hospital admissions per 1,000,000 population out of all of Lancashire.

	2006/7	2007/08
Preston	2226	2450
Chorley	2106	2432
Hyndburn	1699	2152
South Ribble	1802	2046
Burnley	2100	2170
Rosendale	1754	1867
Pendle	1788	1883
Lancashire Average	1666	1820
West Lancashire	1561	1668
Lancaster	1549	1617
Ribble Valley	1114	1269
Fylde	1153	1272
Wyre	1141	1264

What are we doing about this?

The Community Safety Partnership is delivering 3 high-profile alcohol harm reduction campaigns throughout 2008/9 to communicate the dangers of alcohol abuse.

Childhood Obesity

District	Obesity as a % of primary school children
Wyre	6.8%
Fylde	7.9%
Ribble Valley	7.9%
Hyndburn	8.4%
Chorley	9.3%
South Ribble	9.6%
Lancashire Average	9.9%
Preston	9.8%
Lancaster	9.9%
Rossendale	10.1%
Pendle	11.2%
West Lancs	11.6%
Burnley	11.9%

These statistics from the North West Public Health Observatory suggest that 9.3% of Chorley's school age children are classed as obese. This is just below the Lancashire average of 9.9%

Teenage Pregnancy

District	2005 rate	2006 rate
Burnley	50.0	55.1
Chorley	45.3	40.4
Fylde	25.0	30.6
Hyndburn	56.5	46.5
Lancaster	36.1	47.8
Pendle	58.9	42.6
Preston	52.6	44.1
Ribble Valley	17.3	26.1
Rossendale	47.9	39.5
S. Ribble	35.9	36.6
West Lancs	36.9	38.6
Wyre	27.1	30.7

(The conception rates are per 1000 young women aged 15-17)

The most recent statistics for teenage pregnancy show that in one year teenage pregnancy dropped by 10 percentage points – great news for the young people of Chorley

MAKING AN IMPACT

The Chorley Partnership Projects 2007/8

Reducing Teenage Pregnancy in Chorley (*The Children & Young People's Theme Group*)

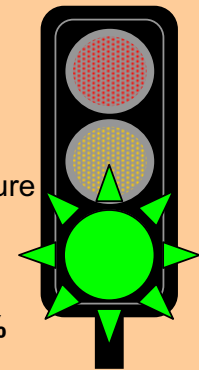
This project involved the formulation of a targeted action plan for Chorley, following a high number of incidents of teenage pregnancy in certain areas of Chorley.

Already the results are very encouraging. Recent stats released show that teenage pregnancy is beginning to fall in Chorley, although we are still some way off achieving the Government's target of a 50% reduction in under 18 conceptions by 2010. In 1998 41.0 per 1,000 15 – 17 year old girls. By 2006, the most recent data published, this figure has reduced slightly by 1.5%, to 40.4.

The action plan has so far achieved the following successes:

- An increase access & availability of young people's sexual health services in Chorley, indicated by an over **70% increase** in young people attending the 'Wise-up' service over one year.
- School delivery of sexual health lessons have increased following training of professionals working with young people – particularly in secondary schools
- Sexual health outreach workers have been appointed in Chorley Young People's Service and will work directly within the hotspot areas; with groups of young people most at risk of early pregnancy
- Various professionals across partner organisations including schools, Children's Centres, family support services, voluntary organisations, etc have completed sexual health advice training.
- To educate and raise awareness in young people of the realities of teenage parenthood, a group of young mums have been trained as peer educators. They have developed a programme on the 'realities of teenage parenthood' delivered to an audience at Albany high School and are returning at the end of the school year to deliver more targeted sessions.

The plan will continue to be monitored by the Chorley Local Children's Trust (formerly the Young People's Partnership) throughout 2008/9.

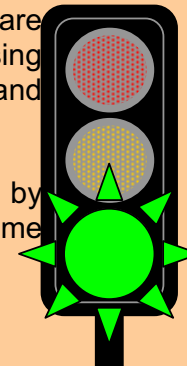


Multi Agency Tasking and Co-Ordination (MATAC) *(The Community Safety Partnership)*

MATAC is a new way of working that involves a range of community safety partners meeting every month to share information and intelligence on a range of issues affecting community safety, including environmental crime. Using sophisticated planning technology, including Geographic Information Systems, crime 'hotspots' can be identified and resources deployed in those areas, at those times, more effectively.

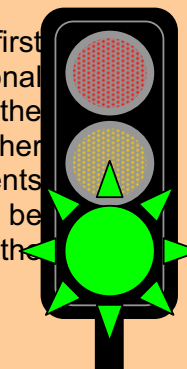
MATAC has been a huge success for the Community Safety Partnership. In one year alone, 2007/8, crime reduced by 14.4% on the previous year. The Community Safety Partnership received a letter of congratulations from the Home Office, citing its continued good performance.

MATAC has now been mainstreamed as a standard way of working by both the Police and the Council.



Marketing Chorley *(The Economic Regeneration Partnership)*

The Economic Regeneration theme group have had a busy year promoting Chorley as a place to invest in. The first phase of the Marketing Chorley project has made progress this year. In particular, the Revolution, our Strategic Regional site, had its official launch. Consultation has been carried out on the re-vamp of the town centre and further copies of the town centre strategy have been made available to the public and investors. Chorley markets have undergone further promotion this year. Chorley is now clearly visible at exhibitions with branded stands on display at key economic events and strategic locations throughout the borough. The Business section of the Chorley Council website now updated to be more useful to Chorley businesses. There is still some way to go, particularly in the printing and distribution of the inward investment packs, which will follow this year in the second phase of the project.



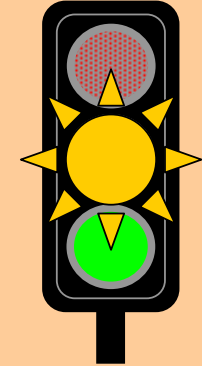
First Steps *(The Neighbourhood, Environment & Streetscene Group)*

The First Steps project identified three sites within our 8 most deprived areas in Chorley to target for environmental improvement.

Plans have been developed to improve access to the Laburnum Rd nature area/pond for disabled access and site improvement, although physical work has not yet been undertaken due to delays in accessing external funding.



A detailed plan to improve the village centre at Clayton Brook Village has been developed using the Chorley Partnership and additional external funding from Lancashire County Council. A clean-up day took place on the Laburnum Road pond AREA on 12th June with the remainder of the work scheduled to be completed by the end of October 2008.



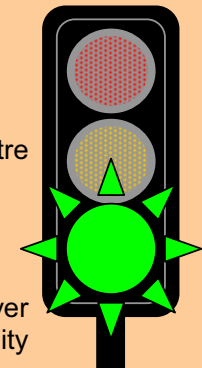
Building a Chorley Community Network *(Stronger & More Involved Communities)*

In excess of 130 organisations have signed up to the new Network.

All signed up organisations have been given the chance to register their volunteering opportunities with the volunteer centre resulting in over 100 new volunteering opportunities now being shown on the volunteer centre database.

21 volunteers have already been referred to these new opportunities.

The number of volunteers registering with the volunteers centre during November to February (inclusive) has increased by 4% over the same period last year due to additional publicity around volunteering in the community as part of the Chorley Community Network initiative. As further opportunities are developed the numbers are expected to increase still further.



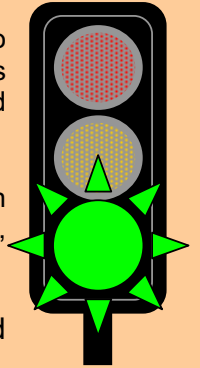
Vulnerable Households *(Chorley and South Ribble Partnerships)*

This project is being run by both the Chorley and South Ribble LSPs. It is a multi-agency family intervention project that seeks to provide intensive, 'joined up' support to 15 problem families in each borough currently placing a considerable demand on numerous agencies. It is estimated that if this project is a success, and family breakdown can be avoided, then £330,000 of public money could be saved.

The project will be co-ordinated by a Co-ordinator, hosted at National Children's Homes charity, who have a wealth of experience in family intervention work throughout the country. The project has been delayed slightly this year due to the difficulties in filling this post, but this has now been achieved.

The next phase of this project is to work out how we are going to monitor our performance with each family, and methodology and criteria for the selection of the 15 families in Chorley.

A performance management framework is yet to be developed, and discussions are ongoing with NCH as to how to develop baselines for individual families, to be able to demonstrate improvement at the end of the project. A more detailed project plan outlining the implementation phase of the project is now under development.



Other successes

The Chorley Smile Campaign

The Chorley Smile Campaign, pioneered by the Council, and adopted by the Chorley Partnership, is Chorley's new Civic Pride Campaign. It is a campaign to encourage residents to take pride in their areas. Pledge cards have been produced to get residents to sign up to the campaign, pledging to 'do their bit' for the community. The council has promised in return to deliver the highest possible quality services it can. Other aspects of the Chorley Smile Campaign include the all-new Chorley Smile Awards, the civic award ceremony, and neighbourhood-specific campaigns such as the Weeks of Action.



Weeks of Action Pilot



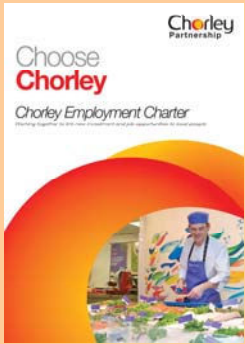
The Community Safety Partnership, under the banner of the Chorley Smile Campaign, is another great example of partners working together to tackle issues relating to crime and Anti-Social Behaviour, Community reassurance and engagement, health and wellbeing along with cleaner, greener environments, whilst showing residents how they can make a difference in their community.

Over 20 agencies are involved in Weeks of Action, including the Council, Police, PCT, Fire and Rescue Service, DVLA, etc.

The first Week of Action was held in Chorley East. At the end of the week, Chorley Council had dealt with four cases of graffiti and removed almost 100 bags of fly-tipped rubbish. At the same time, the Police and the DVLA had more successes, seizing cars for having no insurance, prosecuting drivers for using their mobile phone, having no MOT and car tax, and using red diesel, amongst others. A number of drug raids were carried out, with arrests made, as well as youth referrals issued and alcohol seized from juveniles. Trading Standards also conducted test purchases on seven off-licences in the area and five of them failed. Lancashire Fire and Rescue Service also had 35 people visiting their mobile fire station, which resulted in 35 home fire safety checks. The Chorley Smile Community Trailer proved very popular with nearly 100 people taking advantage of the free advice from agencies such as the Council, Runshaw College and Chorley Community Housing.

The 'Choose Chorley' employment charter

This year saw the launch of the Chorley Employment Charter, a new initiative designed to help companies to recruit local people. The Economic Regeneration thematic partnership will provide a package of support to companies relocating to Chorley, or new businesses opening up here, tailored to the needs of a company. Including:



- Ensuring that the right candidates are identified for the right jobs
- Providing interview facilities and administration support to help run effective recruitment campaigns
- Training and skills provision

The Charter will also help target those living in under-privileged areas, and identify candidates for training in order to be able to apply for local jobs. Partners involved include Chorley Council, Job centre Plus, Learning & Skills Council, Runshaw Business Centre, amongst others.















Sustainable Community Strategy Targets – how are we doing?

Another part of our performance management framework is monitoring our targets. The targets in the Sustainable Community Strategy run for three years, from 2007/8 through to 2009/10.

For most of these indicators, we can now report the first year's outturn on these targets.

KEY  = hit  = no change since last year  = missed

Priority 1 Ensuring that Chorley is the pulse of a thriving Central Lancashire economy

Indicator	Baseline (2006/7)	Target 2007/8	Outturn 2007/8	Improvement on last year?	Performance Against Target
No. of jobs created / preserved	226	248	1340		
No. of new businesses established	53	53	74		
Business floor space created / improved	41949m ²	46143m ²	66,143m ²		
Town centre visitor satisfaction on range and choice of shops	33%	37%	Not measured this year		
Vacant town centre floorspace	8%	7.5%	7%		
Increase median workplace earnings gap between Chorley and Lancashire	+0.42%	+1%	No new data published		
% of working age moving into sustainable employment and ceasing to claim Incapacity Benefit and Income Support	0.2% below the national average	0.2% below the national average	No new data published		

Priority 2 Improving life chances for all

Indicator	Baseline (2006/7)	Target 2007/8	Outturn 2007/8	Improvement on last year?	Performance Against Target
Reduction in no. of Super Output Areas in 20% most deprived ranking	8	8	8	☹️	☹️
Reduction in inequality of life expectancy between highest and lowest wards	7.2 years	7.1 years	No recent data published	☹️	☹️
Reduction in teenage pregnancy rate per 1000 under 18 year olds	45.3 in 2005	40.3 in 2006	40.4 in 2006	😊	☹️
Increase in number of affordable houses built	51 (cumulative figure since Jan 06)	250 (target is by March 09)	68 (cumulative figure since Jan 06)	😊	☹️

Priority 3 Developing local solutions to global climate change

Indicator	Baseline (2006/7)	Target 2007/8	Outturn 2007/8	Improvement on last year?	Performance Against Target
Increase in household waste recycling (including household waste recycled and composted) in Chorley	44.47% of all household waste	47% of all household waste	47.29%	😊	😊
Reduction in waste sent to landfill ¹	23,078 tonnes	22,499 tonnes	21,686	😊	😊
Reduce Chorley's domestic CO2 emissions	2.6 tonnes per capita	Reduction of 1%	No new data published	☹️	☹️
Reduce Chorley's CO2 emissions (excluding ETS & Motorways) ²	6.2 tonnes per capita	Reduction of 1%	No new data published	☹️	☹️

¹ Taking into account increases in number of households

² ETS (Emissions Trading Scheme) companies and motorways are governed by national and European carbon reduction policies and are outside of the influence of the Chorley Partnership

Priority 4 Developing the character and feel of Chorley as a good place to live, work and play

Indicator	Baseline (2006/7)	Target 2007/8	Outturn 2007/8	Improvement on last year?	Performance Against Target
Reduce crime in the Borough	4901 crimes (2003/4)	4166 crimes	3632 crimes	😊	😊
Improvement in street cleanliness	7%	5.3%	4.7%	😊	😊
Increase in % of people satisfied with:					
Museums	25%	51%	Not measured this year	😐	😐
Sports facilities	60%	63%	65.4%	😊	😊
Theatres	22%	53%	23.6%	😊	😞
Parks & Open Spaces	75%	76%	74.3%	😞	😞
Chorley as a place to live	76%	77%	Not measured this year	😐	😐
The urban and rural environment	75%	77%	Not measured this year	😐	😐

Priority 5 Building stronger communities

Indicator	Baseline (2006/7)	Target 2007/8	Outturn 2007/8	Improvement on last year?	Performance Against Target
% of people who feel that their communities are places where people get on well together	63%	65%	Not measured this year	😐	😐
To increase volunteering in Chorley	62%	63%	Not measured this year	😐	😐
Increase in % of people satisfied with:					
Public transport, over the last 3 years	74%	75%	Not measured this year	😐	😐
Reducing dissatisfaction with opportunities to participate in decision making	24%	22%	Not measured this year	😐	😐

Looking Ahead – Making a Difference in 2008/9

The New Projects

Lots of work is ongoing between the various agencies involved in the Chorley Partnership, every year. In addition to this, the Chorley Partnership also pump-primed strategic projects that will help us to tackle the 5 priorities of the sustainable community strategy.

This year, the Chorley Partnership has a £90,000 pump priming budget, from Chorley Council. The following projects will receive Chorley Partnership funding over the next 12 months.

‘One World Living’

Delivery of training / information sessions to Chorley businesses on the impact of climate change, help available to reduce energy costs, the commercial opportunities posed by climate change. £3000 awarded for 3 facilitated workshops, facilitated by Groundwork.

‘Girls Aloud’

A targeted 9-week pilot course aimed at Year 9 girls at Albany Science College, which has the highest rates of Teenage Pregnancy in Chorley. The course will teach girls about the harsh realities of teenage pregnancy, raise self-esteem and aspirations and increase awareness of the dangers of ‘risky behaviour’. The course ends with a 2 day residential to consolidate their learning and participate in a ‘Virtual Baby’ exercise. £4988 awarded.

‘Family Support’

This project will provide support to the most vulnerable families in Chorley by volunteers trained by Homestart, working in partnership with social workers, health visitors, maternity units, etc., to visit families in their homes who might be experiencing factors contributing to social exclusion. Over 50 more volunteers will be targeted as part of this project, with particular priority given to supporting teenage parents. £10,000 awarded.

‘Weeks of Action’

To continue the successful programme of targeted ‘Weeks of Action’, focusing on enforcement of Crime and ASB, Community reassurance and engagement along with cleaner greener environments, with a further 5 Weeks of Action planned. £10,000 awarded.

‘Time Banks in Chorley’

Time Banks are an innovative new concept designed to tap into the knowledge, skills and connections of local people and makes available many more opportunities and incentives for local people to feel useful and valued. Participants deposit their time in the bank by giving practical help and support to others and are able to withdraw their time when they need something done themselves. £10,000 awarded.

‘Supporting Economic Rural Diversification’

We have identified a need to offer further support to new businesses in rural areas of Chorley. This project will offer targeted outreach support to new and young businesses in rural areas, such as grant assistance and other advice. Match funding is also being sought from the rural development programme for England. Target 10 new rural businesses, 10 businesses supported with grant assistance, 5 2yr+ businesses supported. £10,000 awarded.

‘Marketing Chorley phase 2’

An extension of last year’s project, this phase will improve the business area on www.chorley.gov.uk; produce an inward investment pack, produce a business events timetable to 2008/9 and develop a database of new, existing and start-up customers to help target further marketing activity in the borough. £10,000 awarded.

‘Circle of Need’

Circle of Need is a model of service delivery has huge potential to deliver real cost savings. The project aims to provide our customers with related services when they contact us, by linking different needs together. For example, if someone needs temporary accommodation they may also need housing, financial help, food or health support. The idea is to understand all these needs at the first point by understanding the relationships between them. The model brings together Council services with others from government departments and the voluntary sector to provide a truly ‘joined up’ service. £15,000 awarded.

‘Promoting Awareness of Mental Health’

The project will promote positive messages about mental health. The key driver for this project was the response to the possible site of a mental health facility in Buckshaw Village. Central to the project will be a mental health promotion marketing campaign to dispel negative images about mental health in Chorley. £3000 awarded.

Alcohol Consequences campaign

Run in conjunction with the PCT’s substance misuse team, a campaign to raise awareness of alcohol harm will be run in the form of an outdoor media campaign, on buses, ad shells, train station posters, beer mats, etc. Summer and Christmas campaigns are also planned. £10,000 awarded.

Chorley Community Network

The second phase of the project initiated last year will consolidate the database of VCF organisations already contacted and signed up to the network. The database will be made accessible to the public via a website with links back to the Chorley Partnership page. The work will continue around recruiting VCF organisations to the network, with the group applying for external funding to make the project sustainable.

We will continue to monitor last year's projects that will still be ongoing into 2008/9 and report progress at each LSP Executive meeting.

The Local Area Agreement 2008 – 2011

Since the Local Government and Public Involvement in Health Act (2007), more emphasis has been placed on Local Strategic Partnerships delivering the Local Area Agreement (also known as the LAA).

A new set of national performance indicators have been published, replacing Best Value Performance Indicators. These new National Indicators are cross-cutting in nature and require local authorities and their partners to work together in their delivery. The Lancashire Partnership has selected 34 indicators to feature in the new Local Area Agreement that reflect the priorities for Lancashire.

Some targets have been disaggregated down to district level, which will allow the Chorley Partnership to monitor its progress in the achievement of these targets.

Attached to the targets are reward grants – if the LAA is achieved then partners will receive reward grants (how this is to be distributed is as yet unclear).

These are the LAA stretch targets that we need to achieve over the next three years (C) indicates a countywide target only.

Ref.	Indicator	2007/8 baseline	2008/9	2009/10	2010/11
NI 1	People from different backgrounds getting on well together (including neutral responses)	81%	82%	83%	84%
NI 4	People who feel that they can influence decisions in their locality	34%	35%	36%	37%
NI 6	Participation in regular volunteering	17%	18%	19%	20%
NI 7	Environment for a thriving third sector	22% (C)	3 year county-wide target of 26.1% proposed		
NI 16	Serious acquisitive crime rate	8.27	3 year target		1% reduction over 3 years
NI 20	Assault with injury crime rate	6.3 per 1000 population			2% reduction over 3 years
NI 30	Re-offending rate of prolific and priority offenders	No baseline yet			
NI 39	Alcohol-harm related hospital admission rates	2432	2784	3160	3554
NI 40	Drug users in effective treatment	3763 (C)	3838 (C)	3915 (C)	3993 (C)

NI 47	People killed or seriously injured in road traffic accidents	912 (C)	879 (C)	812 (C)	761 (C)
NI 49	Number of primary fires and related fatalities and non-fatal casualties, excluding precautionary checks	225	177	168	158
NI 50	Emotional Health of Children	90.5% (C)	Awaiting results of Pupil Attitude survey		
NI 55	Obesity among primary school age children in Reception Year (% of children recorded as being obese)	9.3%	9.6%	9.8%	9.9%
NI 110	Young people's participation in positive activities	69.5%	Awaiting results of the Tell Us survey		
NI 112	Under 18 conception rate	41 (40.4)	-25.9%	-37%	-50%
NI 117	16 - 18 year olds who are not in education, employment or training (NEET)	6.3%	5.6%	5.4%	5.2%
NI 119	Self-reported measure of people's overall health and wellbeing	77.1%	78.1%	79.1%	80.1%
NI 120	All-age all cause mortality rate	M760 F499	M724 F484	M703 F472	M683 F460
NI 123	16+ current smoking rate prevalence (number of 4 week quitters)	924 (C)	934 (C)	943 (C)	953 (C)
NI 124	People with a long-term condition supported to be independent and in control of their condition	No baseline yet			
NI 137	Healthy life expectancy at age 65	11.5 (men) 13.3 (women)	TBC	TBC	TBC
NI 139	People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently	76%	To maintain performance (county wide baseline 70%, 3 year target 75%)		
NI 142	Number of vulnerable people who are supported to maintain independent living	76%	Maintain performance (County-wide target of 75% after 3 years)		
NI 153	Working age people claiming out of work benefits in the worst performing neighbourhoods	27.6%	3 year target		1% reduction over 3 years
NI 155	Number of affordable homes delivered (gross)	9	50	50	50
NI 163	Working age population qualified to at least Level 2 or higher	65.7%	5.58% improvement	7.4% improvement	9.3% improvement
NI 165	Working age population qualified to at least Level 4 or	22.8%	27.1%	28.1%	30.08%

	higher				
NI 166	Average earnings of employees in the area	£419.40	£447.50	£465.00	£482.50
NI 171	VAT / new business registration rate	No baseline yet			
NI 186	Per capita CO2 emissions in the LA area (tonnes per capita)	7.2 (C)	6.96 % reduction (C)	9.75% reduction (C)	12.5% reduction (C)
NI 187	Tackling fuel poverty – people receiving income based benefits living in homes with a low energy efficiency rating	No baseline yet			
NI 188	Adapting to climate change	Level 0	Level 1	Level 2	Level 3
NI 195	Improved street and environmental cleanliness (levels of graffiti, litter, detritus and fly posting (Using LEQSE methodology)	Litter 10% Detritus 24% Graffiti 3% Fly posting 1%	Litter 10% Detritus 22% Graffiti 3% Fly posting 1%	Litter 9% Detritus 20% Graffiti 3% Fly posting 1%	Litter 9% Detritus 17% Graffiti 3% Fly posting 1%
NI 197	Improved local biodiversity – active management of local sites	5% of sites (C)	8% of sites (C)	11% of sites (C)	14% of sites (C)

Local Targets (No reward grant attached)

Ref.	Indicator	2007/8 baseline	2008/9	2009/10	2010/11
	Tackling domestic violence	62% (C)	3 year target		70% (C)
	Criminal damage	28,895 (C)	21,553 (C)	target only for 1 year	
	Preventing violent extremism	Scale 0 (C)	3 year target		Scale 4 (C)
NI 78	Reduction in number of schools where fewer than 30% of pupils achieve 5 or more A* - C grades at GCSE and equivalent (inc English and Maths)	20% (C)	11% (C)	5% (C)	3% (C)
	Oral Health	32%	29.99%	29.32%	28.65%
NI 156	No of households living in temporary accommodation	26	30	13	13
NI 135	Carers receiving needs assessment or review and a specific carer's service, or advice and information	24.1%	25.3%	26.6%	27.9%
NI 152	Working age people on out of work benefits	10%	3 year target		12.2%
	No. of new homes granted planning permission per year	419	417	834	1251
	No. of new homes constructed	121	230	324	417

Report of	Meeting	Date
Assistant Chief Executive (Policy & Performance) Introduced by the Executive Member for Corporate Policy and Performance	Executive Cabinet	14 th August 2008

THE CHORLEY PARTNERSHIP – 1ST QUARTER PERFORMANCE REPORT

PURPOSE OF REPORT

1. To outline the improvements made to the Chorley Partnership (the Local Strategic Partnership for Chorley) since last quarter, to keep Cabinet informed about the current work being co-ordinated by the LSP and future plans for the LSP.

RECOMMENDATION(S)

2. That the report be noted.

EXECUTIVE SUMMARY OF REPORT

- The 1st Quarter has seen a lot of activity for the Chorley Partnership
 - The LAA has now been signed off, and the Chorley Partnership's performance management arrangements have been amended to take this into account
 - 11 new cross-cutting projects have been selected, with a total value of £362,401 after match funding from partners
 - The Chorley Local Children's Trust has had its inaugural meeting
 - A new Chair of the Chorley Partnership has been selected, Allan Jones
 - The Annual Report was published, detailing where the LSP has added value over the last 12 months
 - The Community Cohesion Strategy has been launched

REASONS FOR RECOMMENDATION(S)

3. To keep Members informed about the progress of and work being carried out by the Chorley Partnership, and to update Members on the LSP's role in the 2008 LAA negotiations.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. N/A

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	X	Improved access to public services	X
Improving equality of opportunity and life chance	X	Develop the character and feel of Chorley as a good place to live	X
Involving People in their Communities	X	Ensure Chorley is a performing Organisation	X

PROGRESS TO DATE

6. The Local Area Agreement 2008-11

The LAA for Lancashire has now been signed off between the Lancashire Partnership and GONW. Chorley Council, through the Chorley Partnership, have also signed up to the LAA as a main delivery partner at a local level.

There are 34 targets in the LAA that have a reward grant attached to them. There are also 16 additional compulsory education and early years targets imposed by the Department for Children, Schools and Families, as well as 10 further targets which aren't eligible for any reward grant but were still deemed important enough to be classed as significant issues for Lancashire and so were included in the final agreement.

Each of the district LSPs have disaggregated targets for most of the indicators in the LAA. The Council, on behalf of the Chorley Partnership, will monitor progress against Chorley's LAA targets and report to the LSP Board and the council's Executive Cabinet every 6 months.

There are still outstanding issues with some of the LAA indicators. 6 indicators do not have baselines or targets agreed. These are county-wide targets, and LCC are currently carrying out work, including surveys, to identify these baselines. There is also an issue for Chorley, and other districts, with NI195, around street cleanliness. The baseline quoted is not the baseline that we believe should be used to reflect Chorley's high performance in this area. The baseline that has been used is a combination of the authority's LEQSE score, BVPI 199 outturn and BVPI 89 satisfaction score - which we do not believe is the correct methodology to use. We, and the other Districts, are therefore in discussion with County and GONW to renegotiate the baseline and targets.

7. 11 new projects

The Chorley Partnership has now selected 11 new projects for 2008/9 that will achieve the objectives of the Sustainable Community Strategy.

The projects are listed in **Appendix A**.

Chorley Council has pump primed the LSP with £90,000. Other partners, such as central Lancashire Primary Care Trust, the Police, and private sector partners such as Helio Slough, for example, have also contributed match funding. Therefore the total value of projects being delivered through the LSP now amounts to £362,401.

The projects will be monitored through the council's project management framework, with PIDs being prepared for each of the projects. The LSP's 6 thematic groups will be responsible for monitoring the progress of their respective projects and the LSP Executive will receive updates at each of its meetings.

Five of last year's projects will continue to be monitored through the theme groups throughout 2008/9, with the exception of MATAC, which has now been mainstreamed as a standard way of working.

8. The Chorley Local Children's Trust

In response to the new Children's Trust arrangements for the County, Chorley's Local Children's Trust has now officially been set up. Chaired by Cllr Pat case in her borough councillor capacity, the Trust replaces the former Children & Young People's thematic partnership and includes the main Duty to Co-operate partners.

Members of the former Children & Young People's thematic partnership are still welcome to attend the meetings wherever relevant.

9. New Chair of the Chorley Partnership

The Chorley Partnership Constitution states that the Chairs of the LSP are to be elected every 2 years. Lincoln Shields's 2 year appointment came to an end in June 2008. Allan Jones (CEO, Porter Lancastrian Ltd) has now been elected as Chair of the LSP. He will continue to chair the Economic Regeneration theme group as well as chair the quarterly Board meetings.

10. Annual Performance Report Published

The first Chorley Partnership Annual Performance Report has now been published, reporting progress on the Sustainable Community Strategy indicators and the LSP projects from 2007/8. Out of the targets that can be reported on at this stage, 67% have hit or exceeded target, 33% have missed. These were:

- Reduction in teenage pregnancy – target 40.4; actual 40.3
- Affordable houses – cumulative target of 250 by March 09; actual 68 as at March 08
- Satisfaction with Theatres – target 53%; actual 23.6%
- Satisfaction with parks & open spaces – target 76%; actual 74.3%

However all these targets have improved on last year, with the exception of Satisfaction with Parks and Open Spaces (however this only dropped by 0.7% which is not statistically significant).

11. Launch of the Community Cohesion strategy

The Chorley Partnership's Community Cohesion Strategy 'One Chorley – Forward Together' was officially launched at an event hosted by the Chorley Forum of Faiths. The strategy sets out the vision for community cohesion covering the following strands: age, ethnicity, sexuality, disability, faith and religion, deprivation, rurality, housing and regeneration. Such an approach was praised by the council's CPA lead inspector, for being an excellent example of tailoring a community cohesion strategy to local priorities.

IMPLICATIONS OF REPORT

This report has no implications in the following areas.

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal			

There is one attached paper with this report.

Report Author	Ext	Date	Doc ID
Claire Thompson	5348	30 ^h July 2008	

APPENDIX A

2008/9 CHORLEY PARTNERSHIP PROJECTS

<u>PROJECT</u>	<u>PARTNERSHIP</u>	<u>AWARD</u>	<u>ADDITIONAL MATCH FUNDING</u>	<u>TOTAL VALUE OF PROJECT</u>
1) Helping businesses to reduce their impact on and adapt to climate change	Neighbourhood, Environment and Streetscene Thematic Partnership & Economic Thematic Partnership.	£3000 (with additional support from Groundwork Pennine free of charge)	Not yet identified	£3000 (potential to lever in much more match funding from private sector)
2) 'Girls Aloud' - project to target a nine weeks pilot course to raise awareness of teenage pregnancy issues with Yr 9 girls at Albany Science College	Children's Trust	£4,988	£2500 from other partners inc Albany High School	£7188
3) 'Family Support' - project to support the most vulnerable families in Chorley by Homestart volunteers in conjunction with other relevant support agencies.	Children's Trust	£10,000	£134,143 for 2008/9 from Lottery, PCT, LCC & own reserves	£144,143
4) 'Week of Action' – 5 more weeks of action to be delivered	Community Partnership	£10,000	£5,000 CDRP budget	£15,000
5) 'Time Banks in Chorley' – innovative pilot project to utilise the knowledge, skills and connections of local people in giving help &	Health & Wellbeing Thematic Partnership	£10,000	£50,234 continuation funding in 2009/10 from Central Lancashire PCT	£60,234 (over 2 years)

support to others in the community.							
6) 'Supporting Economic Rural Diversification' – project to offer further support to new businesses in the rural areas of Chorley.	Economic Regeneration Thematic Partnership.	£10,000	£10,000 in 2009/10 from ERDF funding	£20,000 (over 2 years)			
7) 'Marketing Chorley' – Phase 2 project to extend the 2007/08 promotional campaign.	Economic Regeneration Thematic Partnership	£10,000	£10,000 private sector contribution	£20,000			
8) 'Promoting Awareness in Mental Health'	Health & Wellbeing Thematic Partnership	£3,000	Unknown as yet – scaled-down project still being scoped – possible match funding from PCT	£3000			
9) 'Circle of Need' – project aiming to provide a comprehensive package of services to customers requiring help, by linking together and addressing their respective needs.	LSP Executive – all major public sector partners to be involved.	£15,000	£15,000 Chorley Council	£45,000			
10) Chorley Community Network – developing the network into a website and launch event	Stronger & more Involved Communities Thematic Partnership.	£5,000	£5,000 match funding from Central Lancashire PCT and Chorley Council staff time	£10,000			
11) Alcohol Harm Reduction Campaign – a high-visibility marketing campaign to highlight the dangers of alcohol related	Community Partnership Safety	£10,000	£10,000 match funding from Central Lancashire PCT	£20,000			

harm					
	TOTALS		£90,988	£271,413	£362,401

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Report of	Meeting	Date
Assistant Chief Executive (Business Transformation) (Introduced by the Executive Member for Resources, Councillor A. Cullens)	Executive Cabinet	14 August 2008

CAPITAL PROGRAMME MONITORING 2008/09 ONWARDS

PURPOSE OF REPORT

1. To report proposed changes to the 2008/09 capital programme and to review the availability of capital resources required for the financing of the programme.

RECOMMENDATION(S)

2. That the revised Capital Programme for 2008/09, as set out in Appendix 1 at a total cost of £10,197,590, be approved.

EXECUTIVE SUMMARY OF REPORT

3. It is proposed that the programme be increased by £163,040, funded fully from external resources. A final contribution of £80,000 from a third party towards the cost of the Eaves Green Link Road is payable to Lancashire County Council, at no cost to Chorley Council. Corporate Director (People) recommends that Chorley Council implements a lottery-funded £83,040 play area scheme at Clayton Brook with Places For People. The cost of the Coronation Recreation Ground lighting scheme has increased by £16,280, but this can be met from the project design fees budget. These changes would increase the revised programme to £10,197,590.
4. External factors are affecting the resources available to finance the capital programme, which could lead to additional borrowing. It is expected that there will be a shortfall of capital resources in 2008/09 compared to previous estimates. In particular, capital receipts from the sale of assets and preserved 'right to buy' sales are expected to be £1.362m less than previously reported. This shortfall can be offset in part by increased use of developers' contributions, though the total of such contributions available this year may also be less than expected because of delays to the developments that would have produced them. The financing of the revised programme shown in Appendix 1 shows the potential effect of the shortfall in capital income, which could require additional borrowing of £0.724m in 2008/09. Such an increase in borrowing would be undesirable because of the additional revenue cost in 2009/10 and subsequent years. I am not proposing that the Council should budget to incur this additional borrowing, but rather to start the process of identifying how total borrowing can be brought back on target.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- 5. To update the 2008/09 capital programme to take account of the addition of externally-funded schemes, and the higher than budgeted tender price for the Coronation Recreation Ground lighting scheme.
- 6. To indicate the likely effect of external economic factors on the availability of capital resources, in particular leading to a potential increase in the level of borrowing required to finance the 2008/09 capital programme unless corrective action is taken.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 7. The estimated increase in borrowing could be avoided or minimised by a combination of reducing or slipping expenditure to a later year; using other resources such as revenue reserves or “VAT shelter” income of up to £0.650m due from CCH; or approving the disposal of more surplus assets. These possibilities should be explored but it is not possible to report the potential beneficial effect at this stage.

CORPORATE PRIORITIES

- 8. 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	✓

BACKGROUND

- 9. The Capital Programme for 2008/09 was updated to a total of £10,034,550 at Executive Cabinet of 26 June 2008. This took account of slippage of committed budgets from 2007/08, slippage of uncommitted budgets to 2009/10, the transfer to revenue of some budgets, and deletion of other budgets. This report proposes that the programme be increased by a further £163,040, funded from external sources.

ADDITIONAL EXPENDITURE

- 10. For technical accounting reasons, the payment of £80,000 by a third party to Lancashire County Council as a contribution towards the cost of connecting to the Eaves Green Link Road needs to be added to the capital programme. In brief, this Council will collect the contribution and pay it to County, which is the extent of our involvement.
- 11. Places For People have secured funding from the Big Lottery Fund to construct a play area at Clayton Brook. Chorley Council would employ the contractors and draw down funding from Places For People. The initial budget would be £83,040 but there is the potential for increasing it by a further £13,740 if BLF agree.

12. The lowest tender for the lighting at Coronation Recreation Ground exceeds the externally-funded budget of £60,000. In order to proceed with this scheme, it is recommended that the overall shortfall of £16,280, which includes Liberata's supervision fees, be met from Council capital resources. However, it should be possible to transfer the necessary budget increase from the existing budget for 'project design fees'. That budget is for recharges of Business and People directorate staff to capital schemes and is to be reviewed as a consequence of the restructuring of the People directorate in any case. The recharge is equivalent to cash income to the General Fund revenue account therefore any reduction will be reflected in revenue budget monitoring.

CHANGES TO FINANCING OF PROGRAMME

13. I indicated in my report of 26 June 2008 that capital receipts were likely to fall short of expectations. I have reduced estimated capital receipts from the sale of assets and preserved RTB receipts from CCH, as indicated in Appendix 1. To some extent this is offset by increasing the use of developers' contributions in 2008/09, but additional borrowing of £0.724m could be needed to make up the shortfall unless other income became available. One potential source of income available to finance capital expenditure instead of borrowing would be that due under the VAT sharing agreement with CCH (the "VAT shelter"). Up to £0.650m could be available during 2008/09, but I have not taken it into account at this stage pending confirmation from CCH of the sum likely to be receivable. Once CCH have confirmed the estimated amount payable by them this year I will revise the financing of the capital programme in order to reduce use of borrowing.
14. A number external factors are likely to contribute to a shortfall in capital income compared to budget. As a result of the so-called "credit crunch", CCH's tenants may find it harder to obtain mortgages to buy their properties and may also prefer to wait for their homes to be improved by CCH before buying them. Housing developers, including housing associations, may find it harder to justify buying development land for new housing when house prices are falling. Receipt of income due under S106 agreements may also slip to later years if developments are proceeding slower than expected.
15. Increased borrowing would be at a cost to the revenue budget so for that reason is not desirable. Measures to reduce borrowing to the figure budgeted for the four year period 2007/08 to 2010/11 (i.e. £3.625m in total) could involve a combination of generating additional capital receipts and developers' contributions, using other sources of funding, and reducing expenditure. All of these measures should be investigated and the impact reported back at a later stage. In addition, should it be possible to increase the level of capital receipts above the total required to finance next year's capital programme, the use of any 'surplus' receipts to repay borrowing could be considered.
16. Column 10 of Appendix 1 indicates those capital budgets likely to require use of this Council's capital resources (i.e. borrowing, capital receipts and revenue financing) in 2008/09 only. The financing of the programme for 2009/10 and 2010/11 cannot be indicated in detail at present and it is not clear whether the shortfall in capital receipts will continue beyond this year.
17. The reduced capital receipts estimates presented in Appendix 1 still cannot be guaranteed to be achieved in full. Of the total of £1.344m only £0.494m has been brought forward from 2007/08. The remainder (£0.850m) has to be earned during 2008/09 and performance against this target will be monitored throughout the year.

ASTLEY PARK LOTTERY PROJECT

18. Though the Astley Park project is approaching its final stages, it is not yet clear whether all of the remaining contracts will be within budget. Further information will be provided as it becomes available. As the duration of the project will be longer than originally intended,

the recharge for project management, which is not financed by the Heritage Lottery Fund grant, needs to be increased. In the same way that the 'project design fees' budget has been used to meet the increase in the Coronation Recreation Ground scheme costs, it may be possible to increase the project management budget from the same source. This will be confirmed when the Astley Park budget as a whole has been reviewed.

IMPLICATIONS OF REPORT

19. 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	

GARY HALL
 ASSISTANT CHIEF EXECUTIVE (BUSINESS TRANSFORMATION)

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Michael L. Jackson	5490	25 th July 2008	Capital Programme Monitoring Aug 2008.doc

Capital Programme - 2008/09 to 2010/11

Scheme	2008/09 Current Estimate (1) £	Other Changes (2) £	2008/09 Revised Estimate (3) £	2009/10 Original Estimate (4) £	Other Changes (5) £	2009/10 Revised Estimate (6) £	2010/11 Original Estimate (7) £	Total 2008/09 to 2010/11 (8) £	External Funding (9) £	CBC Funding (10) £
<u>Town Centre Investment</u>										
Markets Action Plan (Phase I)	250,000		250,000			0		250,000		250,000
Town Centre Investment	125,000		125,000	1,025,000		1,025,000		1,150,000		125,000
<u>Town Centre Investment Total</u>	375,000	0	375,000	1,025,000	0	1,025,000	0	1,400,000	0	375,000
<u>Affordable Housing</u>										
Homelessness Prevention Central Lancs Sanctuary Scheme	28,500		28,500	28,500		28,500		57,000	28,500	0
Affordable Housing Halliwell Street Project 2007-2010	79,000		79,000	0		0		79,000	79,000	0
Affordable Housing HALS Project 2007/08 - 2008/09	880,000		880,000	0		0		880,000	880,000	0
Choice Based Lettings	20,000		20,000	0		0		20,000	20,000	0
Affordable Housing New Development Project 2008/09 - 2010/11	599,400		599,400	311,500		311,500	377,000	1,287,900	371,940	227,460
<u>Affordable Housing Total</u>	1,606,900	0	1,606,900	340,000	0	340,000	377,000	2,323,900	1,379,440	227,460
<u>Sustainability & Climate Change</u>										
Climate Change Pot	180,000		180,000	0		0		180,000		180,000
<u>Sustainability & Climate Change Total</u>	180,000	0	180,000	0	0	0	0	180,000	0	180,000
<u>Matched Funding Pot</u>										
Matched Funding Pot	100,000		100,000	100,000		100,000	100,000	300,000		100,000
<u>Matched Funding Pot Total</u>	100,000	0	100,000	100,000	0	100,000	100,000	300,000	0	100,000
<u>Performing Organisation - Investment in Infrastructure</u>										

Capital Programme - 2008/09 to 2010/11

Scheme	2008/09 Current Estimate (1) £	Other Changes (2) £	2008/09 Revised Estimate (3) £	2009/10 Original Estimate (4) £	Other Changes (5) £	2009/10 Revised Estimate (6) £	2010/11 Original Estimate (7) £	Total 2008/09 to 2010/11 (8) £	External Funding (9) £	CBC Funding (10) £
<u>Assistant Chief Executive (Business Transformation)</u>										
Planned Maintenance of Fixed Assets	329,990		329,990	200,000		200,000	200,000	729,990		329,990
Investment in Council Assets	100,000		100,000	50,000		50,000		150,000		100,000
	429,990	0	429,990	250,000	0	250,000	200,000	879,990	0	429,990
<u>Assistant Chief Executive (Policy & Performance)</u>										
Project Management Support Capitalisation	40,000		40,000	40,000		40,000	40,000	120,000		40,000
External Funding Pot	9,650		9,650	0		0		9,650		9,650
Performance Management	10,000		10,000	0		0		10,000		10,000
	59,650	0	59,650	40,000	0	40,000	40,000	139,650	0	59,650
<u>Corporate Director (Business)</u>										
Disabled Facilities Grants	373,360	50,000	423,360	300,000		300,000	300,000	1,023,360	423,360	0
Housing Renewal	278,030	(278,030)	0	200,000		200,000	200,000	400,000		0
- Home Repair Grants	0	128,030	128,030			0		128,030	128,030	0
- Energy Grants	0	90,000	90,000			0		90,000	90,000	0
- Handyperson Scheme	0	10,000	10,000			0		10,000	10,000	0
EAGA Energy Efficiency	110,000		110,000			0		110,000	110,000	0
Regeneration Projects - Design Fees	103,220	(16,280)	86,940	70,000		70,000	70,000	226,940		86,940
Eaves Green Link Road - contribution to LCC scheme	619,450	80,000	699,450	0		0		699,450	566,590	132,860
	1,484,060	63,720	1,547,780	570,000	0	570,000	570,000	2,687,780	1,327,980	219,800
<u>Corporate Director (Governance)</u>										
Legal Case Management System	31,750		31,750	0		0		31,750		31,750
	31,750	0	31,750	0	0	0	0	31,750	0	31,750

Capital Programme - 2008/09 to 2010/11

Scheme	2008/09 Current Estimate (1) £	Other Changes (2) £	2008/09 Revised Estimate (3) £	2009/10 Original Estimate (4) £	Other Changes (5) £	2009/10 Revised Estimate (6) £	2010/11 Original Estimate (7) £	Total 2008/09 to 2010/11 (8) £	External Funding (9) £	CBC Funding (10) £
<u>Corporate Director (Human Resources & Organisational Development)</u>										
e-Enabling HR systems - Training	30,000		30,000	0		0		30,000		30,000
HR Management System	65,260		65,260	0		0		65,260		65,260
Corporate Director (Human Resources) Total	95,260	0	95,260	0	0	0	0	95,260	0	95,260
<u>Corporate Director (Neighbourhoods)</u>										
Replacement of recycling/litter bins & containers	87,710		87,710	50,000		50,000	50,000	187,710		87,710
Highway improvements - Gillibrand estate/Southlands	90,000		90,000	0		0		90,000	90,000	0
Intelligent Management Information	65,520		65,520	0		0		65,520	50,000	15,520
Alleygates	41,030		41,030	30,000		30,000	30,000	101,030		41,030
Refuse and Recycling Contract Revenue Mitigation	1,000,000		1,000,000	0		0		1,000,000		1,000,000
MATAC CCTV Infrastructure Upgrades	25,000		25,000	0		0		25,000		25,000
Corporate Director (Neighbourhoods)	1,309,260	0	1,309,260	80,000	0	80,000	80,000	1,469,260	140,000	1,169,260
<u>Corporate Director (ICT)</u>										
Website Development (incl. ICT salary capitalisation)	30,000		30,000	30,000		30,000	30,000	90,000		30,000
Thin Client/Citrix (started 2007/08)	196,980		196,980	44,850		44,850	159,350	401,180		196,980
Telephony	137,000		137,000	0		0		137,000		137,000
Data Storage Solution	67,350		67,350	0		0		67,350		67,350
OS Positional Accuracy Improvement	38,900		38,900	0		0		38,900		38,900
Server Virtualisation	101,000		101,000	51,200		51,200		152,200		101,000
Web Accessibility	20,000		20,000	0		0		20,000		20,000
Corporate Director (ICT)	591,230	0	591,230	126,050	0	126,050	189,350	906,630	0	591,230

Capital Programme - 2008/09 to 2010/11

Scheme	2008/09	Other	2008/09	2009/10	Other	2009/10	2010/11	Total	External	CBC Funding
	Current Estimate (1) £	Changes (2) £	Revised Estimate (3) £	Original Estimate (4) £	Changes (5) £	Revised Estimate (6) £	Original Estimate (7) £	2008/09 to 2010/11 (8) £	Funding (9) £	(10) £
<i>Corporate Director (People)</i>										
Leisure Centres/Swimming Pool Refurbishment	276,290		276,290	237,070		237,070	244,180	757,540		276,290
Duxbury Park Golf Course capital investment	500,090		500,090	0		0		500,090		500,090
Improvements to Sports Pitches	100,000		100,000	100,000		100,000	100,000	300,000	100,000	0
Astley Park Improvements - Construction	1,568,130		1,568,130	0		0		1,568,130	1,260,140	307,990
Astley Park Woodland Management (S106 funded)	80,410		80,410	30,000		30,000		110,410	80,410	0
Astley Hall/Park CCTV	34,000		34,000	0		0		34,000	24,000	10,000
Ulnes Walton Play/Leisure Schemes (S106 funded)	10,630		10,630	0		0		10,630	10,630	0
Corporate Play Development Plan	50,000		50,000	0		0		50,000	50,000	0
Coppull Playzone	25,000		25,000	0		0		25,000	25,000	0
Play/Recreation Facilities (S106 funded)	51,510		51,510	0		0		51,510	51,510	0
Clayton Brook Play Area (lottery funded)	0	83,040	83,040	0		0		83,040	83,040	0
Lighting at Coronation Recreation Ground	60,000	16,280	76,280	0		0		76,280	60,000	16,280
Village Hall & Community Centres Projects	120,000		120,000	0		0		120,000		120,000
Cemetery Development	13,280		13,280	0		0		13,280		13,280
Memorial Safety St Johns Churchyard	28,460		28,460	0		0		28,460		28,460
Memorial Safety	25,000		25,000	25,000		25,000	25,000	75,000		25,000
Common Bank - Big Wood Reservoir	118,250		118,250	0		0		118,250	118,250	0
Groundwork Projects	25,250		25,250	0		0		25,250		25,250
Chorley Strategic Regional Site	576,530		576,530	0		0		576,530		576,530
CRM Process Optimisation	108,620		108,620	35,000		35,000		143,620		108,620
<i>Corporate Director (People)</i>	3,771,450	99,320	3,870,770	427,070	0	427,070	369,180	4,667,020	1,862,980	2,007,790
<i>Performing Organisation - Investment in Infrastructure Total</i>	7,772,650	163,040	7,935,690	1,493,120	0	1,493,120	1,448,530	10,877,340	3,330,960	4,604,730
<i>Capital Programme Total</i>	10,034,550	163,040	10,197,590	2,958,120	0	2,958,120	1,925,530	15,081,240	4,710,400	5,487,190

Capital Programme - 2008/09 to 2010/11

Scheme	2008/09 Current Estimate (1) £	Other Changes (2) £	2008/09 Revised Estimate (3) £	2009/10 Original Estimate (4) £	Other Changes (5) £	2009/10 Revised Estimate (6)	2010/11 Original Estimate (7) £	Total 2008/09 to 2010/11 (8) £	External Funding (9) £	CBC Funding (10) £
<u>Financing the Capital Programme</u>										
Prudential Borrowing	2,769,640	724,490	3,494,130	400,000		400,000	455,000	4,349,130		3,494,130
Unrestricted Capital Receipts	1,968,420	(724,580)	1,243,840	601,920		601,920	413,530	2,259,290		1,243,840
Capital Receipt earmarked for Strategic Regional Site	576,530		576,530	0		0	576,530	576,530		576,530
Preserved RTB Capital Receipts from CCH	737,790	(637,790)	100,000	750,000		750,000	500,000	1,350,000		100,000
Revenue Budget - Specific Revenue Reserves or Budgets	71,400	1,290	72,690	0		0		72,690		72,690
CBC Resources	6,123,780	(636,590)	5,487,190	1,751,920	0	1,751,920	1,368,530	8,607,640	0	5,487,190
Ext. Contributions - Developers	1,630,130	716,590	2,346,720	686,200	28,500	714,700	0	3,061,420	2,346,720	
Ext. Contributions - Lottery Bodies	1,314,140		1,314,140	0		0		1,314,140	1,314,140	
Ext. Contributions - Other	105,150	83,040	188,190	0		0		188,190	188,190	
Government Grants - Disabled Facilities Grants	180,000		180,000	180,000		180,000	180,000	540,000	180,000	
Government Grants - Housing Capital Grant	681,350		681,350	340,000	(28,500)	311,500	377,000	1,369,850	681,350	
External Funding	3,910,770	799,630	4,710,400	1,206,200	0	1,206,200	557,000	6,473,600	4,710,400	0
TOTAL CAPITAL FINANCING	10,034,550	163,040	10,197,590	2,958,120	0	2,958,120	1,925,530	15,081,240	4,710,400	5,487,190

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Report of	Meeting	Date
Assistant Chief Executive (Business Transformation) (Introduced by the Executive Member for Resources)	Executive Cabinet	14 August 2008

REVENUE BUDGET MONITORING 2008/09 REPORT 1 (END OF JUNE 2008)

PURPOSE OF REPORT

1. This paper sets out the current financial position of the Council as compared against the budgets and efficiency savings targets it set itself for 2008/09 for the General Fund.

RECOMMENDATIONS

2. Executive Cabinet are asked to note the contents of the report.
3. That the sum of £50,000 be taken out of working balances to a specific reserve to meet the anticipated cost of equal pay claims.

EXECUTIVE SUMMARY OF REPORT

4. The Council expected to make overall target savings of £320,000 in 2008/09 that equates to £80,000 for the first quarter. I am pleased to report that excellent progress has been made in this area with savings of £150,000 already achieved. Further savings will be made as the year progresses and more vacancies occur, which should ensure the budget is balanced.
5. There are a number of areas that will be monitored closely as the year progresses, these are:
 - Contributions to Corporate Savings and Efficiency Targets
 - Major income streams, in particular car parking fees and markets
 - Concessionary travel and benefit costs
6. No action is proposed at this stage in the year even though further savings are still required. If later in the year the situation requires it, then further steps may be necessary and I will advise Members should I feel action is appropriate.

REASONS FOR RECOMMENDATIONS (If the recommendations are accepted)

7. To ensure the Council's budgetary targets are achieved.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

8. None.

CORPORATE PRIORITIES

9. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the central Lancashire sub region		Improved access to public services	
Improving equality of opportunity and life chance		Develop the character and feel of Chorley as a good place to live	
Involving People in their Communities		Ensure Chorley is a performing Organisation	✓

Ensuring cash targets are met maintains the Council's financial standing.

BACKGROUND

10. The Council's budget for 2008/09 included real cash savings targets of £260,000 from the management of the establishment and a further £60,000 of savings to come from efficiency and procurement related activities.

The budget also included challenging targets for the Council's main income streams following a full review of fees and charges. The financial risk to the Council is that there could be a level of consumer resistance to the increase in fees.

CURRENT FORECAST POSITION

11. The appendix 1 shows the summary forecast position for the Council based upon actual spending in the first three months of the financial year, adjusted for future spending based upon assumptions regarding vacancies and service delivery. No individual service directorate figures are attached. These are available for inspection in the Members Room.
12. The directorate cash budgets have been amended for approved slippage from 2007/08 and any transfers from reserves. The significant additions to the budget include:
- £150,000 for improving the look and feel of Neighbourhoods
 - £32,000 for Town Centre Strategy
 - £31,000 for Marketing Chorley
 - £40,000 for slippage relating to agency staffing in Strategic Housing
 - £17,000 slippage for Internet charges
 - £16,000 slippage for Smoke Free Initiatives
 - £19,000 for staffing in Customer Services
 - £16,000 for the Thin Client project
 - £29,260 for other ICT Services projects
 - £20,000 for Waste Contract consultancy costs

- 13. In the period to the end of June we have identified £150,000 of contributions to the corporate savings target of £260,000 for managing the establishment. The main savings that have been identified are as a result of savings from within Corporate Governance, Business Transformation & Improvement, Policy & Performance, and Neighbourhoods directorates. This is a very positive start to the year, and this position will remain under constant review.
- 14. The projected outturn shown in appendix 1 shows a forecast overspend of £188,000 which is mainly due to the fact that further savings are required from staff turnover and efficiency measures. The significant variances from the Current Cash Budget are shown in the table below. Further details are contained in the service unit analysis available in the members' room:

Table 1 – Significant Variations from the Cash Budget

	£'000
Savings on staff salaries	(132)
Strategic Housing – staffing costs	50
Markets Income	44
Car Parking Fees	40
Legal costs re: planning application	25
Salary savings from strike action	(20)

- 15. Clearly the most significant change being reported here is the additional savings relating to salaries. These savings are in the main as a result of vacant posts, many of which have been kept vacant pending the outcome of directorate and departmental restructures due to take effect within the coming months.

The main savings achieved are analysed by directorate as £63,000 from Business Transformation & Improvement, £45,000 from Neighbourhoods, and £27,000 from People.

- 16. Details of the restructure for the Strategic Housing services section were outlined in the report to Cabinet in June of this year. The report outlined the necessary additional resource requirements in order to manage the recently transferred homelessness function, in addition to meeting the local and national performance targets regarding strategic housing.

The restructure identifies an additional full year requirement of around £60,000 and with the new structure expected to be in place by the end of September, the cost for 2008/09 will be in the region of £30,000. In addition to these costs, approval was given for slippage of £40,000 from 2007/08 to cover agency staff costs until the end of July, the anticipated start date for the new structure. With a delay until the end of September, an additional provision of around £20,000 is now required to cover agency costs.

- 17. One of the major income streams for the Council comes from Market Tolls, on both the general market and the Flat Iron, with a total budgeted income of around £320,000. Early indications suggest that this level of income may not be achieved in 2008/09. Several factors may be involved such as the impact of the markets refurbishment as work is carried out, but the major influence to date is that since April of this year, ten regular market traders have ceased trading. New businesses will need to be attracted to generate additional income over coming months to reduce the forecast deficit.

18. The budget for 2008/09 included challenging targets for income received from car parking fees. Although it is too early in the financial year to accurately predict the final outturn position, early indications suggest that these targets may not be achieved.

Although income has increased overall, ticket sales in the first quarter are approximately 9% down compared with previous year figures. It is unclear at this stage whether the cause of the downturn is due to consumer resistance to the increase in tariffs or whether other factors are involved such as increases in petrol prices, poor weather in recent weeks, or the impact of the credit crunch. What is clear is that revenues from car parking fees will have to be closely monitored over the coming months.

19. A further overspend against the revenue budget this year are the costs associated with the planning appeal in respect of 54 Lancaster Lane, Clayton-le-Woods. The final costs will be subject to argument over what is reasonable for the Council to pay but indications are that the sums involved may be significant. A forecast of £25,000 has been made at this stage.
20. The recent two-day strike action will generate a saving against salary budgets. Although final figures have yet to be confirmed, the anticipated saving is set to be in the region of £20,000.
21. Another area requiring close monitoring is the budget for housing benefit payments. At this stage in the year it is impossible to accurately predict the level of spend on the budget, as the very nature of the expenditure is that it is demand driven. Based on the outturn position for 2007/08 I feel it is prudent at this stage to advise members of a potential overspend of approximately £15k at the end of the first quarter but this may change dependant upon the Council's ability to identify benefit overpayments.
22. One budget that has the potential to impact significantly on our year-end position is the budget for Concessionary Travel. As outlined in the report to Council in February, changes to the Concessionary Transport Scheme with effect from April 2008 have made it impossible to predict the likely costs for this year. Although additional provision has been made in the 2008/09 budget, it is not yet clear whether this provision is sufficient to meet the increase in costs as a result of the predicted increases in journeys and pass take up.
23. One further issue still to be resolved is the impact of equal pay claims on the 2008/09 revenue outturn position. As no specific provision has been made in the 2008/09 budget I am proposing to transfer a sum of £50,000 from working balances to a specific reserve to meet these costs. If approved the level of working balances available to the Council would be £1.728m, on the assumption that the budget is balanced by the end of this financial year.

USE OF RESERVES

24. The current cash budget has been updated to take account of the transfer of £107,630 from reserves to finance revenue expenditure slippage, and £421,260 from other earmarked reserves, including £150,000 for improving the look and feel of Neighbourhoods.
25. The general balance brought forward at 1 April 2008 is £1.778m after the transfer of approved slippage from 2007/08. This includes the transfer of the HRA surplus of £896,000.

IMPLICATIONS OF REPORT

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

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

27. The financial implications are detailed in the body of the report.

GARY HALL
 ASSISTANT CHIEF EXECUTIVE (BUSINESS TRANSFORMATION)

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Dave Bond	5488	25/07/08	ACE (BT)/Reports/2008/Exec Cab/Budget Monitoring (June 08)

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General Fund Revenue Budget Monitoring 2008/09

	(1) Original Cash Budget £	(2) Impact of Council Restructure £	(3) Agreed Changes (Directorates) £	(4) Agreed Changes (Other) £	(5) Amended Cash Budget £	(6) Contribution to Corp. Savings (Staffing) £	(7) Contribution to Corp. Savings (Other) £	(8) Current Cash Budget £	(9) Forecast Outturn £	(10) Variance £	(11) Variance %
Chief Executive's Office	668,740		(25,760)	2,030	645,010	(8,000)		637,010	633,770	(3,240)	-0.51%
Corporate Governance	1,561,690			31,700	1,593,390	(30,000)		1,563,390	1,550,390	(13,000)	-0.83%
Business	934,880		(50,900)	117,650	1,001,630	(15,000)		986,630	1,107,630	121,000	12.26%
Business Transformation & Improvement (Finance)	1,859,300			25,000	1,884,300	(40,000)		1,844,300	1,817,080	(27,220)	-1.48%
Human Resources	445,150			6,100	451,250	-		451,250	449,250	(2,000)	-0.44%
Information & Communication Technology Services	864,080			66,260	930,340	(10,000)		920,340	919,340	(1,000)	-0.11%
People	2,144,010		151,490	33,000	2,328,500	(3,000)		2,325,500	2,322,500	(3,000)	-0.13%
Policy & Performance	732,580		(29,240)	15,000	718,340	(20,000)		698,340	693,780	(4,560)	-0.65%
Neighbourhoods	4,809,320		(45,590)	242,750	5,006,480	(24,000)		4,982,480	4,975,480	(7,000)	-0.14%
Budgets Excluded from Finance Unit Monitoring:											
Benefit Payments	(125,530)				(125,530)			(125,530)	(125,530)	-	0.00%
Concessionary Fares	931,830				931,830			931,830	946,830	15,000	1.61%
Pensions Account	249,640				249,640			249,640	252,280	2,640	1.06%
Corporate Savings Targets											
Management of Establishment	-			(260,050)	(260,050)	150,000		(110,050)	-	110,050	-100.00%
Efficiency/Other Savings	-			(60,000)	(60,000)			(60,000)	-	60,000	-100.00%
Salary Related Savings (Pay Award)	-			(60,000)	(60,000)			(60,000)	(60,000)	-	0.00%
Savings as a result of Strike Action	-				-			-	(20,000)	(20,000)	#DIV/0!
Total Service Expenditure	15,075,690	-	-	159,440	15,235,130	-	-	15,235,130	15,462,800	227,670	1.5%
Non Service Expenditure											
Contingency Fund	40,000				40,000			40,000	-	(40,000)	0.0%
Contingency - Job Evaluation	82,000			(82,000)	-			-	-	-	0.0%
Contingency - Management of Establishment	(260,050)			260,050	-			-	-	-	0.0%
Contingency - Procurement Savings	(35,000)			35,000	-			-	-	-	0.0%
Contingency - Gershon Savings	(25,000)			25,000	-			-	-	-	0.0%
Contingency - Salary Related Savings	(60,000)			60,000	-			-	-	-	0.0%
Revenue Contribution to Capital	-			71,400	71,400			71,400	71,400	-	0.0%
Net Financing Transactions	(424,110)				(424,110)			(424,110)	(424,110)	-	0.0%
Parish Precepts	575,390				575,390			575,390	575,390	-	0.0%
Total Non Service Expenditure	(106,770)	-	-	369,450	262,680	-	-	262,680	222,680	(40,000)	-15.2%
Total Expenditure	14,968,920	-	-	528,890	15,497,810	-	-	15,497,810	15,685,480	187,670	
Financed By											
Council Tax	(6,747,920)				(6,747,920)			(6,747,920)	(6,747,920)	-	0.0%
Aggregate External Finance	(8,221,000)				(8,221,000)			(8,221,000)	(8,220,610)	390	0.0%
Collection Fund Surplus	-				-			-	-	-	#DIV/0!
Use of Earmarked Reserves - capital financing	-			(71,400)	(71,400)			(71,400)	(71,400)	-	0.0%
Use of Earmarked Reserves - revenue expenditure	-			(348,360)	(348,360)			(348,360)	(348,360)	-	0.0%
Contribution to or use of General Balances	-			(109,130)	(109,130)			(109,130)	(109,130)	-	0.0%
Total Financing	(14,968,920)	-	-	(528,890)	(15,497,810)	-	-	(15,497,810)	(15,497,420)	390	0.0%
Net Expenditure	-	-	-	-	-	-	-	-	188,060	188,060	1.23%

General Balances Summary Position		Budget	Forecast
		£	£
General Fund Balance at 1 April 2008		1,000,000	1,885,620
Budgeted use of General Balances			(109,130)
Forecast (Over)/Under Spend		-	(188,060)
Forecast General Fund Balance at 31 March 2009		1,000,000	1,588,430

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Report of	Meeting	Date
Assistant Chief Executive (Business Transformation) (Introduced by the Executive Member for Resources)	Executive Cabinet	14 th August, 2008

VALUE FOR MONEY REVIEW – NEIGHBOURHOODS DIRECTORATE

PURPOSE OF REPORT

1. To present members with the findings, conclusions and recommendations arising from the internal value for money review conducted in the council's Neighbourhoods directorate

RECOMMENDATION(S)

2. That the Final Report be noted and approved for publication
3. That the recommendations within the report be approved for implementation
4. That the learning from this initial review be used to improve the methodology for future reviews carried out within the 3-year programme

EXECUTIVE SUMMARY OF REPORT

5. The final report document presents the detailed findings, conclusions and recommendations from the work undertaken by an internal review team to assess how well value for money is being delivered and improved across the services within the Neighbourhoods directorate. This is a large document, which has not been included with the agenda papers. It can be viewed on the loop through the following link.

[http://theloop/upload/public/Files/98/VFM_Report - 6 June 08.doc](http://theloop/upload/public/Files/98/VFM_Report_-_6_June_08.doc)

6. The review objectives were as follows;

- To examine service delivery and back-office support systems within the Neighbourhoods Directorate to ascertain whether value for money is being obtained.
- To produce a report setting out the findings against the prescribed evaluation criteria and with recommendations for any improvement or corrective action, which needs to be taken.
- To incorporate a longer-term action plan focussed on the Council's Business Transformation agenda.



7. Using a methodology developed in-house, the team assessed value for money against 5 criteria

Rationale
Efficiency
Economy
Effectiveness
Impact

Each service within the directorate was then scored against the criteria enabling the review team to assess how well VFM was being achieved.

8. Using the corporate themes adopted to direct and underpin the councils drive to improve value for money and customer satisfaction, the report sets out a broad strategic level summary of the Review Team findings and recommendations of what needs to be done if we are to be successful in meeting government targets for efficiency and our aspirations for Neighbourhood working. These are set out below.

9. **Customer Satisfaction**

Although there was considerable evidence that the directorate put a high priority on customer satisfaction, the review team found an inconsistent approach across the Directorate to assessing customer satisfaction. This has to some extent been addressed during the review but a greater focus is needed on monitoring customer feedback to ensure that customer satisfaction remains the directorate's highest priority. Opportunities for self-service and the opportunity for customer feedback needs to be explored and a more active role at directorate level is required with the ongoing implementation of the CRM system.

Procurement

The review team found good practice on procurement. However, significant improvement opportunities were identified against this theme. The need to robustly challenge expenditure before it is committed, opportunities for consolidated invoicing to reduce costs, alternative service delivery models, were identified as areas, which need to be tackled.

Some positive evidence of sustainable procurement being undertaken was identified however this needs a more strategic directorate wide approach to meet the national requirements set by the Government.

Technology

Improved use of technology is critical to the future success of the directorate and there are major opportunities to improve services and to deliver efficiencies in the processes and system that support service delivery. Clarity around the current and future use of the authority system, the deployment of GIS, the use of mobile/home working technology, using technology to improve scheduling and the implementation of CRM are some of the critical areas where a concerted effort is needed.

Asset Management

A review of Asset Management Arrangements was undertaken as part of the VFM review. The review concluded that there was considerable scope to implement AM arrangements to improve the current arrangements for maintenance, utilisation, security, deployment and replacement of the assets managed within the directorate

Unproductive Time/Managing the Service

The ABC rough cut costing review highlighted substantial apparent costs attributed to travelling and preparatory/closedown time in both street cleansing and grounds maintenance. In grounds maintenance for example the total cost of this non-added value actually was calculated at £165,480, which represents almost 23% of the total cost of the function at £730,720. Small percentile reductions to this cost would make significant savings to the operational cost of these services although this would more likely be non-cashable to increase productive outputs rather than reduce costs

This exercise also identified potential staff cost savings of £182k per annum in specific areas of the directorate.

Performance Management

The review team found a somewhat inconsistent picture on performance management arrangements within the directorate. Good practice was found with an ISO 9001 quality assurance system in place to cover neighbourhood quality and public health, however there was no evidence of its use in other service area. Benchmarking data to compare performance with others was only found in 4 of the 10 service areas. An effective framework for performance management needs to be implemented as part of the neighbourhood working changes including a review of service standards.

Workforce Development

The current workforce is based on specific service delivery areas, which creates a lack of flexibility and ‘pigeon-holes’ staff to carrying out a limited range of activities.

There are also high levels of sickness absence in the manual workforce. It is expected these will be higher than white-collar staff however benchmarking shows that we are also considerably higher than our nearest neighbour family group.

SCORING THE SERVICES

10. The scores allocated by the Review Team are shown in the table below and it is felt that they present an overall favourable picture of the directorate. To put the scores in context for members the VFM level bandings are also set out below.

	Waste	Public Health	N/Hood Quality	Service Improvement	CCTV	Community Safety	Parking	Street Cleansing & Residual Highways	Transport	Parks and open Spaces
Rationale	3	3	3	2	3	3	3	2.5	2.5	2.5
Efficiency	3	3	2.5	2	3	3	2.5	2.5	2.5	2
Economy	3	3	3	2	2	2	3	2.5	2.5	2
Effectiveness	3	3	3	2	3	3	2.5	3	3	2
Impact	3.5	3	3	2	3	2.5	3	2.5	2.5	2
Total	15.5	15	14.5	10	14	14	13.5	13	13	10.5

SCORE	JUDGEMENT
6-10	The service is offering limited value for money. There is the potential to improve the service by considering alternative methods of service delivery Options should be explored.
11-15	The service is generally offering value for money. There is the potential to improve efficiency and performance through exploring alternative methods of service delivery, examples of best practice should be explored and alternative methods of service delivery considered where appropriate.
16-20	The service is performing well and offering clear value for money, there is currently no identified need to explore alternative methods of service delivery and potential for increased efficiency or performance is low.

11. Although the results overall are positive there are clearly areas which need to be improved. The final report sets out detailed recommendations both at crosscutting directorate level and against specific service areas to address the issues of concern.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

12. To present members with the final report on the VFM assessment of the Neighbourhoods directorate.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

13. No alternative options considered

CORPORATE PRIORITIES

14. 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	X
Involving people in their communities		Ensure Chorley Borough Council is a performing organization	X

BACKGROUND

15. Whilst noting the Council's Strategic Framework for the delivery of value for money, the audit commission use of Resources Assessment for 2006 signposted the need for the Council to undertake a programme of VFM reviews.
16. VFM is a term used to assess whether or not an organisation has obtained the maximum benefit from the goods and services it both acquires and provides, within the resources available to it. It not only measures the cost of goods and services, but also takes account of the mix of quality, cost, resource use, fitness for purpose, timelines, and convenience to judge whether or not, together, they constitute good value.

17. VFM is high when there is an optimum balance between efficiency, economy and effectiveness, known as the three 'e's – relatively low whole-life costs, high productivity and successful outcomes to meet the customer requirements.
18. To this end a detailed programme of Directorate reviews was developed and approved by Executive Cabinet in May 2007. The Neighbourhoods Directorate was scheduled as the first review to be undertaken with a scheduled completion date of April 2008.
19. Careful thought has been given to how the review outcomes should be documented and presented. The review constituted a major piece of work, which embraced both a study of whether value for money was being achieved and improved within the directorate and also created a business transformation programme to drive forward future change.
20. A substantial number of documents were prepared during the course of the review. These are an important part of the work carried out however for presentation purposes and to avoid too much detail in the main report these are referenced as Key Reference Documents (KRD's) and can be made available to any reader of the final report who requires this level of detail.
21. The work on the review was completed to the timescales set for it.

THE REVIEW TEAM AND STEERING GROUP

22. The Review was project managed by my Business Improvement Manager with input from key colleagues in the Neighbourhoods, People, Finance, ICT, HR and Policy and Performance directorates. This team reported to a Steering Group that included the Executive Member (Neighbourhoods).
23. To inform the review process 4 key supplementary exercises were undertaken by the Review Team.

Rough-Cut Activity Based Costing

Rough-cut ABC is a variant of ABC costing developed specifically for the Local Government Market. The exercise involved establishing the salary and associated costs across the directorate. By carrying out interviews with all directorate staff to establish the activities and processes their jobs involved and feeding this information into the model we were able to cost staff activity across the directorate. Activities were then analysed and a judgement made on whether the activities added value in terms of either customer requirements or meeting the needs of the organisation.

Procurement Review

The directorate is the council's largest operational directorate with a substantial spend on goods and services. It was felt important to undertake an analysis of spend within the directorate as part of the review and this task was assigned to the Corporate Procurement Team to establish if proper procurement procedures are being followed.

Benchmarking

Benchmarking can be a useful tool to highlight performance and cost in one council against a number of similar size councils often referred to as the family group. The biggest issue on benchmarking is nearly always that it is difficult to be certain that when doing comparisons on services you are comparing 'like for like' and this can become a very complex issue particularly when on-costs and recharges are introduced into the picture. Our approach has therefore been to seek out within Neighbourhoods any benchmarking data which exists and utilise that information to determine areas where there appear to be issues for further investigation. The benchmarking data has therefore served as a pointer to further investigation rather than being seen as providing a definitive picture and has been combined

with the activity based costing exercise to establish the activity cost rather than purely comparative costs of activity.

The main source of benchmarking data for the Neighbourhoods directorate is the APSE Performance Networks service and is used for 4 of the 10 services operated by the directorate.

The data on these services has been incorporated into the service analysis in Section 4 of the final report and we have also reported on any other useful performance/comparison data found as part of the review process.

Customer Satisfaction/Performance Management

An important part of the review was the work done around customer satisfaction. A working group was formed of corporate and departmental representatives who met to determine the best way forward and what level of attention is needed in each of the service areas.

The group concluded that the transport and service improvement service should be excluded from the review, as they were primarily internal services. It was also decided to exclude CCTV and Community Safety from this exercise as these services are partnership services and much work is already done around feelings of safety in the Borough.

The Council's Customer Access Officer led the project and the detailed outcomes from the assessment are set out in KRD8 and have been fed into the service-by-service analysis in section 4 of the report.

Performance Management was also considered an important consideration for the review team, and we examined what information was available both at national level in the form of Best Value PI's and at directorate level through Quality Assurance systems and contractor management systems. The findings and recommendations are set out against the individual service areas and additionally there is a strategic recommendation on Performance Management in the Directorate wide recommendations table in 4.3 of the final report.

BUSINESS TRANSFORMATION

24. Towards the conclusion of the review, thematic groups were formed following the principles agreed corporately for business transformation. These were as follows;

- Neighbourhood Working
- Technology and Information Management
- Performance Management and Customer Satisfaction
- Unproductive Time
- Strategic Procurement
- Workforce Development
- Asset Management

25. The outputs from these thematic groups were brought together at a workshop held in March this year and this enabled the formulation of a detailed transformation plan for the Neighbourhoods directorate (Appendix1), which also incorporates the recommendations from the review.
26. This will be a substantial programme of work spanning the forthcoming 18 months, however it will provide an essential platform for what we want to achieve as an organisation
27. Governance arrangements for the programme have been established and the proposed organisation structure is set out within the final report

It is suggested that Strategy group act as the sponsoring group with the Neighbourhoods Director and Assistant Chief Executive (Business Transformation) taking on the role of Senior Responsible Owners.

This is suggested to reflect the directorate focus alongside the corporate transformation drive led by the Assistant Chief Executive.

DIRECTORATE RESTRUCTURE

28. The Neighbourhoods director has been involved with the Review Team since joining the council and the review recommendations, including opportunities for staff cost savings, have been considered as part of her Restructure proposals, which are included as a separate item on this agenda.

CONCLUSIONS

29. This review is an important starting point on the 3-year programme of VFM reviews agreed by Executive Cabinet in 2007. The outcomes and learning from the review will benefit future work on the programme and this will support the continuing drive for efficiency savings through the CSR07 review period.

Outcomes from the review have been critical to informing and directing the restructure of the Neighbourhoods directorate. This will deliver significant efficiency savings for the council, which are detailed in the director’s report.

IMPLICATIONS OF REPORT

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

Customer Services	X	Human Resources	X
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COMMENTS OF THE CORPORATE DIRECTOR OF PEOPLE

31. There are numerous actions arising from the recommendations that require input from Customer Services. These have been factored into our work programme.

COMMENTS OF THE CORPORATE DIRECTOR OF HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT

32 The employee implications following the Value for Money Review are contained within the Restructuring report for the Neighbourhood Directorates, and consequently the comments of the Corporate Director of Human Resources are contained there.

GARY HALL
ASSISTANT CHIEF EXECUTIVE (BUSINESS TRANSFORMATION)

Background Papers			
Document	Date	File	Place of Inspection
Key reference documents (KRD's) produced in support of the final report Value for Money Review of Neighbourhoods Directorate Report	various	***	Business Improvement Office, Union St

Report Author	Ext	Date	Doc ID
James Douglas	5203	24 th July 2008	VFM Review-Neighbourhoods

Report of	Meeting	Date
Report of Corporate Director Business (Introduced by the Executive Member for Business Councillor Peter Malpas)	Executive Cabinet	14 August 2008

CENTRAL LANCASHIRE LDF PREFERRED CORE STRATEGY

PURPOSE OF REPORT

1. To approve the Central Lancashire Preferred Core Strategy for consultation.

RECOMMENDATION(S)

2. The Executive Cabinet approve the Central Lancashire Preferred Core Strategy for consultation and give delegated authority to the Executive Member to agree the indicative targets, presentation of the sustainability appraisal results and any other minor text and graphical amendments.

EXECUTIVE SUMMARY OF REPORT

3. The Core Strategy is the key overarching document of the Local Development Framework for the Central Lancashire area. Despite changes in the relevant regulations it has been decided to still produce a preferred options type document as it is necessary to evaluate alternative options so as to arrive at the best, most sustainable options. The Core Strategy does aim to be comprehensive in its coverage of policy areas and to help with delivery of the proposals a number of Supplementary Planning Documents are suggested so as to give further guidance.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

4. It is necessary to approve the document for consultation.

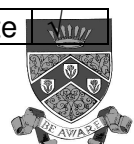
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

5. None as it is a statutory requirement to prepare a Core Strategy as part of the Local Development Framework.

CORPORATE PRIORITIES

6. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional	√	Develop local solutions to climate	
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economic development in the Central Lancashire sub-region		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 organisation	√

BACKGROUND

7. **A Core Strategy** This is the key overarching document of the Local Development Framework (LDF) to which all other subsidiary documents within the Framework should conform. The Core Strategy should provide a long term vision for the future, be derived from the proposals of Sustainable Community Strategies and be locally distinctive and deliverable. The scope of Core Strategies has evolved, now being more comprehensive than when the Local Development Framework procedure was first introduced during 2004. Core Strategies can (when accompanied by a Proposals Map) now specifically allocate (give policy status to) strategic sites although a separate 'Site Allocations' document will still be required to deal with all the other site-specific proposals. Core Strategies can also include policies that guide the determination of planning applications, so much so that separate 'Development Control Policies' documents may no longer be needed.
- 8 **The Central Lancashire Core Strategy** has undergone two stages of Issues and Options consultation. The first Options Paper (December 2006) examined local themes whilst the second Options Paper (November 2007) focused on spatial options for development. The Preferred Options stage is timetabled for consultation in September 2008.
- 9 **Central Lancashire Local Government Framework Joint Advisory Committee.** The Joint Advisory Committee (JAC) has been set up to oversee the preparation of Local Development Framework documents and to make non-binding recommendations accordingly to the three councils of Chorley, Preston City and South Ribble, whom will ultimately be responsible for the final determination of the respective documents. The JAC also includes a representative of Lancashire County Council. Initially the JAC will focus on the production of the LDF Core Strategy. The JAC recommended on 21 July 2008 that the Preferred Core Strategy be endorsed for approval for consultation by the Cabinets of Chorley, Preston and South Ribble Councils.
- 10 **The Central Lancashire and Blackpool Growth Point Bid.** The inclusion of the area in the Growth Point programme was announced by the Minister for Housing and Planning on 16 July 2008. Additional work needs to be undertaken on the implications and requirements on the Growth Point should the Councils' wish to now to go ahead and this will run parallel with the work being undertaken on the Core Strategy

THE PROPOSED CONTENT OF THE PREFERRED CORE STRATEGY

- 11 This document proposes a preferred way forward- a suggested set of policy approaches that are best able to manage change and meets the needs of the Central Lancashire area over the next 15 years or so to 2026.
- 12 Members need to appreciate that the Options presented in the Preferred Core Strategy are not presented as the finalised proposals of the three Councils. Readers of the document are repeatedly asked to suggest any other alternative ways forward for the authorities to consider before deciding the Core Strategy content for the Publication/Submission stages due in 2009.
- 13 The revised LDF regulations do not specifically require there to be a 'Preferred Options' stage but it is still necessary to evaluate alternative options and this is also a key part of the Sustainability Appraisal process. So with the support of the Government Office for the North West it has been decided to proceed with a 'Preferred' Core Strategy.

- 14 The Core Strategy does not need to repeat national guidance nor the content of the Regional Spatial Strategy (RSS). It has been assumed that the Secretary of State's Preferred Options to the North West RSS will become the finalised version by September 2008. It has not been possible to take account of the Partial Review of RSS because it is at a very early stage of preparation.
- 15 The page format of the Preferred Core Strategy as appended to this report is as follows:
- The Introductory parts, include the Context, Spatial Portrait, Vision and Strategic Objectives, followed by a section on the Locating Growth and Investment and 9 Themes.
 - There is the 'Main Text' which leads to the 'Preferred Option' (in bold type)
 - The Preferred Option text is not written as a fully formed policy but is presented as the basis of a policy; it is followed by a Reason for putting it forward.
 - Alternative 'Not Favoured Options' are then presented which were consulted on or arose at one of the two earlier Issues and Options stages. Again reasons are given as to why they are not favoured.
 - Presented in a right hand column is summary text under the following headings:
 - 'Givens' – national and regional policies
 - 'Evidence' – any other documents, studies or data that have been taken into account
 - 'You Said' – a brief summary of representations made at the Issues and Options stages
 - Delivered By – those parties that will implement the policy/proposal
 - Targets – devised to test the performance of the Preferred Option
 - Monitoring – how this performance measurement will be done – work is still on-going.
- 16 An expanded requirement for Core Strategies is that they will help lead and coordinate the delivery of new infrastructure. This is especially in relation to the expectation that new developments will help fund and otherwise bring forward needed capital works and service improvements associated with increased demand arising from new development occupiers and users. Section 16 of the Preferred Core Strategy covers the theme Delivering Infrastructure.
- 17 Certain areas of the document still need refining and will require Executive Member approval. This includes the section on Delivered By, Targets and Monitoring which will cover specific monitoring and implementation information and will form a delivery plan at the end of the document when it is published for consultation in September. It is also envisaged that the main outcomes of the Sustainability Appraisal will be presented in the Core Strategy when published for consultation.
- 18 At this stage it is not envisaged that a draft Proposals Map to precisely define site-specific proposals will accompany the Preferred Core Strategy when it is published for consultation in September 2008. If official advice is received that this is necessary Executive Member approval will be sought for approval to publish such a Map. A Key Diagram will show a diagrammatic spatial representation of the proposals. .
- 19 In line with the Core Strategy being a more comprehensive document and reducing the need for other policy documents within the LDF there are a number of references to envisaged Supplementary Planning Documents being prepared to aid policy interpretation and implementation. These are only guidance documents but they are more straightforward to prepare and easier to keep up to date. An ability to demonstrate progress in preparing these by the time the Core Strategy is at Submission stage should help achieve a 'sound' rating and therefore assist progress to adoption. It is also envisaged that there will be a short version of the Core Strategy to assist with community engagement during the autumn of 2008.

WHAT DO THE PREFERRED OPTIONS INCLUDE FOR CHORLEY?

20 References in the suggested Preferred Options, which are of importance to the borough of Chorley, are shown below:

- **Locating Growth and Investment** directs where new development and investment in services will be located in Central Lancashire (after para 6.17). Chorley Town is identified as a Key Service Centre where the focus will be on the regeneration of the town centre but with some greenfield development being appropriate. Development will also take place at the existing Strategic Sites of Buckshaw Village (mixed use) and Botany /Great Knowley (employment). Some growth and investment will be encouraged at the identified Urban Local Service Centres of Adlington, Clayton Brook/Green; Clayton –le –Woods (Lancaster Lane); Coppull; Euxton and Whittle Le Woods to help meet housing and employment needs. Limited growth and investment will be encouraged at the identified Rural Local Service Centres of Brinscall/Withnell and Eccleston to help meet local housing and employment needs and to support the provision of services to the wider area;
- **Climate Change, Energy and Resource use** includes within the Preferred Option the two climate change policies from Chorley’s Sustainable Resources Development Plan Document. It also includes the appraisal, management and reduction of flood risk in all new developments and the avoidance of development in high risk areas wherever possible such as Croston; and pursuing opportunities to improve the sewer infrastructure in areas including Euxton due to the risk of sewer flooding. (after para 7.32);
- **Housing Section.** Preferred Options on housing provision (after para 8.4) and affordable housing provision (after para 8.48) put forward proposals for managing the supply of new housing to try to ensure the appropriate amount of development takes place and associated affordable housing is brought forward;
- **Accommodating Needs of Gypsies and Travellers or Travelling Show People.** These are two separate but related matters that the Core Strategy has to have policies on to be found sound. Pending more progress on the Partial Review of RSS the approach can be non-site specific. (after para 8.55);
- **Economic Growth and Employment.** The Preferred Option categories where local office developments and other major developments of employment will be located in Chorley Borough and expands on the Central Lancashire Employment Land Review findings. (para 9.33);
- **Retail and Tourism.** The Preferred Option includes the need to maintain and improve the vitality and viability of Chorley town centre by building on the success of the Market Walk shopping centre, through investing in further retail development, supporting a range of other retailers and services, as well as improving the centre’s appearance and accessibility. It also includes a list of Chorley District/Local Centres to be maintained, improved and where the mix of uses will be controlled so as to serve local needs (after para 12.16).
- **Health and Wellbeing.** This includes preferred options covering the matters of public health (after para 13.8), sport and recreation (after para 13.18); community activities (after para 13.25), crime and community safety (after para 13.36); culture and entertainment (after para 13.50); and new schools (after para 13.60);
- **Biodiversity and the Natural and Built Environment.** The Preferred Option covers and seeks to protect and enhance the natural and built environment and makes reference to specific places of importance including the West Pennine Moors east of Chorley Town and the approaches to it. (after para 14.39).
- **Travel.** The Preferred Option includes a series of transport measures for Chorley. Reducing the need to travel, managing car use and improving public transport are priorities It includes improving car and cycling facilities at railway stations; providing a new railway station at Coppull; extending the town centre bus services and completing the Central Lancashire Cycle Network. (after para 15.30)

IMPLICATIONS OF REPORT

21 The report has no implications.

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

JANE E MEEK
CORPORATE DIRECTOR (BUSINESS)

Report Author	Ext	Date	Doc ID
Alison Marland	5281	28 July 2008	***

Background Papers

Document	Date	File	Place of Inspection
Central Lancashire Preferred Core Strategy Document	July 2008	---	Members' Room, Town Hall, Chorley

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Report of	Meeting	Date
Corporate Director (Neighbourhoods) (Introduced by the Executive Member for Neighbourhoods)	Executive Cabinet	14 August 2008

FOOD SAFETY SERVICE – EXTERNAL AUDIT REPORT AND INTERVENTION PROGRAMME

PURPOSE OF REPORT

1. To advise and update Members of changes in the national guidance and codes of practice for meeting the Councils statutory obligation to provide a food safety service and to inform Members of the results of a recent external audit undertaken by the Food Standards Agency (FSA) of the Councils food safety service.

RECOMMENDATION

2. It is recommended that Members note the contents of the report relating to the FSA audit of the Councils food safety service and approve the proposed Food Hygiene Intervention Programme in the light of revised national guidance.

EXECUTIVE SUMMARY OF REPORT

3. The Council is statutorily obliged to provide a food safety service under the terms of the Food Safety Act 1990 to ensure that food businesses in the Chorley area comply with relevant food safety legislation. This includes work in the following areas:
 - (a) Food safety inspections
 - (b) Food poisoning investigations
 - (c) Complaints relating to foodstuffs
 - (d) Complaints about food premises
 - (e) Providing advice and guidance on food safety compliance
4. In addition the Council undertakes a number of initiatives to raise food safety awareness with both business and citizens including the Recipe4Health award, Safer Food Better Business coaching sessions and a quarterly Food Safety newsletter to food businesses.
5. Nationally the food safety agenda is overseen by a Government agency, the Food Standards Agency (FSA), who drafts legislation, issue guidance and direct Local Authorities on food safety service provision by the publication of national Codes of Practice.
6. The Councils food safety service was subject to an external audit by the FSA in May 2008 and the final report and action plan **is available** for viewing on the Council's website

through the link shown on the agenda for the Executive Cabinet meeting. Overall the Council's service provision in this area was deemed to be effective and comprehensive and the short action plan that has been produced relates mainly to procedural improvements which have been implemented on the advice of the FSA.

7. The FSA published revised Codes of Practice earlier this year relating to the food premises inspection programme which effectively permits local authorities to reduce the burden of inspection on low risk food business and replace it with alternative interventions such as providing advice and information, surveillance (food sampling) and targeted visits to support business.
8. A Food Hygiene Intervention Programme has been produced and **is available** for viewing on the Council's website through the link shown on the agenda for the Executive Cabinet meeting. It sets out the proposed intervention strategy the Council should adopt in the food safety service area.

REASONS FOR RECOMMENDATION

(If the recommendations are accepted)

9. To meet the Food Standards Agency governance and reporting requirements for local authority food safety services.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

10. None

CORPORATE PRIORITIES

11. 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	√

BACKGROUND

12. There are currently about 850 premises in the Chorley area that are subject to a regular full inspection of food safety standards on a frequency that is determined by a risk based scoring approach. The risk rating profile of these premises currently requires around 450 full food safety inspections to be undertaken each year.
13. The FSA has statutory powers to audit local authority food safety services and where poor performance is identified direct changes and improvements or in some circumstances where significant service failure is identified, take over the service provision.

ALTERNATIVE INTERVENTIONS

14. The FSA’s revised Code of Practice on Food Safety Services enables the lowest risk premises to receive an alternative intervention to inspection that will have the effect of releasing resource to deal in greater depth with non-compliant and high-risk food business. In the case of Chorley Council this means that currently around 220 businesses (lowest risk) will no longer receive a full inspection but at least every three years will be subject to an alternative enforcement intervention such as a sampling visit, an inspection targeting a particular process or issue at the premises, or a questionnaire to determine the current status of the business. Officers will determine the most appropriate intervention based on historical information regarding the business and the type of food stored, prepared or sold by the business.

NEW NATIONAL INDICATOR

15. Members will be aware of the new national performance indicator set. NI 184 is a new indicator that requires the Council to measure the number of food businesses within its area that are ‘broadly compliant’ with statutory food safety requirements. The scoring mechanism used to risk rate business for inspection frequency purposes includes scoring parameters that assess compliance. These scores will be used to monitor and report on the indicator NI 184. The target set for 2008/9 is 75%. The redirection of resources that is enabled by the alternative intervention strategy described above will ensure officer time is directed to those 25% businesses that need to be brought up to the broadly compliant standard and target those businesses where their compliance score can be improved.

FSA AUDIT

16. In May 2008 the Councils Food Safety service was subject to a 3-day external audit by the FSA. The audit team were impressed with the service provided and noted examples of best practice in relation to the ISO 9001:2000 accredited documented quality system and officer competency matrix. The report highlights areas for improvement and these are detailed in the action plan, which forms part of the report. All recommended actions have either been implemented or are timetabled for action at the appropriate time. The key actions identified were:
- An annual report on food safety activity to Members with a regular update on performance of the service.
 - Minor administrative changes to the authorisation procedure for food safety officers.
 - Strengthening the link between officer competency requirements and their training requirements.

IMPLICATIONS OF REPORT

17. 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	x

ISHBEL MURRAY
CORPORATE DIRECTOR (NEIGHBOURHOODS)

Report Author	Ext	Date	Doc ID
S Clark	5732	24 July 2008	Food0808

Background Papers

Document	Date	File	Place of Inspection
Food Standards Agency's report on arrangements for food premises database management, food hygiene inspections and internal monitoring.	13 – 14 May 2008	_____	Members' Room, Town Hall, Chorley
Food Hygiene Intervention Programme	July 2008	---	Members'.Room

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