

# Overview and Scrutiny Committee

Agenda and Reports

For consideration on

**Monday, 28th September  
2009**

In Committee Room 1, Town Hall, Chorley

At 6.30 pm



## **PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT OVERVIEW AND SCRUTINY MEETINGS**

- Questions must be submitted to the Democratic Services Section by no later than midday, two working days before the day of the meeting to allow time to prepare appropriate responses and investigate issues 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 of the Overview and Scrutiny Committee. This will provide an opportunity for members of the public to raise and ask questions on any issue falling within the remit of the Committee.

17 September 2009

Dear Councillor

## **OVERVIEW AND SCRUTINY COMMITTEE - MONDAY, 28TH SEPTEMBER 2009**

You are invited to attend a meeting of the Overview and Scrutiny Committee to be held in Committee Room 1, Town Hall, Chorley on Monday, 28th September 2009 commencing at 6.30 pm.

### **AGENDA**

1. **Apologies for absence**

2. **Minutes (Pages 1 - 4)**

To confirm as a correct record the enclosed minutes of the meeting of the Overview and Scrutiny Committee held on 1 October 2009.

3. **Declarations of Any Interests**

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

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

4. **Executive Cabinet - 1 October 2009**

To consider any reports on the agenda for the Executive Cabinet meeting to be held on 1 October 2009.

Members of the Committee are requested to notify the Democratic Services by Friday, 25 September 2009, to ensure the attendance of the appropriate Executive Member.

Please bring your copy of the Executive Cabinet agenda previously circulated.

5. **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on an item on the agenda will be asked to put their question(s) to the Committee. Each member of the public will be allowed to ask one supplementary question within his/her allocated 3 minutes.

6. **Monitoring of Inquiry Recommendations - Neighbourhood Working (Pages 5 - 8)**

To receive and consider the enclosed report of the Corporate Director (Neighbourhoods).

7. **New Scrutiny Powers (Pages 9 - 10)**

To receive and consider the enclosed report of the Corporate Director (Governance).

8. **Future agenda items (Pages 11 - 16)**

To consider the Overview and Scrutiny Work Plan and the Council's Forward Plan for the four month period 1 October 2009 to 31 January 2010 (documents enclosed).

9. **Reports from the Task and Finish Groups**

**Joint Scrutiny Inquiry with Preston and South Ribble on Affordable Housing**

To receive a verbal update on the inquiry from the Chair, Councillor Dennis Edgerley.

**Highways Issues Task and Finish Group**

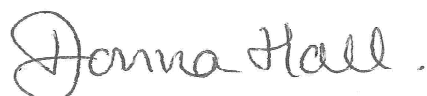
To receive a verbal update on the inquiry from the Chair, Councillor Mike Devaney.

**Town Centre vitality Task and Finish Group**

To receive a verbal update on the inquiry from the Chair, Councillor Peter Wilson.

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

Yours sincerely



Donna Hall  
Chief Executive

Ruth Rimmington  
Democratic and Member Services Officer  
E-mail: ruth.rimmington@chorley.gov.uk  
Tel: (01257) 515118  
Fax: (01257) 515150

**Distribution**

1. Agenda and reports to all Members of the Overview and Scrutiny Committee (Councillor Dennis Edgerley (Chair), Councillor Alan Cullens (Vice-Chair) and Councillors Nora Ball, Mike Devaney, Marie Gray, Harold Heaton, Adrian Lowe, Rosie Russell, Edward Smith, Iris Smith, Joyce Snape and Peter Wilson for attendance.

2. Agenda and reports to Donna Hall (Chief Executive), Lesley-Ann Fenton (Assistant Chief Executive (Policy and Performance)), Gary Hall (Assistant Chief Executive (Business Transformation)), Ishbel Murray (Corporate Director (Neighbourhoods)), Carol Russell (Head of Democratic Services), Liz Morey (Neighbourhoods Co-ordinator) and Ruth Rimmington (Democratic and Member Services Officer) for attendance.
3. Agenda and reports to Eric Bell (Executive Member (Neighbourhoods)) 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 آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

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## Overview and Scrutiny Committee

**Tuesday, 1 September 2009**

**Present:** Councillor Alan Cullens (Chair) and Councillors Nora Ball, Mike Devaney, Marie Gray, Adrian Lowe, Rosie Russell and Edward Smith

**Also in attendance:** Councillors Peter Malpas (Executive Member (Business)), Jacquie Mutch (Programme Director, Groundwork LW&W) and Stephen Hodges (Senior Project Officer, Groundwork)

**Officers in attendance:** Gary Hall (Assistant Chief Executive (Business Transformation)), Jamie Carson (Corporate Director (People)), Tim Murphy (Corporate Director of Information and Communication Technology and Chief Information Officer) and Ruth Rimmington (Democratic and Member Services Officer)

### 09.OS.65 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Dennis Edgerley, Iris Smith, Joyce Snape and Peter Wilson.

### 09.OS.66 MINUTES

**RESOLVED – The minutes of the meeting of the Overview and Scrutiny Committee held on 10 August 2009 be confirmed as a correct record and signed by the Chair.**

### 09.OS.67 DECLARATIONS OF ANY INTERESTS

No Members declared an interest in respect of items on the agenda.

### 09.OS.68 PUBLIC QUESTIONS

No members of the public requested to ask a question at the meeting.

### 09.OS.69 WORK UNDERTAKEN BY GROUNDWORK

The Chair welcomed Jacquie Mutch (Programme Manager) and Stephen Hodges - Senior Project Officer from Groundwork Lancashire West & Wigan who had been invited to deliver a presentation outlining the work undertaken within Chorley over the last year.

The five strategic areas for Groundwork were: 1 Safer and stronger communities, 2 Developing Positive & Ambitious Young People, 3 Reducing carbon emissions & tackling climate change, 4 Supporting local skills & enterprise and 5 Promoting Health & Well-being-

Members noted that the Council provided core funding to Groundwork who then accessed funding pots that were not available to the Council. These additional funds increase the total by eight times the core funding.

Queries were raised regarding the future management and maintenance of an existing recreation area on Laburnham Road, the creation of gardening projects involving schools and the over 65's, the creation of a community garden in Coppull on vacant land, the creation of a play space for a school on donated land and the reduction of the carbon footprint.

**RESOLVED**

1. **The presentation and report be noted,**
2. **An update presentation be scheduled from Groundwork on an annual basis.**

**09.OS.70 EXECUTIVE CABINET - 3 SEPTEMBER 2009**

The Committee considered the Central Lancashire and Blackpool Growth Point – Update and Envisaged Procedural Arrangements report from the Executive Cabinet agenda. The Committee welcomed Councillor Malpas, Executive Member (Business), who attended the meeting to outline the report and answer any queries.

Members noted that the Community Infrastructure Fund (CIF2) was only accessible to Growth Point partnerships. From this £3.3 million funding had been received for Buckshaw Village railway station. The development of the LDF Core Strategy would be accelerated through Growth Point.

In addition to this Government Office for the North West had stated that the Council were not committed to “a level of housing growth other than that which it has signed up to deliver...no greater than that envisaged in RSS”.

**RESOLVED -**

1. **The report be welcomed and noted,**
2. **Regular update reports be presented to Executive Cabinet.**

**09.OS.71 FUTURE AGENDA ITEMS**

Members noted the Overview and Scrutiny work programme and the Council's Forward Plan for the four month period 1 September to 31 December 2009.

**RESOLVED**

1. **The report be noted,**
2. **The Executive Member (Neighbourhoods) be invited to the next meeting to discuss the Neighbourhoods Inquiry monitoring report.**

**09.OS.72 INFORMATION AND COMMUNICATION TECHNOLOGY AVAILABILITY FOR MEMBERS**

The Corporate Director (Information and Communication Technology and Chief Information Officer) gave a presentation on the availability of ICT services to Members.

The Committee noted the different aspects to the service, including equipment (laptop etc), server based systems (email and the intranet), third party communications (telephone lines and broadband) and support services.

The future plans were outlined and discussed. Following a survey of Members regarding the need for out of hours support 29 replies had been received, with 48% selecting this was “not a problem” and 52% “manageable”.

Regular maintenance would be required but would be carried out with minimal impact where possible.



**RESOLVED –**

1. The report be welcomed and noted,
2. Queries were raised regarding the receipt of emails warning about a potential virus, if there were any doubts about the emails these should be forwarded to ICT Services,
3. The notification relating to planned maintenance would be distributed in a standard template for ease of use,
4. The information in the report be reproduced as an intheknow article.

**09.OS.73 REPORTS FROM THE TASK AND FINISH GROUPS**Joint Scrutiny Inquiry with Preston and South Ribble on Affordable Housing

A meeting would be held on 7 September to consider the draft final report with the three Chairs. It was hoped that this report would be presented to Overview and Scrutiny Committee in November.

Highways Issues Task and Finish Group

Councillor Mike Devaney reported that a great deal of information had been prepared for the inquiry which had taken longer than anticipated. The next meeting would consider this information and questions to ask the witnesses identified at future meetings.

Town Centre Vitality Task and Finish Group

Two meetings had taken place to scope the inquiry and set the project plan. The next meeting would be held on 24 September.

**RESOLVED**

1. To note the verbal updates on the inquiries,
2. To add Councillor Julia Berry to the membership of the Town Centre vitality Group.

Chair

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Report of	Meeting	Date
Corporate Director (Neighbourhoods)	Overview and Scrutiny Committee	28 September 2009

**MONITORING OF INQUIRY RECOMMENDATIONS - NEIGHBOURHOOD WORKING**

**PURPOSE OF REPORT**

- To update the Overview and Scrutiny Committee on the actions taken following their recommendations of 12 November 2007.

**RECOMMENDATION(S)**

- To note the progress on the various actions

**EXECUTIVE SUMMARY OF REPORT**

- To report the progress of the recommendations made by the Overview and Scrutiny Committee.

**CORPORATE PRIORITIES**

- 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**

- The Environment and Community Overview and Scrutiny Panel undertook an extensive inquiry into Neighbourhood Working. An initial report of the findings and recommendations was accepted by Executive Cabinet on 6 December 2007. A further report outlining these recommendations with details of resources allocated for delivery and an action plan with milestones for implementation was presented by the Chief Executive and accepted by Executive Cabinet on 14 February 2008.



**OBJECTIVES**

6. To update on progress made against recommendations

<p>The Neighbourhood Working proposals and action plan are agreed and implemented</p>	<p>Neighbourhood Working is subject to the Council's Project Management system with current status set at "green"</p>
<p>The Neighbourhood footprints be agreed as those shown in Appendix to 14 February 2008 Cabinet Report.</p>	<p>Seven Neighbourhood Areas were designated – 5 Parish Neighbourhood Areas and 2 urban/town centre Areas.          Southern Parishes          Western Parishes          North Eastern Parishes          Eastern Parishes          North Western Parishes          Chorley Town West          Chorley Town East</p>
<p>A new post of Neighbourhood Co-ordinator is established at a grading established by Job Evaluation</p>	<p>Neighbourhood Co-ordinator has been in post with effect April 2008.</p>
<p>Two additional posts of front-line Neighbourhood Officer are established at a grading established by Job Evaluation</p>	<p>Two additional Neighbourhood Officers have been in post since July 2008. A Neighbourhood Officer has been assigned to each Neighbourhood Area</p>
<p>The existing P/T post of Community Development Assistant in the People Directorate be deleted and replaced by a further full time qualified Community Development Officer at a grading established by Job Evaluation and based in the Neighbourhoods Directorate</p> <p>The existing Community Development post be transferred to the Neighbourhoods Directorate</p>	<p>Two full time Community Development Officers in post and included as part of the restructure of the Neighbourhoods Directorate – implemented November 2008</p>
<p>An implementation budget of £250,000 be established</p>	<p>£100,000 committed to additional staff resources, as above.          £150,000 pump priming fund earmarked to support Neighbourhood Action Plan projects in 2009-2010</p>
<p>Areas not covered by Parish Councils currently be encourages to explore this option</p>	<p>The potential for Parish status has been discussed within the town centre Neighbourhood Areas, but as yet there has been little appetite for this proposal.</p>

<p>Chorley Community Safety Partnership gives consideration to the future of the Target Area Partnerships (TAPS) through the refresh of the Community Safety Strategy.</p>	<p>As independent, constituted partnerships, rather than sub groups of Chorley Community Safety Partnership, the three TAPs (PAICE, SWITCH, and Clayton Brook Together) were relatively unaffected by the Safer Chorley and South Ribble pilot merger, and have continued to link to Community Safety by providing a VCF sector representative on the CDRP. Neighbourhood Working has also presented new opportunities for the TAPs, and all three are involved in Action Plan projects. There is also a move to form a fourth TAP in 2009-2010 Mini MATACs have been established and operate specifically within each Neighbourhood Area.</p>
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**IMPLICATIONS OF REPORT**

7. 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	✓

ISHBEL MURRAY  
CORPORATE DIRECTOR (NEIGHBOURHOODS)

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Liz Morey	5812	7 September 2009	

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Report of	Meeting	Date
Corporate Director of Governance	Overview and Scrutiny Committee	28 September 2009

## NEW SCRUTINY POWERS

### PURPOSE OF REPORT

- To advise Members of new powers available to the Council as result of the Local Authorities (Overview and Scrutiny Committees) (England) Regulations 2009 coming into force.

### RECOMMENDATION(S)

- To note the report.
- To ask Council to enable the new powers to be exercised by the Overview and Scrutiny Committee.

### REASONS FOR RECOMMENDATION(S)

#### (If the recommendations are accepted)

- The new powers, although limited, provide a valuable extension to those currently available to the Council and will support the Overview and Scrutiny Committee in its externally focused work.

### CORPORATE PRIORITIES

- 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

- As Members will be aware, the Lancashire Local Area Agreement is prepared by the County Council after consultation with partner authorities, including this Council. The Agreement contains local improvement targets for Lancashire.
- Back in May the Committee considered a report detailing new legislation affecting Scrutiny. That report highlighted new provisions enabling the County Council to seek information from, scrutinise and report to partner authorities in relation to the local improvement targets. At that time it was reported that a regulation making power existed which could give District Councils similar powers but regulations had not been made.

**LOCAL AUTHORTIES (OVERVIEW AND SCRUTINY COMMITTEES) REGULATIONS**

8. In August the Local Authorities (Overview and Scrutiny Committees) (England) Regulations 2009 came into force.
9. These regulations give the Council power to allow its Overview and Scrutiny Committee to make and publish reports and recommendations to the County Council on LAA matters where the Borough Council has a role in delivering a target. On receiving a report the County Council is obliged to respond within two months indicating what action (if any) it intends to take.
10. In addition to providing the report or recommendation to the County Council the Committee may also send a copy to any other partner to which the target relates and require it to have regard to the report or recommendation in the exercise of its functions. Health bodies are though excluded from this provision.
11. In order to assist the Committee in examining local improvement targets new powers have been given to request information from partner authorities. Partners are obliged to respond to any reasonable request for information in support of the Committee’s functions relating to local improvement targets. There are exceptions to this duty. For example only anonymised personal information need be provided and partners do not have to disclose information which would allow them to be sued for breaching confidentiality or which would prejudice their functions or legitimate interests (or those of a third party). In addition the powers do not apply to health or crime and disorder information where alternative rights to obtain information exist.
12. The new powers only extend to those partner organisations named in the 2007 Act which includes local authorities, the regional development agency, probation, the Environment Agency, Sports England and others. However, some key partners are not included such as housing associations, colleges and the voluntary sector. They may, of course, work with scrutiny on a voluntary basis.
13. Clearly with thirteen local authorities in Lancashire having the power to scrutinise the LAA, there is the possibility for duplication of effort and unreasonable demands being placed on partners. It is hoped that by sharing work programmers at an early stage, such problems can be avoided.
14. It is anticipated that the Centre for Public Scrutiny will issue guidance on how these powers should be used.

**IMPLICATIONS OF REPORT**

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

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

ANDREW DOCHERTY  
CORPORATE DIRECTOR OF GOVERNANCE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Andrew Docherty	5102	16/09/09	AD/JA/REPORTS/1609



	21 May	22 Jun	10 Aug	1 Sept	28 Sept	9 Nov	30 Nov	18 Jan	15 Feb	22 Mar
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Holding the Executive to account

Executive Leader										
Policy and Performance	MS PR CP		MS PR CP			MS PR CP		BS	MS PR CP	
Neighbourhoods	MS		MS			MS			MS	
Resources	MS		MS			MS			MS	
Business	MS		MS			MS			MS	
People	MS		MS			MS			MS	
Sustainable Communities Act		*								*
Affordable Housing Task Group - Service Improvement Plan		*								
Updated Attendance Policy Statement			*							
Work undertaken by Groundwork				*						
ICT services for Members				*						
New Scrutiny powers					*					
Closed church yards policy							*			
Value for Money review of Support Services							*			
Local Development Framework							*			
Forward Plan	*	*	*	*	*	*	*	*	*	*
Executive Cabinet agenda	*	*	*	*	*	*	*	*	*	*

Policy Development and Review of Council Services (Task and Finish Groups)

Highways		S	S	S	C	C	R	R		
Town Centre Regeneration			S	S	C	C	C	R	R	
Neighbourhood Working					M					
Efficiency Gains								M		
Streetscene Issues		F						M		

<u>Crime and Disorder</u>							*			
<u>Health</u>										

External Scrutiny

Chorley Community Housing			F						M	
Affordable Housing (South Ribble and Preston)						R		F		
Chorley Partnership		R				F				

Other

Work Programme	*	*	*	*	*	*	*	*	*	*
Review of the Year										*
Annual Report	*									

Key:

Holding the Executive to account

- MS Business plan monitoring statements
- PR Performance report and
- CP Chorley Partnership performance report
- BS Budget scrutiny

Policy Development and Review of Council Services and External Scrutiny

- S Scoping
- C Collecting and considering evidence
- R Report
- F Feedback and action
- M Monitoring

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# CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 OCTOBER 2009 TO 31 JANUARY 2010

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. As a matter of local choice, 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 items on the Forward Plan are highlighted in bold print.

The current members of the Executive Cabinet are:

Councillor Peter Goldsworthy	Executive Leader
Councillor Patricia Case	Deputy Leader
Councillor Greg Morgan	Executive Member (Policy and Performance)
Councillor Eric Bell	Executive Member (Neighbourhoods)
Councillor Kevin Joyce	Executive Member (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](http://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](http://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: 17 September 2009**

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Earliest Date decision can be taken</b>	<b>Proposed Consultees</b>	<b>Method(s) of Consultation</b>	<b>Documents to be considered by Decision taker</b>	<b>Representations may be made to the following officer by the date stated</b>
Approval of Central Lancashire Local Development Framework Core Strategy Delivery Supplement	Executive Cabinet	Executive Member (Business)	12 Nov 2009	Strategy Group, Central Lancashire Authorities' LDF Working Groups and Central Lancashire LDF Joint Advisory Committee	Final Delivery Supplement Document to be provided to consultees	Central Lancashire LDF Core Strategy Final Delivery Supplement	Corporate Director (Business) Tel: 01257 515285 jane.meek@cho rley.gov.uk Monday, 26 October 2009

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