

# Council

Agenda and Reports

For consideration on

**Tuesday, 28th September  
2010**

In the Council Chamber, Town Hall, Chorley

At 6.30 pm



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

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

17 September 2010

Dear Councillor

## **COUNCIL - TUESDAY, 28TH SEPTEMBER 2010**

You are invited to attend a meeting of the Chorley Borough Council to be held in the Council Chamber, Town Hall, Chorley on Tuesday, 28th September 2010 commencing at 6.30 pm for the following purposes.

### **AGENDA**

1. **Apologies for absence**

2. **Minutes of the last Council meeting held on Tuesday, 20th July 2010** (Pages 1 - 6)

To confirm as a correct record, the enclosed minutes of the last Council meeting held on 20 July 2010.

3. **Declarations of Any Interests**

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

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

4. **Mayoral Announcements**

5. **Public Questions**

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

6. **Executive Cabinet**

- a) **Petitions Scheme** (Pages 7 - 16)

To consider the enclosed report of the Director of Transformation and approve a Petitions Scheme for the Council in compliance with the Local Government, Economic Development and Construction Act 2009.

The Executive Cabinet considered the report at its meeting on 12 August 2010 and recommended the Council to approve and adopt the recommendations contained in the report.

b) Capital Programme, 2010/11 to 2012/13 - Monitoring (Pages 17 - 28)

To consider the enclosed report of the Director of Transformation.

The Executive Cabinet considered the report at its meeting on 12 August 2010 and recommended the Council to approve the recommendations contained in the report.

c) General Report (Pages 29 - 34)

To consider the enclosed general report of the two meetings of the Executive Cabinet held on 12 August and 2 September 2010.

7. **Overview and Scrutiny Committee and Task and Finish Groups** (Pages 35 - 38)

To consider the enclosed general report of two meetings of the Overview and Scrutiny Committee held on 9 and 31 August 2010.

8. **Standards Committee : Appointment of a Parish Councillor Representative** (Pages 39 - 40)

To consider the enclosed report of the Director of Transformation on the appointment of a new Parish Councillor representative to the Standards Committee.

9. **Discretionary Housing Payments Appeals Panel**

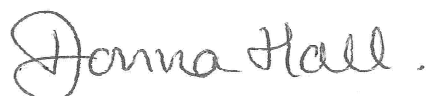
To appoint three Councillors to serve on the above Appeals Panel.

10. **Questions Asked under Council Procedure Rule 8 (if any)**

11. **To consider the Notices of Motion (if any) given in accordance with Council procedure Rule 10**

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

Yours sincerely



Donna Hall  
Chief Executive

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Democratic Services Manager

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**Distribution**

To all Members of the Council and Directors.

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

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**COUNCIL****Tuesday, 20 July 2010**

**Present:** Councillor Ken Ball (Mayor), Councillor Pat Case (Deputy Mayor), Councillors Nora Ball, Eric Bell, Julia Berry, Judith Boothman, Terry Brown, Alan Cullens, Magda Cullens, Mike Devaney, David Dickinson, Dennis Edgerley, Christopher France, Anthony Gee, Peter Goldsworthy, Marie Gray, Alison Hansford, Pat Haughton, Harold Heaton, Catherine Hoyle, Keith Iddon, Kevin Joyce, Hasina Khan, Roy Lees, Laura Lennox, Adrian Lowe, Marion Lowe, Peter Malpas, June Molyneaux, Greg Morgan, Simon Moulton, Mick Muncaster, Beverley Murray, Mark Perks, Alan Platt, Debra Platt, Geoffrey Russell, Rosie Russell, Joyce Snape, Ralph Snape, John Walker, Stella Walsh and Peter Wilson

**10.C.109 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Alistair Bradley, Henry Counce, Doreen Dickinson and Edward Smith.

**10.C.110 MINUTES OF ANNUAL COUNCIL MEETING**

**RESOLVED – That the minutes of the Annual Council Meeting held on 18 May 2010 be confirmed as a correct record for signature by the Mayor.**

**10.C.111 DECLARATIONS OF ANY INTERESTS**

There were no declarations of interest by any Member in relation to matters under consideration at the meeting.

**10.C.112 MAYORAL ANNOUNCEMENTS**

The Mayor thanked everyone who had taken part or otherwise supported the annual Cricket Match on Friday, 9 July 2010. The match had been won by the Members' Team and had raised more than £280 for the Mayor's Charity Appeal.

The Mayor also reminded Members of the following forthcoming events being organised in the Lancastrian Room to raise funds for his Charity Appeal:

- Charity Big Band Night on Friday, 17 September 2010;
- Fashion Show on Friday, 8 October 2010;
- Brass Band Concert on Friday, 19 November 2010.

**10.C.113 PUBLIC QUESTIONS**

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

**10.C.114 EXECUTIVE CABINET****(a) Revenue and Capital Outturn for 2009/10**

The Council considered a report of the Director of Transformation on the provisional final outturns in respect of the General Fund Revenue Account and the Capital Programme at the end of the 2009/10 financial year.

The report indicated that, after taking account of an envisaged underspend on the cost of concessionary travel and the HM Revenue and Customs reimbursement of VAT paid in earlier years, there was expected to be an underspend in the region of £181,000 in the General Fund revenue account at the year end.

Appendices to the report provided a detailed analysis of the Capital Programme's provisional outturn for 2009/10. The forecast outturn expenditure of £5,668,296 showed a reduction of £851,754 on the approved revised programme, owing principally to the re-phasing of £729,000 expenditure to 2010/11.

It was moved by the Executive Member (Transformation) (Councillor Kevin Joyce), seconded by the Executive Leader (Councillor Peter Goldsworthy) and **RESOLVED:**

**(1) That the report be noted.**

**(2) That the financing arrangements for the 2009/10 Capital Programme, as set out in Appendix 3 to the submitted report, be approved.**

**(b) General Report**

Consideration was given to a general report which summarised the principal items of business discussed at the meeting of the Executive Cabinet on 3 June 2010.

The respective Executive Members responded to a number of queries and concerns raised by Members, particularly in respect of the delivery of the target number of affordable homes in the Borough, recyclable kitchen waste and the newly introduced Tree Management and Maintenance Policy.

It was moved by the Executive Leader (Councillor Peter Goldsworthy), seconded by the Deputy Leader of the Council (Councillor Pat Case), and **RESOLVED that the report be noted.**

#### **10.C.115 OVERVIEW AND SCRUTINY COMMITTEE**

**(a) Scrutiny Reporting Back: Annual Report on Overview and Scrutiny Activity in 2009/10**

The Council received the annual report on the Council's overview and scrutiny activities during 2009/10.

The report outlined and commented on the outcome of the two major scrutiny reviews undertaken on highways issues and the vitality of the town centre, in addition to the conclusion of the joint scrutiny of affordable housing issues with Preston and South Ribble Councils. The Overview and Scrutiny Committee had also embraced its new role to scrutinise crime and disorder by reviewing the Safer Chorley and South Ribble Partnership with South Ribble Council.

Whilst the Committee's work plan for 2010/11 had not been determined when the annual report was compiled, the Committee had been requested to authorise reviews around the management of the Council's assets and the provision of allotments in the Borough.

The current Chair of the Overview and Scrutiny Committee (Councillor Adrian Lowe) thanked the Committee and Task Group members for their work during the past year and paid tribute to the commitment of Councillor Dennis Edgerley as former Chair of the Overview and Scrutiny Committee.



It was moved by the Chair of the Committee (Councillor Adrian Lowe), seconded by the Vice-Chair (Councillor Alan Cullens), and **RESOLVED that the annual report be noted.**

**(b) General Report**

The Council considered a general report summarising the business of the Overview and Scrutiny Committee at its meeting on 1 June 2010.

Concern was expressed about decisions being undertaken by the Executive which could impact on the effectiveness of the Allotments Overview and Scrutiny Task Group which was just starting a review. In response, the Executive Leader confirmed that £40,000 had been allocated in the 2010/11 budget to develop new allotment sites, work was underway but as yet, no executive decisions had yet been taken on specific schemes.

It was moved by the Chair of the Overview and Scrutiny Committee (Councillor Adrian Lowe), seconded by the Vice-Chair (Councillor Alan Cullens), and **RESOLVED that the report be noted.**

**10.C.116 AUDIT COMMITTEE**

Consideration was given to a general report which summarised the matters considered at a meeting of the Audit Committee held on 30 June 2010.

It was moved by the Chair of the Committee (Councillor Anthony Gee), seconded by the Vice-Chair (Councillor Laura Lennox), and **RESOLVED that the report be noted.**

**10.C.117 CHORLEY COUNCIL'S ANNUAL REPORT FOR 2009/10**

The Director of Partnerships, Planning and Policy submitted a report presenting the Council's Annual Report for 2009/10.

The report gave an overview of the Council's performance in 2009/10 and summarised the Authority's plans for 2010/11. The report highlighted the Council's achievements in the past year, which had culminated in the Council being judged to be among the best Councils in the country by the Audit Commission.

It was moved by the Executive Leader (Councillor Peter Goldsworthy), seconded by the Deputy Leader of the Council (Councillor Pat Case), and **RESOLVED that the Council's Annual Report for 2009/10 be noted.**

**10.C.118 OFFICERS' CODE OF CONDUCT**

The Council considered a report of the Director of Transformation seeking approval to a number of amendments to the Officers' Code of Conduct which would require to be reflected in changes to the Council's Constitution.

A recent audit review of the Officers' Code of Conduct had recommended the strengthening of the arrangements for the management, implementation and monitoring of the Code. The opportunity had also been taken to address other aspects of the Code, including a requirement for the disclosure of gifts and hospitality above a £5 value, to establish procedures to ensure that Officers act in an unbiased and transparent manner.

It was moved by the Executive Member (Transformation) (Councillor Kevin Joyce), seconded by the Executive Leader (Councillor Peter Goldsworthy), and **RESOLVED:**

**(1) That approval be given to the amendment of the Officers' Code of Conduct to include provision for:**

- responsibility for the implementation of the Code of Conduct to be assigned to the Human Resources Team within the Transformation Directorate;
- quarterly monitoring reports of disclosures to be produced for the Strategy Group;
- all disclosures to be considered by the relevant Director;
- the declaration by Officers of all gifts and hospitality with a monetary value of £5 or above;
- revised criteria being set for determining when gifts and hospitality should be declared.

(2) That the above revision of the Officers' Code of Conduct be reflected in an appropriate amendment to the Council's Constitution.

#### 10.C.119 APPOINTMENTS TO COMMITTEES

It was moved by the Executive Leader (Councillor Peter Goldsworthy), seconded by the Deputy Leader of the Council (Councillor Pat Case), and **RESOLVED that Councillor Mike Devaney be replaced by Councillor Alan Cullens on the Development Control Committee.**

It was further moved by the Deputy Leader of the Labour Group (Councillor Peter Wilson), seconded by Councillor Dennis Edgerley, and **RESOLVED that Councillor Catherine Hoyle be replaced by Councillor Marion Lowe on the Licensing and Public Safety Committee.**

#### 10.C.120 QUESTIONS ASKED UNDER COUNCIL PROCEDURE RULE 8

There were no questions asked by Members under Council Procedure Rule 8.

#### 10.C.121 NOTICES OF MOTION GIVEN IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 10

##### (a) Notice of Motion - VAT

The Council considered the following motion submitted by Councillor Peter Wilson and seconded by Councillor Dennis Edgerley:

"This Council believes that Value Added Tax (VAT) is an unfair and regressive tax which disproportionately affects people on lower incomes. This included pensioners and the unemployed who do not pay income tax or national insurance. Furthermore this Council believes that the temporary reduction in VAT to 15% in 2009 was a successful measure in stimulating the economy during the recession. Therefore, this Council opposes the unfair increase in VAT to 20% announced in the 2010 Budget which will hit the poorest families and pensioners hardest."

Following a debate on the motion, the following amendment was moved by the Executive Leader (Councillor Peter Goldsworthy) and seconded by the Deputy Leader of the Council (Councillor Pat Case):

"This Council has no powers to determine the rate of VAT and therefore it is inappropriate for us as a body to reach a consensus. Individuals are free to reach their own conclusions on decisions taken by a correctly constituted Government."

A request was made under Council Procedure Rule 17.2 for a recorded vote on the amendment, which was as follows:

**FOR:** Councillors Nora Ball, Eric Bell, Judith Boothman, Pat Case, Alan Cullens, Magda Cullens, Michael Devaney, David Dickinson, Peter Goldsworthy, Marie Gray, Alison Hansford, Pat Haughton, Harold Heaton, Keith Iddon, Kevin Joyce, Peter Malpas, Greg Morgan, Simon Moulton, Michael Muncaster, Mark Perks, Alan Platt, Debra Platt, Geoffrey Russell, Rosemary Russell, John Walker and Stella Walsh.

**AGAINST:** Councillors Julia Berry, Terry Brown, Dennis Edgerley, Christopher France, Anthony Gee, Catherine Hoyle, Hasina Khan, Roy Lees, Laura Lennox, Adrian Lowe, Marion Lowe, June Molyneaux, Beverley Murray, Joyce Snape, Ralph Snape and Peter Wilson.

**ABSTAIN:** Councillor Ken Ball.

The Mayor declared the amendment carried and it was **RESOLVED** - that it be approved accordingly.

**(b) Notice of Motion - Local Democracy and the Planning Process**

The Council considered the following motion submitted by Councillor Roy Lees and seconded by Councillor Peter Wilson:

“This Council recognises the importance of empowering local people in the decision making process and supports the Council’s vision outlined in our Constitution which commits the Council to involving people in their communities. We recognise the importance of this in respect of the planning process and the vital role Councillors play in representing the views of local residents. Furthermore, we believe that too many decisions are taken under delegated powers, despite opposition from Councillors and local residents. Therefore, we call on the Council to ensure that all applications are referred to the Development Control Committee where at least one objection from a Ward Councillor, who is acting following a written request from a constituent or constituents, is received, thus allowing the public to air their views and the application to be given due consideration by democratically elected Councillors from all political parties.”

Following a debate on the motion, a request was made under Council Procedure Rule 17.2 for a recorded vote on the motion, which was as follows:

**FOR:** Councillors Ken Ball, Nora Ball, Julia Berry, Terry Brown, Dennis Edgerley, Christopher France, Anthony Gee, Catherine Hoyle, Hasina Khan, Roy Lees, Laura Lennox, Adrian Lowe, Marion Lowe, June Molyneaux, Beverley Murray, Joyce Snape, Ralph Snape, Stella Walsh and Peter Wilson.

**AGAINST:** Councillors Eric Bell, Judith Boothman, Pat Case, Alan Cullens, Magda Cullens, Michael Devaney, David Dickinson, Peter Goldsworthy, Marie Gray, Alison Hansford, Pat Haughton, Harold Heaton, Keith Iddon, Kevin Joyce, Peter Malpas, Greg Morgan, Simon Moulton, Michael Muncaster, Mark Perks, Alan Platt, Debra Platt, Geoffrey Russell, Rosemary Russell and John Walker.

The Mayor declared the motion lost and it was **RESOLVED that the motion be rejected.**

Mayor

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Report of	Meeting	Date
Director of Transformation (introduced by the Executive Leader)	Executive Cabinet and Council	12 August 2010 28 September 2010

## PETITIONS SCHEME

### PURPOSE OF REPORT

- To agree a Petitions Scheme for the Council under the requirements of the Local Democracy, Economic Development and Construction Act 2009.

### RECOMMENDATIONS

- 2.1 That the Executive Cabinet approve the attached Petitions Scheme and forward it to full Council for approval on 28 September 2010 for inclusion in the Council's Constitution.
- 2.2 That the Executive Cabinet approve the implementation of the e petitions proposals.

### 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 Local Democracy, Economic Development and Construction Act 2009 requires every Council to formally adopt a scheme for how they handle petitions. Schemes require full Council approval, must be published on the Council's website and by other means and Council's must comply with their scheme. There are a number of minimum standards which petition schemes should adhere to but otherwise Councils have scope for local determination.
- The principles behind the requirements are that people should know how to express their views; local authorities should take action to respond to petitions; and people should feel their views have been listened to.

**MINIMUM STANDARDS FOR A PETITIONS SCHEME**

6. Under the legislation, the minimum prescribed standards for a Petitions Scheme are that:

- Anyone who lives, works or studies in the local authority area, including under 18's, can sign or organise a petition and trigger a response
- A facility for making electronic petitions should be provided by the local authority
- Petitions must be acknowledged within a time period specified by the local authority
- Among the many possible steps that the principal local authority may choose to take in response to a petition, the following steps must be included amongst the options listed in the scheme:
  - Taking the action requested in the petition
  - Considering the petition at a meeting of the authority
  - Holding an inquiry
  - Holding a public meeting
  - Commissioning research
  - A written response to the petition organiser setting out the authority's views on the request in the petition
  - Referring the petition to an overview and scrutiny committee
- Petitions with a significant level of support trigger a debate at full Council. Councils will determine this threshold locally but it must be no higher than 5% of the local population
- Petitions with a requisite level of support, set by the local authority, trigger a senior local government officer to give evidence at a meeting of the Authority's overview and scrutiny committee
- Petition organisers can prompt a review of the local authority's response if the response is felt to be inadequate

**CURRENT ARRANGEMENTS IN CHORLEY**

7. This Council already has in place a facility whereby those submitting a petition will have it first considered by the Executive Member or the Executive Cabinet – depending on the scale or subject of the petition. Once action is agreed this is reported to a full Council meeting. A written response is always provided to the petitioner with the option to attend the meeting of Executive and/or Council when the issue is being considered. In reality there are very few petitions received by the Council and all are dealt with efficiently.

**PETITIONS SCHEME**

8. In order to comply with the requirements of the 2009 Act, a Petitions Scheme has been drawn up based on the model scheme suggested in the Government guidance. The proposed Scheme is attached as Appendix A to this report. Members are asked to approve the Scheme for publication on the Council's website and also to form part of the Council's Constitution.
9. The Council is also developing a facility for the submission of electronic petitions. The Government deadline for introducing e-petitions is December 2010. An e-petition facility is available on the Modern.gov software which Democratic Services Officers use to generate committee agenda and to publish Member and meeting information on our website. This facility is available at no additional cost to the Council. Specific E petitions guidance has been drawn up and is included in the petitions scheme.

**IMPLICATIONS OF REPORT**

10. 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	

**COMMENTS OF HEAD OF GOVERNANCE**

It is a legal requirement to have a Petitions Policy. Both proposed policies are based on models issued under regulation and are therefore compliant with the legislation. It is appropriate to have a separate policy for e-petitions as this is a separate process which has different requirements to the paper petition scheme.

GARY HALL  
DIRECTOR OF TRANSFORMATION

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Carol Russell	5196	23 July 2010	

Background Papers			
Document	Date	File	Place of Inspection
Listening to communities: statutory guidance on the duty to respond to petitions	March 2010		Democratic Services

## PETITIONS SCHEME

### 1. INTRODUCTION

The Council welcomes petitions and recognises that petitions are one way in which people can let us know their concerns. All petitions sent or presented to the Council will receive an acknowledgement from the Council within 10 working days of receipt. This acknowledgement will set out what we plan to do with the petition. We will treat something as a petition if it is identified as being a petition and contains the names of more than ten signatories or if it seems to us that it is intended to be a petition.

Paper petitions should be sent to:

**Chief Executive  
Chorley Council  
Town Hall  
Market Street  
Chorley PR7 1DP**

Or be created, signed and submitted online by following this link [to be inserted].

If your petition has received 1500 signatures or more it will be included for debate at a meeting of the full Council and if this is the case we will let you know whether this will happen at the same meeting or a later meeting of the Council.

You may choose to contact your Ward Councillor to gain their support for your petition. The Council's website [www.chorley.gov.uk](http://www.chorley.gov.uk) will provide details of your Ward Councillors.

### 2. WHAT ARE THE GUIDELINES FOR SUBMITTING A PETITION?

Petitions submitted to the Council must include:

- a clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the Council to take;
- the name and address and signature of any person supporting the petition.

Petitions should be accompanied by contact details, including an address, for the petition organiser. This is the person we will contact to explain how we will respond to the petition. The contact details of the petition organiser will not be placed on the website. If the petition does not identify a petition organiser, we will contact signatories to the petition to agree who should act as the petition organiser.

Petitions which are considered to be vexatious, abusive, contain confidential information or are otherwise inappropriate will not be accepted. In the period immediately before an election or referendum we may need to deal with your petition differently – if this is the case we will explain the reasons and discuss a revised timescale which will apply. If a petition does not follow the guidelines set out above, the Council may decide not to do anything further with it. In that case we will write to you to explain the reasons.

If the petition applies to a planning or licensing application it will be dealt with by the relevant committee when the application is considered. If it is a statutory petition (for example requesting a



referendum on having an elected mayor), or on a matter where there is already an existing right of appeal, such as council tax banding and non-domestic rates, other procedures apply. In these circumstances please contact Democratic Services for further information and to discuss your issue.

### **3. WHAT WILL THE COUNCIL DO WHEN IT RECEIVES MY PETITION?**

An acknowledgement will be sent to the petition organiser within 10 working days of receiving the petition. It will let them know what we plan to do with the petition and when they can expect to hear from us again. It will also be published on our website.

Petitions will normally be discussed with the relevant Executive Member or go to Executive Cabinet for a decision on any action to be taken.

If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested and the petition will be closed. If the petition has enough signatures to trigger a Council debate (1500 signatures), then the acknowledgement will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take.

We will not take action on any petition which we consider to be vexatious, abusive or otherwise inappropriate and will explain the reasons for this in our acknowledgement of the petition. Petitions which deal with staffing matters will be dealt with directly by the Chief Executive as Head of the Paid Service.

To ensure that people know what we are doing in response to the petitions we receive the details of all petitions submitted to us will be published on our website, except in cases where this would be inappropriate.

### **4. HOW WILL THE COUNCIL RESPOND TO PETITIONS?**

Our response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following:

- taking the action requested in the petition;
- considering the petition at a Council meeting;
- holding an inquiry into the matter;
- undertaking research into the matter;
- holding a public meeting;
- holding a consultation;
- holding a meeting with petitioners;
- referring the petition for consideration by the Council's overview and scrutiny committee\*
- calling a referendum;
- writing to the petition organiser setting out our views about the request in the petition.

\*Overview and scrutiny committees are committees of councillors who are responsible for scrutinising the work of the Council – in other words, the overview and scrutiny committee has the power to hold the Council's decision makers to account.

In addition to these steps, the Council will consider all the specific actions it can potentially take on the issues highlighted in a petition.

If your petition is about something over which the Council has no direct control (for example the local railway or hospital) we will consider making representations on behalf of the community to the relevant body. The Council works with a large number of local partners and where possible will work with these partners to respond to your petition. If we are not able to do this for any reason (for example if what the petition calls for conflicts with Council policy), then we will set out the reasons for this to you. You can find more information on the services for which the Council is responsible on the Council's website [www.chorley.gov.uk](http://www.chorley.gov.uk).

If your petition is about something that a different Council is responsible for (eg Lancashire County Council) we will give consideration to what the best method is for responding to it. This might consist of simply forwarding the petition to the other Council, but could involve other steps. In any event we will always notify you of the action we have taken.

Once action has been decided and the petitioner informed, then the receipt of the petition and the action decided will be reported to a full Council meeting for information.

## **5. FULL COUNCIL DEBATES**

If a petition contains more than 1500 signatures it will be debated by the full Council unless it is a petition asking for a senior council officer to give evidence at a public meeting. This means that the issue raised in the petition will be discussed at a meeting which all councillors can attend. The Council will endeavour to consider the petition at its next meeting, although on some occasions this may not be possible and consideration will then take place at the following meeting.

In line with the public question facility at Council meetings, the petition organiser will be given three minutes to present the petition at the meeting and the petition will then be discussed by Councillors. The Council will decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. Where the issue is one on which the Council's Executive are required to make the final decision, the Council will decide whether to make recommendations to inform that decision. The petition organiser will receive written confirmation of this decision. This confirmation will also be published on our website.

## **6. OFFICER EVIDENCE**

Your petition may ask for a senior Council officer to give evidence at a public meeting about something for which the officer is responsible as part of their job. For example, your petition may ask a senior Council officer to explain progress on an issue, or to explain the advice given to elected members to enable them to make a particular decision.

If your petition contains at least 750 signatures, the relevant senior officer will give evidence at a public meeting of the Council's Executive Cabinet where petitioners will be able to ask questions in line with the public speaking facility.

## **7. E-PETITIONS**

The Council welcomes e-petitions which are created and submitted through our website [www.chorley.gov.uk](http://www.chorley.gov.uk). E-petitions must follow the same guidelines as paper petitions but specific guidance is attached to this Scheme. The petition organiser will need to provide us with their

name, postal address and e-mail address. You will also need to decide how long you would like your petition to be open for signatures. The maximum period is 6 months.

When you create an e-petition, it may take a few days before it is published online. This is because we have to check that the content of your petition is suitable before it is made available for signature.

If we feel we cannot publish your petition for some reason, we will contact you within this time to explain. You will be able to change and resubmit your petition if you wish.

When an e-petition has closed for signature, it will automatically be submitted to the Chief Executive. In the same way as a paper petition, you will receive an acknowledgement within 10 working days.

## **8. HOW DO I “SIGN” AN E-PETITION?**

When you sign an e-petition you will be asked to provide your name, your postcode and a valid e-mail address. When you have submitted this information you will be sent an e-mail to the e-mail address you have provided. This e-mail will include a link which you must click on in order to confirm the e-mail address is valid. Once this step is complete your “signature” will be added to the petition. People visiting the e-petition will be able to see your name in the list of those who have signed it but your contact details will not be visible.

## **9. WHAT CAN I DO IF I FEEL MY PETITION HAS NOT BEEN DEALT WITH PROPERLY?**

If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the Council’s Monitoring Officer undertakes a review of how your petition was handled. It is helpful to everyone, and can improve the prospects for a review if the petition organiser gives a short explanation of the reasons why the Council’s response is not considered to be adequate. This may result in a report to the appropriate Executive Member, Executive Cabinet or full Council Meeting depending on the outcome of the review. Once the appeal has been considered the petition organiser will be informed of the results within five working days.

## ePetitions Guidance

### What is an ePetition?

An ePetition is a web-based electronic petitioning tool which gives a petitioner the option to create an electronic petition instead of using a traditional paper copy petition. It is a quick and easy way to bring issues to the attention of the Council and to influence local decision making. This way, your petition can be made available to a potentially much wider audience, giving you the opportunity to gather more support for your petition.

### Who can submit an ePetition?

An ePetition can be submitted by a person of any age who lives, works or has an interest in Chorley. To submit an ePetition you will need to be a registered user. Registration is a simple process that just requires you to provide us with a few details in case we need to contact you about the ePetition.

The Council could also submit an ePetition itself to gauge public feeling on a particular issue.

### Who can sign an ePetition?

An ePetition can be signed by a person of any age who lives, works or has an interest in Chorley. You will need to provide a few basic details, including a valid email address, for verification purposes. You can only sign an ePetition once. The list of signatories will be checked by officers and any duplicate signatures or obviously frivolous responses will be removed.

### What issues can my ePetition relate to?

Your ePetition should be relevant to some issue on which the Council has powers or duties or on which it has shared delivery responsibilities. It should also be submitted in good faith and be decent, honest and respectful.

Your ePetition may be rejected if it:

- Contains intemperate, inflammatory, abusive or provocative language.
- Is defamatory, frivolous, vexatious, discriminatory or otherwise offensive; or contains false statements.
- Is too similar to another petition submitted within the past six months.
- Discloses confidential or exempt information, including information protected by a court order or government department.
- Discloses material which is otherwise commercially sensitive or contains advertising statements.
- Names individuals, or provides information where they may be easily identified, e.g. individual officers of public bodies, or makes criminal accusations.
- Refers to an issue which is currently the subject of a formal Council complaint, Local Ombudsman complaint or any legal proceedings.
- Relates to the Council's Planning or Licensing functions as there are separate statutory processes in place for dealing with these matters. Please contact Democratic Services by calling 01257 515196, or emailing [committee.admin@chorley.gov.uk](mailto:committee.admin@chorley.gov.uk) for more information.

During politically sensitive periods, such as prior to an election, politically controversial material may need to be restricted.

The Council accepts no liability for the petitions on its web pages. The views expressed in the petitions do not necessarily reflect those of the Council.

If your petition relates to an issue which is beyond the powers of the Council to address, it may be more appropriate to start an ePetition on the Number 10 website <http://petitions.number10.gov.uk/>

### Common causes for rejection

Petitions that do not follow the criteria will not be accepted. In these cases, the lead Petitioner will be informed in writing of the reason(s) the petition has been refused. If this happens, the lead Petitioner will be given the option of altering and resubmitting the petition so it can be accepted.

### **What can ePetitions achieve?**

When you submit an ePetition to the Council it can have positive outcomes that lead to change and inform debate. It can bring an issue to the attention of the Council and show strong public approval or disapproval for something which the Council is doing. As a consequence, the Council may decide to, for example, change or review a policy, hold a public meeting or run a public consultation to gather more views on the issue.

### **Can I still submit a paper petition?**

You can still submit paper petitions in accordance with the Council's Petitions Scheme.

You can have a paper version and an online version, although repeat names will be removed. Both forms should run for the same period of time and must be submitted together. When submitting an ePetition request, please let us know if you are running a paper petition as well and this can be highlighted on the website.

### **What information should my ePetition contain?**

Your ePetition will need to include:

- The subject of the ePetition.
- A statement setting out what action you would like the Council to take.
- Any information which you feel is relevant to the ePetition and reasons why you consider the action requested to be necessary.
- A date for when your ePetition will go live on the website. It may take Democratic Services a few days to check your ePetition request and discuss any issues with you so please ensure that you submit the request a few days before you want it to go live.
- A date for when your ePetition will stop collecting signatures. In order to achieve the maximum impact, you may want to set this date so that the ePetition will be submitted prior to a date on which a debate is to be held or a decision taken on the issue. We will host your ePetition for up to 6 months but would expect most to be shorter in length than this.
- A choice of options for signatories to choose from, i.e. will you simply be asking people to 'agree' with the petition or will you give them the option to 'agree' or 'disagree'?

As lead petitioner, your name will be displayed with your ePetition on the website.

### **Promoting your ePetition**

Whilst the Council will host ePetitions on its website, it will not generally promote individual ePetitions. It is therefore down to the lead petitioner to get as many people as possible to sign up. If this is not done then your ePetition could receive no signatures. Raising awareness of it could be done in a number of ways such as promoting it on local community websites, discussion forums or newsletters. The Council accepts no responsibility for ePetitions submitted.

### **What happens when the ePetition is complete?**

When the ePetition reaches its closing date, people will no longer be able to sign it online. The list of signatories will be collated by Democratic Services and the lead Petitioner will be contacted regarding the submission of the completed ePetition.

### **What will happen to the ePetition once it is submitted?**

As long as there are more than ten names the ePetition will be checked and dealt with under the Council's Petitions Scheme – [click here](#) to see how the Council can respond to petitions.

The details you give us are needed to validate your support but will not be published on the website. On the completion of an ePetition, your details will be passed on to the principal petitioner. The Council may contact you in relation to any petitions you have signed, unless you have requested not to be contacted when signing the ePetition.

**Contact Details**

For more information and advice, or to discuss a potential ePetition, please contact:

Democratic Services Manager

Town Hall

Chorley

PR7 1DP

Tel: 01257 515196

Fax: 01257 515150

Email: [committee.admin@chorley.gov.uk](mailto:committee.admin@chorley.gov.uk)

Report of	Meeting	Date
Director of Transformation (Introduced by the Executive Member for Transformation)	Executive Cabinet	12 <sup>th</sup> August 2010

## **CAPITAL PROGRAMME MONITORING 2010/11 – 2012/13**

### **PURPOSE OF REPORT**

1. To update the capital programme to take account of expenditure rephased from 2009/10.
2. To add new projects that are to be financed by external contributions or virement from other existing capital budgets.
3. To increase or reduce other capital budgets to reflect changes to the specific resources expected to be available to finance them.

### **RECOMMENDATION(S)**

4. That the revised capital programme for 2010/11 presented in Appendix 1 be approved.
5. That the amendments to the provisional capital programme figures for 2011/12 and 2012/13, presented in Appendix 1, be noted.

### **EXECUTIVE SUMMARY OF REPORT**

6. The capital programme for 2010/11 to 2012/13 should be increased from £12,037,260 to £13,327,540 as a result of the rephasing of expenditure from 2009/10 (£728,830) and other changes (£561,450) as identified in Appendix 2.
7. Though the programme has increased, there is no increase in borrowing other than that previously budgeted to finance part of the expenditure rephased from 2009/10. However, to avoid any increase in borrowing, it is important that all budgeted resources are secured, in particular VAT Shelter income from Chorley Community Housing and capital receipts from the disposal of surplus assets before schemes commence.

### **REASONS FOR RECOMMENDATION(S)**

#### **(If the recommendations are accepted)**

8. To update the 2010/11 capital programme to take account of the rephasing of expenditure of expenditure from 2009/10; and to add, rephase and vire budgets to take account of the estimated availability of capital resources.
9. To update the provisional capital programme figures for 2011/12 and 2012/13 to take account of the rephasing of expenditure and changes to the resources estimated to be available to finance the programme.

**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. The capital programme for 2010/11 to 2012/13 was approved by Council of 2<sup>nd</sup> March 2010, as follows:

	<b>£</b>
2010/11	8,640,510
2011/12	1,935,640
2012/13	1,461,110
Total 2010/11 – 2012/13	12,037,260

13. The provisional outturn for 2009/10 was reported to Executive Cabinet of 3<sup>rd</sup> June 2010. Net rephasing of expenditure totalling £728,830 to 2010/11 was identified. Additional changes are identified in Appendix 2 and are explained below. The rephasing from 2009/10 and other changes from 2010/11 to 2012/13 increase total expenditure for the three years to £13,327,540, as indicated in Appendix 1.

**CAPITAL PROGRAMME 2010/11**

14. A £400,000 S106 contribution for affordable housing development is available to be spent during 2010/11 and a further sum of £200,000 should be received during the year. Contributions to projects in 2010/11 include Crosse Hall Lane (£80,000) and Devonport Way (£78,000). The affordable housing budget is also increased as a result of the release of a low cost home ownership covenant and repayment of an affordable housing-related grant.
15. The budget for Disabled Facilities Grants can be increased by £55,000 because a bid for additional Government funding was successful.
16. The budget for design fees relating to Town Centre Investment can be reduced by £6,000, because this expenditure was charged to the revenue budget in 2009/10.
17. The budget for Performance Reward Grant funded schemes should be reduced by £79,460 to match the balance of PRG brought forward from 2009/10. No further PRG is now expected in 2010/11. Unless any committed Local Strategic Partnership schemes can be capitalised, it is suggested that the grant be used to finance existing council schemes with the aim of releasing VAT Shelter income to finance LSP-related revenue expenditure.



18. New signage to complete the Astley Park improvement scheme can be provided by transferring an uncommitted balance from Village Hall grants (£8,980) and £18,230 from Groundwork projects.
19. The Cemetery Development budget can be reduced by £3,560 because the expenditure was charged to the revenue budget last year.
20. A new budget for the Unified Intelligent Desktop can be added to the programme as a result of £285,000 capital funding from the North West Improvement and Efficiency Partnership (NWIEP).
21. The Replacement Benefits System can be added to the programme at a cost of £186,000 by using part of the Invest To Save budget. Annual revenue savings of £69,000 should be achieved from 2011/12 onwards.
22. It is not certain that the Government will approve capitalisation of restructuring costs such as statutory redundancy costs or pension fund payments in 2010/11. Guidance for submitting capitalisation applications in respect of 2010/11 is not currently available.
23. The only increase in borrowing identified is £131,230 in respect of expenditure rephased from 2009/10. However, to avoid any additional borrowing, it is important that all capital resources are received as budgeted, in particular VAT Shelter income from Chorley Community Housing and capital receipts from the sale of surplus assets. However, members should be aware that, in the event of the anticipated income and receipts not being realised, it will be necessary to reconsider the Capital Programme.

**CAPITAL PROGRAMME 2011/12 and 2012/13**

24. Of the £690,000 affordable housing budget, £400,000 is now available to spend in 2010/11 so the budget for 2011/12 has been rephased.
25. A bid has been submitted for an increase in Government funding for Disabled Facilities Grants to £400,000. The figures for 2011/12 and 2012/13 have been increased by £220,000 to reflect this bid. Further adjustment may be required once actual resources available for DFGs are known.
26. The budget for PRG-financed schemes in 2011/12 can be deleted because no further PRG is expected.

**IMPLICATIONS OF REPORT**

27. 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	

Financial implications are set out in the body of the report.

GARY HALL  
DIRECTOR OF TRANSFORMATION

There are no background papers to this report.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Michael L. Jackson	5490	26 <sup>th</sup> July 2010	Capital Programme 2010-11-2012-13 Monitoring Report Aug 2010.doc

**Capital Programme - 2010/11 to 2012/13**

Scheme	2010/11 Current Estimate (1) £	Rephased (to)/from 2009/10 (2) £	Other Changes (3) £	2010/11 Revised Estimate (4) £	2011/12 Current Estimate (5) £	Other Changes (6) £	2011/12 Revised Estimate (7) £	2012/13 Current Estimate (8) £	Other Changes (9) £	2012/13 Revised Estimate (10) £	Total 2010/11 to 2012/13 (11) £
<b>Director of Partnerships, Planning &amp; Policy</b>											
<b>Head of Economic Development</b>											
Chorley Covered Market Improvements	0	22,290		22,290	0		0	0		0	22,290
Climate Change Pot	59,300	30,000		89,300	0		0	0		0	89,300
Project Design Fees	41,440			41,440	41,440		41,440	41,440		41,440	124,320
<b>Head of Economic Development Total</b>	<b>100,740</b>	<b>52,290</b>	<b>0</b>	<b>153,030</b>	<b>41,440</b>	<b>0</b>	<b>41,440</b>	<b>41,440</b>	<b>0</b>	<b>41,440</b>	<b>235,910</b>
<b>Head of Housing</b>											
Choice Based Lettings	0	20,000		20,000	0		0	0		0	20,000
Affordable Housing New Development Projects	699,710	(7,210)	271,800	964,300	690,000	(400,000)	290,000	0		0	1,254,300
- Crosse Hall Lane	0		80,000	80,000	0		0	0		0	80,000
- Devonport Way	0		78,000	78,000	0		0	0		0	78,000
Purchase and Repair	0	485,230		485,230	0		0	0		0	485,230
Disabled Facilities Grants	450,000	3,020	55,000	508,020	180,000	220,000	400,000	180,000	220,000	400,000	1,308,020
Housing Renewal					300,000		300,000	300,000		300,000	600,000
- Home Repair Grants/Decent Homes Assistance	72,000	19,790		91,790	0		0	0		0	91,790
- Energy Efficiency Grants	50,000			50,000	0		0	0		0	50,000
- Handyperson Scheme	22,000			22,000	0		0	0		0	22,000
- Landlord Accreditation	5,000			5,000	0		0	0		0	5,000
<b>Head of Housing Total</b>	<b>1,298,710</b>	<b>520,830</b>	<b>484,800</b>	<b>2,304,340</b>	<b>1,170,000</b>	<b>(180,000)</b>	<b>990,000</b>	<b>480,000</b>	<b>220,000</b>	<b>700,000</b>	<b>3,994,340</b>
<b>Head of Planning</b>											
Town Centre Investment	1,025,000	41,550	(6,000)	1,060,550	0		0	0		0	1,060,550
Eaves Green Link Road - contribution to LCC scheme	80,000			80,000	0		0	0		0	80,000
Buckshaw Village Railway Station (S106 financed)	3,455,550	51,140		3,506,690	0		0	0		0	3,506,690
Buckshaw Village Cycle Network	77,360			77,360	0		0	0		0	77,360
Chorley Strategic Regional Site	481,330	(90,130)		391,200	0		0	0		0	391,200
<b>Head of Planning Total</b>	<b>5,119,240</b>	<b>2,560</b>	<b>(6,000)</b>	<b>5,115,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,115,800</b>
<b>Head of Policy</b>											
Performance Management	10,000			10,000	0		0	0		0	10,000
Performance Reward Grant (PRG) funded schemes	159,330	(4,370)	(79,460)	75,500	159,330	(159,330)	0	0		0	75,500
<b>Head of Policy Total</b>	<b>169,330</b>	<b>(4,370)</b>	<b>(79,460)</b>	<b>85,500</b>	<b>159,330</b>	<b>(159,330)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,500</b>
<b>Director of Partnerships, Planning &amp; Policy Total</b>	<b>6,688,020</b>	<b>571,310</b>	<b>399,340</b>	<b>7,658,670</b>	<b>1,370,770</b>	<b>(339,330)</b>	<b>1,031,440</b>	<b>521,440</b>	<b>220,000</b>	<b>741,440</b>	<b>9,431,550</b>

**Capital Programme - 2010/11 to 2012/13**

Scheme	2010/11 Current Estimate (1) £	Rephased (to)/from 2009/10 (2) £	Other Changes (3) £	2010/11 Revised Estimate (4) £	2011/12 Current Estimate (5) £	Other Changes (6) £	2011/12 Revised Estimate (7) £	2012/13 Current Estimate (8) £	Other Changes (9) £	2012/13 Revised Estimate (10) £	Total 2010/11 to 2012/13 (11) £
<b><u>Director of People and Places</u></b>											
<b><u>Head of Environment</u></b>											
Alleygates	30,000	6,780		36,780	0		0	0		0	36,780
<b><u>Head of Environment Total</u></b>	<b>30,000</b>	<b>6,780</b>	<b>0</b>	<b>36,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36,780</b>
<b><u>Head of Leisure &amp; Neighbourhoods</u></b>											
Leisure Centres/Swimming Pool Refurbishment	294,180	8,800		302,980	230,000		230,000	235,000		235,000	767,980
Duxbury Park Golf Course capital investment	86,560			86,560	0		0	0		0	86,560
Village Hall & Community Centres Projects	22,000	40	(8,980)	13,060	0		0	0		0	13,060
On-line Booking System	0	8,130		8,130	0		0	0		0	8,130
<b><u>Head of Leisure &amp; Neighbourhoods Total</u></b>	<b>402,740</b>	<b>16,970</b>	<b>(8,980)</b>	<b>410,730</b>	<b>230,000</b>	<b>0</b>	<b>230,000</b>	<b>235,000</b>	<b>0</b>	<b>235,000</b>	<b>875,730</b>
<b><u>Head of Streetscene</u></b>											
Replacement of recycling/litter bins & containers	85,000	16,680		101,680	85,000		85,000	85,000		85,000	271,680
Highway improvements - Gillibrand estate/Southlands	0	44,000		44,000	0		0	0		0	44,000
Improvements to Sports Pitches	0			0	0		0	275,000		275,000	275,000
Astley Park Improvements	0		27,210	27,210	0		0	0		0	27,210
Eaves Green Play Development (S106 funded)	212,480			212,480	0		0	0		0	212,480
Fairview Farm Play Facilities (S106 funded)	100,000			100,000	0		0	0		0	100,000
Cemetery Development	10,010		(3,560)	6,450	0		0	0		0	6,450
Common Bank - Big Wood Reservoir	14,910	(3,590)		11,320	0		0	0		0	11,320
Groundwork Projects	18,230		(18,230)	0	0		0	0		0	0
Project Design Fees	29,870			29,870	29,870		29,870	29,870		29,870	89,610
<b><u>Head of Streetscene Total</u></b>	<b>470,500</b>	<b>57,090</b>	<b>5,420</b>	<b>533,010</b>	<b>114,870</b>	<b>0</b>	<b>114,870</b>	<b>389,870</b>	<b>0</b>	<b>389,870</b>	<b>1,037,750</b>
<b><u>Director of People and Places Total</u></b>	<b>903,240</b>	<b>80,840</b>	<b>(3,560)</b>	<b>980,520</b>	<b>344,870</b>	<b>0</b>	<b>344,870</b>	<b>624,870</b>	<b>0</b>	<b>624,870</b>	<b>1,950,260</b>
<b><u>Director of Transformation</u></b>											
<b><u>Head of Customer, ICT &amp; Transactional Services</u></b>											
Website Development (incl. ICT salary capitalisation)	20,000			20,000	20,000		20,000	20,000		20,000	60,000
Thin Client/Citrix (started 2007/08)	20,000	(3,510)		16,490	0		0	94,800		94,800	111,290
Server Virtualisation / Data Storage Solution	189,550	1,200		190,750	0		0	0		0	190,750
Web Accessibility	10,080			10,080	0		0	0		0	10,080
Astley Hall network link	8,000			8,000	0		0	0		0	8,000
CRM Implementation	0	91,420		91,420	0		0	0		0	91,420
Unified Intelligent Desktop	0		285,000	285,000	0		0	0		0	285,000
Replacement Benefits System	0		186,000	186,000	0		0	0		0	186,000

**Capital Programme - 2010/11 to 2012/13**

Scheme

2010/11 Current Estimate (1) £	Rephased (to)/from 2009/10 (2) £	Other Changes (3) £	2010/11 Revised Estimate (4) £	2011/12 Current Estimate (5) £	Other Changes (6) £	2011/12 Revised Estimate (7) £	2012/13 Current Estimate (8) £	Other Changes (9) £	2012/13 Revised Estimate (10) £	Total 2010/11 to 2012/13 (11) £
247,630	89,110	471,000	807,740	20,000	0	20,000	114,800	0	114,800	942,540

**Head of Customer, ICT & Transactional Services Total**

**Capital Programme - 2010/11 to 2012/13**

Scheme	2010/11 Current Estimate (1) £	Rephased (to)/from 2009/10 (2) £	Other Changes (3) £	2010/11 Revised Estimate (4) £	2011/12 Current Estimate (5) £	Other Changes (6) £	2011/12 Revised Estimate (7) £	2012/13 Current Estimate (8) £	Other Changes (9) £	2012/13 Revised Estimate (10) £	Total 2010/11 to 2012/13 (11) £
<b><u>Head of Governance</u></b>											
Legal Case Management System	0	6,090		6,090	0		0	0		0	6,090
<b><u>Head of Governance Total</u></b>	<b>0</b>	<b>6,090</b>	<b>0</b>	<b>6,090</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,090</b>
<b><u>Head of Human Resources &amp; Organisational Development</u></b>											
Integrated HR, Payroll and Training System	30,000			30,000	0		0	0		0	30,000
<b><u>Head of HR &amp; Organisational Development Total</u></b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
<b><u>Director</u></b>											
Matched Funding Pot / Invest To Save	243,020	(9,030)	(186,000)	47,990	0		0	0		0	47,990
Planned Improvements to Fixed Assets	528,600	(9,490)		519,110	200,000		200,000	200,000		200,000	919,110
<b><u>Director Total</u></b>	<b>771,620</b>	<b>(18,520)</b>	<b>(186,000)</b>	<b>567,100</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>967,100</b>
<b><u>Director of Transformation Total</u></b>	<b>1,049,250</b>	<b>76,680</b>	<b>285,000</b>	<b>1,410,930</b>	<b>220,000</b>	<b>0</b>	<b>220,000</b>	<b>314,800</b>	<b>0</b>	<b>314,800</b>	<b>1,945,730</b>
<b><u>Capital Programme Total</u></b>	<b>8,640,510</b>	<b>728,830</b>	<b>680,780</b>	<b>10,050,120</b>	<b>1,935,640</b>	<b>(339,330)</b>	<b>1,596,310</b>	<b>1,461,110</b>	<b>220,000</b>	<b>1,681,110</b>	<b>13,327,540</b>
<b><u>Financing the Capital Programme</u></b>											
Prudential Borrowing	613,330	131,230		744,560	506,310		506,310	614,800		614,800	1,865,670
Unrestricted Capital Receipts	427,170		17,800	444,970	0		0	100,000		100,000	544,970
Preserved RTB Capital Receipts from CCH	90,000			90,000	8,690		8,690	0		0	98,690
Revenue Budget - VAT Shelter income	1,086,670	(10,410)	2,440	1,078,700	91,310		91,310	266,310		266,310	1,436,320
<b><u>Chorley Council Resources</u></b>	<b>2,217,170</b>	<b>120,820</b>	<b>20,240</b>	<b>2,358,230</b>	<b>606,310</b>	<b>0</b>	<b>606,310</b>	<b>981,110</b>	<b>0</b>	<b>981,110</b>	<b>3,945,650</b>
Ext. Contributions - Developers	4,965,300	510,760	400,000	5,876,060	690,000	(400,000)	290,000	0		0	6,166,060
Ext. Contributions - Other	159,330	(4,370)	205,540	360,500	159,330	(159,330)	0	0		0	360,500
Government Grants - Disabled Facilities Grants	180,000		55,000	235,000	180,000	220,000	400,000	180,000	220,000	400,000	1,035,000
Government Grants - Housing Capital Grant	1,118,710	101,620		1,220,330	300,000		300,000	300,000		300,000	1,820,330
<b><u>External Funding</u></b>	<b>6,423,340</b>	<b>608,010</b>	<b>660,540</b>	<b>7,691,890</b>	<b>1,329,330</b>	<b>(339,330)</b>	<b>990,000</b>	<b>480,000</b>	<b>220,000</b>	<b>700,000</b>	<b>9,381,890</b>
<b><u>Capital Financing Total</u></b>	<b>8,640,510</b>	<b>728,830</b>	<b>680,780</b>	<b>10,050,120</b>	<b>1,935,640</b>	<b>(339,330)</b>	<b>1,596,310</b>	<b>1,461,110</b>	<b>220,000</b>	<b>1,681,110</b>	<b>13,327,540</b>

**Capital Programme - 2010/11 to 2012/13 - Other Changes**

Scheme	Other Changes 2010/11 £	Other Changes 2011/12 £	Other Changes 2012/13 £	Explanations
<b><u>Director of Partnerships, Planning &amp; Policy</u></b>				
<b><u>Head of Housing</u></b>				
Affordable Housing New Development Projects	271,800	(400,000)		£400,000 rephased from 2011/12 to 2010/11; £158,000 transferred to specific schemes; and budget increased by £29,800 following receipt of additional resources.
- Crosse Hall Lane	80,000			Use of Affordable Housing New Developments budget
- Devonport Way	78,000			Use of Affordable Housing New Developments budget
Disabled Facilities Grants	55,000	220,000	220,000	Government grant increased by £55,000 in 2010/11; bid for increased Government grant 2011/12 & 2012/13.
<b><u>Head of Housing Total</u></b>	<b>484,800</b>	<b>(180,000)</b>	<b>220,000</b>	
<b><u>Head of Planning</u></b>				
Town Centre Investment	(6,000)			Budget reduced because costs charged to revenue budget in 2009/10.
<b><u>Head of Planning Total</u></b>	<b>(6,000)</b>	<b>0</b>	<b>0</b>	
<b><u>Head of Policy</u></b>				
Performance Reward Grant (PRG) funded schemes	(79,460)	(159,330)		Budget reduced to match grant available in 2010/11. No PRG expected in 2011/12 so budget deleted.
<b><u>Head of Policy Total</u></b>	<b>(79,460)</b>	<b>(159,330)</b>	<b>0</b>	
<b><u>Director of Partnerships, Planning &amp; Policy Total</u></b>	<b>399,340</b>	<b>(339,330)</b>	<b>220,000</b>	

**Capital Programme - 2010/11 to 2012/13 - Other****Changes**

Scheme

**Director of People and Places****Head of Leisure & Neighbourhoods**

Village Hall &amp; Community Centres Projects

**Head of Leisure & Neighbourhoods Total****Head of Streetscene**

Astley Park Improvements

Cemetery Development

Groundwork Projects

**Head of Streetscene Total****Director of People and Places Total**

	Other Changes 2010/11 £	Other Changes 2011/12 £	Other Changes 2012/13 £
	(8,980)		
	<b>(8,980)</b>	<b>0</b>	<b>0</b>
	27,210		
	(3,560)		
	(18,230)		
	<b>5,420</b>	<b>0</b>	<b>0</b>
	<b>(3,560)</b>	<b>0</b>	<b>0</b>

Explanations

Transferred to Astley Park project for new signage.

New signage funded by virement.  
Budget reduced because costs charged to revenue budget in 2009/10.

Transferred to Astley Park project for new signage.



**Capital Programme - 2010/11 to 2012/13 - Other Changes**

Scheme	Other Changes 2010/11 £	Other Changes 2011/12 £	Other Changes 2012/13 £	Explanations
<b><u>Director of Transformation</u></b>				
<b><u>Head of Customer, ICT &amp; Transactional Services</u></b>				
Unified Intelligent Desktop	285,000			New grant-funded project.
Replacement Benefits System	186,000			New project funded from Invest To Save budget.
<b><u>Head of Customer, ICT &amp; Transactional Services Total</u></b>	<b>471,000</b>	<b>0</b>	<b>0</b>	
<b><u>Director</u></b>				
Matched Funding Pot / Invest To Save	(186,000)			Transferred to Replacement Benefits System.
<b><u>Director Total</u></b>	<b>(186,000)</b>	<b>0</b>	<b>0</b>	
<b><u>Director of Transformation Total</u></b>	<b>285,000</b>	<b>0</b>	<b>0</b>	
<b><u>Capital Programme Total</u></b>	<b>680,780</b>	<b>(339,330)</b>	<b>220,000</b>	

**Capital Programme - 2010/11 to 2012/13 - Other****Changes**

Scheme	Other Changes 2010/11 £	Other Changes 2011/12 £	Other Changes 2012/13 £	Explanations
<b><u>Financing the Capital Programme</u></b>				
Unrestricted Capital Receipts	17,800			Repaid grant to be used for affordable housing. Additional £12,000 to finance affordable housing less £9,560 budget reductions.
Revenue Budget - VAT Shelter income	2,440			
<b>Chorley Council Resources</b>	20,240	0	0	
Ext. Contributions - Developers	400,000	(400,000)		Affordable housing S106 contribution is available to spend in 2010/11. NWIEP grant for UID £285,000; PRG reduced by £79,460 to match grant balance available.
Ext. Contributions - Other	205,540	(159,330)		
Government Grants - Disabled Facilities Grants	55,000	220,000	220,000	Government grant increased by £55,000 in 2010/11; bid for increased Government grant 2011/12 & 2012/13.
<b>External Funding</b>	660,540	(339,330)	220,000	
<b>Capital Financing Total</b>	<b>680,780</b>	<b>(339,330)</b>	<b>220,000</b>	

## **REPORT OF EXECUTIVE CABINET**

### **GENERAL REPORT**

1. The Executive Cabinet has met twice on 12 August and 2 September 2010 since the last ordinary Council meeting in July 2010. This report summarises briefly the principal items considered and decisions taken at the two meetings.

### **Meeting held on 12 August 2010**

#### **Chorley Council Performance Monitoring Report – First Quarter of 2010/11**

2. We received and noted a report of the Director of Partnerships, Planning and Policy, which set out and reviewed the Authority's performance in respect of the key projects and performance measures included in the Corporate Strategy, together with a number of other national indicators measured locally, during the first quarter of 2010/11.
3. We were pleased to note that 88% of the key projects either have been completed or are on track for completion. Factors mainly outside the control of the Authority have affected the remaining 12% of projects, but only one of the amber rated schemes is unlikely to be brought back on track by the next quarter period.
4. 65% of the key measures identified in the Corporate Strategy are performing either above target or within the 5% tolerance and action plans have been compiled to improve the below target performance.

#### **Chorley Partnership – Performance Monitoring Report for First Quarter of 2010/11**

5. We received a report of the Director of Partnerships, Planning and Policy on the activities of the Chorley Local Strategic Partnership, particularly through the delivery of the objectives of the Lancashire Area Agreement and the Sustainable Communities Strategy over the first quarter of 2010/11.
6. The Executive Member (Policy and Performance) drew our attention, in particular to the following significant statistics and trends revealed in the report:
  - Overall crime statistics have increased by 6% when compared to a low overall base in 2009/10, but the crime level statistic for Chorley still remains below the Lancashire average.
  - The number of households living in temporary accommodation has fallen to 4; well below the target figure of 13.
  - Unemployment has fallen by 0.6% over the last quarter period, with significantly fewer people claiming benefits.
  - 6 of the 9 projects commissioned by the Chorley Partnership in 2010/11 are proceeding on or ahead of schedule.

#### **Pausing the Local Development Framework**

7. Following the coalition Government's announcements to introduce legislation to abolish regional spatial strategies and return decision-making powers on housing and planning to local Councils, the Executive Cabinet considered the decision to postpone the publication of the Central Lancashire LDF Core Strategy. This will allow further discussions between Members and officers of the three Central Lancashire authorities (Chorley, Preston and South Ribble), particularly around the housing supply policies and consideration given to other emerging guidance from the Government.

8. In the interim, work will continue on the Issues and Options stage of the Site Allocations Development Plan Documents, as this work will enable unsuitable development sites to be identified at an early stage.

### **Residential Developments in Gardens**

9. The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy seeking endorsement of the Interim Planning Policy Statement aiming to control private garden developments in the Borough, in order to reflect the coalition Government's recent decision to alter the classification of garden land in planning policy from Brownfield to Greenfield.
10. A revised draft Interim Policy Statement was circulated at the meeting, proposing the adoption of a policy that will only permit, within the boundaries of settlements, developments within private residential gardens on sites not allocated in saved Local Plan Policy HS1 for:
  - (a) agricultural workers/dependents dwellings where there is a proven need and where they need to be located in a specific location;
  - (b) appropriately designed and located replacement dwellings where there is no more than one for one replacement;
  - (c) the conversion and extension of buildings, provided they are not allocated for, currently used for, or their last use was for, employment uses, and the conversion will have significant urban regeneration benefits.
11. In addition, the draft Policy stated that, beyond the above criteria, garden development may be considered in exceptional circumstances, subject to other material planning considerations, providing the developer can demonstrate that the proposed development was in keeping with the character of the local area.
12. We endorsed the draft Interim Policy Statement in the form circulated at the meeting for the purposes of a 6 weeks consultation period. If the Policy Statement is ultimately adopted, it will restore a degree of discretion to the Local Planning Authority to determine garden development applications on relevant planning policy and material consideration grounds.

### **Allotments – Action Plan 2010/11**

13. The Director of People and Places submitted a report on the outcome of a recent review and examination of future potential allotment sites throughout the Borough, following the allocation of £40,000 in the 2010/11 revenue budget for the development of new allotment sites in an endeavour to reduce the numbers on the allotments waiting list.
14. The Executive Cabinet agreed to commence a public consultation process on plans to provide additional allotment plots on the potential sites at Rothwell Road, Anderton and Manor Road, Clayton-le-Woods. We are also carrying out further site investigations into the potential conversion of land at Duke Street, Chorley into allotment plots. Should these investigations prove favourable, we will commence the necessary public consultation exercise.
15. We also noted that an Overview and Scrutiny Task Group is currently examining allotment issues and we suggested that the review should encompass the issue of guidance on the use, management and maintenance of allotment plots.

**2012 Olympic Games – Action Plan**

16. The Executive Cabinet considered a report of the Director of People and Places on ways in which a programme of initiatives supported by the Council could complement the 2012 Olympic Games and Paralympic Games in London. This will offer opportunities to encourage people to participate in sport and other community, volunteering and cultural activities.
17. The Executive Cabinet endorsed the suggested programme of potential initiatives, events and activities to form the basis of the Council's action plan to maximise the benefits arising from the 2012 Olympic Games.

**Staff Survey, 2009**

18. The Director of Transformation presented an overview of the results of the Council's staff survey undertaken in the autumn of 2009 by the Council in conjunction with a specialist market research company.
19. We noted that a commendable 78% response rate had been achieved from staff in the midst of the last major senior restructure. Some of the significant findings from the survey are that:
  - 91% of staff are satisfied in their job;
  - 96% understand what the Council's priorities are;
  - 92% are proud to work for Chorley Council;
  - 99% feel that they have the skills and knowledge to do their job.
20. A number of areas identified for development (eg inter-team and inter-departmental communication), will be addressed by management.

**Treasury Management Activity, 2010/11**

21. The Director of Transformation presented a report on the Council's Treasury management activity and performance up to 30 June 2010.
22. We were advised that the Council received a return of 0.73% on its average surplus cash balance of £5.8m during the first quarter of 2010/11 and we were assured that investments continue to be made with only highly rated institutions for short periods.
23. The report also confirmed that the Council's is complying with the prudential indicators specified in the adopted Treasury and Investment Strategies and it is intended to continue with adherence to the current treasury management strategy.

**Revenue Budget, 2010/11 – Monitoring**

24. We received and noted a report of the Director of Transformation monitoring the Council's financial performance during the first quarter of 2010/11 in comparison with the budgetary and efficiency savings targets for the financial year.
25. The report reveals that the first quarter's savings target of £75,000 has been achieved and that it is anticipated that further savings will be made during the year sufficient to meet the expected annual saving of £300,000 from management of the establishment. The projected outturn shows a forecast underspend of around £64,000, despite the loss of £127,000 from the Housing and Planning Delivery Grant for 2010/11. The underspend will, therefore, contribute to the remaining savings target.
26. Whilst no further action or measures are deemed necessary at this stage, a number of identified budgetary areas will be monitored closely over the next months to ensure that the budget savings remain on track.

**CCTV – Service and Maintenance Contract**

27. We received and noted a report of the Director of Transformation informing us that the Officers had agreed a short term extension of the contract for the servicing and maintenance of the Council's CCTV infrastructure, which is due to expire at the end of December 2010.
28. Team Lancashire is currently examining a potential joint procurement for future servicing and maintenance of CCTV networks, provided the contract arrangements are co-terminus with other District Councils, whose current contracts, in the main, expire at the end of 2011.
29. The negotiation of a short term extension to the current contract, therefore, provides a better value for money solution than the letting of a separate short term contract, in anticipation of the joint procurement arrangements at the end of 2011.

**Alleygates Schemes**

30. The Executive Cabinet considered a report of the Director of People and Places reviewing the effectiveness of the Council's alleygate project, which has seen the introduction of 53 separate schemes across Chorley since April, 2005.
31. We were also presented with a confidential report on the Police's findings and conclusions following their evaluation of the alleygate schemes that have been in operation for at least 12 months. The findings report assessed the impact the installation of alleygates had had on crime levels and residents' perceptions and confidence in the schemes. The report concluded that there was little evidence to suggest problems with crime facilitated by alleyways in Chorley, with statistics indicating that less than 2% of all crime involved crimes where entry to property had been gained via an alleyway.
32. We are, of course, aware that the schemes have been successful in helping to reduce residents' fear of crime and assisting their perception of safety. However, since the introduction of the alleygates project, several other cost effective initiatives and measures have been introduced to tackle crime, anti-social behaviour and depositing of litter.
33. In the light of the Police's evaluation report and the fact each of the Council's programmes now require to be measured against their cost and operational effectiveness, the Cabinet authorised the discontinuance of the installation of alleygates within the Borough on the grounds that the initiative is not now achieving its original objective and is not now cost effective.

**Information and Communications Technology (ICT) – Restructure**

34. The Director of Transformation presented a confidential report on a proposed revision to the staffing structure of the Technical Support Team within the ICT Section as the first phase of structural changes.
35. The introduction of the corporate Citrix programme has resulted in the need for specialist technical skills to support and maintain the new infrastructure. We approved the proposed new structure which aims to provide the specialist Citrix support, as well as capacity to support other technical calls to the ICT helpdesk, for consultation with the affected staff.

**Meeting held on 2 September 2010****Refresh of Chorley's Economic Regeneration Strategy and development of Action Plan**

36. Following our endorsement in March 2010 of a draft revised Economic Regeneration Strategy for consultation purposes, we approved for adoption the updated and refreshed Strategy and associated action plan.
37. The refreshed strategy has been compiled to highlight the successful achievement of identified initiatives in the 2006 Strategy and to define future key priorities and actions that reflect current economic circumstances. The action plan, focusing on the following priority themes to deliver the strategic objectives over the next three to five years, was devised at Chorley Partnership workshops and meetings:
- Promoting knowledge-based inward investment;
  - Creating a thriving "Contemporary Market Town";
  - Supporting a strong indigenous business base;
  - Ensuring residents and communities reach their full economic potential.
38. In addition, we were also advised by the Director of Partnerships, Planning and Policy that, following the coalition Government's plans to abolish the North West Regional Development Agency, local authorities' views have been invited on the establishment of a Local Economic Partnership network for the region. We are, consequently, currently in liaison with the Lancashire County Council and other District Councils with a view to proposals being put forward to the Government for the creation of an Economic Partnership based around a Lancashire-wide footprint.

**Action Plan to deliver the Town Centre Strategy – Creating a Thriving "Contemporary Market Town"**

39. Following consideration of a report of the Director of Partnerships, Planning and Policy, the Executive Cabinet approved a proposed list of short term and medium to long term projects aimed at enhancing the town centre through the delivery of the Town Centre Strategy's objectives and a number of the recommendations which emerged from the recent Overview and Scrutiny Inquiry into the vitality of the town centre.
40. Whilst the envisaged funding requirements and implications were outlined in the Officer's report, we accept that appropriate funding streams and sources will have to be identified either from within the Council's own budget or external sources if the action plan is to be implemented.

**Enhancement of Flat Iron Market**

41. The Executive Cabinet received both a report and a short presentation to explain and illustrate plans to improve and revitalise the Flat Iron Market area in line with the key priority within the refreshed Economic Regeneration Strategy to create a thriving "Contemporary Market Town".
42. These proposals envisage the re-alignment of stalls and the phased introduction of gazebo style stalls to enhance the visual appearance of the area. The project aims to introduce the new gazebos on four units initially and, if the trial proves successful, all the remaining stalls will be replaced by the new gazebos over two further phases. Whilst the costs of the Market improvements are expected to be recovered by the generation of additional revenue, it is intended that the capital costs will be funded from the current invest to save budget and other virements within the Capital Programme.

43. We accepted the principle of the long term plans for the Flat Iron Market area and approved for development the proposals for the phased introduction of gazebo style stalls, together with the envisaged financing arrangements.

#### **Allocation of Play and Recreation Fund**

44. The Director of Partnerships, Planning and Policy presented a report on the recommended allocation of the Play and Recreation Fund created from Section 106 contributions towards Borough-wide open space provision.
45. The Council received 20 applications from Parish and Town Councils, Community Groups and the Borough Council for the funding of identified projects, with a total funding bid of £407,746.35. The total amount available within the Fund is £324,159.
46. Each of the bids has been assessed against agreed criteria which takes into account the legislative context for Section 106 contributions and the requirement to meet an identified need for the provision and access to open space. In order to ensure that we adopt a uniform and equitable approach, the application of a threshold was considered appropriate, whereby bids in excess of £10,000 will be restricted to a grant equivalent to a maximum 75% of the project value.
47. By applying this criteria, we agreed to support 16 of the 20 bids received which met the criteria, with a total allocation of £316,313.76. Each of the organisations offered funding aid will be required to enter into a Play and Recreation Fund Agreement with the Council, which will set out the appropriate terms and conditions of the grant. This will leave approximately £7,000 remaining in the Fund, which can be used to meet future bids.

#### **Recommendation**

The Council is recommended to note this report.

COUNCILLOR PETER GOLDSWORTHY  
Executive Leader

There are no background papers to this report.

AU



## **REPORT OF OVERVIEW AND SCRUTINY COMMITTEE AND TASK AND FINISH GROUPS**

1. This report summarises the business transacted at the meeting of the Overview and Scrutiny Committee's held on 9 and 31 August 2010, as well as a brief summary of the recent activities and matters discussed at meetings that have taken place of the Task and Finish Groups.

### **OVERVIEW AND SCRUTINY COMMITTEE – 9 AUGUST 2010**

#### **Refocusing the Overview and Scrutiny Committee**

2. The Committee received a report of the Chair and Vice Chair of the Committee asking Members to consider a range of changes to the current overview and scrutiny arrangements in Chorley.
3. The Members agreed to receive six monthly monitoring reports on the Councils performance in future, instead of quarterly. It was acknowledged that they would continue to be produced quarterly for the Executive Cabinet agenda and that the focus on future Overview and Scrutiny Committees would be the scrutiny of Executive Cabinet decisions.
4. Members acknowledged that Chorley operated a very open style of Executive Cabinet whereby any Councillor can go along to any Executive Cabinet meeting, speak on and try to influence any decision. It was felt that Overview and scrutiny Committee would benefit more from scrutinising the decisions of the previous Executive Cabinet instead of the forthcoming reports.
5. The Committee also agreed that it would in future request that the Executive formally consult the Overview and Scrutiny Committee at an early stage, on the budget principles to be applied and share information available on the Council's financial position at the appropriate time.

#### **Overview of PACT meetings; the MATAC and Mini MATAC process and Member communication**

6. The Head of Environment, Joint Crime and Disorder Manager and Chief Inspector Richard Robertshaw presented a report that gave an overview of the Police and Communities Together meetings, the MATAC and Mini MATAC process and Member communication about Community Safety matters.
7. It was agreed that a sanitised version of the minutes of the MATAC and mini MATAC meetings would start to be distributed to Elected Members and that officers would continue to explore different ways of involving Members in the process and keeping them better engaged.

#### **Executive's Response to the Overview and Scrutiny Inquiry into Affordable Housing**

8. The Committee received a copy of the report considered by the Executive Cabinet. The report endorsed all the recommendations made by the Affordable Housing Inquiry and outlined how all the actions would be delivered.

### **Executive's Response to the Overview and Scrutiny Inquiry into Town Centre Vitality**

9. The Committee received a copy of the report considered by the Executive Cabinet. The report endorsed all the recommendations made by the Town Centre Vitality Inquiry and outlined how all the actions would be delivered.

### **Performance of Key Partnerships – 2009/10 Year End Report**

10. The Committee considered a report of the Director of Transformation providing Members with a corporate update on the performance of the Council's key partnership arrangements during 2009/10.
11. The report outlined information required by the Council's framework for partnership working, including the performance of the Council's key partnerships against targets set for the current year; an assessment of the partner's financial strengths and stability; and any emerging issues that required to be addressed.
12. It was reported that in the current financial climate the financial position of partner organisations were being monitored.

### **OVERVIEW AND SCRUTINY COMMITTEE – 31 August 2010**

#### **Executive Cabinet – 12 August 2010**

13. Members considered the minutes of the last Executive Cabinet meeting under the new arrangements and discussions took place in relation to the following items:

Overview and Scrutiny Task Group' Inquiry into Highways Issues – Executive Response

- Comments on LCC public realm and locality working

Chorley Partnership – Performance Monitoring Report for First Quarter of 2010/11

- Comments about Local Enterprise Partnerships in Lancashire

2012 Olympic Games – Action Plan

- Comments on the use of local venues for the Olympics, the Iron Man Competition and tourism implications for the Borough with a potential Scrutiny review of tourism in the future.

Alleygates Schemes

- Comments on communicating with residents; evaluating the success of the Alleygate Scheme; a request that the Executive Member (Places) attend the Committee in six months time to discuss the effects of discontinuing the scheme.

#### **Local Strategic Partnership – Monitoring Report**

14. The Committee received a report providing an update on progress made against the recommendations of the Overview and Scrutiny Inquiry report on the Local Strategic Partnership.

15. The purpose of the Inquiry had been to better understand how the Local Strategic Partnership works with the Council and the extra value that it provided against three main objectives around engagement, capacity to deliver and how the LSP could help to tackle on of the big issues of the Borough in relation to alcohol harm related hospital admissions.
16. Partners had worked together to develop an Alcohol Intervention Programme containing four major projects:
  - Smart Response
  - Healthy Shotz
  - Workplace Training
  - Free Health Checks
17. It was reported that the Lancashire Children's Trust Board had also commissioned some early intervention work; money had been allocated across the 12 district councils for the funding of an Early Intervention Development Officer and a range of early intervention programmes that would link into and extend existing provision.
18. Chorley Partnership is currently refreshing its Sustainable Community Strategy and its Thematic Groups would be better aligned to improve on communication and enable deadlines for funding to be lined up more effectively.
19. It was reported that the Alcohol Designation Order that had been implemented to cover the Town Centre and Astley Park had been successful. It had been implemented just before the World Cup and initial feedback suggested that the Order had helped over the busy period.

#### **TASK AND FINISH GROUP UPDATE**

13. The Committee have appointed Members to Task and Finish Groups undertaking inquiries into the following issues:
  - Allotments
  - Asset Management

#### **Allotments**

14. The Task Group met in June and August and agreed that the key themes for the review should be an effective management procedure for the provision and maintenance of Allotments to include contractual and enforcement policy, allocation criteria and the promotion of alternative ways of growing and improved communications. The scoping of the review was agreed at the Overview and Scrutiny Committee on 31 August.

#### **Asset Management**

15. The Task Group met in June, July and August and agreed that the review should look at, the current function, suitability, available space and operational costs of the main administrative Council buildings and sites, the future working arrangements and alternative methods of service delivery and the implications this might have on the Council's accommodation requirements and to look at a

range of other Council assets to consider how they could be brought into use, sold, leased or otherwise used to benefit the Council.

16. The scoping of the review was agreed in July and was approved by the Overview and Scrutiny Committee at its meeting on 9 August 2010.

**RECOMMENDATION**

17. The Council is recommended to note this report.

COUNCILLOR A LOWE

Chair of Overview and Scrutiny Committee.

DS

There are no background papers to this report.



Report of	Meeting	Date
Director of Transformation	Council	28 September 2010

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

### **PURPOSE OF REPORT**

1. To appoint a new Parish Councillor to the Standards Committee.

### **RECOMMENDATION(S)**

2. That Eileen McGhee be appointed as a Parish Council member of the Standards Committee

### **CORPORATE PRIORITIES**

3. 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**

4. Following the election of Alan Platt as a Chorley Borough Councillor, the Standards Committee needed to appoint a replacement Parish Council Representative. Alan has served on the Standards Committee since April 2009 and we would like to take this opportunity to thank him for his contribution to the Committee.
5. The role of the Parish Council Representative is vital as sub-committee's considering complaints concerning a Parish Councillor must include a Parish Councillor as a member.

### **APPOINTMENT PROCEDURE**

6. The appointment of Town and Parish Members to the Standards Committee has to be made in consultation with the Town and Parish Councils. Accordingly they were invited to submit nominations in the form of a written application setting out how they met the criteria.
7. An appointment panel was established from within the membership of the Standards Committee with agreed criteria upon which to base the appointment recommendation.



Three applications were received and these applicants were interviewed on 11 August. It was recommended that Parish Councillor Eileen McGhee be appointed to the vacant post.

- 8. Town and Parish Council representatives serve the same term of office on the Standards Committee as their term of office on the Town and Parish Council.
- 9. Appointments to the Standards Committee require approval by Council.

**IMPLICATIONS OF REPORT**

- 10. 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	

GARY HALL  
 DIRECTOR OF TRANSFORMATION

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Dianne Scambler	5034	16 September 10	***