



# Executive Cabinet

Agenda and Reports  
for consideration on

## Thursday, 12th August 2010

In the Council Chamber, Town Hall, Chorley

At 5.00 pm



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

## **PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT EXECUTIVE CABINET MEETINGS**

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

## **PROCEDURE FOR 'CALL-IN' OF EXECUTIVE DECISIONS**

- Each of the executive decisions taken at the Executive Cabinet meeting are subject to the adopted 'call-in' procedure within 10 working days of the Executive Cabinet meeting at which the decision is made, unless the decision has been implemented as a matter of urgency.
- Guidance on the 'call-in' procedure can be accessed through the following internet link:  
<http://www.chorley.gov.uk/index.aspx?articleid=1426>
- If you require clarification of the 'call-in' procedure or further information, please contact either:  
Tony Uren (Tel: 01257 515122; E-Mail: [tony.uren@chorley.gov.uk](mailto:tony.uren@chorley.gov.uk)) or  
Carol Russell (Tel: 01257 515196, E-Mail: [carol.russell@chorley.gov.uk](mailto:carol.russell@chorley.gov.uk))  
in the Democratic Services Section.

4 August 2010

Dear Councillor

## **EXECUTIVE CABINET - THURSDAY, 12TH AUGUST 2010**

You are invited to attend a meeting of the Executive Cabinet to be held in the Council Chamber, Town Hall, Chorley on Thursday, 12th August 2010 at 5.00 pm.

### **AGENDA**

1. **Apologies for absence**

2. **Declarations of Any Interests**

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

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

3. **Minutes of last meeting (Pages 1 - 8)**

To confirm as a correct record the minutes of the meeting of the Executive Cabinet held on 3 June 2010 (Minutes enclosed).

4. **Public Questions**

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

### **ITEMS OF EXECUTIVE LEADER (INTRODUCED BY COUNCILLOR PETER GOLDSWORTHY)**

5. **Overview and Scrutiny Task Group's inquiry into Highways issues - Executive's response**

The Overview and Scrutiny Task Group's inquiry into highway issues made numerous recommendations, the majority of which relate to the Council's joint working with Lancashire County Council. Chorley Council is currently in discussions regarding work on

the Public Realm and Locality Working. It is not possible to present a response to the inquiry until the outcome of the discussions is known.

6. **Petitions Scheme (Pages 9 - 18)**

To receive and consider the enclosed report of the Director of Transformation, with attached draft scheme.

**ITEMS OF EXECUTIVE MEMBER FOR POLICY AND PERFORMANCE (INTRODUCED BY COUNCILLOR GREG MORGAN)**

7. **Chorley Council Performance Monitoring Report - First quarter of 2010/11 (Pages 19 - 30)**

To receive and consider the enclosed report of the Director of Partnerships, Planning and Policy.

8. **Chorley Partnership - Performance Monitoring report for first quarter of 2010/11 (Pages 31 - 38)**

To receive and consider the enclosed report of the Director of Partnerships, Planning and Policy.

**ITEMS OF EXECUTIVE MEMBER (PLANNING AND PARTNERSHIPS) (INTRODUCED BY COUNCILLOR PETER MALPAS)**

9. **Pausing the Local Development Framework (Pages 39 - 42)**

To receive and consider the enclosed report of the Director of Partnerships, Planning and Policy.

10. **Residential Developments in Gardens (Pages 43 - 52)**

To receive and consider the enclosed report of the Director of Partnerships, Planning and Policy.

**ITEMS OF EXECUTIVE MEMBER (PEOPLE) (INTRODUCED BY COUNCILLOR JOHN WALKER)**

11. **Allotments - Action Plan. 2010/11 (Pages 53 - 56)**

To receive and consider the enclosed report of the Director of People and Places.

12. **2012 Olympic Games - Action Plan (Pages 57 - 60)**

To receive and consider the enclosed report of the Director of People and Places.

**ITEM OF EXECUTIVE MEMBER (TRANSFORMATION) (INTRODUCED BY COUNCILLOR KEVIN JOYCE)**

13. **Staff Survey, 2009 (Pages 61 - 66)**

To receive and consider a report of the Director of Transformation on the outcome of the last staff survey.

14. **Treasury Management Activity, 2010/11 (Pages 67 - 72)**

To receive and consider the enclosed report of the Director of Transformation.

15. **Capital Programme, 2010/11 to 2012/13 - Monitoring** (Pages 73 - 84)

To receive and consider the enclosed report of the Director of Transformation.

16. **Revenue Budget, 2010/11 - Monitoring** (Pages 85 - 92)

To receive and consider the enclosed report of the Director of Transformation.

**ITEMS OF EXECUTIVE MEMBER (PLACES) (INTRODUCED BY COUNCILLOR ERIC BELL)**

17. **CCTV - Service and Maintenance Contract** (Pages 93 - 96)

To receive and consider the enclosed report of the Director of People and Places.

18. **Alleygates Schemes** (Pages 97 - 100)

To receive and consider the enclosed report of the Director of People and Places.

Members are advised to take account of the content of the confidential document attached to Item 21 on the agenda before reaching a decision on this matter.

19. **Any other item(s) that the Executive Leader decides is/are urgent**

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

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

**ITEM OF EXECUTIVE MEMBER (PLACES) (INTRODUCED BY COUNCILLOR ERIC BELL)**

21. **Evaluation of Alleygates Schemes in Chorley** (Pages 101 - 120)

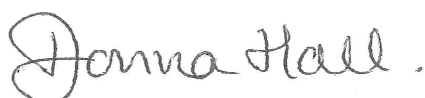
To receive and note the enclosed confidential report of the Safer Chorley and South Ribble Partnership in order to inform the discussions and decision on Agenda Item 18.

**ITEM OF EXECUTIVE MEMBER (TRANSFORMATION) (INTRODUCED BY COUNCILLOR KEVIN JOYCE)**

22. **Information and Communications Technology Services (ICT) - Restructure** (Pages 121 - 126)

To receive and consider the enclosed confidential report of the Director of Transformation.

Yours sincerely



Donna Hall  
Chief Executive

Tony Uren  
Democratic and Member Services Officer  
E-mail: tony.uren@chorley.gov.uk  
Tel: (01257) 515122  
Fax: (01257) 515150

### **Distribution**

1. Agenda and reports to all Members of the Executive Cabinet, Lead Members and Directors Team 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

01257 515823

کیجئے:

**Executive Cabinet****Minutes of meeting held on Thursday, 3 June 2010**

**Present:** Councillor Peter Goldsworthy (Executive Leader in the Chair), Councillor Pat Case (Deputy Leader of the Council) and Councillors Eric Bell, Kevin Joyce, Peter Malpas, Greg Morgan and John Walker

**Also in attendance:**

**Lead Members:** Councillors Harold Heaton and Keith Iddon (Lead Member for Licensing)

**Other Members:** Councillors Julia Berry, Judith Boothman, Henry Caunce, Alan Cullens, Anthony Gee, Alison Hansford, Adrian Lowe, Mick Muncaster, Alan Platt, Geoffrey Russell, Ralph Snape and Peter Wilson

**10.EC.163 APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor Debra Platt.

**10.EC.164 DECLARATIONS OF ANY INTERESTS**

There were no declarations of interest in any of the meeting's agenda items by any of the Executive Cabinet members.

**10.EC.165 MINUTES OF LAST MEETINGS**

The minutes of the meeting of the Executive Cabinet held on 25 March 2010, together with the minutes of the Special meeting held on 31 March 2010, were each confirmed as a correct record for signature by the Executive Leader.

**10.EC.166 PUBLIC QUESTIONS**

The Executive Leader reported that there had been no requests from any member of the public to speak on any of the meeting's agenda items.

**10.EC.167 OVERVIEW AND SCRUTINY INQUIRIES - EXECUTIVE'S RESPONSE****(a) Joint Inquiry into Affordable Housing.**

The Executive Cabinet received and considered a report of the Director of Partnerships, Planning and Policy which set out the Executive's suggested response to the findings and recommendations of the Joint Overview and Scrutiny Task Group that had been set up by the Chorley, Preston and South Ribble Councils to consider issues around the provision and access to affordable housing for both rent and sale.

The joint inquiry had been instigated in response to concerns that the delivery of affordable housing would be unable to meet the needs of expanding communities and the Task Group had examined the measures that could be taken to overcome current barriers to the delivery of affordable homes.

The Executive Leader thanked the members of the joint Task Group for its efforts and recommendations and commended the suggested response for endorsement, whilst pointing out the possibility of new Government policy impacting on the development of rural exception sites.

**Decision made:**

**That the recommended response of the Executive to the findings and recommendations of the joint Overview and Scrutiny Task Group following its inquiry into the delivery of affordable housing, as contained in the submitted report, be endorsed for submission to the Overview and Scrutiny Committee.**

**Reason for decision:**

The Executive's endorsement of the action in the joint Overview and Scrutiny Task Group's recommendations will enhance and assist the delivery of affordable homes throughout the Central Lancashire sub-region.

**Alternative option(s) considered and rejected:**

None.

**(b) Town Centre vitality issues.**

The Executive Cabinet received and considered a report of the Director of Partnerships, Planning and Policy which set out the Executive's suggested response to the findings and recommendations of the Overview and Scrutiny Task Group's inquiry into town centre issues.

The report had contained a number of recommendations aimed at enhancing the vitality and viability of the town centre, including measures to improve the marketing and promotion of the town, the signage strategy and the development of short and long term action plans for the markets.

Councillor Peter Wilson (Chair of the Overview and Scrutiny Task Group) thanked both the members of the Group and the Executive for its generally positive response to the inquiry report.

**Decision made:**

**That the recommended response of the Executive to the findings and recommendations of the Overview and Scrutiny Task Group following its inquiry into town centre issues, as contained in the submitted report, be endorsed for submission to the Overview and Scrutiny Committee.**

**Reason for decision:**

The Executive's endorsement of action in the Overview and Scrutiny Task Group's recommendations will assist the delivery of plans to enhance town centre facilities and its environment.

**Alternative option(s) considered and rejected:**

None.

**10.EC.168 CHORLEY COUNCIL PERFORMANCE MONITORING REPORT - FOURTH QUARTER OF 2009/10**

The Executive Cabinet considered 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 included in the Corporate Strategy and against the National Indicators for which the Council was responsible, during the fourth quarter of 2009/10 ending on 31 March 2010.



The report indicated that, of the 33 projects identified in the Corporate Strategy, two had been completed and the remaining 31 projects were progressing ahead of or according to plan.

The update report also revealed that the targets set for 17 of the 25 national indicators able to be monitored had been matched or exceeded. Action Plans had been prepared to address the matters covered by the 4 indicators that had missed the stipulated targets by 5% or more during the quarter period.

Councillor Adrain Lowe, Chair of the Overview and Scrutiny Committee, reported the observations that had been made by the Committee at its meeting on 1 June 2010 on the performance statistics.

**Decision made:**

**That the report be noted.**

**10.EC.169 CHORLEY PARTNERSHIP ANNUAL REPORT FOR 2009/10**

The Executive Cabinet received a report of the Director of Partnerships, Planning and Policy presenting the Chorley Partnership's end of year performance report for 2009/10.

The report reviewed the Partnership's activities and performance throughout 2009/10, commenting particularly on the progress and impact of the LSP sponsored projects and how they were contributing to the achievement of the Sustainable Community Strategy. The report also reviewed the Council's performance against the second year of the Local Area Agreement.

The Executive Member (Policy and Performance) highlighted the following significant statistics and trends revealed in the annual report:

- Unemployment had reduced over the past year.
- The number of persons in temporary accommodation had fallen considerably to its lowest ever level during the past year.
- Crime levels overall had reduced by 2.1% compared to 2008/09.
- The number of all types of crime in Chorley had decreased over the past year, with the exception of house burglaries and serious violent crime.
- Teenage pregnancy had fallen by 2.2% when the three year average for 2006/08 was compared to the three year average for 2005/07.
- 74 new business start-ups were recorded in 2009/10.
- The delivery of affordable homes in the Borough had increased significantly by 174% since the past year.
- Chorley's recycling rate had increased since 2008/09.

**Decision made:**

**That the report be noted in advance of its presentation to the Chorley LSP Board.**

**10.EC.170 CENTRAL LANCASHIRE ECONOMIC REGENERATION STRATEGY**

The Director of Partnerships, Planning and Policy submitted a report seeking endorsement of the final version of the Central Lancashire Economic Regeneration Strategy.

The Strategy for Central Lancashire had been jointly prepared by the Chorley, South Ribble and Preston Councils to align with the draft refreshed version of the Chorley Economic Regeneration Strategy, the Mid-Lancashire Multi-Area Agreement and the emerging Local Development Framework Core Strategy.

The Strategy had been compiled as a tool by which to influence national and regional decisions and to drive forward the Central Lancashire economy. The strategy would also help to shape the economic development of the Central Lancashire sub-region over the next 15 years.

**Decision made:**

**That the Central Lancashire Economic Regeneration Strategy, as now presented as an appendix to the submitted report, be approved and adopted.**

**Reason for decision:**

The Economic Regeneration Strategy confirms the commitment of Chorley, South Ribble and Preston Councils to work in partnership to deliver managed sustainable economic growth in Central Lancashire.

**Alternative option(s) considered and rejected:**

Not to prepare an Economic Regeneration Strategy for Central Lancashire.

**10.EC.171 CHORLEY AND SOUTH RIBBLE COMMUNITY SAFETY PARTNERSHIP - COLLABORATIVE MODEL**

The Director of People and Places presented a report on the outcomes achieved since the adoption of the pilot merger of the Chorley and South Ribble Crime and Disorder Reduction Partnerships some 22 months ago.

The trial merger had been deemed a success and the report recommended the continuation of the arrangement on the basis of a collaborative model, rather than an official, formal merger, which was likely to be too prescriptive. A collaborative model would allow a degree of flexibility and enable the authorities to retain greater control over their respective budgets.

Councillor Adrian Lowe, Chair of the Overview and Scrutiny Committee, advised the meeting that the proposal had been discussed at a joint scrutiny review between Members of Chorley and South Ribble Councils on 31 March 2010, a report on which had been presented to the last Overview and Scrutiny Committee on 1 June. The Members had been supportive of the planned collaborative model as the preferred basis for continuing the Safer Chorley and South Ribble Partnership arrangements, but had highlighted the need to take account of the role of elected Members on the Partnership.

The Deputy Leader of the Council also considered that the work of the Community Safety Partnership should be more closely linked and co-ordinated with the new Neighbourhood Working regime.

The Executive Member (Places) confirmed that the issues raised at the meeting would be borne in mind.

**Decision made:**

**That approval be given to the adoption of the collaborative model of the merged Chorley and South Ribble Community Safety Partnership, as outlined in the submitted report.**

**Reason for decision:**

The continuation of the arrangement will ensure that the successful collaborative partnership work, efficiency savings and synergies are maintained for the partner organisations involved in the partnership.

**Alternative option(s) considered and rejected:**

An official merger of the Chorley and South Ribble Community Safety Partnership is deemed to be too prescriptive for the needs of the partnership arrangement.

Discontinuance of the partnership would result in the loss of the efficiencies already gained and the practices established.

**10.EC.172 TREE MANAGEMENT AND MAINTENANCE POLICY**

The Director of People and Places submitted a report recommending the adoption of a Tree Management and Maintenance Policy.

The policy aimed to give clear guidance on the future management of the authority's tree stock by the introduction of more robust and coherent arrangements and procedures. The policy would introduce best practice systems for the inspection of all trees across the Borough and the apportionment of trees within risk zones. The policy would also provide guidance on the handling of requests relating to Council owned trees and the provision of available options to other service users.

Future requests for tree works would be assessed to ensure that the budget provision was targeted at those trees at greater risk and a tendering process for identified works would secure best value.

**Decision made:**

**That the Tree Management and Maintenance Policy, as presented with the submitted report, be approved and adopted for application to trees situated within Council owned land.**

**Reason for decision:**

Adoption of the Policy will ensure that the Council fulfils its legal obligations under the Occupiers Liability Act 1957 and will assist the highest standard of maintenance of trees for which the Council is responsible.

**Alternative option(s) considered and rejected:**

None.

**10.EC.173 REVENUE AND CAPITAL OUTTURN FOR 2009/10**

The Director of Transformation presented a report 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 revealed that, excluding the potential impact of the concessionary travel scheme, there was expected to be an underspend in the region of £181,000 in the General Fund revenue account at the year end. After taking account of the eventual reimbursement rate and pooling adjustment, the final outturn cost for concessionary travel in 2009/10 was estimated at £1,092,000 giving an envisaged underspend of around £231,000. The recent claim against HM Revenues and Customs, for the

reimbursement of VAT paid in earlier years had resulted in the refund of £741,000 to date, which could be increased by up to £240,000 if the claim for compound interest was successful.

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

**Decisions made:**

(1) That the report be noted.

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

**Reason for decision:**

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

**Alternative option(s) considered and rejected:**

None.

**10.EC.174 EXCLUSION OF THE PUBLIC AND PRESS**

**Decision made:**

**That the press and public be excluded from the meeting for the following items of business on the ground that they involve the likely disclosure of exempt information as defined in Paragraph 1 (Minute 10.EC.175) and Paragraph 3 (Minute 10.EC.176) of Part 1 of Schedule 12A to the Local Government Act, 1972.**

**10.EC.175 INCOME GENERATION PROPOSAL**

The Chief Executive submitted a confidential report on an approach from the North West Improvement and Efficiency Partnership for Chorley Council's Management Team to provide assistance to Copeland Council in its review and acceleration of the Authority's ambitious improvement plans.

Chorley Council had been selected to offer its services to Copeland Council on the basis of its reputation for the successful delivery of transformation programmes.

The provision of the consultancy service would generate an income of £70,000 for the Council, which could be spent on the improvement of frontline services.

**Decision made:**

**That approval be given to the proposal outlined in the appendix to the submitted report for the Chorley Council's Management Team to provide paid consultancy support to Copeland Council in the delivery of its improvement programme.**

**Reason for decision:**

The joint working arrangement with Copeland Council will generate a significant income for this Council.

**Alternative option(s) considered and rejected:**

The rejection of the offer would waste a good opportunity to raise income from products already developed by Chorley for use elsewhere.

**10.EC.176 PERFORMANCE OF KEY PARTNERSHIPS - 2009/10 YEAR END PROGRESS REPORT**

The Executive Cabinet 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.

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 partners' financial strengths and stability; and any emerging issues that required to be addressed.

Councillor Adrian Lowe (Chair of the Overview and Scrutiny Committee) reported that a future Member Learning Hour would be dedicated to issues around the restructure of Chorley Community Housing and that the Task Group set up to examine the Council's assets would consider issues arising from the accommodation review.

**Decisions made:**

- (1) That the report be noted.**
- (2) That the Director of People and Places, in conjunction with Financial Services, continues to monitor closely and manage the risks arising from the trading position of Active Nation in relation to the Leisure Contract.**
- (3) That the Director of People and Places, in conjunction with Financial and Legal Services, clarifies the trading position of Glendale Grounds Maintenance Ltd/Glendale Countryside Ltd in relation to the management of Duxbury Golf Course and Clubhouse.**
- (4) That the removal of the Anchor Home Improvement Agency, the Shared Services Contact Centre and Parkwise from the "Key Partnerships" register be endorsed.**

**Reason for decisions:**

To keep Members informed of the performance of Key Partnerships and to ensure effective management of the Council's partnership arrangements.

**Alternative option(s) considered and rejected:**

None.

Executive Leader

This page is intentionally left blank

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 Partnerships, Planning and Policy (Introduced by the Executive Member for Policy and Performance)	Executive Cabinet	12 <sup>th</sup> August 2010

## 1<sup>ST</sup> QUARTER PERFORMANCE REPORT 2010/11

### PURPOSE OF REPORT

1. This monitoring report sets out performance against the Corporate Strategy for the first quarter of 2010/11, 1<sup>st</sup> April – 30<sup>th</sup> June 2010.

### RECOMMENDATION(S)

2. That the report be noted

### EXECUTIVE SUMMARY OF REPORT

3. This report sets out performance against the Corporate Strategy for the first quarter of 2010/11, 1<sup>st</sup> April – 30<sup>th</sup> June 2010. Performance is assessed based on the delivery of key projects and the performance against measures in the Corporate Strategy.
4. Overall performance of key projects remains excellent with 88% of projects either on track, closed or completed. While this is a slight drop from last quarter's 100% performance, it is still very positive six months into the delivery of the projects. The 12% of projects which are rated amber are behind schedule mainly due to factors outside our control such as national policy changes and budget cuts and delays in the Farington treatment facility to be able to accept food waste until later than expected. Other minor delays have been caused due to reviewing vacant posts and aligning dependant projects. With the exception of the food waste recycling project all amber projects are expected to be brought back on track over the next quarter.
5. Overall performance for key measures in the Corporate Strategy is strong, with 65% of measures performing above target or within the 5% tolerance. Where performance is below the target, action plans have developed to outline what action will be taken to improve performance.

### REASONS FOR RECOMMENDATION(S)

#### (If the recommendations are accepted)

To facilitate the ongoing analysis and management of the Council's performance in delivering the Corporate Strategy

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

6. None



**CORPORATE PRIORITIES**

7. 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**

8. The Corporate Strategy is the key strategic document for the authority and is focused on delivering the Council's six strategic objectives that underpin the priorities of: prosperity, people, place and performance. The Corporate Strategy mirrors, and outlines the Council's contribution to, the Sustainable Community Strategy, delivery of which is taken forward by the Chorley Partnership.
9. The Corporate Strategy 2009/10 – 2010/11 identifies a programme of 33 key projects as well as performance measures, which contribute to the achievement of our objectives.

**REPORT OVERVIEW**

10. The report provides information in the following areas:
- The Council's progress in delivering the 33 Key Projects identified in the Corporate Strategy 2009/10 – 2010/11
  - The Council's progress in achieving against performance measures that can be measured on a quarterly basis. It is not always possible to report all indicators in the Corporate Strategy on a quarterly basis. Where it is possible, the current performance is illustrated in Appendix 1 and described in the body of the report.
  - Where indicators have missed targets by 5% or more, commentary is included to explain the reasons for lower than expected performance and the action that will be taken to improve performance.

**STRATEGIC OBJECTIVE ONE: IMPROVE CHORLEY'S ECONOMIC POSITION IN THE CENTRAL LANCASHIRE SUB REGION****PERFORMANCE OF KEY CORPORATE STRATEGY PROJECTS**

11. Overall performance of key projects under this strategic objective continues to be excellent with 100% rated green or complete.
12. The following projects are rated green, which indicates that project performance is as planned or ahead of schedule with progress on target and costs within or under budget:
- Produce a marketing package for the town centre, markets and Chorley as a whole
  - Refresh the Economic Regeneration Strategy and Town Centre Action Plan
  - Secure the redevelopment of the Pall Mall triangle and Market Street
  - Develop a proposal for improvements to the flat iron
  - Produce site allocations Development Plan Document
13. The following table shows the key outcomes from the project which has completed in the first quarter of 2010/11 under strategic objective one.

Project	Key Outcomes
Develop a succession strategy for major inward investment and identify niche markets for the strategic regional site	<p>A market assessment of potential employment sites has been prepared by Lancashire County Developments Ltd. This is currently being fed into the preparation of the Local Development Framework.</p> <p>In addition, Business Link have produced a report on Chorley's high growth sectors, which has already informed the refresh of the Economic Regeneration Strategy and associated action plan.</p>

**PERFORMANCE OF CORPORATE STRATEGY MEASURES**

- 14. It is possible to report on two of the key measures under Strategic Objective One at the end of quarter one. One indicator is performing on target. The other is more than 5% below target.
- 15. The following measures are performing on or above target:
  - NI 152: Working age people on out of work benefits. 11.3% were claiming benefits against a target of 12.2%. (Smaller performance is better)
- 16. The following table shows those measures that are performing below target by 5% or more

Performance Indicator	Target	Performance	Reason below target	Action required
Number of new businesses established	13	9	Linked to the recession, while Chorley still performs well in terms of business start ups, fewer people are opting to start new businesses and are instead seeking other employment opportunities.	Advice and support is being provided to those wishing to establish a business in Chorley, and continued efforts will be made to increase entrepreneurs in Chorley.

**STRATEGIC OBJECTIVE TWO: IMPROVING EQUALITY OF OPPORTUNITY AND LIFE CHANCES**

**PERFORMANCE OF KEY CORPORATE STRATEGY PROJECTS**

- 17. Overall performance of key projects under this strategic objective continues to be excellent with 100% projects rated green.
- 18. The following projects are rated green, which indicates that project performance is as planned or ahead of schedule with progress on target and costs within or under budget:
  - Evaluate the Families First project and establish intervention arrangements for vulnerable families
  - Increase weekend and diversionary provision for children and young people
  - Improve co-ordination of work with children and young people
  - Evaluate the free swimming scheme and agree a way forward
  - Implement Year 2 of the 50+ Active Generation Project
  - Deliver Chorley's key actions for Year One of the Health Inequalities Strategy

**PERFORMANCE OF CORPORATE STRATEGY MEASURES**

19. It is possible to report two indicators for Strategic Objective Two at the end of the first quarter, which are performing on target:

- The number of junior visits made to leisure facilities. There were 217,024 visits between October 2009 and June 2010 against a target of 212,247.
- NI 117: the % of 16 to 18 years olds not in education, employment or training was 5.1% against a target of 5.2% (smaller performance is better).

**STRATEGIC OBJECTIVE THREE: SUPPORTING PEOPLE TO GET INVOLVED IN IMPROVING THEIR COMMUNITIES**

**PERFORMANCE OF KEY CORPORATE STRATEGY PROJECTS**

20. Overall performance of key projects under this strategic objective is good with 75% of projects rated green or complete.

21. The following projects are rated green, which indicates that project performance is as planned or ahead of schedule with progress on target and costs within or under budget:

- Work with local residents to transfer community facilities into community management
- Develop and deliver an action plan to increase volunteering

22. The following table shows those projects that have given a rating of ‘amber’ or ‘red’. An amber rating is an early warning that there may be a problem. A red rating indicates more serious problems such as falling behind schedule or exceeding budgets.

Project Title	Project Status	Explanation	Action Required
Develop a community engagement strategy	Amber	The project has been delayed in order to align it with the refresh of the sustainable community strategy.	A draft of the community engagement strategy is expected to be completed within the next quarter. This requires mapping of current levels and types of engagement, and reviewing links with internal and partner engagement strategies.

**PERFORMANCE OF CORPORATE STRATEGY MEASURES**

23. It is not possible to report on any of the key measures under strategic objective three at the end of the first quarter. This is because they are measured annually, and so will be reported in October at the annual refresh of the Corporate Strategy.

**STRATEGIC OBJECTIVE FOUR: IMPROVE ENVIRONMENTAL SUSTAINABILITY AND COMBAT CLIMATE CHANGE**

**PERFORMANCE OF KEY CORPORATE STRATEGY PROJECTS**

24. Overall performance of key projects under this strategic objective is good with 80% of projects either rated green or complete.

25. The following projects are rated green, which indicates that project performance is as planned or ahead of schedule with progress on target and costs within or under budget:

- Ensure development of Group One Woodland Management Plan

- Establish a community growing scheme
- Carry out an energy audit of all remaining council buildings

26. The following table shows those projects that have given a rating of ‘amber’ or ‘red’. An amber rating is an early warning that there may be a problem. A red rating indicates more serious problems such as falling behind schedule or exceeding budgets.

Project Title	Project Status	Explanation	Action Required
Deliver food waste recycling	Amber	The start date for collecting food waste from all properties in the borough has been delayed. This is because the treatment facility at Farington waste technology park will not be able to accept food waste until June 2011 at the earliest.	The delays in accreditation for acceptance of food waste at the Waste Technology Park are outside our control. The project plan will be amended as soon as it is clear when the treatment facility will be able to accept food waste. In the meantime discussions are planned with other local authorities who already have food waste collections to see how they operate in practice in order to identify preferred collection methods.

**PERFORMANCE OF CORPORATE STRATEGY MEASURES**

27. It is possible to report to on the key measures under strategic objective four at the end of the first quarter. Both are slightly off target, but within the 5% tolerance.
28. The following measures have missed target but are within the 5% threshold:
- 52.47% of household waste was landfilled against a target of 51% (smaller performance is better)
  - NI 192: 47.53% of waste was recycled or composted against a target of 49%<sup>1</sup>

**STRATEGIC OBJECTIVE FIVE: DEVELOP THE CHARACTER AND FEEL OF CHORLEY AS A GREAT PLACE TO LIVE**

**PERFORMANCE OF KEY CORPORATE STRATEGY PROJECTS**

29. Overall performance of key projects under this strategic objective is very good with 86% either rated green, complete or closed off.
30. The following projects are rated green, which indicates that project performance is as planned or ahead of schedule with progress on target and costs within or under budget:
- Establish a choice based lettings scheme
  - Complete parks, open spaces and play review and complete improvement plan
31. The following table shows those projects that have given a rating of ‘amber’ or ‘red’. An amber rating is an early warning that there may be a problem. A red rating indicates more serious problems such as falling behind schedule or exceeding budgets.

Project Title	Project Status	Explanation	Action Required
---------------	----------------	-------------	-----------------

<sup>1</sup> The waste figures are up to date in the current position at the end of March. Information for Quarter 1 will be received at the end of September 2010 and the outturn will change as more information is received.

<p>Deliver key projects from neighbourhood action plans</p>	<p>Amber</p>	<p>While key projects from the NAPs have been identified overall the project is behind schedule. A vacant neighbourhood coordinator post and feedback from councillors has resulted in us reviewing how we take this forward.</p>	<p>Neighbourhood working and this project will be reviewed as part of the annual refresh of the Corporate Strategy during the next quarter.</p>
---	--------------	---	---

32. The following table shows the key outcomes from the projects which have completed or been closed off in the first quarter of 2010/11 under Strategic Objective Five

Project	Key Outcomes
<p>Complete review of Home Improvement Agency</p>	<p>The Agency transferred from Anchor Staying Put to Chorley Council on 1<sup>st</sup> April 2010. Since the transfer, the focus of the project has been to successfully implement the service within the Strategic Housing function and to ensure that customers were not affected by the change of provider and high customer satisfaction is retained. Other deliverables to date include:</p> <ul style="list-style-type: none"> <li>• New procedures to minimise financial and reputation risk have been implemented.</li> <li>• Legal agreement between contractors and CBC have been completed and are now being used.</li> <li>• Income from the service is now being established to ensure that the service is viable. Projected income for the year is approximately £19,000 in the first year.</li> <li>• A review has been completed with regards to identifying current savings as a direct comparison to when the service was delivered by Anchor. Current savings are:                             <ul style="list-style-type: none"> <li>• £1,500 capital funding due to no agency fees</li> <li>• £1,000 capital saving due to new procurement exercise.</li> </ul> </li> </ul>
<p>Deliver the Chorley Housing refurbishment scheme</p>	<ul style="list-style-type: none"> <li>• At the close of the scheme the project has delivered 12 Affordable Units, 2 of which were Long Term Empty Properties that have been returned to use.</li> <li>• All nominations have now been processed with applicants from Chorley Council waiting list allocated to the properties. This nomination agreement will continue.</li> <li>• The location of all the properties have been popular with applicants and has met the significant demand for social rented units within Chorley central areas.</li> <li>• 2 Articles promoting the success of the scheme have been recently featured in The Chorley Guardian &amp; Citizen raising the profile of affordable housing in the Borough &amp; Exec Cabinet recent Tour of the Borough included an external visit to the Buttermere Property.</li> <li>• The Project has been completed within expected timescale &amp; slightly under budget, with consideration being given to the utilisation of the remaining funds (£26k) to support a further affordable housing development.</li> </ul>
<p>Pilot and review the proposed Chorley/SRBC CDRP merger</p>	<p>The trial of the pilot merger of the Chorley and South Ribble crime and disorder reduction partnership has been a success. Approval has been given for a continuation of the arrangement on the basis of a collaborative model, rather than an official, formal merger, which was likely to be too prescriptive. A collaborative model would allow a degree of flexibility and enable the authorities to retain greater control over their respective budgets.</p>

	<p>Benefits of the merged partnership include:</p> <ul style="list-style-type: none"> <li>• Pooling of expertise, knowledge, skills and resources to more effectively tackle crime and disorder</li> <li>• Reductions in the levels and perceptions of crime.</li> <li>• A coordinated approach to funding and commissioning work, achieving over £130,000 through joint bids.</li> <li>• Reduction in the number of meetings attended by partners and statutory agencies</li> <li>• More efficient working practices with Chorley realising approximately £65,000 savings</li> </ul>
<p>Implement revised street cleaning schedules following recommendations from O&amp;S inquiry</p>	<p>There have been considerable improvements in the street cleaning service over the last three months. This is largely as a result of the £60k investment in the service, part of which was used to recruit three new members of staff. The improvements are around ensuring each street in the Borough is manually swept. We do envisage at this early stage that every street will be swept on an 8 weekly cycle.</p>

**PERFORMANCE OF CORPORATE STRATEGY MEASURES**

33. It is possible to report on three of the key measures in strategic objective five at the end of the first quarter. Of these, two are on target and one is more than 5% below target.

34. The following measures are performing on or above target:

- NI 156: Number of households in temporary accommodation. Four families were in temporary accommodation against a target of 13 (smaller performance is better).
- NI 16: Serious Acquisitive Crime rate. The rate was 1.98 per 1,000 population, against a target of 1.83 (smaller performance is better).

35. The following table shows those measures that are performing below target by 5% or more

Performance Indicator	Target	Performance	Reason below target	Action required
NI 20: Assault with injury crime rate	1.43/1000 population	1.53/1000 population	There has been a spike in the level of violent crime in the first quarter, with a number of incidents linked to house parties in the recent warm weather	The CSP has introduced a violent crime action plan which is being monitored via the MATAC process.

**STRATEGIC OBJECTIVE SIX: ENSURE CHORLEY COUNCIL IS A CONSISTENTLY TOP PERFORMING ORGANISATION**

**PERFORMANCE OF KEY CORPORATE STRATEGY PROJECTS**

36. 80% of the key project are rated green or are being closed off.

37. The following projects are rated green, which indicates that project performance is as planned or ahead of schedule with progress on target and costs within or under budget:

- Refresh the Council’s Marketing and Communications Strategy
- Refresh Chorley’s Sustainable Community Strategy
- Develop a staff engagement strategy

38. The following table shows those projects that have given a rating of ‘amber’ or ‘red’. An amber rating is an early warning that there may be a problem. A red rating indicates more serious problems such as falling behind schedule or exceeding budgets.

Project Title	Project Status	Explanation	Action Required
Complete Year 3 of the VFM programme	Amber	The project has not started in the first quarter as anticipated. The planned delivery approach now needs to be reviewed in light of recent policy changes and budget cuts made by the coalition Government.	We are confident that the project will still be delivered by March 2011 as originally planned. To ensure that we meet this deadline, over the next quarter we will; review the planned delivery approach, revise the project plan, secure a budget for the rough cut costings and start the project.

39. The following table shows the projects which have been closed off in the first quarter of 2010/11.

Project	Reason for being closed off
Complete IDeA Peer Review of the LSP	The IDeA Peer Review has been postponed for the foreseeable future, in light of external changes to public sector funding and wider local government policy. These changes give the opportunity to fundamentally review how partnership working is set up. Therefore the LSP Executive and Board Chairs have agreed to postpone the review until a more appropriate time.

**PERFORMANCE OF CORPORATE STRATEGY MEASURES**

40. It is possible to report two key measures under strategic objective six at the end of the first quarter. They are both performing above target.

41. The following measures are performing on or above target:

- Customer satisfaction with the service received from ‘Contact Chorley’. Satisfaction was 100% against a target of 98%.
- The level of avoidable contact, which was 16.94% against a target of 23% (smaller performance is better)

**OTHER NATIONAL INDICATORS NOT IN THE CORPORATE STRATEGY**

42. There are some important indicators that are not included within the Corporate Strategy, but are measured locally and are indicators of service performance. There are six such indicators that can be reported at the end of the first quarter. Two are above target, while four are below.

43. The following measures are performing on or above target:

- NI 151: Overall employment rate was 76% against a target of 76%
- NI 182: Satisfaction of businesses with local authority regulation services, with 94.7% of businesses satisfied against a target of 90%

44. The following table shows those measures that are performing below target by 5% or more

Performance Indicator	Target	Performanc	Reason below target	Action required
-----------------------	--------	------------	---------------------	-----------------



		e		
NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	10 days	10.82 days	While performance in this quarter is below target, it is due to a large volume of claims at the beginning of the financial year following the Council Tax bills being issued.	The number of claims and change events will reduce in the rest of the year. This will bring performance back on track.
NI 157a Processing of planning applications as measured against targets for 'major' application types	81%	68.75%	There are number of interrelated reasons for a lower than anticipated performance: <ul style="list-style-type: none"> <li>• There have been extremely high levels of pre-application advice, building on the already high levels.</li> <li>• The Council has successfully defended two appeals at public inquiry, which have taken a lot of officer time.</li> <li>• There have been some capacity issues in processing planning applications</li> <li>• The Council is currently dealing with a number of major planning applications which take officer time.</li> </ul>	Temporary staff have been recruited to cover the increase in planning applications and a number of staff on maternity leave. In addition, a review of the way that applications are processed is currently being undertaken. These actions should help to improve the performance substantially by the end of the financial year.
NI 157b Processing of planning applications as measured against targets for 'minor'	82.5%	57.5%		
NI 157c Processing of planning applications as measured against targets for 'other' application types	92%	81.25%		

**CONCLUSION**

- 45. The performance in this third quarter report shows that the Council continues to perform well. The progress made in delivering key projects and measures from the Corporate Strategy demonstrates that we continue to deliver against our priorities.
- 46. The actions and other steps to be taken where performance is lower than anticipated should help to drive improvement in performance indicators and project delivery.

**IMPLICATIONS OF REPORT**

- 47. 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	X


















LESLEY-ANN FENTON  
 DIRECTOR OF PARTNERSHIPS, PLANNING AND POLICY

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Adele Reynolds	5325	12 <sup>th</sup> July 2010	1 <sup>st</sup> Quarter Performance Report 2010/11

**Appendix 1: National Indicator Set/Corporate Strategy Performance**

	<b>Performance is better than target</b>		<b>Worse than target but within threshold</b>		<b>Worse than target, outside threshold</b>
---	--	---	---	--	---

Indicator Code	Indicator Name	Polarity	Target Value	Performance Value	Symbol
CS 1.1.1	Number of new businesses established	Bigger is better	13	9	
CS 2.2.1	The number of junior visits made to leisure facilities	Bigger is better	212,247	217,024	
CS 2.2.3	The % of 16-18 year olds who are not in education, employment or training (NEET) based on residency	Smaller is better	5.2%	5.1%	
CS 4.1.3	% of household waste landfilled	Smaller is better	51%	52.47%	
CS 6.3.2	Customer satisfaction with the service received from 'Contact Chorley'	Bigger is better	98%	100%	
CS 6.4.1	The level of avoidable contact	Smaller is better	23%	16.94%	
NI 16	Serious acquisitive crime	Smaller is better	1.9825 per 1,000 population	1.879 per 1,000 population	
NI 20	Assault with injury crime rate	Smaller is better	1.435 per 1,000 population	1.574 per 1,000 population	
NI 151	Overall employment rate	Bigger is better	76%	76%	
NI 152	Working age people out of work on benefits.	Smaller is better	12.2%	11.3%	
NI 156	Number of households living in Temporary Accommodation	Smaller is better	13	4	
NI 157a	Processing of planning applications as measured against targets for 'major' application types	Bigger is better	81%	68.75%	
NI 157b	Processing of planning applications as measured against targets for 'minor'	Bigger is better	82.5%	57.5%	
NI 157c	Processing of planning applications as measured against targets for 'other' application types	Bigger is better	92%	81.25%	
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	Smaller is better	9.35 Days	10 Days	
NI 182	Satisfaction of businesses with local authority regulation services	Bigger is better	90%	94.7%	
NI 192	Household waste recycled and composted	Bigger is better	49%	47.53%	

This page is intentionally left blank



Report of	Meeting	Date
Director of Partnerships, Planning and Policy (Introduced by the Executive Member for Policy and Performance)	Executive Cabinet	12 <sup>th</sup> August 2010

## **CHORLEY PARTNERSHIP 1<sup>ST</sup> QUARTER 2010/11 PERFORMANCE REPORT**

### **PURPOSE OF REPORT**

1. To update members on the performance of the Chorley Partnership over the last quarter, covering the period from April to June 2010.

### **RECOMMENDATION(S)**

2. Members are asked to note the content of this report

### **EXECUTIVE SUMMARY OF REPORT**

3. The report highlights the Chorley Partnership's performance in delivering the objectives of the LAA and Sustainable Community Strategy over the first quarter of 2010/11. In summary:
  - Overall crime has increased by 6% compared to this period last year and increases have been seen in most categories of crime during quarter 1, which is largely expected to the comparison against very low figures in quarter 1 last year
  - The number of primary fires in Chorley have remained static compared to this time last year
  - The number of households in Chorley living in temporary accommodation has fallen to just 4. This shows a major reduction compared to this time last year and we have performed exceptionally well hitting and exceeding our target of 13.
  - Unemployment has fallen from 2.9% at the end of the 4<sup>th</sup> quarter to 2.3% at the end of the 1<sup>st</sup> quarter. This means that there are 351 fewer people claiming benefits than at the end of the fourth quarter of 2009/2010.
  - Chorley Partnership has commissioned 9 projects for 2010/11. 6 of these projects are rated green, which indicates that project performance is as planned or ahead of schedule. 3 of these projects have been given a rating of amber, which is an early warning that there may be a problem.

### **CORPORATE PRIORITIES**

4. 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	✓

5. PERFORMANCE INDICATORS

All Crime

Crime overall has increased by 6% compared to the same period of last year. This is broken down into the following categories:




Category	Q1 2009/10	Q1 2010/11	YTD % Change
All Crime	1529	1621	+6.0%
Serious Acquisitive Crime (NI16)	160	197	+23.1%
Burglary Dwelling	52	43	-17.3%
Vehicle Crime	102	147	+44.1%
Robbery	6	7	+16.7%
All Violent Crime	345	400	+15.9%
Serious Violent Crime (NI15)	18	20	+11.1%
Assault with Less Serious Injury (NI20)	150	165	+10.0%
Criminal Damage (inc arson)	379	336	-11.3%
Anti Social Behaviour	2234	2082	-6.8%
Primary Fires	48	48	=

- Overall crime has increased by 6% compared to this period last year and increases have been seen in most categories of crime during quarter 1. To put this into context rates of offences in Chorley are well below the Lancashire average of around 20 crimes per 1,000 population. Percentage increases were expected in most categories due to the comparison to very low figures in Quarter 1 last year.
- Serious Acquisitive Crime (NI16) has seen an increase due to the higher levels of vehicle crime seen during the quarter; however we are still on track to reach our LAA target at the end of the year. In addition, the rates of offences in Chorley are some of the lowest when compared to our nearest neighbours and are well below the Lancashire average of 2.3 offences per 1000 population.
- The figure for assault with less serious injury (NI20) is slightly higher than the quarterly target of 150 needed to meet the year end LAA target. To put this into context, rates of assault with less serious injury in Chorley stand at around average when compared to our


nearest neighbours and are below the Lancashire average of 1.7 crimes per 1000 population.

- During Quarter 1, Chorley Community Safety Partnership has shown one of the lowest rates of burglary dwelling when compared to our nearest neighbours and rates of offences are also well below the Lancashire average of 2 crimes per 1000 population.
- The main increases in crime have been in the areas of vehicle crime and violent crime.
- In terms of vehicle crime, increases were expected this quarter due to the low levels of vehicle crime during April and June 2009. In addition, detection rates during the quarter have been much higher than normal at 67.4% and 79.5% for May and June respectively compared to an average of 32.6% for 2009/10. To put this into context, rates of vehicle crime are slightly below the average of our nearest neighbours and slightly below the Lancashire average of 1.5 offences per 1000 population. For quarter 2, vehicle crime performance is likely to be much less challenging as last year's figures were around the average level.
- In terms of violent crime, the overall figures have been skewed by June's performance where there was an increase of 45.6% compared to last year. Going forward, a divisional violent crime action plan has been developed and will be managed and implemented by Chorley and South Ribble Multi Agency Tasking and Co-ordinating Groups (MATAC).

**Other LAA Quarterly Indicators**

Indicator Code	Indicator Description	Target	Performance	Symbol
NI 152	Working age people on out of work benefits	12.2%	11.3%	
NI 156	Number of households in temporary accommodation	13	4	
NI 192	Household waste recycled and composted <sup>1</sup>	49%	47.53%	

**Other Sustainable Community Strategy Indicators**

Performance Indicator	Target	Performance	Symbol	Reason below target	Action required
Number of new businesses established	13	9		Linked to the recession, while Chorley still performs well in terms of business start ups, fewer people are opting to start new businesses and are instead seeking other employment opportunities.	Advice and support is being provided to those wishing to establish a business in Chorley, and continued efforts will be made to increase entrepreneurs in Chorley.

**Unemployment Indicators**

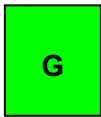
The unemployment benefit claimant count has fallen from 2.9% at the end of the 4<sup>th</sup> Quarter to 2.3% at the end of the 1<sup>st</sup> Quarter.

<sup>1</sup> The waste figures are up to date in the current position at the end of March. Information for Quarter 1 will be received at the end of September 2010 and the outturn will change as more information is received.

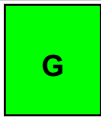
Indicator	Jan 10	Feb 10	Mar 10	Apr 10	May 10	June 10
Claimant Count - Chorley	3.2% (2070 claimants)	3.0% (1989 claimants)	2.9% (1889 claimants)	2.7% (1757 claimants)	2.5% (1648 claimants)	2.3% (1538 claimants)
Claimant Count – Lancashire	3.6%	3.5%	3.3%	3.2%	3.0%	2.9%
Claimant Count – UK	4.3%	4.3%	4.2%	4.1%	3.9%	3.8%

6. THE CHORLEY PARTNERSHIP’S PROJECTS FOR 2010/11

Database of adapted properties	
<b>What is it?</b>	To establish a database of all substantially adapted properties, owned by Registered Social Landlords in Chorley, that can be accessed by landlords and other agencies to enable moves for disabled households to be proactively managed.
<b>Lead Partner</b>	Chorley Community Housing
<b>RAG Status</b>	Discussions have been ongoing over the last quarter over the development of the database and this will be in place by the end of 2010/11.



Chorley Community Food Growing Fund	
<b>What is it?</b>	To establish a one off community capacity/engagement fund for the promotion of community food growing across the neighbourhood footprint of Chorley. It will enable grants to be made of £500-£750 to community groups, land owners and schools to set up the infrastructure of community food growing sites e.g. fencing, paths, soils, seeds, fruit trees, raised beds, water butts, tools etc, or to run training courses or events. It is linked into a larger community food-growing project.
<b>Lead Partner</b>	NHS Central Lancashire
<b>RAG Status</b>	The project is on track and is being delivered in two interlinked parts, a) Allotment Provision and b) Community Food Growing



**Allotment Provision** - Over the last quarter a draft allotment policy has been written and this is currently being taken forward. In addition, a shortlist of potential allotment sites has been drawn up. Consultation and feasibility studies have been undertaken on each of the sites. These potential sites will be discussed by Chorley Council’s Executive Cabinet in August prior to engagement with the public.

**Community Food Growing** – The Community Food Growing Officer has been in post since April and the Community Food Growing Action Plan for Chorley has been approved and launched. Community Food Growing sites have been promoted to the allotment waiting list in order to offer people an alternative chance to get growing while they wait for an allotment.

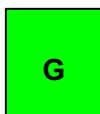
**Our Cotswold Community Kitchen**



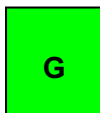
<b>What is it?</b>	To develop a community kitchen in which to hold health eating / living / hygiene programmes and teach residents how to cook and eat healthily. Our Cotswold House are developing this alongside a larger project that will establish a community garden and food growing scheme.
<b>Lead Partner</b>	Cotswold Supported Housing
<b>RAG Status</b>	The project is currently slightly behind schedule. However it will now be led by a life skills co-ordinator who will be recruited in September 2010.



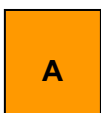
<b>LevelUp</b>	
<b>What is it?</b>	This is an arts and mental health programme that will work with vulnerable women in delivering workshops to use the arts to enable women to regain confidence and self esteem.
<b>Lead Partner</b>	NHS Central Lancashire
<b>RAG Status</b>	The project is on track and over the next quarter groups will start running activities. Partnership agreements have been set up and activities are planned with Chorley Women’s Centre, Umeed, Highfield Children’s Centre, Clayton Brook Children’s Centre, Clayton Brook Community House, Chorley Women’s Refuge and Asian Women’s Forum. Artists have been sourced and they are now ready to start delivering the workshops.



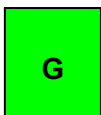
<b>Smart Response</b>	
<b>What is it?</b>	The ‘Smart Response’ project is an innovative model of working which encompasses police and partner agency intelligence led targeted work. This work will be delivered by young person’s specialist drug and alcohol workers (Young Addaction). It will offer capacity to deliver targeted outreach with young people and families on a regular basis in response to local need.
<b>Lead Partner</b>	Chorley Council
<b>RAG Status</b>	The project is on schedule and has started to be delivered in the last quarter. Links have been made between the Young Addaction workers and key partners to ensure good quality information and intelligence is collected and utilised.



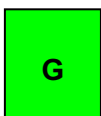
<b>Aspects</b>	
<b>What is it?</b>	The Arts Partnership will work with a secondary school, providing up to 30 places for young people who have been excluded or are on limited/restricted timetable. The project will provide opportunities in arts/music as well as a variety of social and interpersonal skills, it will also help with literacy and numeracy and provide accreditation to Silver Arts Award level which is equivalent to GCSE grade A* - C
<b>Lead Partner</b>	Arts Partnership
<b>RAG Status</b>	The project is currently behind schedule because the timing of the project has meant that examinations and summer holidays have prevented the project from starting. However, project plans have been initiated and the project is due to start in the new term.



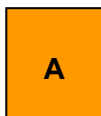
<b>Manage your money better</b>	
<b>What is it?</b>	The “Manage Your Money Better” project provides advice and information on money management; budgeting, understanding credit and banking, finding solutions to debt problems (including self-help models), reducing the risk of financial crisis, maximising income/retirement planning through savings, pensions and benefits and housing options. Delivery is community based across Chorley, providing advice and information to individuals and groups. It builds capacity within the statutory and voluntary sectors by providing financial capability training to front line staff.
<b>Lead Partner</b>	Chorley and South Ribble CAB
<b>RAG Status</b>	The project is on track and has delivered 19 workshops to almost 100 participants. The sessions have covered budgeting, how to prioritise bills & debt, how to choose credit and how to use a bank account. All feedback from the workshops has been positive with people feeling more confident about the basics of finance.



<b>Street Pastors</b>	
<b>What is it?</b>	The Street Pastors are in partnership with the local Police and Chorley Council, to create peace and stability in the town centre and trouble spots in surrounding areas. The volunteer Pastors engage with people on the streets and in night time venues. They are there to care, listen and offer practical help during weekend evenings. e.g. accompanying people to hospital, ensuring vulnerable people are able to get a taxi home, talking to those in distress etc. This will fund ongoing training for 26 volunteer pastors.
<b>Lead Partner</b>	Ascension Trust
<b>RAG Status</b>	The project is on track and the Street Pastors have delivered a regular presence on both Friday and Saturday nights. They were also available until 3am after the recent world cup games.



<b>The Chorley Help Hub</b>	
<b>What is it?</b>	To provide flexible, quality, low cost accommodation and office services to the 3 <sup>rd</sup> Sector in Chorley. To develop a common, shared venue for agencies serving similar client groups, to enable closer working ties and easier access and referrals for clients.
<b>Lead Partner</b>	Help the Homeless
<b>RAG Status</b>	The project is currently behind schedule due to coming close to completion on three separate premises only to have negotiations break down in the closing stages. However, this has actually led to quite a strong position because Help the Homeless are in the final stage of conducting due diligence exercises on a premises that is almost ideally suited to their proposed use after which they will be able to move forwards rapidly with lease negotiations. As much preparatory work as possible is being carried out in anticipation of obtaining the lease thus enabling the project to be jump started.



**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	X

LESLEY-ANN FENTON  
 DIRECTOR PARTNERSHIPS, PLANNING AND POLICY

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Adele Reynolds	5325	22 <sup>nd</sup> July 2010	First Quarter Chorley Partnership Performance Report 2010 11

This page is intentionally left blank

Report of	Meeting	Date
Director Partnerships, Planning and Policy (Introduced by the Cllr P Malpas Executive Member for Partnership and Planning)	Executive Cabinet	12 August 2010

## **PAUSING THE LOCAL DEVELOPMENT FRAMEWORK**

### **PURPOSE OF REPORT**

1. To inform members of the implications for the Central Lancashire authorities following announcements by central government on the abolition of the NW Regional Spatial Strategy, and the options for the next stages of the LDF, including publication of the Core Strategy.

### **RECOMMENDATION(S)**

2. That the Executive Cabinet note:
  1. That publication of the Core Strategy has been delayed to allow officers and members at Chorley, Preston & South Ribble Councils to consider the situation and take account of any further emerging guidance from central government in respect of planning and housing powers;
  2. That officers and Members will consider the position at the next meeting of the Central Lancashire LDF Joint Advisory Committee on 21 September 2010, with a view to agreeing a way forward with Preston and South Ribble Councils;
  3. That officers will continue with preparation for the Issues & Options stage of the Site Allocations Development Plan Document.
  4. That officers will revise the Publication Version of the Core Strategy to reflect recent changes to national policy.

### **EXECUTIVE SUMMARY OF REPORT**

3. The decision of central government to abolish regional spatial strategies will have an impact upon the progress of our Local Development Framework preparations. This report seeks to outline the current situation and reasons why progress of the Local Development Framework is being paused which is to consider the situation and take account of any further emerging guidance from central government.

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

**(If the recommendations are accepted)**

4. To ensure an appropriate way forward for further LDF activity.

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

5. Not Applicable

### **CORPORATE PRIORITIES**

6. 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**

7 The new coalition government has made two related announcements which have an impact on the preparation of the LDF in Central Lancashire. On 9<sup>th</sup> June the government amended Planning Policy Statement 3: Housing (PPS3) on the subjects of ‘garden grabbing’ and housing density. On 6<sup>th</sup> July the Secretary of State for Communities and Local Government revoked Regional Spatial Strategies (RSS), a key element of the development plan and hitherto an important driver of the form and content of the Central Lancashire Core Strategy.

8 The Queen’s speech announced a ‘Decentralisation and Localism Bill’, which will include the abolition of regional spatial strategies and the return of decision-making powers on housing and planning to local councils. A letter to Chief Planning Officers dated 27 May from the Secretary of State says

*“I am writing to you today to highlight our commitment in the coalition agreements where we very clearly set out our intention to rapidly abolish Regional Strategies and return decision making powers on housing and planning to local councils. Consequently, decisions on housing supply (including the provision of travellers sites) will rest with Local Planning Authorities without the framework of regional numbers and plans. I will make a formal announcement on this matter soon. However, I expect Local Planning Authorities and the Planning Inspectorate to have regard to this letter as a material planning consideration in any decisions they are currently taking.”*

9 Regional Strategies are being revoked under s79(6) of the Local Democracy Economic Development and Construction Act 2009 and will thus no longer form part of the development plan for the purposes of s38(6) of the Planning & Compulsory Purchase Act 2004. The abolition of Regional Strategies will require legislation in the “Localism Bill” to be introduced during the current parliamentary session. The revocation of the North West RSS has a bearing on several policy areas as set out in the agreed publication Core Strategy document, including:

- Housing land requirements;
- The proportion of new housing to be developed on previously developed or brownfield land;
- The hierarchy of retail centres;
- Parking standards;
- Employment land;
- Transport policies; and
- Open countryside policies.

**REASONS WHY THE LOCAL DEVELOPMENT FRAMEWORK WILL BE PAUSED**

10. **Housing Requirements.** The main effect of abolishing regional spatial strategies is in terms of establishing defensible alternative housing provision figures. There are no readily available alternative figures, nor a set methodology for producing them. Although there are nationally produced household projections these are recent trend based figures and need to be carefully converted into housing provision figures based on justifiable assumptions. It may be possible to use data that was used to inform regional planning work but adapt this more to our local circumstances. Alternatively if a completely new approach is taken arrangements will need to be made to procure or provide our own forecasts. Unless there is a fully agreed methodology for calculating housing provision figures authorities can expect to be challenged by objectors and by the Inspector at examination on the method used as well as the outcomes.
- 11 Successful economic development is partly dependent on the right housing offer for key workers and executives – new housing can deliver the accommodation needed in this respect. House building directly pumps money into the local economy and generates retail expenditure. Low house building activity reduces the opportunity to secure affordable housing and make it unfeasible to sufficiently fund major infrastructure works. It can cause house prices to rise and block the workings of the housing market. Unemployment in construction trades is likely to rise and there is a view that this may hinder economic recovery.
- 12 It is intended to present a report to the Local Development Framework Working Group and subsequent Joint Advisory Committee in September to advise Members of the alternative approaches that could be pursued for housing provision numbers and what other changes to the Core Strategy could be done, recommending in each case what the preferred ways forward.
- 13 Officers are proposing a short period of reflection only. Members may consider it prudent to await the detail of further government proposals in respect of revisions to housing and planning powers. However, it may be some time before sufficient detail emerges to clarify just what this means for LDF preparation and how to go about producing alternative document content. To halt progress for a longer period of time would lead to uncertainty, and the absence of a more certain development plan is known to lead to uncontrolled land release (e.g. on appeal) and could alternatively deter investment.
- 14 **Other Matters** A key effect of abolishing the regional spatial strategies is 'losing' the set housing provision requirements but many other regional policies will also go so careful consideration needs to be given to how the most useful provisions are reproduced or saved in some way. The employment land targets for example are derived from the regional requirements albeit already adapted in the Core Strategy to reflect local circumstances.

#### **THE WAY FORWARD FOR THE LOCAL DEVELOPMENT FRAMEWORK**

- 15 **Core Strategy.** Officers hold the view that most of the Central Lancashire Core Strategy is likely to be unaffected by changes to housing and planning powers themselves. Even if housing and employment targets were modified, the Core Strategy could probably be altered later in the adoption process. The alternative – i.e. to hold back now – may result in the strategy and the evidence supporting it becoming out of date before it can be adopted, or a situation where further work or wholesale review is required, at considerable expense.
- 16 A recent Planning Advisory Service case study highlights benefits to authorities of having an adopted core strategy as it allows them to:
  - a. move from plan-making to place-shaping: the core strategy sets a clear planning framework that enables planners to get on and deliver the vision and objectives unique to their area
  - b. provide certainty for developers and utility providers: people investing in an area value the strategic clarity that a core strategy provides

- c. influence corporate decisions: an adopted core strategy is a crucial document for the wider council, and the case study authorities are using it to drive change and raise the profile of planning
- d. help colleagues and partners to deliver: it's not just planners that recognise the value of an adopted core strategy – other departments and external organisations are using it for their own benefit too
- e. access more funding and attract investment: the clarity of the planning framework set out in an adopted core strategy has helped the case study LPAs to make the case – directly and indirectly – for more money to be spent in their areas.

17 **Site Allocations.** Even if the Core Strategy were to be delayed, the Site Allocations preparation can continue because the first stage of issues and options does not commit the Council to housing and employment land numbers and it will enable the Council to highlight sites not suitable for development.

18 **Joint Working.** A report on this matter was considered by Chorley LDF Working Group on 15<sup>th</sup> June 2010. In addition, Members & Officers at Preston & South Ribble Councils considered a similar report at the Joint Advisory Committee on 23 June 2010. Both groups were supportive of this approach and it was agreed that additional Member and JAC meetings will be arranged as necessary, the next scheduled meeting of this committee is due to be held on 21 September.

**IMPLICATIONS OF REPORT**

19 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	/

LESLEY-ANN FENTON  
PARTNERSHIPS, PLANNING AD POLICY

Report Author	Ext	Date	Doc ID
***	***	***	***

Background Papers			
Document	Date	File	Place of Inspection
Progressing the Local Development Framework	15 June 2010	LDF Working Group	***
	23 June 2010	JAC	



Report of	Meeting	Date
Director Partnerships, Planning and Policy (Introduced by the Cllr P Malpas Executive Member for Partnership and Planning)	Executive Cabinet	12 August 2010

## GARDEN DEVELOPMENT

### PURPOSE OF REPORT

1. To inform members of the recent change to national planning policy that means that private residential gardens have been re-classified as Greenfield rather than Brownfield land.
2. To outline what this change means for Chorley and to set out our planned approach in light of this change.

### RECOMMENDATION(S)

3. That the Executive Cabinet endorse a proposed Interim Policy Statement and approve it for use as a Development Control tool when assessing proposals for new development in residential gardens. To approve a 6 week public consultation period to secure additional public support/weight to the policy.

### EXECUTIVE SUMMARY OF REPORT

4. Nationally and locally there have been concerns about the amount of housing development taking place in residential gardens and its impact upon residential areas. The new Coalition Government recognise these concerns and have changed the definition of garden land in planning policy so that is now classified as Greenfield, rather than Brownfield. To reflect this policy change and local concerns an Interim Policy Statement is proposed that aims to prevent garden development in the Borough.

### REASONS FOR RECOMMENDATION(S)

#### (If the recommendations are accepted)

5. To ensure an appropriate response to the Coalition Government changes to planning policy and to reflect local concerns.

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

6. None

### CORPORATE PRIORITIES

7. 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**

8. For a number of years national planning policy on housing has defined private residential gardens as previously developed land. However, nationally and locally there have been concerns about the amount of housing development taking place in gardens and its negative impact upon established residential areas. The previous Government slightly amended Planning Policy Statement 3 – Housing (PPS3) in early 2010 to highlight that there is no presumption that all previously developed land is suitable for housing, nor that all of a building’s curtilage should be developed. However, this did little to deter garden development.
9. On 9<sup>th</sup> June 2010 the new Coalition Government published a revised version of PPS3. This removed private residential gardens from the definition of previously developed land meaning that private residential gardens are now considered Greenfield rather than Brownfield land. The national indicative density minimum of 30 dwellings per hectare was also removed. In its letter to Chief Planning Officers of the 15<sup>th</sup> June 2010 the Government stated that these changes “give Local Authorities the opportunity to prevent overdevelopment of neighbourhoods and ‘garden grabbing”.
10. The aim of this definitional change is to enable authorities to reject residential garden development that is opposed by local people and undermines the character of the area. The changes remove the presumption in favour of developing garden land. However, whilst the definition has changed (and the national minimum density target removed) no other changes to policy have occurred. Accordingly the changes do not rule out the development of private residential gardens. National policy in PPS3 prioritises the development of Brownfield land and as there is no maximum target, by implication, if PDL could supply 100% of housing need then it should. However the national target for Brownfield development is currently 60% (which is lower than the Chorley target of 70% in the revoked Regional Spatial Strategy (RSS) which suggests that 40% of new houses can still be accommodated on Greenfield land.
11. The removal of the national indicative density minimum of 30 dwellings per hectare gives local authorities greater freedom to decide what density levels are appropriate for their localities allowing them to respond to local characteristics/local distinctiveness. Responding to local density and distinctiveness will preclude garden developments in many instances.
12. The changes to PPS3 reflect the emphasis of the new Coalition Government on giving power back to local councils and local communities. On 25<sup>th</sup> May 2010 the Decentralisation and Localism Bill was announced in the Queen’s Speech. It covers the new Coalition Government’s proposals for a wide range of planning and related legislation. The Bill aims to devolve greater powers to local councils and neighbourhoods and to give local communities more control over planning decisions that affect them. The Government signalled its intent by revoking Regional Spatial Strategies (RSS) with immediate effect on 6<sup>th</sup> July.

**GARDEN DEVELOPMENT IN CHORLEY**

13. The development of private residential gardens for new housing has been increasing in recent years in Chorley, although the overall percentages are relatively small. Fewer than five additional houses were developed in gardens in the Borough in 2006/07 and 2007/08. In

2008/09 there were 11 houses built in gardens (3% of all housing completions) and in 2009/10 there were 36 houses built on garden sites (8% of all housing completions). There are currently just over 100 houses with planning permission on garden sites that are yet to be built or are under construction. 62 of these houses are on larger sites of 5 units or more and 22 of these houses are single dwellings. This equates to about 3% of the total number of units that have planning permission. However, where garden development is proposed it is often contentious and opposed by local people. Matters of concern include the design and bulk of the buildings, compromised privacy, reduced garden size, the effect on daylight and sunlight, the design of the car parking, traffic generation and changes to the character of the surrounding area. Such developments are also taking place in a piecemeal manner without contributing to infrastructure and affordable housing provision.

#### **CHORLEY'S RESPONSE TO THE CHANGES**

14. Existing Chorley Local Plan policies prioritise the development of Brownfield Land and there are a range of policies that aim to ensure good residential design. However, these policies do not reflect the recent changes to PPS3 and it is therefore considered appropriate to revise the Council's approach to reflect the recent changes. An Interim Policy Statement is proposed. A draft of the proposed Policy Statement is attached at Appendix 1.

#### Interim Policy

15. The proposed Interim Policy Statement has a presumption against residential development in private gardens. Proposals for housing development on non-allocated housing sites in settlements excluded from the Green Belt are currently assessed against the provisions of Local Plan Policy HS6, which relates to windfall housing sites. The Interim Policy Statement will update this policy to introduce a presumption against residential development in private gardens. An additional criterion is proposed to be added to this policy stating that new housing will not be permitted on private residential garden land.
16. This approach is justified by the current housing land supply situation in the Borough. PPS3 requires local authorities to demonstrate a deliverable 5 year housing supply and it gives a presumption in favour of residential development where there is less than a 5 year supply of such sites. The 2010 Central Lancashire Strategic Housing Land Availability Assessment (SHLAA), which is due for publication during summer 2010, will indicate that Chorley has a 5.9 year deliverable housing supply. Therefore, there is no need to approve unpopular residential development on garden sites to meet housing targets. Chorley has sufficient housing land to meet short-term commitments from existing sites identified in the five-year supply. The forthcoming SHLAA also identifies sufficient developable housing land in the 6 – 10 year and 11 – 15 year periods, so there is no need to release garden sites to meet longer term housing requirements. However, it should be noted that there are approximately 100 units on garden sites that already have planning permission, so these units are still likely to be built on garden land over the next few years.
17. In terms of the impact of the changes on the Council's ability to meet previously developed land targets these are not considered to be significant. When gardens were defined as previously developed land, 78% of homes in the Borough were built on brownfield sites in 2009/10. The definitional change reduces this to a figure of about 70%. However, the Council is still exceeding the national 60% target. Using the revised definition, 78% of the sites in the future 5 year supply for the period 2010 – 2015 are brownfield sites. Therefore, the Council can continue to meet brownfield targets in the next five years.

18. The Interim policy sets out that the restrictions will not apply to:
- Agricultural workers dwellings/dependents where there is a proven need and they need to be located in a specific location
  - replacement dwellings where there is no more than one for one replacement
  - the conversion of buildings, provided they are not allocated for, currently used for, or their last use was for, employment uses, and the conversion would have significant urban regeneration benefits
  - development that is considered to be appropriate for that location.
19. The current Government recognise the importance that residential gardens make to the character of an area and this revised approach in the Interim Policy is considered to be in line with its guidance and the localism agenda.

Core Strategy & the Site Allocations and Development Management Policies Development Plan Document (DPD)

20. The publication Core Strategy is currently temporarily on hold to allow officers and members at Chorley, Preston and South Ribble Councils to consider the implications of the revocation of RSS and other changes introduced by the new coalition government. This document includes policies on the design of new buildings and housing density, but was prepared before the changes to PPS3 were announced. Therefore, these policies will be revised to take account of the changes and give stronger formal policy protection for gardens.
21. Work is underway on a Site Allocations and Development Management Policies DPD. This presents a further opportunity to gain the support of the community to resist garden development with a formal policy.

**CONCLUSIONS**

22. Nationally and locally there have been concerns about the amount of housing development taking place in gardens. In response to these concerns the new Coalition Government have reclassified garden land as Greenfield land. To reflect this policy change and local concerns an Interim Policy Statement is proposed that aims to prevent garden development in Chorley.

**IMPLICATIONS OF REPORT**

- 23 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**

The policy as drafted provides the Council with sufficient discretion to take into account all material planning considerations when making a decision on an application for the development of garden land.

However, the reclassification of gardens as greenfield land is a subtle amendment to the law in this area and it is suggested that the Counsels advice is sought on the sustainability of this policy prior to its adoption.

**LESLEY-ANN FENTON**

**DIRECTOR OF PARTNERSHIPS, PLANNING AND POLICY**

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Stephen Lamb	5282	26 <sup>th</sup> July 2010	Cabinet12thaugust2010V2***

<b>Background Papers</b>			
<b>Document</b>	<b>Date</b>	<b>File</b>	<b>Place of Inspection</b>
Planning Policy Statement 3 – Housing	June 2010	-	Union Street

This page is intentionally left blank

**APPENDIX 1**

It is intended to produce an interim policy for further consultation and endorsement based on an amended Chorley Local Plan Saved Policy HS6 – Housing Windfall Sites below.

**Policy HS6 – Housing Windfall Sites**

**Within the boundaries of settlements, residential development on sites not allocated in Policy HS1 will only be permitted provided that the applicant can demonstrate:**

**2. That all of the following criteria are met:**

- (a) The site does not fall within private residential gardens.**
- (b) The site is accessible to employment, shops and community services.....etc**

**Justification**

In Chorley garden developments are causing concern because of their negative impact. Matters of concern include the design and bulk of the building, compromised privacy, reduced garden size, the effect on daylight and sunlight, the design of the car parking, traffic generation and changes to the character of the surrounding area. Such developments are also taking place in a piecemeal manner without contributing to infrastructure and to affordable housing provision.

Chorley's housing commitment can currently be met from sources other than gardens. The 2010 Central Lancashire Strategic Housing Land Availability Assessment (SHLAA), which is due for publication during summer 2010, indicates that Chorley has a 5.9 year deliverable housing supply, so there is no need to release gardens for housing development. Land with potential for housing is also identified for the 6–10 year and 11–15 year periods. Therefore, the Borough's future housing requirements can be met from existing housing allocations, previously developed sites, and safeguarded land without reliance on garden development.

Garden sites were previously regarded as 'brownfield' under the governments land classification of previously developed land (PDL) and were favoured sites for developers as they were situated in residential areas, often presenting less physical issues than brownfield sites that were, eg old industrial contaminated sites. However, the revision to Planning Policy Statement 3 – Housing (PPS3) has changed the classification of garden curtilages to green field land. This has removed the presumption in favour of the development on such sites.

PPS3 states that "Good design should contribute positively to making places better for people. Design which is inappropriate to its context, or which fails to take the opportunities available for improving the character and quality of an area and the way it functions, should not be accepted. It goes on to state that

“Local Planning Authorities should develop a shared vision with their local communities of the type(s) of residential environments they wish to see and develop design policies that set out the quality of development that will be expected for the local area, aimed at: Creating places, streets and spaces which meet the needs of people, are visually attractive, safe, accessible, functional, inclusive and have their own distinctive identity and maintain and improve local character.

Matters to consider when assessing design quality include the extent to which the proposed development: Provides .... private outdoor space such as residential gardens, patios and balconies and provides for the retention or re-establishment of the biodiversity within residential environments. PPS1 – Delivering Sustainable Development - states that the planning system should facilitate and promote sustainability by, amongst other things, protecting and enhancing the natural and historic environment, the quality and character of the countryside, and existing communities. Biodiversity is a national and local priority and the Borough’s Greenfield land supply, especially within gardens is essential to maintain existing biodiversity within existing built up areas. Also, from a sustainability point of view, and as endorsed by the Publication Draft Core Strategy, gardens can play a key role in providing access to healthy food, local food growing. This policy aims to support this aspiration by safeguarding existing gardens within developments.

PPS25: Development and Flood Risk is also relevant in the context of garden development as such development can result in a loss of green space/soil sealing/paving over gardens, ultimately leading to the loss of habitats and biodiversity and increased risk of flash flooding.

It is recognised that at a local level, communities do not support and actively object to such use of gardens for construction of dwellings and consider that such development is undermining the local distinctiveness of their areas. Accordingly, the Council will resist applications for garden development. Applications for new residential development at such locations, including the renewal of existing planning consents will only be permitted for:

- agricultural workers dwellings/dependents where there is a proven need and where they need to be located in a specific location.
- replacement dwellings in situ where there is no more than one for one replacement.
- the conversion of buildings, provided they are not allocated for, currently used for, or their last use was for, employment uses, and the conversion would have significant urban regeneration benefits.
- development that is considered to be appropriate for that location.

Given the local political will and public opposition to garden grabbing, and the Coalition’s commitment to the Localism Agenda, this policy is fully supportive of **Chorley Council’s Corporate Strategy 2009/10 – 2010/11**, in particular Strategic Objective 3 – ‘Supporting People Getting Involved in Improving Their Communities.’ It will help to deliver Strategic Objective 4 – ‘Improve Environmental Sustainability and Combat Climate Change ‘ by protecting the local natural environment and thereby improving biodiversity. In addition, it will



contribute to the delivery of Strategic Objective 5 – ‘Develop the character and feel of Chorley as a great place to live’ by resisting garden development in response to the wishes of local residents in recognition that such developments are undermining local distinctiveness and landscape quality.

This page is intentionally left blank

Report of	Meeting	Date
Director People and Places (Introduced by the Executive Member for People, Councillor John Walker)	Executive Cabinet	12 August 2010

## **ALLOTMENTS – ACTION PLAN 2010/11**

### **PURPOSE OF REPORT**

1. To give an overview into potential sites which could be considered for the provision of allotments and agree the actions.

### **RECOMMENDATION(S)**

2. Approval is given to begin the public consultation process on the following sites:

- (a) Rothwell Road, Anderton
- (b) Manor Road, Clayton-le-Woods

And, to undertake further site investigation around ground conditions and potential land transfer at Duke Street, Chorley, followed by public consultation if the investigations are favourable

### **EXECUTIVE SUMMARY OF REPORT**

3. The Small Holdings and Allotment Act (1908) places a duty on local authorities to provide sufficient allotments according to demand. Chorley Council, like most has waiting lists for plots.
4. A decision was made to make an investment in financial year 2010/2011 of £40,000 to develop sites and reduce the numbers on the waiting list.
5. An exercise has been undertaken to identify suitable sites. Desktop exercises have been carried out and a number of these sites appear to be suitable for development. This report outlines the work undertaken and the current position of each site as well as proposed future actions

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

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

6. To begin public consultation on sites which have been identified for future development
7. To increase future allotment provision and in order to address public demand

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

8. None

**CORPORATE PRIORITIES**

9. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region		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**

- 10. The desktop exercise related to the analysis of baseline data, survey results and also brief site surveys. This enabled officers to determine the land available and whether it would be possible to provide new sites at areas with the highest waiting lists.
- 11. Chorley Council does not have a substantial land bank and as such we only identified a small number of potential sites. Of all of the sites identified, four were deemed the most suitable, these are Rothwell Road, Anderton, Manor Road, Clayton-le-Woods, Duke Street, Chorley and Lodge Bank, Brinscall. These four sites were advanced due to their existing terrain, drainage, potential for vehicular access, existing leases and their classification under the Development Plan Document through the Local Development Framework. The remainder of the sites have not been dismissed but cannot be delivered without further investment and are shown as sites with potential for future development in Para 16.
- 12. Consultation and feasibility studies were undertaken on each of the sites. Consultees included Development Control, Planning Policy, Streetscene, Parks and Open Spaces, Legal, Contaminated Land Officer, Crime Reduction Officer, LCC Highways, Liberata, Environment Agency, United Utilities, National Grid and an Ecological Consultant. During these consultations one of the sites, Lodge Bank, Brinscall, was deemed unsuitable at this time and as such has not been included in the 2010/11 plan.
- 13. The second stage of the consultation process will only begin once those consulted above have no objection to the proposals. Manor Road, Clayton-le-Woods has passed the first stage and Rothwell Road, Anderton is very close. Officers would shortly be looking to place these sites into the public arena and begin a wider consultation process, subject to Executive Cabinet approval.
- 14. A list of the proposed sites is detailed below along with the potential of each site and also the current position or actions going forward.

15.

	Potential Site	Site Potential	Feasibility study Outcome
2010/11	Rothwell Road, Anderton	56 plots and a community food growing area in Phase 1. A further 30 plots in the future	Potential site subject to public consultation. Partnership working with United Utilities to ensure success.
	Manor Road, Clayton-le-woods	26 plots and a community growing area	Potential site subject to public consultation.
	Duke Street – Land Exchange Rangletts Recreation Ground	Subject to land whichever option is pursued. In excess of 40 plots	Further site investigation needed around soil and land composition and around Legal Transfer

16. The following sites were identified as part of the study but, for various reasons, such as funding, access and ground conditions have not been included in the 2010/11 action plan.

	Potential Site	Site Potential	Feasibility study Outcome
<b>Potential future developments</b>	Yarrow Bridge Depot	Subject to overall site design. Could exceed 30 plots	Cost makes this site unachievable within year 2010/11. Consider availability of Section 106 funding
	Lodge Bank, Brinscall	40 plots and a community food growing area in phase 1.	Land is susceptible to flooding and there are concerns that the previous use of the land, may result in the need to carry out remediation works. Monitor site during winter 2010/11
	Southport Road, Chorley	Could exceed 30 plots	Due to location of the site approval to provide a vehicular access is unlikely due to poor sightlines. A major road scheme to facilitate a safe access would be required
	Cowling Road, Chorley	Large site could exceed 50 plots	Site investigation and site history needed Site is very undulating and would require imported fill

17. In addition to these Council sites, officers are working with partner organisations to explore other allotments and community growing schemes.
18. While demand exceeds the supply of allotment plots by such a margin, it is envisaged that the management and allocation of the Council sites will continue to be managed in house. As supply increases we will explore the potential to transfer allotments into community management.

**IMPLICATIONS OF REPORT**

19. 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	

**OVERVIEW AND SCRUTINY**

20. As members will be aware, the Overview and Scrutiny Committee has set up a Task Group to consider allotments. The scope of their work is currently being finalised. Given the additional resource allocated in 2010/11 and the work done to date, there is a danger that the work scheduled to take place in 2010/11 could be delayed. This action plan for 2010/11 aims to also provide clarity for the Task Group. There remains much for the Group to review, for example, possible provision beyond 2011/12, management and development opportunities and planning issues regarding farm diversification allotment schemes.

**COMMENTS OF THE DIRECTOR OF TRANSFORMATION**

21. As mentioned, £40,000 has been allocated to increase the provision of allotments. The three schemes will provide 120+ plots. The project is using the Council's project management methodology to minimise the risk of project slippage and overspend.

JAMIE CARSON  
DIRECTOR PEOPLE AND PLACES

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Martin Walls	5250	12 August	***

Report of	Meeting	Date
Director People and Places (Introduced by the Executive Member for People, Councillor John Walker)	Executive Cabinet	12 August 2010

## 2012 OLYMPIC GAMES – ACTION PLAN

### PURPOSE OF REPORT

- To outline initiatives that will make up the Council's 2012 Olympic Games Action Plan

### RECOMMENDATION(S)

- That the initiatives listed in Section 12, form the basis of the Council's action plan to maximise the benefits arising from the 2012 Olympics.

### EXECUTIVE SUMMARY OF REPORT

- The 2012 Olympics provides an opportunity to further the Council's strategic objectives. Resourcing a programme of works will be an issue. A list of proposed actions is shown in Section 12.

### REASONS FOR RECOMMENDATION(S)

#### (If the recommendations are accepted)

- To maximise the benefit's arising from the 2012 Olympic Games.

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- Do nothing – rejected.
- A more ambitious programme – this was rejected given the lack of funding opportunities to support such a programme.

### 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

8. The 2012 Olympics take place between 27 July and 12 August 2012, in London, followed by the Paralympic Games between 29 August and 9 September 2012.
9. The Olympics are a fantastic opportunity to encourage people to participate in, not only sport, but other community activities that could be inspired by the games, for example, volunteering, community activities and cultural initiatives.
10. There are economic benefits that arise from the Olympics too. Tourism will increase during 2012 and it is envisaged that tourists will go further a field than just London. Work is underway across Lancashire and the North West to maximise this opportunity. Local businesses have already benefited from contracts awarded as part of the Games, for example, Adlington Welding Supplies.
11. Officers have explored what Chorley Council could do to make the most of the opportunities presented. Clearly, this needs to be tempered by resources that will be available to deliver programmes of work. We have been successful in securing external funding to deliver much of our existing work in this area. However, opportunities to secure external funding are becoming tighter and there is no specific Olympic fund to bid into.
12. Given the limited opportunities to attract external funding, and the financial pressures we will need to address over the coming years, it is considered appropriate to bring a series of existing activities together to form our Olympic programme of activities and events.

<b>Project</b>	<b>Description</b>
Chorley Smile Picnic in the Park	The annual event be given an Olympic focus in 2012
Torch Relay	We will bid to bring the national Torch Relay to Chorley
Get Up and Go	All activities throughout 2011 and 2012 be given an Olympic feel. Possible Inspire Mark project. This would include all initiatives that form the Get Up and Go programme.
Leisure facilities	Active Nation and Glendale to promote facilities using the Olympics as a marketing tool
Disability Awareness Day REACH event	An Olympic theme for the event in August 2012
Sports Development and Health Promotion work	All Sports Development and health promotion work to be linked to the Olympics, this could start straight away. Important to note that this isn't a new brand or strap line, but making reference to the Olympics in the wording for initiatives.
Volunteering programme	In the run up to 2012, and in 2012, use the Olympics as a catalyst to encourage people into volunteering
An Olympic floral display	Flower bed planted in a prominent position to coincide with the Olympics
Chorley's Hall of Sporting Fame, including an exhibition at Astley Hall	Create a celebration of Chorley sporting greats and public display

**IMPLICATIONS OF REPORT**



13. 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 THE DIRECTOR OF TRANSFORMATION**

14. The report sets out the resource position for any work associated with the Olympics. The suggested programme builds on the work we are already undertaking and there will be limited additional resources required. Any resources that are required will be contained within current cash budgets.

JAMIE CARSON  
DIRECTOR PEOPLE AND PLACES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Jamie Carson	5988	26/07/2010	

This page is intentionally left blank

Report of	Meeting	Date
Director of Transformation (introduced by the executive Member (Transformation))	Executive Cabinet	12 August 2010

## STAFF SURVEY 2009

### PURPOSE OF REPORT

- To provide members with an overview of the results from the 2009 Staff Survey

### RECOMMENDATION(S)

- The Executive Cabinet is requested to note this report.

### EXECUTIVE SUMMARY OF REPORT

- This report outlines the methodology of the 2009 Staff Survey and goes on to summarise the top level results which identify specific organisational trends, including areas for development.
- Chorley Council in partnership with 'NWA Social & Market Research' carried out a staff survey in the autumn of 2009. The survey was used to look at a wide range of employee related issues, and where possible questions were related to the Council's Corporate Strategy and competency framework.
- The questionnaire was split into nine sections which covered the following aspects of working life:
 

1 The Council	6 My Working Conditions
2 My Directorate	7 Communications
3 My Team	8 My priorities at work
4 How I am Managed	9 Employment & Personal details
5 My Job	
- During November 2009, a total of 288 out of 369 staff completed a questionnaire giving an overall response rate of 78%.
- Key findings from the Staff Survey include:
  - 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 needed to do their job.

Areas for development are centred on inter-team & inter-departmental communication:

Key priority areas to improve satisfaction at work identified by staff are:

- Better teamwork between Directorates;

- Sound IT equipment and processes;
- Feeling my work is valued;
- Staff involvement in decision-making;
- Opportunities to advance in my career.

**REASONS FOR RECOMMENDATION(S)**

**(If the recommendations are accepted)**

8. To provide members with an overview of the results from the 2009 Staff Survey

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

9. None

**CORPORATE PRIORITIES**

10. This report relates to the following Strategic Objectives:

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

**BACKGROUND**

11. After taking part in the Times ‘Best Companies’ survey in 2007 and 2008 and achieving 10<sup>th</sup> and 2<sup>nd</sup> place in the Local Government category respectively, Chorley Council, in partnership with ‘NWA Social & Market Research’, undertook its own staff survey in the autumn of 2009. Not only did Best Companies change the scope of the survey to include all public sector organisations, by bringing the survey back in-house the Council would also have a far greater influence over the areas the survey covered and what could be done with result data it produced.
12. The Staff Survey was used to look at a wide range of employee related issues, and where possible questions were related to the Council’s Corporate Strategy and competency framework. For benchmarking purposes a number of questions similar to those of the Times ‘Best Council to Work For’ survey were included in the survey.
13. Crucially, the employee survey forms an integral part of communicating with employees. In this sense the survey is more important as an internal measure which can be compared over time and as a guide to planning actions to address responses and achieve continuous improvement. The information provided through the survey is therefore most important in determining levels of employee satisfaction, relationships with the organisation, commitment, motivation and morale.

14. The survey was split into nine sections which covered the following aspects of working life:

- |                     |                                  |
|---------------------|----------------------------------|
| 1. The Council      | 6. My Working Conditions         |
| 2. My Directorate   | 7. Communications                |
| 3. My Team          | 8. My priorities at work         |
| 4. How I am Managed | 9. Employment & Personal details |
| 5. My Job           |                                  |

15. The first six sections of the questionnaire consisted wholly of lists of statements. Respondents were asked 'to what extent do you agree or disagree with the following statements?' They were offered seven agree/disagree options (strongly agree, agree, slightly agree, neither agree nor disagree, slightly disagree, disagree and strongly disagree), and were asked to tick the one which best describes their experience or opinion. If they were not sure, or had no opinion, they were asked to tick the 'neither agree nor disagree' option.

16. The seventh section asked respondents to identify and rate the methods of corporate communication channels they use to keep up to date with what is happening at the Council and within their Directorate. The eighth section asked respondents to select the five items they felt the Council most needs to address in order to improve their satisfaction at work.

17. This report outlines the top level results from the 2009 Staff Survey which identify specific organisational trends, including areas for development.

## STAFF SURVEY RESULTS

18. During November 2009, a total of 288 out of 369 staff completed a questionnaire giving an overall response rate of 78%.

19. The overall responses to the Chorley Borough Council staff survey were very positive, both in terms of response rate (78%) and in the views of staff in respect of the Council and the job they do. A number of responses to statements stand out as being particularly positive, having a 90% + agreement level.

20. There is a high level of corporate awareness and people's understanding of their contribution to the work of the council, evident through a high level of respondents who feel that they:

- Are 'well informed about what is going on in the Council' (91% agree);
- 'Understand what the Council's priorities are' (96% agree);
- Make a 'valuable contribution to the success of the Council' (98% agree).

21. Respondents are also

- 'Inspired by the person leading the organisation' (92% agree);
- 'Proud to work for Chorley Council' (92% agree);
- and believe the 'Council celebrates its achievements' (98% agree).

22. There is a strong belief in the professionalism and customer service orientation of Directorates:

- 'My Directorate always strives to do better' (92% agree);
- 'My directorate takes actions to provide better service to our customers' (92% agree);
- 'The people in my directorate demonstrate high standards of professional behaviour and integrity' (90% agree).

23. There is a very positive attitude to the teams in which respondents work:

- 'My team knows what it has to do and how to do it successfully' (97% agree);
- 'People in my team go out of their way to help me' (95% agree);
- 'People in my team trust each other' (95% agree);
- 'Good working relationships with colleagues from other teams' (95% agree).

24. There was also highly commendable clarity of:

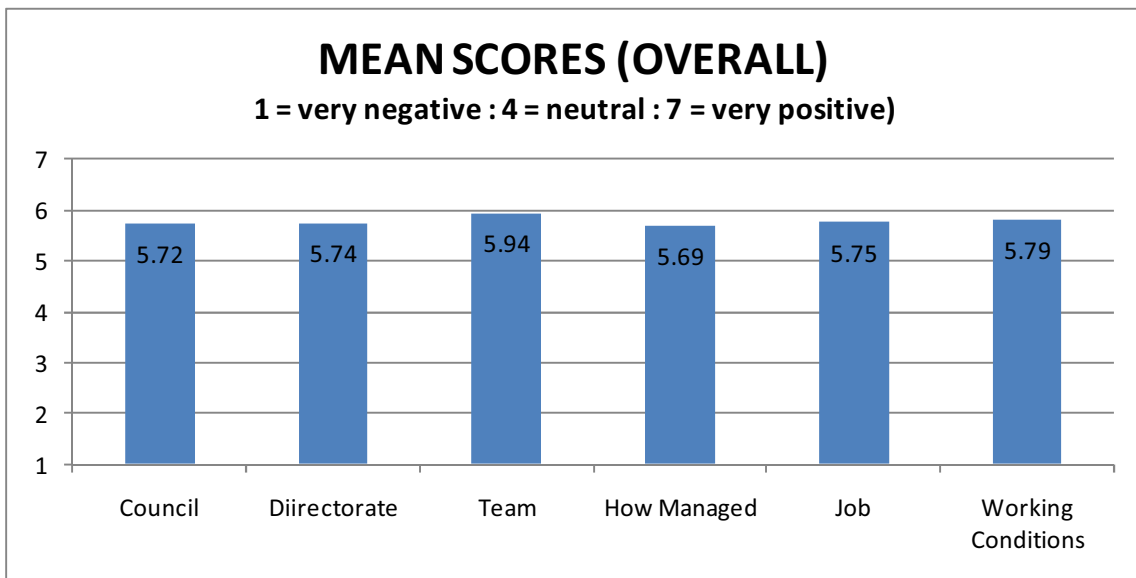
- Knowing how to 'go about getting my job done' (100% agree);
- 'Having the skills and knowledge needed to do my job' (99% agree);
- 'Being clear of what is expected of me at work' (96% agree);

25. Also, respondents felt that 'they have influence over the way I work' (93% agree), and 91% agreed that 'overall, I am satisfied with my job'.

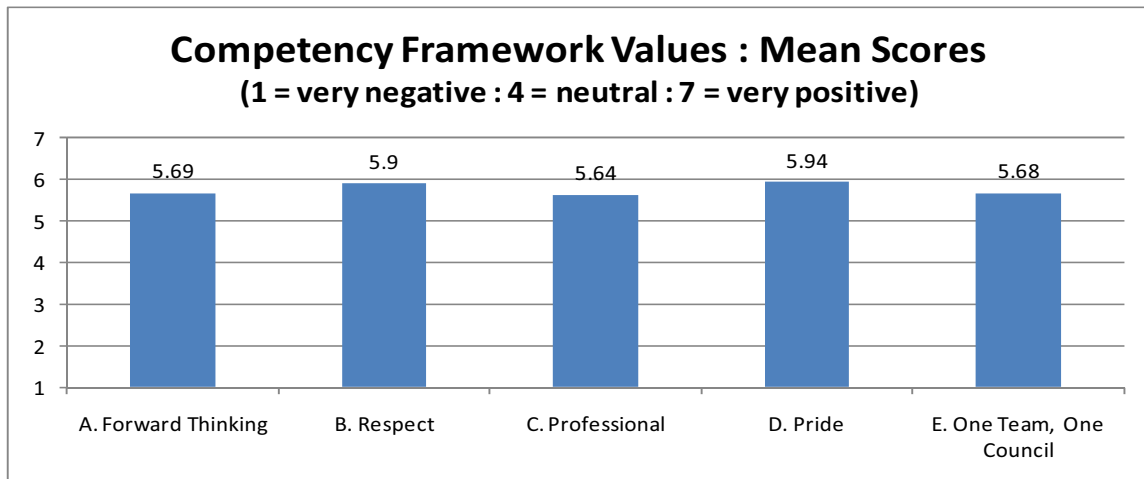
26. Other particularly positive results related to:

- Accessibility of their line manager (92% agreeing that their 'manager is accessible when I need to see him/her');
- 'Satisfaction with leave arrangements' (95% agree);
- 'Satisfaction with the conditions of service under which I am employed' (90% agree);
- 93% of all respondents also agreed that 'they know how to find out more about Council's HR policies and procedures' should they wish to do so'.

27. The largely positive results of the survey are revealed when the results for the individual sections of the questionnaire are amalgamated to give overall 'mean' results:



28. Analysis of agree/disagree responses against the Council's 'Competency Framework' suggests that the Council is performing well in relation to each of its five 'core values'.



29. However the survey also highlighted a number of areas for development, particularly in relation to inter-team & inter-departmental communication.

30. The final section of the survey asked respondents to indicate the five aspects they felt that the Council most needs to address in order to improve their satisfaction at work. Whilst there were significant differences between Directorates, the greatest priorities amongst respondents overall were:

- Better teamwork between Directorates (39%)
- Sound IT equipment and processes (32%)
- Feeling my work is valued (29%)
- Staff involvement in decision-making (28%)
- Opportunities to advance in my career (27%).

**IMPLICATIONS OF REPORT**

31. 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	x

GARY HALL  
DIRECTOR OF TRANSFORMATION

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Rik Sterken	5372	July 2010	2009staffsurveycabinetreport.doc

This page is intentionally left blank





Report of	Meeting	Date
Director of Transformation (Introduced by the Executive Member for Transformation)	Executive Cabinet	12 August 2010

**TREASURY MANAGEMENT ACTIVITY 2010/11**

**PURPOSE OF REPORT**

- To report to members on
  - Treasury Management activity and performance, up to 30 June 2010
  - Compliance with the Treasury and Investment Strategies.

**RECOMMENDATION**

- Committee is asked to note the report

**EXECUTIVE SUMMARY OF REPORT**

- The report advises that, on average, the Council had surplus cash balances of £5.8m on which it received a return of 0.73% during the first quarter of 2010/11. Investments continue to be made only for short periods and with highly rated institutions. The report also includes the commentary of the Council’s treasury advisor on the economic background.
- It confirms compliance with the prudential indicators specified in the Treasury Strategy .

**REASONS FOR RECOMMENDATION(S)**

**(If the recommendations are accepted)**

- No changes in strategy are required.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- None

**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	X



**INTRODUCTION**

8. CIPFA issued the revised Code of Practice for Treasury Management in November 2009, This was adopted by the Council on 2 March 2010. The revised Code suggests that members should be informed of Treasury Management activities at least twice a year. This report therefore ensures this Council is embracing Best Practice in accordance with CIPFA’s revised Code of Practice.

**ECONOMIC BACKGROUND:**

9. The major features of the quarter were as follows:
- Activity indicators suggest that the recovery picked up a little pace in the first quarter;
  - High street spending recovered after a weak start to the year;
  - The labour market showed some tentative signs of improvement;
  - The UK’s trade position deteriorated, despite the weak pound;
  - CPI inflation remained above target, however the measure of underlying inflation fell;
  - The Monetary Policy Committee maintained quantitative easing (QE) and kept Bank Rate on hold at 0.5%;
  - The equity rally went into reverse over concerns about the shape of the global recovery;
  - The recovery in the US remains fairly strong, but stays weak in the euro-zone

**ECONOMIC ACTIVITY**

10. The interest rate forecast of the Council’s treasury advisor is as follows:

	<b>Now</b>	<b>Dec 2010</b>	<b>Mar 2011</b>	<b>June 2011</b>	<b>Sep 2011</b>	<b>Mar 2012</b>	<b>June 2012</b>	<b>Dec 2012</b>	<b>Mar 2013</b>
	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>
Base rate	0.50	0.50	0.75	1.00	1.50	2.25	2.50	3.50	3.75
5 yr PWLB	2.48	2.95	3.15	3.50	3.50	3.95	4.30	4.70	4.80
10 yr PWLB	3.83	4.40	4.45	4.50	4.60	4.70	4.75	4.95	5.10
25 yr PWLB	4.46	4.75	4.75	4.85	4.90	5.05	5.15	5.25	5.25
50 yr PWLB	4.49	4.75	4.80	4.90	4.95	5.05	5.20	5.25	5.25

- The forecast is based on moderate economic recovery and MPC inflation forecast being below target in two years’ time
- The first Bank Rate increase is expected to be in 2011; and to reach 3.75% by March 2013
- Long term PWLB rates are expected to steadily increase to reach 5.25% by early 2013 due to huge gilt issuance, reversal of QE and investor concerns over inflation
- There is considerable uncertainty in all forecasts due to the difficulties of forecasting the timing and amounts of QE reversal, the tough cuts outlined in the Emergency Budget, speed of recovery of banks profitability and balance sheet position, changes in the consumer saving ratio, rebalancing of the UK economy in terms of export and import etc
- The balance of risks is weighted to the downside

**TREASURY ACTIVITY**

11. The Treasury Management Strategy Statement (TMSS) for 2010/11 was approved by Council on 2 March 2010. The Council’s Annual Investment Strategy, which is incorporated in the TMSS, outlined the Council’s investment priorities as follows:

- Security of Capital
- Liquidity

12. The Council also aims to achieve the optimum return (yield) on investments commensurate with the proper levels of security and liquidity. In the current economic climate it is considered appropriate to keep investments short term, and only invest with highly credit rated financial institutions.

13. Investment activity in the first quarter is summarised in the following table:

	<b>Average Daily investment.</b>	<b>Earnings</b>	<b>Average Rate</b>
	£'000	£	%
DMO (effectively the Government)	480	299	0.25
Money market Fund	988	1,206	0.49
Call Accounts	3,424	6,479	0.76
Term Deposit	989	2,663	1.08
	<b>5,882</b>	<b>10,647</b>	<b>0.73</b>

14. A full list of investments held as at 30 June 2010 is shown at Appendix B.

15. The interest earning benchmark is the LIBID 7 day rate. This was 0.42% during the first quarter. As illustrated, the authority outperformed the benchmark by 0.31%.

16. The following table compares the budgets for interest payable and receivable against the latest projection. It will be seen that it is not anticipated that the budget will be exceeded

	<b>Budget for year</b>	<b>Actual for first quarter</b>	<b>Forecast for year</b>
	£'000	£'000	£'000
Interest payable	77	35	194
Interest earned			
On current investments	(11)	(11)	(135)
On Landsbanki			(89)
Net cost	<b>66</b>	<b>24</b>	<b>59</b>

17. The above table includes provision for further borrowing of £3.5m, as envisaged in the original treasury strategy. It also includes the assumed interest earnings on the Landsbanki loan. This may seem strange in as much as the borrower is in default. However, in writing down the value of the investment in the last two years, the receipt of this interest was built into the calculation and it had the effect of inflating the loss charged. This income has therefore to be brought into account this year, and smaller amounts will continue to accrue until the loan is finally redeemed.

18. There have been no other developments in respect of Landbanki. It is still many months off the court hearing which will decide whether Council investments retain priority status.

**BORROWING**

19. The borrowing of £5m @ 2.4% from the PWLB on 25 May 2010 has previously been reported to members

**PRUDENTIAL INDICATORS**

20. It is a statutory duty for the Council to determine and keep under review the “Affordable Borrowing Limits” which were reported in the approved Treasury Management Statement.
21. The following table shows the approved limits and the current position:

Prudential Indicator	2010/11 Indicator £'000	Quarter 1 Actual £'000
Capital Financing Requirement (CFR)	9,979	9,674
Gross borrowing	9,400	7,267
Investments	Zero by year end	8,005
Net borrowing	9,400	(738)
Authorised limit for external debt	9,979	9,979
Operational boundary for external debt	9,400	9,400
Limit of fixed interest rates (based on net debt)	9,900	9,900
Limit of variable interest rates (based on net debt)	10,000	10,000
Principal sums invested for periods exceeding 364 days	0	0
Maturity structure of borrowing limits		
Under 12 months	No restriction	1,367
12 months to 2 years	No restriction	700
2 years to 5 years	No restriction	200
5 years to 10 years	No restriction	5,000
10 years and above	No restriction	0

All prudential limits are being complied with.

**IMPLICATIONS OF REPORT**

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

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

<b>Background Papers</b>			
<b>Document</b>	<b>Date</b>	<b>File</b>	<b>Place of Inspection</b>
Treasury strategy statement	March 2 2010		Town Hall

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
G Whitehead	5485	20/7/2010	***

## Appendix A

## Investments held as at 30 June 2010:

Counterparty	Amount	Rate	Period	Sector recommended time limit
	£'000	%		
Call Account – Nat West	2,000	0.80	On call	12 months
Call Account – Santander	2,005	0.70	On call	6 months
Money market Fund	2,000	0.51	On call	
Term Deposit – Bank of Scotland	2,000	1.08	3 months	12 months
	8,005			

Sector's time limit recommendation is based on the credit rating of an institution adjusted for any outlook warnings, and also takes account of the "spread" on credit default swap transactions (effectively the rate charged by the market to underwrite borrowings and thus a good and early indicator of market perception of risk).

It will be seen that the Council only has one term deposit, for a period of three months. All other investments offer immediate access.

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	Other Changes 2010/11 £	Other Changes 2011/12 £	Other Changes 2012/13 £	Explanations
<b><u>Director of People and Places</u></b>				
<b><u>Head of Leisure &amp; Neighbourhoods</u></b>				
Village Hall & Community Centres Projects	(8,980)			Transferred to Astley Park project for new signage.
<b><u>Head of Leisure &amp; Neighbourhoods Total</u></b>	<b>(8,980)</b>	<b>0</b>	<b>0</b>	
<b><u>Head of Streetscene</u></b>				
Astley Park Improvements	27,210			New signage funded by virement.
Cemetery Development	(3,560)			Budget reduced because costs charged to revenue budget in 2009/10.
Groundwork Projects	(18,230)			Transferred to Astley Park project for new signage.
<b><u>Head of Streetscene Total</u></b>	<b>5,420</b>	<b>0</b>	<b>0</b>	
<b><u>Director of People and Places Total</u></b>	<b>(3,560)</b>	<b>0</b>	<b>0</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 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	Meeting	Date
Director of Transformation (Introduced by the Executive Member for Resources)	Executive Cabinet	12 <sup>th</sup> August 2010

## **REVENUE BUDGET MONITORING 2010/11 REPORT 1 (END OF JUNE 2010)**

### **PURPOSE OF REPORT**

1. This paper sets out the current financial position of the Council as compared against the budgets and efficiency savings targets it set itself for 2010/11 for the General Fund.

### **RECOMMENDATIONS**

2. Executive Cabinet are asked to note the contents of the report.

### **EXECUTIVE SUMMARY OF REPORT**

3. The Council expected to make overall target savings of £360,000 in 2010/11 made up of £300,000 from management of the establishment, £50,000 from the review of Administrative and Transactional Services, and £10,000 from the review of the Car Leasing scheme. This equates to £75,000 establishment savings for the first quarter and I am pleased to report that this target has been achieved for quarter 1. Further savings will be made as the year progresses and more vacancies occur, which should ensure the target for the year is achieved. Savings against the other targets should be realised as the year progresses following completion of the review of administrative and transactional services and the implementation of changes to the car leasing scheme.
4. The projected outturn shows a forecast underspend of around £64,000 against the budget despite the loss of £127,000 Housing and Planning Delivery Grant for 2010/11. This will help to contribute to the remaining savings target of £225,000 from management of the establishment.
5. There are a number of areas that will be monitored closely as the year progresses, these are:
  - Contributions to Corporate Savings and Efficiency Targets
  - Major income streams, in particular car parking fees, planning/building control fees.
  - Concessionary travel and benefit costs
6. No action is proposed at this stage in the year even though further savings are still required. If later in the year the situation requires it, then further steps may be necessary and I will advise Members should I feel action is appropriate.

**REASONS FOR RECOMMENDATIONS****(If the recommendations are accepted)**

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

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

8. None.

**CORPORATE PRIORITIES**

9. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub region.		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 is a performing organisation.	✓

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

**BACKGROUND**

10. The Council's budget for 2010/11 included real cash savings targets of £300,000 from the management of the establishment and a further £60,000 of savings to come from the review of administrative and transactional services and the implementation of changes to the car leasing scheme.

The budget also included challenging targets for the Council's main income streams despite some major adjustments being made to the 2010/11 budgets to reflect the downturn in the economy.

**CURRENT FORECAST POSITION**

11. The appendix 1 shows the summary forecast position for the Council based upon actual spending in the first three months of the financial year, adjusted for future spending based upon assumptions regarding vacancies and service delivery. No individual service directorate figures are attached. These are available for inspection in the Members Room.
12. The directorate cash budgets have been amended for approved slippage from 2009/10 and any transfers from reserves. The significant additions to the budget include:

<b>Details</b>	<b>£'000</b>
<u>Slippage from 2009/10</u>	
• Information management work commissioned for 09/10 to be completed in 2010/11	17
• Reward & Recognition budget required to fund initiatives in 2010/11	13
• Provision of 49 x 1,100 litre bins for recycling at schools	10
• IDeA Peer Review planned for 09/10 postponed until later in 2010/11	9

- Additional new business start up support work 7
  - Training sessions due for 09/10 delayed to April/May 2010/11 6
  - Development of applications for Council’s front facing service to improve access channels for customers 6
  - Provision for cash prizes for Chorley Smile Awards as unlikely to attract third party sponsorship 6
  - Slippage for various minor projects across the directorates 20
- Other Transfers from Reserves
- Buildings Maintenance Fund 94
  - Neighbourhood working 138
  - Beacon Grant 29
  - Telephony system 25

13. In the period to the end of June we have identified £75,000 of contributions towards the annual corporate savings target of £300,000 for managing the establishment. The main savings that have been identified are analysed by directorate as £55,000 as a result of savings from within the Transformation Directorate, £10,000 from Partnerships, Planning & Policy Directorate, and £10,000 from People & Places Directorate. This is a positive start to the year, and this position will remain under constant review.
14. The projected outturn shown in appendix 1 forecasts an underspend against the budget of £64,000. The significant variances from the Current Cash Budget are shown in the table below. Further details are contained in the service unit analysis available in the members’ room:

**Table 1 – Significant Variations from the Cash Budget**

	<b>(Under)/Over Spend £’000</b>
<b>Expenditure</b>	
Savings on staff salaries	(174)
Waste Contract	31
Legal Fees	21
<b>Income</b>	
Housing & Planning Delivery Grant	127
Income generation from external bodies	(55)
Cemetery Income	26
Car Parking Fees income	20
Net Financing Transactions	(52)
Other minor forecasts	(8)
<b>Net Movement – underspend</b>	<b>(64)</b>

15. Clearly the most significant change being reported here is the additional savings relating to salaries. The forecast saving of £174,000 shown above is in addition to the contribution already made to the corporate savings target in quarter 1. These further savings are in the main as a result of vacant posts, some of which have been kept vacant pending the outcome of directorate and departmental restructures due to take effect within the coming months.

The main savings achieved are analysed by directorate as £78,000 from People & Places Directorate, £71,000 from within the Transformation Directorate, £15,000 from Partnerships, Planning & Policy Directorate, and £10,000 from the Chief Executives Office.

16. The main non-staffing issue to have an impact on the forecast outturn is the loss of Housing & Planning Delivery Grant for 2010/11. Earlier this year the new coalition Government announced its policy to implement reductions to local authority grant allocations as a means of contributing to the proposed savings target of £6.2bn across Government in 2010/11. As a result the Department for Communities and Local Government have recently published details of the reductions to individual grants to each authority.

One of the decisions taken was to abolish Housing and Planning Delivery Grant in the current year. This has resulted in a loss of income to the Council of £127,000 for 2010/11. It should be noted that this grant was not ring-fenced to either the Housing or Planning Services departments so will not directly impact on those services but the Council will need to ensure savings are made across the authority to cover the shortfall in income.

17. One area which has helped to offset this impact is the generation of additional income from external bodies. There are currently two pieces of work under way which will boost the Council's income streams for 2010/11. Having been approached by the North West Regional Improvement and Efficiency Partnership to support Copeland Council we will be helping them with their transformation programmes. This will generate £70,000 additional income to the Council. The second piece of work involves the Director of Transformation working with Team Lancashire which will generate a contribution to the Council's costs of around £20,000.

The 2010/11 budget included a target of £10,000 for external income generation so the £90,000 outlined above would generate a surplus of £80,000 for the year. However there may be additional costs involved in the programmes of work so an initial provision of £25,000 has been set aside to meet these requirements, reducing the surplus to £55,000. This position will be reviewed and updated as the year progresses and details of actual costs involved become clear.

18. The 2010/11 budget for the Council's waste contract with Veolia included a provision for an inflationary increase to be added to the annual contract cost. Unfortunately the Retail Price Index has risen sharply over recent months resulting in the increase to the contract cost being greater than the budget provision by around 1%. This will result in a budget shortfall of around £31,000 for the year.
19. Another area for potential overspend this year is on legal fees. Although it is still early in the financial year, costs have already been incurred on, for example, planning related fees and the current forecast is that costs will be around £21,000 over budget for this financial year.
20. One area that was highlighted in monitoring reports towards the end of the previous financial year was the shortfall in cemetery income from interment and burial fees. The current forecast is for a shortfall of around £26,000 in 2010/11 based on income received in the first quarter. There is a possibility that this position could improve as plots

purchased in advance in previous years have now been used so income levels may rise over coming months. This position will be reviewed as the year progresses and members updated accordingly.

- 21. Another income stream currently forecasting a shortfall against budget is car parking fees. Income received in the first quarter is marginally down on budgeted levels by around 3% and should that trend continue for the remainder of the year it is likely that this will result in a deficit of around £20,000.
- 22. One area that could impact on the Council's year-end position due to the level of costs involved is the Concessionary Travel scheme. It is too early in the year to accurately predict the outturn costs for the scheme but early indications based on travel information received to 12 June suggest that costs will be maintained within budget.

**USE OF RESERVES**

- 23. The current cash budget has been updated to take account of the transfer of £94,000 from reserves to finance revenue expenditure slippage from 2009/10.
- 24. The general balance brought forward at 1 April 2010 is £1.663m after the transfer of approved slippage. Included within the 2010/11 budget was the intention to increase the level of working balances by around £220,000. The current forecast to the end of June shows that this should be achievable and that the General Fund balance will be around £1.946m which is in line with the £2m target set out in the Medium Term Financial Strategy.

**IMPLICATIONS OF REPORT**

- 25. 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	

- 26. The financial implications are detailed in the body of the report.

GARY HALL  
 DIRECTOR OF TRANSFORMATION

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Dave Bond	5488	23/07/10	***

This page is intentionally left blank



	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
<b>General Fund Revenue Budget Monitoring 2010/11 Forecast to end of June 2010</b>	<b>Original Cash Budget</b>	<b>Impact of Council Restructure</b>	<b>Agreed Changes (Directorates)</b>	<b>Agreed Changes (Other)</b>	<b>Amended Cash Budget</b>	<b>Contribution to Corp. Savings (Staffing)</b>	<b>Contribution to Corp. Savings (Other)</b>	<b>Current Cash Budget</b>	<b>Forecast Outturn</b>	<b>Variance</b>	<b>Variance</b>
	£	£	£	£	£	£	£	£	£	£	%
Chief Executive	491,870			13,310	505,180	-		505,180	460,180	(45,000)	-8.9%
Partnerships, Planning & Policy	1,633,880			312,610	1,946,490	(10,000)		1,936,490	1,922,490	(14,000)	-0.7%
People & Places	6,157,310		4,230	155,440	6,316,980	(10,000)		6,306,980	6,295,980	(11,000)	-0.2%
Transformation	5,239,480		(4,230)	207,370	5,442,620	(55,000)		5,387,620	5,327,620	(60,000)	-1.1%
<b>Directorate Total</b>	<b>13,522,540</b>	<b>-</b>	<b>-</b>	<b>688,730</b>	<b>14,211,270</b>	<b>(75,000)</b>	<b>-</b>	<b>14,136,270</b>	<b>14,006,270</b>	<b>(130,000)</b>	<b>(0)</b>
Budgets Excluded from Finance Unit Monitoring:											
Pensions Account	242,580				242,580			242,580	242,580	-	-
Concessionary Fares	727,130				727,130			727,130	711,910	(15,220)	-2.1%
Benefit Payments	69,250				69,250			69,250	75,900	6,650	9.6%
<b>Corporate Savings Targets</b>											
Management of Establishment	-			(300,000)	(300,000)	75,000		(225,000)	(225,000)	-	-
Target for Review of Admin. & Transactional Services	-			(50,000)	(50,000)	-		(50,000)	(50,000)	-	-
Efficiency/Other Savings	-			(10,000)	(10,000)			(10,000)	(10,000)	-	-
<b>Total Service Expenditure</b>	<b>14,561,500</b>	<b>-</b>	<b>-</b>	<b>328,730</b>	<b>14,890,230</b>	<b>-</b>	<b>-</b>	<b>14,890,230</b>	<b>14,751,660</b>	<b>(138,570)</b>	<b>-0.9%</b>
<b>Non Service Expenditure</b>											
Contingency Fund	-				-			-	-	-	-
Contingency - Management of Establishment	(300,000)			300,000	-			-	-	-	-
Efficiency/Other Savings	(10,000)			10,000	-			-	-	-	-
Revenue Contribution to Capital	-			1,078,700	1,078,700			1,078,700	1,078,700	-	-
Net Financing Transactions	535,550				535,550			535,550	483,060	(52,490)	-9.8%
VAT Shelter Income	-			(696,530)	(696,530)			(696,530)	(696,530)	-	-
Parish Precepts	595,030				595,030			595,030	595,030	-	-
<b>Total Non Service Expenditure/Income</b>	<b>820,580</b>	<b>-</b>	<b>-</b>	<b>692,170</b>	<b>1,512,750</b>	<b>-</b>	<b>-</b>	<b>1,512,750</b>	<b>1,460,260</b>	<b>(52,490)</b>	<b>-3.5%</b>
<b>Total Expenditure</b>	<b>15,382,080</b>	<b>-</b>	<b>-</b>	<b>1,020,900</b>	<b>16,402,980</b>	<b>-</b>	<b>-</b>	<b>16,402,980</b>	<b>16,211,920</b>	<b>(191,060)</b>	<b>-1.2%</b>
<b>Financed By</b>											
Council Tax	(6,917,050)				(6,917,050)			(6,917,050)	(6,917,050)	-	-
Aggregate External Finance	(8,486,750)				(8,486,750)			(8,486,750)	(8,486,750)	-	-
LAA Reward Grant (PRG)	(150,000)			148,700	(1,300)			(1,300)	(1,300)	-	-
Area Based Grant	(28,820)				(28,820)			(28,820)	(28,820)	-	-
LABGI Grant	(75,000)				(75,000)			(75,000)	(75,000)	-	-
Housing & Planning Delivery Grant	-			(127,000)	(127,000)			(127,000)	-	127,000	-100.0%
Collection Fund (Surplus)/Deficit	20,000				20,000			20,000	20,000	-	-
Use of Earmarked Reserves - capital financing	-			(382,170)	(382,170)			(382,170)	(382,170)	-	-
Use of Earmarked Reserves - revenue expenditure	36,000			(660,430)	(624,430)			(624,430)	(624,430)	-	-
Contribution to or use of General Balances	219,540				219,540			219,540	219,540	-	-
<b>Total Financing</b>	<b>(15,382,080)</b>	<b>-</b>	<b>-</b>	<b>(1,020,900)</b>	<b>(16,402,980)</b>	<b>-</b>	<b>-</b>	<b>(16,402,980)</b>	<b>(16,275,980)</b>	<b>127,000</b>	<b>-0.8%</b>
<b>Net Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(64,060)</b>	<b>(64,060)</b>	
<b>General Balances Summary Position</b>				<b>Target</b>	<b>Forecast</b>						
				<b>£</b>	<b>£</b>						
<b>General Fund Balance at 1 April 2010</b>				2,000,000	1,662,610						
(Use of)/Contribution to General Balances					219,540						
Forecast (Over)/Under Spend				-	64,060						
<b>Forecast General Fund Balance at 31 March 2011</b>				<b>2,000,000</b>	<b>1,946,210</b>						

This page is intentionally left blank

Report of	Meeting	Date
Director People and Places (Introduced by the Executive Member for Places)	Executive Cabinet	12 August 2010

## **CCTV – SERVICE AND MAINTENANCE CONTRACT**

### **PURPOSE OF REPORT**

1. To advise Members of a short term contract extension relating to the current CCTV service and maintenance contract.

### **RECOMMENDATION(S)**

2. Members are asked to note the report.

### **EXECUTIVE SUMMARY OF REPORT**

3. Chorley Councils CCTV infrastructure is serviced and maintained through an external provider subject to a contract procured under the Councils procurement rules. The current contract comes to an end in December 2010. The contract would normally be retendered over the coming months in order to secure a contractor to provide the service and maintenance of the Councils CCTV infrastructure from January 2011 onwards and the contract term would be in the region of three years in order to allow contractors the ability to submit a value for money contract price.
4. The Council has an opportunity to participate in a Team Lancashire procurement exercise for CCTV servicing and maintenance services provided our contract arrangements are co terminus with other District Councils, which for the majority fall at the end of 2011.
5. Procuring a short term stand alone contract at this stage would attract a premium price from bidders due to the short term nature (12 months) of any contract.
6. The Council has the ability to extend the current contract where there is a sound business case for doing so. It has been determined by the Director Transformation that, in this instance, going to the market for a short term contract would not provide value for money and the alternative of negotiating an extension to the existing contract with the current provider offers the best solution for putting the Council in a position where it can participate in any joint procurement of services at the end of 2011.

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

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

7. To ensure the Councils complies with Standing Orders and contract extension rules.

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

8. None

**CORPORATE PRIORITIES**

9. This report relates to the following Strategic Objectives:

Put Chorley at the heart of regional economic development in the Central Lancashire sub-region		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	x

**BACKGROUND**

- 10. The Councils constitution sets out rules and Standing Orders for the procurement of goods and services.
- 11. The Councils procurement rules provide for contract extensions subject to regulatory compliance and where the Authorised Officer is satisfied that such extension provides best value for money and is reasonable. Para 35 and 36 of Part D of Appendix 3 of the Constitution refers:

**Contract Extension**

*35.1 Any contract may be extended in accordance with its terms. Where the terms do not expressly provide for extension, contracts subject to the Regulations may be extended by negotiation in accordance with the rules set out in the Regulations. Such extension shall be notified to the Executive Cabinet.*

*35.2 Any extension exceeding £75,000 in value shall require the approval of the Executive Cabinet or relevant Executive Cabinet Portfolio Member.*

*35.3 The Authorised Officer shall always be satisfied that extension will achieve Best Value for Money and is reasonable in all the relevant circumstances.*

- 12. The current CCTV contract has an annual value of less than £30,000 and negotiations with the incumbent contractor indicate they are willing to accept a 12 month extension to the existing contract on the same terms and conditions and at the same price adjusted using the RIPx indicator
- 13. The relevant contract procedure waiver documentation has been completed and the Authorised Officer has approved the proposed contract extension on the grounds that a short extension will enable the end of the contract to be co terminus with other Lancashire Districts and so provide the basis to explore joint procurement of these services. In addition the Authorised Officer has been satisfied that an extension provides better value for money than going out to the market place for a new short term contract which would likely attract disproportionate setup costs relative to the contract term of 12 months.

**IMPLICATIONS OF REPORT**

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

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

**COMMENTS OF THE DIRECTOR OF TRANSFORMATION**

15. The request for a waiver of standing orders has been considered by the Section 151 Officer and Monitoring Officer in accordance with the Council's constitution. It is agreed that an extension of the existing contractual arrangements is both necessary and proportionate in these circumstances.

JAMIE CARSON  
DIRECTOR PEOPLE AND PLACES

There are no background papers to this report.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Simon Clark	5732	5 July 2010	CCTV/contract

This page is intentionally left blank

Report of	Meeting	Date
Director People and Places (Introduced by the Executive Member for Places, Councillor Eric Bell)	Executive Cabinet	12 August 2010

## **ALLEYGATES**

### **PURPOSE OF REPORT**

1. To advise Members of the findings of an evaluation of Chorley Council's alleygate project, and make recommendations relating to the future of the project.

### **RECOMMENDATION(S)**

2. It is recommended that, based upon restricted Police evidence, the alley gate project be brought to an end.

### **EXECUTIVE SUMMARY OF REPORT**

3. The report outlines the findings relating to the evaluation of several of the implemented alley schemes across Chorley Borough footprint. The report covers the impact the installation of alley gates has had on crime, perception and confidence. The report also makes recommendations relating to future arrangements relating to alleygate project in Chorley.
4. It has become evident that there are very few offences where entry is gained via an alleyway (approximately 1.3% of all crime), and although gating the alley may reduce these offences, the fact that the actual numbers are so low may mean that the scheme has very little effect on levels of crime overall. There is little evidence to suggest that there is a problem with crime facilitated by alleyways in Chorley.

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

**(If the recommendations are accepted)**

5. There is little evidence to suggest that the implementation of alley gates on Chorley Borough has reduced crime in the areas they have been installed.

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

6. Continue with the alleygate project in its current format.
7. Whilst there is evidence to suggest residents in alley gated areas feel that crime has reduced even when, in some cases, increases have been recorded. There are more cost effective ongoing initiatives which continue to tackle serious acquisitive crime as well as confidence and perception levels of residents within the borough e.g. MATAAC, Chorley Smile, weeks of action, Smart Water programs (anti burglary marking device), the development of a comprehensive neighbourhood watch scheme, development of prolific priority offender programs, cross boarder criminality investigations and Auto Number Plate Recognition

(ANPR) days.

**CORPORATE PRIORITIES**

8. This report relates to the following Strategic Objectives:

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

**BACKGROUND**

- 9. Alley gating schemes aim to prevent offenders and other unwanted visitors from accessing the rear of properties by installing lockable gates in alleyways shared by numerous houses. The idea is that the gates increase the effort of crime e.g. any potential offenders would have to climb the gate in order to gain access to the rear of properties.
- 10. From the national picture, it is clear that alley gates were originally envisaged as part of the Reducing Burglary Initiative and were installed specifically to tackle the problem of domestic burglary.
- 11. The tackling of serious acquisitive crime, including burglary, is one of Chorley Community Safety Partnership priorities. There are currently 53 separate schemes in place across Chorley which were installed between April 2005 and March 2010.
- 12. Over the past 5 years Chorley Council has allocated a total of £173,391.94 to deliver the alley gate program. A budget of £36,780 has been allocated in the 2010//11 capital programme.

Year	Capital Spend
2005/06	£38,060.68
2006/07	£11,668.95
2007/08	£59,403.88
2008/09	£28,454.13
2009/10	£35,804.30
Total	£173,391.94

- 13. Lancashire Constabulary was commissioned to evaluate several of the schemes which have been in situ for at least 12 months. This report sets out the background to the Chorley's Alley gate project, the findings of Lancashire Constabulary evaluations and recommendations relating to the future of the project.
- 14. In order to enable accurate comparisons, crime data has been analysed for several schemes which had been in place for at least 12 months. This encompassed 65 alley gates across 30 separate schemes.
- 15. Although there are many examples of successful schemes nationally, they are often large scale and implemented to deal with very high rates of domestic burglary. It is important to remember that the alley gating scheme in Chorley is fairly small and the levels of crime in each area are not high enough to measure change with any significance. In addition, there



are a wide range of initiatives going on at any one time that may have an impact on crime and disorder in Chorley therefore any changes as a result of alley gating are difficult to define.

16. Due to the locations of the alley gate schemes and the low numbers of crimes in these small areas, data has been examined for the police incident location which the scheme falls within. In addition, as the incident locations were changed in April 2006, it has only been possible to go back as far as that date. More detailed evaluation has been carried out on one of the larger schemes however due to time scale and data limitations it has not been possible to do this for every scheme.
17. From looking at the available evidence, it would appear that alley gating in Chorley has little impact on the already low levels of crime in the area. It has become evident that there are very few offences where entry is gained via an alleyway (approximately 1.3% of all crime), and although gating the alley may reduce these offences, the fact that the actual numbers are so low may mean that the scheme has very little effect on levels of crime overall.
18. From examining the Chorley East alley gating scheme in detail, it would appear that the alley gates may prevent burglary dwelling being facilitated by the alleyway. However, there is some evidence of displacement from the rear of the property to the front when looking at burglary dwelling and no apparent reductions in crime overall. This would suggest that other methods, not just aimed at reducing entry via the alleyway, may be more effective in reducing burglary dwelling overall and other types of crime.
19. During 2009, a survey was sent out to around 400 Chorley residents who lived in an area where an alley gate scheme had been installed for at least 6 months. Of the 400 surveys that were sent out, a total of 177 responses were received – the analysis focused on completed answers only. Of the 177 respondents, 64% were female with over 40% of respondents being over the age of 60 years old. 94% stated 'White British' as their ethnic background.
20. From the results of the opinion surveys, it is clear that the residents in alley gated areas feel that crime has reduced even when, in some cases, increases have been recorded. Alley gating is a very visible indication of the work that is done to address local issues around crime and disorder and continuation of the scheme may go towards increasing public confidence in the CDRP as well as reducing fear of crime.
21. There is little evidence to suggest that there is a problem with crime facilitated by alleyways in Chorley. If the programme is to be continued with the purpose of reducing crime, schemes should be installed in response to an identified ongoing problem particular to an alleyway rather than planning the schemes to be installed for the year.
22. If the schemes are continued to be implemented using the current process, it is unlikely that they will contribute to any further reductions in crime. However, they may contribute towards an increase in public perception and confidence.
23. It should be noted since the introduction of the alley gates project several other more cost effective initiatives have been introduced to tackle and improve the perception and confidence of residents and the tackling of Serious Acquisitive Crime including but not limited to MATAC, Chorley Smile, weeks of action, Smart Water programs (anti burglary marking device), the development of a comprehensive neighbourhood watch scheme, development of prolific priority offered programs, cross boarder criminality investigations and Auto Number Plate Recognition (ANPR) days.
24. There is significant capital and revenue cost associated with the alleygate program and it is evident that the installation of alley gates has not significantly tackled Serious Acquisitive Crime. The full alleygate evaluation report produced by Lancashire Constabulary is shown as Report 21 on tonight's agenda. It is confidential and not for public viewing as it is a restricted document..

**IMPLICATIONS OF REPORT**

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

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

**COMMENTS OF THE DIRECTOR OF TRANSFORMATION**

26. The report sets out the total costs of the Programme ending in this financial year 2010/11. The report effectively means that no future funding is committed as the evaluation has determined that crime facilitated by alleyways is not a problem in Chorley.

JAMIE CARSON  
DIRECTOR PEOPLE AND PLACES

There are no background papers to this report.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Paul Lowe	5758	23/07/10	Alleygate

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank