

Overview and Scrutiny Committee

Agenda and Reports

For consideration on

Tuesday, 1st June 2010

In Committee Room 1, Town Hall, Chorley

At 6.30 pm



PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT OVERVIEW AND SCRUTINY MEETINGS

- Questions must be submitted to the Democratic Services Section by no later than midday, two working days before the day of the meeting to allow time to prepare appropriate responses and investigate issues if necessary.
- A maximum period of 3 minutes will be allowed for a question from a member of the public on an item on the agenda. A maximum period of 30 minutes to be allocated for public questions if necessary at each meeting of the Overview and Scrutiny Committee. This will provide an opportunity for members of the public to raise and ask questions on any issue falling within the remit of the Committee.

21 May 2010

Dear Councillor

OVERVIEW AND SCRUTINY COMMITTEE - TUESDAY, 1ST JUNE 2010

You are invited to attend a meeting of the Overview and Scrutiny Committee to be held in Committee Room 1, Town Hall, Chorley on Tuesday, 1st June 2010 commencing at 6.30 pm.

AGENDA

1. **Apologies for absence**

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

To confirm as a correct record the enclosed minutes of the meeting of the Overview and Scrutiny Committee held on 22 March 2010.

3. **Declarations of Any Interests**

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

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

4. **Public Questions**

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

5. **Executive Cabinet - 3 June 2010**

To consider any reports on the agenda for the Executive Cabinet meeting to be held on 3 June 2010.

Members of the Committee are requested to notify the Democratic Services by Friday, 28 May 2010, to ensure the attendance of the appropriate Executive Member.

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

6. **Safer Chorley and South Ribble Partnership**

a) To receive and consider the enclosed minutes of the joint meeting of representatives of Chorley and South Ribble's Overview and Scrutiny Committees held on 31 March 2010 (Pages 5 - 10)

b) To receive and consider the update report of the Chorley and South Ribble Pilot Merged Community Safety Partnership as submitted to Executive Cabinet on 3 June 2010 (Pages 11 - 16)

7. **Business Plan Monitoring Statements**

To consider progress against the key actions and performance indicators in Directorates' Business Improvement Plans.

a) Partnerships, Planning and Policy Directorate

To consider the report of the Director of Partnerships, Planning and Policy (to follow)

b) People and Places Directorate (Pages 17 - 26)

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

c) Transformation Directorate (Pages 27 - 32)

To consider the enclosed report of the Director of Transformation.

8. **Revenue and Capital Outturn for 2009/10**

To consider the report of Director of Transformation (to follow)

9. **Corporate Strategy Key Projects: Forth Quarter Performance 2009/10**

To consider the report of Director of Partnerships, Planning and Policy (to follow)

10. **Chorley Partnership Annual Report for 2010**

To consider the report of Partnerships, Planning and Policy (to follow)

11. **Annual Review of Overview and Scrutiny 2009 / 10 and Topics for 2010 / 11 (Pages 33 - 38)**

To receive and consider the enclosed report of the Director of Transformation outlining topics suggested at the "Scrutiny – A review of the year session" held prior to the last meeting.

12. **Scrutiny Reporting Back: Annual Report of Overview and Scrutiny in 2009 / 10 (Pages 39 - 44)**

The Overview and Scrutiny Annual Report will be presented and considered.

13. **Future Agenda Items**

- a) Overview and Scrutiny Work Plan (Pages 45 - 46)

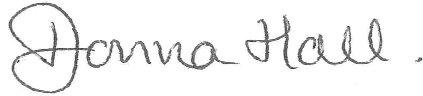
To consider the enclosed Overview and Scrutiny Work Plan.

- b) Forward Plan

To consider the Council's Forward Plan for the four month period June to September 2010. (to follow)

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

Yours sincerely



Donna Hall
Chief Executive

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Distribution

1. Agenda and reports to all Members of the Overview and Scrutiny Committee (Councillor Adrian Lowe (Chair), Councillor Alan Cullens (Vice-Chair) and Councillors Julia Berry, Marie Gray, Alison Hansford, Pat Haughton, Harold Heaton, Mark Perks, Rosie Russell, Edward Smith, Joyce Snape and Peter Wilson for attendance.
2. Agenda and reports to Donna Hall (Chief Executive), Gary Hall (Director of Transformation), Lesley-Ann Fenton (Director of Partnerships, Planning and Policy), Jamie Carson (Director of People and Places), Chris Moister (Head of Governance), Carol Russell (Democratic Services Manager) and Dianne Scambler (Democratic and Member Services Officer) for attendance.

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

ان معلومات کا ترجمہ آپکی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون
کیجئے: 01257 515823

Overview and Scrutiny Committee

Monday, 22 March 2010

Present: Councillor Dennis Edgerley (Chair), Councillor Alan Cullens (Vice-Chair) and Councillors Nora Ball, Mike Devaney, Harold Heaton, Adrian Lowe, Rosie Russell, Edward Smith and Peter Wilson

Officers in attendance: Gary Hall (Director of Transformation), Cath Burns (Head of Economic Development), Liz Morey (Head of Leisure and Neighbourhoods), Martin Walls (Head of Streetscene), Carol Russell (Head of Democratic Services) and Ruth Rimmington (Democratic and Member Services Officer)

10.OS.128 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Marie Gray, Iris Smith and Joyce Snape.

10.OS.129 MINUTES

RESOLVED

1. **The minutes of the meeting of the Overview and Scrutiny Committee held on 15 February 2010 be confirmed as a correct record and signed by the Chair.**
2. **Confirmation of the monetary figure for debts over 90 days and the risk of the money not being paid be forwarded to Committee Members.**

10.OS.130 DECLARATIONS OF ANY INTERESTS

In accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct the following interests were declared:

- Councillor Adrian Lowe declared a personal interest in item 10.OS.134d, Chorley Community Housing.
- Councillor Alan Cullens declared a personal interest in item 10.OS.134d, Chorley Community Housing.

10.OS.131 PUBLIC QUESTIONS

No members of the public requested to ask a question.

10.OS.132 EXECUTIVE CABINET - 25 MARCH 2010

The Chair reported that there had been no requests from Committee Members to consider reports on the Executive Cabinet agenda for the meeting on 25 March 2010.

10.OS.133 SUSTAINABLE COMMUNITIES ACT

This was an item requested by the Committee at their meeting last June. The Director of Transformation reported there were no plans for officers to submit any more proposals as the Council had not yet been told whether the last round of proposals had been successful. In fact, the future of the scheme was currently out to consultation.

RESOLVED – That the update be noted.

10.OS.134 OVERVIEW AND SCRUTINY INQUIRIES**(a) Town Centre Vitality**

The Committee received and considered the final report of the Town Centre Vitality task and finish group. The Chair of the group, Councillor Peter Wilson, had delivered a presentation outlining the key findings and recommendations as part of the "review of the year" event held prior to the meeting.

The recommendations covered the key elements of the report:

- Formulation of a comprehensive marketing action plan
- Improvement of the Evening Economy
- Develop and deliver a pavement café policy
- Signage strategy
- Car parking strategy
- Town Centre living
- Vacant property policy
- Develop and deliver short term and long term action plans for the Markets

RESOLVED

1. **The report be accepted, subject to two alterations to the financial implications:
a, production of 10,000 copies of an A5 double sided sheet £1,700 b, local radio campaign between £3,000 and £10,000.**
2. **The report be recommended for approval by the Executive Cabinet in June.**

(b) Streetscene Issues

The Committee received and considered the monitoring report of the Director of Places and People on the implementation of the recommendations of the Task Group in 2008.

Members raised several queries and officers explained that there had been a change of approach on some of the recommendations since the report had been approved and other recommendations were dependent on other projects ongoing within the Council.

RESOLVED

1. **The monitoring report be noted.**
2. **To receive a further monitoring report in six months.**

(c) Efficiency Gains

The Director of Transformation presented a monitoring report relating to the Efficiency Gains inquiry. Members noted the good progress being made, however, further work was needed going forward to engage with Members in this area.

RESOLVED

1. **The monitoring report be noted.**
2. **Department for Communities and Local Government be requested to reconsider the revised 3 year target set and local target for 2009 / 10 as it includes a number of anomalies in relation to capital spend where the Council acts as banker.**
3. **To receive a further monitoring report in six months.**

(d) Chorley Community Housing

(Councillors Alan Cullens and Adrian Lowe declared a personal interest in this item and took no part in the debate or voting)

Members received and considered the monitoring report of the Director of Partnerships, Planning and Policy.

Members raised concerns in relation to several of the updates and noted that there had been another staffing restructure at Chorley Community Housing (CCH).

RESOLVED

- 1. The monitoring report be noted.**
- 2. To invite the Director of CCH to a future meeting of the Committee to enable them to provide evidence that changes to working practices and staffing levels arising from the restructure will not adversely impact on the delivery of the tenant promises.**
- 3. To request CCH to provide information on the scale and payment profile of the VAT shelter.**
- 4. To forward information relating to the progress of affordable housing units to be provided by Adactus in Chorley to Members of the Committee.**

(e) Neighbourhood Working

The Head of Leisure and Neighbourhoods presented a report providing a progress report on the first year's Neighbourhood Working, including the 2009-2010 Neighbourhood Action Plans.

Members noted that an update report would be presented to Executive Cabinet later that week outlining funding allocation against Neighbourhood Action Plan projects for 2010/11.

RESOLVED - The monitoring report be noted, along with the funding allocations for 2010 / 11.

10.OS.135 FUTURE AGENDA ITEMS

The Head of Democratic Services advised that a report outlining the topics considered at the "review of the year " event prior to this meeting and the Committee's draft Annual Report would be presented to the first meeting of the new municipal year.

RESOLVED - The work programme and Forward Plan be noted.

10.OS.136 APPOINTMENT OF COMMITTEE MEMBERS FOR A JOINT MEETING OF REPRESENTATIVES OF CHORLEY AND SOUTH RIBBLE'S OVERVIEW AND SCRUTINY COMMITTEES

The Chair accepted as urgent, consideration of this item, not included on the agenda in order to appoint Members for a joint meeting of representatives of Chorley and South Ribble's Overview and Scrutiny Committees.

At the previous meeting it had been anticipated that a joint scrutiny would take place in the new municipal year, but the timetable had been moved forward with the decision on the future of the merged Crime and Disorder Reduction Partnership now due to be determined by the Chorley and South Ribble Executive Cabinet's in June.

RESOLVED - Councillors Nora Ball, Alan Cullens, Mike Devaney, Dennis Edgerley, Harold Heaton and Adrian Lowe be appointed to represent Chorley at the joint scrutiny meeting. Substitutes to be appointed by the Members should they not be available.

Chair

**JOINT MEETING OF REPRESENTATIVES OF CHORLEY
AND SOUTH RIBBLE'S OVERVIEW AND SCRUTINY
COMMITTEES**

Wednesday, 31 March 2010

Present: Mary Robinson (South Ribble Councillor) (Chair) and Kath Beattie (South Ribble Councillor), Alan Cullens (Chorley Councillor), Melvyn Gardner (South Ribble Councillor), Harold Heaton (Chorley Councillor), Adrian Lowe (Chorley Councillor), June Molyneaux (Chorley Councillor), Mike Nelson (South Ribble Councillor) and Debra Platt (Chorley Councillor)

Also in attendance: Jean Hunter (Vice-Chair of Chorley and South Ribble Responsible Authorities Group and South Ribble Council Chief Executive), Chief Inspector Richard Robertshaw (Lancashire Constabulary), Eric Bell (Chorley Councillor - Executive Member for Neighbourhoods) and Jim Hothersall (South Ribble Councillor - Cabinet Member for Streetscene)

Officers: Gary Hall (Chorley Council - Director of Transformation), Simon Clark (Chorley Council - Head of Environment), John Dakin (South Ribble Council - Corporate Director (Policy and Neighbourhoods)), Mark Gaffney (South Ribble Council - Head of Streetscene), Darren Cranshaw (South Ribble Council - Community Engagement Manager), Paul Lowe (Merged Crime and Disorder Reduction Manager), Ruth Rimmington (Chorley Council - Democratic and Member Services Officer) and Dianne Scambler (Chorley Council - Democratic and Member Services Officer)

Others in attendance: Colin Clark (South Ribble Councillor)

10.01 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting and invited each person to introduce themselves.

The Chair thanked Chorley Council for hosting the meeting.

10.02 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Nora Ball (Chorley), Rene Blow and Colin Coulton (South Ribble).

10.03 DECLARATIONS OF ANY INTERESTS

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

10.04 PUBLIC QUESTIONS

No members of the public requested to ask a question.

10.05 CHORLEY AND SOUTH RIBBLE MERGED COMMUNITY SAFETY PARTNERSHIP

The Committee received a presentation from the Chorley and South Ribble Community Safety Manager, Paul Lowe, outlining the performance of the Crime and Disorder Reduction Partnership. Members considered the report enclosed with the

agenda which had been presented to the Responsible Authorities Group previously which outlined the progress of the pilot merger between Chorley and South Ribble Community Safety Partnership over the last two years and the way forward.

Comparing figures for the period 1 April 2009 to 4 March 2010 against the same period the year before the Partnership had reduced crime considerably against already record lows for crime last year. Only two areas were showing increases: Burglary Dwelling and Serious Violent Crime, but these needed to be viewed against record low rates of crime experienced last year.

Serious Violent Crime would have been affected by the method of recording as Domestic Violence would be included with these figures. The Partnership were proactively encouraging the reporting of Domestic Violence, but this did have an impact on the figures. Also, when dealing with percentages a prolific offender could have a massive impact.

Over the last two years the Partnership had reduced Crime by 13% and Criminal Damage by 17%. In relation to the Most Similar Group Chorley performed well and South Ribble was first.

The Partnership were focussing on National Indicators that had been agreed with Government following in depth analysis of the issues in the area and consultation with members of the public. The main set of these were the Local Area Agreement (LAA). For NI 16 (Serious Acquisitive Crime) the target was 833 with performance ahead by 11%, for NI 20 (Assault with Less Serious Injury) the target was 610 with performance ahead by 8% and for NI 49 (Primary Fires) the target was 168 with performance ahead by 8%.

South Ribble had impressive figures against the LAA targets with significant reductions over and above those set out in the LAA. Further information on these figures could be provided on request from Paul.

The Partnership was performing well against the alcohol-related crime targets, however there was work to do in terms of alcohol-related harm within Chorley. Alcohol-related hospital admissions were up according to the most recently available data.

For Chorley the main issue of concern was Burglary Dwelling and for South Ribble, Serious Violent Crime.

Members discussed the target related to alcohol related admissions and noted that the admissions could be related to illness, not necessarily crime. The figure for those not admitted to hospital was not included in this statistic.

Councillor Lowe expressed difficulties in querying statistics from the Primary Care Trust relating to the alcohol related admissions. Officers would feed this back to the Primary Care Trust.

Members queried progress on the fear of crime and heard that there was a 3 year target of reducing this by 1%. The Partnership were progressing well with this, but perception and fear of crime was a challenge for the Partnership going forward.

Chief Inspector Richard Robertshaw advised it had been difficult year for Chorley, with a spike in the figures in several areas. The Partnership had provided funding for various schemes to combat this. Serious Acquisitive Crime was made up of three categories, burglary, robbery and vehicle crime. The performance was encouraging, not just in relation to levels of crime, but also detection rates for burglary and car crime. The figures were good in comparison with other similar authorities.

In response to a query Councillor Bell advised that, in his opinion, the Partnership was very successful and took the opportunity to thank Paul and his team for all their work. Despite dealing with sometimes confusing percentages the figures were really low against the targets and the Partnership was performing well.

Councillor Nelson queried how fires were recorded. It was clarified that although information was gathered on primary and secondary fires, the Partnership only had a target that related to primary fires. Fires were not necessarily a crime; it depended on the motive.

Drug related crime was not the subject of a specific performance target, but this was measured in other ways. The focus on tackling drugs was reflected in the figures. Drugs enforcement was led by community concerns and intelligence, the Police would execute a warrant and it was likely that crime would be detected as a result.

Councillor Cullens raised this issue of Anti Social Behaviour and although the target was reducing this was a challenge. The Partnership was currently publishing a pledge relating to Anti Social Behaviour standards. Many things could be categorised as Anti Social Behaviour, resulting in this being a catch all category. Serious Anti Social Behaviour was low in Chorley and South Ribble.

Members noted that the Strategic Assessment was a three year document, refreshed annually. Information came from a wide variety of sources, including the Police, Fire and Rescue Service, the Citizens Panel and Members. The document would be presented to the Responsible Authorities Group with the Crime and Disorder Reduction Plan then developed to address this. The Plan would be presented to the Overview and Scrutiny Committee and Executive Cabinet at Chorley and South Ribble. The Partnership was a thematic group of the Local Strategic Partnership, meaning that Members were involved.

Jean Hunter advised the Partnership would ensure that any information requested by the Councils' was received.

Councillor Lowe queried the lead organisation on communication and the availability of plans. The Strategic Assessment was a restricted document and could not be shared, although the Crime and Disorder Reduction Partnership Plan and the minutes of the Responsible Authorities Group were published on the internet. Information was presented to the Local Strategic Partnership theme groups and the minutes of these were available on the internet. In Chorley information on days of action etc was publicised to Members through intheknow and Neighbourhood Working. For South Ribble information was disseminated through Area Committees and a Member bulletin. The Responsible Authorities Group would be forming a communication group this year to progress this issue. Jean Hunter advised that any suggestions on how to improve communication would be welcomed.

In response to a query Paul advised that the Strategic Assessment was a joint document and the area based grant was spent within each Borough separately and where possible jointly to tackle threats contained within the Strategic Assessment.

Paul clarified that sensitive information was considered at MATAAC meetings and that only Executive Members were invited to attend as a result. The information did need to be provided to a wider audience but at a strategic level. Mark Gaffney advised that MATAAC would be reporting to South Ribble Area Committee in May. It was suggested that high level information be presented to PACT meetings and for Chorley to include crime and disorder issues within the Neighbourhood Working agenda.

Councillor Lowe requested that communication of the outcomes of PACT meetings be reviewed and extended by the Police.

In response to a query officers clarified that decisions relating to alley gates were decided at MATAC meetings and specific queries could be directed to Paul Lowe for further information.

The Committee discussed the achievements made by the joint Partnership in terms of efficiencies and funding. Jean Hunter explained that certain staffing positions were directly attributable to the Partnership, this included the Community Safety Manager and the Domestic Violence Co-ordinator. The shared staff really had a positive impact on how the way services were delivered across both areas. The Partnership had also broken down some invisible barriers, by sharing good practice and information.

Paul outlined that the Partnership did receive external grants, for example, for the "consequences campaign" the Partnership received £60,000, whereas other neighbouring authorities received significantly less.

The potential future efficiency savings would be quantified going forward, in particular bids on external funding and staffing costs. Paul advised that efficiencies had been recorded to date. Economies of scale meant that there was less duplication of strategic meetings, which was reflected in attendance at meetings and also when purchasing services. On consideration of the financial position going forward it was queried whether the Authorities could afford to go back to the original arrangement. Jean Hunter advised there were proposals county wide to consider partnerships and the results of this should be available within 3 months, although changes could not be imposed by Lancashire County Council.

Jean Hunter advised that the Partnership had been requested to do a presentation to Lancashire County Council as they were interested in the approach and successes of the Partnership.

In response to a query Paul clarified there were no timescales on making the decision to merge officially. At the moment the Responsible Authorities Group was "living together, not married" as a flexible collaboration. The recommendation at this time was to formalise the current arrangements and focus on providing the service. If there was an official merger all funding would go into one pot and the ability to spend money in one Authority would be lost i.e. currently Chorley money was only spent in Chorley etc.

As there were a lot of unknowns going forward there was not a wish to consider joining with West Lancashire Council at this stage.

Simon Clark noted that other Partners appreciated the benefits of the current approach, both in terms of resources operationally and a single point of contact. This was confirmed by Chief Inspector Richard Robertshaw who advised that the policing areas had been realigned with the Partnership areas.

In response to a query officers confirmed that there was funding for current year for Independent Domestic Violence Advocates and there was hope for a three year funding plan. Lancashire County Council had agreed to provide half of the funding for this year, the remaining had come from area based grant. A more robust funding mechanism would be needed for the future.

Councillor Lowe raised a query in relation to refuge provision. There was statutory guidance on refuge provision; Preston had been given additional refuge provision with some places being available to Chorley and South Ribble. Refuges had to be full all the time due to the way the funding was allocated and this was a very costly service.

The Chair invited Councillor Clark to make any observations. He commented his agreement that the meeting had identified communication as an area for improvements, both for Members and the public and that raw rather than processed data needed to be available for consideration. Paul advised that information was

available at postcode level and awareness of this needed to be publicised with Members.

RESOLVED

- 1. The good progress made by the Chorley and South Ribble Responsible Authorities Group.**
- 2. To recommend to the Chorley and South Ribble Executive Cabinets' to Option 3 to Continue the Collaborative approach for the two Partnerships for an indefinite period.**
- 3. To request the Partnership**
 - a. demonstrate measurable and unmeasurable efficiency gains,**
 - b. develop a communications plan, including to keep Members informed,**
 - c. better signposting of information available to Members.**

On closing the meeting the Chair and the Committee thanked the Members and officers of the Responsible Authorities Group for their attendance and input and noted that joint Committee would look forward to future efficiency savings and improved services for the people of Chorley and South Ribble.

Chair

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Report of	Meeting	Date
Director of People and Places (Introduced by the Executive Member for Places)	Executive Cabinet	3 June 2010

CHORLEY AND SOUTH RIBBLE PILOT MERGED COMMUNITY SAFETY PARTNERSHIP - UPDATE REPORT.

PURPOSE OF REPORT

1. To inform Members of the outcome of the pilot Merged Chorley and South Ribble Community Safety Partnership.

RECOMMENDATION

2. It is recommended that a collaborative model of the merged Chorley and South Ribble Community Safety Partnership be adopted.

EXECUTIVE SUMMARY OF REPORT

3. The report outlines the progress made and the outcomes achieved with respect to the Chorley and South Ribble Pilot Merged Community Safety Partnership. The report proposes a continuation of the merged arrangements between Chorley Council and South Ribble Council. The report provides detail on the performance of the pilot merger against agreed evaluation criteria and crime levels and makes recommendations relating to the future arrangements for delivering community safety across the Chorley and South Ribble Borough footprints with our partners and includes an outline of the proposed model of collaboration.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

4. To ensure that the successful collaborative partnership work, efficiency savings and synergies are maintained for the partner organisations involved in the Chorley and South Ribble Community Safety Partnership.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

5. An official merger of Chorley and South Ribble Community Safety Partnership using the process outlined in the Home Office document "Merging Crime and Disorder Partnership Areas under Section 5 of the Crime and Disorder Act 1998" was considered but is deemed to be too prescriptive for the needs of this partnership arrangement.
6. Discontinue the Chorley and South Ribble Community Safety Partnership and revert back to two single Community Safety Partnerships. This was rejected due to the efficiencies already gained in the management arrangements for the merged partnership and the established practices that are now in place for partners.

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	x
Involving people in their communities	x	Ensure Chorley Borough Council is a performing organization	x

BACKGROUND

8. Members will recall that on the 26 of June 2008 they received a report and subsequently approved a recommendation for the piloting of a merged Crime Disorder and Reduction Partnership (CDRP) between Chorley Council and South Ribble Borough Council for a period of twelve months. Due to the late ratification of the merger governance arrangements the pilot duration was extended and has now been in place for 22 months.
9. The Crime and Disorder Act 1998 promotes the practice of partnership working to reduce crime and disorder and places a statutory duty on police and local authorities to develop and implement a strategy to tackle problems in their area. In doing so, responsible authorities are required to work in partnership with a range of other local public, private, community and voluntary groups and with the community itself.
10. The Safer Chorley and South Ribble Partnership (the name given to the pilot merged partnership) formally commenced in July 2008 and has been in operation for a period of 22 months. A new structure and full governance arrangements have been put in place for the pilot partnership which sits as a thematic group of the two separate Chorley and South Ribble Local Strategic Partnerships. During the past 22 months the pilot merged partnership has been working towards the delivery of the original success criteria agreed by the partnership. The pilot partnership continues to benefit from a joint strategic assessment and CDRP plan. In September 2009 a partnership 'away day' was conducted and a business improvement plan developed which is currently being delivered to further improve the partnerships performance and working arrangements.
11. The pilot Safer Chorley and South Ribble Partnership has been subject to two Overview and Scrutiny Committee reviews. Firstly, one undertaken through the Councils own overview and scrutiny arrangements and a second through an innovative joint Overview and Scrutiny Committee with South Ribble Borough Council. The first scrutiny review recommended that the merged arrangements be subject to a joint Member (Chorley and South Ribble) scrutiny review which was undertaken on 31 March 2010 and a report will have been received by Chorley Council Overview and Scrutiny Committee prior to this meeting, at which, it is anticipated will have responded favourably to the view that the collaborative model is the preferred basis of continuing the Safer Chorley and South Ribble partnership arrangements.

MERGED PARTNESHIP SUCCESS CRITERIA

12. At the outset of the pilot merger it was agreed with partners what criteria should be set to determine success of the merged arrangements. These are set out below with the associated outcomes:
13. Criteria 1 – Pooling of expertise, knowledge, skills and resources to more effectively tackle crime and disorder

14. Since the implementation of the pilot merged Community Safety Partnership levels of crime across Chorley and South Ribble has continued to fall and the partnership is on track to deliver against LAA targets. The Place Survey results indicate Chorley and South Ribbles communities are confident police and partners are working well together to reduce crime. In addition to this as a partnership we have reduced further our communities' perceptions of crime and disorder. The partnership has a shared Community Safety Manager, DV coordinator a Policy and Projects officer and Multi Agency Problem Solving team (MAPS) team police Sergeant. The partnership has Joint Strategic Assessment and Partnership Plan which allows partners to align resources to meet joint strategic community safety priorities.
15. Best practice has been shared across the partnership with examples including but not limited to the introduction of projects to tackle violent crime, Serious Acquisitive crime and ASB across both boroughs. Projects of note include Mini MATACs which are integral to the delivery of community safety within neighbourhood working, days of action events, alcohol consequences campaign and auto number plate (ANPR) days. Operationally information is communicated better and the CDRP has a greater presence and influence at a grass roots level. Both boroughs also benefit from the recommendations of two overview and scrutiny functions, and share the hosting and administration of the partnership
16. Progress has been made into the of pooling of expertise, knowledge, skills and resources however further benefit would be gained by developing a multi agency problem solving team structure. A robust information sharing document has been introduced but some difficulties still arise when data needs to be shared across partners. Whilst this is cause for concern as intelligence led business processes can sometime be hindered, problems with data sharing existed in Chorley and South Ribbles stand alone Community Safety Partnerships and data sharing is a problem for many partnerships nationally.
17. Whilst the merging of targets can be achieved locally, Chorley and South Ribble are unable to officially merge targets. Due to this and as not to disadvantage Chorley and South Ribble communities the pilot partnership continues to financially apportion core area based grant and basic command unit resources on the geographic area for which the funds were intended. However several joint initiatives have been commissioned using pooled resourcing.
18. Whilst the merging of targets can be achieved locally, Chorley and South Ribble are unable to officially merge targets. Due to this and as not to disadvantage Chorley and South Ribble communities the pilot partnership continues to financially apportion core area based grant and basic command unit resources on the geographic area for which the funds were intended. However several joint initiatives have been commissioned using pooled resourcing.
19. Criteria 2 – Co ordinated approach to funding and commissioning work
20. There is clearly a more joined up, transparent and coordinated approach to funding bids across the pilot merged partnership. Several bids have been supported and delivered over both areas including but not limited to Fire Break, Smart Response and the purchase of a vehicle crime sting car. Whilst some minor benefits have been realised relating to savings as a result of economies of scale, the main advantages in the merger have been the success in joint bids such as the £60k gained to support the alcohol consequences campaign, and the £20k provided by both Chorley and South Ribbles respective LSPs for the delivery of the Smart Response program. A further £50K has also been granted to each of Chorley and South Ribbles Children's Trust to support the continued delivery of the Families' First project.
21. Whilst we can demonstrate success in this area there is room for improvement and the partnership will be focussing on sustainable long term solutions to funding and its commissioning processes including consideration of mainstreaming initiatives and the development of exit strategies.

22. Criteria 3 – Reduction in the number of meetings attended by partners and statutory agencies
23. The reduction of meetings has been realised at a strategic level. The pilot merged Community Safety Partnership now has one strategic group meeting and one officer steering group meeting compared to the two respective groups and sets of meetings prior to the pilot merger.
24. The partnership also benefits from a number of other joint meetings including the Central Alcohol Group which operates on a divisional level, the Families First, Domestic Violence and the Positive Activity Groups, which operate over both Chorley and South Ribble, and the Joint Commissioning Group (JCG) which operate on a Central Lancashire Primary Care Trust (PCT) footprint. There is further discussion which needs to be had to consider whether such groups as the alcohol strategy group need to be operated over a PCT footprint or indeed potentially merged with the JCG.
25. Whilst the reduction of partnership meetings has been realised at a strategic level, many of the operational meetings continue to operate separately. The main reasons for this is due to the localised nature of some of the issues faced and that many of the individuals involved in these meetings work to either a Chorley or South Ribble geographic area. Such meetings include the Multi Agency Tasking and Coordinating (MATAC) and Mini MATAC meetings, the Multi Agency Licensing Team (MALT), the prevent and deter groups and prolific priority offender groups. A decision has also been taken to continue to hold the statutory ‘face the public’ events separately in each of the boroughs so as not to disenfranchise Chorley and South Ribble residents.
26. Criteria 4 – More efficient working practices
27. In addition to the reduction of strategic meetings, together the merged partnership arrangements have seen a continued reduction in crime and disorder as well as other efficiencies being made.
28. South Ribble Borough Council has realised a saving of £23,500 relating to the implementation of joint management arrangements and a reduction of staffing. Chorley has recorded a saving of £64,837 relating to the implementation of joint management arrangements and an associated reduction of staffing. Lancashire Constabulary have recorded a saving of £54,997 relating to the implementation of joint management arrangements with the merging of some of the police MAPs team posts.
29. In addition to the criteria outlined above it is important to recognise that Chorley and South Ribble have both experienced continued reductions in crime during the period of the pilot merged partnership. Specifically Chorley Council has continued with reductions in all crime and further reductions have been recorded against both local and Local Area Agreement (LAA) crime targets, including serious acquisitive crime i.e. robbery, vehicle crime, burglary, violent crime, assault with less serious injury, criminal damage and anti social behaviour.

MODEL OF COLLABORATION

30. In March 2010 the strategic management group (Responsible Authority Group) of the pilot merged Safer Chorley and South Ribble Partnership agreed the adoption of a collaborative model of working rather than an officially merged home office approved arrangement. The collaborative model is based on the following principles:
- Shared strategic assessment and annual drafting of partnership priorities
 - Shared Community Safety Manager
 - Shared administrative structure for partnership meetings and project work
 - Shared performance management and governance arrangements

- Joint response to shared threats and service delivery
- Joint projects developed to tackle joint strategic threats
- An approach to partnership working that ensures that neither local authority partner is disenfranchised by keeping budgets and funding streams separate, except where joint funding of projects and initiatives is of mutual benefit to both local authorities.
- Separate crime targets will be maintained

COLLABORATIVE MERGER TIMETABLE

31. Should approval be granted for pursuing the collaborative model the following collaborative merger timetable is envisaged:
32. 12th July 2010: - A report recommending the adoption of a collaborative model of working rather than a Home Office approved officially merged Community Safety Partnership be submitted to South Ribble Borough Council Executive Cabinet
33. 22nd June 2010: - A report recommending the adoption of a collaborative model of working rather than a Home Office approved officially merged Community Safety Partnership be submitted to Chorley Borough Council Local Strategic Partnership meeting.
34. 15th July 2010: - A report recommending the adoption of a collaborative model of working rather than a Home Office approved officially merged Community Safety Partnership be submitted to South Ribble Borough Council Local Strategic Partnership meeting.
35. August/September 2010: - the collaborative model is further developed to ensure the administrative and efficiency savings are embedded into the merger arrangement.
36. October 2010: - implement model of collaboration across Chorley and South Ribble.

IMPLICATIONS OF REPORT

37. 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

JAMIE CARSON
 DIRECTOR OF PEOPLE AND PLACES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Simon Clark	5732	14 May 2010	CSPmerger

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Report of	Meeting	Date
Director People & Places	Overview and Scrutiny Committee	1 June 2010

BUSINESS IMPROVEMENT PLAN MONITORING STATEMENT – PEOPLE & PLACES DIRECTORATE

PURPOSE OF REPORT

1. To report progress against the key actions and performance indicators in the People & Places Business Improvement Plan 2009/10 for the fourth quarter – 1st January to 31st March 2010.

RECOMMENDATION(S)

2. To note the report.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

3. Business Plan monitoring statements form an important part of the Council's Performance Management Framework and Business Planning Process. The statement gives the Overview and Scrutiny Committee the opportunity to monitor the successful implementation of Business Improvement Plans.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. N/A

CORPORATE PRIORITIES

5. This report relates to the following Strategic Objectives:

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

6. The Business Plan monitoring statement reports progress against the key actions and performance indicators included in the 2009/10 Business Improvement Plan for the directorate. The report covers the period 1st January to 31st March 2010.

KEY MESSAGES

7. The Directorate has successfully delivered the following:

ENVIRONMENT

- Consulted and agreed new conditions for Taxi licensing.
- Engaged with Overview and Scrutiny on the future arrangements for the Community Safety Partnership
- Reviewed and updated the Civil Emergencies plan in light of the latest restructure.
- Policy and procedure development took place with appropriate partners for a co-ordinated response to illegal Gypsy Roma Traveller encampments.
- There was a sign-off of the Health Inequalities Strategy Action with the PCT which is a significant milestone in improving relationships with this partner.
- Continuous Improvement was further embedded through systems development work in the Public Protection, Neighbourhood Quality and Street Scene service areas.

STREET SCENE

- Introduced a tree maintenance procurement process to ensure market-tested rates are secured for reactive tree work.
- Plans to develop further allotment provision got underway.
- A car park maintenance policy was developed.
- Completed a second tranche of NVQs in Team Leading with 4 staff.
- Reviewed current arrangements for seasonal staff to enhance employment flexibility and reduce the risk of financial disadvantage to the Council.
- Carried out development work at Chorley Cemetery to provide more scope for expansion.
- Engaged with the Youth Offending Team to provide the service with an additional labour resource whilst the YOT individuals undertake community reparation work.
- The Driver's Policy has been reviewed and updated to ensure clearer and easier compliance.
- The Green Flag accreditation application was submitted and there are now 3 Green Flag sites against the original target of just 2.

NEIGHBOURHOOD WORKING

- Over 90% of Action Plan projects delivered or evolved into 2010-2011 in response to community feedback
- Seven Neighbourhood Tours with Members and partner agencies were completed
- The Longfield Community Hub set up was successfully finalised
- There was great success with intergeneration work in Eccleston and this is now being rolled out across whole of the Western Parishes
- Through a focused drive, there was increased member engagement in prioritising a wide range of locally-identified potential Neighbourhood Area projects for 2010-2011

LEISURE SERVICES

- The free swimming scheme continues to be well used by under-16s and 60+.
- A Winter Play Day took place in the Town Hall – a partnership family event with lots of different activities for families and their children was very well-attended (500+ people).
- The Half-term GUAG Holiday Programme yet again saw increased take-up.
- A 'Go With The Snow' Day took place in Astley Park in January which was a great opportunity in response to the weather conditions and Radio Lancashire did a live broadcast from the event.

- Various initiatives were delivered to increase physical activity and provide positive activities including:
 - The Table Football initiative in partnership with the Police
 - The Sport Relief Mile in Astley Park with over 300 charity runners
 - The Sport Unlimited Program funding BMX and Free-running
- Just under £22K of funding from the Aiming High initiative was awarded to us to work with children with disabilities and enable existing staff to be trained to be able to offer more opportunities in this area making GUAG more inclusive.
- A 'Day of Dance' took place in the Lancastrian Suite giving participants in the Active Generation Program tasters in Egyptian, Indian, African, Cabaret and Clog dancing and in partnership with CBS, the H Factor Event offered tasters in ballroom and Wii dancing. The Active Generation has over 120 participants per week who take place in badminton, thai chi, pilates, gentle exercise and indoor bowling activities.
- A full club audit was launched and is nearing completion to meet with all community sport clubs (40+) to establish the needs of each community.
- The amount of courses being offered on the Voluntary Workforce Education Program has increased.
- Funding has been secured and implemented following successful pilots in 3 areas for Fundamental Gymnastics, aimed at babies and pre-school children.
- Local Democracy Week took place to involve and engage children and young people.
- The Street Games Project commissioned by the Children's Trust started.

8. SERVICE LEVEL BUDGET MONITORING 2009/2010

Please note: In line with the closedown procedure, year end accounts for the original directorate structure of 2009/10 are to be reported separately.

NEIGHBOURHOODS DIRECTORATE 2009/10 OUTTURN

	£
ORIGINAL CASH BUDGET	4,800,410
Budget adjustments previously reported	178,540
Less Corporate Savings	<u>(36,000)</u>
Adjusted Cash Budget	4,942,950
Variances forecast at December Monitoring	<u>72,600</u>
Forecast Outturn at December Monitoring	5,015,550

VARIATIONS AGAINST FORECAST OUTTURN**Budget & Other Adjustments at Year-end:**

Contribution from Policy and Performance re Christmas lights	1,690	
Allocation of Buildings Fund Reserve budgets for works completed in 2009/10	2,640	
Less Corporate Savings	(20,000)	
Neighbourhoods Working - Earmarked Reserve	(137,940)	
Income & Expenditure Variances since last Forecast	<u>(108,452)</u>	(262,062)

CASH OUTTURN 2009/10**4,753,488****Internal Movements**

Support Services	(59,000)	
Pension Costs	(158,060)	
Capital	<u>179,772</u>	(37,288)

UNIT TOTAL 2009/10**4,716,200****Explanation of Income & Expenditure Variances since last Forecast****£'000****Expenditure**

Additional Staffing Savings	11
Bus Shelters	(4)
Car Allowances	11
Fixtures & Fittings	(6)
External Contractors	(9)
Fuel	(6)
General Subscriptions	3
Lease/Hire	(3)
Miscellaneous Expenses	3
GM Supplies	(14)
Tools/Equipment	1
Utilities	2
Waste Contract	(22)
Other contributions	(6)
Refuse Collection (skips)	(13)

Recycling	11
Other Minor Variances	(7)
Income	(1)
Food Waste	(19)
Off-Street Parking Fees	44
Off-Street Parking Permits	(2)
Parking Enforcement	(24)
Residents On-Street Parking Permits	(37)
LCC Cost Share	(16)
Licence Fees	13
Air Pollution Authorisation	1
Pest Control	8
Rechargeable works	(27)
Buckshaw Waste Collection	
	<hr/>
	(108) <hr/> <hr/>

ORIGINAL CASH BUDGET	2,299
Add Adjustments for In year cash movements	
Virements to/from other Services:	
	28
Grants to Groundwork Trust	
Astley Park Grounds Maintenance	(45)
Chisnal Land Income Rental	(1)
Contribution to Green Partnership Awards	2
CRM Revenue contributions to capital scheme	(35)
Budget virement to ICT re Corporate Information Management System	(17)
Centralisation of Repairs and Maintenance Budget re Liberata Contract	(19)
Reallocation of LSP budgets for 2009/10	(15)
Capitalisation of Active Nation Technical Fees	(30)
Use of Earmarked Reserve	
Slippage	
Yarrow Valley Park - Information Leaflets	2
ADJUSTED CASH BUDGET	2169
Less Corporate Savings:	
2% saving on pay award	(22)
Vacancy saving	(95)
CURRENT CASH BUDGET	2052
FORECAST	
EXPENDITURE	
Staff savings	(25)
>Utilities	9
Car Lease Scheme	(13)
CRB Disclosure	(3)
Rental of Misc Properties - Dixbury	13
Qurius UK Ltd - CRM Support	5
Core Funding	(14)
Insurances	2
Revenue Contribution to Capital scheme	(35)
Young People Activities Additional Costs offset by income below	10
Grounds Maintenance	(6)
Playground Equipment	(5)
Protective Clothing	(6)
Tools & Equipment	4
Fixtures & Fittings	9
External Contractor	7
General Supplies and Services	5
Repairs/Maintenance and Vandalsim	23
Expenditure under (-) or over (+) current cash budget	(21)
INCOME	
Chorley Cemetery Rent - Lodge	(4)
Shortfall of Cemetery Income	41
Rental of Misc Properties- Duxbury	(7)
Astley Park Catering	(5)
CommunityCentres Room Hire	(5)
Sports Development Income-(Gymnastic Coach £10k)	(13)

Young Peoples Activities Income	(7)
Wedding Fees - Astley Hall	(3)
Shortfall on Revenue Recharges to Capital Schemes	<u>24</u>
Income under (+)/ over (-) achieved	21
CASH OUTTURN 2009/2010	<u>2,053</u>

9. The table below outlines the performance against target for the directorate's key performance indicators at the end of the fourth quarter.

10.

Indicator Description	Target 2009/10	Quarter Four Performance
NI 16 Serious acquisitive crime	7.945 per 1,000 population	6.689 per 1,000 population
NI 20 Assault with injury crime rate	5.82 per 1,000 population	5.219 per 1,000 population
NI 182 Satisfaction of Business with local regulatory services	90%	92.4%
NI 184 % Food Establishments broadly compliant with food safety law	95%	95%
NI 192 % Waste recycled/ composted	49%	47.53%
NI 195 (BVPI 199a) environmental cleanliness – litter	4.6%	6.1%
NI 195 (BVPI 199b) environmental cleanliness – detritus	4.6%	9.7%
NI 195 (BVPI 199c) environmental cleanliness-graffiti	1%	1.6%
NI 195 (BVPI 199c) environmental cleanliness-fly posting	1%	0.8%
NI 196 (BVPI 199d) Improved street and environmental cleanliness – fly tipping	Level 2 (decreasing incidents)	Level 2 (decreasing incidents)
% Fly tipping removed within 2 WD	75%	86.43%
% Racist/offensive graffiti removed within 2 WD	100%	81%
% Graffiti removed within 28 WD	100%	92%
% Abandoned vehicles investigated within 24 hours of report	100%	100%
% Abandoned vehicles removed within 24 hours of notice expiry	85%	96.7%
The number of visits young people make to leisure facilities	273, 000	273,460
The number of visits to leisure facilities	1,076,995	1, 309, 041
All-age all cause mortality rate [Male] (NI 120a)	724	Published Dec 2010
All-age all cause mortality rate [Female] (NI 120b)	484	Published Dec 2010
Number of children/young people participating in activities organised by the Directorate	18,735	20, 075
Number of pupils receiving activities in organised school groups.	4,326	4,618
Number of older people visiting Council's leisure centres	29,479	48, 078
Reduction in inequality of life expectancy between highest and lowest wards.	6.9 years	Data not available until Q1 10/11
Rate of participation in regular volunteering among older people	n/a – new indicator	New indicator – baseline figure = 30 volunteers
Astley Village Community Centre/ Eaves Green Community Centre/Clayton Brook Village Hall – hours of use	2,310	1759.5
The number of parks receiving Green Flag status.	2	3
% of people satisfied with:		Data not available until later in the year
- museums	40%	
- sports facilities	68%	
- parks and open spaces	77%	
- theatres and concert halls	25%	
No of visits to/usages of Astley Hall	28, 700	29, 354
No of golf rounds played at Duxbury Golf Course	37, 725	32, 496
Number of visits to Yarrow Valley visitor centre	160, 000	172, 235

11. Overall, the reported figures show good performance. Although, we have failed to hit Chorley's LAA targets for NI 195a and b, we have hit the Lancashire wide LAA targets, which are 10% and 18% respectively. We have also performed better than the Lancashire average. With regard to attendance figures at Community Centres, this was impacted upon

by the adverse weather conditions in January; at the time prior to this period, achieving the target was anticipated as attendance levels combined for the 3 community centres had actually increased overall as at the same time the previous year. The weather also impacted on the golf rounds indicator as well as necessary drainage work being carried out on the course during this final reporting period.

EQUALITY AND DIVERSITY UPDATE

12. We continue to monitor the impact of our service delivery through customer feedback questionnaires. We have also engaged with stakeholders, including the Equality Forum on areas of development, for example, allotments. Equality and Diversity leads within the Directorate have been refreshed.

RISK MANAGEMENT UPDATE

13. The Directorates service risk assessment is reviewed at regular Directorate Management Team meetings to ensure the steps taken to investigate risks are appropriate.

VALUE FOR MONEY / EFFICIENCIES UPDATE

14. The efficiencies identified as part of the Directorate Value for Money Review form part of an overall 'Transformation Action Plan' which is being implemented and will continue into the foreseeable future. The current Head of Policy has outlined plans to review and refresh all the VFM Reviews and the Directorate will continue to work closely with the Policy team.
15. This quarter, the identified saving of 1 FTE (Scale 5) from the Business Process Team through the delivery of the Spend Challenge Project has been put forward as a cost saving for next year's budget and the finalisation of the Senior Management Restructure affecting Leisure & Neighbourhoods and Street Scene service areas has secured further efficiency savings for the Council as a whole.

JAMIE CARSON DIRECTOR PEOPLE & PLACES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Pauline Syms	5739	5 TH May 2010	V:\Business Plans\09-10\ BIP Monitoring Statement Q4.doc

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Report of	Meeting	Date
Director of Transformation	Overview & Scrutiny	1 st June 2010

BUSINESS IMPROVEMENT PLAN

PURPOSE OF REPORT

1. To report progress against the key actions and performance indicators in the Business Transformation Business Improvement Plan for 2009/10 that now also includes customer services.

RECOMMENDATION(S)

2. To note the report.

EXECUTIVE SUMMARY OF REPORT

3. Overall I am delighted with the progress in the year. Many of the key tasks/projects have been completed. In a year where there has been significant upheaval in staffing terms and additional demand for services staff have remained focused.

In respect of performance indicators a number have not achieved target, mainly in the Revenues and benefits section and HR function, where some of the actuals are not controllable but I still feel progress on the key targets which are outlined in the report is positive.

The key corporate Health Indicators continue to perform well.

In terms of some key achievements, as the BIP report is by exception, I have included below a summary for Members for information:

- Retention of the maximum score for the Councils Use of Resources, one of only two District Councils in the country to achieve this.
- Achieved level 2 of the Member Development Charter.
- Reducing sickness absence even further.
- Customer Service excellence status achieved.
- Achieved ICT Gov Connect status for our security arrangements.
- Improvements in staff satisfaction.
- Delivery of the Member Development Programme.

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

4. N/A

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

5. None

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 Business plan monitoring statement reports progress against the key actions and performance indicators included in the 2009/10 Business Improvement Plans for the Shared Financial Service, Governance, Human Resources & Organisational Development, Information Technology and Customer Services parts of the business.

KEY MESSAGES

8. There are a total of 70 tasks/projects included in the combined Business Improvement Plan. In terms of these the following table summarises the position.

Projects Completed	47
Projects Red	8
Projects Amber	11
Projects Green	4

9. Of the projects recorded as Amber below is a summary of the key projects that are slightly behind target and that will be carried forward to 2010/11. Many are items that could only be completed in the first quarter of 2010/11 due to their nature.

10. ICT

In terms of ICT, there are a number of projects that have been delayed either because of the technical nature of the projects or purely because of resourcing issues. The refreshed ICT Strategy is in draft and will be presented to members at the next opportunity but in terms of projects, items that will now be completed during 2010/11 are:

- Completion of upgrades to GIS system
- Roll out of the thin client solution and virtualisation of the ICT infrastructure
- Web accessibility will now be included in the 2010/11 project to upgrade the Councils website

11. Shared Financial Services

Whilst this project was due to be completed during 2009/10, finding a technical solution to working across two sites has proven a challenge. However a solution has now been agreed and the project is due for completion in Sept 2010 which will enable the Shared Service to deliver further efficiencies.

One of the key projects for this service was the implementation of the new accounting standard, the International Financial reporting standard. Only after the audit of the accounts is completed will we be able to judge if the piece of work is complete, but the 2009/10 are being drafted to comply with the standards.

Further work is also required to equally proof the Councils medium term financial strategy.

12. Governance

In 2009/10 we had proposed to review the Councils enforcement and sactions policies to ensure they were fit for purpose. Some work was done on the recovery policy for Council tax, but work is necessary in 2010/11 to look at the suite of policies we have.

13. In terms of the 8 projects reported as Red, set out below is an explanation of the position. None are fundamental to the continued delivery of service.

- Our support for the implementation of Phase 2 of the CRM is delayed following the proof on concept work, where we are now working with a number of partners, but which has brought extra income into the Council.
- Work to look at the technology used in the People and Places Directorate, which is linked to the CRM work is delayed as a consequence of the delay to the CRM upgrade. However progress has been made on the information management element of this work.
- In respect of the HR function it had been planned to look further at opportunities for expanding the initiative to employ young people. This will now be considered later in the year as part of the refresh of the workforce development plan, but given the budget constraints the objective might be achieved by other means.
- Some work on telephony have been delayed as the final IT platform configuration has not yet been implemented.
- In terms of the Shared Finance and Assurance Services their workforce development plan has not yet been fully delivered and the work we had planned to do with members in respect of the risk management will now be done in 2010/11, to integrate into the updated Business Continuity Planning and Emergency Planning work that the Shared Assurance Service now has responsibility for.

Table 1**SERVICE LEVEL BUDGET MONITORING 2009/2010**

	Corporate Governance £'000	BT&I (Finance) £'000	Shared Fin. Svcs £'000	Human Resources £'000	ICT Services £'000	Customer Services £'000	Total £'000
CURRENT CASH BUDGET	1,563	911	888	437	841	657	5,297
FORECAST							
EXPENDITURE							
Staffing/Agency Staff/Car Leasing	(31)	(36)	(35)	1	(8)	(10)	(119)
Demolition of Gillibrand St Portakabin	24						24
Members Allowances/Expenses	(11)						(11)
Asset maintenance/general repairs	10	32					42
Electricity/Gas/Water	(7)						(7)
Non Domestic Rates		(8)					(8)
Bank Charges/Allpay Cards		(13)					(13)
External audit		(10)	20				10
Other Fees (HMRC)		29					29
Shared Assurance Services			(48)				(48)
Legal Fees	11	6		5			22
Recruitment Advertising				(17)			(17)
Training				(5)			(5)
IT-related costs					(14)		(14)
Provision for Bad Debts		9					9
Other	1	(2)	5	(12)		(3)	(11)
Expenditure under (-) or over (+) current cash budget	(3)	7	(58)	(28)	(22)	(13)	(121)
INCOME							
Revenues & Benefits Shared Services - delay in implementation		25					25
Income - Rent		15					15
Shared Services Costs Recovered			15				15
Other staff costs recovered		(10)					(10)
Legal Fees income	4						4
Other	4	(16)	(2)		29		15
Income under (+) over (-) achieved	8	14	13	0	29	0	64
Net variance	5	21	(45)	(28)	7	(13)	(57)
CASH OUTTURN 2009/2010	1,568	932	843	409	848	644	5,240

14. I am pleased to report that the outturn of £5.240m is within cash budget of £5.297 and within the tolerance of +/-1% which the Council works to as a target.

PERFORMANCE INDICATORS

15. The Business Improvement Plan contains a cocktail of National and Local indicators designed to measure and monitor performance, some of which are only measured annually or cannot be measured until after the year end. However 76 of the 97 could be measured and the table below summarises the position. The remainder are annual measures which are currently being constructed for things like client satisfaction and year end procedures.

Green (target achieved)	45
Blue (within 5% of target)	12
Red (more than 5% of target)	19
Not Measured (annual targets)	21
	97

15. In terms of some of the key indicators I have summarised below some of these I believe Members will be interested in as they reflect some of the Core Services we provide and have some important messages regarding what is happening in the borough in terms of the impact of the recession and of the performance of the Transformation Directorate.

Table 2 Key Performance Measures

Measure	Target	Final outturn
Average time to process new claims	17 days	18.28
Number of Benefit claims outstanding	<200	102
Number of claims over 50 days	<10	0
Claims assessed within 14 days	98.5	93.7
Time to process appeals	30	19.3
Council Tax collected	98.75	98.35
NNDR Collected	99.15	97.4
Payments made within 30 days	97.5	98.4
Debts older than 90 days	14	21.8
Organisations sickness absence	7.49	6.93

16. The table shows that in Revenues and Benefits meeting targets that had previously been achieved is continuing to prove difficult. A combination of increased volumes of work in Benefits and greater difficulty of collecting debts conspires to mean at the end of the year some of the targets have not been achieved. That said the trend has been positive with the average processing time improving since the last quarter and work volumes being managed better. In terms of Council tax we are 0.40% down on last years figure but more off track on NNDR. Additional resources have been put into the Benefits section in the form of an additional staff member to counter the increase in workload of 8.5% whilst performance has dipped slightly it is still excellent performance. Dealing with debtors is a more difficult proposition but we will continue to ensure early intervention, be flexible with payment terms and refer those requiring help to the appropriate agencies, which will help but not ensure that previous collection levels maintained during the current economic climate. In terms of debtors over 90 days, this has reduced significantly in this final quarter. The total debt over 90 days at the year end was just over £500k and £400k of that has been recovered since the year end.
17. On a promising note some of our key Corporate Indicators of Performance continue to do well, our progress on paying orders is at an all high, which is important during this time, as cash flow for businesses is important. Sickness absence amongst the staff continues to be low with the rolling 12 month total sickness at 6.93 days

IMPLICATIONS OF REPORT

18. 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	

Table 3 Efficiencies

Schedule of Budget Savings 2009/10		
	Budget Saving £	Comments
<u>Business Transformation</u>		
Insurances - Employment Practices Insurance	(10,500)	Not renewed saving achieved
Shared Head of Revenues & Benefits Create 1 Benefits Officer post	(25,000) 14,670	In progress but delayed Post now filled
<u>Corporate Governance</u>		
Reduce cleaning hours provision for Town Hall	(6,000)	Achieved
Emergency Planning	(28,720)	Achieved
<u>Human Resources</u>		
To provide H.R. services for St.Catherine's Hospice	(25,000)	Achieved
- Less appointment of extra Apprentice	6,500	
- Less potential extra staffing expenditure	3,500	
<u>ICT Services</u>		
Members Broadband. Provider to go out to tender.	(15,000)	Achieved
Internet service to be provided by L.C.C.	(25,000)	Achieved
Sub-Total	(110,550)	
<u>ICT Services</u>		
GIS to start charging contractors for Street Naming and Numbering function	(15,000)	Estimate now £5k
<u>Fees and Charges Increase</u>		
Assuming 3% rise	(4,005)	Increases implemented
Sub-Total	(19,005)	
TOTAL SAVINGS OPTIONS IDENTIFIED	(129,555)	

19. Progress has been made on achieving the efficiency target and work is in progress on some of the key items relating to the sharing of services or collaboration but further work is necessary particularly on the shared service agenda in 2010/11. The efficiencies were built into the 2010/11 budget so overall the budget target has been achieved. Whilst some of the individual efficiencies were not achieved, overall enough was saved to balance the budget

GARY HALL
DIRECTOR OF TRANSFORMATION

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Gary Hall	5480	20/05/10	O&S/BIP

Report of	Meeting	Date
Director of Transformation	Overview and Scrutiny Committee	1 June 2010

ANNUAL REVIEW OF OVERVIEW AND SCRUTINY 2009/10 AND POTENTIAL REVIEW TOPICS FOR 2010/11

PURPOSE OF REPORT

1. To report on the annual review of the work of the Overview and Scrutiny Committee in 2009/10 and to outline potential review topics for 2010/11.
2. More detail on the work of the Committee in 2009/10 and the specific outcomes from Task Groups is contained in the Annual Report - Scrutiny Reporting Back which is elsewhere on this agenda.

RECOMMENDATION(S)

3. That the outcomes of the review of the year event held on 22 March 2010 be noted.
4. To select review topic(s) for 2010/11.

CORPORATE PRIORITIES

5. This report relates to the following Strategic Objectives:

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

BACKGROUND

6. For the last two years the Overview and Scrutiny Committee has undertaken a review of the scrutiny year to
 - Look back at the work of the Committee in 2009/10 including the reviews undertaken, the performance role and holding the Executive to account.
 - Consider review topics for 2010/11; and
 - To help shape the 2009/10 Scrutiny Annual report

OUTCOMES FROM THE SESSION

7. The review of the years work by the Committee and Task Groups was presented by the Chair Councillors Dennis Edgerley, and Task Group Chairs, Peter Wilson and Mike Devaney. This covered Executive items where scrutiny had an input; looking at the performance role and outcomes from review topics.

8. In holding the Executive to account the Committee had considered:
 - “Get Up and Play” Rangers
 - Sustainable Communities Act, 2007 - implications for Chorley
 - Affordable Housing task group - service improvement plan
 - Updated attendance policy
 - Work undertaken by Groundwork
 - Central Lancashire and Blackpool Growth Point – update and envisaged procedural arrangements
 - Information and Communication Technology availability for Members
 - Value for Money review of the Corporate Support Services
 - Performance of key partnerships
 - Review of free swimming scheme
9. The Committee has considered as part of its performance review role,
 - Quarterly departmental business plan monitoring statements including performance and budget information
 - Corporate Strategy project updates; and
 - Chorley Partnership performance information, including partnership projects.
10. The Committee had challenged the Executive Member (Resources) on budget principles for 2010/11 and the treasury management strategy.
11. Monitoring reports following up the implementation of previous scrutiny reviews had been received for neighbourhood working, efficiency gains, Chorley Community Housing and streetscene issues.

JOINT SCRUTINY OF AFFORDABLE HOUSING

12. This inquiry was conducted jointly with Preston and South Ribble Councils. The final report contained 20 recommendations about how affordable housing issues can be tackled across the three Council areas, which the Executive is currently responding to. Some recommendations have already been adopted and implemented by the Council due to the length of time the review took and some difficulties in receiving and co-ordinating information from all three Councils. Valuable lessons had been learned about undertaking joint scrutiny projects.

HIGHWAYS ISSUES

13. This topic had been selected principally because it was a service area where Members felt they received many complaints. The inquiry outcomes contained 26 recommendations across a range of objectives. The majority involve Lancashire County Council and the full response of the Executive is awaited. The key findings of the inquiry included the need for better communication between Chorley and County, quicker and better information provision to Councillors about what was happening on the streets and for a fast track' Councillor/officer enquiry and feedback system with Lancashire County Council.

TOWN CENTRE VITALITY

14. The following eight selected topic areas/themes were the basis for this review. The town centre is a priority for all Members and the Task Group considered a wide range of town centre linked issues.
 - Formulation of a comprehensive marketing action plan
 - Improvement of the evening economy
 - Develop and deliver a pavement café policy
 - Signage strategy
 - Car parking strategy
 - Town Centre living

- Vacant property policy
- Develop and deliver short term and long term action plans for the Markets

The Executive is currently considering the extensive recommendations put forward by the Task Group.

CRIME AND DISORDER

15. Following on from the implementation of new scrutiny powers to scrutinise Crime and Disorder Reduction Partnerships (CDRP), presentations were delivered by
 - Simon Clark, Head of Environment, on the Joint CDRP with South Ribble, the Safer Chorley and South Ribble Partnership
 - Heather Corson, Domestic Abuse Project Coordinator, gave a presentation outlining the issues faced and the measures put in place to assist victims of domestic abuse in Chorley
16. Members noted that representatives from both Chorley and South Ribble Councils' would be meeting shortly to scrutinise the joint Partnership following its pilot status.

POTENTIAL REVIEW TOPICS IN 2010/11

Asset Management

17. Gary Hall, Director of Transformation, outlined a potential area which Members could scrutinise in 2010/11 to ensure the Councils' asset base was fit for purpose, provides value for money and that the Council works effectively with partners and community groups to maximise the use of its assets.
18. Members felt that the topic warranted an inquiry, as there were significant budget implications, both in maintaining existing assets and investing in those that were no longer suited to the Council's accommodation requirements.

Allotments

19. The Council has received two separate requests for a scrutiny inquiry into allotments.
 - One from the Chairman of Chorley Allotments Society stating *"The number of allotments in the Borough is substantially below the level per 1000 households that is recommended. Whilst some progress has been made recently, the waiting list is still huge. We would like the organisation of the allotments team, the priority given to provision, the potential of Council and privately owned sites and the approach of other Depts - eg Planning, to be included in the review"*.
 - The other request came from a member of the public stating *"The waiting lists are so long and the increase of demand. Lack of provision in Chorley. To investigate waiting lists and management of lists. The use of farm land. Planning permission for poly tunnels, green houses or sheds on allotment sites - no evidence of council owned sites need planning permission, but planning department asking for planning permission on farm land that is now allotment sites. Disabled access to sites - within planning laws can this be improved. Wheelchair users and carers find it hard to push chairs, walking on uneven ground as there is not to be engineering works (ie hard paths)"*.

Topic suggestions from the review session

20. The following topics were suggested by Members at the review session.

Internal

- Litter
- Dog fouling
- Fly tipping
- Unadopted roads
- Allotments – land availability
- Section 106 agreements
- Control of dogs in public places
- Tourism/heritage
- Development of community centres
- Neglected land
- Asset management – are buildings fit for purpose?
- Physical activities for younger people
- Waste contract

External

- Alcohol and associated problems
- Community engagement
- Bus service provision
- Community Safety Partnership
- CCH transfer promises

Other potential topics

21. At the meeting in January Members expressed an interest in constituting a task and finish group to review one key partnership which the Council has with an external contractor.
22. The Committee are asked to consider these review topics and decide on a way forward for the Committee in 2010/11.
23. Members are reminded of the Council's Overview and Scrutiny Guidance information which provides a three stage framework to assist in selecting topics for review:

Topic Selection Process**Stage 1 – Good Reasons for Selecting a Topic**

1. Improvements for local people are the likely result
2. Corporate priority for the Council
3. We know this is a key issue for the public with high levels of dissatisfaction
4. A poor performing service
5. Barriers exist creating inequality in service provision

Stage 2 – Reasons to Reject a Topic

1. Already addressed
2. Part of a legal process
3. Falls within Council complaints procedure
4. Subject to disciplinary/grievance procedure
5. Unlikely to result in real or tangible improvements for local people

Stage 3 – Questions to Ask

1. Why would we do this?
2. How does it link to the Council's Corporate Strategy?
3. What tangible benefits could result for the community or our customers.
4. What evidence is there to support the need for a review?
5. What would we wish to achieve and why?

In considering scrutiny topics use Stage 1 to assess the reason for topic selection, Stage 2 to confirm that there is a reason to reject and then Stage 3 to look at the rationale and desired outcomes.

If topics are competing consider:

1. their importance in terms of the Council's aims and priorities
2. the likely benefit to the widest possible sections of the community

GARY HALL
DIRECTOR OF TRANSFORMATION

Report Author	Ext	Date	Doc ID
Carol Russell	5196	May 2010	ReportTopicSuggestions

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Scrutiny Reporting Back

Chorley Council's Annual Report on Overview and Scrutiny in 2008/09



CONTENTS

1. Forward by the Chair and Vice Chair of Overview and Scrutiny Committee
2. The Year Ahead
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 - Chorley Community Housing Review
 - Streetscene
 - Chorley Partnership
 - Housing Allocations Policy
 - Joint Scrutiny of Affordable Housing with South Ribble and Preston
4. Challenge to the Executive
5. Challenging Performance
6. Financial Scrutiny
7. Assessing the Year

1. FOREWORD



Councillor Dennis Edgerley
Chair and Vice-Chair of the Overview and Scrutiny Committee



Councillor Alan Cain
Member of the Overview and Scrutiny Committee

In 2008 whilst finding the Council excellent overall, the CPA assessors had some concerns about Chorley's scrutiny function:

“Scrutiny is not yet fully effective, which undermines its role in challenging the executive and holding it to account. In implementing improvements to the scrutiny function the Council needs to ensure that:

- *all scrutiny members are clear about what is required in the role, and are given any necessary development to enhance their contribution; and*
- *participation in all scrutiny activity - including task-and-finish groups - follows good practice in seeking to achieve political balance in its membership.”*

This year we have been embedding the new scrutiny structure and had some excellent review topics which have engaged Members, challenged some of our partners and resulted in some very worthwhile outcomes. Our performance role has challenged the Executive Cabinet on some key topics and our financial scrutiny has enabled us to input into both the budget process and the treasury management strategy. We have made significant progress towards addressing the Audit Commission's comments during the CPA and in their Annual Audit and Inspection Letter dated March 2009 they say:

“ The overview and scrutiny function has been strengthened. Task and finish groups identify opportunities to enhance service quality and governance arrangements in relation to, for example, Streetscene and Chorley Community Housing.”

We are convinced that a politically balanced overview and scrutiny committee supported by interested committed and engaged task group members has shown itself this year to be the way forward for Chorley.

The year concluded with an interactive review of the year looking at the role of members through current scrutiny arrangements; at the challenge that scrutiny has brought to the authority and looked with great enthusiasm ahead to some of the issues we would like to tackle in 2009/10.

2. THE YEAR AHEAD

Our review of the 2008/09 scrutiny year gave us some real food for thought. Some key messages from that review were:

- The current structure is working well, most Members think its an improvement with some very good task group reviews this year.
- Most Members think there has been some very effective challenges to the Executive Cabinet this year but would like to see more Executive Members (rather than Officers) being challenged at scrutiny meetings.
- Although we have started to challenge partners there is more we could do and some suggestions for reviews in 2009/10 should address this.
- Enthusiastic Members and a topic of direct interest or concern to Members or their constituents came out as the best drivers to effective task group reviews.

Topics which came forward for review in 2009/10 are many and varied but two key themes are:

- Lancashire County Council Highways – funding/performance
- Town Centre Regeneration and prosperity/vacant shop premises

3. KEY MESSAGES FROM SCRUTINY REVIEWS IN 2008/09

Chorley Community Housing

This review was to look at whether Chorley Community Housing was delivering on the promises made to tenants as part of the transfer after the first twelve months of the Housing Stock Transfer from Chorley Council.

The review, including hearing evidence from representatives of a number of residents associations showed that generally residents were happy with the service provided by Chorley Community Housing (CCH) although CCH did need to do further work with contractors to monitor their performance. A number of areas were identified where operational performance could be improved. However key concerns related to the inadequacy of current performance monitoring systems and the lack of progress in delivering affordable housing targets. Recommendations were made to strengthen monitoring systems which would enable councillors to better hold CCH to account in delivering its affordable housing targets.

Streetscene

The aim of the Streetscene review was to address public concern about the cleanliness of street's looking at existing maintenance schedules for street cleaning, emptying litter bins, sweepers, tree pruning and grass cutting. The review looked at current arrangements, the need for improvements in service delivery, barriers to changing service delivery and work with parishes. A long list of recommendations was produced towards improving service delivery.

Consultation with Parish Councils on issues in parished areas and with the Equality Forum on any barriers there may be to effective service delivery, provided valuable feedback. Neighbourhood working is also contributing to improved performance on streetscene issues.

The Executive has received both final reports on these two reviews and Overview and Scrutiny Committee is now eager to see their response.

Chorley Partnership

The review of Chorley Partnership, our LSP, isn't quite complete. Overall the review has increased Members understanding of the work of the LSP and answered questions about funding allocations. There are a number of strands to the review but recommendations are emerging in two key areas - firstly a recommendation that the LSP funds one or two larger projects with greater impact rather than a longer list of small projects and secondly that reducing alcohol harm related statistics for the Borough should be the key objective in one of those larger projects. The Group are keen to see some time of youth intervention project contribute to this and are looking at Alcohol Designation Orders.

Housing Allocations Policy

The short review of the new housing allocations policy during its consultation period resulted in Members feeling that customers wouldn't lose out under the policy and that it would be easier to understand and have greater transparency. It also identified this as an area which all members should understand and recommended it for a member learning session.

Joint Scrutiny of Affordable Housing with South Ribble and Preston

Undertaking a joint scrutiny review has resulted in significant learning. It has sometimes been difficult to make progress and drive this review forward with three Councils each researching different elements, sharing information and comparing good practice. However after more than 12 months, recommendations on affordable housing are emerging in a number of areas - maximising housing corporation grant; social rented as against shared ownership; land availability; affordability in the private sector; empty properties and housing standards; layout and design issues and use of S106 funding. The review has involved discussions with Register Social Landlords and other relevant partners.

4. OUR CHALLENGE TO THE EXECUTIVE

The following areas are Executive Cabinet items we have considered at scrutiny and made recommendations in 2008/09.

- Climate Change Strategy
- Growth Point
- Merged Crime and Disorder Reduction Partnership
- Chorley Town Centre Audit and Design Strategy
- Council's Investment process and deposit in Landsbank
- Neighbourhoods Directorate Restructure
- Strategic Housing Issues

5. CHALLENGING PERFORMANCE

Scrutiny has an important role in monitoring the Council's performance and takes its role seriously resulting in a number of challenges leading to reviews. Quarterly monitoring of

- Directorate Business Plans and Performance Indicators.
- Project activity under the Corporate Strategy; and
- Chorley Partnership, including projects being run by the partnership.

Directors are questioned on areas of underperformance and issues of concern. The Streetscene, CCH and Chorley Partnership Reviews are all as a direct result of the Overview and Scrutiny Committee's performance monitoring.

6. FINANCIAL SCRUTINY

As well as scrutinising the Executive's budget proposals and considering the Council's capital and revenue budget monitoring proposals, the Executive Member (Resources) has attended scrutiny meetings at the Committee's request to answer questions about the Council's investment processes and the 2009/10 draft budget and Lancashire County Council Officers have answered questions on the funding of Concessionary Travel.

7. ASSESSING THE YEAR

2008/09 has been a productive year for scrutiny resulting in some key recommendations on topics which fully engaged Councillors. Challenges ahead are to continue to scrutinise area of interest to Councillors and their constituents; to work more effectively with our partners on scrutiny and to continue to challenge our Executive members in a constructive way with recommendations that result in positive outcomes for our residents in Chorley.

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	1 June	9 Aug	31 Aug	11 Oct	8 Nov	6 Dec	14 Feb	28 Mar
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Holding the Executive to account

Executive Leader								
<i>Policy and Performance?</i>	MS PR CP		MS PR CP		MS PR CP	BS	MS PR CP	
<i>Neighbourhoods?</i>	MS		MS		MS		MS	
<i>Resources?</i>	MS		MS		MS		MS	
<i>Business?</i>	MS		MS		MS		MS	
<i>People?</i>	MS		MS		MS		MS	
Capital outturn or monitoring	*		*		*		*	
Performance of key partnerships and financial stability of certain key partners		*						
Work undertaken by Groundwork – CR will speak to Jamie								
Closed church yards policy – CR will speak to Jamie								
Growth Point update – CR will speak to Lesley-Ann								
Allotments Action Plan – may be superseded by an inquiry								
Forward Plan	*	*	*	*	*	*	*	*
Executive Cabinet agenda	*	*	*	*	*	*	*	*

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

Highways		F						
Town Centre Vitality			F					
Neighbourhood Working					M			
Efficiency Gains				M				
Streetscene Issues		M						

External Scrutiny

Chorley Community Housing		M						
Affordable Housing (South Ribble and Preston)		F				M		
Chorley Partnership			M					
Crime and Disorder				*				
<u>Health</u>								

Other

Work Programme	*	*	*	*	*	*	*	*
Annual Report	*							
Annual Review and Potential topics	*							
Standards Committee Annual report		*						
Review of the Year								*

Key:

Holding the Executive to account

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

Policy Development and Review of Council Services and External Scrutiny

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

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