

# Overview and Scrutiny Committee

Agenda and Reports

For consideration on

## Tuesday, 31st August 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.

23 August 2010

Dear Councillor

## **OVERVIEW AND SCRUTINY COMMITTEE - TUESDAY, 31ST AUGUST 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, 31st August 2010 commencing at 6.30 pm.

### **AGENDA**

1. **Apologies for absence**

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

To confirm as a correct record the minutes of the Overview and Scrutiny Committee meeting that was held on 9 August 2010 for signing by the Chair (enclosed)

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 - 12 August 2010 (Pages 5 - 14)**

Following the decision made at the last meeting, the Committee are asked to consider the minutes of the last Executive Cabinet meeting held on 12 August 2010 (enclosed)

6. **Local Strategic Partnership - Monitoring Report (Pages 15 - 18)**

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

7. **Reports from the Task and Finish Groups (Pages 19 - 20)**

**Allotments Task and Finish Group**

To receive a verbal update on the Inquiry from the Chair, Councillor Julia Berry and approval for the attached scoping document.

**Asset Management Task and Finish Group**

To receive a verbal update on the Inquiry from the Chair, Councillor Alan Cullens.

8. **Future agenda items**

To consider the Overview and Scrutiny Work Plan and the Council's Forward Plan for the four month period September to December (documents enclosed).

a) **Overview and Scrutiny Work Plan** (Pages 21 - 22)

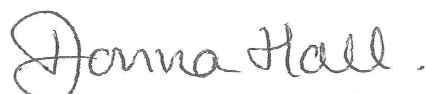
To consider the enclosed Overview and Scrutiny Work Programme for 2010/11

b) **Forward Plan** (Pages 23 - 26)

To consider the enclosed Forward Plan for the Council for the period September to December 2010.

9. **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

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## Overview and Scrutiny Committee

**Monday, 9 August 2010**

**Present:** Councillor Adrian Lowe (Chair), Councillor Alan Cullens (Vice-Chair) and Councillors Julia Berry, Alison Hansford, Pat Haughton, Harold Heaton, Mark Perks, Edward Smith, Joyce Snape and Peter Wilson

**Also in attendance:** Chief Inspector Richard Robertshaw (Lancashire Constabulary)

**Officers in attendance:** Gary Hall (Director of Transformation), Simon Clark (Head of Environment), Carol Russell (Democratic Services Manager), Paul Lowe (Merged Crime and Disorder Reduction Manager) and Dianne Scambler (Democratic and Member Services Officer)

### 10.OS.22 WELCOME

The Chair welcomed Chief Inspector Richard Robertshaw – Lancashire Constabulary to the meeting.

### 10.OS.23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Marie Gray and Rosemary Russell.

### 10.OS.24 MINUTES

**RESOLVED – That the minutes of the Overview and Scrutiny Committee meeting held on 1 June be held as a correct record for signing by the Chair, following a revision to the wording of minute 10.OS.18 point 3, – that following the Member Learning Session on Chorley Community Housing, the Executive Cabinet be requested to obtain evidence that the transfer promises have, or are on course, to be achieved.**

### 10.OS.25 DECLARATIONS OF ANY INTERESTS

No declarations or interest were received.

### 10.OS.26 PUBLIC QUESTIONS

No questions were received by members of the public.

### 10.OS.27 EXECUTIVE CABINET - 12 AUGUST 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 12 August 2010.

### 10.OS.28 REFOCUSING THE OVERVIEW AND SCRUTINY COMMITTEE

The Chair and Vice Chair of Committee presented a report to the Committee asking them to consider a range of changes to the current overview and scrutiny arrangements in Chorley.

In the past the Committee has been very focussed on the Council's performance and as such received quarterly monitoring reports. These monitoring reports would still continue to be produced quarterly for the Cabinet agenda but it was considered whether the Overview and Scrutiny Committee should receive the information six monthly instead. This would enable the agendas to be freed up and allow the Committee to focus on the scrutiny of Executive decisions.

Members acknowledged that Chorley' operated a very open style of Executive Cabinet whereby any Councillor can go along to any Executive Cabinet meeting, speak on any decision and try to influence the decision. It was felt that Overview and Scrutiny Committee would benefit more from scrutinising the decisions of the previous Executive Cabinet instead of the forthcoming reports.

The Committee would in future formally request that the Executive consulted the Overview and Scrutiny Committee at an early stage on the budget principles to be applied and share information available on the Council's financial position at the appropriate time. It was also felt that the relevant portfolio holder could be invited to attend this meeting to explain the reasons for their decisions.

#### **RESOLVED**

- 1. That all performance information be provided twice yearly rather than quarterly for the Overview and Scrutiny Committee**
- 2. That the minutes of the previous Executive Cabinet be reported on the Overview and Scrutiny Committee agenda.**
- 3. That timely requests be made to the Executive Cabinet at an early stage on the budget principles to be applied and the Executive be asked to share information available on the Council's financial position at the appropriate time, and that the appropriate portfolio member be requested to attend that meeting of the Overview and Scrutiny to explain the reasons for their decisions.**

#### **10.OS.29 OVERVIEW OF PACT MEETINGS; THE MATAAC AND MINI MATAAC PROCESS AND MEMBER COMMUNICATION**

The Head of Environment, Joint Crime and Disorder Manager and Chief Inspector Richard Robertshaw presented a report that gave an overview of the Police and Communities Together meetings, the MATAAC and Mini MATAAC process and Member communication.

It was explained to Members that although the PACT meetings link with the Community Safety Partnership and the wider neighbourhood agenda, they were solely a constabulary function, so it was difficult for the Council to influence the ways these meetings were administered.

Members asked if consideration could be given to returning back to the old Chorley Police Forums in view of the fact that it was highly likely that we would have Elected Police Commissioners in the future. This meeting provided a wider forum for all types of issues to be reported, not just those that were police related.

MATAAC is an operational process that is intelligence led and officers sought clarification from the Members as to the type of information they wished to receive to reassure their constituents.

Members requested if a sanitised version of the minutes of the MATAAC and Mini MATAAC meetings could be made available to the ward Councillors and requested that the membership of the MATAAC could also include Elected Members for information purposes only.

Members also expressed some concerns around the actual amount of work that is carried out in Chorley in relation to drugs, as opposed to other areas in the southern division. Chief Inspector explained that the work undertaken was prioritised based on intelligence and he extended an invitation to all Councillors to take part/observe in the Drug Warrant Days that were presently being organised.



**RESOLVED**

1. That the report be noted.
2. That a sanitised version of the minutes of the MATAC and mini MATAC meetings be distributed to Elected Members.
3. That officers continue to explore ways of involving Elected Members in the MATAC and mini MATAC process.
4. That officers in the Neighbourhoods Directorate be instructed to cascade any relevant information to the Ward Councillors via the new Neighbourhood Area emails
5. That all Elected Members be invited to take part/observe in future Drug Warrant Days

**10.OS.30 EXECUTIVE'S RESPONSE TO THE OVERVIEW AND SCRUTINY INQUIRY INTO AFFORDABLE HOUSING**

The Committee considered the response of the Executive Cabinet to the findings and recommendations of the Overview and Scrutiny report on Affordable Housing.

**RESOLVED – That the report be noted.**

**10.OS.31 EXECUTIVE'S RESPONSE TO THE OVERVIEW AND SCRUTINY INQUIRY INTO TOWN CENTRE VITALITY**

The Committee considered the response of the Executive Cabinet to the findings and recommendations of the Overview and Scrutiny report on the Town Centre Vitality.

**RESOLVED – That the report be noted.**

**10.OS.32 REPORTS FROM THE TASK AND FINISH GROUPS**

The Committee received from the Chair of each of the Task and Finish Groups an update on their respective inquiries.

**(a) Allotments**

Councillor Berry reported that the Group had held its first meeting and that all the Members had attended a site visit of allotments in both the Chorley Borough and a neighbouring authority. The draft scoping document would be taken for approval at the next meeting of the Group on 11 August 2010.

**(b) Asset Management**

Councillor Cullens informed the Committee that the Group had held their first two meetings and asked for approval of the draft scoping document presented at the meeting.  
circulated to all Members.

**RESOLVED**

1. That the reports be noted.
2. That the scoping document for the Asset Management Task and Finish Group be approved.

**10.OS.33 OVERVIEW AND SCRUTINY WORK PLAN**

The Committee received a copy of the proposed Overview and Scrutiny Work Programme for 201/11, including the specific outcomes of the Task and Finish Groups. It was reported that the Work Programme would be updated as follows:

- the reporting of performance information to be received every six months

- That the joint Crime and Disorder Scrutiny be moved to the March meeting
- That a review of Chorley Community Housing be removed following the successful Member Learning Sessions and the Committee's request to Executive Cabinet to seek further clarification in relation to the transfer promises.

**RESOLVED – That the changes to the Work Programme be approved.**

#### **10.OS.34 FORWARD PLAN**

The Committee received the Forward Plan for the period 1 August 2010 to 30 November 2010.

**RESOLVED – That the Forward Plan be noted.**

#### **10.OS.35 EXCLUSION OF THE PUBLIC AND PRESS**

**Resolved - That the press and public be excluded from the meeting for the following item of business on the grounds that it involves disclosure of exempt information as defined in paragraph.1 of Part 1 of Schedule 12A to the Local Government Act 1972.**

#### **10.OS.36 PERFORMANCE OF KEY PARTNERSHIPS - 2009/10 YEAR END REPORT**

The Overview and Scrutiny Committee considered a report of the Director of Transformation providing Members with a corporate update on the performance of the Council's key partnership arrangements during 2009/10.

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.

It was reported that in the current financial climate the financial position of partner organisations was being monitored and several restructures were taking place. The Council had been informed that morning that British Legion who administer our car parking scheme had been bought out by another company.

**RESOLVED – That the report be noted**

Chair

## Executive Cabinet

### Minutes of meeting held on Thursday, 12 August 2010

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

**Also in attendance:**

**Lead Members:** Councillors Harold Heaton and Keith Iddon

**Other Members:** Councillors Judith Boothman, Alan Cullens, Anthony Gee, Marie Gray, June Molyneaux, Mick Muncaster (Clayton-Le-Woods West and Cuerden), Alan Platt, Debra Platt, Ralph Snape and Peter Wilson

#### 10.EC.177 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Pat Case (Deputy Leader of the Council), Councillor Peter Malpas (Executive Member (Planning and Partnerships) and Councillors Alistair Bradley, Henry Counce, Mike Devaney, Geoffrey Russell and Rosemary Russell.

#### 10.EC.178 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.179 MINUTES OF LAST MEETING

The minutes of the meeting of the Executive Cabinet held on 3 June 2010 were confirmed as a correct record for signature by the Executive Leader.

#### 10.EC.180 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.181 OVERVIEW AND SCRUTINY TASK GROUP'S INQUIRY INTO HIGHWAYS ISSUES - EXECUTIVE'S RESPONSE

The Executive Cabinet were reminded that the Overview and Scrutiny Task Group's inquiry into highway issues had made numerous recommendations reported to an earlier Cabinet meeting, the majority of which related to the Council's joint working with Lancashire County Council.

Chorley Council was currently in discussion with the County Council on Public Realm and Locality Working issues and it was, therefore, intended to delay the Executive's response to the inquiry's findings until the outcome of the discussions was known.

#### Decision made:

**That the report be noted.**

#### 10.EC.182 PETITIONS SCHEME

The Executive Cabinet considered a report of the Director of Transformation seeking endorsement of a Petitions Scheme for the Council under the requirements of the Local Democracy, Economic Development and Construction Act 2009.

The draft scheme presented to Members had been based on a Government model, adapted to take account of the practices currently in force at Chorley. The scheme clarified how petitions should be organised and presented and the processes that should be adopted by the Council in assessing, deliberating and reporting back on the petitions.

In particular, the scheme made provision for petitions containing at least 750 signatures to be debated at a public meeting of the Executive Cabinet, with petitions containing more than 1500 signatures being submitted to the full Council for debate. A separate policy outlining the processes for dealing with e-petitions was included within the scheme.

The Executive Cabinet was assured that the outcome of petitions would be reported both to the lead petitioner and to the Council.

**Decisions made:**

- (1) That the Petitions Scheme, as now submitted, be endorsed and that the Council be recommended to approve the scheme for adoption and inclusion in the Council's Constitution.**
- (2) That approval be given to the implementation of the e-petitions proposals and procedures as outlined in the Petitions Scheme.**

**Reason for decision:**

The adoption of the scheme will satisfy one of the Council's statutory requirements.

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

None.

**10.EC.183 CHORLEY COUNCIL PERFORMANCE MONITORING REPORT - FIRST QUARTER OF 2010/11**

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 and performance measures included in the Corporate Strategy, together with a number of other national indicators measured locally, during the first quarter of 2010/11.

The report revealed a good overall performance, with 88% of the key projects either having been completed or on track for completion. Factors mainly outside the control of the Authority had affected the remaining 12% of projects, and only one of the amber rated schemes was unlikely to be brought back on track by the next quarter period.

65% of the key measures identified in the Corporate Strategy were performing either above target or within the 5% tolerance and action plans had been compiled to improve the below target performance.

**Decision made:**

**That the report be noted.**

**10.EC.184 CHORLEY PARTNERSHIP - PERFORMANCE MONITORING REPORT FOR FIRST QUARTER OF 2010/11**

The Executive Cabinet received a report of the Director of Partnerships, Planning and Policy on the activities of the Chorley Local Strategic Partnership (LSP), particularly through the delivery of the objectives of the Lancashire Area Agreement and the Sustainable Communities Strategy over the first quarter of 2010/11.

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

- Overall crime statistics had increased by 6% when compared to a low overall base in 2009/10, but the crime level statistic for Chorley was still below the Lancashire average.
- The number of households living in temporary accommodation had fallen to 4, well below the target figure of 13.
- Unemployment had fallen by 0.6% over the last quarter period, with significantly more people claiming benefits.
- 6 of the 9 projects commissioned by the Chorley Partnership in 2010/11 were proceeding on or ahead of schedule.

**Decision made:**

**That the report be noted.**

**10.EC.185 PAUSING THE LOCAL DEVELOPMENT FRAMEWORK**

The Director of Partnerships, Planning and Policy presented a report on the implications of recent Government announcements on the future stages of the Local Development Framework processes.

The new coalition Government had announced its intention to introduce legislation to abolish regional spatial strategies and return decision-making powers on housing and planning to local Councils. Consequently, decisions on future housing supplies would rest with Local Planning Authorities without the framework of regional numbers and plans.

It had subsequently been agreed that it would be logical to postpone the publication of the Central Lancashire LDF Core Strategy in the light of further discussions between Members and Officers of the Central Lancashire (Chorley, Preston and South Ribble), particularly on the housing supply policies, and to await further guidance from the Government.

In the interim, it was proposed that work would continue on the Issues and Options stage of the Site Allocations Development Plan Document, as it would enable unsuitable development sites to be identified at an early stage.

**Decision made:**

**That the Executive Cabinet notes:**

- (1) That publication of the Central Lancashire LDF Core Strategy has been delayed to allow Officers and Members of Chorley, Preston and South Ribble Councils to consider the situation and take account of any emerging guidance from Central Government on planning and housing powers;**
- (2) That the position in relation to the Core Strategy will be considered at the next meeting of the Central Lancashire LDF Joint Advisory Committee with a view to a way forward being agreed;**

- (3) That, in the interim, Officers will revise the Publication Version of the Core Strategy to reflect recent changes in national policy;
- (4) That Officers will continue with the preparation of the Issues and Options stage of the Site Allocations Development Plan Document.

**Reasons for decisions:**

To ensure an appropriate way forward for further LDF activity.

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

None.

**10.EC.186 RESIDENTIAL DEVELOPMENTS IN GARDENS**

The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy drawing attention to the decision of the coalition Government to alter the definition of garden land in planning policy, reclassifying such land as Greenfield, rather than Brownfield, in the light of growing concern at the impact at the amount of housing development taking place in residential gardens.

The report sought endorsement of an Interim Policy Statement that sought to control private garden development in the Borough in order to reflect the recent policy changes.

A revised draft Interim Policy Statement was circulated at the meeting, which, if adopted, would introduce a policy that would only permit, within the boundaries of settlements, development within private residential gardens on sites not allocated in saved Local Plan Policy HS1 for:

- (a) agricultural workers dwellings/dependants where there is a proven need and where they need to be located in a specific location;
- (b) appropriately designed and located replacement dwellings where there is no more than one for one replacement;
- (c) the conversion and extension of buildings, provided they are not allocated for, currently used for, or their last use was for, employment uses, and the conversion would have significant urban regeneration benefits.

In addition, the draft Policy stated that, beyond the above criteria, garden development may be considered in exceptional circumstances, subject to other material planning considerations, providing the developer could demonstrate that the proposed development was in keeping with the character of the local area.

The Executive Cabinet was recommended to endorse, for consultation purposes, the draft Interim Policy Statement with the objective of restoring a degree of discretion to the Local Planning Authority to determine garden development applications on relevant planning policy and material consideration grounds, following the reclassification of garden land as Greenfield.

**Decision made:**

**That the draft Interim Policy Statement proposed for use as a development control tool when assessing proposals for new developments in residential gardens, in the form circulated at the meeting, be endorsed for the purposes of a 6 weeks consultation period.**

**Reason for decision:**

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

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

None.

**10.EC.187 ALLOTMENTS - ACTION PLAN. 2010/11**

The Director of People and Places submitted a report on the outcome of a recent review and examination of future potential allotment sites throughout the Borough, following the allocation of £40,000 in the 2010/11 revenue budget for the development of new allotment sites in an endeavour to reduce the numbers on the allotments waiting list.

The report commented on the outcome of the Officer investigations and feasibility studies which had resulted in the identification of land at Rothwell Road, Anderton and Manor Road, Clayton-le-Woods as potential areas for development as allotment plots and community growing areas. A further area of land at Duke Street, Chorley required further investigations before development options were pursued.

While demand for allotments exceeded supply, the Council would continue to examine the potential for the development of additional plots in conjunction with partners.

The Executive Cabinet was also reminded that an Overview and Scrutiny Task Group had recently been set up to consider allotments issues. The Chair and Cabinet members hoped that the Task Group's review would encompass the issue of guidance on the use, management and maintenance of allotment plots.

**Decisions made:**

- (1) That approval be given to the commencement of the public consultation process on the plans to provide additional allotment plots on the potential sites at Rothwell Road, Anderton and Manor Road, Clayton-le-Woods.**
- (2) That further site investigations around ground conditions and potential land transfer issues be undertaken in respect of land at Duke Street, Chorley and that, in the event of investigations to convert the land into allotment plots proving favourable, the required public consultation exercise be commenced.**

**Reasons for decisions:**

The decisions will allow public consultation to commence on the sites identified for future development, with a view to an increase in the future allotments provision in order to address public demand for plots.

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

None.

**10.EC.188 2012 OLYMPIC GAMES - ACTION PLAN**

The Executive Cabinet considered a report of the Director of People and Places on ways in which a programme of initiatives supported by the Council could complement the 2012 Olympic Games and Paralympic Games in London.

The would offer opportunities to encourage people to participate in sport and other community, volunteering and cultural activities.

The report outlined a programme of existing events, activities and initiatives that could be organised and expanded in 2012, either through normal budget provision or with external funding aid from partners, to link into the promotion of the 2012 Olympics.

**Decision made:**

**That the programme of potential initiatives, events and activities identified in the submitted report form the basis of the Council's action plan to maximise the benefits arising from the 2012 Olympic Games.**

**Reason for decision:**

To maximise the benefits arising from the 2012 Olympic Games.

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

1. Take no action.
2. A more ambitious programme was rejected given the lack of funding opportunities to support such a programme.

**10.EC.189 STAFF SURVEY, 2009**

The Executive Cabinet received a report of the Director of Transformation which gave an overview of the results of the Council's staff survey undertaken in the autumn of 2009 by the Council in conjunction with a specialist market research company.

A commendable 78% response rate had been achieved and the report highlighted the following significant findings from the survey:

- 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.

The survey also revealed a number of areas for development (eg inter-team and inter-departmental communication), which would require to be addressed.

The Members commented on the significantly high response rate of staff, which had been achieved in the midst of a major senior restructure.

**Decision made:**

**That the report be noted.**



**10.EC.190 TREASURY MANAGEMENT ACTIVITY, 2010/11**

The Director of Transformation presented a report on the Council's Treasury management activity and performance up to 30 June 2010.

The report indicated that the Council had received a return of 0.73% on its average surplus cash balance of £5.8m during the first quarter of 2010/11 and confirmed that investments continued to be made with only highly rated institutions for short periods.

The Council's treasury advisor was satisfied that the Council was complying with the prudential indicators specified in the adopted Treasury and Investment Strategies and, therefore, it was intended to continue with adherence to the current treasury management strategy.

**Decision made:**

**That the report be noted.**

**10.EC.191 CAPITAL PROGRAMME, 2010/11 TO 2012/13 - MONITORING**

The Executive Cabinet considered a report of the Director of Transformation on proposals to revise the Council's Capital Programme for 2010/11 to 2012/13.

It was proposed to increase the Capital Programme for the three year period from £12,037,260 to £13,327,540 as a result of the rephrasing of £728, 830 expenditure from 2009/10 and the financing of new projects by external contributions of viirement from other existing capital budgets.

The report clarified that there would be no additional borrowing requirement to fund the increased Capital Programme beyond that previously budgeted to finance part of the expenditure rephrased from 2009/10. However, the report also emphasised the importance of securing all budgeted resources (eg VAT Shelter income from Chorley Community Housing and capital receipts from the disposal of surplus assets) if any increase in borrowing was to be avoided. In the event of the anticipated income and receipts not being realised, it would be necessary to reconsider the Capital Programme.

**Decisions Made:**

**That the Council be recommended:**

- (1) to approve the revised Capital Programme for 2010/11, as presented in Appendix 1 to the submitted report;**
- (2) to note the amendments to the provisional Capital Programmes for 2011/12 and 2012/13, as presented in Appendix 2 to the submitted report.**

**Reason for decisions:**

To update the three year Capital Programme for 2010 to 2013 to take account of the rephrasing of expenditure and other changes to the resources available to fund the programme.

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

None.

**10.EC.192 REVENUE BUDGET, 2010/11 - MONITORING**

The Director of Transformation presented a report monitoring the Council's financial performance during the first quarter of 2010/11 in comparison with the budgetary and efficiency savings targets for the financial year.

The report revealed that the first quarter's savings target of £75,000 had been achieved and that it was anticipated that further savings would be made during the year sufficient to meet the expected annual saving of £300,000 from management of the establishment. The projected outturn showed a forecast underspend of around £64,000, despite the loss of £127,000 from the Housing and Planning Delivery Grant for 2010/11. The underspend would, therefore, contribute to the remaining savings target.

Reference was made, in particular, to the budget shortfall likely to be incurred as a result of the larger than anticipated inflationary increase contractually required to be added to the cost of the waste collection contract.

Whilst no further action or measures were deemed necessary at this stage, a number of identified budgetary areas would be monitored closely over the next months to ensure that the budget savings remained on track.

**Decision Made:**

**That the report be noted.**

**10.EC.193 CCTV - SERVICE AND MAINTENANCE CONTRACT**

The Executive Cabinet received a report of the Director of Transformation informing Members of a short term extension of the contract for the servicing and maintenance of the Council's CCTV infrastructure.

The current contract was due to expire at the end of December 2010, but the Council had the opportunity to participate in Team Lancashire's procurement exercise for future servicing and maintenance, provided the contract arrangements were co-terminus with other District Councils, whose current contracts, in the main, expired at the end of 2011.

The Director considered that the negotiation of a short term extension to the current contract provided a better value for money solution than the letting of a separate short term contract in anticipation of the joint procurement arrangements at the end of 2011.

**Decision made:**

**That the report be noted.**

**10.EC.194 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 disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972.**

(There were no members of the public or press present at the meeting.)

**10.EC.195 ALLEYGATES SCHEMES**

The Executive Cabinet considered a non-restricted report of the Director of People and Places reviewing the effectiveness of the Council's alleygate project, which had introduced 53 separate schemes across Chorley between April, 2005 and March, 2010, and putting forward recommendations for the future of the of the initiative.

Lancashire Constabulary had been commissioned to evaluate a number of the alleygate schemes that had been in operation for at least 12 months and the Members took account of a confidential report of the Police's findings and conclusions. The findings report assessed the impact the installation of alleygates had had on crime levels and residents' perceptions and confidence in the schemes. The report concluded that there was little evidence to suggest problems with crime facilitated by alleyways in Chorley, with statistics indicating that less than 2% of all crime involved crimes where entry to property had been gained via an alleyway.

In the light of the Police's evaluation report, the Executive Cabinet was recommended to discontinue the alleygates programme on the basis that the initiative was not now achieving its original objective and was not now cost effective. Discontinuance of the programme would result in significant capital and revenue cost savings.

Members were aware of the success of the scheme in helping to reduce residents' fear of crime and assisting their perception of safety. It was, however, pointed out that, since the introduction of the alleygates project, several other cost effective initiatives and measures had been introduced to tackle crime, anti-social behaviour and depositing of litter. Each of the Council's programmes now required to be measured against their cost and operational effectiveness.

**Decision made:**

**That, based upon restricted Police evidence and a re-evaluation of the project, the installation of alleygates within the Borough be discontinued.**

**Reason for decision:**

There is little evidence to suggest that the implementation of alleygates in Chorley has reduced crime in the respective areas in which they have been installed.

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

None.

**10.EC.196 INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICES (ICT) - RESTRUCTURE**

The Director of Transformation presented a confidential report on a proposed revision to the staffing structure of the Technical Support Team within the ICT Section as the first phase of changes.

The introduction of the corporate Citrix programme had resulted in the need for specialist technical skills to support and maintain the new infrastructure. The proposed new structure, entailing the deletion of two posts and the creation of two replacement posts, aimed to provide the specialist Citrix support, as well as capacity to support other technical calls to the ICT helpdesk.

**Decision made:**

- (1) That the proposals to alter the structure of the Information and Communications Technology Section of the Transformation**

Directorate, as outlined in Appendix 2 to the submitted report, be approved for consultation with the affected staff.

- (2) That all Officers in deleted posts who are risk of redundancy be given the opportunity to apply for the newly created posts as potential suitable alternative employment.

**Reason for decision:**

The need to provide Citrix specific technical skills is critical to the maximisation of the use of the technology and improvement of the use experience.

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

None.

Executive Leader



| Report of                                     | Meeting               | Date           |
|---|-----------------------|----------------|
| Director of Partnerships, Planning and Policy | Overview and Scrutiny | 31 August 2010 |

## OVERVIEW AND SCRUTINY TASK GROUP LOCAL STRATEGIC PARTNERSHIP

### PURPOSE OF REPORT

- To provide an update on progress against the recommendations of the Overview and Scrutiny Inquiry report on the Local Strategic Partnership

### RECOMMENDATION

- That the progress be noted.

### 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

- At the request of the Overview and Scrutiny Committee, a scrutiny inquiry into the Chorley Local Strategic Partnership (Chorley Partnership) was undertaken between October 2008 and April 2009. The purpose of the inquiry was to understand how the LSP works with the Council and the extra value it provides linked to three objectives;
  - To ensure the wider engagement of the Council, local councillors and local people in the work of the local strategic partnership and its thematic groups;
  - To maximise the capacity of the Local Strategic Partnership through the projects it delivers; and
  - To investigate how the Local Strategic Partnership will tackle one of the big issues of the Borough, the high rate of alcohol harm related hospital admissions rates and its impact on anti social behaviour
- The report containing a number of recommendations was presented to Executive Cabinet in August 2009. A further report including responses to the recommendations was presented to Executive Cabinet and Overview and Scrutiny in October 2009. This report provides an update on the progress of those recommendations, a year after the inquiry report.



6. Outlined below are the current position to each of the nine recommendations.

1. In order to continue to improve Members knowledge and understanding of the work of the Partnership, future information regarding LSP activity will be included in the Members e.bulletin 'intheknow'
2. That links be provided in the 'intheknow' to the 'Ambition' County newsletter and the Chorley Partnership website.

***Following this recommendation, information regarding LSP activity is placed within 'intheknow'. This includes work of the partnership, such as the recent Sustainable Community Strategy Consultation (2<sup>nd</sup> July 2010 edition), or the quarterly digest of all LSP Meetings. It also includes important information from LSP Partners, for example, the 13<sup>th</sup> August 2010 edition featured news items from Chorley Community Housing, Lancashire Constabulary and NHS Central Lancashire. Links are placed to other websites and newsletters for more information. Face to face sessions have also recently been organised for Members to get involved in the Sustainable Community Strategy Consultation, a major piece of work for the LSP (20<sup>th</sup> July and 9<sup>th</sup> and 11<sup>th</sup> August 2010).***

3. Thematic groups be encouraged to publish all agendas and minutes on the Chorley partnership website within 10 working days of their meetings to promote a consistent approach.

***Work has been ongoing to encourage all thematic groups to provide minutes of meetings within 10 days to ensure a consistent approach. The Policy team operate the Chorley Partnership website and therefore spend time working with the thematic groups to get the minutes onto the website. There will be an opportunity to formalise this timescale and arrangement in the autumn when the constitution of the LSP is updated. In addition, following distribution of the 'Quarterly update of thematic meetings' to Members, this document is uploaded onto the website. Also, for the first time this year, an annual 'Calendar of Meetings 2010' has been produced, which contains details of all LSP meetings from January – December 2010. This is also available on the website.***

4. To suggest that the Chorley Partnership concentrate on fewer projects, covering more than one of the thematic groups to achieve a greater impact on the five strategic objectives in the Sustainable Community Strategy

***This is a transition year for the partnership as they work to refresh the Sustainable Community Strategy. The strategic objectives are having a major overhaul to ensure that they are relevant and effective in focusing the Partnership on priorities. However, for this year, we have been allocating projects under the five strategic objectives and have worked to reduce the number of projects to five, which means that we have also placed resources into a larger programme of work to tackle Alcohol Intervention (details of which are under recommendation six, seven and eight).***

5. In order to increase spend available, there is a need to attract money from other funding sources and also look at how other funding sources outside the Local Strategic Partnership e.g. funding from Lancashire Locals, could be better coordinated to maximise impact

***Since this recommendation was proposed last year, the Lancashire Locals have been abolished as part of changes to the locality working with Lancashire County Council. Therefore this specific suggestion has not been possible. However, the Partnership have joined some of their resources with Chorley Council and NHS Central Lancashire to fund Core Grants for the voluntary community and faith sector. This enabled a greater range of projects and core services to be funded jointly. Also, we continually look for opportunities to attract money from other funding sources and in the past year have made applications to grant streams from the Energy and Climate Change Department and North West Together We Can.***

6. That in recognition of the seriousness of this issue one of the Chorley Partnerships projects be to help address the major issue of alcohol related harm, possibility using all or a large part of the funding available to achieve a high impact in the Borough.
7. That if Chorley Partnership decide to invest in a project relating to Chorley's alcohol harm related statistics, they be invited to come and talk to the Council's Overview and Scrutiny Committee about their proposals
8. That the Chorley Partnership give consideration to a Young Persons Intervention Programme in Chorley

***Over the past year, a steering group of partners has been working together to develop an Alcohol Intervention Programme to tackle the major issue of alcohol related harm. A large piece of research was done to look at the extent of the problem, and the numbers and nature of the admissions to hospital. Following this, a programme containing four major projects has been developed and begun. This includes;***

- ***Smart Response – A Young Persons Intervention Programme which does targeted outreach work with young people and their families based in local intelligence and need, and is delivered by special drug and alcohol workers. This began in April 2010 and will run for one year.***
- ***Healthy Shotz – A Young Persons Alcohol Awareness Programme to be delivered in schools to develop their awareness of the risks associated with alcohol consumption. To be delivered from September to February with 600 Year 9 pupils.***
- ***Workplace Training – Training for front line staff in LSP agencies, including Chorley Council, to enable them to provide intervention and advice to customers who are suffering from alcohol related harm. 60 places to be undertaken in three sessions from October to November.***
- ***Free Health Checks – Working with the Healthy Lifestyles team to deliver free health checks for residents from the Chorley Smile Trailer in sessions in the town centre and out in some rural locations. Sessions are planned from August to November .***

9. That in conjunction with Chorley and South Ribble Community Safety Partnership, the Executive Cabinet be asked to investigate the introduction of an Alcohol Designation Order for Astley park; all parks and re creation ground and the Town Centre and that local Councillors be involved in the consultation process

***Following this recommendation, work has been undertaken by the Chorley and South Ribble Community Safety Partnership to introduce a second***

**Alcohol Designation Order. This began in June 2010 and covers the town centre, specifically an area from Hollinshead Street in the north to George Street to the south and Devonshire Road to the railway lines. It also covers the whole of Astley Park.**

**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 | √ |

| Report Author | Ext  | Date                         | Doc ID              |
|---------------|------|------------------------------|---------------------|
| Sarah James   | 5348 | 18 <sup>th</sup> August 2010 | Scrutiny Report LSP |

| Background Papers  |             |      |                     |
|--|-------------|------|---------------------|
| Document   | Date        | File | Place of Inspection |
| Final report of the Overview and Scrutiny Task Group on the Local Strategic Partnership 2009 | August 2009 | ***  | ***                 |



**OVERVIEW AND SCRUTINY INQUIRY PROJECT OUTLINE**

**Review Topic:** Allotments

**Objectives:**

1. To assess current provision and demand for allotments within Chorley.
2. To examine the content of the tenancy agreements and rules governing occupation.
3. To assess the current monitoring and inspection procedures of allotment sites.
4. To review the current charging mechanism against the cost of administration.
5. Encourage community growing/partnership working across the borough.
6. To consider the potential for forming Committees and User Groups within individual allotment sites to give tenants greater control and allow them to cover some of the functions currently carried out by Officers.

**Desired Outcomes:**

To make recommendations which will:

1. Increase the provision of allotments through standardisation of existing and future plots and fairness of allocation.
2. Improve management controls to enforce higher standards on allotment plots, which in turn improves their overall appearance.
3. Ensure charges for allotments are fair and reflective of other authorities and where possible cover the management costs.
4. Introduce training and educating of residents on the waiting list to encourage growing on alternative sites/shared facilities or at home.
5. Encourage future self management of the Allotments.

**Terms of Reference:**

1. To make recommendations on an effective management procedure for the provision and maintenance of Allotments to include contractual and enforcement policy.
2. To look at allocation criteria to ensure a fair system of provision.
3. To promote alternative ways of growing across the borough by encouraging better use of community land and residents gardens to ease demand.
4. To improve communications/publicity of Allotments and Community Growing across the Borough.

**Equality and diversity implications:**

Consider:

- Site access.
- Hard to reach groups
- Waiting List reflective of need
- Provision for children/young people

**Risks:**

That there will be an expectation beyond the capacity to deliver.

The introduction of more robust enforcement and management procedure may lead to some negative publicity.

**Venue(s):**  
 Town Hall, Chorley  
 Organised site visits

**Timescale:**  
 Start: June 2010  
 Finish: End of October/early November 2010

**Information Requirements and Sources:**

**Documents/evidence:**

Allotments and Community Growing Report – Background information  
 Allotment Conditions of Tenancy and procedures that are currently in place  
 Current waiting list/allocation  
 Inspections procedure  
 Pricing details and policy

**Witnesses:**

Mr Bill Taylor and Ms Eleanor Smith – Members of the public who requested review  
 Chorley Council Planning Officers – permission for planning  
 PCT Officer working for the Council 2 days a week to talk about the work that she is doing in the community to promote a healthy lifestyle.  
 Eileen Bee (Disability Forum Co-ordinator) – Equality and Diversity issues

**Consultation/Research:**

Information about Allotments from a comparable District Authority. Eg. West Lancashire District Council  
 Could current allotment land meet demand if plots were standardised and equally allocated?

**Site Visits:**

Friday 16 July 2010

Private allotment site – Brown House Lane, Wheelton  
 Council allotment site – Crosse Hall Lane, Chorley  
 Plank Lane Allotment Site, Plank Lane, Leigh, Wigan

**Officer Support:**

**Lead Officer:** Martin Walls – Head of Streetscene  
 With support from Andrew Brown – Greenspace Co-ordinator and Alan Bothamley – Streetscene Co-ordinator (Grounds Maintenance)  
**Democratic & Member Services Officer:** Dianne Scambler

**Likely Budget Requirements:**

| <u>Purpose</u> | <u>£</u> |
|----------------|----------|
| <b>Total</b>   | _____    |

**Target Body<sup>1</sup> for Findings/Recommendations**

(Eg Executive Cabinet, Council, partner)

<sup>1</sup> All project outcomes require the approval of Overview and Scrutiny Committee before progressing



|  | 1 June | 9 Aug | 31 Aug | 11 Oct | 8 Nov | 6 Dec | 14 Feb | 28 Mar |
|--|--------|-------|--------|--------|-------|-------|--------|--------|
|--|--------|-------|--------|--------|-------|-------|--------|--------|

Holding the Executive to account

|   |                |   |   |   |                |   |   |   |
|---|----------------|---|---|---|----------------|---|---|---|
| Partnerships, Planning and Policy   | MS<br>PR<br>CP |   |   |   | MS<br>PR<br>CP |   |   |   |
| People and Places   | MS             |   |   |   | MS             |   |   |   |
| Transformation  | MS             |   |   |   | MS             |   |   |   |
| Capital outturn/Capital Monitoring  | *              |   |   |   | *              |   |   |   |
| Performance of key partnerships and financial stability of certain key partners |                | * |   |   |                |   |   |   |
| Refocusing the Overview and Scrutiny Committee                                  |                | * |   |   |                |   |   |   |
| Work undertaken by Groundwork – to be confirmed                                 |                |   |   |   |                |   |   |   |
| Closed church yards policy - to be confirmed                                    |                |   |   |   |                |   |   |   |
| Growth Point update – to be confirmed   |                |   |   |   |                |   |   |   |
| Forward Plan  | *              | * | * | * | *              | * | * | * |
| Executive Cabinet minutes   | *              | * | * | * | *              | * | * | * |
| Budget Scrutiny   |                |   |   |   |                | * | * |   |

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

|                       |  |   |   |   |   |  |  |  |
|-----------------------|--|---|---|---|---|--|--|--|
| Allotments            |  | V | S |   |   |  |  |  |
| Asset Management      |  | S |   |   |   |  |  |  |
| Highways              |  |   |   | F |   |  |  |  |
| Town Centre Vitality  |  | F |   |   |   |  |  |  |
| Neighbourhood Working |  |   |   |   | M |  |  |  |
| Streetscene Issues    |  |   | M |   |   |  |  |  |

External Scrutiny

|   |  |   |   |  |  |   |  |   |
|---|--|---|---|--|--|---|--|---|
| Affordable Housing (South Ribble and Preston) |  | F |   |  |  | M |  |   |
| Local Strategic Partnership                   |  |   | M |  |  |   |  |   |
| <u>Crime and Disorder</u>                     |  | R |   |  |  |   |  | * |
| <u>Health</u>                                 |  |   |   |  |  |   |  |   |

Other

|                                    |   |   |   |   |   |   |   |   |
|------------------------------------|---|---|---|---|---|---|---|---|
| Work Programme                     | * | * | * | * | * | * | * | * |
| Annual Report                      | * |   |   |   |   |   |   |   |
| Annual Review and Potential topics | * |   |   |   |   |   |   |   |
| 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
- V Verbal Update
- ML Member Learning Session

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# CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 SEPTEMBER 2010 TO 31 DECEMBER 2010

1. This Forward Plan sets out the details of the 'key' and other major decisions which the Council expects to take during the next four month period. The Plan is rolled forward every month and is available to the public 14 days before the beginning of each month.
2. A 'Key' Decision is defined as:
  - 2.1 Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
    - a change in service provision that impacts upon the service revenue budget by £100,000 or more; or
    - a contract worth £100,000 or more; or
    - a new or unprogrammed capital scheme of £100,000 or more.
  - 2.2 Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.
  - 2.3 Under the Access to Information Procedure Rules set out in the Council's Constitution, a 'Key' Decision may not be taken, unless:
    - it is published in the Forward Plan;
    - five clear days have lapsed since the publication of the Forward Plan; and
    - if the decision is to be taken at a meeting of the Executive Cabinet, five clear days notice of the meeting has been given.
  - 2.4 The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 18 (General Exception) and Rule 19 (Special Urgency) of the Access to Information Procedure Rules.
3. The Forward Plan has been extended to now include details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. It is hoped that this will better meet the needs of both elected Members, Officers and the public.
4. Anyone wishing to make representations about any of the matters in the schedule below may do so by contacting the officer listed. Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: [www.chorley.gov.uk](http://www.chorley.gov.uk). Most meetings of the Council are open to the public and meeting dates are also on the Council's website.

**Donna Hall**  
**Chief Executive**  
**Publication Date: 23 August 2010**

| <b>Details of the Decision to be taken</b>                                  | <b>Decision to be taken by</b> | <b>Relevant Portfolio Holder</b>             | <b>Earliest Date decision can be taken</b> | <b>Proposed Consultees</b>             | <b>Method(s) of Consultation</b>  | <b>Documents to be considered by Decision taker</b>     | <b>Representation s may be made to the following officer by the date stated</b>   |
|---|--------------------------------|--|--|--|---|---|---|
| Allocation of Play and Recreation Fund                                      | Executive Cabinet              | Executive Member (Partnerships and Planning) | 2 Sep 2010                                 | Strategy Group                         | Report to be supplied to the consultees                                     | Report of Director of Partnerships, Planning and Policy | Director of Partnerships, Planning and Policy Tel: 01257 515323<br>lesley-ann.fenton@chorley.gov.uk<br>Friday, 27 August 2010 |
| To consider a refresh of the Economic Regeneration Strategy and Action Plan | Executive Cabinet              | Executive Member (Partnerships and Planning) | 2 Sep 2010                                 | Strategy Group and Chorley Partnership | Draft revision of Strategy and action plan to be provided to the consultees | Draft revised Strategy and action plan                  | Director of Partnerships, Planning and Policy Tel: 01257 515323<br>lesley-ann.fenton@chorley.gov.uk<br>Friday, 27 August 2010 |

| <b>Details of the Decision to be taken</b>                  | <b>Decision to be taken by</b> | <b>Relevant Portfolio Holder</b>            | <b>Earliest Date decision can be taken</b> | <b>Proposed Consultees</b>           | <b>Method(s) of Consultation</b>                              | <b>Documents to be considered by Decision taker</b> | <b>Representation s may be made to the following officer by the date stated</b>   |
|---|--------------------------------|---|--|--------------------------------------|---|---|---|
| Approval of action plan to deliver the Town Centre Strategy | Executive Cabinet              | Executive Member (Partnership and Planning) | 2 Sep 2010                                 | Strategy Group                       | Report and draft action plan to be supplied to the consultees | Report and draft action plan                        | Director of Partnerships, Planning and Policy Tel: 01257 515323 lesley-ann.fenton@chorley.gov.uk Friday, 27 August 2010 |
| Consideration of measures to enhance the Flat Iron Market   | Executive Cabinet              | Executive Member (Partnership and Planning) | 2 Sep 2010                                 | Strategy Group                       | Report and draft measures to be supplied to the consultees    | Report on draft measures                            | Director of Partnerships, Planning and Policy Tel: 01257 515323 lesley-ann.fenton@chorley.gov.uk Friday, 27 August 2010 |
| Approval and adoption of a Petition Scheme                  | Council                        | Executive Leader                            | 28 Sep 2010                                | Strategy Group and Executive Cabinet | Report and draft Scheme to be supplied to the consultees      | Report and draft Scheme                             | Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 13 September 2010                         |

| <b>Details of the Decision to be taken</b>   | <b>Decision to be taken by</b> | <b>Relevant Portfolio Holder</b>             | <b>Earliest Date decision can be taken</b> | <b>Proposed Consultees</b>                               | <b>Method(s) of Consultation</b>                                 | <b>Documents to be considered by Decision taker</b>  | <b>Representation s may be made to the following officer by the date stated</b>  |
|--|--------------------------------|--|--|--|--|--|--|
| Executive's response to recommendations of Overview and Scrutiny Task Group's inquiry into Highways issues | Executive Cabinet              | Executive Leader                             | 14 Oct 2010                                | Strategy Group   | Report to be supplied to the consultees                          | Report of Director of People and Places              | Director of People and Places Tel: 01257 515815 jamie.carson@chorley.gov.uk Monday, 27 September 2010                      |
| Consideration of Local Development Framework Site Allocations Development Plan Document                    | Executive Cabinet              | Executive Member (Partnerships and Planning) | 14 Oct 2010                                | Strategy Group Local Development Framework Working Group | Draft Development Plan Document to be supplied to the consultees | Draft LDF Site Allocations Development Plan Document | Director of Partnerships, Planning and Policy Tel: 01257 515323 lesley-ann.fenton@chorley.gov.uk Monday, 27 September 2010 |