

Overview and Scrutiny Committee

Agenda and Reports

For consideration on

Monday, 8th November 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.

01 November 2010

Dear Councillor

OVERVIEW AND SCRUTINY COMMITTEE - MONDAY, 8TH NOVEMBER 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 Monday, 8th November 2010 commencing at 6.30 pm.

AGENDA

1. **Apologies for absence**

2. **Declarations of Any Interests**

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

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

3. **Minutes (Pages 1 - 6)**

To confirm as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 31 August 2010 (enclosed).

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 - 2 September and 14 October 2010 (Pages 7 - 20)**

In accordance with the new practice, the minutes of the meetings of the Executive Cabinet held on 2 September and 14 October 2010 are enclosed for consideration by the Committee.

6. **Chorley Council Performance Monitoring Report - Second Quarter of 2010/11**

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

7. **Chorley Partnership - Performance Monitoring Report for second quarter of 2010/11**

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

8. **Business Plan Monitoring Statements**

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

- a) Partnerships, Planning and Policy Directorate (Pages 21 - 26)

Report of Director of Partnerships, Planning and Policy enclosed.

- b) People and Places Directorate (Pages 27 - 34)

Report of Director of People and Places enclosed.

- c) Transformation Directorate (Pages 35 - 40)

Report of Director of Transformation enclosed.

9. **Revenue Budget, 2010/11 - Monitoring report**

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

10. **Task and Finish Groups**

To receive verbal update reports from the respective Chairs on the progress of the following Overview and Scrutiny inquiries:

Allotments Task and Finish Group (Chair, Councillor Julia Berry);
Asset Management Task and Finish Group (Councillor Alan Cullens).

11. **Future agenda items**

- a) Overview and Scrutiny Work Plan (Pages 41 - 42)

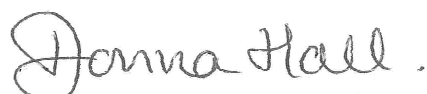
To consider the enclosed updated Overview and Scrutiny Work Programme for 2010/11.

- b) Forward Plan (Pages 43 - 48)

To consider the enclosed Forward Plan for the Council for the four months period from 1 November 2010 to 28 February 2011.

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

Yours sincerely



Donna Hall
Chief Executive

Dianne Scambler
Democratic and Member Services Officer
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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 آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

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Overview and Scrutiny Committee

Tuesday, 31 August 2010

Present: Councillor Adrian Lowe (Chair), Councillor Alan Cullens (Vice-Chair) and Councillors Julia Berry, Marie Gray, Pat Haughton, Mark Perks, Edward Smith, Joyce Snape and Peter Wilson

Officers in attendance: Gary Hall (Director of Transformation), Jamie Carson (Director of People and Places), Carol Russell (Democratic Services Manager) and Dianne Scambler (Democratic and Member Services Officer)

10.OS.37 APOLOGIES FOR ABSENCE

Apologies were received on behalf of Councillors Alison Hansford, Harold Heaton and Rosie Russell.

10.OS.38 MINUTES

RESOLVED – That subject to the addition of the following paragraph;

‘In debating the two issues of frequency of performance information and scrutiny of Executive decisions, amendments were moved by Members who felt strongly that the Committee should retain the current arrangements’.

in the preamble of minute 10.OS.28 the minutes of the meeting of the Overview and Scrutiny Committee held on 9 August 2010 be held as a correct record for signing by the Chair.

10.OS.39 DECLARATIONS OF ANY INTERESTS

No declarations of interest were declared.

10.OS.40 PUBLIC QUESTIONS

No questions were received from any member of the public.

10.OS.41 EXECUTIVE CABINET - 12 AUGUST 2010

10.EC.181 – Overview and Scrutiny Task Group’s Inquiry into Highways Issues – Executive Response

Issue Raised:

Members had concerns that the response had been postponed and sought the current position with Lancashire County Council on Public Realm and Locality Working. Highways issues were raised frequently by Members under Neighbourhood Working.

The Director of Transformation clarified that Chorley had submitted a programme of works that we would be capable of delivering on behalf of Lancashire County Council and that officers were optimistic that they would receive a response soon.

The Director of People and Places explained that he would be contacting all Members shortly about the format for forthcoming Neighbourhood Tours.

RESOLVED – That the information be noted.

Issue raised:

Overview and Scrutiny Committee

Public Minutes of meeting held on **Tuesday**, 31 August 2010

Information was sought on the three Councils that had been selected for a pilot scheme in connection with Public Realm and Locality Working.

One of the Councils selected had been South Ribble and lessons had been learnt from their early findings. However it was pointed out that grass cutting arrangements between Chorley and Lancashire County Council and South Ribble and Lancashire County Council differ greatly.

RESOLVED – That the information be noted.

10.EC.184 – Chorley Partnership – Performance Monitoring Report for First Quarter of 2010/11

Issue raised:

A member raised the issue of Local Enterprise Partnership's (LEPs) and whether there would be one for the whole of Lancashire or by division.

The Director of Transformation informed the Committee that meetings had taken place with Lancashire Leaders and Chief Executives but no consensus had been achieved. Chorley had favoured one LEP for the whole of Lancashire.

RESOLVED – That the information be noted.

10.EC.188 – 2012 Olympic Games – Action Plan

Issue raised:

Members sought information about the provision of courses for young people of the Borough that are not in education, employment or training (NEET). European Social Funding (ESF) via Sport Unlimited had provided funding for two NEET courses but only one had taken place and an explanation was requested.

The Director of People and Places would investigate the details but it was intended that a review would take place at the end of the course with a view to it being repeated in the future, subject to available funding.

RESOLVED – That the information be provided to the Member as requested.

Issue raised:

Information was sought on what venues were deemed as being suitable for inclusion on the 2012 Olympic Venue List and whether the Council could market these venues effectively for use in other major competitions such as Iron Man 2010. There was an understanding that the cycling element of this tournament was taking place in Chorley, but as the start was taking place in Wigan and the finish would be in the Town Centre of Bolton, we would not receive any publicity.

Members were concerned that the Council did not do enough to effectively promote tourism in the Borough to attract major competitions and events.

The Director of People and Places explained that the Anderton Centre, along with other venues/places had been included in the 2012 Olympic Venue List.

The Iron Man 2010 competition was to finish in Bolton Town Centre because Bolton Council had helped fund the event. It had initially been anticipated that the swimming event would be held at the reservoirs at Rivington but there had been problems with United Utilities that had not been overcome. The second part of the event, the cycling would take place in Chorley and it was felt that this put us in a good position as

spectators would be visiting the Borough without the Council having to invest any funding to this event.

RESOLVED – 1. That the information be noted.

2. That an Inquiry into Tourism in the Borough, be undertaken following the conclusion of one of the present Task Groups.

10.EC.195 – Alleygates Schemes

Issue Raised:

Members asked how residents affected by the decision to discontinue the scheme would be informed.

The Director People and Places explained that a communications plan was in place. Members requested that this be extended to all residents in all areas that an alleygate had been suggested.

Some Members felt that the evaluation of the Alleygate Scheme had been flawed, as there was no reference to its success in preventing the low level anti-social behaviour issues that residents experience.

It was explained that the report had concentrated on Serious Acquisitive Crime as it was the main evidence to support a scheme, but that it had also covered public perceptions in relation to feeling safe and some of the negatives to the scheme, like fly tipping issues.

Concern was expressed that the financial climate would also lead to cutbacks in other community safety measures like PCSO's and requested that the Executive Cabinet Member attend a future meeting to report on the effects of discontinuing the scheme.

RESOLVED – 1. That the information provide be noted.

2. That the Executive Member for Places be invited to attend a meeting of the Overview and Scrutiny Committee in six months time.

10.OS.42 LOCAL STRATEGIC PARTNERSHIP - MONITORING REPORT

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

The purpose of the Inquiry had been to better understand how the Local Strategic Partnership works with the Council and the extra value that it provided against three main objectives around engagement, capacity to deliver and how the LSP could help to tackle one of the big issues of the Borough in relation to alcohol harm related hospital admissions.

The report explained that a steering group of partners had worked together to develop an Alcohol Intervention Programme to tackle the major issue of alcohol related harm. Following this, a programme containing four major projects had been developed:

- Smart Response
- Healthy Shotz
- Workplace Training
- Free Health Checks

It was reported that the Lancashire Children's Trust Board had also commissioned some early intervention work, money had been allocated across the 12 district councils and Members asked how this would link into the above projects, as there was some concern that the partners/agencies that would signpost these type of projects to

the relevant people, particularly young people, did not know what was available and better communication was sought between the thematic groups of the LSP and the Children's Trust to engage more effectively.

The money allocated to the districts for the early intervention programmes would be over a two year period. Funding had also been received from the Schools Forum and the Local Children's Trust would engage with schools to facilitate their needs. The partners had been better aligned and a sub-group established to decide on what projects were needed and how they would link into existing provision. An Early Intervention Development Officer was also to be appointed to map the services/projects that were currently available across the district and identify any gaps or overlaps in provision.

Chorley Partnership is currently refreshing its Sustainable Community Strategy and the Thematic Groups will be better aligned to improve on communication and enable deadlines for funding to be lined up more effectively.

Members also highlighted the need to consult and feedback with the local ward councillors so that the sessions available on the projects within the programme could be intelligence led to enable greater impact.

Members asked if the Alcohol Designation Order implemented to cover the Town Centre and Astley Park had been successful. The Order had been implemented just before the Football World Cup and initial feedback suggested that the Order had helped over this busy period. The effects would continue to be monitored over the year.

RESOLVED – That the report be noted.

10.OS.43 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 now met twice and asked for approval of the draft scoping document that was presented at the meeting.

(b) Asset Mangement

Councillor Alan Cullens reported that Group had now met on three occasions, at the last meeting they had looked at different ways of using the Lancastrian room and a site visit had been arranged to look at the Bengal Street and Yarrow Depots to assess what depot provision would be needed in the future.

RESOLVED

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

10.OS.44 FUTURE AGENDA ITEMS

(a) **Overview and Scrutiny Work Plan**

The Committee received a copy of the updated Overview and Scrutiny Work Programme for 2010/11 following the changes made to the reporting of performance monitoring information.

Following earlier discussions that had taken place in the meeting the Work Programme would be updated as follows:

- To include a Scrutiny Inquiry on Tourism upon the conclusion of one of the present reviews.

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

(b) Forward Plan

The Committee received the Forward Plan for the period 1 September 2010 to 31 December 2010.

RESOLVED – That the Forward Plan be noted.

Chair

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Executive Cabinet

Minutes of meeting held on Thursday, 2 September 2010

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

Also in attendance:

Lead Members: Councillor Harold Heaton (Development Control)

Other Members: Councillors Julia Berry, Dennis Edgerley, Marie Gray, Mick Muncaster, Alan Platt, Debra Platt and Peter Wilson

10.EC.197 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Henry Counce, Anthony Gee, Pat Haughton, June Molyneaux and Ralph Snape.

10.EC.198 DECLARATIONS OF ANY INTERESTS

Councillor Eric Bell (Executive Member (Places)) declared a prejudicial interest in Agenda Item 8 (Allocation of Play and Recreation Fund) and took no part in the discussion or voting on the item.

10.EC.199 MINUTES OF LAST MEETING

The minutes of the last meeting of the Executive Cabinet held on 12 August 2010 were confirmed as a correct record for signature by the Executive Leader, subject to the substitution of the word "fewer" for "more" in the third bullet point in the second paragraph of Minute 10.EC.184 (Chorley Partnership Performance Monitoring).

10.EC.200 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.201 REFRESH OF CHORLEY'S ECONOMIC REGENERATION STRATEGY AND DEVELOPMENT OF PARTNERS' ACTION PLAN

The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy seeking endorsement of the refreshed Economic Regeneration Strategy and associated action plan, following the Cabinet's endorsement of the draft strategy for consultation purposes at its meeting on 25 March 2010.

The refreshed Strategy had been compiled to highlight the successful achievement of identified initiatives in the Strategy introduced in 2006 and to define future key priorities and actions that would reflect current economic circumstances. The current version of the Strategy had taken account of the feedback from the consultation exercise.

In addition, an action plan focusing on the following priority themes had been devised to deliver the Strategy objectives over the next three to five years at a workshop of the Economic Regeneration Group and meetings with partners.

- Promoting knowledge-based inward investment.
- Creating a thriving "Contemporary Market Town".

- Supporting a strong indigenous business base; and
- Ensuring residents and communities reach their full economic potential.

A number of Members raised several aspects of the projected action plan, including a suggestion that the Borough should be marketed as a “historic market town”.

The Director of Partnerships, Planning and Policy also advised the Members that, following the coalition Government’s plans to abolish the North West Regional Development Agency, local authorities views had been invited on the establishment of a Local Economic Partnership network for the region. Chorley Council was currently in close liaison with the Lancashire County Council and other District Councils with a view to proposals being put forward to the Government for the creation of an Economic Partnership based around a Lancashire-wide footprint.

Decision made:

That the refreshed Economic Regeneration Strategy for Chorley, as contained within Appendix A to the submitted report, together with the associated action plan, as contained in Appendix B to the submitted report, be approved and adopted.

Reason for decision:

The revised Strategy will provide a clear direction for the recovery and maintenance of Chorley’s economic regeneration.

Alternative option(s) considered and rejected:

None.

10.EC.202 ACTION PLAN TO DELIVER THE TOWN CENTRE STRATEGY - CREATING A THRIVING 'CONTEMPORARY MARKET TOWN'

The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy proposing a range of actions and measures aimed at enhancing the town centre through the delivery of the Town Centre Strategy’s objectives and a number of the recommendations emerging from the recent Overview and Scrutiny Inquiry into the vitality of the town.

The report proposed the development of the following short and medium to long-term projects in order to encourage a thriving, contemporary market town:

Short-term projects:

- Public realm on Market Street;
- Shop front improvements;
- Supporting High Quality Independents into vacant shop premises;
- Developing the night time economy;
- Improving pedestrian routes from car parks into Market Street;
- Short-term proposals for the Flat Iron Market.

Medium to long-term projects:

- Market Street/Gillibrand Street comprehensive redevelopment opportunity;
- Strategy to attract larger multiples/independent Department Stores;
- Developing a Town Centre Improvements Fund.

The likely funding requirements and implications were shown on the report and the Director of Transformation highlighted the need to identify appropriate funding streams

and sources either from within the Council's own budget or external sources if the action plan was to be adopted.

Decision made:

That the proposed list of short-term and medium to long-term projects aimed at delivering the Town Centre Strategy, as identified in the submitted report, be approved for further examination and development.

Reason for decision:

The development of a clear plan of short and medium/longer term actions will assist the delivery of one of the Council's key priorities to create a thriving market town.

Alternative option(s) considered and rejected:

None.

10.EC.203 ENHANCEMENT OF FLAT IRON MARKET

The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy on the planned development and delivery of proposals to improve the Flat Iron Market area in line with the key priority within the refreshed Economic Regeneration Strategy for the Borough to create a thriving "Contemporary Market Town".

The proposals envisaged the re-alignment of stalls to improve the layout of the market and, in particular, the phased introduction of gazebo style stalls to improve the visual appearance of the area. If agreed, the new gazebos would be introduced on four units initially and, if the trial proved successful, all the remaining stalls would be replaced by the new gazebos over two further phases.

Whilst the costs of the Market improvements were expected to be recovered by the additional revenue generated, it was intended that the capital costs would be funded from the current invest to save budget and other virements within the Capital Programme.

The Director of Partnerships, Planning and Policy and the Head of Economic Development gave a short presentation at the meeting to explain and illustrate the plans devised to revitalise the Flat Iron area.

Decision made:

That the proposals outlined in the submitted report to improve the visual appearance of the Flat Iron Market by the phased introduction of gazebo style stalls, together with the envisaged financing arrangements, be approved for development.

Reason for decision:

The revitalisation of the town centre is a key priority for the Council. It is essential that further investment is made into the Flat Iron area in order to attract a vibrant mix of quality traders and improve the customer offer.

Alternative option(s) considered and rejected:

It will not be economically viable to make no further investment in the Flat Iron area.

10.EC.204 ALLOCATION OF PLAY AND RECREATION FUND

The Director of Partnerships, Planning and Policy presented a report on the recommended allocation of the Play and Recreation Fund created from Section 106 off-site contributions towards Borough-wide open space provision.

In response to the invitation to Parish and Town Councils, Community Groups and the Borough Council to submit applications for the funding of eligible projects, 20 bids for the funding of projects totalling £407,746.35 had been received. The total amount available within the Fund was £324,159.

Each of the bids had been assessed against agreed criteria which took into account the legislative context for Section 106 contributions and a requirement to meet an identified need for the provision and access to open space. The application of a threshold was also considered appropriate, whereby bids in excess of £10,000 would be restricted to a grant equivalent to a maximum 75% of the project value. By applying that criteria, the report recommended the support of 16 applications, with a total allocation of £316,313.76.

Decision made:

That approval be given to the award of the following Play and Recreation Fund grants in respect of the identified projects, subject to the Director of Partnerships, Planning and Policy agreeing and signing off a Play and Recreation Fund Agreement with the respective organisation:

<u>Bidding Organisation</u>	<u>Site/Project Details</u>	<u>Grant Approved</u>
Clayton-le-Woods Parish Council	Gough Lane Play Area – New Play Equipment and Surfacing	£23,617.01 (75% of Project value)
Charnock Richard Football Club	Charter Lane – New changing rooms and toilets	£5,000 (Project value)
Heskin Parish Council	Meadows Play Area – New Play Equipment and Surfacing	£9,100 (Project value)
Charnock Richard Parish Council	Mossie Close Play Area – New Play Equipment and Surfacing	£9,171 (50% of Project value)
Euxton Parish Council	Euxton Skate Park – New stake park	£30,000 (18% of Project value)
Wheelton Parish Council	Meadow Street Play Zone Action Area – New play equipment	£33,294.75 (75% of Project value)
Eccleston Parish Council	Eccleston Recreation Ground, Drapers Avenue – Resurfacing	£9,325 (75% of Project value)
Bretherton Parish Council	South Road Recreation Ground and Play Area – New play equipment and surfacing	£51,000 59% of Project value)

Chorley Panthers Rugby League Club	Chisnall Playing Fields, Coppull – Floodlighting	£8,420 (22% of Project value)
Adlington & District in Bloom	Adlington War Memorial – General improvements	£1,500 (Project value)
Mawdesley Parish Council	Village Play Area and Nature Corner – Refurbishment	£37,386 (75% of Project value)
Chorley Council	Lodge Bank Play Area, School Lane, Brinscall – Refurbishment	£30,000 (75% of Project value)
Chorley Council	Astley Park/Queens Road – Enhanced access	£22,500 (75% of Project value)
Chorley Council	Chorley Cemetery – Memorial Wetland Garden	£21,000 (75% of Project value)
Whittle-le-Woods Playing Fields Trust	Kem Mill Lane Playing Fields – Pavilion	£10,000 (12% of Project value)
Chorley Council	Scawfell Road/ Buttermere Avenue, Gillibrand Play Area – Surface improvements	£15,000 (75% of Project value)

Reason for decision:

The grant aid to eligible projects will assist improvements in the quantity, quality and accessibility of open space throughout the Borough.

Alternative option(s) considered and rejected:

None.

Executive Leader

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Executive Cabinet

Minutes of meeting held on Thursday, 14 October 2010

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

Also in attendance:

Lead Members: Councillors Harold Heaton and Rosie Russell (Health and Older People)

Other Members: Councillors Alistair Bradley, Alan Cullens, Anthony Gee, Marie Gray, Alison Hansford, Roy Lees, Adrian Lowe, Alan Platt, Debra Platt, Geoffrey Russell and Peter Wilson

10.EC.205 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of the Executive Member (Policy and Performance) (Councillor Greg Morgan) and Councillors Henry Caunce, Pat Haughton and Mick Muncaster.

10.EC.206 DECLARATIONS OF ANY INTERESTS

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

10.EC.207 MINUTES OF LAST MEETING

The minutes of the last meeting of the Executive Cabinet held on 2 September 2010 were confirmed as a correct record for signature by the Executive Leader.

10.EC.208 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.209 'CHORLEY SMILE' - CITIZENS' PANEL SUMMER SURVEY

The Chair welcomed one of the Council's Performance Advisors (David Wilkinson) who had been invited to attend the meeting to make a short presentation on the results of the recent place survey of the Citizens' Panel to obtain their perception and satisfaction rating of the Council's delivery of services and value for money performance; and to highlight any issues of general concern.

The Members were pleased that the survey results, compared to the outcome of the 2008 poll, had revealed that the percentage of residents satisfied with both the way of the Council operates; provides value for money; and delivers services, and with the local area generally as a place to live, had risen significantly.

The results revealed Chorley Council to be in fourth and seventh place respectively out of 352 authorities nationally in relation to residents' views on the way the authority provides value for money and runs the organisation. Similarly, a higher percentage of residents surveyed were satisfied with the Council's performance in respect of a number of key national indicators (eg residents' ability to influence decisions in their locality; regular volunteering; perception of safety).

The results of the Citizens' Panel poll placed Chorley in the top quartile of authorities nationally for its performance on the majority of the measurable targets and residents' perception of the authority's performance and delivery of services.

The Executive Leader thanked the Officer for the presentation and commended the efforts of all Members and Officers over the past years.

10.EC.210 NEW SUSTAINABLE COMMUNITY STRATEGY FOR 2010 - 2020

The Director of Partnerships, Planning and Policy presented a report seeking endorsement of the refreshed Sustainable Community Strategy for the Borough for the 10 year period up to 2020.

The revised Strategy had been developed by the Chorley Partnership following an extensive and comprehensive public consultation exercise to ensure that the Strategy reflected the needs and aspirations of residents and partners.

The focus of the strategy placed the individual resident at the centre of all partnership working and the format of the document had been simplified. Detailed action plans would now need to be developed to identify key targets and measures for the delivery of the respective priorities.

Decision made:

That the refreshed Sustainable Community Strategy, as now submitted, be endorsed and recommended to the Council for approval.

Reason for decision:

The Local Government Act requires local authorities to prepare a Sustainable Community Strategy to promote the well-being of the local area. The Strategy provides a focus and vision for the local area, which all members of the Chorley Partnership support through their own corporate plans. The refreshed Sustainable Community Strategy is based on an extensive needs analysis and consultation with partners and residents, and will provide a renewed focus for the Council.

Alternative option(s) considered and rejected:

None.

10.EC.211 CENTRAL LANCASHIRE CORE STRATEGY - AMENDMENTS

The Executive Cabinet considered a report of the Director of Partnerships, Planning and Policy recommending Members' agreement to the amendment of the draft Central Lancashire LDF Core Strategy as a result of the Government's decision to revoke Regional Spatial Strategies (RSS).

The revocation of the RSS would allow authorities more discretion in the determination of local housing requirements. The three Central Lancashire authorities were being advised to proceed with the publication of an amended Core Strategy as based on lower housing requirements than those stipulated in the RSS. The setting of a lower level of housing requirement was considered prudent in the current economic situation, pending the adoption of the Site Allocations Development Plan Document.

The Core Strategy also required to be updated in order to reflect a number of other relevant factors and changes, including the revision of Planning Policy Statement No 3 reclassifying residential gardens from brownfield to greenfield and removing the indicative minimum density requirement of 30 dwellings per hectare.

An appendix to the report summarised the proposed changes to the draft Core Strategy.

Decision made:

- (1) That the Council be recommended to approve the amendments to the draft Publication Version of the Central Lancashire Core Strategy agreed by the Executive Cabinet on 31 March 2010, as outlined in Appendix 5 to the submitted report, so that the Core Strategy can be formally published to allow for the submission of representations.
- (2) That approval be given to the commissioning of research to assess the appropriateness of the former Regional Spatial Strategy housing figures for Central Lancashire in the current economic circumstances.

Reason for decision:

To agree an appropriate way forward for advancing the Core Strategy.

Alternative option(s) considered and rejected:

1. Stop work on the Core Strategy and re-commence later.
2. Progress with the approved Core Strategy using the former RSS housing figures.

10.EC.212 LOCAL DEVELOPMENT FRAMEWORK - SITE ALLOCATIONS AND DEVELOPMENT MANAGEMENT POLICIES DEVELOPMENT PLAN DOCUMENTS - ISSUES AND OPTIONS STAGE

The Director of Partnerships, Planning and Policy presented a report which explained the purpose of the Site Allocations and Development Management Policies Development Plan Document (DPD) within the context of the LDF Core Strategy and outlined the envisaged timetable for the key stages of the work.

The Site Allocations DPD would ultimately determine the specific sites for development within the Borough, in accordance with the policies and general locations set out in the Core Strategy. It would identify local issues and include policies to either protect existing uses on sites or guide the way sites were developed.

The Executive Cabinet were recommended to approve, for public consultation purposes, the Issues and Options Discussion Paper as the first stage of a lengthy process leading to the approval of the Site Allocations and Development Management Policies DPD. The document sought to canvass views on the numerous potential development sites that had been put forward. No firm decisions had yet been taken on any of the sites and commitment to the allocation of sites for specific uses and the finalisation of development management policies would follow later during the 'Preferred Options' stage of the development plan process. The 'Issues and Options' document did, however, identify those sites which were not considered to be viable for development (eg greenbelt sites) and listed the development management policies intended to be saved, amended or introduced through the document.

Representations received during the consultation period up to January 2011 would be assessed and a preferred approach towards the issues and options would be set out in the 'Preferred Options' document to be produced in the summer of 2011.

The Members hoped that the consultation exercise would be as wide-ranging as possible and the Officers undertook to provide each Councillor with a coloured set of plans and documents setting out the detailed proposals affecting locations within their respective Wards.

Decision made:

- (1) **That the Issues and Options Discussion Paper in relation to the Site Allocations and Development Management Policies Development Plan Document, as now submitted, be approved for consultation purposes.**
- (2) **That delegated authority be granted to the Director of Partnerships, Planning and Policy to make minor amendments to the Issues and Options Discussion Paper in advance of the consultation exercise, following consultation with the Executive Member (Partnership and Planning).**

Reason for decision:

The instigation of the Issues and Options stage of the Site Allocations document aims to seek views on the suitability of the sites and uses that have been put forward in order to assist the evaluation of those sites.

Alternative option(s) considered and rejected:

None.

10.EC.213 RESIDENTIAL DEVELOPMENTS IN GARDENS - OUTCOME OF CONSULTATION

The Director of Partnerships, Planning and Policy submitted a report on the outcome of the six weeks consultation period on the authority's plans to introduce an Interim Planning Policy Statement for use as a development control tool when assessing proposals for new developments in residential gardens.

The draft Interim Policy contained a general presumption against residential development in private gardens and had been compiled with legal advice in order to reflect recent policy changes.

The report confirmed that, at the expiry of the consultation period, 130 representations had been received, 114 of which supported the proposed Policy. Appendices to the report summarised the contents of the representations and the Officers' associated comments.

Decision made:

That, having taken into account the representations received and associated Officer responses, the Interim Policy on Private Residential Garden Development, as outlined in Appendix 1 to the submitted report, be approved and adopted for development control purposes.

Reason for decision:

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

Alternative option(s) considered and rejected:

None.

10.EC.214 ALCOHOL INTERVENTION PROGRAMME - UPDATE ON THE WORK OF THE CHORLEY PARTNERSHIP

The Executive Cabinet received a update report of the Director of Transformation on the Alcohol Intervention Programme developed by the Chorley Partnership.

The Partnership had agreed to channel a proportion of the Performance Award Grant towards a number of schemes aimed at tackling the issues highlighted by the fact that alcohol related hospital admissions within the Borough had increased by over one third during the past years.

A targeted alcohol intervention programme, comprising the following four elements, had been developed by the LSP:

- Free health checks for all Chorley residents;
- Brief intervention training for frontline staff within a variety of Chorley organisations;
- An alcohol awareness programme for High Schools;
- Targeted outreach work with young people and families.

Decision made:

That the report be noted.

10.EC.215 POLICE AND CRIME ACT 2009 - ADOPTION OF POWERS TO REGULATE SEXUAL ENTERTAINMENT VENUES

The Executive Cabinet considered a report of the Director of People and Places on new legislative provisions relating to the licensing of premises that provided entertainment defined as sexual entertainment (eg lap dancing and pole dancing).

The Licensing and Safety Committee had recommended the adoption of the new provisions, together with a policy framework and fees structure, in order to allow the Council to consider and determine any future applications for the use of premises within the Borough for the defined entertainments.

Decisions made:

- (1) That the decision of the Licensing and Public Safety Committee to support the adoption, under Section 2 of the Local Government (Miscellaneous Provisions) Act 1982, of the provisions of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 (as amended by Section 27 of the Police and Crime Act 2009) for the licensing of Sexual Entertainment Venues be endorsed, and that the Council be recommended accordingly to adopt the legislative provisions with effect from 1 January 2011.**
- (2) That the decision of the Licensing and Public Safety Committee to approve the policy framework and fee structure within which applications for Sexual Entertainment Venue licences will be considered, as contained in Appendices 1 and 2 to the submitted report, be endorsed.**

Reason for decisions:

- (1) To enable the Council to determine applications for sexual entertainment venues using the wider consideration criteria that the adoptive powers of the amended Schedule 3 allow.**

- (2) To ensure that the adoptive powers are introduced in accordance with the legislative requirements and Home Office guidance.

Alternative option(s) considered and rejected:

The option to delay adoption of the powers until April 2011, when consideration of adoption will be compulsory, was rejected.

10.EC.216 CAPITAL PROGRAMME, 2010/11 TO 2012/13 - MONITORING

The Director of Transformation presented a report on proposals to revise and update the Capital Programme for 2010/11 to 2012/13, effecting an increase of the Programme by £432,880 to £13,760,420.

The programme had been updated to take account of expenditure planned to be rephrased between financial years, and to allow the addition of new projects to be financed by external contributions or virements from other capital budgets.

The report clarified that it was not intended to increase borrowing to fund the increased programme, provided that all budgeted resources and anticipated capital receipts were realised.

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 proposed amendments to the provisional Capital Programme for 2011/12 and 2012/13, as shown in Appendix 2 to the submitted report.**

Reason for decisions:

To update and increase the Capital Programme for 2010/11 to 2012/13, after taking account of the planned rephrasing or virement of expenditure and the availability of capital resources.

Alternative option(s) considered and rejected:

None.

10.EC.217 EXCLUSION OF PRESS AND PUBLIC

Decision made:

That the press and public be excluded from the meeting for the following item of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act, 1972.

10.EC.218 ORGANISATIONAL RESTRUCTURE

The Executive Cabinet considered a confidential report circulated by the Chief Executive on proposals to restructure teams within the People and Places Directorate; Strategic Housing Section; Policy and Communications Section; and Administrative and Transactional Services. The report was complemented by four separate reports explaining in detail the specific restructure proposals for each of the affected sections.

The principal focus of the restructure would be to centralise a number of services that were currently undertaken separately across the authority, which would reduce both back office costs, whilst protecting front line services. The proposals, if realised, would achieve an annual saving of over £470,000.

Decisions made:

- (1) **That the proposals contained within the confidential reports of the Chief Executive for an organisational restructure affecting the People and Places Directorate; Strategic Housing section; Policy and Communications section; and Administrative and Transactional Services, be approved for consultation purposes with staff and trade unions, with a view to firm decisions being made at the next Executive Cabinet meeting on 11 November 2010.**
- (2) **That all officers in deleted posts who are at risk of redundancy be given the opportunity to apply for newly created posts as potential suitable alternative employment.**

Reason for decisions:

The four areas of activity need to be re-shaped to reflect changing circumstances, value for money reviews and the need to make a significant financial saving as forecast in the Council's Medium Term Financial Strategy and in preparation for the Comprehensive Spending Review.

Alternative option(s) considered and rejected:

A number of alternative revised staffing structures have been considered and rejected.

Executive Leader

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Report of	Meeting	Date
Director of Partnerships, Planning & Policy	Overview and Scrutiny Committee	8 th November 2010

**PARTNERSHIPS, PLANNING & POLICY DIRECTORATE
BUSINESS IMPROVEMENT PLAN DELIVERY 1ST APRIL – 30TH SEPTEMBER**

PURPOSE OF REPORT

1. To report progress against the key actions and performance indicators contained in the Business Improvement Plan for the Partnerships, Planning & Policy Directorate covering the first half of 2010/2011 (1st April to 30th September).

RECOMMENDATION(S)

2. That the report be noted

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

3. Business Improvement Plans are an important element of the Council’s corporate business planning process. They set out the main actions that directorate will undertake in the year to improve services. This report provides an update on the delivery of key actions and performance indicators during the first six months.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. None

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	✓

KEY MESSAGES

6. The directorate’s business improvement plan contains a series of key actions that set out the main improvement actions that will be undertaken during the year. Each key action is

split into key milestones so that implementation can be monitored. This section contains an update on the actions that should have been undertaken by this point in the year.

Notable achievements

7. There have been a number of notable achievements in the last six months which were not contained within the Business Improvement Plan:
 - Working with partners, the Directorate has successfully led the development of an Alcohol Improvement Programme which was recently approved by the LSP Executive and Executive Cabinet and implementation has commenced. The programme contains 5 key projects and is aimed at reducing alcohol related hospital admissions.
 - In June of this year the Directorate organised the second Chorley Picnic in the Park event including the Chorley Smile Awards. Despite the inclement weather, the event attracted several thousand visitors on a par with last years attendance and was well received by those attending.
 - In the first six months of the year the Directorate has been continuing to push forward the affordable Housing action plan and by the end of September 60 affordable houses have been delivered exceeding the target of 50.
 - Chorley Council is a partner in the Future Jobs Fund programme for Mid Lancashire and is actively working with local voluntary sector businesses to find suitable vacancies for young people in the Chorley area. In the first six months of 2010/11, 12 new vacancies have been identified and to date 18 residents have claimed a place on the initiative.

Key actions delivered on schedule

8. The following key actions in the Business Improvement Plan have been delivered on schedule:
 - Proposals for Improvements to the Flat Iron have been drawn up and considered by the Executive Cabinet, including the introduction of Gazebos for the Flat Iron Market which will be introduced on a phased basis from April 2011.
 - The refresh of the Economic Regeneration Strategy and Town Centre Action Plan has been completed and has been presented and agreed, along with the partners' action plan at the September meetings of the Executive Cabinet and Local Strategic Partnership's Economic Regeneration Group.
 - A marketing package for the Town Centre, Markets and Chorley as a whole has been developed and shared with the Town Centre Forum. Work has commenced on its implementation which will take place between August and December on the run up to Christmas.
 - In our continued work to attract major inward investment into the Borough, a market assessment of the potentially most valuable employment sites in the future has been prepared by Lancashire County Developments Ltd on our behalf which has been fed into the preparation of the Local Development Framework. Business Link has produced a report on Chorley's high growth sectors, which has already informed the refresh of the Economic Regeneration Strategy and associated Action Plan.
 - The Chorley Housing Refurbishment Scheme is now complete and 12 properties were delivered as a result of the project and allocated to customers on the Council's waiting list.
 - A planned review by Internal Audit of the Low Cost Home Ownership Scheme has been completed and a number of improvements have already been delivered. We

are currently on track for the remainder of the project which includes refreshing the associated documentation including policies and procedures, application form and promotional material.

- The appointment of a fixed-term Supporting People funded Lifeskills Co-ordinator for Cotswold Supported Housing has been completed and is expected to start in the next quarter.
- The Sustainable Community Strategy has been successfully refreshed following extensive consultation over the Summer with members, partners and residents. The LSP Board approved the Strategy at its meeting in September and it is due to be considered for approval by full Council in November.
- A draft version of the refreshed Marketing Tourism and Communications Strategy has been completed but its finalisation has been postponed while the functions structure is changed and until the implications of the spending review are fully understood.

Key actions behind schedule

9. The following table contains those actions which are currently behind schedule, and gives details about the reasons for the delay and what mitigating action is being taken.

Action Title	Explanation	Action Required
Choice based Lettings	Timescales slipped from launch in February 2011 due to delays with all partners agreeing the procedures, policies etc regarding the new software system.	New implementation date now confirmed as 21 st March 2011. Preparation to implement the scheme in Chorley is well underway with the Council and our partners working together to produce a single reassessed waiting list.
Refresh of the Equality Scheme and the Community Cohesion Strategy	The refresh of these documents have been delayed so that they can take into consideration the changes made by the Equality Act which came into force on 1 st October.	The documents will be refreshed in the new year.

SERVICE LEVEL BUDGET MONITORING**PARTNERSHIPS PLANNING & POLICY****SEPTEMBER 2010**

	Policy & Perf.	Econ. Devpt.	Housing	Planning	PP&P Bus Support	Directorate Total
	£'000	£'000	£'000	£'000	£'000	£'000
ORIGINAL CASH BUDGET	978	12	313	129	201	1,634
Add Adjustments for In year cash movements						
H&PDG (now classed as a general non-ring fenced grant)	0	0	0	127	0	127
Transfer from Earmarked Reserve	29	0	0	20	0	49
Virements to/from other Services:	-5	46	-41	0	0	0
Slippage from 2009/10:						
Marketing the Town Centre	0	5	0	0	0	5
Inward Investment	0	5	0	0	0	5
LEP Two Evolution user licence for sites and premises	0	3	0	0	0	3
Additional new business start up support	0	7	0	0	0	7
Development of front line i-phone application for front line staff	6	0	0	0	0	6
Chorley Smile	6	0	0	0	0	6
IDeA Peer Review	9	0	0	0	0	9
ADJUSTED CASH BUDGET	1,023	78	272	276	201	1,850
Less Corporate Savings:						
- Staffing	-30	0	0	0	0	-30
CURRENT CASH BUDGET	993	78	272	276	201	1,820
FORECAST						
EXPENDITURE						
Staffing	-17	7	-49	-64	0	
Professional Fees (Agency Staff)	0	0	13	37	0	
Markets Refuse Collection	0	-8	0	0	0	
Markets NNDR	0	6	0	0	0	
Car Allowances	0	0	-4	-2	0	
Cotswold House Council Tax	0	0	3	0	0	
Bed & Breakfast - re CCH part paid invoice	0	0	-11	0	0	
Consultant Fees	-15	0	0	20	0	
Legal Fees	0	0	10	10	0	
Use of Court Desk Grant (re Choice Based Lettings exp)	0	0	15	0	0	
Software Licence	0	-2	0	0	0	
Others	0	-4	-3	0	0	
Expenditure under (-) or over (+) current cash budget	-32	-1	-26	1	0	-58
INCOME						

Delayed implementation of pre planning application fees	0	0	0	5	0
Shortfall on Local Land Charge Income	0	0	0	25	0
Planning Application/Building Control Income	0	0	0	-53	0
Business Start-ups Management Fees	0	5	0	0	0
DCLG Court Desk Gant	0	0	-20	0	0
Supporting People Grant re Life skills Coordinator vacant post	0	0	12	0	0
Cotswold Rent Income net of void allowance	0	0	6	0	0
Cotswold Rent Income - invoices to LCC Social Services	0	0	12	0	0
Revenue Salaries Recharged To Capital Schemes	0	0	34	0	0
Income under (+)/ over (-) achieved	0	5	44	-23	0


FORECAST CASH OUTTURN 2010/11

1,788

PERFORMANCE INDICATORS

10. The delivery of the business improvement plan is monitored through key national, corporate and local indicators. The table below shows the latest performance in the indicators that can be reported at this point in the year.

Indicator Name	Polarity	Target Value	Performance Value	Symbol	Comments
Number of new businesses established	Bigger is better	26	33	★	
Number of new businesses established and sustained for 12 months	Bigger is better	82%	95%	★	
Number of new businesses established and sustained for 24 months	Bigger is better	76%	90%	★	
Vacant Town Centre Floor Space	Smaller is better	8%	8.44%	▲	Performance is only slightly below target and it is anticipated that this will be corrected in the next quarter.
People satisfied with their neighbourhood as a place to live from rural wards	Bigger is better	90%	95.41%	★	
Satisfaction with the way the Council runs things	Bigger is better	50.5%	62.9%	★	
Partnerships, Planning and Policy Directorate Sickness Absence	Smaller is better	6.93 Days	7.11Days	▲	There has been a number of staff on long term sickness which has affected the performance.
People from different backgrounds getting on well together (including neutral responses)	Bigger is better	81.9%	84.7%	★	
Number of households living in Temporary Accommodation	Smaller is better	13	6	★	
Processing of planning applications as measured against targets for 'major' application types	Bigger is better	81%	71.88%	▲	There has been a significant increase in planning applications across all three areas during the first 6 months of the year when compared to the same period last year.
Processing of planning applications as measured against targets for 'minor'	Bigger is better	82.5%	55.41%	▲	

Processing of planning applications as measured against targets for 'other' application types	Bigger is better	92%	75.47%		In addition, the no of appeals has increased significantly particularly in relation to enforcements & garden development. All posts within the directorate are filled however this increase in workload has impacted on processing times. Over the next few months additional temporary support has been engaged to deal with minor applications.
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EQUALITY AND DIVERSITY UPDATE

- 11. Equality Impact Assessments have been undertaken on the Sustainable Community Strategy and Economic Regeneration Strategy and both demonstrated that there had been significant consultation and engagement.
- 12. Working with parish Councils, work commenced this quarter on developing the survey form for the Rural Housing Needs Survey. The survey will be conducted during the third quarter of 2010/11.

RISK MANAGEMENT UPDATE

- 13. The Directorate continues to manage the identified risks.

IMPLICATIONS OF REPORT

- 14. 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	✓

DIRECTOR OF PARTNERSHIPS, PLANNING & POLICY

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Lesley-Ann Fenton	5323	25 th October 2010	



Report of	Meeting	Date
Director of People and Places	Overview and Scrutiny Committee	26th October 2010

**DIRECTORATE BUSINESS IMPROVEMENT PLAN
DELIVERY 1ST APRIL – 30TH SEPTEMBER**

PURPOSE OF REPORT

1. To report progress against the key actions and performance indicators contained in the Business Improvement Plan for the People and Places Directorate covering the first half of 2010/2011 (1st April to 30th September).

RECOMMENDATION(S)

2. That the report be noted

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

3. Business Improvement Plans are an important element of the Council’s corporate business planning process. They set out the main actions that directorate will undertake in the year to improve services. This report provides an update on the delivery of key actions and performance indicators during the first six months.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. None

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	✓

KEY MESSAGES

6. The directorate’s business improvement plan contains a series of key actions that set out the main improvement actions that will be undertaken during the year. Each key action is split into key milestones so that implementation can be monitored.

NOTABLE ACHIEVEMENTS

7. Key achievements for the directorate in the period include:

8. Leisure and Neighbourhoods

- A Civic Society award was received for the Coach House Café at Astley Park
- Chisnall BMX facility transferred into community management
- Visitor figures increased at Astley Hall - 7000 visits in July /August with more than 18,000 visits so far in the first 5 months on the year.
- Council-managed Community Centres usage figures increased by more than 1,000 hours of usage compared to this time last year.
- Longfield Community Hub got up and running in partnership with Chorley Community Housing.

9. Environment

- Secured Food Standards Agency funding of £5,000 to undertake a data cleansing exercise to ensure our premises database is fit for launching a 'scores on the doors' information system for food catering premises.
- Two successful prosecutions of offenders who failed to pay fixed penalties following littering or dog fouling offences with five cases pending
- One successful emergency closure of a food premises due to an extensive cockroach infestation
- One successful closure of a premises as a source of anti social behaviour

10. Streetscene

- Green Flags have been retained at Yarrow Valley Country Park, Tatton Rec and Withnell Linear Park
- The installation of a £95,000 play area got underway at Fairview (Adlington).
- Three successful bids were made to the Play & Recreation Fund:
 - *Queens Road Access (Astley Park)*
 - *Wetland Memorial Area (Chorley Cemetery)*
 - *Brinscall Play Area Phase Two*
- External funding was secured for a natural play space in Yarrow Valley Country Park
- Yarrow Valley Country Park received Country Park Accreditation
- Consultation began on the major development of play space within Eaves Green
- The delivery of the Allotment Action Plan has started at Manor Road, Clayton-le-Woods
- The externally funded Community Growing Partnership Officer began working from Bengal Street

KEY ACTIONS DELIVERED ON SCHEDULE

11. The following key actions in the Business Improvement Plan have been delivered on schedule:

12. Leisure and Neighbourhoods

- To identify and support opportunities to attract external investment in leisure provision and neighbourhood services, information on funding opportunities has been circulated and advice provided on background information for 5 large funding bids with a draft bid prepared to continue and expand the Active Generation project.

- To attract small and medium arts, leisure and cultural events into the Borough a number of events have been well-supported including Picnic in the Park, the Big Drum event, Playday, Family Fun and Dance Exchange.
- To improve co-ordination of work with children and young people, the Multi-agency Working Group continues to meet and map current activities with Chorley Council, Active Nation and parish council's still increasing provision.
- Although the free swimming scheme has now come to an end, work to promote the remaining concessionary schemes with Active Nation is continuing.
- Work with partners to deliver and develop Streetgames and Play Rangers activity in targeted areas continues with an income generation proposal put forward as part of the vision for Get Up and Go.
- The transfer of one community asset into community management has been completed, at Chisnell BMX facility, with the findings of the Asset Transfer project being fed into the Asset Management process.
- An action plan outlining opportunities to improve energy efficiency and environmental improvements in our own community, heritage and leisure facilities has been prepared.
- A draft vision has been produced on the development of Astley Hall and Coach House, this will be completed in the next quarter.

13. Environment

- Together with PCT partners and the Planning, Policy and Performance Directorate we have established a Health Check facility in the town centre which provides access to basic health checks and acts as a referral mechanism to other health services. This will be operational through to November 2010.
- A series of mobile health check days were launched in August and have utilised locations in the town centre and Eccleston to deliver a basic health check facility to residents.
- The Public Protection team have been engaged with Preston City Council in undertaking a Health Impact Assessment of licensing policy relating to licensed premises.
- An IT solution has been developed and is awaiting implementation by Support Service and IT colleagues which will allow accurate capture of anti social behaviour complaints and ensure appropriate collation and referral amongst the respective agencies involved in anti social behaviour work.
- The Community Safety Partnership collaborative arrangement is now fully functional as a result of the review of the merged CDRP pilot.
- The Transfer of Families First Project has seen a successful transfer to the Children's Trust for project management purposes.

14. Streetscene

- The review of play areas has been completed and documented which sets out current provision and makes recommendations going forward in terms of investment and maintenance.
- The project to deliver an increase in allotment provision is on target following a report to Executive Cabinet. New allotment sites are expected by the end of reporting year.
- A strategy document for the development of a 'sustainability' strategy relating to fleet management has been drafted it will be finalised once the implications of Comprehensive Spending Review are known.
- Project board meetings in relation to the implementation of a Borough wide food collection scheme are ongoing whilst there is a delay with the Waste Transfer Facility.

KEY ACTIONS BEHIND SCHEDULE

15. The following table contains those actions which are currently behind schedule, and gives details about the reasons for the delay and what mitigating action is being taken.




















Action Title	Explanation	Action Required
Identify a vision for arts and cultural activities and support in 2011-2012 - Visioning exercise by September 2010	As the Arts Development Officer post was moved over to another service area to cover maternity leave at the start of the year, this exercise is currently on hold.	To be reviewed at the end of the maternity leave cover
Review Play Strategy and develop action plan for 2010-2012, including supporting development of Chorley Play Partnership <ul style="list-style-type: none"> - Review activity by July 2010 - Draft Action Plan for consultation at Playday August 2010 - Finalise Action Plan September 2010 	Review meeting taking place on 15 October.	N/A
Support the regeneration and development of the NESS theme group of the LSP - Embed Meetings and feedback progress to DMT	The group was previously chaired by Groundwork. Given the consultation for the new Sustainable Community Strategy, no action was taken to organise any further meetings until the new Strategy was agreed.	N/A
Review Street Scene services to take into account the Public Realm discussions with LCC - Agree Sign Off from Officers\Presentation to Exec Cabinet	Project on hold pending further discussions with Lancashire relating to the concept of Locality Working and how this impacts on our services	Awaiting outcome of locality discussions

16. SERVICE LEVEL BUDGET MONITORING

	£'000	£'000
ORIGINAL CASH BUDGET		6,162
<i>Add Adjustments for In year cash movements:</i>		
<u>Virements to/from other Services:</u>		
Apprentice Leisure Activator post		5
<u>Approved Slippage from 2009/10:</u>		
Consultant Entomologist (Environment)	3	
Playground Equipment (Streetscene)	5	
Bins for recycling at schools (Streetscene)	10	
	<hr/>	18
Transfer from reserves - Neighbourhood Working		138
		<hr/>
ADJUSTED CASH BUDGET		6,322
Less Corporate Savings:		
- Staffing		(10)
		<hr/>
CURRENT CASH BUDGET FORECAST		6,312
EXPENDITURE		
Staffing	(133)	
NNDR	(43)	
Waste Contract	31	
Utilities	9	
Repairs	10	
Transport	(9)	
Tools & Equipment	4	
Dog Waste Service	(5)	
Abandoned Vehicles	(6)	
Active Nation CHP Units	(17)	
Active Nation	8	
Grants to Voluntary Organisation (Tatton Comm Management)	4	
Astley Hall	(5)	
Other	18	
	<hr/>	
Expenditure under (-) or over (+) current cash budget		(135)
INCOME		
Car Parking Fees	17	
Parking Permits (Off Street)	9	
Parking Enforcement	17	
Cemetery Income	38	
LCC SLA	22	
Rental Income	(4)	
Gambling Premises Licence	(8)	
Licence Fees	(4)	
Community Centre Income	(7)	
Other	4	
	<hr/>	
Income under (+)/ over (-) achieved		84
		<hr/>
FORECAST CASH OUTTURN 2010/11		6,261
		<hr/> <hr/>

PERFORMANCE INDICATORS

17. The delivery of the business improvement plan is monitored through key national, corporate and local indicators. The table below shows the latest performance in the indicators that can be reported at this point in the year.

Indicator Name	Target Quarter Two	Current Performance		Notes
NI 16 Serious acquisitive crime	3.31	3.96		
NI 20 Assault with injury crime rate	2.87	2.92		Despite the increase, patterns of violence in Chorley very similar to normal. Alcohol seems to have been the main cause of violent incidents with many taking place at house parties possibly encouraged by the warm weather. A very slight increase was seen on the night of the last England game with slightly more alcohol related incidents than a usual Saturday night
NI 182 Satisfaction of Business with local regulatory services	90%	96.8%		
NI 184 % Food Establishments broadly compliant with food safety law	85%	95%		
NI 195a Improved street and environmental cleanliness: levels of litter	4.5%	3%		
NI 195b Improved street and environmental cleanliness: levels of detritus	4.5%	5%		Measures to improve performance where only introduced part way through the survey period. Early indications suggest that the next results will be on target.
NI 195c Improved street and environmental cleanliness: levels of graffiti	1%	2%		See below, all graffiti on Chorley Council assets was removed within agreed timescales.
NI 195d Improved street and environmental cleanliness: levels of fly-posting	1%	1%		
% Fly tipping removed within 2 WD	75%	89%		
% Racist/offensive graffiti removed within 2 WD	100%	100%		
% Graffiti removed within 28 WD	100%	100%		
% Abandoned vehicles investigated within 24 hours of report	100%	100%		
% Abandoned vehicles removed within 24 hours of notice expiry	85%	100%		
The number of visits young people make to leisure facilities	282,996	287,106		
The number of visits to leisure amenities	655,000	672,101		
Number of children/young people participating in activities organised by the Directorate	8,500	11,915		
Number of older people visiting Council's leisure centres	15,034	20,796		
Rate of participation in regular volunteering among older people	31.9%	60%		
Astley Village Community Centre/ Eaves Green Community Centre/Clayton Brook Village Hall – hours of use	2,505	3,165		

EQUALITY AND DIVERSITY UPDATE

18. 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. The Equality Impact Assessment (EIA) for the Indoor Leisure and Golf contracts are currently being reviewed and progress will be reported on in the next Business Monitoring Statement.

RISK MANAGEMENT UPDATE

19. There have been no changes to the Directorate’s risk management risk assessment, and no additional risk has been identified during the period.

IMPLICATIONS OF REPORT

20. 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	✓

**JAMIE CARSON
DIRECTOR OF PEOPLE AND PLACES**

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Pauline Syms	5739	26 th October 2010	V:\Business Plans\10-11\ Business Plan Monitoring Template First Half 10-11.doc

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Report of	Meeting	Date
Director of Transformation	Overview and Scrutiny Committee	8 Nov 2010

TRANSFORMATION DIRECTORATE BUSINESS IMPROVEMENT PLAN DELIVERY 1ST APRIL – 30TH SEPTEMBER

PURPOSE OF REPORT

- To report progress against the key actions and performance indicators contained in the Business Improvement Plan for the Transformation Directorate covering the first half of 2010/2011 (1st April to re30th September).

RECOMMENDATION(S)

- That the report be noted

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- Business Improvement Plans are an important element of the Council's corporate business planning process. They set out the main actions that directorate will undertake in the year to improve services. This report provides an update on the delivery of key actions and performance indicators during the first six months.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- None

CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

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

KEY MESSAGES

- The directorate's business improvement plan contains a series of key actions that set out the main improvement actions that will be undertaken during the year. Each

key action is split into key milestones so that implementation can be monitored. This section contains an update on the actions that should have been undertaken by this point in the year.

Notable achievements

7. Notable successes during the first part of the year include:

- Attaining an unqualified audit opinion on the statement of accounts.
- Completion of the governance arrangements for the general election.
- 100% Performance Appraisals completed.
- Expanded the Apprentice scheme to include three apprentices within Streetscene including, two horticultural apprentices and one horticultural engineering apprentice.
- Mediation scheme fully embedded and now used to resolve any workplace conflict.
- Implementation of cycle to work scheme.
- Completion of the first cut of the Unified Intelligent Desktop
- Delivery of significant aspects of the CLG Older People's project including flu jabs, Fire and Rescue referrals, testing of electric blankets and outreach sessions
- Major conversion from Linux to Unix to allow Capita Revenues and Benefits upgrade to Release 57
- Implementation of the Siemens ACD telephony in the Contact Centre to replace previous system.
- Approval of Phase 1 of ICT team restructure completed
- ICT Infrastructure product design concluded, SAN procured and Network ordered
-

Key actions delivered on schedule

8. The following key actions in the Business Improvement Plan have been delivered on schedule:

The Transformation Directorates key focus in the first part of 2010 in terms of improvement has been on evaluating the options in respect of the Councils ICT infrastructure and network, which is now 10 years old. Replacements have been procured and the second half of the year will see the implementation phase. This is a key project to ensure that the councils ICT infrastructure is resilient and fit for purpose in the coming years as we become ever more reliant on technology to support service delivery. Much of the work is technical in nature and members may not notice the difference but key changes in terms of the way the Council does it's business will include:

- An update to the Councils website to improve the look and feel but more importantly to make it more transactional for those wanting to transact with The council
- The introduction of mobile technology for operational staff that will enable the council to replace inefficient manual processes, make the operative able

To respond to requests for service more quickly and enable the council to manage tasks and performance more readily.

Other major key projects that members may be interested in include the introduction of a single financial system across the financial shared service with South Ribble Council. Good progress against the milestones and the technology will allow us to deliver further financial savings.

Key elements of some other parts of our work include ensuring that our staff are trained and supported during the difficult times ahead and our organisational development programme has already delivered session and training on:

- Lean Thinking (efficient working)
- Improving team performance
- Change Management
- Improving customer service

In terms of the annual canvas the new register is on target to be completed by Dec and we have just hosted a very successful local democracy event involved young people from across Chorley

Key actions behind schedule

9. The following table contains those actions which are currently behind schedule and where I consider that mitigating action will not bring it back on track for delivery in 2010/11.

Action Title	Explanation	Action Required
<i>Undertake energy audits for the councils non admin bldgs eg community centres</i>	<i>We have been negotiating with the energy savings trust to have this work undertaken. They have previously provided this service on our three admin bldgs consisting of the town hall, union street and Bengal street. Further work will need to be paid or and negotiations are currently taking place</i>	<i>Agree a fee with the energy savings trust to complete the required work</i>

Whilst it was planned to have undertaken the work by Sept 2010 I am now aiming to have this work completed in the 3rd quarter of the year, for it to be done by Dec2010.

SERVICE LEVEL BUDGET MONITORING

SERVICE LEVEL BUDGET MONITORING 2010/11							
TRANSFORMATION DIRECTORATE	Transformation Management	Governance	Human Resources	Customer ICT & Trans. Services	Shared Financial Services	TOTAL	Notes
SEPTEMBER 2010	£'000	£'000	£'000	£'000	£'000	£'000	
CURRENT CASH BUDGET	792	1,500	376	1,722	893	5,283	
FORECAST							
EXPENDITURE							
Staffing	(3)	(9)	(11)	(17)	(8)	(48)	Underspend brought about by vacant post pending restructure/shared services approval
Non Domestic Rates		12				12	Additional costs due to re-valuation of buildings
Utilities		(10)				(10)	Reduced costs for Water Rates
Postages		4				4	
Bank charges/Allpay charges	(5)					(5)	
External Audit Fees	(29)					(29)	Reduction in costs to reflect changes in External Audit requirements
Treasury Management	(8)					(8)	
Computer Software-Additional				4		4	
Internet charges				5		5	
Consultants Fees					6	6	
Legal Fees	-		6			6	
Recruitment Advertising			(5)			(5)	
Other	(3)	2	(1)	9	(2)	5	
Expenditure under (-) or over (+) budget	(48)	(1)	(11)	1	(4)	(63)	
INCOME							
Reduction in RTB legal work			3			3	
Lancastrian Hire		5				5	
Summons/Committal costs recovered				14		14	Income only received at year, we are currently anticipating the same level of income as last
Street Naming and Numbering				(7)		(7)	
External income generated	(20)					(20)	Income generated from providing advice to Copeland
Rental Income	(5)					(5)	
Legal/Surveyors Fees	(15)					(15)	Additional income from sale of land
Other Income	(3)			9		(12)	Grant received from DWP
Income under (+) over (-) achieved	(43)	8	-	(2)	-	(37)	
TOTAL VARIANCES 2010/11	(91)	7	(11)	(1)	(4)	(100)	
FORECAST CASH OUTTURN 2010/11	701	1,507	365	1,721	889	5,183	

10.

PERFORMANCE INDICATORS

11. The delivery of the business improvement plan is monitored through key national, corporate and local indicators. The table below shows the latest performance in the indicators that can be reported at this point in the year.

Indicator Name	Target Quarter Two	Year end target	Current Performance	Notes
Avoidable Contact	19%	19%	14.86	
% of residents who feel the council provide value for money	41.4	41.4	57.5	
Customer satisfaction with the service received in the contact centre	98	98	100	
Staff satisfaction	80	80	91	
Supplier payment with 30dys	97.75	97.75	98.53	Above Target
Supplier payment within 22 days	85	85	92.14	Above Target
Supplier payment within 10days	50	50	65.43	Above Target
Proportion of outstanding debt that is more than 90days	14	14	15.74	Deviation due to disputed 'On Hold' invoices where recovery has been suspended.

				Instalment arrangements have now been excluded from reporting
Council tax collected	57.6		57.7	
NNDR collected	57.6		61.52	
Time taken to process benefits	10	10	8.2	
Staff sickness absence		2.31	3	A number of long term absences have pushed up the average for the first half of the year. We are just over 0.5dys above the target. Key long terms absences have now been resolved so we should see an improvement in the next quarter

The analysis shows that within and across the Directorate performance is being maintained and targets achieved. Of particular note is the Councils performance against its target for taxpayers feeling that the council provide value for money and the satisfaction with the services delivered through the Councils Contact centre

Recovery on all income streams remains on target and for the first time I have included reference to the targets we have set locally on invoice payment. I have now included for members figures relating to payment within 22 and 10 days respectively. We have set these targets in order to demonstrate that to assist business we aspire to be a prompt payer and the results demonstrate that we are.

EQUALITY AND DIVERSITY UPDATE

There have been no equality impact assessments undertaken during the period.

RISK MANAGEMENT UPDATE

No new risks have emerged in terms of delivering the actions contained in the 2010/11 business plan. As always resourcing is an issue in terms of the challenging programme particularly around the upgrade to the Councils ICT infrastructure. This work also involves a number of partners and again we are reliant upon them delivering within the agreed timeframes and this remains a risk.

The recent restructuring proposals at the Council and the possibility of further changes could affect moral and motivation but we shall monitor this closely and take any actions required to keep the programme of works of track.

IMPLICATIONS OF REPORT

- 12. 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	
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GARY HALL
 DIRECTOR OF TRANSFORMATION

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Gary Hall	5104	26.10.10	

	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

Partnerships, Planning and Policy	MS PR CP				MS PR CP			
People and Places	MS				MS			
Transformation	MS				MS			
Performance of key partnerships and financial stability of certain key partners		*						
Refocusing the Overview and Scrutiny Committee		*						
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 (to be confirmed)								
Tourism in Chorley								
Town Centre Vitality		F						
Neighbourhood Working							M	
Streetscene Issues			M					

External Scrutiny

Affordable Housing (South Ribble and Preston)		F				M		
Local Strategic Partnership			M					
Crime and Disorder		R						*
Health								

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 NOVEMBER 2010 TO 28 FEBRUARY 2011

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. 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: 25 October 2009

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representation s may be made to the following officer by the date stated
Approval of amendments to Central Lancashire Core Strategy for formal publication	Council	Executive Member (Partnership and Planning)	2 Nov 2010	N/A	N/A	Report of Director of Partnership, Planning and Policy and Summary of main changes to Core Strategy	Director of Partnerships, Planning and Policy Tel: 01257 515323 lesley-ann.fenton@chorley.gov.uk Friday, 29 October 2010
Approval and adoption of Sustainable Community Strategy for 2010/20	Council	Executive Leader	2 Nov 2010	Local Strategic Partnership; Strategy Group; Executive Cabinet	Draft Strategy to be supplied to the consultees	Draft Sustainable Community Strategy for Chorley from 2010 to 2020	Director of Partnerships, Planning and Policy Tel: 01257 515323 lesley-ann.fenton@chorley.gov.uk Friday, 29 October 2010

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representation s may be made to the following officer by the date stated
Adoption of the powers contained in the Local Government (Miscellaneous Provisions) Act 1982 in relation to the licensing of Sexual Entertainment Venues	Council	Executive Member (Places)	2 Nov 2010	N/A	N/A	Report of Director of People and Places, together with Statement of Licensing Policy	Director of People and Places Tel: 01257 515815 jamie.carson@chorley.gov.uk Friday, 29 October 2010
Approval of revised Capital Programme for 2010/11 and proposed amendment of provisional Capital Programme for 2011/12 to 2012/13	Council	Executive Member (Transformation)	2 Nov 2010	N/A	N/A	Report of Director of Transformation	Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk Friday, 29 October 2010

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representation s may be made to the following officer by the date stated
Approval to procurement of scheme for the collection of households' food waste	Executive Cabinet	Executive Member (Places)	11 Nov 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@c horley.gov.uk Monday, 1 November 2010
Consideration of final report of Overview and Scrutiny Task Group's inquiry into Asset Management	Overview and Scrutiny Committee	Executive Member (Transformation)	6 Dec 2010	Strategy Group	Draft report to be submitted to the consultees	Draft final report of the Overview and Scrutiny Task Group	Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 22 November 2010
Consideration of final report of Overview and Scrutiny Task Group into Allotments provision	Overview and Scrutiny Committee	Executive Member (People)	6 Dec 2010	Strategy Group	Draft final report to be submitted to the consultees	Draft final report of the Overview and Scrutiny Task Group	Director of People and Places Tel: 01257 515815 jamie.carson@c horley.gov.uk Monday, 22 November 2010

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Executive's response to recommendations of Overview and Scrutiny Task Group's inquiry into Highways issues	Executive Cabinet	Executive Leader	9 Dec 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, 22 November 2010

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