



Overview and Scrutiny Committee

Agenda and Reports

For consideration on

Tuesday, 3rd January 2012

In Committee Room 1, Town Hall, Chorley

At 6.30 pm

PROCEDURE FOR PUBLIC QUESTIONS/SPEAKING AT OVERVIEW AND SCRUTINY MEETINGS

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

21 December 2011

Dear Councillor

OVERVIEW AND SCRUTINY COMMITTEE - TUESDAY, 3RD JANUARY 2012

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, 3rd January 2012 commencing at 6.30 pm.

AGENDA

1. **Apologies for absence**

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

To consider and approve the minutes of the Overview and Scrutiny meeting held on 12 December 2011 (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 minutes (Pages 7 - 12)**

To consider the minutes of the Executive Cabinet meeting held on 15 December 2011 (enclosed)

6. **Budget Principles** (Pages 13 - 18)
Report of the Statutory Finance Officer (enclosed)
7. **Second Quarter Performance Report 2011/12** (Pages 19 - 26)
To receive and consider the report of the Chief Executive (enclosed)
8. **Second Quarter Chorley Partnership Performance Report 2011/12** (Pages 27 - 32)
To receive and consider the report of the Chief Executive (enclosed)
9. **Forward Plan** (Pages 33 - 38)
To consider the Overview and Scrutiny Work Plan and the Council's Forward Plan for the four month period 1 January to 30 April 2012 (documents enclosed).
10. **Work Programme** (Pages 39 - 40)
To consider the Overview and Scrutiny work Programme for 2011/12 (enclosed)
11. **Reports from the Task and Finish Groups**
Rented Private Property Task and Finish Group
To receive a verbal update on the inquiry from the Chair, Councillor Beverley Murray.
12. **Exclusion of the Public and Press**
To consider the exclusion of the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.
13. **Monitoring Report of the Overview and Scrutiny Task Group - Asset Management**
(Pages 41 - 44)
Report of the Chief Executive (enclosed).
14. **Any other item(s) the Chair decides is/are urgent**

Yours sincerely



Gary Hall
Chief Executive

Dianne Scambler
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Distribution

1. Agenda and reports to all Members of the Overview and Scrutiny Committee (Councillor Adrian Lowe (Chair), Councillor Debra Platt (Vice-Chair) and Councillors Julia Berry, Magda Cullens, Doreen Dickinson, Alison Hansford, Harold Heaton, Steve Holgate, Keith Iddon, Beverley Murray, Rosie Russell, Joyce Snape, Paul Walmsley and Peter Wilson for attendance.
2. Agenda and reports to 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.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

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

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

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Overview and Scrutiny Committee

Monday, 12 December 2011

Present: Councillor Adrian Lowe (Chair), Councillor Debra Platt (Vice-Chair) and Councillors Julia Berry, Magda Cullens, Harold Heaton, Keith Iddon, Beverley Murray, Rosie Russell, Joyce Snape, Paul Walmsley 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.60 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Doreen Dickinson, Alison Hansford and Steve Holgate.

10.OS.61 DECLARATIONS OF ANY INTERESTS

No declarations of any interest were declared.

10.OS.62 MINUTES

RESOLVED – That the minutes of the Overview and Scrutiny Committee meeting held on the 7 November 2011 be held as a correct record for signing by the Chair.

10.OS.63 PUBLIC QUESTIONS

No questions by any member of the public were received.

10.OS.64 EXECUTIVE CABINET MINUTES

No issues were raised by any Member of the Committee for the Executive Cabinet meeting held on 24 November 2011.

10.OS.65 INDEPENDENT DOMESTIC VIOLENCE ADVOCACY (IDVA) SERVICE

The Committee received the report of the Chair and Vice Chair that had been submitted to the Executive Cabinet meeting on 24 November 2011 and were informed that the Cabinet had agreed to consider funding of the Independent Domestic Violence Advocacy (IDVA) service at budget setting time.

The Leader had also requested that letters be sent out to all the partners asking them to consider making a financial contribution towards the IDVA service and this had now been done.

The Chief Executive also reported that at a recent meeting between the Police and the Leader, the Borough Commander had already made the commitment to consider funding and that he would continue to update the Committee on any further developments.

RESOLVED – that the report be noted.

10.OS.66 BUSINESS IMPROVEMENT PLANS

The Committee received the progress made against the key actions and performance indicators contained in each of the three Directorates Business Improvement Plans for the first six months of 2011/12.

(a) Partnerships, Planning and Policy Directorate

The Chief Executive reported progress against the key actions and performance indicators for the Partnerships, Planning and Policy Directorate.

There had been a number of notable achievements for the Directorate that included:

- The implementation of the Flat Iron Market improvement project, which introduced the new gazebos to enhance the look and feel of the market.
- The expansion of the Farmers Market onto Fazackerley Street that had seen an increase in traders from 6 to 25.
- A successful launch of a range of grant schemes targeted at key areas in the town centre that had resulted in a number of shop facelift improvements and refurbishments as well as five new businesses being established.
- As a result of a review of Planning Services, processes had been revised to increase efficiency and quality, with plans being developed to maximise IT systems to bring about further improvements to the service.

It was reported that there was a slight overspend at present on the budget but measures had been put into place and it was expected to get back on track by the end of the financial year.

Analysis of the key performance indicators showed that the majority of performance targets across the directorate were either better than or on track.

RESOLVED – That the report be noted.

(b) People and Places

The Director of People and Places reported progress against the key actions and performance indicators for People and Places Directorate.

There had been a number of notable achievements that included:

- Successfully gaining a 'Golden Paws' award from the RSPCA.
- The successful launch of a new service to local businesses that provides help and support to promote physical activity in the workplace.
- The Sports Development and Play Activity Team had been successful in gaining the 'Inspire Mark' for its active Generation 'Raising the Bar' project.
- The provision of a new play area in Yarrow Valley Park
- The Council were awarded the North West in Bloom Best Town Centre Award 2011 and also the silver Gilt for the Best City/Large Town Category.

Members were also updated on the delivery of other key projects covered in the plan that included:

- The Lex S106 open spaces scheme would be completed by May 2012. Discussions were ongoing with ward councillors in consultation with local residents and talks had taken place with the local school regarding the provision of allotments.
- The delivery of the S106 Play and Recreation Fund for the completion of the four Chorley Council schemes.
- A reviewed approach to grounds maintenance and street cleansing which would form part of a broader modernisation of the Streetscene project that would be completed by March 2012.
- An audit of all sports pitches within the Borough

Members were reminded that the grounds maintenance and street cleaning schedules had been communicated to Members via intheknow and would continue to be communicated in this way on an annual basis.

Members asked if the vandalism at the play area on the Gillibrand Link Road had been repaired and the Director of People and Places advised that this play area had now been formally adopted by Chorley Council and brought up to a reasonable standard.

The budget had a current underspend of £109,000, various savings were identified including information that the dog waste collection service had now been integrated into the normal skip service for the authority which had resulted in a £13,000 saving for the Council. The Director agreed to investigate using this saving to make further improvements in the service.

Analysis of the key performance indicators showed that the majority of performance targets across the directorate were either better than, or on track.

The Director of People and Places also informed Members that Integrated Impact Assessments that had been undertaken across a range of services within his directorate.

RESOLVED – That the report be noted.

(c) Transformation Directorate

The Chief Executive reported progress against the key actions and performance indicators for the Transformation Directorate.

Notable successes for the directorate included:

- The local and parish elections had been delivered successfully and the relevant actions relating to the canvass were on track.
- The new shared financial system with South Ribble Council had been implemented; and
- The Council's accounts had been signed off by the Audit Commission and given a clean bill of health.

Progress in relation to the transformation of the Council's information technology had been slower than expected but the upgrading of the ICT infrastructure had been completed so that software upgrades could now be implemented.

The next major change that would impact on Members, would be the refresh of the Council's website and intranet that was shortly to receive a new look and feel.

Members were also updated on other key projects covered in the plan that included:

- A number of services have now migrated to the Contact Centre, including Licensing and Parking services. In addition Inland Revenue now work out of the Contact Centre and Lancashire County Council have a permanent presence offering services to residents.
- Work was also well advanced in terms of preparation for the 2012/13 budget and a number of examples had recently been presented to various Executive Cabinets.
- The accommodation review, enhanced by the work of the Overview and Scrutiny Committee was now complete and actions to implement the recommendations are in hand.

The Directorate was also on track to deliver its services within the cash budget allocated for 2011/12.

Analysis of the key performance indicators showed that the majority of performance targets across the directorate were either better than, or on track, with only two indicators that were not performing as well as they should.

The introduction of the new financial system had caused performance to drop in the first quarter of the year. Action subsequently taken meant that current performance had considerably improved and was getting nearer month by month to the expected target. This was against all three directorates.

The amount of Council Tax collected was around 0.5% down on target and whilst not significant for Chorley Council, a set of actions had been implemented to try to boost recovery to ensure that previous good performance was maintained.

RESOLVED – That the report be noted.

10.OS.67 FINAL REPORT OF THE LANCASTRIAN ROOM TASK GROUP

The Committee received and considered the final report of the Overview and Scrutiny Task Group – Lancastrian Room. The Chair, Councillor Debra Platt, outlined the work that had been undertaken and reported that there were a number of key findings and recommendations within the report that would make immediate improvements to the facilities on offer to both existing and new users, that would in turn support the reviews overall objective of increasing use of the venue for both Commercial and Community events.

The Chief Executive explained that the decision could be taken by the Executive Member for Resources to enable the recommendations to be implemented as soon as possible.

RESOLVED – That the report be approved and be considered by the Executive Member (Resources) as suggested.

10.OS.68 BUS INFORMATION DISPLAYS AT CHORLEY INTERCHANGE

Members of the Committee received a copy of a letter that had been sent by Lancashire County Council in response to the letter sent by the Chief Executive of the Council concerning the withdrawal of the Bus Information Display Systems at Chorley Interchange.

Members discussed the responses that had been given and were disappointed with the level of detailed contained within.

RESOLVED – That the Chief Executive write back to Lancashire County Council on this matter to ask further questions and try to obtain additional clarification on this matter by asking the following:

- 1. For a more detailed answer regarding the amount of money that is being saved in Chorley and the need for a cost benefit analysis of the proposals.**
- 2. How the Information Display System is considered obsolete when the Bus Interchange is relatively new.**
- 3. Why has the issue not been raised with the Leaders of the District Councils?**
- 4. Has an Equality Impact Assessment been carried out?**
- 5. That the system still seems to be operational but is being used for a different reason.**

10.OS.69 FORWARD PLAN

The Committee received the Forward Plan for the period 1 December 2011 to 31 March 2012 which had been updated in line with decisions made at the last meeting.

RESOLVED – That the report be noted.

10.OS.70 SCRUTINY WORK PROGRAMME 2011/12

The Committee received a copy of the Overview and Scrutiny Work Programme for 2011/12.

RESOLVED – That the Work Programme be noted.

10.OS.71 TOPIC FOR POTENTIAL TASK GROUP

As the Lancastrian Task Group had now concluded, Members were asked to consider another review from the list of reserve topics on the Work Programme.

After a short discussion it was

RESOLVED – That the next review topic would be:

- **Rented Property Inspection – Chaired by Councillor Beverley Murray**

10.OS.72 REPORTS FROM THE TASK AND FINISH GROUPS

The Committee received a verbal update report from the Chair of the Overview and Scrutiny Task Group – Tourism and Promoting Chorley.

Councillor Peter Wilson presented the scoping document of the review for Members of the Committee to approve.

At the Groups last meeting, Council managers were invited to give an overview of the key tourism assets and events that they were responsible for in the Borough.

External representatives had been invited to the next meeting that would now take place in January and the Group would be asking them questions around the following areas:

- What they do now to promote tourism and events in Chorley
- What are their plans for the future
- How the Council could work with them in this area.

RESOLVED

1. That the scoping document be approved.

2. That the update report be noted.

10.OS.73 DATE OF NEXT MEETING

The Chair reminded Members that the next meeting of the Group was on the first day back after the Christmas Closedown on Tuesday 3 January 2012, at 6.30pm.

Chair

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Executive Cabinet

Minutes of meeting held on Thursday, 15 December 2011

Present: Councillor Peter Goldsworthy (Executive Leader in the Chair), Councillor Ken Ball (Deputy Leader of the Council) and Councillors Alan Cullens and Greg Morgan

Also in attendance:

Lead Members: Councillors Rosie Russell and Stella Walsh

Other Members: Councillors Keith Iddon, Paul Leadbetter, June Molyneaux, Mick Muncaster and Geoffrey Russell

11.EC.62 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Eric Bell (Executive Member Places) and John Walker (Executive Member People).

11.EC.63 MINUTES

RESOLVED - The minutes of the meeting of the Executive Cabinet held on 24 November 2011 were confirmed as a correct record for signature by the Executive Leader.

11.EC.64 DECLARATIONS OF ANY INTERESTS

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

11.EC.65 PUBLIC QUESTIONS

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

11.EC.66 LOCALISM ACT 2011 AND TRANSITIONAL ARRANGEMENTS FOR PLANNING

The Executive Member for Partnerships and Planning presented a report updating Members on the Localism Act in relation to the Local Development Framework.

National planning policy was in a transitional phase and the timing of the revocation of the North West Regional Spatial Strategy (RSS) and the introduction of the final National Planning Policy Framework (NPPF) would be highly material to the progress of the Central Lancashire Core Strategy.

In addition to the risks involved in not having an up to date development plan, there were the reputational and financial risks relating to the resources already spent in preparing the plan. Another consideration would be the impact of delay on the currency of the evidence base used to inform plan making, where new evidence might be necessary leading to further expenditure.

The Secretary of State/Department for Communities and Local Government (DCLG) would be approached to consider appropriate transitional arrangements for Chorley and/or Central Lancashire to allow the Lancashire Core Strategy to proceed on an exceptional basis towards adoption.

Decision made

Authorisation be granted to the Executive Member (Partnerships & Planning) and Director to enter into discussions with partner authorities and the DCLG about transitional arrangements for plan making.

Reason for decision

To ensure that resources expended to date on plan making were not lost, and to ensure a robust platform for future decision making.

Alternative option(s) considered and rejected

Abandon the Core Strategy - in the absence of a plan, the draft NPPF provided for a presumption in favour of development. It was likely that RSS policies would retain reasonable weight in the absence of any other policy, especially as they had been subject to independent examination, were adopted, and also if they were considered to be based upon the most recent evidence.

11.EC.67 COMMUNITY INFRASTRUCTURE LEVY

The Executive Member for Partnerships and Planning presented a report outlining the background and rationale for pursuing the Community Infrastructure Levy (CIL).

CIL had the potential to unlock funding additional to that previously secured under Section 106 planning obligations and would enable authorities to better forecast funding that would arise from developer contributions. This should mean that new developments were better accommodated within existing communities and serviced by the necessary infrastructure. The commissioned viability research took into account the proportions of affordable housing sought from market residential developments as set by policy in the Core Strategy, the wide variability in the economic viability of non-residential developments and recommended draft charge rate levels to consult on.

The timetable for adoption was November 2012 and was deliberately planned to follow behind the envisaged adoption of the Core Strategy.

Members noted CIL monies could be passed, with the consent of the Charging Authority, to other agencies/infrastructure providers (such as Lancashire County Council) and be spent on infrastructure provided outside the Charging Authority's area, provided it benefited the latter.

Decision made

Approval be given to the preliminary draft Community Infrastructure Levy charging schedule for consultation.

Reason for decision

To gain approval to consult.

Alternative option(s) considered and rejected

The only option to pursuing CIL was to just rely on Section 106 planning obligations to secure developer contributions but as these provisions were being progressively curtailed by regulations so in relation to infrastructure provision this source of funding was reducing.

11.EC.68 HEALTH AND WELLBEING LOCAL PARTNERSHIP ARRANGEMENTS

The Executive Member for Partnerships and Planning presented a report advising Members of changes to the delivery of public health services in light of Government changes to health service delivery across England.

The upper tier authority (Lancashire County Council) would have the primary responsibility for delivering public health improvement and would be a significant budget holder. It was essential that there were local arrangements in place to ensure health and wellbeing issues were addressed and fed into the developing wider Lancashire health and wellbeing structures.

It was proposed that a health and well being partnership was formed with South Ribble Borough Council to primarily mirror the GP Clinical Commissioning Group (GPCCG) footprint. The GPCCG would be a key partner. Other representation at the partnership would be Member input from both Chorley and South Ribble Councils. Other key partners would include Lancashire County Council, PCT as well as representation from the Voluntary Community and Faith Sector. The first meeting would be in January 2012.

Members commented on how these arrangements were above those required statutorily, although the partnership would not replace the official wider Lancashire health and wellbeing structures.

Decision made

1. **Approval for the establishment of a local Health and Wellbeing Partnership with South Ribble Borough Council on the basis outlined in this report.**
2. **Approval for the Member appointment to the partnership as the Executive Member (People).**

Reason for decision

To ensure there was a local partnership established to address health and wellbeing issues across the GP Clinical Commissioning Group footprint

Alternative option(s) considered and rejected

Carry on the current arrangements on an individual Council basis and await the higher level County structures to be established.

11.EC.69 CHARGING POLICY FOR HOUSING ACT 2004 IMMIGRATION INSPECTIONS AND ENFORCEMENT NOTICES AND ORDERS

The Head of Health Environment and Neighbourhoods presented a report advising of the provisions within the Housing Act 2004 for Local Authorities to charge for enforcement notices and orders and for immigration inspections.

Provisions within the Housing Act 2004 allowed local authorities to make a financial charge for enforcement action they might be required to take. In accordance with the Councils Enforcement Policy, other than for Emergency Remedial Works or Emergency Prohibition Orders, landlords would be given an opportunity to resolve the hazards and deficiencies at their properties informally before the service of a formal Notice or Order.

Council officers also carried out immigration inspections as all properties intended for the receipt of certain non-EU visitors must be inspected to ensure that space and decency standards are met. Prior to the visitor entering the country the immigration service required an official confirmation from the Council that the intended residence for the duration of the stay would not become overcrowded and had adequate facilities to accommodate the visitors. There was provision within legislation to make a charge for this and the recovery of charges would follow the Councils normal financial procedures.

In response to a query from Members officers confirmed that neighbouring local authorities already made charges for this service.

Decision made

1. **Approval to the making of reasonable charges as appropriate for the purposes of recovering the administrative and other costs when the Council took enforcement action under the Housing Act 2004 and the inspection of properties for immigration applications.**
2. **Approval to the charging structure contained within the report.**

Reason for decision

1. The relevant housing legislation allowed for the recovery of reasonable costs incurred by the Local Authority for taking enforcement action against landlords who allowed their tenants to live in hazardous conditions.
2. Neighbouring local authorities made charges for enforcement actions taken under the Housing Act 2004. Chorley Council would set charges comparable to those in other Lancashire Authorities in order to ensure equity across the County.
3. There was provision to make a charge for the administrative function associated with an immigration inspection.
4. Neighbouring local authorities already made charges for this service. Chorley Council would set charges comparable to those in other Lancashire Authorities in order to ensure equity across the County.

Alternative option(s) considered and rejected

1. Continue to carry out chargeable enforcement actions under the Housing Act and absorb the cost within existing resources.
2. Continue to offer a free immigration inspection service and absorb the costs within existing resources.

11.EC.70 SUNBED (REGULATIONS) ACT 2010

The Head of Health Environment and Neighbourhoods presented a report relating to the Sunbeds (Regulation) Act 2010.

The Act 2010 came into force earlier this year and provided for the prohibition of sale or hire of sunbeds to people under the age of 18. In addition the Act gave the Secretary of State powers to make regulations for further control of the sale, hire and use of sunbeds, although to date no Regulations had been made under the Act in England. The enforcing authority for the Act was the District Council.

Officers clarified that there was no inspection regime required as such. However, there was a tendency for other activities, which were inspected, to be carried out on the same premises, for example, ear piercing. Officers would act on any complaints made.

Decision made

1. **Approval for the delegation to the Director of People and Places of the power to appoint authorised officers under the Sunbeds (Regulation) Act 2010, and any associated regulations, with the powers as set out within this report and any such other powers as may be considered by the Director of People and Places to be appropriate under any subsequent regulation made under the Act.**
2. **Approval to inform Council of this change to the scheme of delegation within the Constitution.**

Reason for decision

The Authority had a statutory duty to enforce the provisions of the Act and Regulations and the delegation of powers to officers was necessary for the efficient discharge of the Authority's responsibilities. Enforcement of the provisions was consistent with the Authority's corporate aims.

Alternative option(s) considered and rejected

None.

11.EC.71 BUDGET PRINCIPLES

The Chief Executive presented a report advising Members of the aspirations of the Executive Cabinet in relation to the 2012/13 budget and the budget principles upon which the budget would be built.

For 2012/13 the Executive Cabinet were again seeking Members' views as to the relevance of the budget principles prior to more detailed proposals coming before the Council in March 2012. The key principles to be adopted were similar to the last financial year in that they represented the essence of what the Council wanted to achieve, but they had been adapted to reflect the current issues facing the Borough and represented the key areas for investment.

The principles included; to freeze Council Tax for 2012/13, continue to be a high performing Council and provide value for money. Also, to develop schemes to assist the Not in Education, Employment or Training (NEETS) in our Borough into work or education and safeguarding front line services, particularly to continue to support the voluntary sector and PCSO's and focusing on the removal of bureaucracy and managerial posts.

The Executive Cabinet would consider the feedback and debate during the consultation period.

Decision made

Approval be granted to the budget principles and information for consultation/discussion.

Reason for decision

To support the development of the Council's budget for 2012 / 13.

Alternative option(s) considered and rejected

None.

11.EC.72 THE LOCALISM ACT: KEY PROVISIONS

The Monitoring Officer presented a report informing Members of the implications of the Localism Act 2011.

The Localism Act received royal assent on 15 November 2011. The intention of the Act was to provide Councils with a licence to innovate and to decentralise power back to communities and locally elected councillors. The provisions of the Act were wide ranging and covered a number of different topics. Further legislation as to detail how the provision would operate in practice were yet to be enacted.

In response to queries from Members it was noted that a Member Learning session would be held on the Localism Act and that information would also be cascaded to Town and Parish Councils.

Decision made

The report be noted.

Reason for decision

There are no actions to be taken at present following the Localism Act becoming law.

Alternative option(s) considered and rejected

None.

11.EC.73 EXCLUSION OF THE PUBLIC AND PRESS

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

11.EC.74 REVENUE AND BENEFITS RESTRUCTURE REPORT

The Chief Executive and Head of Customer, ICT and Transactional Services presented a report providing Members with a brief update in respect of the shared revenues and benefits service with South Ribble council and proposals for changes to the staffing structure.

Decision made

- 1. To note the report and changes to staffing be approved for consultation to help support the councils savings target.**
- 2. To grant delegated authority to approve the structure to the Chief Executive, in consultation with the Executive Member for Resources, following feedback from staff.**

Reason for decision

The revenues and benefits service was an important function of the Council and for its customers but was not immune from the significant challenges of government changes or proposals to provide modern and efficient public services. The recommendation to delete vacant posts was essential to provide savings towards the 2012 budget and was the first part of further changes whilst simultaneously protecting service standards to citizens.

Alternative option(s) considered and rejected

None.

Executive Leader



Report of	Meeting	Date
Statutory Finance Officer (Introduced by the Executive Member for Resources)	Executive Cabinet	15 December

2012/13 BUDGET PRINCIPLES

PURPOSE OF REPORT

1. To advise members of the aspirations of the Executive Cabinet in relation to the 2012/13 budget and the budget principles upon which the budget will be built.

RECOMMENDATION(S)

2. That the information and budget principles be approved for consultation/discussion.

EXECUTIVE SUMMARY OF REPORT

3. Last year the Executive considered the Council's budget based upon a set of core principles, which were discussed and agreed by members. For 2012/13 the Executive are again seeking members' views as to the relevance of these principles prior to more detailed proposals coming before the Council in March 2012. The key principles to be adopted are similar to the last financial year in that they represent the essence of what the Council wants to achieve, but they have been adapted to reflect the current issues facing the Borough and represent the key areas for investment:
 - To continue to be a high performing Council
 - To freeze Council Tax for 2012/13
 - Continuing to provide value for money
 - To continue to provide assistance to those wishing to start up businesses in Chorley to create investment and engagement
 - To develop schemes to assist the NEETS in our Borough into work or education
 - Develop programmes to support the current health reforms
 - Safeguarding front line services, particularly to continue to support the voluntary sector and PCSO's and focusing on the removal of bureaucracy and managerial posts
 - Looking for opportunities to share services and generate additional revenue
 - Preparing for the future and the uncertainty over public finances
 - To look to reduce debt and the consequent financing charges

Confidential report Please bold as appropriate	Yes	No
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REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- 4. To support the development of the Council’s budget for 2012 / 13.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 5. None.

CORPORATE PRIORITIES

- 6. This report relates to the following Strategic Objectives:

Strong Family Support		Education and Jobs	
Being Healthy		Pride in Quality Homes and Clean Neighbourhoods	
Safe Respectful Communities		Quality Community Services and Spaces	
Vibrant Local Economy		Thriving Town Centre, Local Attractions and Villages	
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			√

BACKGROUND

- 5. In the last two financial years the Executive Cabinet have presented for debate and consultation a set of budget principles. These principles clearly set out the Executive’s aspirations for both efficiencies and growth as a precursor to the detailed budget being agreed. The intention is to promote debate and feedback.
- 6. In terms of context, the principles reflect the ambitions of the Executive but until final figures and grants are available, it will not be possible to agree the final details but the direction of travel is indicated.
- 7. The Overview and Scrutiny Committee will be consulted at their meeting on the 3 January 2012 and our intention is to undertake an active consultation as was like last year when we received the highest number of responses recorded.

BUDGET PRINCIPLES

- 8. Set out below are the key principles which the Executive will seek to adopt in constructing its budget for 2012/13.

CONTINUING TO BE A HIGH PERFORMANCE COUNCIL

- 9. The Council’s new Corporate Strategy sets out the Council’s aspirations in terms of deliverables. The targets and measures if achieved will ensure the Council’s performance comparatively speaking continues to place is amongst the better Local Authority nationally.

COUNCIL TAX

10. The Executive have as an overriding principle of each of its budgets over the last three years aimed to contain Council Tax increases. Council Tax has been frozen in 3 of the last 5 years.
11. **For 2012 the Executive will be recommending the freezing of Council Tax in 2012/13.**

PROTECTING THE CHORLEY COMMUNITY FROM THE IMPACT OF THE RECESSION

12. Again over subsequent budgets the Executive have aimed to protect business in Chorley by where ever possible restricting increase in car parking charges and market rents, despite this source of funding being a key increase stream for the Council. For 2011/12 the Council agreed to allocate resources to new business start ups and for 2012/13 we will look to continue this support.
13. In terms of investment there are two further areas that have been developed as priorities for 2012/13. These two areas are finding some solutions to the current issue in relation to youth unemployment and responding to the current health reforms. In both these circumstances the Executive's intention will be to recommend that the Council looks to put resources into developing programmes to deal with the particular issues.

PROVIDING BETTER VALUE SERVICES

14. The Executive approach has traditionally, been to provide value for money to the tax payer of Chorley. The efficiencies and savings made historically and the recent use of resources and organisational assessment score provide some evidence that has been achieved successfully. Our Place Survey results indicate that the taxpayer of Chorley believe the Council provides value for money, and this is something the Executive would want to continue. For 2012/13 the reengineering of services, alternative delivery mechanisms and increasing productivity of staff will continue.
15. **Over the coming financial planning period 2012/13-2014/15 this approach will be continued.**

SAFEGUARDING FRONTLINE SERVICES

16. The Executive is clear on this point that savings and efficiencies should wherever possible come from managerial and administrative costs, better procurement and non priority areas rather than services the taxpayer values.
17. As the overarching budget approach has been to reduce managerial and administration costs, eliminate waste and smarter working by design, the budget for 2012/13 will look to maintain spending in key priority areas which will mean:
 - Maintaining support for the voluntary sector and PCSO's
 - Driving out in efficiency and cost that do not add value
 - Ensuring our workforce is productive
 - Focusing on the key priorities of the Chorley citizens and business community
 - Living within our means as available resources diminish

LOOKING FOR OPPORTUNITIES TO SHARE SERVICES AND GENERATE ADDITIONAL REVENUE

18. The Authority has a history of a mixed economy approach to service delivery. However, the opportunities for in particular sharing of services to provide a more efficient and effective service will become more prevalent during the next financial planning period. The Executive are committed to looking at all options in this respect and to continue looking for opportunities to generate additional revenue into the Council by selling the services and products we have to others when that opportunity arises and if it is appropriate to do so. In 2011/12 further progress was made on revenues and benefits with our partners at South Ribble. Further income was generated from repeat business at Council's we were supporting.

REDUCING DEBT AND FINANCING CHARGES

19. At present the Council sets aside significant sums from its revenue budget to repay debt. The Executive will look for opportunities to reduce this rather than always looking for additionality in terms of capital resources. The prudential code which has been adopted by the Council require the Council to only spend what it can afford, so it is prudent financial management to look at opportunities to reduce the ongoing debt burden.

PREPARTING FOR THE FUTURE

20. Post 2012/13 the support the Council will receive from Government will reduce. Current forecasts indicate there may be cuts in government support of up to 30% over that period for formula grant, but other forms of incentive may benefit the Council.

In terms of proposals for the future the Executive will seek to:

- Balance the budget over the financial planning period 2012/13-2014/15
- Continue to change the shape and scale of the organisation to drive through on the efficiencies agenda, through adopting different delivery models.
- Focus on the priorities of the citizens and business community of Chorley
- Continue to invest in technology and schemes that generate savings
- Look to consolidate the Councils debt position and reduce it wherever possible

21. The 2012/13 budget will therefore with this in mind look to prepare the Council for continuing difficult financial challenges ahead, whilst continuing to prioritise the resources it puts into delivering the aspirations in the Corporate Strategy.

IMPLICATIONS OF REPORT

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

Finance	√	Customer Services	
Human Resources		Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

COMMENTS OF THE MONITORING OFFICER

23. There are no comments.

GARY HALL
CHIEF EXECUTIVE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Gary Hall	5104	1 December 2011	Budget Principles Report

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Report of	Meeting	Date
Chief Executive (Introduced by the Executive Member for Policy and Performance)	Executive Cabinet	24 November 2011

SECOND QUARTER PERFORMANCE REPORT 2011/2012

PURPOSE OF REPORT

1. This monitoring report sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the second quarter of 2011/2012, 1 July to 30 September 2011.

RECOMMENDATION(S)

2. That the report be noted.

EXECUTIVE SUMMARY OF REPORT

3. This report sets out performance against the Corporate Strategy and key performance indicators for the second quarter of 2011/12, 1 July to 30 September 2011. Performance is assessed based on the delivery of key projects, against the measures in the Corporate Strategy and key service delivery measures.
4. Overall performance of key projects remains good, with the vast majority of the projects either completed, or on track. One project been rated amber and there is further explanation within the body of the report.
5. Overall performance on the key measures in the Corporate Strategy and key performance indicators is strong, with 83% of the Corporate Strategy measures performing above target or within the 5% tolerance.
6. One of the key service delivery measures is below target. In this case, an action plan has been developed to outline what action will be taken to improve performance.

Confidential report Please bold as appropriate	Yes	No
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Key Decision? Please bold as appropriate	Yes	No
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REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

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

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

8. None.

CORPORATE PRIORITIES

9. This report relates to the following Strategic Objectives:

Strong Family Support	✓	Education and Jobs	✓
Being Healthy	✓	Pride in Quality Homes and Clean Neighbourhoods	✓
Safe Respectful Communities	✓	Quality Community Services and Spaces	✓
Vibrant Local Economy	✓	Thriving Town Centre, Local Attractions and Villages	✓
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			✓

BACKGROUND

10. The Corporate Strategy is the key strategic document for the authority and includes performance indicators and key projects which focus on delivering the Council’s nine strategic objectives. The Corporate Strategy mirrors, and outlines the Council’s contribution to, the Sustainable Community Strategy, delivery of which is taken forward by the Chorley Partnership.

11. There are 15 key projects in the Corporate Strategy for 2010/2011 – 2013/14. Overall performance of key projects remains excellent. 14 of the 15 projects (93%) are either on track, completed or scheduled to start later in the year. Three projects have already completed two of which were reported at the end of quarter four 2010/11 and one at the end of quarter one 2011/12.

12. Two projects (13%) have been completed during the last quarter:

Project	Key Outcomes
Flat Iron Gazebos	<ul style="list-style-type: none"> • Increased trader occupancy from 34 to 53 permanent pitches (plus 5 regular casuals) • Increased revenue from permanent occupancy by 22% • Increased availability of Flat Iron parking (and thus revenue) on Monday evenings • Improved public perception of Flat Iron market and increased visitor numbers • Enabled gazebos to be used elsewhere such as Farmers Market, REACH event, Christmas Markets and Derrian House Winter Sparkle. • Work is being undertaken to evaluate the operational requirements for phase 2

<p>Strategic Partnerships with other councils</p>	<ul style="list-style-type: none"> • A framework has been developed that establishes a clear process for assessing opportunities for changing service delivery models. • This framework has been applied to current opportunities to prioritise them so that they can be investigated further. • This framework will ensure that an efficient approach is taken to assessing shared services opportunities as they arise to ensure that only those that provide the greatest potential benefit are developed and pursued.
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13. At the end of the second quarter, nine projects (60%) were rated green, meaning that they are progressing according to timescale and plan:

- a. Total Alcohol
- b. Early Intervention
- c. Total Family
- d. Improve and extend services in the Contact Centre
- e. Deliver food waste recycling
- f. Lex s106 Open Spaces Scheme
- g. Allotment Project
- h. Shared Revenues and Benefits with SRBC
- i. Asset Management Strategy

14. One project (7%) is currently rated as 'red', which indicates that there is a serious problem with this project, such as falling behind schedule or exceeding budgets.

Project Title	Project Status	Explanation	Action Required
Refresh the Council's website	Red	For various reasons including supplier relationships, the dependency on the UID, transactional elements and the wider integration and mobile solutions programme, the website project has slipped; timescales have been revised to reflect this.	Transactional website functionality is complete subject to testing with final sign off of the specification expected imminently. All service information has been reviewed, streamlined and content is now ready to be entered into the site. The Council has commissioned additional design support to complete the branding. A first deployment of the website is expected in Q3 which will enable content population and testing to begin. On completion of this work, the live site is expected to be deployed in Q4.

PERFORMANCE OF CORPORATE STRATEGY KEY MEASURES

15. At the end of the fourth quarter, it is possible to report on 12 of the key performance indicators within the Corporate Strategy. Performance in those indicators is excellent, with 10 (83%) performing on or better than target. The full outturn information for the performance indicators is included at Appendix A.

16. The following indicators are performing better than target:
- a. Overall employment rate
 - b. Street and environmental cleanliness – litter
 - c. Street and environmental cleanliness - detritus
 - d. Street and environmental cleanliness – graffiti
 - e. Street and environmental cleanliness - fly posting
 - f. New businesses established
 - g. New businesses established and sustained for 12 months
 - h. New businesses established and sustained for 24 months
 - i. Level of avoidable contact
 - j. % of customers satisfied with the way they were treated by the Council

17. Two indicators (17%) performed below target:

Performance Indicator	Target	Performance	Reason below target	Action required
% of health checks resulting in a referral	40%	28%	This indicator is designed to indicate how many health checks that are accessed via the one stop health shop go on to be referred into other health treatments. Although this figure began the year on and above target, in the last quarter the numbers of overall health checks and referrals have reduced. In terms of corrective actions, a number of publicity actions have been undertaken to increase numbers, but following a full evaluation of the service it has been decided to change the delivery of the health checks to increase numbers and referral rates. Therefore the Town Centre base has been closed and the team are planning to take the health checks into communities and work with employers.	Corrective action has been undertaken to change the delivery of the service and we will continue to monitor it closely.
The % of 16-18 year olds who are not in education, employment or training (NEET)	5.1%	5.5%	A high level (8.4% compared with 2.6% in September 2010) of clients were recorded as 'not known', the majority of which were school leavers. A certain percentage of the 'not knowns' are then included within the NEET category, which shows our performance to be worse than actual.	Many of the 'not knowns' will be transferred out of the NEET category once the enrolment data from colleges has been provided.

PERFORMANCE OF KEY SERVICE DELIVERY MEASURES

18. There are some important indicators that are not included within the Corporate Strategy, but are measured locally as indicators of service performance. There are five indicators that can be reported at the end of the first quarter. The full outturn information for this is included at Appendix B: Key Service Delivery Measures.
19. The following are performing better than target:
 - a. Processing of planning applications as measured against targets for 'major' application types
 - b. Processing of planning applications as measured against targets for 'minor'
 - c. Processing of planning applications as measured against targets for 'other' application types
 - d. Average time taken to process Housing Benefit and Council Tax Benefit change events
20. There is currently one indicator that is performing worse than target. This indicator relates to the number of families owed a statutory duty in temporary accommodation. The table below gives the reasons for this worse than anticipated performance, and the steps that are being taken to improve performance:

Performance Indicator	Target	Performance	Reason below target	Actions required
Number of families in temporary accommodation	13	20	<p>There are various reasons for underperformance, these are:</p> <ul style="list-style-type: none"> • The economic climate • Delays to receiving SAP information from the Police • Shortage of 2 bed properties • Shortage of places at the Bridge (supported accommodation) for 16/17 year olds • Waiting time for properties to be made ready by RSLs • Capacity issues in the team – now resolved • Vacant Housing Options Manager – recently filled 	<p>A full review of the allocations policy will take place in January. Work with developers on S106 agreements that will require them to develop more 2 bed properties to address the shortage. The issue about the Bridge’s allocations policy has been resolved. (The issue now is the small number of units, which are currently full of long term tenants). Also following a partnership bid to CLG, funding has been awarded that will pay for a temporary partnership post to run homeless prevention surgeries for 16/17 year olds. This should be in place from December with the surgeries being held two afternoons a week in Chorley. Work is underway to collect more robust data about local connections to ensure effective monitoring of allocations in Chorley. P1E snapshot figures are being reviewed on a weekly basis.</p>

IMPLICATIONS OF REPORT

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




Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area	✓	Policy and Communications	













GARY HALL
CHIEF EXECUTIVE

There are no background papers to this report.


Report Author	Ext	Date	Doc ID
Louise Wingfield	5061	3 November 2011	Second Quarter Performance Report 2011/12






Appendix A: Performance of Corporate Strategy Key Measures

 Performance is better than target
  Worse than target but within threshold
  Worse than target, outside threshold

Indicator Name	Polarity	Target Value	Performance Value	Symbol
The % of 16-18 year olds who are not in education, employment or training (NEET)	Smaller is better	5.1%	5.5%	
Overall employment rate	Bigger is better	68%	76.3%	
% of health checks resulting in a referral	Bigger is better	40%	28%	
Street and environmental cleanliness - Litter	Smaller is better	4.6%	1.34%	
Street and environmental cleanliness - detritus	Smaller is better	6%	4.35%	
Street and environmental cleanliness - graffiti	Smaller is better	1.5%	0.67%	
Street and environmental cleanliness - flyposting	Smaller is better	1%	0%	
New businesses established	Bigger is better	26	39	
New businesses established and sustained for 12 months	Bigger is better	91%	95%	
New businesses established and sustained for 24 months	Bigger is better	89%	91%	
The level of avoidable contact	Smaller is better	20%	12.59%	
% of customers satisfied with the way they were treated by the Council	Bigger is better	80%	93.6%	

Appendix B: Performance of key service delivery measures

 Performance is better than target
  Worse than target but within threshold
  Worse than target, outside threshold

Indicator Name	Polarity	Target Value	Performance Value	Symbol
NI 181 YTD Time Taken to process HB/CT benefit new claims and change events	Smaller is better	10Days	9.65Days	
(NI 157a) Processing of planning applications as measured against targets for 'major' application types	Bigger is better	70%	79.166%	
(NI 157b) Processing of planning applications as measured against targets for 'minor'	Bigger is better	65%	87.91%	
(NI 157c) Processing of planning applications as measured against targets for 'other' application types	Bigger is better	80%	88.21%	
Number of households living in Temporary Accommodation (NI 156)	Smaller is better	13	20	



Report of	Meeting	Date
Chief Executive (Introduced by the Executive Member for Policy and Performance)	Executive Cabinet	24 November 2011

SECOND QUARTER CHORLEY PARTNERSHIP PERFORMANCE REPORT 2011/2012

PURPOSE OF REPORT

- To update members on the performance of the Chorley Partnership during the second quarter of 2011/2012, from 1 July to 30 September 2011.

RECOMMENDATION(S)

- That the report be noted.

EXECUTIVE SUMMARY OF REPORT

- This report sets out performance against the Chorley Partnership delivery plan and key performance indicators for the second quarter of 2011/12, 1 July to 30 September 2011. Performance is assessed on the delivery of partnership projects, against the measures in the delivery plan and key service delivery measures.
- Performance of the Chorley Partnership in achieving the key performance targets remains good. In summary:
 - Although overall crime in quarter two has increased by 3.0% compared to this period last year, the year to date figure shows a reduction of 4.6%.
 - Accidental Dwelling Fires are lower than anticipated.
- Overall performance on the key projects / priorities in the Chorley Partnership delivery plan is strong, with 89% rated green.
- Overall performance of the key projects of the Chorley Partnership remains excellent, with all five of the projects currently rated 'green'.

Confidential report Please bold as appropriate	Yes	No
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Key Decision? Please bold as appropriate	Yes	No
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REASONS FOR RECOMMENDATION(S) (If the recommendations are accepted)

- To facilitate the ongoing analysis and management of the Chorley Partnership's performance and delivery of funded projects.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- None.

CORPORATE PRIORITIES

9. This report relates to the following Strategic Objectives:

Strong Family Support	✓	Education and Jobs	✓
Being Healthy	✓	Pride in Quality Homes and Clean Neighbourhoods	✓
Safe Respectful Communities	✓	Quality Community Services and Spaces	✓
Vibrant Local Economy	✓	Thriving Town Centre, Local Attractions and Villages	✓
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			✓

PERFORMANCE INDICATORS

10. This section includes an overview of the key performance indicators for the Chorley Partnership. This does not include indicators that are the responsibility of Chorley Council, as they are reported in the Council Quarter Two Performance Report elsewhere on this agenda.

All Crime

11. Although crime overall has increased by 3.0% in quarter two compared to the same period of last year, the year to date figure shows a reduction of 4.6%. This is broken down into the following categories:

Category	Q2 2010/11	Q2 2011/12	% Change	YTD	% Change
All Crime	1413	1455	+3.0	2880	-4.6
Serious Acquisitive Crime	145	167	+15.2	347	+0.3
Burglary Dwelling	44	61	+38.6	128	+48.8
Vehicle Crime	95	105	+10.5	213	-12.3
Robbery	6	1	-83.3	6	-64.7
All Violent Crime	346	378	+9.2	730	-1.7
Serious Violent Crime	15	11	-26.7	24	-31.4
Violence Against the Person	313	354	+13.1	680	-0.3
Domestic Violence	117	137	+17.1	294	+17.6
Domestic Violence Detections		77.4%		75.8%	
Criminal Damage	280	215	-23.2	445	-28.6
Detected Arsons	9.1%	0.0%		0.0%	

- Burglary Dwelling began to increase in Chorley from October 2010 and has since remained at an elevated level. The increased level of burglaries that continued throughout July and August have resulted in an increase of 38.6% for quarter two figures and an increase of 48.8% in the year to date figures. The main challenge during quarter two has been large numbers of offenders, both local and travelling, carrying out offences (rather than the same offenders carrying out numerous offences).

Increased and focused targeting of identified groups of local offenders has been carried out and this is felt to have disrupted them as well as improving burglary detection rates. Around 30 separate offenders have been charged with burglary offences during the quarter, the vast majority of which have been current detections rather than historic, which has resulted in Chorley having one of the highest detection rates in Lancashire for quarter two at 41%.

- Quarter two has seen an increase in vehicle crime due to the fact that Q2 last year was the lowest on record with August 2010 being a particularly low month. In light of this, the increase of just 10 offences in Q2 should not be seen as a performance threat as the reduction year to date remains good at 12.3%. The A6 corridor continued to be a problematic area for vehicle crime during Q2, although targeting identified suspects with the Neighbourhood Police Team is felt to have reduced offences.
- Overall, in this quarter, there have been significant decreases in **robbery** and **serious violent crime**.

Other Key Partnership Indicators

Fire related KPI's

Indicator	2011/12 Target	YTD Performance
Accidental Dwelling Fires	64	27
Deliberate Primary Fires	35	17
Vulnerable households that receive a Home Fire Safety Check	60%	60%

The number of children killed or seriously injured on Chorley roads


- There has been a 75% reduction in those seriously injured on Chorley roads and a 36.4% reduction in slight injuries. There have been no child fatalities.


SUSTAINABLE COMMUNITY STRATEGY DELIVERY PLAN 2011/12


- The Chorley Partnership has 47 key projects/priorities in the delivery plan for 2011/2012. These projects/priorities are being delivered by six of the key partners of the Chorley Partnership; Chorley Council, Lancashire County Council, Lancashire Constabulary, Lancashire Fire and Rescue, NHS Central Lancashire, the Voluntary, Community and Faith Sector (VCFSS), as well as partnership projects.
- In quarter two 39 were reported as green, with 5 (12%) reported as amber. The other three remain unreported at this moment in time. For those that are reported as amber, explanations and action plans for improvement have been provided.


PARTNERSHIP PROJECTS DELIVERY

- 14. The Chorley Partnership has five key projects for delivery during 2011/2012. These projects support the delivery of the vision, themes and priorities of the Sustainable Community Strategy 2010-2020. Each project uses Chorley Council’s project management methodology to manage and monitor delivery. Included in the table below is a summary of the progress made in the last quarter, alongside any issues that have been encountered which may impact on the project.
- 15. Performance is strong, with all five of the projects being rated ‘green’, meaning that they are currently on track to deliver the expected benefits.

Early Intervention	
What is it?	This project will work with the Chorley Children’s Trust and Lancashire County Council. The Children’s Trust has secured £260k over two years, and a full time Early Intervention worker to work on developing early intervention in Chorley. The project will build on successful initiatives already in place, including the Families First project.
Lead Partner	Chorley Council / Lancashire County Council
RAG Status	 This project has made up time following delays in Q1. Projects are now largely commissioned and beginning delivery.

Total Alcohol	
What is it?	<p>This project aims to tackle and reduce the social and financial costs of alcohol related harm in Chorley. This is a Chorley Partnership project, which will be delivered by a number of organisations. The three phases of the project will include:</p> <ol style="list-style-type: none"> 1. Circles of Need – to map the customer interactions to identify duplication and overlap, in particular, where the provision of alcohol services is at the different tiers of 1, 2, 3 and 4. 2. High Level Count – understanding the spend on alcohol services in Chorley, by a variety of organisations 3. Recommendations – to take the information from phases 1 and 2 and make recommendations regarding where the money is being spent and how efficiencies and customer experience can be improved
Lead Partner	Chorley Council
RAG Status	 The overall project is on target, as stage one has been completed on time. Some parts of the project, from stage three, are also ahead of schedule. Following the reconfiguration of timescales at the end of the last quarter, stage two is also on track (Sept – Dec). Budget and work completed are on track.

Total Family	
What is it?	This project is to deliver the Total Family – integrated working practices project. The aim of the project is to examine the systems and processes surrounding the 320 cases currently involving both adult and children's services in Lancashire County Council (LCC) and to undertake an intensive review of a cohort of those cases from Chorley district. The output of this project will be case studies, reports and recommendations.
Lead Partner	Lancashire County Council
RAG Status 	This project is on track in relation to the project plan. Work completed includes; <ul style="list-style-type: none"> • Data Analysis • Case file analysis • Practitioner Workshops – Phase 1 and Phase 2 • Examination of case studies • Final conclusions and recommendations

VCFS Network	
What is it?	The VCFS Network Development Project will develop a sustainable and representative forum for the VCF Sector, to give them a more coordinated and influential voice. The VCFS Network Development Project was commissioned by the Partnership Executive at their meeting on 14th December 2010. A contract was developed with the chosen provider, which began on 1st April 2011 and runs until 30th September 2011
Lead Partner	Age UK Lancashire, with the VCFS Consortium
RAG Status 	This project is on track in relation to the project plan, and the monthly reports indicate that the consortium have delivered the following; <ul style="list-style-type: none"> • Full membership regularly updated • Third meeting is planned of the Network in November • Group is constituted • Representatives are elected to the Partnership Executive and other groups

Review of Local Advice Services	
What is it?	The Review of Local Advice Services Project will review front office and customer facing services for key public and voluntary agencies who have a particular remit regarding the provision of advice and support. This has been identified as a potential opportunity to rationalise estate and generate savings, as well as providing a more joined up service for customers.
Lead Partner	Chorley Council

<p>RAG Status</p> <div style="text-align: center; margin-top: 10px;"> G </div>	<p>This project is managed by a steering group, who have recently completed the first phase of the project. This has found that there is little overlap in terms of service provision across agencies, but that there could be efficiencies and a better customer service provided through joining up some of these services. The Chorley Partnership Executive will consider recommendations from that stage at their next meeting in November.</p>
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IMPLICATIONS OF REPORT

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

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area	✓	Policy and Communications	

GARY HALL
CHIEF EXECUTIVE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Louise Wingfield	5061	10 November 2011	LSP second quarter performance report new template

CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 11 JANUARY 2012 TO 30 APRIL 2012

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.

Gary Hall
Chief Executive

Publication Date: 16 December 2011

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
February							
Prevention of homelessness strategy	Executive Cabinet	Executive Member (Partnership and Planning)	23 Feb 2012	Strategy Group, relevant Executive Member, agencies with the homeless network	Report to be supplied to consultees	Report of the Director of Partnerships and Planning	Director of Partnerships and Planning (Lesley-Ann Fenton) Thursday, 26 January 2012
Local Development Framework Site Allocations Consultation Response	Executive Cabinet	Executive Member (Partnership and Planning)	23 Feb 2012	Responses to consultation feedback will be contained within the report	Report to be supplied to consultees	Report of the Director of Partnerships and Planning	Director of Partnerships and Planning (Lesley-Ann Fenton) Thursday, 26 January 2012

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
Multi Agency Child Sex Exploitation Strategy	Executive Cabinet	Executive Member (People)	23 Feb 2012	Statutory partners	Report to be supplied to consultees	Report of the Director of People and Places	Director of People and Places (Jamie Carson) Thursday, 26 January 2012
Parks and Open Spaces Memorial Policy	Executive Cabinet	Executive Member (Places)	23 Feb 2012	Relevant stakeholders, Members	Report to be supplied to consultees	Report of the Director of People and Places	Director of People and Places (Jamie Carson) Thursday, 26 January 2012
Review of Fixed Penalty Notice Changes	Executive Cabinet	Executive Member (Places)	23 Feb 2012	Strategy Group, Executive Member	Report to be supplied to consultees	Report of the Director of People and Places	Director of People and Places (Jamie Carson) Thursday, 26 January 2012

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
Performance of Key Partnerships 2011 / 12 mid term	Executive Cabinet	Executive Member (Resources)	23 Feb 2012	Key partners	Report to be supplied to consultees	Report of the Chief Executive	Chief Executive (Gary Hall) Thursday, 26 January 2012
General Fund Revenue and Capital Budget and Council Tax 2012 / 13	Council	Executive Leader	28 Feb 2012	Councillors, Parish Councils, Members of the public	Report to be supplied to consultees	Report of the Chief Executive	Chief Executive (Gary Hall) Tuesday, 21 January 2012
March							
Tenancy Strategy	Executive Cabinet	Executive Member (Partnership and Planning)	29 Mar 2012	Key partners	Draft strategy to be supplied to consultees	Report of the Director of Partnerships and Planning	Director of Partnerships and Planning (Lesley-Ann Fenton) Thursday, 1 March 2012

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
April							
New Standards Regime	Council	Executive Leader	3 Apr 2012	Strategy Group, Executive Member	Report to be supplied to consultees	Report of the Chief Executive	Chief Executive (Gary Hall) Tuesday, 6 March 2012

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	11 July	5 Sept	3 Oct	7 Nov	12 Dec	3 Jan	12 Mar	16 April
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Holding the Executive to account

Partnerships, Planning and Policy	MS PR CP		PR CP		MS	PR CP	PR CP	
People and Places	MS				MS			
Transformation	MS				MS			
Update Report on Section 106 monies		*						
Potential Crime and Disorder topics report		*						
Forward Plan	*	*	*	*	*	*	*	*
Executive Cabinet minutes	*	*		*	*	*	*	*
Budget Scrutiny						*		

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

Allotments			1 M					
Asset Management						1 M		
Highways		F					1 M	
Lancastrian		V			R			
Rented Property Inspection							S	
Tourism and Promoting Chorley		V		S				
Town Centre Vitality			2 M					
Reserve topics for future reviews								
Play Area provision								

External Scrutiny

Crime and Disorder – IDVA services		R	*	*	*			
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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

Reported Annually

- Update report on Section 106 monies
- Annual Report

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 1 2 and 3
- V Verbal Update
- ML Member Learning Session

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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