

08 January 2014

# Executive Cabinet

You are invited to attend a meeting of the Executive Cabinet to be held in Council Chamber, Town Hall, Chorley on **Thursday, 16th January 2014 commencing at 6.00 pm.**

## AGENDA

1. **Apologies for absence**

2. **Minutes** (Pages 5 - 10)

To confirm as a correct record the minutes of the meeting of the Executive Cabinet held on 12 December 2013 (enclosed).

3. **Declarations of Any Interests**

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

If you have a pecuniary 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(s) on the agenda will have three minutes to put their question(s) to the respective Executive Member(s). Each member of the public will be allowed to ask one short supplementary question.

**ITEM OF DEPUTY EXECUTIVE LEADER AND EXECUTIVE MEMBER (RESOURCES, POLICY AND PERFORMANCE) (INTRODUCED BY COUNCILLOR PETER WILSON)**

5. **2014/15 Budget and summary Medium Term Financial Strategy (MTFS)** (Pages 11 - 92)

To receive and consider the report of the Chief Executive (enclosed).

6. **Review of the council tax support scheme and discounts and exemptions (Pages 93 - 100)**

To receive and consider a report of the Chief Executive (enclosed).

7. **Member Information Systems (Pages 101 - 108)**

To receive and consider the report of the Chief Executive (enclosed).

8. **GIS Strategy 2014-2017 (Pages 109 - 120)**

To receive and consider the report of the Chief Executive (enclosed).

9. **Digital Strategy 2014-2017 (Pages 121 - 132)**

To receive and consider the report of the Chief Executive (enclosed).

10. **Approval for the Contract Award Procedure and Evaluation Criteria: Skate Park on Jubilee Recreation Ground, Adlington (Pages 133 - 136)**

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

11. **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 1 of Part 1 of Schedule 12A to the Local Government Act 1972.

**ITEM OF DEPUTY EXECUTIVE LEADER AND EXECUTIVE MEMBER (RESOURCES, POLICY AND PERFORMANCE) (INTRODUCED BY COUNCILLOR PETER WILSON)**

12. **Creating a Single Front Office: Staffing Review of Revenues, Benefits, Customer Services and Planning Business Support (Pages 137 - 170)**

To receive and consider the report of the Chief Executive (enclosed).

**ITEM OF EXECUTIVE MEMBER (HOMES AND BUSINESS) (INTRODUCED BY COUNCILLOR TERRY BROWN)**

13. **Strategic Housing Restructure (Pages 171 - 182)**

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

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

Yours sincerely



Gary Hall  
Chief Executive

Ruth Rimmington  
Democratic and Member Services Officer  
E-mail: [ruth.rimmington@chorley.gov.uk](mailto:ruth.rimmington@chorley.gov.uk)  
Tel: (01257) 515118  
Fax: (01257) 515150

### **Distribution**

1. Agenda and reports to all Members of the Executive Cabinet (Alistair Bradley (Executive Leader), Peter Wilson (Deputy Executive Leader) and Beverley Murray, Terry Brown, Dennis Edgerley and Adrian Lowe for attendance.
2. Agenda and reports to Gary Hall (Chief Executive), Lesley-Ann Fenton (Director of Partnerships, Planning and Policy), Jamie Carson (Director of People and Places), Chris Moister (Head of Governance) and Ruth Rimmington (Democratic and Member Services Officer) for attendance.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or [chorley.gov.uk](http://chorley.gov.uk)

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

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

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

- Each of the executive decisions taken at the Executive Cabinet meeting are subject to the adopted 'call-in' procedure within 10 working days of the Executive Cabinet meeting at which the decision is made, unless the decision has been implemented as a matter of urgency.
- Guidance on the 'call-in' procedure can be accessed through the following internet link: <http://chorley.gov.uk/Pages/AtoZ/K-O/Overview-and-Scrutiny.aspx>
- If you require clarification of the 'call-in' procedure or further information, please contact either:  
Ruth Rimmington (Tel: 01257 515118; E-Mail: [ruth.rimmington@chorley.gov.uk](mailto:ruth.rimmington@chorley.gov.uk)) or  
Carol Russell (Tel: 01257 515196, E-Mail: [carol.russell@chorley.gov.uk](mailto:carol.russell@chorley.gov.uk))  
in the Democratic Services Section.