

COUNCIL

TUESDAY, 22ND JULY 2014, 6.30 PM
COUNCIL CHAMBER, TOWN HALL, CHORLEY

AGENDA

APOLOGIES

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|----------|---|-------------------------|
| <p>1</p> | <p>MINUTES OF MEETING TUESDAY, 3 JUNE 2014 OF COUNCIL</p> | <p>(Pages 5 - 20)</p> |
| <p>2</p> | <p>DECLARATIONS OF ANY INTERESTS</p> <p>Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.</p> <p>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.</p> | |
| <p>3</p> | <p>MAYORAL ANNOUNCEMENTS</p> | |
| <p>4</p> | <p>PUBLIC QUESTIONS</p> <p>Members of the public who have requested the opportunity to ask question(s) on any item(s) on the agenda will have three minutes to put their question(s) to the relevant Councillor. Members of the public will be allowed to ask one short supplementary question.</p> | |
| <p>5</p> | <p>CHORLEY COUNCIL ANNUAL REPORT 2013/14</p> <p>Report of the Chief Executive (enclosed).</p> | <p>(Pages 21 - 48)</p> |
| <p>6</p> | <p>FLEET STREET/GILLIBRAND STREET MASTERPLAN COUNCIL REPORT</p> <p>Report of the Chief Executive on a revision to the Fleet Street/Gillibrand Street Masterplan (enclosed).</p> | <p>(Pages 49 - 82)</p> |
| <p>7</p> | <p>RENEWABLE AND LOW CARBON ENERGY SUPPLEMENTARY PLANNING DOCUMENT</p> <p>Report of the Chief Executive (enclosed).</p> | <p>(Pages 83 - 138)</p> |

8	EXECUTIVE CABINET	(Pages 139 - 144)
	General report of the Executive Cabinet on 26 June 2014 (enclosed).	
9	SCRUTINY REPORTING BACK 2013/14	(Pages 145 - 156)
	Annual report of the Chair and Vice Chair of the Overview and Scrutiny Committee 2013/14 (enclosed).	
10	OVERVIEW AND SCRUTINY COMMITTEE	(Pages 157 - 160)
	General report of the Overview and Scrutiny Committee held on 10 April and 19 June 2104 (enclosed).	
11	GOVERNANCE COMMITTEE	(Pages 161 - 164)
	General Report of the Governance Committee held on 25 June 2104 (enclosed).	
12	MEMBERS CODE OF CONDUCT: AMENDMENT TO ARRANGEMENTS FOR DEALING WITH COMPLAINTS	(Pages 165 - 168)
	Report of the Head of Governance (enclosed) which was approved at Governance Committee on 25 June and requires full Council approval.	
13	PROPOSED CHANGES TO THE MEMBERS ALLOWANCES SCHEME AND CONSTITUTION	(Pages 169 - 172)
	Report of the Independent Remuneration Panel (enclosed).	
14	CHANGES TO COUNCIL APPOINTMENTS	
	To approve the following Conservative Group changes to Council Appointments for 2014/15.	
	<ul style="list-style-type: none">• Councillor John Walker to be appointed as Chair of the Overview and Scrutiny Committee and the Overview and Scrutiny Performance Panel.• Councillor Mark Perks to replace Councillor Greg Morgan as a member of the General Purposes Committee; the Market Walk Steering Group; the Appointments Panel; and the Chief Executive's Performance Review.• Councillor Greg Morgan to replace Councillor Mark Perks as a member of the Overview and Scrutiny Committee and as a substitute member of Development Control Committee.	

- Councillor Mick Muncaster to replace Councillor Henry Caunce as a member of the Governance Committee.
- Councillor John Dalton to be appointed to the Equality Forum.
- Councillor Kevin Joyce to be appointed as a full member of the Market Walk Steering Committee rather than a substitute.
- Councillor John Walker to replace Councillor Mick Muncaster on Chorley and District Sports Forum.

15 **QUESTIONS ASKED UNDER COUNCIL PROCEDURE RULE 8 (IF ANY)**

16 **TO CONSIDER THE NOTICES OF MOTION (IF ANY) GIVEN IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 10**

17 **ANY URGENT BUSINESS PREVIOUSLY AGREED WITH THE MAYOR**

GARY HALL
CHIEF EXECUTIVE

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Annual Council**Tuesday, 3 June 2014**

Present: Councillor John Walker (Mayor), Councillor Roy Lees (Deputy Mayor) and Councillors Roy Lees, Eric Bell, Julia Berry, Alistair Bradley, Charlie Bromilow, Terry Brown, Henry Caunce, Jean Cronshaw, Matthew Crow, John Dalton, David Dickinson, Doreen Dickinson, Graham Dunn, Gordon France, Margaret France, Anthony Gee, Danny Gee, Peter Goldsworthy, Mike Handley, Keith Iddon, Mark Jarnell, Kevin Joyce, Hasina Khan, Paul Leadbetter, Adrian Lowe, Marion Lowe, Matthew Lynch, June Molyneaux, Greg Morgan, Mick Muncaster, Steve Murfitt, Beverley Murray, Mark Perks, Dave Rogerson, Joyce Snape, Kim Snape, Ralph Snape, Paul Walmsley, Alan Whittaker and Peter Wilson

Also in attendance

Officer: 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 Carol Russell (Democratic Services Manager)

14.C.138 APOLOGIES FOR ABSENCE

The Mayor, Councillor John Walker welcomed all Councillors, in particular those newly elected to the Council, to the Annual Meeting.

Apologies for absence were submitted on behalf of Councillors R Finnamore, C France, S Holgate, A Morwood, P Phipps and R Toon.

14.C.139 MINUTES OF THE LAST COUNCIL MEETING HELD ON TUESDAY, 1 APRIL 2014

RESOLVED – that’s the minutes of the last Council meeting held on 1 April 2014 be confirmed as a correct record for signature by the Mayor.

14.C.140 DECLARATIONS OF ANY INTERESTS

There were no declarations of interest received.

14.C.141 RETURNING OFFICERS REPORT

Members received a report of the Returning Officer formally reporting that at the Local Elections held on 22 May 2014, the following Councillors had been elected:

Wards

Adlington and Anderton – Graham Dunn

Astley and Buckshaw – Matthew Lynch

Chorley East – Hasina Khan

Chorley North East – Alistair Morwood

Chorley North West – Ralph Snape

Chorley South East – Bev Murray

Chorley South West – Roy Lees

Chisnall – Alan Whittaker

Clayton le Woods North – Charlie Bromilow

Clayton le Woods West and Cuerden – Mick Muncaster

Clayton le Woods and Whittle le Woods – Eric Bell
Coppull – Richard Toon
Eccleston and Mawdesley – Keith Iddon
Euxton North – Mike Handley
Euxton South – Mark Jarnell
Pennine – Gordon France
Wheelton and Withnell – Margaret France

RESOLVED – that the report be noted.

14.C.142 ELECTION OF THE MAYOR FOR THE COUNCIL YEAR 2014/15

It was formally proposed by Councillor Anthony Gee, and seconded by Councillor Adrian Lowe, that Councillor Roy Lees be elected as Mayor of the Borough of Chorley for the forthcoming Council Year.

RESOLVED – that Councillor Roy Lees be elected as Mayor of the Borough of Chorley for the forthcoming Council year.

Councillor Roy Lees in the Chair

The Mayor signed the declaration of acceptance of office and thanked all present for his election to the office of Mayor. He informed Members that he would be undertaking fundraising activities throughout his Mayoral year in support of St Catherine's Hospice, Home-Start and Help the Homeless. He introduced his wife Mrs Margaret Lees as his Mayoress for the year.

14.C.143 ELECTION OF THE DEPUTY MAYOR FOR THE COUNCIL YEAR 2014/15

It was formally proposed by Councillor Danny Gee and seconded by Councillor Anthony Gee that Councillor Marion Lowe be elected as Deputy Mayor of the Borough of Chorley for the forthcoming Council Year.

RESOLVED – That Councillor Marion Lowe be elected as Deputy Mayor for the Borough of Chorley for the forthcoming Council Year.

The Deputy Mayor signed the declaration of acceptance of office and introduced her husband Councillor Adrian Lowe, as her Deputy Consort for 2104/15.

14.C.144 PRESENTATION AND VOTE OF THANKS TO THE RETIRING MAYOR

The Mayor presented the Retiring Mayor, Councillor John Walker with a portrait of himself in the Mayoral Robes; a past Mayor's badge of office; and a plaque bearing the Council's Coat of Arms, as tokens of his past year of office as Mayor of Chorley. The Retiring Mayoress, Mrs Marie Walker was presented with a past Mayoress's badge of office.

Political group leaders and ward colleagues paid tribute to Councillor Walker as an excellent ambassador for Chorley during his Mayoral Year and also to the fundraising activities John and Marie Walker had undertaken on behalf of their chosen charities which had raised over £13,000.

Councillor John Walker responded, saying he had been proud to serve as Mayor of the Borough, it had been a privilege and extremely enjoyable. He thanked

Members and the Mayoral staff for their support and Reverend Cox for serving as his chaplain. He also thanked his wife, Marie for serving alongside him as Mayoress. He presented to the Council, a framed painting of scenes from Yarrow Valley by a local artist.

14.C.145 EXECUTIVE LEADER APPOINTMENTS TO THE EXECUTIVE CABINET FOR 2014/15

Councillor Alistair Bradley, Executive Leader informed the Council of his appointments to the Executive Cabinet for 2014/15 including a change to the content and title of portfolios and also a change to the portfolio support roles from Portfolio Champions, to Member Responsible and Council Champion positions.

Appointment to the Executive Cabinet and portfolio support roles were reported as follows:

Portfolio	Appointment
<p>ECONOMIC DEVELOPMENT AND PARTNERSHIPS Lead Director: Gary Hall Economic Development Business Development Partnerships and Public Sector Reform to include, health and wellbeing; children and young people; older people; and equality and diversity Strategic Planning to include LDF and Planning Policy</p>	<p>Councillor A Bradley</p>
<p>RESOURCES Lead Director: Gary Hall HR and OD Democratic and Member Services Asset Management (including Market Walk) Town Centre Management and Strategic Development Property Management Legal Finance and Assurance Services Procurement Corporate Policy Communications and Campaigns</p>	<p>Councillor P Wilson</p>
<p>COMMUNITY SERVICES Lead Director: Jamie Carson Community Centre Management Community Development Neighbourhood Working Volunteering and VCFS Parks and Open Spaces Astley Hall and Cultural Assets</p>	<p>Councillor B Murray</p>
<p>PUBLIC PROTECTION Lead Director: Jamie Carson Development Control Building Control</p>	<p>Councillor P Walmsley</p>

Environmental Health Licensing Community Safety	
STREETSCENE SERVICES Lead Director: Jamie Carson Street Cleansing Grounds Maintenance Waste Collection Services Streetscene Improvements	Councillor A Lowe
CUSTOMER AND ADVICE SERVICES Lead Director: Lesley-Ann ICT Customer Services (including revenues and benefits, transactional services and front-facing customer services) HIA Housing Options and Advice Supported Housing Welfare Reform	Councillor G Dunn
Member Responsible for :	Councillor
Business and Economic Development	T Brown
Health and Wellbeing	H Khan
Housing	S Holgate
Town Centre	D Gee
Community Development	S Murfitt
Enforcement and Adoptions	K Snape
Property and Asset Management	R Finnamore
Council Champion for :	Councillor
Democratic and Member Services	J Molyneaux
Older People	J Cronshaw
Rural Communities	A Whittaker
Community Safety and Clean Streets	J Berry

RESOLVED – that the Executive Leaders appointments for 2104/15 be noted.

14.C.146 CONSEQUENTIAL CHANGES TO THE COUNCIL'S MANAGEMENT STRUCTURE AS A RESULT OF EXECUTIVE PORTFOLIOS CHANGES

The Chief Executive submitted a report seeking approval to changes in the Council's management structure to reflect the realigned executive portfolios and as a consequence to agree changes to the proper officer and delegated authority provisions within the Council's Constitution.

The report listed the new areas of business and titles of the revised executive portfolios and appended a proposed management structure which, in summary:

- Moved the economic development section under the management of the Chief Executive;
- Revised the job title of the existing Director of People and Places to become the Director of Public Protection, Streetscene and Community and in doing so, also take on management of the planning section; and
- Revised the job title of the existing Director of Partnerships, Planning and Policy to become the Director of Customer and Advice Services undertaking the management of the customer and ICT services for the Council plus the housing section.

Information was circulated at the meeting indicating that those affected, would be subject to a 5 working day consultation period to allow them to comment on the proposed changes.

Councillor Greg Morgan expressed concern at the range of changes being proposed and asked how they would contribute to the increased efficiency of the organisation. In response, the Executive Leader referred to the need to focus the Council's limited resources on Council priorities and he believed this structure would enable this to take place more effectively.

The Executive Leader, Councillor Alistair Bradley proposed and Councillor Peter Wilson, Executive Member for Resources seconded and it was **RESOLVED –**

- 1. That the proposed changes to the management structure outlined in the report be approved for consultation with the officers directly affected, namely the Director of People and Places, the Director of Partnerships, Planning and Policy, the Heads of Planning, Economic Development and ICT and Transactional Services. The consultation period to commence on 4 June and end on 11 June 2104.**
- 2. Subject to there being no objections to the proposals, the Chief Executive and Monitoring Officer to make the necessary consequential changes to the Constitution which will be deemed to be adopted from 11 June 2104. Any sustainable objection received would be considered by the General Purposes Committee.**

14.C.147 CHANGES TO PARTNERSHIP WORKING ARRANGEMENTS

Members considered a report of the Chief Executive on proposed changes to partnership working through the Chorley Partnership Executive and the Equality Forum.

The Chorley Partnership Executive had reviewed their structure and governance arrangements and proposed that they become the Chorley Public Services Reform Board with the redefined purpose of "working together to ensure high quality public services with the best outcomes and value for residents and providing better coordinated and integrated services which are intelligence led."

The Equality Forum arrangements had also been reviewed with the intention of adding greater value and input from the wider community and introducing closer working with the Chorley VCFS Network.

The Executive Leader proposed and the Executive Member for Resources seconded and it was **RESOLVED –**

1. That the Chorley Partnership Executive be deleted in its current form and replaced with a Chorley Public Services Reform Board with the Executive Leader of the Council and an Opposition Member being appointed to the Board.
2. That the changes be agreed to the Equality Forum with a view to introducing closer working with the Chorley VCFS Network.

14.C.148 APPOINTMENTS TO COMMITTEES, PANELS AND WORKING GROUPS AND OTHER POSITIONS FOR 2014/15

The Council considered a schedule of nominations for the appointment of committees, working groups and panels in accordance with the political balance of the Council, together with nominations to Chair and Vice Chair positions and a list of shadow portfolio positions.

The Executive Leader proposed, the Executive Member for Resources seconded and it was **RESOLVED – that the following appointments be approved for 2014/15:**

COMMITTEES	LABOUR GROUP	CONSERVATIVE GROUP	IND GROUP
<p>OVERVIEW AND SCRUTINY COMMITTEE (14 Members) (10:4:0)</p> <p>Overview and Scrutiny Performance Panel (6 Members 4:2:0)</p>	<p>J Molyneaux (Vice Chair) J Berry C Bromilow R Fynamore M France M Handley M Jarnell M Lynch A Morwood K Snape</p> <p>J Molyneaux (Vice Chair) J Berry M Jarnell A Morwood</p>	<p>M Perks (Chair) E Bell Doreen Dickinson J Walker</p> <p>M Perks (Chair) J Walker</p>	
<p>DEVELOPMENT CONTROL COMMITTEE (15 Members) (11: 4: 0)</p>	<p>M Crow (Chair) D Rogerson (Vice Chair) C Bromilow J Cronshaw C France D Gee J Molyneaux A Morwood R Toon P Walmsley</p>	<p>H Caunce David Dickinson K Iddon M Muncaster</p>	

2 x Substitute Members per group	A Whittaker R Finnamore M Handley	J Dalton M Perks	
LICENSING AND PUBLIC SAFETY COMMITTEE (17 Members) (11 : 5: 1) 2 x Substitute Members per group	M Lowe (Chair) A Gee (Vice Chair) G France M France M Handley M Jarnell H Khan A Lowe M Lynch S Murfitt P Phipps J Cronshaw and S Holgate	David Dickinson Doreen Dickinson K Iddon M Muncaster J Walker E Bell	R Snape
GENERAL PURPOSES COMMITTEE (17 Members) (11: 5: 1)	J Berry (Chair) D Gee (Vice Chair) J Cronshaw M Crow M France G France H Khan A Lowe M Lynch J Molyneaux B Murray	E Bell J Dalton P Goldsworthy P Leadbetter G Morgan	R Snape
GOVERNANCE COMMITTEE (8 Members) (5: 3: 0)	J Berry M France A Gee M Lynch J Molyneaux	P Leadbetter (Chair) P Goldsworthy (Vice Chair) H Caunce	
APPOINTMENTS PANEL (9 Members) (6: 2: 1)	A Bradley (Chair) G Dunn A Lowe A Morwood S Murfitt P Wilson Plus relevant portfolio holder	P Leadbetter G Morgan	R Snape
CHIEF EXECUTIVE'S PERFORMANCE REVIEW PANEL (5 Members) (3: 2: 0)	A Bradley (Chair) T Brown P Wilson	P Leadbetter G Morgan	

<p>HUMAN RESOURCES APPEALS COMMITTEE (Panels taken from 9 Members) (6: 3: 0)</p>	<p>M Lowe (Chair) G Dunn A Gee G France B Murray P Phipps</p>	<p>J Dalton M Muncaster J Walker</p>	
<p>EQUALITY FORUM (4 Members) (3: 1: 0)</p>	<p>H Khan (Chair) C Bromilow J Cronshaw</p>	<p>to be appointed</p>	
<p>LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP (12 Members) (8: 4: 0)</p>	<p>A Bradley (Chair) P Walmsley (Vice Chair) M Crow R Fynamore M France D Gee D Rogerson R Toon</p>	<p>H Caunce J Dalton P Goldsworthy K Iddon</p>	
<p>MARKET WALK STEERING GROUP (7 Members) (4: 3: 0) 1 x Substitute from each Group</p>	<p>A Bradley (Chair) G Dunn M Lynch P Wilson T. Brown</p>	<p>P Leadbetter G Morgan to be appointed K Joyce</p>	
<p>MEMBERS SUPPORT WORKING GROUP (7 Members) (4: 2: 1)</p>	<p>J Molyneaux (Chair) D Rogerson (Vice Chair) M Lynch M Handley</p>	<p>Doreen Dickinson M Muncaster</p>	<p>J Snape</p>
<p>SHARED SERVICES JOINT COMMITTEE (3 Members) (2: 1: 0)</p>	<p>A Bradley M Jarnell</p>	<p>P Leadbetter</p>	
<p>CHORLEY 3 TIER LIAISON The 8 Chairs of the Neighbourhood Area Meetings</p>	<p>Current Chairs are:</p> <ul style="list-style-type: none"> • Chorley Town East – M Lowe • Chorley Town West – P Phipps • Clayton & Whittle – E Bell • Eastern Parishes – • Western Parishes – Doreen Dickinson • Euxton, Astley & Buckshaw – • South Eastern Parishes – J Molyneaux 		

<p>plus one other Councillor representing Chorley town</p>	<ul style="list-style-type: none"> • Southern Parishes – <p>Please note that some changes to the Chairs of Neighbourhood Meetings will take place during the June/July cycle of neighbourhood meetings. It is proposed therefore that the Executive Leader and Leader of the Opposition agree in advance any positions which need to be determined before the first meeting of the Chorley 3 Tier Liaison on 16 July 2014.</p>		
<p>LICENSING LIAISON (2 Members) Chair and Vice Chair of the Committee</p>	<p>M Lowe (Chair) A Gee (Vice Chair)</p>		
<p>TOWN TEAM (4 Members – plus County Councillors) (3 :1: 0)</p>	<p>Executive Member (Resources) D Gee M Lynch</p>	<p>P Leadbetter</p>	
<p>CHORLEY PUBLIC SERVICES REFORM BOARD (2 representatives) (1 :1: 0)</p>	<p>Executive Leader H Khan (observer role)</p>	<p>P Leadbetter</p>	

SHADOW CABINET APPOINTMENTS

<p>Leader of the Opposition Economic Development and Partnerships</p>	<p>G Morgan</p>
<p>Deputy Leader of the Opposition Resources</p>	<p>P Leadbetter</p>
<p>Community Services</p>	<p>E Bell</p>
<p>Streetscene Services</p>	<p>E Bell</p>
<p>Public Protection</p>	<p>K Iddon</p>
<p>Customer and Advice Services</p>	<p>J Walker</p>

14.C.149 APPOINTMENTS TO OUTSIDE BODIES FOR 2014/15

A schedule of nominations for the appointment of Council representatives on outside bodies for the forthcoming Council year was circulated.

The Executive Leader proposed, the Executive Member for Resources seconded and it was **RESOLVED – that the following appointments be approved for 2104/15:**

No.	NAME OF BODY	NO OF REPS	REPRESENTATIVES	EXPIRY DATE
1.	Adlington Community Association	2	Councillor June Molyneaux and Mrs Florence Molyneaux (Labour Nominee)	May 2015
2.	Armed Forces Champion (Preston, Chorley and South Ribble CVS)	1	Executive Member for Community Services - Councillor Beverley Murray	May 2015
3.	Brindle Village Hall Management Committee (Observer position)	1	Councillor David Dickinson	May 2015
4.	Chorley and District Neighbourhood Watch Association	1	Executive Member for Public Protection - Councillor Paul Walmsley	May 2015
5.	Chorley and District Sports Forum	2	Executive Member for Community Services - Councillor Beverley and Councillor Mick Muncaster	May 2015
6.	Chorley and South Ribble Citizens Advice Bureau Management Committee	1	Councillor Matthew Crow	May 2015
7.	Chorley and South Ribble Disability Forum	1	Councillor Hasina Khan	May 2015
8.	Chorley and South Ribble Shopmobility	1	Councillor June Molyneaux	May 2015
9.	Chorley Churches Together	1	Councillor Jean Cronshaw	May 2015
10.	Chorley Community Housing Board	2	Councillors Graham Dunn and Steve Holgate	May 2015
11.	Chorley Consolidated Charity and Chorley Relief Fund	3	Councillor Anthony Gee (Appointed May 2010) Marie Gray (Appointed May 2010) Councillor Doreen Dickinson (Appointed July 2011) (NB Appointments are for a 5 year period and cannot be changed mid-period)	May 2015 May 2015 May 2016
12.	Chorley Local Children's Trust	1	Councillor Hasina Khan	May 2015

13.	Chorley Women's Centre	1	Councillor Julia Berry	May 2015
14.	Clayton-le-Woods Community Centre Management Committee	1	Councillor David Rogerson	May 2015
15.	Council for Voluntary Service Central Lancashire	1	Councillor Jean Cronshaw	May 2015
16.	Cuerden Valley Trust	1	Councillor David Rogerson	May 2015
17.	District Councils' Network	1	Executive Leader - Councillor Alistair Bradley	May 2015
18.	Groundwork Trust Wigan and Chorley	1	Councillor Alistair Morwood	May 2015
19.	Heapey and Wheelton Village Hall Committee	2	Councillors Chris France and Gordon France	May 2015
20.	Heskin Village Hall Management Committee	1	Councillor Paul Leadbetter	May 2015
21.	Hoghton Village Hall Management Committee	1	Councillor David Dickinson	May 2015
22.	Home-Start Chorley and South Ribble	1	Councillor Pauline Phipps	May 2015
23.	Lancashire County Council Adult Social Care and Health Scrutiny Committee (Co-opted member)	1	Councillor Julia Berry (Substitute Member - Councillor Jean Cronshaw)	May 2015
24.	Lancashire County Council Pension Fund Committee (representing district councils)	1	Chair of Governance Committee - Councillor Paul Leadbetter	May 2015
25.	Lancashire Enterprise Partnership	1	No allocation at present	
26.	Lancashire Neighbourhood Watch Forum	1	Councillor Jean Cronshaw	May 2015
27.	Lancashire Police and Crime Panel	1	Executive Leader - Councillor Alistair Bradley (Substitute, Deputy Executive Leader - Councillor Peter Wilson)	May 2015
28.	Lancashire Tourism Forum	1	Councillor Daniel Gee (Substitute Member Councillor Julia Berry)	May 2015
29.	Lancashire Waste Partnership	1	Executive Member for Streetscene Services - Councillor Adrian Lowe	May 2015
30.	Local Development Framework Joint	3	Executive Leader – Councillor Alistair Bradley and Councillors	May 2015

	Advisory Committee		Keith Iddon and Paul Walmsley (Substitute Councillors Matthew Crow, Peter Goldsworthy and David Rogerson)	
31.	Local Government Association General Assembly and associated groups	2	Executive Leader - Councillor Alistair Bradley and Deputy Executive Leader - Councillor Peter Wilson	May 2015
32.	Local Government Association Lancashire Branch	3	Executive Leader - Councillor Alistair Bradley, Deputy Executive Leader - Councillor Peter Wilson and Leader of the Opposition - Councillor Greg Morgan	May 2015
33.	Mawdesley Millennium Trust	1	Councillor Kevin Joyce	May 2015
34.	Mawdesley Village Hall Management Committee	1	Councillor Keith Iddon	May 2015
35.	North Western Local Authorities' Employers Organisation	1	Executive Member for Resources - Councillor Peter Wilson An employee of: (i) an organisation represented on the Trade Union Side of the Joint Council; or (ii) a local or Joint Authority and whose conditions of employment are within the scope of the Joint Council shall not be appointed as an Employers' representative (or substitute representative) on the Employers' Organisation. (Rule 5(d))	May 2015
36.	PATROL Adjudication and Bus Lane Adjudication Joint Committee Service	1	Executive Member for Streetscene Services - Councillor Adrian Lowe	May 2015
37.	Preston Domestic Violence Services – Management Committee	1	Councillor Margaret France	May 2015
38.	Preston and Western Lancashire Racial Equality Council	1	Councillor Charlie Bromilow	May 2015
39.	Rivington and Brinscall Advisory Group	3	Councillors Chris France, Margaret France and Kim Snape	May 2015
40.	Rivington Heritage Trust	1	Councillor Kim Snape	May 2015
41.	Runshaw College	4	Councillors Hasina Khan, Mike	May 2015

	Community Liaison Group		Handley, Alistair Morwood and Sarah Kiley (Conservative nominee)	
42.	Runshaw Quarry – Liaison Group Meetings	1	Councillor Danny Gee (Euxton North Ward) and Councillor Mark Jarnell (Euxton South Ward)	May 2015
43.	Rural Services Network	1	Councillor Alan Whittaker	May 2015
44.	Safer Chorley and South Ribble Partnership (Responsible Authorities Group) – Annual Conference	1	Executive Member for Public Protection - Councillor Paul Walmsley	May 2015
45.	The North West of England and the Isle of Man Reserved Forces and Cadets Association	1	Councillor Graham Dunn	May 2015
46.	West Pennine Moors Area Management Committee	2	Councillors Gordon France and Kim Snape	May 2015

To act in an Honorary Capacity for the following bodies:

- Chorley & District Choral Society
- Chorley Athletic Club
- Chorley Civic Society
- Chorley Consolidated Charity and Chorley Relief Fund
- Royal British Legion
- St Catherine's Hospice
- St John Ambulance Association

14.C.150 PROGRAMME OF COUNCIL MEETINGS FOR 2014/15

The Executive Leader proposed and the Executive Member for Resources seconded, and it was **RESOLVED – that the Council Meetings in 2104/15 take place as follows:**

22 July 2014
 4 September 2014 (Special Meeting)
 23 September 2014
 25 November 2014 (Policy Council)
 13 January 2105
 3 March 2105 (Budget Council)
 14 April 2105

14.C.151 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – that the press and public be excluded from the following two items of business on the grounds that it is likely that exempt information will be disclosed as defined in paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act.

14.C.152 CHORLEY LOCAL PLAN 2012 - 26 : GYPSY, TRAVELLER AND TRAVELLING SHOWPEOPLE PREFERRED OPTIONS, JUNE 2014

The Executive Leader presented a report on the approach the Council was taking on the selecting of a site for a preferred location of a minimum 5 pitch permanent gypsy and traveller site.

At previous meetings, Members had been advised that in order for the Local Plan to be found sound in relation to gypsy and traveller matters by the Local Plan Inspector, the Council must allocate a site for a minimum number of 5 pitches, and a number of modifications must be made to the Plan.

The report set out the following information:

- The background to the requirement to make gypsy and traveller site provision through the Local Plan Examination Hearings, the subsequent Gypsy and Traveller Accommodation Assessment and the modifications to the Local Plan then requested by the Local Plan Inspector.
- The approach the Council had taken to selecting potential sites including the factors which were required to be taken into account and a suggested 9 potential sites within the Borough. All 9 sites were in Council ownership.
- A detailed assessment of each of those 9 alternative sites including a sustainability appraisal in each case and the financial implications for the Council in developing those sites as a permanent gypsy traveller site.
- The proposed preferred site of Cowling Farm and the reasons for that selection as preferred site
- A schedule of further modifications needed to the Plan in accordance with the Inspectors suggestions
- The next stages in the process which was a public consultation process with a final decision being made at a Special Council meeting on 4 September 2104.

The Executive Leader proposed and the Executive Member for Resources seconded, and it was **RESOLVED –**

1. That the 'preferred option document' appended to the report which proposed the preferred site of Cowling Farm be endorsed for the purpose of public consultation for a six week period from Wednesday 4 June to Wednesday 16 July 2014; and
2. That delegated authority be given to the Executive Leader to approve the following additional documents for consultation - Habitats Regulations Supplement, Sustainability Appraisal Supplement, Statement of Consultation Supplement, and Duty to Co-operate Supplement.

14.C.153 CHORLEY COMMUNITY HOMES BOARD MEMBERSHIP: SUPPLEMENTAL DEED TO THE TRANSFER AGREEMENT

The Director of Partnerships, Planning and Policy submitted a report on changes to the governance arrangements for Chorley Community Homes (CCH) and Adactus Housing Group and seeking approval to an associated Supplemental Deed to the original Transfer Agreement.

The Council transferred its housing stock to Chorley Community Housing Ltd (with Adactus Housing Group as parent company) in March 2007. The Council had recently been informed by CCH and Adactus of a review in their governance arrangements which revised the current structure and number of members on their new Board (which was an overlapped structure including CCH, Adactus Housing Association, Adactus Group and Beech Housing Association). The impact for Chorley Council was a reduction from 4 to 2 places for councillors on the Board.

In addition, the Council had used the opportunity to address a number of outstanding issues requiring formal variations to the Transfer Agreement. These included for support schemes to deal with disabled adaptations and the impact of welfare reform, and the use of VAT shelter monies held by Council.

Members were asked to approve a schedule of variations to the original transfer document to formalise agreement to these matters.

The Executive Leader proposed and the Executive Member for Resources seconded, and it was **RESOLVED – that the Supplemental Deed to the CCH Transfer Agreement (attached as Appendix 1 to the report) be approved and it be noted that as a result there will be a reduction from four to two representatives the Council nominates to the Board of Chorley Community Housing.**

Chair

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Report of	Meeting	Date
Chief Executive (Introduced by the Leader)	Council	22 nd July 2014

CHORLEY COUNCIL ANNUAL REPORT 2013/14

PURPOSE OF REPORT

- To provide a summary of the Council's achievements during 2013/14 as well as highlighting opportunities for further improvement during 2014/15.

RECOMMENDATION(S)

- That the report be noted.

EXECUTIVE SUMMARY OF REPORT

- Overall performance of Corporate Strategy projects during 2013/14 has been good, providing tangible outcomes that meet and exceed the Council's key corporate priority areas
 - involving residents in improving their local area and equality of access for all
 - a strong local economy
 - clean safe and healthy communities
 - an ambitious council that does more to meet the needs of residents and the local area

The successful delivery of these projects has been supported by the Council's programme of new investment. Looking ahead we face challenges around customer satisfaction, social isolation and developing Chorley's economy. We also face financial challenges as projections show a potential budget gap of £2.200m over the next three years. A number of initiatives have been put in place for 2014/15 to address these challenges.

Confidential report Please bold as appropriate	Yes	No
--	-----	-----------

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

(If the recommendations are accepted)

- N/A

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- N/A

CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all	✓	A strong local economy	✓
Clean, safe and healthy communities	✓	An ambitious council that does more to meet the needs of residents and the local area	✓

BACKGROUND

7. The annual report is a key mechanism for presenting information on the Council's performance to residents, partners and key stakeholders. The report provides information on what the Council has delivered over the past 12 months to meet its vision of an ambitious council that achieves more by listening to the whole community and exceeding their needs. Looking ahead the report identifies key challenges faced by the council in order to meet resident's needs, setting out a number of key initiatives for 2014/15 that will deliver improvements in these areas.

SUMMARY OF THE REPORT

8. The Chorley Council Annual Report is attached to this report as an appendix. The key headlines from the report are:
- a. **involving residents in improving their local area and equality of access for all** – the Working Together With Families programme has developed a successful new way of working with families which is providing positive outcomes. There has been increased community engagement in volunteering through the Chorley Time Credits programme. Reductions in social isolation have been achieved through the connecting communities through food pilot 'Meals on Wheels' and improvements to local amenity have been carried out through neighbourhood working.
 - b. **a strong local economy** - a range of improvements to the town centre have been made over the past 12 months to both improve its offer and create a vibrant town centre, with the evening town centre economy being supported by events such as Chorley Live. Local businesses have benefitted from grants for improvements and expansion and received a wide range of support and advice from the council's business support service. Work has been undertaken to reduce the gap between our most affluent communities and the more deprived areas of the borough with employment initiatives aimed at getting people back into work and the development of our inward investment plan promoting economic growth in the borough and helping create jobs.
 - c. **clean safe and healthy communities** - the health and well-being of our residents continues to be a priority as we proactively work with partners to deliver the Friday Street Health Centre to achieve better health outcomes in one of our most deprived areas. Delivery of our diverse range of sports programmes is improving the skills and levels of health and wellbeing of our residents and this year we have taken our first steps to becoming a Dementia Friendly Community, training all front line staff to identify and in turn support dementia sufferers. We have also delivered 129 affordable homes and put Chorley on the national map with our entry in Britain in Bloom and Trip Advisor award for Astley Park.
 - d. **an ambitious council that does more to meet the needs of residents and the local area** - the launch of our high street Credit Union is proving a success, offering residents an alternative to pay day lenders. We have delivered a number of initiatives to tackle fuel poverty, recent figures showing that we have the third lowest percentage of households living in fuel poverty in Lancashire. The launch of 'My Account' is enabling customers to easily access our services and receiving positive feedback. The recent

Peer Challenge Review highlights what we are doing well and identifies areas where we can improve.

- e. **Council Spending** - The Council's budget management has been strong, spending has been contained and significant budget efficiencies have been achieved. The programme of investment for 2014/15 now totals £4.143m to support key priority areas.
- f. **Challenges and how we will continue to make it happen in 2014/15** - The likelihood of social isolation increases with age and as Chorley has the most rapidly ageing population in the North West overcoming social isolation is a key priority for 2014/15 with the council working closely with residents to put in place interventions. The council continues to tackle customer dissatisfaction levels and will continue to listen to and engage with residents to improve levels of satisfaction. Developing Chorley's economy continues to be a priority, a number of initiatives have been put in place for 2014/15 to create new jobs, promote inward investment and improve the offer in the town centre. Projections show a potential budget deficit of £2.200m by 2016/17, to address this gap the council is focused on bringing in additional income and reducing costs whilst minimising the impact for residents.

IMPLICATIONS OF REPORT

9. 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 STATUTORY FINANCE OFFICER

10. No comment

COMMENTS OF THE MONITORING OFFICER

11. No comment

Gary Hall
Chief Executive

Report Author	Ext	Date	Doc ID
Natalie Taylor-Proctor	5248	7 th July 2014	Annual report 2013/14

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Chorley Council

Annual Report

2013/14





Welcome to Chorley Council's Annual Report

Last year we set out to achieve even more and identified a number of projects to improve outcomes for residents in our key priority areas.

We have had a busy 12 months with some amazing achievements including a number of programmes supporting new and existing local businesses, building community events to support the evening economy such as Chorley Live, helping the creation of new jobs through employment support initiatives and the delivery of a number of projects in order to revitalise the town centre, all of which help us build a strong local economy. We are focused on planning for our future and generating income, the recent purchase of Market Walk will create an income stream that we can put towards services for residents.

It is important to us that the initiatives we deliver impact in all areas of the borough, and this year we have undertaken a variety of activity to meet the needs of our more rural areas, such as improving neighbourhood amenities, delivering affordable housing, tackling fuel poverty and working within the community to improve health and well-being. As the government shrinks public sector funding we are recognising and rewarding people who give their time to volunteering activities through the Time Credits programme.

This report sets out some of the improvements we have made but also more importantly considers what is still to be done. Transformation, innovation and continuous improvement sit at the heart of Chorley Council as we face the challenges ahead. I'm confident that by working together we can continue 'Making It Happen'.

**Councillor Alistair Bradley, Leader of Chorley Council,
Executive Member for Economic Development and Partnerships**



Overall performance of 2013/14 key projects has gone very well; delivering a number of schemes for both residents and businesses. We have been proactive in tackling areas where we are underperforming, and remain committed in improving.

We will continue to drive forward and do even more in 2014/15, delivering positive outcomes for the residents of Chorley.

Councillor Peter Wilson, Deputy Executive Leader, Executive Member (Resources)



Introduction - Making it happen in Chorley

About us

Chorley Council delivers a range of services to residents, businesses and visitors across Chorley. For example we empty your bins, keep your streets clean and tidy, run the leisure centres providing activities for people of all ages, deal with planning applications and maintain the lovely parks and open spaces we have in the borough.

Our Vision

An ambitious Council that achieves more by listening to the whole community and exceeding their needs.

About Chorley in 2013/14

The Council's Corporate Strategy sets out the council's priority areas, which are based on what you have told us is important to you.

This report provides an overview of some of the work that was carried out for each of the priority areas during 2013/14.

The Challenges in 2013/14

During this period the Council managed further reductions in funding from central government, legislative changes particularly around planning and welfare reform and invested in the local economy during a period of recession.

The impact at a local level was increasing levels of debt and deprivation for some of our communities. This report outlines some of the initiatives we delivered to reduce these levels and also highlights what we will do during 2014/15 to support communities in becoming economically active and self-sustaining.





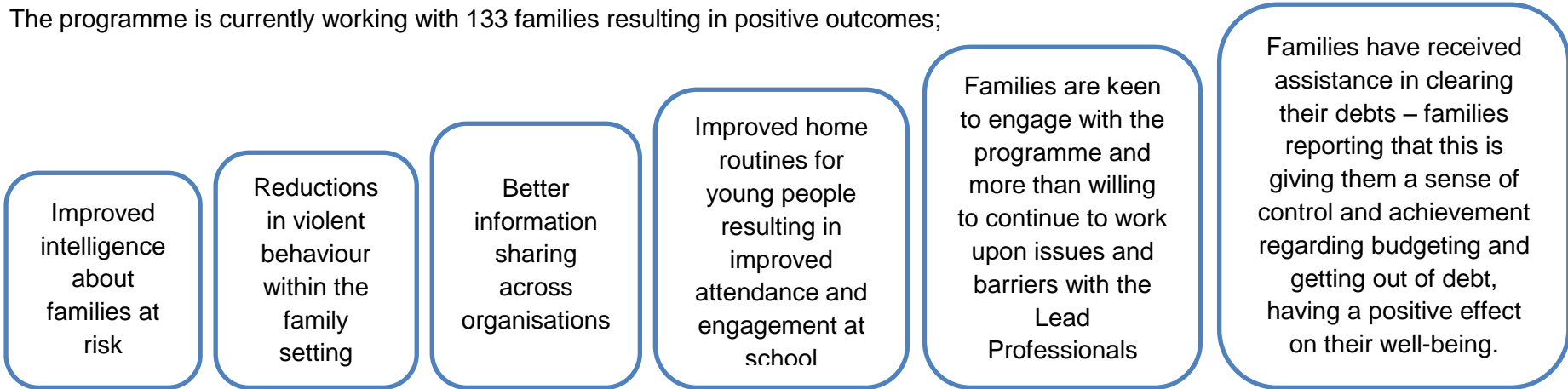
Involving residents in improving their local area and equality of access for all

What will success look like?

- Residents who take pride in where they live and their achievements
- All residents are able to take an active part in their community
- Easy access to high quality public services

Working Together With Families – This three year programme aimed at helping the most troubled families across the borough is already proving a success. A cohort of Lead Professionals has been specifically trained and developed in delivering a range of support to the families they are working with, eliminating the need for the families to seek support from multiple agencies. This co-ordinated approach has enabled individual families to reduce debt by accessing available grants, arrange direct support for their young people resulting in improved social skills and attendance at school, and working with the families to increase employment opportunities. This new way of working with families is providing positive outcomes, often within weeks, the interventions often preventing escalations to other services with Lead Professionals reporting increased family resilience and resourcefulness.

The programme is currently working with 133 families resulting in positive outcomes;



133 INDIVIDUAL FAMILIES CURRENTLY ENGAGED IN THE WORKING WITH FAMILIES PROGRAMME 



Community development - The Chorley Time Credits programme is a way of thanking residents for their volunteering contribution, one time credit is earned for every hour given.

Volunteers are reporting that their earned time credits are enabling them to undertake many activities they would not have otherwise been able to do, such as going to see a play at the Chorley Little Theatre for the first time, with others 'gifting' their time credits to friends and family enabling them to have days out at places such as Lancaster Museum and Clitheroe Castle.

Volunteers have been busy earning their time credits in a variety of ways, such as helping at community events, leading health walks, offering friendship to families and individuals in need, and providing much needed office and admin support to local voluntary organisations.

79 ORGANISATIONS ARE NOW EARNING AND SPENDING TIME CREDITS
34% increase from last year

732 MEMBERS ARE SIGNED UP TO TIME CREDITS IN CHORLEY
33% increase from last year

12,706 HOURS HAVE BEEN GIVEN TO VOLUNTEERING AND COMMUNITY DEVELOPMENT
87% increase from last year

Storehouse Food Bank - Changes as a result of the Welfare Reforms combined with the economic climate have had a significant impact for individuals and families in Chorley, while food banks do not deal with the long term underlying issues they do help individuals and families in a solid practical way at a time when they are both vulnerable and exposed to other risks.

The Storehouse Food Bank project ensures that there is a provision available to meet the needs of local people particularly in crisis situations, but with a focus on early intervention and encouraging people to take responsibility and ownership so that they don't find themselves in a position where they can't afford food and basic necessities on a repeat basis. . Residents referred to the Storehouse food bank are offered a free hot meal and a listening ear to talk about their issues as well as their food parcels.

£5,000 AWARDED TO THE STOREHOUSE FOOD BANK TO ENABLE THEM TO MEET INCREASING DEMAND FROM VULNERABLE RESIDENTS MOST IN NEED OF HELP AND ASSISTANCE - funding of £15,000 provided for 2014/15



Neighbourhood Working - The Council has been working actively with local parishes and residents on a variety of improvements tailored to meet the needs of each community. Community food growing has taken place in Chorley South East, footpaths have been improved in Clayton and Whittle-le-woods and work to support local businesses has been undertaken in rural Southern parishes.

A dedicated team have also been working with residents to clear up 'grot' spots across the borough. In Chorley Town East alleys and back streets have been cleared and abandoned items removed, improving the cleanliness and environment of the area for residents.

In Western and Southeast parishes residents have been given help to remove their unwanted bulky household items. Skips have been provided making disposal easier for residents and where possible items have been recycled. These events are having a positive effect throughout the community, as well as bringing residents together to improve the amenity of their neighbourhoods their unwanted items are being put to good use. A recent clean up event resulted in an unwanted bicycle being passed on to a resident enabling them to travel to and from their place of work, what had been a difficult journey was immediately made easier.

During four clean up events which ran through October and November streets were litter picked, ginnels were cleared and an astonishing 10 eight tonne and three 32 tonne skips were filled with waste and recycling

A canoe was one of the more unusual items brought along to be dumped at a community clean-up day in Croston

“There are lots of well signed footpaths through the fields and we often walk down and through Yarrow Valley Park (near Birkacre) which is a delight”
A new Chorley resident

176 TONNES OF WASTE WAS REMOVED DURING FOUR CLEAN UP EVENTS THROUGH OCTOBER AND NOVEMBER



Overcoming Social Isolation

Social isolation is an issue in Chorley, particularly for older people, having significant impact on health and wellbeing. To address these issues a pilot **Meals on Wheels** service was implemented during the winter months to support vulnerable residents in some of our more rural Western parishes and rural wards such as Brinscall.

As well as delivering hot meals to people’s homes the service also had many value added aspects, providing extra support and safety checks, along with a level of company and social interaction to support the most vulnerable residents in the borough. The positive outcomes of the Pilot and high levels of customer satisfaction has resulted in the service being extended to cover the entire borough during 2014/15.

100% of customers were satisfied with the helpfulness of the staff

Good service, very helpful.

91% of customers said they would continue with the service if it was available

Additional support services have included:

- Cups of tea made
- Letters posting
- Stamps purchased
- Newspaper purchased
- light bulb changed
- Taken rubbish out
- Meal plated and chopped up
- Help reading letters
- Phone calls made for customers
- Wheelie bins in right place

Very good when the weather is bad, relieves pressure on family members

100% of residents felt reassured knowing someone was coming to deliver their meal during the day

Hope it continues, been very useful especially over the winter.

717 MEALS DELIVERED ACROSS THE MORE ISOLATED WESTERN PARISHES DURING THE 10 WEEK PILOT PERIOD



A strong local economy

Improving the town centre - The council has been working hard to achieve its vision of a vibrant town centre, some of the things we have done include:

- Established a town centre master plan identifying a number of opportunities for investment and setting out a clear plan of actions to improve the town centre
- Purchased Market Walk shopping centre, enabling us to have more influence in improving and ensuring a sustainable future for the town centre
- Developed a programme of car park improvements and revised car parking tariffs including free parking on a Saturday afternoon
- Reopened Market Street to traffic and provided on street parking
- Completed the refurbishment of the former McDonald's site, £350,000 has been invested transforming the site into four high quality retail units for rent

What will success look like?

- A vibrant town centre and villages
- A strong and expanding business sector
- Access to high quality employment and education opportunities



Supporting the evening economy

2013/14 saw one of our biggest programmes of events to date with over 20,000 people attending a variety of entertainment across the borough.

One huge success was the **Chorley Live** event run by Chorley Council in conjunction with the Creative Network. Over 150 acts performed during the two day event with over 4500 people visiting the town centre to listen to the live performances. The event brought a real community spirit to the town and provided a boost to the evening traders supporting the acts.

Nigel Stewart of the creative network, who developed the 'Live' concept said this was the biggest and most successful event so far.

Brilliant! I've never seen the town so busy!

Can we do this every week?



Reducing the Gap – Whilst the borough is considered relatively affluent there is a growing gap between our most prosperous communities and those facing deprivation and worklessness, with the largest cohort of JSA claimants aged between 25 and 49 years.

This year the Council successfully secured funding to recruit an employability officer to work with this group and help reduce the gap. Claimants receive support with CV's, access to training, volunteering opportunities and placements on local employment programmes. The service is making a big difference; claimants are reporting how beneficial it is to have one point of contact, someone who knows them and their history. They feel listened to and appreciate that referrals to training and volunteer opportunities are specific to their needs and this is helping them achieve their goals.

Although still in its early days this service has already supported 11 people back into full time employment. The council is looking to extend this service during 2014/15.

One claimant wanted to move into a career in administration, although they had a background in construction they were finding this work increasingly tiring and this was having a negative impact on the quality of time they spent with their young family. The claimant had worked with other employment support professionals to try and find a way into administrative work but had been left feeling frustrated and their confidence was at an all-time low.

After seeing an article in Chorley Guardian the claimant made an appointment with the council's employability officer and after receiving help and support with their CV and interview techniques they successfully secured an 8 week placement. Their line manager was so impressed with the work they had done during the placement the claimant was offered a permanent position.



The claimant recently got in touch to tell us how overjoyed they are, they have a job that is both challenging and interesting but not as physically exhausting, their family life is much better.

I met with the employability officer a few months ago and they have been absolutely fantastic, after arranging a placement I have now been offered a temporary contract with LCC. I am thoroughly enjoying it & hope that this is the start of a rewarding career.

There are many opportunities for people aged under 25 but nothing for older people, well done Chorley Council on providing these opportunities.

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Agenda Item 5

34.5%

DECREASE IN THE NUMBER OF PEOPLE CLAIMING JOBSEEKERS ALLOWANCE IN APRIL 2014 when compared to the previous year



Inward Investment - Encouraging new businesses to invest and locate in Chorley has the potential to have the biggest impact in terms of creating jobs and growing the local economy.

In March 2014 the Council launched its Inward Investment Campaign, aimed at attracting new businesses to the borough and creating new jobs, the campaign was launched with the lighting of Rivington Pike during rush hour. The Pike could be seen for miles and generated lots of interest and media attention, as well as letting people know where we are it also got people talking about what Chorley has to offer. The lighting of the Pike coincided with the launch of the Choose Chorley for Business website which experienced over 1000 views in its first week. These events are putting Chorley on the map as a place to do business.

The Chorley local plan, approved in 2013/14 allocated 86 hectares of land as employment sites, which if brought forward, have the potential to create thousands of jobs for local people. Developing just half of the sites could provide over 3,000 jobs, more than Chorley's current unemployment levels.

Supporting New Businesses - we've seen 117 new businesses set up in the borough in the last year with support from our **business support service**. These new businesses are forecast to create 348 new jobs with a projected turnover of £4.2 million.

The service offers a complete package for people setting up in business from grant aid, advice and support through to regular workshops on running a business and more.

"The business is going very well and I'm pleased with the help I've already received from the council and it's also good to know that there is the mentoring and support available from the council as well."

Victoria Garside
owner of a business start-up 'Chocobella'

"Chorley is a good area to run a business from because of the transport links, most of our clients are based in Manchester but we would never have been able to afford such large premises in Manchester, being located in Chorley we are only 30 minutes away if we need to meet them"

Blink-Photo

"Chorley is a fantastic area to set up a business, with a wide range of benefits, property is cost effective and there is a wealth of high quality business accommodation available. If you are thinking of setting up a business in the North West then Chorley could be the ideal place to start looking"

Andrew Porter Limited
removals, storage and logistics specialists

97.7% OF BUSINESSES IN CHORLEY SURVIVED FOR 12 MONTHS - the 24 month business survival rate is 95.85%



Supporting existing businesses - Chorley's comprehensive business support service which was established in 2012 has developed an excellent reputation with high levels of customer satisfaction. As well as supporting town centre businesses much work has been undertaken this year supporting businesses across Southern, Western and Eastern parishes. Examples of the work carried out this year include:

'Boost Your Business' skills development workshops and a quarterly e-newsletter.

Providing general advice and support to 748 existing businesses, distributing £405,000 in grants and supporting them to create an estimated 667 new jobs

Three Choose Chorley Business Network events have taken place, providing a forum for local business leaders to gain more business contacts, learn something new and be kept in the loop as to what is happening in Chorley, these events have attracted over 300 attendees

Employment Support Initiatives - This year the Council worked with Runshaw College and other partners in delivering a joint employment project supporting young people into apprenticeships.

At the end of year one 39 young people have been employed by Chorley businesses. 18 of these vacancies have been taken up by young people aged 16-18 not in employment, education or training (NEET) and a further 21 taken up by those previously unemployed.

- The percentage of 18-24 year olds claiming Job Seekers allowance has dropped to 4.5% at Feb 2014 compared to 6.8% at Feb 2013. This is the lowest figure since Sept 2008.
- Over the past 12 months the % of 16-18 year olds who are not in education, employment or training has continued to fall, reporting at 5.1% and nearing its target of 5%.

£91,758

AWARDED TO 14 LOCAL BUSINESSES IN TOWN CENTRE AND LOCAL SERVICE CENTRE GRANTS TO ASSIST WITH SHOP REFURBISHMENT AND IMPROVEMENTS contributing to the revitalisation of the town centre



Clean safe and healthy communities

Quality parks and open spaces

A programme of works has now been developed to support and improve the offer to visitors at Astley Park and Hall. Work to improve facilities, visitor attractions and the quality and number of events held at the park will begin during 2014/15. Raising the profile of this key tourist attraction that has just been given a prestigious award of excellence by the popular visitor and travel review site TripAdvisor, encouraging even more people to come to the area.

Found this place on Tripadvisor and thought it looked nice and it far exceeded our expectations..... What can I say - WOW!

I love historic buildings and this is one of the best. There's a lot to do and see

You can easily spend a whole day here and I would highly recommend that you do! We plan to go again,



Chorley Pals exhibition – a new semi-permanent exhibition to commemorate Chorley's role in WWI opened last June and has seen over 17,000 visitors through the door.

It features memorabilia from the war, stories from those who fought on the battlefields and a real-life bunker experience. It's attracted people from far and wide with a keen interest in history and those wanting to learn about Chorley's past.

Britain in Bloom has put Chorley on the national map, after winning the Gold Award in North West in Bloom, Chorley has been selected to represent the region in the 'small city' category of the UK finals. The programme of work to prepare for judging is well underway, helping to build community engagement and show case what Chorley has to offer.



RHS **BRITAIN IN BLOOM**
Gold Medal 2013

What will success look like?

- Clean and safe streets
- Reduced health inequalities
- A wide range of quality recreational activities
- High quality affordable and suitable housing
- Quality play areas, parks and open spaces

48% OF ALL THE WASTE WE PRODUCE IN CHORLEY IS RECYCLED AND COMPOSTED, AND CHORLEY COUNCIL REMAINS ONE OF THE HIGHEST PERFORMING WASTE COLLECTION AUTHORITIES IN LANCASHIRE



Improving Housing Standards - Chorley has topped the charts in a Government analysis of affordable homes built in Lancashire, with 500 homes being built in the borough in the past three years. Our performance as a local authority is bucking the national trend of a decline in house building and Chorley is proud to be contributing to the overall housing supply when there is a national shortage of housing. 129 affordable homes were delivered in 2013/14 and a vibrant programme of new homes is underway for 2014/15.

In 2013/14 55 out of 129 affordable homes delivered were two bedroom houses which are in the highest demand for families within Chorley

A number of homelessness prevention measures and relief have been implemented, so far assisting 701 people against a target of 200

More affordable homes have been built in Chorley over the last three years than anywhere else in Lancashire

11 properties were delivered on 3 Chorley Council disused garaged sites in Charnock Richard, Mawdesley and Euxton turning blemishes into assets

A private rented sector housing programme has been developed to inspect and improve housing standards in private rented sector houses

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Agenda Item 5

129 AFFORDABLE HOMES DELIVERED IN CHORLEY DURING 2013/14



Support for the third sector - The council has maintained its commitment to the third sector awarding **£95,738** to local voluntary, community and faith sector organisations enabling them to deliver services in the borough that contribute towards achieving our vision of Chorley as a place where people will be healthy and happy in safe communities where they can achieve their ambitions.

Funding for 2013/14 has supported a number of organisations including -

Circle Counselling service which supports victims who have experienced domestic abuse. This year they were able to deliver over 500 sessions to support clients referred to their service, 379 more than in 2012/13. The funding they received also enabled them to bridge the gap and extend their service to include males; previously there had been no support service of any kind available to men in the area.

Home Start provides practical help and support and friendship to families who have children aged between 0-11 years and who may need support for a variety of reasons such as bereavement, isolation, illness, or people who may just find parenting a struggle. Funding this year has enabled home start to support 132 families within Chorley, delivering interventions such as home visits, family support groups and parenting courses, achieving better outcomes for the children and families involved.

Health and wellbeing

Chorley council are proactively working with partners to facilitate the delivery of the Friday Street Health Centre, the centre is key in reducing health inequalities in Chorley. To date a project board has been established and a high level of agreement has been reached from all partners. The council will continue to assist the progress of this development in order to achieve better health outcomes in one of the most deprived areas of Chorley.

Dementia Friendly Community - As a member of the Central Lancashire Dementia Action Alliance our key priority is encouraging people to understand what dementia is. So far all our front line staff have received dementia awareness training, enabling them to identify and in turn support dementia sufferers.

Over £10,000 of funding has been awarded to community organisations, enabling them to deliver activities to sufferers that maintain their life skills and self-confidence, allowing them to remain in their community for as long as possible and provide training and support for their carers.

The next stage will be to raise awareness amongst residents, enabling us to take steps towards become a **Dementia Friendly Community**, supporting people who suffer from the debilitating disease and their carers.





Sports and Active Programmes

55,388 people have taken part in ‘Get up and Go’ activities during 2013/14. This multi activity programme for young people offers a wide range activities from holiday camps to school programmes and more.



Just wanted to say how much both my boys enjoyed the summer programme, all staff were extremely professional

To further improve the activities on offer staff have been working closely with community organisations in each of the eight neighbourhood areas. Over 160 visits have taken place over the last year to ensure we deliver programmes that meet the needs of residents in each of the neighbourhood areas helping them become more physically literate and active. A diverse range of support and advice has been delivered such as offering bespoke services to schools to enhance the physical activity they offer both during the day and through after school clubs, helping kick start

new clubs working in partnership with them to enable them to become self-sustaining and assisting community groups with funding applications, one such case is Chorley Cricket Club who were successful in securing £50,000 of funding after their previous attempts had failed, enabling them to improve facilities.

The events are always well organised and managed and all your team have been fantastic

Once again, our children have been able to experience new and exciting sports



The team has also secured and delivered 2 successful **Doorstep Sports Clubs** and are just one of a small number of organisations awarded funding and support in Lancashire. Focused on the doorstep of our most deprived communities this multi-sport club focuses on young people aged 14+ giving them access to activities they would not otherwise be able to take part in. These programmes are

becoming self-sustaining as the young people taking part begin to volunteer to coach and mentor other young people taking part in the programmes.

This work is providing residents with opportunities that they would not otherwise have had, with many people going on to participate in regular sports activities, increasing their skills and levels of health and wellbeing.

7.4% INCREASE IN THE NUMBER OF VISITS TO COUNCILS LEISURE CENTRES IN 2013/14 - this equates to an increase of 74,915



An ambitious council that does more to meet the needs of residents and the local area

Credit Union - In August 2013 the Council joined forces with Unify Credit Union to open a high street shop in the town centre. The Credit Union offers people a safe and alternative way of saving and borrowing money and is proving to be a real success. After just nine months of operation membership has exceeded initial expectations, providing Chorley residents with an alternative to loan sharks and pay day lenders.

What will success look like?

- A council that consults and engages with residents
- An ambitious council that continually strives to improve



£60,000

IN SAVINGS FOR RESIDENTS – based on residents taking out a loan with the credit union rather than pay day lenders



I want to search for...

Search

my account
Log In

- Home
- Do it online
- What's on
- My Chorley
- Contact Us

My Account – We are committed in adopting a ‘digital’ first approach, offering our residents an alternative way to get in touch with us other than ringing us or coming into see us and in October launched the My Account service. This service gives residents the ability to easily log and track service requests 24/7. Over 6377 people have registered with the service since it was launched and is proving a big hit;

Popular Tasks

- Do it online**
 - Apply for it ▶
 - Report it ▶
 - Complaint ▶
 - Compliment ▶
 - General Enquiry ▶
 - Insurance Claims Portal ▶
- Download it**
 - Complain about a Councillor ▶
 - Complaints leaflet ▶
 - Customer Charter ▶
- Pay for it**
 - Pay by direct debit ▶
 - Pay for it ▶

Chat Now

Quite impressed with @ChorleyCouncil reported fly tipping yesterday online, can see them cleaning it. That's pretty impressive

Excellent kept informed at all times' (Waste Collection)

Within an hour of submitting a complaint about dog fouling someone was despatched to scoop up all the offending items. Thank you for your consideration and response

'I really liked the online method of contacting the Council as this lets me know how my query is progressing' (Elections)

'Prompt response, very impressed' (Transactional Services)

73% OF RESIDENTS ARE SATISFIED WITH THE WAY THE COUNCIL RUNS THINGS - a significant increase from 50% in 2008

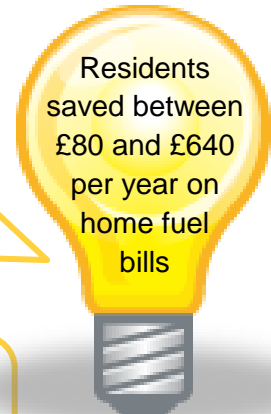
Agenda Page 41
Agenda Item 5



Tackling Fuel Poverty - Recent figures show that Chorley is performing well in terms of tackling fuel poverty; the number of households living in fuel poverty has reduced from 10% to 8.2%, the borough having the third lowest percentage of households living in fuel poverty in Lancashire. Households are considered to be in fuel poverty when they have required fuel costs that are above average and were they to spend that amount they would be left with a residual income below the official poverty line. As the high and growing cost of gas and electricity increasingly pressurises household budgets many households are expected to cut back on heating their homes due to worries over these costs, potentially posing serious risks to the health of older people.

To address these issues that Council has put in place a number of initiatives;

'Warm Homes and Healthy People' project aimed to help vulnerable older people both to stay warm in their homes and to access health services. Over 200 requests came through for this service over the winter months which provided residents with advice on energy suppliers, delivered heating system maintenance and service, carried out draught exclusion work, and provided access to a transport service enabling vulnerable people particularly in our more rural parishes to keep medical appointments.



People Power - This year the Council has also joined forces with other councils across Lancashire bulk buying gas and electricity at auctions. Over 10,000 people across Lancashire have now registered with this collective bargaining scheme.

The council has also recently launched its **one to one energy switch** service to help people cut the cost of their energy bills. The energy switching support service offers a one-to-one service helping people search for the best possible deal from energy providers. The service not only takes people through the switching process it also helps with any 'aftercare' issues there may be once the switch has taken place.

8.2% OF HOUSEHOLDS IN CHORLEY ARE LIVING IN FUEL POVERTY - the third lowest percentage across Lancashire



Peer Review - In continually seeking to improve its performance the council participated in the Local Government Association Peer Challenge – a team of experienced elected member and officer peers from around the country spent three days on site speaking to council staff, councillors, external partners and stakeholders as well as attending meetings and visiting key sites. The report also highlights a number of recommendations that the Council will be taking forward during 2014/15.

Highlights from the report include;

- Chorley Council is a well led ambitious council
- The Chorley Council brand is trusted – it is a ‘can-do’ council it gets things done and delivers good services
- The Council is well regarded by external partner agencies who value our ‘can-do’ approach
- The Council has a clear drive to make a difference and innovate



Supporting Employees Well-being - In February the authority became one of only a few councils in the North West to be awarded the Workplace Wellbeing Charter, a national award given to organisations that are committed to ensuring the health and wellbeing of their employees.

Investing in staff is really important to the Council and a number of health initiatives have been implemented during 2013/14 including issuing 67 flu vaccinations, diabetes checks, smoking cessation promotion and increasing the number of providers for physio & counselling services. Staff are encouraged to actively seek treatment for minor conditions using the council funded healthcare cash plan, which contributes to the well-being of the council.

6.44 DAYS SICK PER EMPLOYEE IN 2013/14 - this is the third lowest in Lancashire

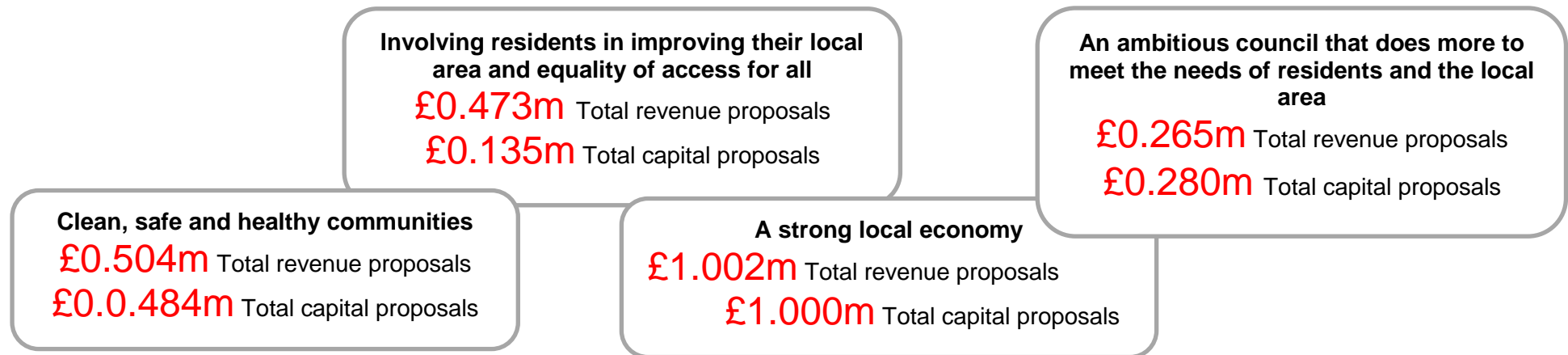


Council spending

The Council’s budget management in 2013/14 has been strong, spending has been contained and significant budget efficiencies have been achieved, however, further budget savings will be required to bridge the funding gap in future years

Council Tax was frozen during 2013/14 remain at the same level as 2012/13. Facilitated by the successful implementation of the budgetary efficiency programme Council Tax levels will remain frozen for 2014/15.

During 2013/14 the Council financed a programme of new investment totalling £2.824m., this investment programme has been added to for 2014/15 and now totals £4.143m. This programme of investment supports the council’s four main corporate priorities and will see new and continuous investments made in the following areas -



Further information on the projects that will be delivered for each of the priority areas are set out in the Council’s budget papers. You can find the papers on the council’s website, www.chorley.gov.uk and by searching for Council Meetings, Full Council, February 25th 2014.



Making It Happen in 2014/15 – The Challenges

Customer Satisfaction

Ensuring that customers are satisfied with the services they receive from the Council is very important to us. We measure satisfaction in our services in a number of ways including a comprehensive resident's survey every few years that captures resident's views and levels of satisfaction with the council, together with a monthly customer survey, which seeks feedback from residents on the specific services they have requested from us.

The 2013 resident's survey showed that satisfaction has either improved or remained the same when compared with results from 2008. It also showed that 73% of people were satisfied with the way the council runs things, a significant improvement on the 50% satisfaction recorded in 2008.

However, in terms of the monthly customer survey dissatisfaction levels have remained above our challenging 20% target, averaging 28.5% throughout 2013/14. The focus of customer dissatisfaction is around us keeping customers informed as we process their requests, and this is an area we are targeting for improvement in 2014/15.

Social Isolation

Social isolation has a significant impact on health and well-being, impacting both on the individual and resources within the community.

Research has shown that the likelihood of social isolation increases with age and is therefore most common in those groups who are older, live alone, have chronic health or mobility problems, do not have access to a car and whose family networks are geographically dispersed.

Whilst much work has already been undertaken in addressing the issue of social isolation the Council recognises that Chorley has the most rapidly ageing population in the North West, with 20.6% of the boroughs population estimated to be aged 65 or over by 2020, overcoming social isolation is therefore a key priority.



Developing Chorley's Economy

Creating jobs through attracting new business and regenerating run down areas of the borough are the key to improving the quality of life for residents, meaning this is the organisation's top priority.

In the last two years the authority has invested more than £2 million in doing just that with the results starting to speak for themselves. We've helped more than 1,300 businesses during this period, creating an estimated 2,000 jobs, many of which will have gone to local people meaning they can enjoy the benefits of being in work.

Unemployment is also relatively low with only 5.3% (2,900 people) out of work - it is below the regional (8%) and national (7.5%) averages.

Despite the positive outlook for Chorley there are a number of challenges that still need to be addressed, particularly around job creation, inward investment, improving the offer in the town centre and reducing the gap between our most deprived and least deprived communities.

Budget

For a number of successive years local authorities have faced fundamental change and a period of significant budget reductions and challenges. This has been triggered by the austerity measures implemented by the Government to reduce overall public sector spending and Government funding is likely to continue to diminish. Projections for Chorley Council show that the budget deficit position may reach £2.200m by 2016/17.

To address the budget gap the council is focused on bringing in additional income in order to make the council more financially self-sufficient and reduce costs whilst minimising the impact for residents.



How will we continue making it happen?

A number of key initiatives have been put in place supported by budget investment such as:

- ✓ **Responding to the Welfare Reform Act** – we will work with key partners in delivering our Welfare Reform Action Plan, helping to build resilience in local communities so that residents can prepare and adapt to the realities of the Welfare Reform changes and deliver quality affordable homes to meet the needs of local residents, creating sustainable communities
- ✓ **Investing in the local economy** - Creating jobs for local people is one of the Council’s top priorities. We will deliver our plans to attract inward investment, support new and existing business. This will include working with land owners and developers to bring forward key employment sites over the coming years.
- ✓ **Reducing levels of social isolation** - the council will continue to work closely with residents putting in place interventions, such as community kitchens and transport and extending the Meals on Wheels service to support healthier and more engaged communities
- ✓ **Developing a vibrant town centre** - the Council will continue to deliver visible improvements to the town centre through investment and targeted projects such as the development of Market Walk.
- ✓ **Delivering efficient services** – work is underway throughout the organisation to identify areas of duplication and opportunities to improve our business processes. We are committed to developing better ways of working and replace income streams to improve and enhance our service delivery.
- ✓ **Chorley Public Service Reform Board** - The drive towards the integration of health and social care plus the other challenges on public services has led us to form the Chorley Public Service Reform Board. With a clear focus on how organisations can collectively deliver high quality public services to the public efficiently and effectively the board is initially looking to redesign the way well-being services are provided to ensure a better service for communities and provide the best outcomes and value for residents
- ✓ **Delivering tangible outcomes** to residents by carrying out improvements in their local neighbourhoods and enhancing the quality of play areas and open spaces across the borough with the implementation of the Play, Open Space and Playing Pitch Strategy.
- ✓ **Bridging the Gap** supporting Chorley’s most deprived communities in becoming economically active and self-sustaining through developing employment opportunities and providing targeted support to individuals through projects such as the Chorley Works unemployment programme
- ✓ **Listening and Engaging with residents** - The council remains focused on customer expectations and is committed to listening and engaging with residents through ongoing events and campaigns to see how best to meet their needs

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Report of	Meeting	Date
Chief Executive (Introduced by the Executive Member for Resources, Policy and Performance)	Full Council	22 July 2014

CHORLEY TOWN CENTRE MASTERPLAN

PURPOSE OF REPORT

- To report the results of consultation on the Fleet Street/Gillibrand Street Masterplan to Members.

RECOMMENDATION(S)

- Members are recommended to:
 - note the results of public consultation on the Fleet Street/Gillibrand Street Masterplan,
 - approve the revised Fleet Street/Gillibrand Street Masterplan to be used to inform the delivery of housing/extra care facility
 - adopt the revised Fleet Street/Gillibrand Street Masterplan for use for Development Control purposes

EXECUTIVE SUMMARY OF REPORT

- Following a resolution to undertake a public consultation on the Fleet Street/Gillibrand Street Masterplan at Full Cabinet on 1 April 2014, a 5 week consultation exercise was undertaken from 29th April to 2nd June 2014.
- 112 responses were received, in light of which the masterplan has been revised. It is proposed that this revised masterplan be used as the basis to progress the Fleet St investment opportunity.

Confidential report Please bold as appropriate	Yes	No
--	-----	----

Key Decision? Please bold as appropriate	Yes	No
--	-----	----

Reason Please bold as appropriate	1, a change in service provision that impacts upon the service revenue budget by £100,000 or more	2, a contract worth £100,000 or more
	3, a new or unprogrammed capital scheme of £100,000 or more	4, Significant impact in environmental, social or physical terms in two or more wards

REASONS FOR RECOMMENDATION(S)**(If the recommendations are accepted)**

5. To realise our Corporate Strategy outcome to create 'A strong local economy' and to deliver a key priority within the 2012 Economic Development Strategy which aims 'to create a vibrant town centre that attracts people from both the local community and visitors in the day and evening, for shopping, eating and entertainment'.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

6. None

CORPORATE PRIORITIES

7. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	✓
Clean, safe and healthy communities		An ambitious council that does more to meet the needs of residents and the local area	✓

BACKGROUND

7. The Council's Economic Development Strategy was adopted in November 2012 with a key priority "to create a vibrant town centre that attracts people from both the local community and visitors in the day and evening, for shopping, eating and entertainment". A key recommended action was to develop a town centre masterplan which was completed by Deloitte in August 2013. It included a number of proposals, one being to progress the Fleet St investment opportunity for residential/supported housing uses.
8. Accordingly, a project delivery team, led by Chorley Council and involving the Homes and Communities Agency, was established to progress the Fleet Street investment opportunity. A detailed masterplan was drafted by officers that looked at the potential for residential/supported housing uses. The plan is intended to be a mechanism to secure a developer partner and progress high quality residential development in Chorley town centre.
9. Four sites were considered; Gillibrand Street North (including a section of West Street Car Park), Gillibrand Street South, Fleet Street North and Fleet Street South. A phased approach to development was proposed with Fleet St North and South being considered in phase 1 and Gillibrand St North and South forming a later phase.
10. Following a resolution to undertake a public consultation on the Fleet St investment opportunity at Full Cabinet on 1 April 2014, a 5 week consultation exercise was undertaken from 29th April to 2nd June 2014. During this period there were two days of staffed exhibitions between 11am and 4pm on the 6th and 8th May and an evening exhibition on 28th May 6-7pm at the former Connexions building on Market Street. Over 50 residents and retailers attended the exhibition. There were press releases and information was available on the Council website and at libraries and post offices around the borough. Letters were also posted to Market Street businesses and local residents (over 320 letters – 265 hand delivered to local residents and businesses). 112 responses were received, in light of which the masterplan has been revised. It is proposed that this revised masterplan be used as the basis to progress the Fleet St investment opportunity.

11. The main issues raised during the consultation exercise are detailed below in order of the numbers of representations received.
12. A petition was received on behalf of the retailers on Market Street – some 264 signatories who considered that the loss of car parks will drive out shoppers from Chorley.

Retain West Street Car Park

13. 50 respondents objected to any development on West Street car park and made reference to the problems residents encounter parking in the area and listed the many users of the car park and the impact its loss would have on the Church, the Parish Hall, the Registry Office, the Doctors and Chemists, Market Street Shops and banks, Devonshire Road Recreation Ground, Chorley Little Theatre etc. Many pointed out that the calculated loss would be a lot higher than that detailed in the masterplan (64). Many respondents used the objection letter circulated to parishioners by the Parish Priest as the basis for their comments. The terminology 'under-used' was also questioned and it was contended that the car park is always full and the recording of its use should include use outside of controlled parking times as well as use by disabled badge holders.

Protect St Johns Ambulance Building

14. 47 respondents wished to see this building and its associated community use retained. It was considered a cultural and community facility that gives identity to the area and also supports regionally significant dance groups, boasting one of the last remaining large, wooden sprung dancefloors. It was suggested that it could be absorbed into an extra care facility and used as their community centre also. Two respondents felt that it should be locally listed. Dance moves choreography is taught by Ann Freeman, former British and UK Ballroom Champion.

Asda cannot be expected to provide town centre car parking

15. 17 respondents considered that it was unrealistic to assume that the Asda car park would cater for town centre car parking. It was stated that such an assumption particularly disadvantages elderly and disabled people who could not walk/travel that distance.

Protect all car parks

16. 11 respondents felt that all the car parks should be retained.

Protect the hospital building

17. 10 respondents supported the conversion of the hospital building with a number suggesting that it could be used as a museum or heritage centre. It was generally considered that it was a building of local significance and heritage value. One representor suggested a need for 2 bed apartments.

Support extra care facility

18. 10 respondents supported the extra care facility as a way of bringing more life into Chorley during the day time and also providing much needed accommodation for an aging population profile. One of the respondents submitted her letter 'on behalf of Devonshire Court residents'. An elderly car scheme wouldn't bring as many extra vehicles with it.

Retain Fleet Street South Car Park

19. 6 respondents specifically wished to see this car park retained, as it was considered important to access the doctors surgery and as visitor parking for residents.

Robert St residents object to extra traffic

20. 5 respondents commented that they would object to extra traffic.

Chorley Traders Association

21. Support Fleet St south provided extra parking is provided elsewhere. Don't see Asda short stay car park being used by customers to shop at the heart of the town centre. Would like to

see Fleet St North retained. Develop the hospital as apartments/art gallery/museum. Don't develop West St. Use any money made to provide extra parking in the town centre.

Adactus Housing

22. Welcomes the proposal to increase availability and mix of quality accommodation in Chorley Town Centre and meet the needs of a growing older population. Any affordable element should be located separately to enable easier management of communal areas and tenures.

Additional Comments

23. There were also a number of other comments detailed below, the number of respondents is included in brackets:
- No Objection to Fleet Street South Development (1)
 - Protect Greenery to the rear of the hospital building (1)
 - Retain Fleet St North for car parking to serve Market St (1)
 - Lennon Street residents will object to unnecessary impact on them, Houses could built elsewhere (1)
 - Council should develop the Eagle and Child pub site (1)
 - Concerned about security on the car park and the 'undesirables' (1)
 - Wished to see the HSS building retained as it was built in 1843 and has some history (2)
 - 4 storey building would be inappropriate on Fleet St North (1)
 - If Fleet St south was developed it should be single storey (1)
 - Gillibrand St South should be left as houses (1)
 - Demolition of Gillibrand St South properties would allow houses more in keeping with the area to be built, Family houses would be preferable to flats due to potential issues around crime (1)
 - Do not support the contemporary style of development illustrated and wished to see something more in keeping with the traditional terrace (2)
 - 10 houses could be sited on Greenland behind the hospital building (1)
 - Masterplan seems to be pandering to Asda (1)
 - Question the need for more housing (2)
 - Supportive of the proposed sustainable development (1)
 - The council is proposing up to 48 houses within the plan without providing anything like adequate additional residential parking (1)
 - The current Age UK Drop in Centre is part of the extended premises and should be considered if affected by any conversion of the hospital building (1)
 - Services are needed for new housing, already overloaded, water, waste, schools (lack of teachers) (1).

CHANGES TO THE FLEET STREET/GILLIBRAND STREET MASTERPLAN

24. In summary, this consultation has raised a number of concerns in respect of the loss of town centre car parks. It also highlighted the value of the St Johns Ambulance building as a community/dance facility and a general wish to see the old hospital building retained and converted. Accordingly, it is proposed that the Council amends the original proposals in accordance with the revised masterplan, Appendix 1 attached.
25. This document no-longer pursues the development potential of West Street car park or Fleet St North in recognition of the valuable contribution they make to town centre car parking. In addition, it commits the Council to; retaining the old hospital building, and exploring the potential to retain St John's Ambulance building or work with the community to seek an appropriate alternative facility as part of any development proposals for Fleet Street South.
26. The investment opportunity at Fleet Street South will be the main priority for phase 1 of the masterplan and officers will continue to work with Lancashire County Council and the Homes

and Community’s Agency to pursue two alternative options at this location - housing and an extra care facility.

- 27. Opportunities for conversion of the hospital and use of the offices on Gillibrand St South will form a later phase for consideration.
- 28. Appendix 4 – Viability Information - of the original masterplan has been removed as it is related to development no longer promoted in this revision.

IMPLICATIONS OF REPORT

24. 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 STATUTORY FINANCE OFFICER

25. Given the main development opportunity now exists on the Fleet Street car park (south) and the preference is to look at an option to pursue the development of an extra care facility, a business case will now be developed and reported back to members once complete.

COMMENTS OF THE MONITORING OFFICER

26 No comments

GARY HALL
CHIEF EXECUTIVE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Peter McAnespie	5286		***

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Fleet Street/Gillibrand Street

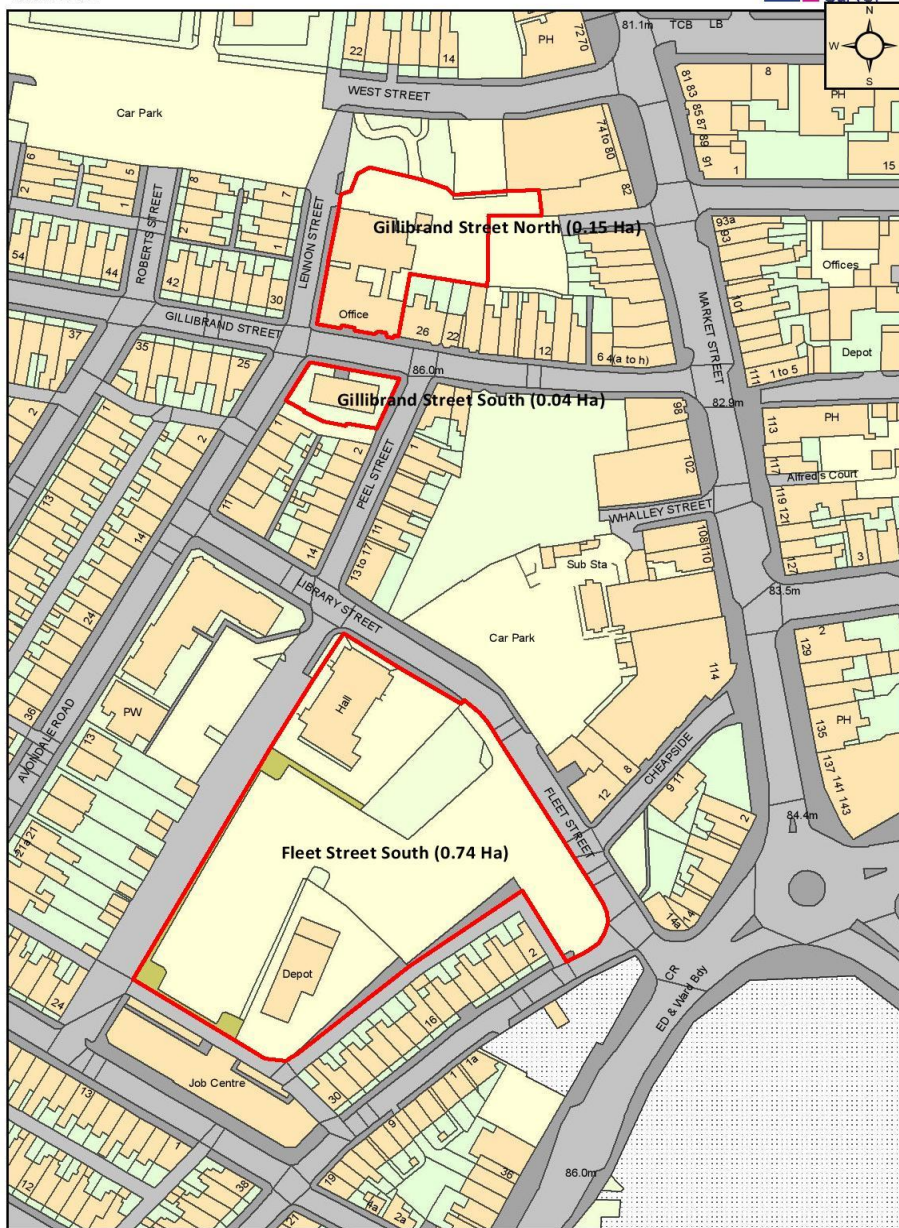
Masterplan

July 2014



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Fleet Street/Gillibrand Street Masterplan

In May/June 2014 the Council undertook a 5 week public consultation exercise in order to gauge public feeling on the development potential of a number of council owned sites in the Fleet Street/Gillibrand Street area. This consultation raised a number of concerns in respect of the loss of town centre car parks. It also highlighted the value of the St Johns Ambulance building as a community/dance facility and a general wish to see the old hospital building retained and converted.

Accordingly, the Council has amended its proposals and no-longer wishes to pursue the development potential of West Street car park or Fleet St North. In addition, it will explore the potential to retain St John's Ambulance building as part of any development proposals for Fleet Street South and retain the old hospital building.

Chorley Town Centre Masterplan

The Chorley Town Centre Masterplan highlighted an opportunity through a phased project to introduce a medium density residential community at Fleet Street.

This area has the potential to be comprehensively developed to introduce a new medium density residential community connected into the Town Centre. The overall design of the housing will create a step change in the quality of residential development and contribute to a new, highly sustainable neighbourhood character area. Introducing new residential development into these areas will; help to increase the town centre population, complement the established neighbouring uses and existing planning consents in the area, deliver affordable housing to meet the needs of Chorley, and provide a boost to existing and new uses along Market Street.

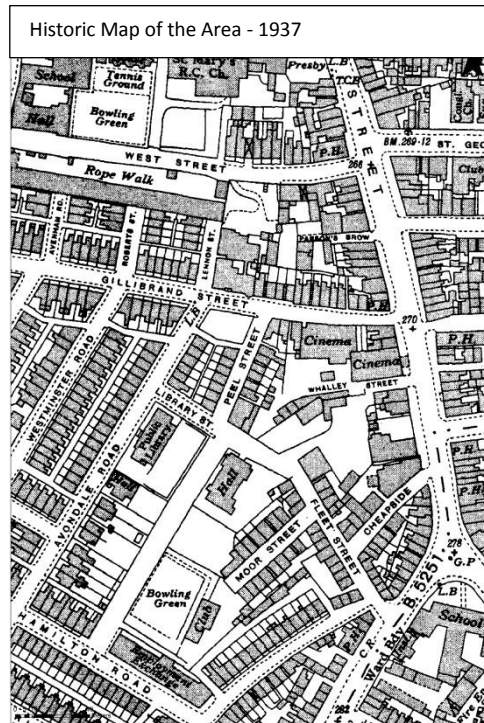
The Town Centre Masterplan project included engagement with the Homes and Communities Agency and potential development partners and demonstrated the opportunity to make best use of this site and fulfil the Council's priority around high quality affordable and suitable housing, and expand the sustainable residential community.

The high level appraisals of indicative schemes undertaken as part of producing a viable scheme which could be implementable in the short-term. The appraisal results provide for positive residuals, before any third party land acquisition. Comprehensive development will involve a number of third parties to deliver the schemes.

Fleet Street/Gillibrand Street Masterplan

Three sites are the subject of this Masterplan

Former Hospital, Gillibrand Street North
Offices at Gillibrand St South – 0.04ha
Fleet Street South - 0.7ha



this project indicated that residential development was capable of

Fleet Street North and South, currently largely being used as surface level car parking, will form the first phase of development with the others anticipated to come forward in the medium term.

Market Street

Market Street is a key street in Chorley town centre and there are a number of public realm improvements to transform it into a more vibrant shopping area. It has recently been re-opened and enhanced to the north in order to improve its vitality and provide short stay car parking for shoppers. Other planned improvements include; improved shopfronts, re-surfacing the street with better quality materials, street trees, and street furniture. It is intended to restrict vehicular speeds and create a high level of pedestrian permeability. There will be a narrowing of the carriageway, the creation of surface shared spaces at key junctions and widened pavements to improve the pedestrian environment, and generate activity and life on Market Street. The Market Street/Pall Mall/Bolton Street junction will also be remodelled. The development of an Asda food retail store to the south of these sites will form a major pedestrian draw to the south of the town along Market Street, as well as a parking destination. It will also encourage people to walk into the town, northwards along Market Street

Fleet Street South: The Opportunities

- Improve and enhance the choice of residential accommodation within Chorley Town Centre.
- There may be the potential to incorporate St John's Ambulance Centre, a valuable community resource, into any new development.
- Re-locate HSS Hire to a more appropriate town centre location.
- Re-develop under-utilised surface car park for residential use.
- Introduce buildings (townhouses or extra care facility) to define the public realm
- Create a tighter urban grain and in so doing make reference to the historical layout of the area contributing to an enhanced sense of place.
- Create residential amenity space and high quality public realm to mirror the improvements being made to Market Street, reinforcing the sense of place and character of the area.

The Constraints

- Adjacent residential and the need to protect their amenity (separation distances etc.)
- Land levels – this is a challenging site in terms of the quite significant change of levels
- Trees – there are a number of trees on Fleet Street South that should be considered as part of any redevelopment
- It will be necessary to relocate the Runshaw College car parking.
- Optimum development will depend on the satisfactory relocation of HSS Hire
- There is the potential for contaminated land

DESIGN PRINCIPLES

This masterplan has been produced from an understanding of the site, Chorley town centre, and how any proposed layout and design can best respond to the context.

Development proposals should take a comprehensive view and provide for redevelopment of all sites.

The development should reflect the scale and massing of surrounding buildings, including their variety and verticality. In the interests of high quality design, the building line may be regarded as flexible.

There should be active frontages at ground floor level in order to promote passive surveillance of the public realm and therein contribute to the appearance of the streetscene and safety and security.

Great care should be taken to safeguard or enhance the residential amenities of those living in dwellings around the sites. Subject to other residential amenity considerations, new development backing onto the rear existing residential development and making their rear accesses more secure would be welcomed.

The sites are in a key position within Chorley town centre and it is important to secure high quality sustainable dwelling designs and a high quality public realm that reflects the improvements planned for Market Street.



It is envisaged that contemporary terraced housing and apartments will be built thereby reinforcing the existing structure of the surrounding urban streets. This will reinstate the 'lost' urban grain and enhance the streetscene by enclosing and better defining the streets and spaces. They will offer the option of modern living in Chorley Town Centre.



In terms of materials, new development should respond to the surrounding development which tends to be red-brick with some stone clad terraces and stone weavers cottages. There is the occasional brown brick building such as the doctors surgery on Library Street/Avondale Road. The terraced housing displays a strong verticality and detailing to windows and doors which creates visual interest. This should be incorporated into the design of new development. Innovative and original building designs and materials could have a positive effect on the townscape provided it is demonstrated how they fit in with the character of the surrounding area.



The new development provides an opportunity to respect this scale and massing whilst introducing a contemporary interpretation of the Victorian terrace. Fleet Street North, given its distance from adjacent residential units and the change in land levels, has the potential to rise to 3 or 4 storeys and provide a landmark building.

Affordable Housing

In accordance with Core Strategy Policy 7: Affordable and Special Needs Housing – 30% of the dwellings will be affordable. This will be split by tenure – 70% Social Rent and 30% Intermediate i.e. affordable sales – options for which are Shared Ownership or Gentoo Genie , or possibly a combination of the two.

As regards the Social Rented properties the preference is for 2 bed 4 person houses and for the Intermediate units a mix of 2 and 3-bed houses.

One-bed apartments are envisaged for Fleet Street North which should be a contemporary block that punctuates the streetscene and responds to the architectural principles adopted for the terraced housing proposed for Fleet Street South.

Further guidance on affordable housing is contained in the Central Lancashire Affordable Housing SPD.

The new housing will be sustainable, built to Code for Sustainable Homes Level 4 (Level 6 from January 2016) in line with Core Strategy Policy 27. It should provide appropriate open space and contributions to playing pitches in accordance with Chorley Local Plan 2012-26 policies HS4A and HS4B.

Further advice on open space is contained in the Central Lancashire Open Space and Playing Pitch SPD.

The development should be designed to avoid overlooking, loss of light and a reduction in privacy and amenity space, particularly for neighbouring properties. The need for/amount of private garden space will vary depending on the type of housing being constructed. Each dwelling house requires some private garden space and the careful use of walls, fencing, hedges and tree planting to provide screening can create adequate private areas. Chorley Local Plan 2012-26 Policy HS6 – Open Space Requirements in New Housing Developments provides further guidance in this respect.

It should be noted that Chorley Council applies spacing standards to ensure that new residential dwellings are not too close to each other and nearby buildings in terms of amenity and privacy. These can be found in Chorley Borough Council's Design Guidance SPD (adopted July 2004).

LANDSCAPING

Any hard and soft landscaping should be integral to the scheme and compliment the scale and nature of development. It should reflect the scheme being implemented along Market Street in order to link in successfully with this area and contribute to the creation of a sense of place. Particular attention should be paid to the opportunities created by the change in levels across each site and

to the need to safeguard the amenities of local residents.

ACCESS AND HIGHWAY ISSUES

Layouts should accommodate the requirements of the car, but should give priority to the movement needs of pedestrians and cyclists. Fleet Street South in particular offers the potential to incorporate home zone style treatment.

Generally parking should be provided on site at the ratios set out on page 6, in line with Chorley Local Plan 2012-2026 Policy ST4 – Parking Standards. However, given this sustainable town centre location, the Council may consider reduced residential car parking standards providing the proposed dwellings and apartments are adequately serviced.

The Fleet Street sites are fairly flexible in terms of where an access can be gained as there are currently a number of accesses associated with the surface level car parking uses. There may also be the potential (subject to Lancashire County Council approval) to incorporate the vehicular access serving the rear garages of those properties fronting Avondale Road into any proposed layout.

In relation to the servicing of the retail units and Runshaw College, careful consideration must be given to the impact of any scheme on highway safety and residential amenity and their servicing requirements.

Class	Broad Land Use	Specific Land Use	Chorley Town Centre	Disabled Parking	Bicycles
C3	Dwelling Houses	1 Bedroom	1 Space	Negotiated on a case by case basis	1 alloc. 1 comm
		2 to 3 Bedrooms	2 Spaces		2 alloc. 1 comm
		4+ Bedrooms	3 Spaces		4 alloc. 2 comm

COMMUNITY SAFETY AND SECURED BY DESIGN

Secured by Design is an initiative to encourage the building industry to adopt crime prevention measures to assist in reducing the opportunity for crime and the fear of crime, creating a safer and more secure environment. The Council supports the initiative and will encourage developers to ensure that their schemes meet the Secured by Design criteria.

Generally streets, alleys and other public spaces should be overlooked to provide a greater feeling of safety and security.

CENTRAL LANCASHIRE DESIGN SUPPLEMENTARY PLANNING DOCUMENT

A Supplementary Planning Document 'Design Guide' has been produced by Central Lancashire authorities and it offers

further detailed guidance on design. The aim of the SPD is to encourage high quality design of places, buildings and landscaping in the borough.

SITE OWNERSHIP AND ASSEMBLY

The sites are largely in Council ownership though there are a number of private owners. If necessary, the Council will assist with site assembly, subject to securing an appropriate redevelopment proposal.

PLANNING POLICY BACKGROUND

Key Policies are included in Appendix 2

National and Regional Guidance

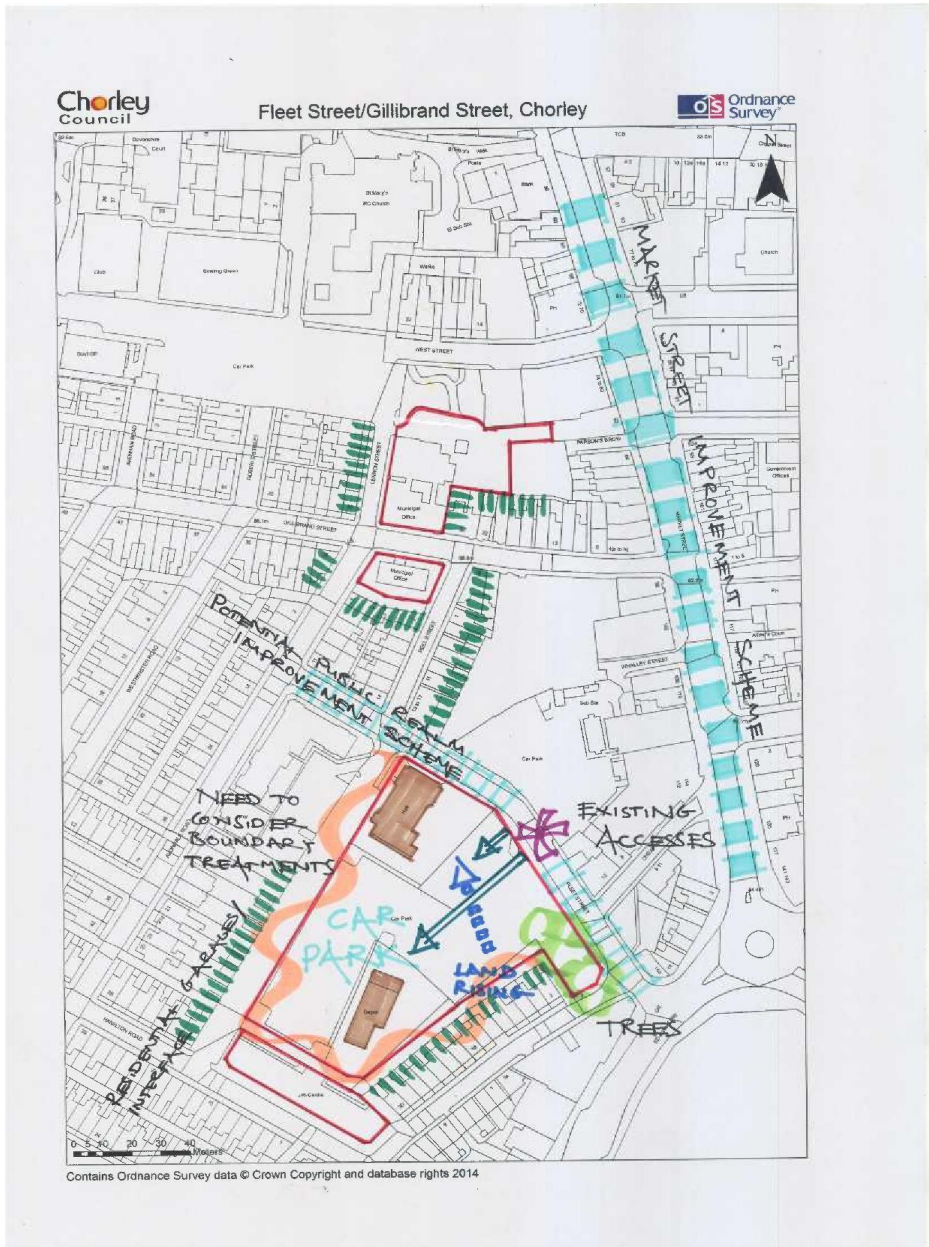
Existing national planning policy supports the redevelopment of these sites for a high quality residential scheme to enhance the vitality and viability of Chorley Town Centre.

The Local Plan – Appendix 1 lists key policies to be considered

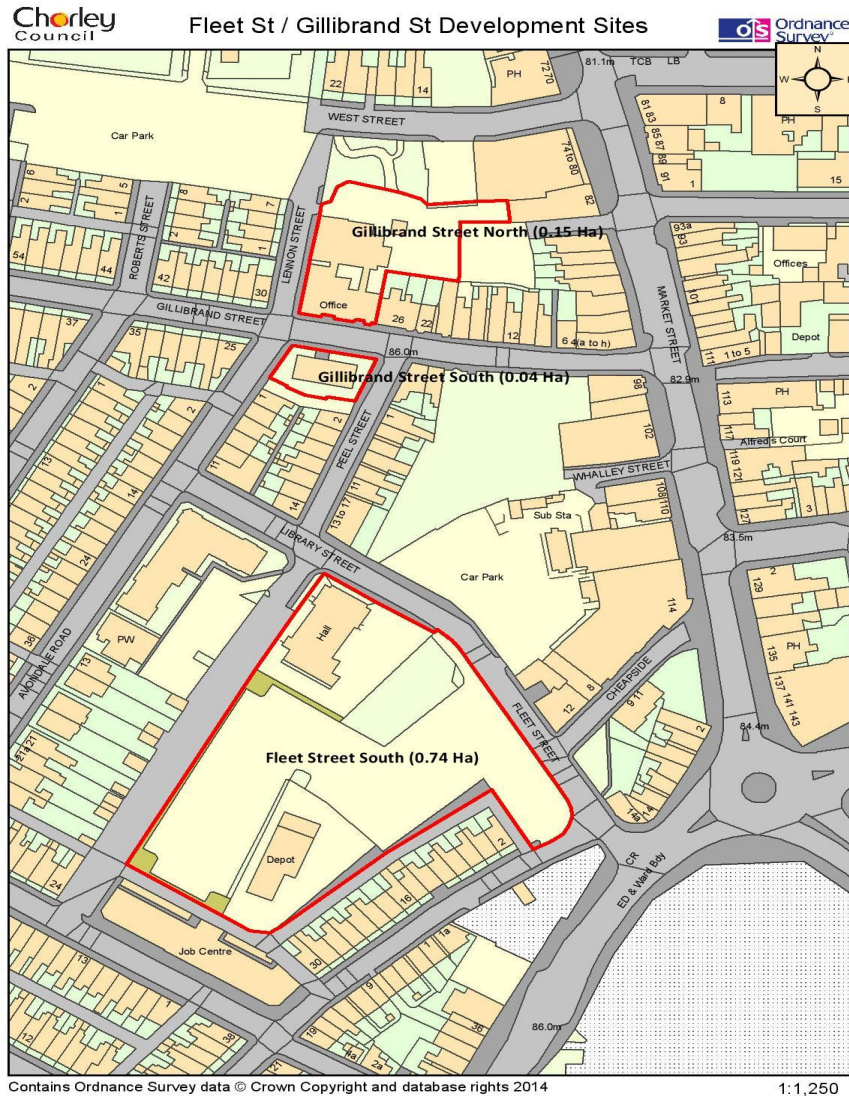
The Local Plan comprises the Central Lancashire Core Strategy (July 2012) and the Chorley Borough Local Plan Review, adopted in August 2003. Relevant policies from these plans form a key element of the planning framework against which any proposal for the site will be judged.

The emerging Chorley Local Plan 2012-2026 is also important, being close to adoption, it carries substantial weight and the relevant policies contained in it are a significant material consideration.

Site Analysis – Fleet Street



Development Proposals



The sites provide the opportunity to reinstate a lost urban grain and increase the residential offer in Chorley Town Centre. The options indicate the following:

Gillibrand Street North and South – Phase 2 – Medium Term

There are a variety of buildings on Gillibrand Street including, on the north side of the Gillibrand Street/Market street junction, a modern, mixed use development, with retail and office units on the ground floor and two floors of residential accommodation above.



Along Gillibrand Street, between the new development and Lennon Street, to the west, is a row of small scale, late 19th century/early 20th century, terraced property, now occupied as modest retail units and office accommodation, and a former hospital building, now used by the probation services.

A row of predominantly residential, terraced late 19th century properties occupy frontages to Gillibrand Street and Peel Street.

To the west, fronting onto Peel Street are 2 storey 19th Century terraces. Two-storey stone faced weavers cottages to the south front onto Cheapside.



Gillibrand Street North Development Proposal – Phase 2

The hospital building could be converted to provide approximately 20 apartments with parking provided to the rear of the building so as not to impact on West Street Car Park.



Chimney Pot Park, Salford



Gillibrand Street South Development Proposal – Phase 2

This site is currently used as offices. These 1970s style residential properties could be converted back into residential use to create 2 residential dwellings or 4 apartments. Alternatively, the building could be demolished and the site redeveloped to provide @4 two and three-bedroomed terraces, or @ 8 one and two-bedroomed apartments.

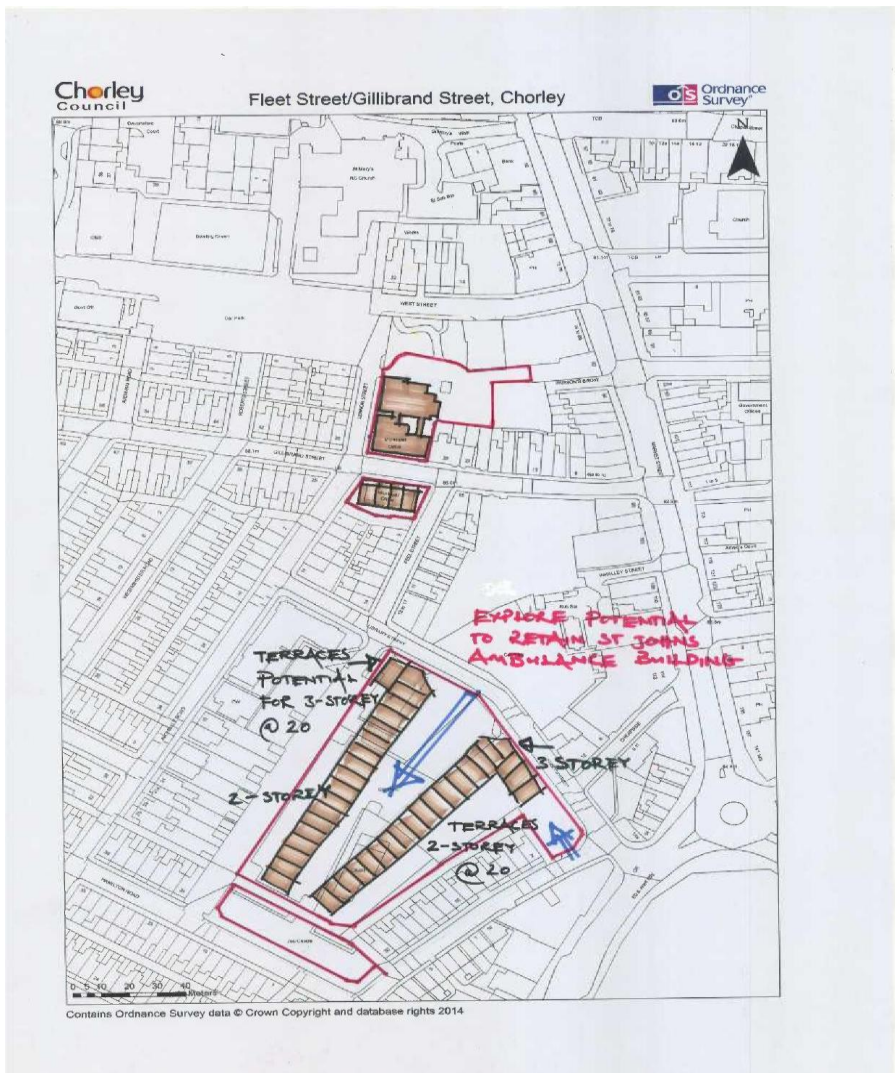
Fleet Street South – Phase 1 – Short Term

There is a distinct change in levels across the Fleet Street site, which rise towards the west.



Fleet Street South is the largest of the identified sites, measuring 0.7 hectares. It is bounded to the west by mid-19th Century terraced housing. To the East, along Gillibrand Walks are 2 storey terraced dwellings and a vacant site which has permission for retail units and apartments. To the north west is a two-storey doctors surgery.





There are currently two (three if the job centre site was included in the scheme) occupiers on land not in the ownership of the Council on the site, HSS Hire, and St John's Ambulance Hall. St John's Ambulance, whilst not expressing a desire to re-locate, are willing to enter into discussions around re-locating elsewhere in the town centre. There may also be a possibility for HSS Hire to re-locate to a more visible/suitable site within the town centre.

To the south, the job centre (originally the 'Employment Exchange') fronts Hamilton Road, a street of 2 storey residential terraces. There may be opportunities to relocate the job centre as a later phase of this development which would create some street frontage and visibility for this scheme.



Fleet Street South Development Proposal

Subject to the relocation of the HSS depot and St Johns Ambulance hall, Fleet Street South could accommodate up to 40 contemporary terraced residential dwellings or 70-80 one and two-bedroomed apartments subject to more detailed design considerations.

The indicative layout shows how the opportunity to introduce a terraced housing street could be seized which would contribute positively to the streetscene. Backing onto the Avondale Road properties and subject to achieving appropriate separation distances, the development could rise to 3-storeys. Subject to Lancashire County Council approval, there may be opportunities for rear parking to share the access road currently serving these property's garages. The relocation of the Runshaw College car park would allow this area to provide for the parking needs of those properties fronting Fleet Street. On street car parking could also be accommodated within a homezone style treatment of the street. The development could also turn onto Fleet Street, creating design accents at the corners and therein bring activity, interest, informal surveillance and a sense of place to Fleet Street. Another design solution could be a Devonshire Court style courtyard layout/development.

Devonshire Court, Chorley– courtyard style development



Homezone Scheme - Brighton



Dalton Fold, Croston, Chorley – modern terraces



Alternative Scheme for Fleet Street South

Extra Care/Elderly Support Scheme

An alternative development scheme for Fleet Street South could see the delivery of an extra care/elderly support scheme. The scheme shown in this illustration is based on a scheme in Wigan.

In general such schemes tend to be single storey given mobility issues of their occupants. A single storey option could deliver up to a 35 bed development. However, there are examples of two storey provision which could increase this to a 60 bed development.

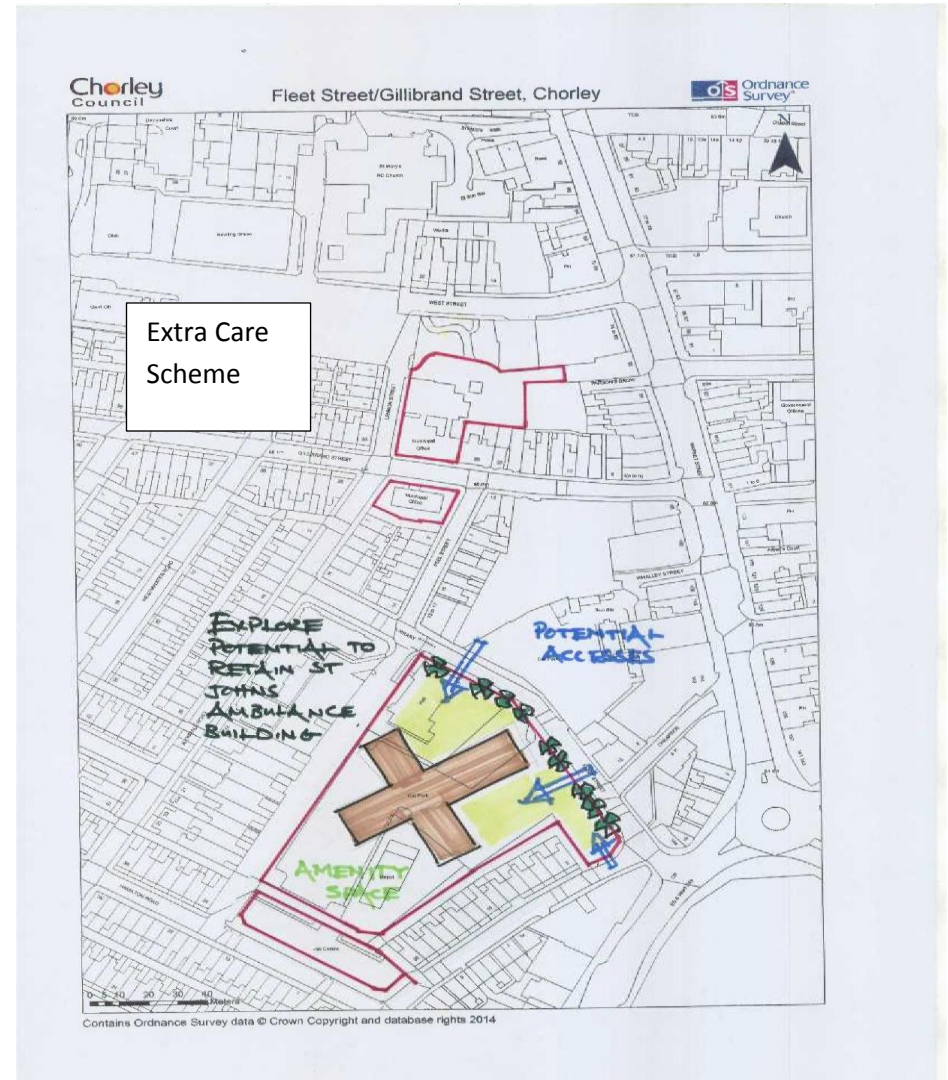
The Lancashire Extra Care Strategy identifies a significant demand for Extra Care in all districts, with Chorley having the highest percentage growth in over 65 year old population in the county. The principle of Extra Care is that residents have their own independent tenancies; however domiciliary care is available with a 24 hour staff presence, allowing residents with varying care and support needs to have a home for life.

Extra Care is key to reducing the need for residential and domiciliary care as well as assisting hospital discharges. Strong partnership working with the County Council, Clinical Commissioning Group and Chorley Council, as well as engaging with an appropriate Registered Provider, is needed to deliver a suitable Extra Care Scheme.

There is no standard design for an Extra Care scheme although HAPPI (Housing for Ageing Population: Panel For Innovation) design principles should be followed. The Council would encourage any scheme to incorporate the following characteristics and features:

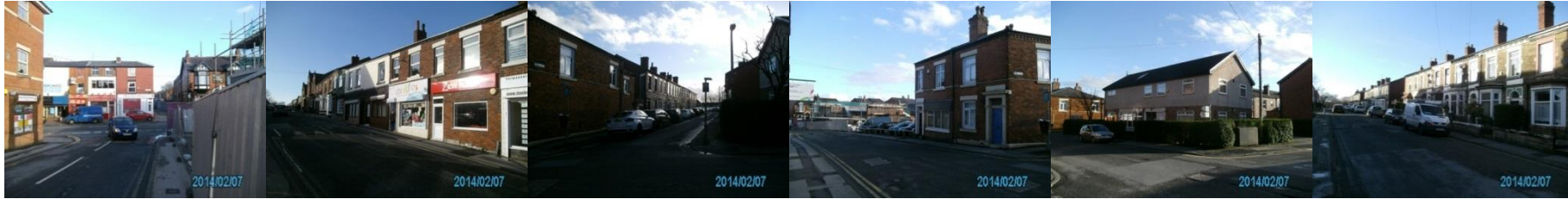
- Social Rented in Tenure for the vast majority of units if not all
- Individual patios/balconies
- Assisted bathing facilities
- Facilities for onsite hairdressers

- Guest bedroom
- Shared garden
- Shared dining/leisure area
- Avoidance of long corridors/institutional design
- Lots of natural light
- Potential to act as a community hub



APPENDIX 1 - PHOTOGRAPHIC SURVEY OF FLEET STREET/GILLIBRAND STREET AREA

Gillibrand Street



West Street



Avondale Road



Library Street



Peel Street



Fleet Street



Gillibrand Walks



Hamilton Road



Pall Mall



Cheapside



Market Street



APPENDIX 2 – LOCAL PLAN POLICIES

The following Central Lancashire Core Strategy (2012) policies will be applied to this development.

Policy 17: Design of New Buildings

The design of new buildings will be expected to take account of the character and appearance of the local area, including the following:

- (a) siting, layout, massing, scale, design, materials, building to plot ratio and landscaping.
- (b) safeguarding and enhancing the built and historic environment.
- (c) being sympathetic to surrounding land uses and occupiers, and avoiding demonstrable harm to the amenities of the local area.
- (d) ensuring that the amenities of occupiers of the new development will not be adversely affected by neighbouring uses and vice versa.
- (e) linking in with surrounding movement patterns and not prejudicing the development of neighbouring land, including the creation of landlocked sites.
- (f) minimising opportunity for crime, and maximising natural surveillance.
- (g) providing landscaping as an integral part of the development, protecting existing landscape features and natural assets, habitat creation, providing open space, and enhancing the public realm.
- (h) including public art in appropriate circumstances.
- (i) demonstrating, through the Design and Access Statement, the appropriateness of the proposal.
- (j) making provision for the needs of special groups in the community such as the elderly and those with disabilities.
- (k) promoting designs that will be adaptable to climate change, and adopting principles of sustainable construction including Sustainable Drainage Systems (SuDS);
and
- (l) achieving Building for Life rating of ‘Silver’ or ‘Gold’ for new residential developments.
- (m) ensuring that contaminated land, land stability and other risks associated with coal mining are considered and, where necessary, addressed through appropriate remediation and mitigation measures.

Policy 6: Housing Quality

Improve the quality of housing by:

- (a) Targeting housing improvements in areas of greatest need i.e. Inner East Preston, and combine this intervention with wider regeneration initiatives such as in Leyland town centre;
- (b) Encouraging the re-use of empty housing for residential purposes through either their re-occupation or conversion including sub-division and amalgamation into other types of housing or to allow a change to other uses complementary to the residential area;
- (c) Facilitating the greater provision of accessible housing and neighbourhoods and use of higher standards of construction.

Policy 7: Affordable and Special Needs Housing

Enable sufficient provision of affordable and special housing to meet needs in the following ways:

- (a) Subject to such site and development considerations as financial viability and contributions to community services, to achieve a target from market housing schemes of 30% in the urban parts of Preston, South Ribble and Chorley, and of 35% in rural areas on sites in or adjoining villages which have, or will have, a suitable range of services; on any rural exception sites including those in the Green Belt there will be a requirement of 100%.
- (b) Aside from rural exception sites the minimum site size threshold will be 15 dwellings (0.5 hectares or part thereof) but a lower threshold of 5 dwellings (0.15 hectares or part thereof) is required in rural areas.
- (c) Where robustly justified, off-site provision or financial contributions of a broadly equivalent value instead of on-site provision will be acceptable where the site or location is unsustainable for affordable or special housing.
- (d) Special needs housing including extra care accommodation will be required to be well located in communities in terms of reducing the need to travel to care and other service provision and a proportion of these properties will be sought to be affordable subject to such site and development considerations as financial viability and contributions to community services.
- (e) Special needs housing including extra care accommodation will be required to be well located in communities in terms of reducing the need to travel to care and other service provision and a proportion of these properties will be required to be affordable.
- (f) An accompanying Supplementary Planning Document will establish the following:
 - i. The cost at and below which housing is considered to be affordable.
 - ii. The proportions of socially rented and shared ownership housing that will typically be sought across Central Lancashire.
 - iii. Specific spatial variations in the level and types of affordable housing need in particular localities.
 - iv. How the prevailing market conditions will affect what and how much affordable housing will be sought.

Policy 27: Sustainable Resources and New Developments

Incorporate sustainable resources into new development through the following measures:

All new dwellings will be required to meet Level 3 (or where economically viable, Level 4) of the Code for Sustainable Homes. This minimum requirement will increase to Level 4 from January 2013 and Level 6 from January 2016. Minimum energy efficiency standards for all other new buildings will be 'Very Good' (or where possible, in urban areas, 'Excellent') according to the Building Research Establishment's Environmental Assessment Method (BREEAM).

Subject to other planning policies, planning permission for new built development will only be granted on proposals for 5 or more dwellings or non-residential units of 500 sq metres or more floorspace where all of the following criteria are satisfied:

- (a) Evidence is set out to demonstrate that the design, orientation and layout of the building minimises energy use, maximises energy efficiency and is flexible enough to withstand climate change;

- (b) Prior to the implementation of zero carbon building through the Code for Sustainable Homes for dwellings or BREEAM for other buildings, either additional building fabric insulation measures,
or
appropriate decentralised, renewable or low carbon energy sources are installed and implemented to reduce the carbon dioxide emissions of predicted energy use by at least 15%;
- (c) Appropriate storage space is to be provided for recyclable waste materials and composting;
- (d) If the proposed development lies within a nationally designated area, such as a Conservation Area or affects a Listed Building, it will be expected to satisfy the requirements of the policy through sensitive design unless it can be demonstrated that complying with the criteria in the policy, and the specific requirements applying to the Code for Sustainable Homes and BREEAM, would have an unacceptable adverse effect on the character or appearance of the historic or natural environment.
- The integration of the principles above into other types of development will also be encouraged.

Chorley Local Plan 2012-2026 - Key Policies Relevant to this Proposal

Policy BNE1: Design Criteria for New Development

Planning permission will be granted for new development, including extensions, conversions and free standing structures, provided that, where relevant to the development:

- a) The proposal does not have a significantly detrimental impact on the surrounding area by virtue of its density, siting, layout, building to plot ratio, height, scale and massing, design, orientation and use of materials.
- b) The development would not cause harm to any neighbouring property by virtue of overlooking, overshadowing, or overbearing;
- c) The layout, design and landscaping of all elements of the proposal, including any internal roads, car parking, footpaths and open spaces, are of a high quality and respect the character of the site and local area;
- d) The residual cumulative highways impact of the development is not severe and it would not prejudice highway safety, pedestrian safety, the free flow of traffic, and would not reduce the number of on-site parking spaces to below the standards stated in Site Allocations Policy – Parking Standards, unless there are other material considerations which justify the reduction;
- e) The proposal would not adversely affect the character or setting of a listed building and/or the character of a conservation area and/or any heritage asset including locally important areas;
- f) The proposal would not have a detrimental impact on important natural habitats and landscape features such as historic landscapes, mature trees, hedgerows, ponds and watercourses. In some circumstances where on balance it is considered acceptable to remove one or more of these features then mitigation measures to replace the feature/s will be required either on or off-site;
- g) The proposal would not cause an unacceptable degree of noise disturbance to surrounding land uses;

h) The proposal includes measures to help to prevent crime and promote community safety.

OPEN SPACE AND PLAYING PITCH REQUIREMENTS

Policy HS4A: Open Space Requirements in New Housing Developments

All new housing developments will be required to make provision for open space and recreation facilities, where there are identified local deficiencies in the quantity, accessibility or quality and/or value of open space and recreation facilities.

Where there is an identified local deficiency in quantity and/or accessibility, open space provision will be required on-site. Where this is not appropriate, payment of a financial contribution towards off-site provision or improvements to existing open spaces and recreation facilities will be required.

Where there is an identified local deficiency in quality and/or value of existing open spaces and recreation facilities, a financial contribution towards improving these sites will be required.

On-site provision and financial contributions for off-site provision or improvements will be calculated using the following standards:

Amenity greenspace

Provision for children/young people	0.73 hectares per 1,000 population
Parks and gardens	0.08 hectares per 1,000 population
Natural and semi-natural greenspace	1.91 hectares per 1,000 population
Allotments	4.64 hectares per 1,000 population
	0.07 hectares per 1,000 population

Policy HS4B: Playing Pitch Requirements in New Housing Development

All new housing developments will be required to pay a financial contribution towards new playing pitch provision in the Borough or towards improvements to existing playing pitches.

The financial contribution will be calculated using a standard of 1.21 hectares per 1,000 population.

Refer to Open Space, Sport and Recreation SPD (Sept 2013)

HIGHWAYS AND PARKING

Policy ST1: New Provision or Improvement of Footpaths, Cycleways, Bridleways and their associated facilities in existing networks and new development.

New development and highway and traffic management schemes will not be permitted unless they include appropriate facilities for pedestrians, cycle parking facilities, and/or cycle routes. Proposals should provide for:

- i) The retention or appropriate diversion of existing footpath and cycleway links;
- ii) Facilities for pedestrians and cyclists to facilitate access on foot and by bicycle to nearby residential, commercial, retail, educational and leisure areas, where appropriate;

iii) Additional footpaths, bridleways and cycleway routes between the countryside and built up areas where appropriate.

Proposals to improve, extend or add to the existing footpath, cycleway and bridleway network in the Borough and in new development will be supported providing they:

- a) Are integrated with existing routes to facilitate access on foot, by bicycle and by horse;
- b) Where appropriate, identify gaps in the existing network and map potential new link routes, particularly in areas where there is a high level of demand;
- c) Do not harm residential amenities;
- d) Do not harm nature conservation interests;
- e) Take into account the needs of agriculture;
- f) Are located and designed to minimise the risk of crime;
- g) Have regard to the needs of people with impaired mobility; and
- h) Have regard to other users of the route and vehicular traffic.

Permission will not be granted for development which would prejudice the implementation of the proposed cycle routes/recreational footpaths shown on the Policies Map or the continuity of existing cycle routes within the Borough:

Cycle Routes

- 1) *Clayton Le Woods cycling improvements on Lancaster Lane/ Moss Lane/Lydiate Lane and Town Brow to cycle links to Cuerden Valley Park including Toucan crossings of A49 by Moss Lane, Lancaster Lane.
- 2) *Clayton Brook and Whittle-le-Woods to Chorley (A6) with links to the canal and Cuerden Valley Park.
- 3) Canal towpath from Botany to Blackburn.
- 4) Chorley to Abbey Village old railway line.
- 5) *Cycle schemes near Wheelton on the A676.
- 6) Chorley North East-Harpers Lane, Railway Road, Bengal Street, Water Street, Hollinshead Road, Union Street and Park Road.
- 7) Cycle link from Croston, Ulnes Walton to Leyland.
- 8) *Euxton-Wigan Road and School Lane cycle path improvements.
- 9) *Buckshaw to Chancery Road via Alker Lane to Cuerden Valley Park via Dawson Lane, via Park Saddle bridge to Runshaw College and to Southport Road via West Way/East ways.
- 10) *Chorley East-canal, Eaves Lane, Lyons Lane, Yarrow Gate, to Carr Lane and Myles Standish Way.
- 11) *Improvements to cycle links in and around Adlington.
- 12) Chorley South to Coppull via Bolton Road, Pilling Lane, Eaves Green Road, Lower Burgh Way and Burgh Hall Lane.
- 13) *Cycle improvements from Eccleston to Chorley via Back Lane.

Recreational Footpaths

- 14) Recreational footpath between Chorley and Brinscall on the former disused Chorley-Blackburn railway line

Policy ST4: Parking Standards

Proposals for development will need to make parking provision in accordance with the standards set out in Appendix D.

Locations that are considered to be more sustainable and well served by public transport may be considered appropriate for lower levels of provision.

Proposals for provision above or below this standard will be supported by evidence detailing the local circumstances that justify deviation from the standard.

The local circumstances that will be taken into account include:

- a) The quality of provision for pedestrians - width of footways, quality of surfaces, access points to the site, provision and quality of street furniture and lighting;
- b) The quality of provision for cyclists - cycle parking, dedicated cycling facilities, access points to site, quality of design and provision, any restrictions on cycle movement;
- c) The distance to and quality of bus stops, the frequency of services, quality of footways and lighting to stops, and the distance to the nearest interchange;
- d) The number of train stations within 1,200m walking distance, quality of station, and frequency of services; and
- e) Evidence of local parking congestion.

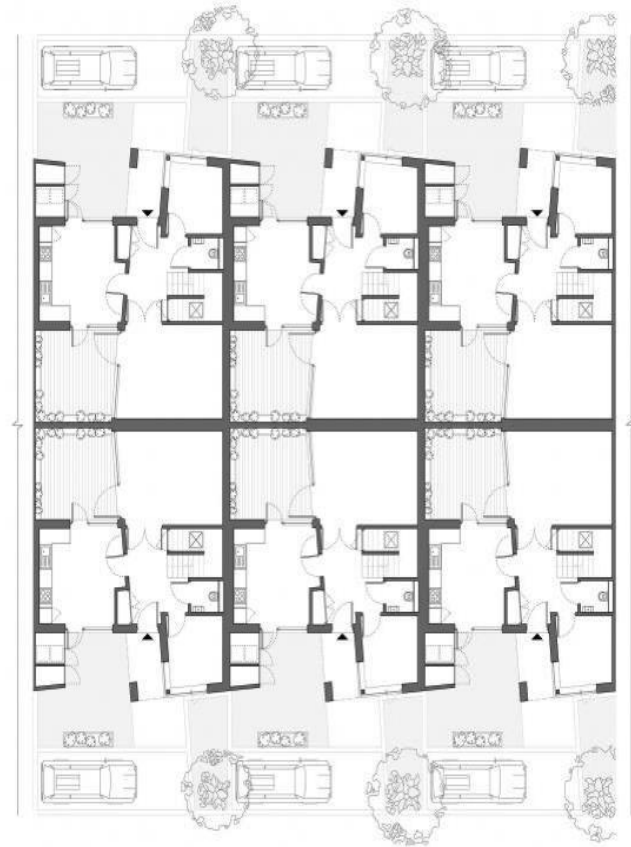
APPENDIX 3 : EXAMPLES OF CONTEMPORARY RESIDENTIAL DEVELOPMENTS/TERRACES

Tibby's Triangle Southwold, Suffolk



Newhall, Harlow





East Manchester

Toxteth Street area of Openshaw in east Manchester is a major new housing development to replace old terrace houses.

More than 400 houses are planned as part of a large-scale regeneration project for Openshaw which is creating modern, energy-efficient housing for rent and for sale, designed to meet the needs of the local community and attract new people to the area.

The first properties were completed by housing regeneration specialist Lovell include homes for owner-occupiers and tenants of Adactus Housing Association from the existing neighbourhood who are choosing to move to the new development.



Beswick

East Manchester is currently undergoing an extensive programme of regeneration, which is aimed at improving quality of life for residents in 17 neighbourhoods. Two of these areas, Beswick and New Islington have already seen new housing built, and the development partners have been working closely with existing residents to shape the vision of a transformed inner city.



Miles Platting, East Manchester

In Miles Platting in East Manchester major new housing development is bringing affordable homes and jobs to the area.

In partnership with Manchester City Council, New East Manchester and Adactus Housing Association, local affordable housing developer Lovell is building 53 two- three- and four-bedroom houses at Sandal Street with the help of £1.03 million investment from the Homes and Communities Agency (HCA) through the Kickstart programme. They are the first of 1,000 new homes planned for the area.



Report of	Meeting	Date
Chief Executive's Office	Council	22 nd July 2014

RENEWABLE AND LOW CARBON ENERGY SUPPLEMENTARY PLANNING DOCUMENT

PURPOSE OF REPORT

- To seek adoption of the Renewable and Low Carbon Energy Supplementary Planning Document (SPD).

RECOMMENDATION(S)

- Members are asked to adopt the Renewable and Low Carbon Energy SPD as detailed in Appendix 1.

EXECUTIVE SUMMARY OF REPORT

- This report explains the purposes and objectives of the Renewable and Low Carbon Energy SPD, which has now been finalised and is intended to be adopted.

Confidential report Please bold as appropriate	Yes	No

CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
Clean, safe and healthy communities	✓	An ambitious council that does more to meet the needs of residents and the local area	

BACKGROUND

- Supplementary Planning Documents (SPDs) offer local planning authorities the opportunity to add guidance in specific policy areas. They are documents that must be prepared in consultation with interested parties, and must be subject to a screening process to discover whether a Sustainability Appraisal would be required. Unlike Development Plan Documents (DPDs) SPDs do not require independent examination before they are adopted.
- The Renewable and Low Carbon Energy SPD will supplement Core Strategy Policies 27: Sustainable Resources and New Development and 28: Renewable and Low Carbon Energy Schemes when adopted.
- It provides an overview of the various renewable and low carbon energy technologies available such as wind turbines and solar power, and identifies the planning issues

associated with each technology. The SPD also provides further advice and guidance for applicants on the requirements of the relevant Core Strategy policies. It draws together guidance from a range of documents that will need to be addressed in planning applications for renewable and low carbon energy schemes.

DRAFT SPD CONSULTATION RESPONSES

8. A draft version of the SPD was consulted on for 6 weeks between 31st March and 12th May 2014. 18 representations were received in relation to the consultation. A summary of the main issues raised and how those issues have been addressed in the SPD are included in Appendix 2. Approximately 1,500 people and organisations were consulted including statutory consultees and other organisations and members of the public that have asked to be kept informed of work on the Local Plan.
9. 5 supported the SPD, 12 supported subject to amendments to the SPD and 1 objected.
10. The representations supporting the SPD subject to amendments were mainly from organisations that will be consulted on renewable/low carbon energy planning applications such as English Heritage, the Highways Agency, the Coal Authority, National Trust and Lancashire County Council.
11. The objection was received from Heskin Parish Council and stated that they will object in principle to proposals for wind turbines in the Heskin parish area. Given that the intention of the SPD is to promote appropriate renewable energy schemes, it is considered that no changes can be made to the SPD to overcome this objection. Applications for wind turbines will be determined in accordance with the development plan, including Core Strategy Policy 28, the SPD and relevant material considerations.
12. The SPD has been amended to address some of the issues raised. In particular a section on unstable land has been added in the wind turbine and solar power sections of the SPD setting out the requirement for a Coal Mining Risk Assessment to be submitted with planning applications for these technologies if they are located in areas defined by the Coal Authority as Development High Risk Areas.
13. Reference has also been made to non-designated heritage assets contained in the Lancashire Historic Environment Record that will also need to be taken into consideration when assessing the impact of wind turbines, solar power schemes and hydropower schemes on heritage assets.
14. Within the ecology section of the wind turbines and solar power sections of the SPD, further information has been added in relation to information provided by the RSPB. Reference has been made to the Lancashire Goose Alert Area (GAA) to the west of the Borough which is linked to the Martin Mere and Ribble Alt Estuaries Special Protection Areas and birds from both sites feed within it. The SPD requires developers to consult the RSPB if a proposal for a wind turbine or solar power scheme is located in this area.
15. The Highways Agency has amended its policy on the distance of wind turbines to highways. They previously required the separation distance to be the height of the turbine plus 50 metres. The new policy requires the separation distance to be the height of the turbine plus 50 metres or the height x 1.5 metres, whichever is the lesser. The SPD has been amended accordingly.
16. The remaining amendments relate to minor changes to the text to assist in clarity and be consistent between the terminology used in national planning policy, the Local Plan and the SPD e.g. the SPD referred to acceptable uses in the Green Belt but one of the representations suggested changing this to appropriate to be consistent with the terminology used in the NPPF.

NEXT STEPS

- 17. Under the planning regulations, the revised SPD along with a statement setting out the people consulted when preparing the SPD, a summary of the main issues raised and how these issues have been addressed must be made available for a minimum of 4 weeks before it is adopted. The 4 week period took place between 23rd June and 21st July 2014.
- 18. Accordingly, the final version of the SPD is being placed before Members for approval to adopt.

IMPLICATIONS OF REPORT

- 19. 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

Report Author	Ext	Date	Doc ID
Katherine Howarth	5295	07/07/14	***

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Chorley Local Plan

2012-2026

Renewable and Low Carbon Energy

Supplementary Planning Document

June 2014



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A. INTRODUCTION

1. Supplementary Planning Documents (SPDs) were introduced by the Planning and Compulsory Purchase Act 2004 as part of the reforms to the planning system. Although not forming part of the statutory development plan, one of the functions of an SPD is to provide further detail on policies and proposals within the Local Plan. SPDs must be consistent with national planning policies as well as the policies set out in the Local Plan.
2. This SPD has been prepared in accordance with the Town and Country Planning (Local Planning) Regulations 2012 and the National Planning Policy Framework (The Framework), conforming and responding to all relevant local and national policies and is based on a robust and up-to-date evidence base. The SPD does not contain policies nor does it seek to allocate land but is to be considered alongside policies in the Central Lancashire Core Strategy and Local Plan. The guidance should therefore be taken into consideration from the earliest stages of the development process of any site.
3. The purpose of this SPD is to provide further guidance on Core Strategy Policies 27: Sustainable Resources and New Developments and 28: Renewable and Low Carbon Energy Schemes. It sets out the various renewable and low carbon energy technologies, their requirements and the planning issues associated with each technology that will need to be addressed as part of any planning application.
4. Once adopted, this document should be afforded significant weight as a material consideration in determining planning applications.

B. PLANNING POLICY

National Planning Policy Framework

5. Guidance on planning policy is issued by central Government in the form of the Framework. Local Planning Authorities have to take the contents of the Framework into account as a material consideration when determining planning applications and when preparing their Local Plans.
6. The requirements of the Framework in relation to climate change and renewable and low carbon energy are set out in Section 10: Meeting the Challenge of Climate Change, Flooding and Coastal Change. These are as follows:
 - Support the move to a low carbon future by planning for new development in locations and ways which reduce greenhouse gas emissions and setting local requirements for buildings sustainability.
 - Increase the use and supply of renewable and low carbon energy by designing policies to maximise renewable and low carbon energy development while ensuring that adverse impacts are addressed satisfactorily.

Central Lancashire Core Strategy

7. The adopted Central Lancashire Core Strategy is the key policy document as it sets the overarching vision and strategic policies for the area. It is underpinned by the Local Plan which allocates land for development whilst protecting other areas from inappropriate development.
8. The Central Lancashire Core Strategy was adopted in July 2012. Of particular relevance to this SPD is Core Strategy Policy 28: Renewable and Low Carbon Energy Schemes. This policy sets

out requirements for renewable and low carbon energy schemes, of which this SPD seeks to provide additional guidance.

9. Other Core Strategy policies relevant to this SPD include:
- Policy 16: Heritage Assets
 - Policy 21: Landscape Character Areas
 - Policy 22: Biodiversity and Geodiversity
 - Policy 27: Sustainable Resources and New Development

Chorley Local Plan 2012-2026

10. Chapter 9 of the Local Plan deals with tackling climate change. It does not contain any further policies on tackling climate change than those contained in the Core Strategy. There are however a number of policies within the Local Plan that will need to be taken into consideration when determining planning applications for renewable and low carbon energy schemes. These include:
- BNE1: Design Criteria for New Development
 - BNE8: Protection and Enhancement of Heritage Assets
 - BNE9: Biodiversity and Nature Conservation
 - BNE11: Species Protection

C. THE IMPORTANCE OF RENEWABLE AND LOW CARBON ENERGY

11. Climate change is a key Government priority.
12. The 2008 Climate Change Act established the world's first legally binding climate change target. The Government aims to reduce the UK's greenhouse gas emissions by at least 80% by 2050 compared to 1990 levels. To help achieve this, the 2009 Renewable Energy Directive set a target for the UK to achieve 15% of its energy consumption from renewable sources by 2020 compared to 1990 levels.
13. Most of the UK's energy currently comes from fossil fuels such as coal, oil and gas which are a finite resource and release greenhouse gases. Renewable energy technologies produce energy from natural resources and include wind turbines, solar power and hydropower. In addition there are a range of low or zero carbon technologies which are not completely renewable as they may require a small amount of electricity to operate but the carbon emissions are very low or in some cases zero. Such technologies include biomass, ground source heat pumps as well as combined heat and power. The next section provides detailed guidance on each of these technologies.
14. Increasing the amount of energy produced from renewable and low carbon technologies will reduce the dependence on fossil fuels which are becoming more expensive and difficult to find. It will also help to make sure the UK has a secure energy supply and reduce greenhouse gas emissions which will slow down climate change.
15. In 2012 4.1% of the UK's energy consumption came from renewable sources, which was an increase of 0.3% from 2011. It is vital that the energy consumption from renewable sources continues to increase so that the UK achieves its 15% renewable target.
16. Planning plays an important role in the delivery of new renewable and low carbon energy schemes and in accordance with national planning policy, such schemes will be encouraged in the Borough provided they do not have any unacceptable impacts.

D. GUIDELINES FOR RENEWABLE AND LOW CARBON ENERGY SCHEMES

17. Core Strategy Policy 28 (see Appendix 1) sets out the requirements for renewable and low carbon energy schemes in the Borough. This section identifies the various technologies and provides further guidance on how planning applications for such schemes will be assessed and what information will be required as part of the planning application.
18. Early discussions with the Council's Development Control Team are encouraged for all renewable and low carbon energy schemes prior to submitting a planning application. Open and constructive discussions about schemes before they are formally submitted as a planning application can help steer proposals into a form that are more likely to be acceptable to the Council whilst leading to the reworking or withdrawal of proposals that appear to be fundamentally unacceptable. This can be achieved by entering into pre-application discussions which will help save time and avoid unnecessary expense. There is a charge for this pre-application service which the Council will determine on a case by case basis. Further information on pre-application advice is available at www.chorley.gov.uk/planning

(i) Wind Turbines

Introduction

19. Wind power is a technically proven energy technology for which there is great potential in the UK due to it benefitting from some of the highest wind speeds in Europe. Wind energy is produced by turbines operated by winds. When the wind is blowing the blades are pushed around and each circulation powers a turbine which then generates electricity.
20. Due to the initial relatively easy setup, low maintenance requirements and high levels of energy produced, wind energy is one of the most cost effective renewable fuels available. The faster the wind, the more energy the wind turbine will produce. If the wind is very strong the turbines will stop for safety reasons. One wind turbine as part of a wind farm can produce enough energy to supply 1,000 homes over a year.
21. There are various types of wind turbines, principally horizontal and vertical axis types. Wind turbines also vary considerably in size. Small-scale (microgeneration) wind turbines have a power output less than 50kW and are generally intended to supply electricity to a household. They can be building mounted or stand alone. Building mounted wind turbines have a blade diameter less than 2 metres. Stand-alone small-scale wind turbines typically have a blade diameter less than 15 metres and are usually no more than 30 metres in overall height.
22. Medium scale wind turbines have a power output between 50kW and 500kW and can range from a single turbine to small groups of turbines. They are most commonly installed to supply electricity to businesses. Medium size wind turbines typically have a blade diameter between 15 and 30 metres and are usually no more than 80 metres in overall height.
23. Large scale wind turbines have a power output between 500kW and 5MW and are used for producing electricity which feeds directly into the national grid. They are usually grouped together to form a wind farm. Large wind turbines can have a blade diameter over 100 metres and are over 80 metres in overall height with some exceeding 150 metres in overall height.

Planning application procedure

24. Chorley Council will deal with planning applications for wind turbine developments of 50MW or less installed capacity. Larger installations of more than 50MW capacity are subject to separate procedures and will be considered by the Secretary of State for Energy and the Council will be a statutory consultee.

25. Pre-application consultation with local communities must be carried out for developments of more than 2 wind turbines or where the hub height of any turbine exceeds 15 metres in accordance with the Town and Country Planning (Development Management Procedure and Section 62A Applications) (England) (Amendments) Order 2013. All subsequent planning applications must be accompanied by details of how this requirement has been complied with, any responses that were received, and the account taken of those responses.

Permitted development

26. In some cases domestic wind turbines can be installed without the need for planning permission if specified limits and conditions are met. These are set out in Appendix 2.
27. Domestic wind turbines not meeting these conditions and all non-domestic wind turbines will require planning permission.

Environmental Impact Assessment

28. Wind turbines are listed under Schedule 2 of the Environmental Impact Assessment (EIA) Regulations 2011 as projects that may require an EIA if any of the following apply:
- More than 2 turbines are proposed;
 - The hub height of any turbine exceeds 15 metres;
 - The proposal lies within a sensitive area (SSSIs).
29. If any of these conditions apply the Council must provide a Screening Opinion advising the applicant whether or not an EIA is required. An applicant can also request a Screening Opinion to be provided.
30. An EIA is an assessment of the possible impacts that a proposed project may have on the environment including the environmental, social and economic impacts.
31. Where an EIA is required the planning application will need to be accompanied by an Environmental Statement that assesses the impact the project is likely to have on the local environment.
32. Where a proposal does not require a full EIA the Council may still require that certain relevant issues are addressed, such as the cumulative impacts of the proposal or the impact of the proposal on a SSSI if it is adjacent to it but not within it, in an Environmental Statement which must accompany a planning application.

Identifying suitable locations

33. Wind speed is an important factor in identifying a suitable location for a wind turbine. Small scale wind turbines start generating electricity at 4 metres per second. There is an average wind speed of over 4 metres per second across the whole Borough therefore there is potential for wind turbines to be installed across the Borough. Large turbines require a higher wind speed. Parts of the Borough have wind speeds over 6 metres per second (see Appendix 3), these areas could be more suitable for medium and large scale wind turbines. The flow of wind to the turbine should be free of obstructions such as trees and buildings.
34. When looking for a suitable site, access to the National Grid is required. Discussions with the appropriate electricity company should take place to identify if there are likely to be any issues connecting the turbine to the grid and to assess whether it is cost effective. Evidence of this consultation should be included with the planning application.
35. Site access is also important. Adequate access is required for both the initial construction of the wind turbines and for subsequent maintenance of them. The existing road network serving a site needs to be assessed to identify whether it is suitable. If any amendments to the road network

are required to gain access to a site for construction and maintenance then they should be detailed in the planning application.

36. Wind turbines do not fall within the specified categories of appropriate uses in the Green Belt, therefore planning permission for proposals located in the Green Belt will only be granted in very special circumstances. Such very special circumstances may include the wider environmental benefits associated with increased production of energy from renewable sources. Planning permission will only be granted if these very special circumstances outweigh any harm identified when the proposal is assessed against the planning issues identified in the next section.

Planning issues and requirements

37. Although wind energy has many environmental, social and economic benefits, wind turbines can also have negative impacts as they can give rise to noise issues, be visually intrusive and impact upon ecology, aviation, telecommunications and cultural heritage.
38. The planning issues associated with wind turbines are set out below and must be addressed in all planning applications to ensure that any potential negative effects are mitigated.

Landscape and visual impact

39. Wind turbines are large structures and along with associated infrastructure they will inevitably have an impact on the landscape and visual environment. Effects will vary depending on the size and number of turbines in a scheme, its location, the landscape characteristics and the sensitivity of viewpoints or visual receptors.
40. Landscape impacts are the effects of a wind turbine on the fabric, character and quality of the landscape and the degree to which it will become a significant or defining characteristic of the landscape.
41. Visual impacts concern the degree to which the wind turbine will become a feature in particular views and the impact this has upon the people experiencing those views.
42. A Landscape and Visual Impact Assessment must be submitted with all planning applications for wind turbines to assess the likely landscape and visual impacts of the proposal. This should be prepared in accordance with the Guidelines for Landscape and Visual Impact Assessment, 3rd Edition, April 2013 (Landscape Institute and Institute of Environmental Management and Assessment).

Sites with statutory protection

43. In the Borough there are a number of national and local environmental designations. Wind turbines and ancillary infrastructure can have a significant impact on the setting of these designations and the designation itself.
44. Chorley Borough has an extensive network of sites important for biodiversity. These include Sites of Special Scientific Interest (SSSIs) which are statutory sites of national conservation value. There are two SSSIs in the Borough at White Coppice and Charnock Richard, these are identified on the Local Plan Policies Map.
45. If a proposal for a wind turbine lies within or is considered to have an impact upon a SSSI an Environmental Impact Assessment (EIA) may be required. The Council will provide a Screening Opinion advising the applicant whether or not an EIA is required.
46. There are also sites at the County and local level that make a significant contribution to the natural diversity of the Borough and a number of buildings, monuments, sites, areas or landscapes that have heritage significance. Careful consideration needs to be given to the

impact of wind turbines on these heritage assets. Such heritage assets in the Borough are identified on the Local Plan Policies Map and include:

- Biological Heritage Sites
- Geological Heritage Sites
- Conservation Areas
- Listed Buildings
- Scheduled Ancient Monuments
- Historic Parks and Gardens
- Locally important Areas and Buildings

47. In addition, there are a number of non-designated heritage assets in the Borough. These are included on the Lancashire Historic Environment Record, along with the designated heritage assets above. Consideration needs to be given to the impact of wind turbines on these non-designated heritage assets. Developers are advised to consult the Record at an early stage in planning a scheme.
48. The impact of a proposal on ecological networks in the Borough must also be taken into consideration.
49. If a wind turbine is proposed within, or affects the setting of, one of the above types of heritage asset (both designated and non-designated), an assessment of its impact on the asset must be undertaken and submitted with the planning application along with details of how any identified negative impacts have been mitigated. The level of detail in the assessment should be proportionate to the assets' importance. The impact on the setting of a heritage asset needs to be assessed over a reasonably extensive area, in part but not solely dependent upon the scale of the turbines proposed.

Noise

50. It is perceived that noise from wind turbines will have an adverse impact on local amenity, however noise levels from modern turbines are generally low. Improvements in technology have significantly reduced the level of mechanical noise produced. If located a sufficient distance from noise sensitive developments, increases in noise levels will be acceptable.
51. When considering a proposal, developers should identify any noise sensitive developments such as residential dwellings and carry out a noise assessment produced in accordance with 'The Assessment and Rating of Noise from Wind Farms' (ETSU-R-97). This document sets noise limits at the nearest noise sensitive properties at 5dB(A) above background noise and sets an absolute limit within the range of 35-40dB(A) in low noise environments during the day and 43dB(A) at night time.
52. A noise assessment must be submitted with all planning applications for wind turbines. Good practice guidance on noise assessments of wind turbines has been prepared by the Institute of Acoustics to supplement ETSU-R-97.

Safety

53. Safety may be an issue with wind turbine developments. However, this can often be mitigated through appropriate siting.
54. Wind turbines must be located a safe separation distance away from buildings, public footpaths and bridleways. A safe separation distance is defined as the fall over distance of the turbine, which is the height of the turbine to the tip of the blade, plus 10%.
55. In order to mitigate the risks to the safety of road users arising from the structural or mechanical failure of wind turbines, the Highways Agency seeks a minimum setback distance from the boundary of a highway of the height of the turbine plus 50 metres or height x 1.5 metres, whichever is the lesser.

56. An appropriate separation distance between wind turbines and power lines is also required. National Grid should be consulted on all wind turbine applications and will advise on the required standards for wind turbines being separated from existing overhead power lines. Evidence of consultation with the National Grid must be submitted with the planning application. If any issues with connection are identified, details of how these issues have been addressed must also be submitted.

Ecology

57. There is a risk of collision between moving wind turbine blades and birds and bats. The risk is relatively low however the impacts on birds and bats and other protected species should be assessed for all wind turbine applications.
58. Developers should consult with Natural England regarding the presence of important habitats used by birds, bats or other protected species in and around the proposed development site.
59. To the west of the Borough there is a South West Lancashire Goose Alert Area (GAA) identified by the RSPB and the Wildlife Trust (see map in Appendix 4). This area is linked to the Martin Mere and Ribble Alt Estuaries Special Protection Areas (SPA's) and birds from both sites, including Pink-footed Geese and Whooper Swans feed within it. Developers should consult the RSPB if a proposal for a wind turbine is located within this area. Evidence of this consultation must be submitted with the planning application.
60. An ecological survey must be submitted with all planning applications for wind turbine schemes assessing any potential impacts and identifying appropriate mitigation measures.

Air traffic and radar

61. Wind turbines may represent a risk of collision with low flying aircraft and may interfere with the proper operation of radar by limiting the capacity to handle air traffic and aircraft instrument landing systems.
62. The National Air Traffic Services (NATS) provides air traffic control in the UK and safeguards all radars, navigation aids and communication stations from interference or disturbance. NATS is a statutory consultee for all wind turbine planning applications in the UK. The Council will consult with NATS during the planning process, however applicants for wind turbines are encouraged to consult them to ascertain whether their application is likely to be objected to in advance of submitting a planning application.
63. Wind turbines can also adversely affect a number of Ministry of Defence (MOD) operations including aerodromes, radar facilities and communication facilities. Developers should consult with the MOD if a proposed turbine is 11 metres to blade tip or taller and/or has a rotor diameter of 2 metres or more. If the MOD has concerns about a proposal they will work with the developer to look for ways to mitigate them. This will prevent the MOD objecting to a proposal when consulted by the Council as part of the determination of the planning application.
64. Consultation with NATS and the MOD is strongly encouraged and evidence of the consultation should be submitted with the planning application along with details of how any concerns have been mitigated.

Electromagnetic interference

65. Wind turbines may interfere with electromagnetic transmissions such as television, radio and phone signals. The Office of Communications (Ofcom) has information on systems that might be affected by a proposal and will identify specific consultees relevant to a site. Ofcom should be consulted prior to submitting a planning application as well as any specific consultees they identify. Operators may impose a clearance zone around their systems or require re-routing to prevent interference. There is often scope for the design and layout of a scheme to be amended to mitigate any adverse effects that may be identified.
66. Evidence of consultation with Ofcom and any other relevant consultees must be submitted with the planning application along with details of how any identified adverse effects have been mitigated.

Unstable land

67. There are areas within the Borough defined by the Coal Authority as Development High Risk Areas. These are areas where the potential land instability and other safety risks associated with former coal mining activities are likely to be greatest. All proposals for wind turbines in these areas will be required to prepare and submit a Coal Mining Risk Assessment (available on the Coal Authority website) with the planning application.

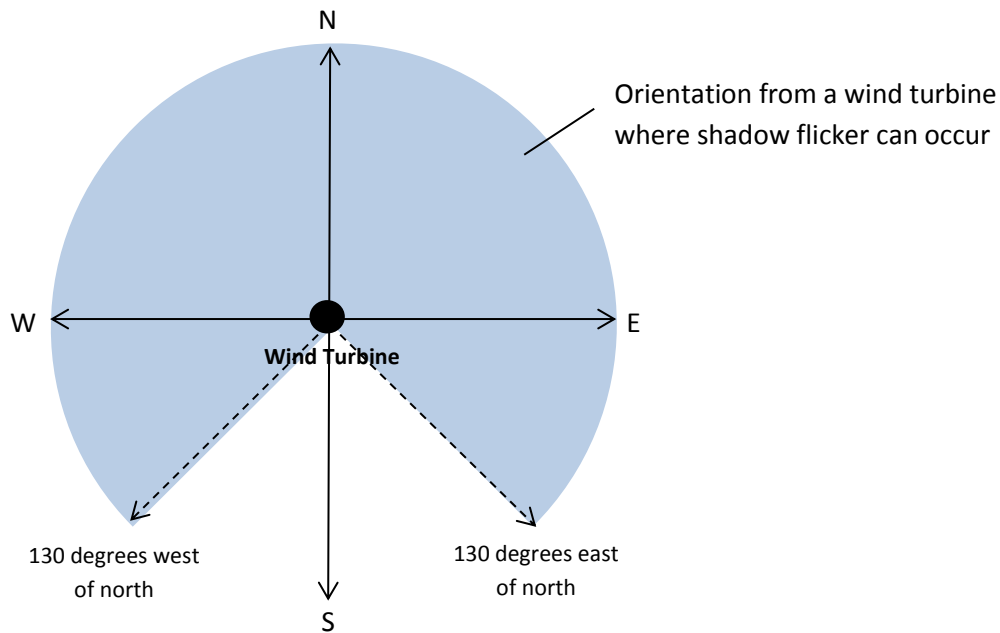
Shadow flicker

68. Under certain circumstances, the sun may pass behind the rotors of a wind turbine and create a shadow over neighbouring properties (see Figure 1). When the blades rotate, the shadow flicks on and off, an effect known as 'shadow flicker'. Problems caused by shadow flicker are rare and only properties within 130 degrees either side of north, relative to the turbines (see Figure 2) can be affected in the UK and the likelihood of it occurring will depend on a range of factors including direction, distance, turbine height, time of year and prevailing wind direction. It can only occur within ten rotor diameters of a turbine.
69. If a wind turbine is proposed within 10 rotor diameters of a building, an analysis of the effect of shadow flicker must be undertaken and submitted with the planning application. Where a proposal could give rise to shadow flicker, the analysis must quantify the impact and where necessary propose mitigation measures to reduce the effects to an acceptable level. Modern wind turbines can be controlled so as to avoid shadow flicker and mitigation can also be secured through the use of a planning condition requiring the provision and operation of a system to stop the turbine(s) rotating when shadow flicker occurs.

Figure 1: Shadow Flicker – Representation of impact



Figure 2: Shadow Flicker – Locations where shadow flicker can occur



Summary of requirements

Planning Issue	Requirements	Relevant Criterion of Core Strategy Policy 28
Landscape and visual impact	<ul style="list-style-type: none"> ▪ A landscape and visual impact assessment must be submitted with the planning application to assess the likely landscape and visual impacts of the proposal. 	A
Sites with statutory protection	<ul style="list-style-type: none"> ▪ If a wind turbine is proposed within or near to a SSSI an Environmental Impact Assessment may be required if significant effects are likely. ▪ If a wind turbine is proposed within, or affects the setting of, a heritage asset (as set out in para's 46 and 47), an assessment of its impact on the asset must be undertaken and submitted with the planning application. 	B
Noise	<ul style="list-style-type: none"> ▪ A noise assessment must be submitted (produced in compliance with The Assessment and Rating of Noise from Wind Farms [ETSU-R-97]) demonstrating noise from wind turbines will not exceed 5dB(A) above background noise and limited to an absolute limit within the range of 35-40dB(A) in low noise environments during the day. The limit for night time is 43dB(A). 	C
Safety	<ul style="list-style-type: none"> ▪ Wind turbines must be located a safe separation distance away from buildings, public footpaths and bridleways. This is at least the height of the turbine to the tip of the blade (the fall over distance of the turbine) plus 10%. ▪ Wind turbines must be set back from the boundary of a highway by a distance equal to their height plus 50 metres or height x 1.5 metres, whichever is the lesser. ▪ Consult National Grid on required separation distance between the turbine and power lines. Evidence of this will need to be submitted with the planning application. 	C
Ecology	<ul style="list-style-type: none"> ▪ Consult Natural England regarding the presence of important habitats used by birds, bats or other protected species in and around the proposed development site. Details of this must be submitted with the planning application. ▪ Consult the RSPB on schemes falling within the South West Lancashire Goose Alert Area (see Appendix 4). Details of this must be submitted with the planning application. ▪ An ecological survey must be submitted with the planning application assessing any potential impacts and identifying appropriate mitigation measures. 	C

Planning Issue	Requirements	Relevant Criterion of Core Strategy Policy 28
Air traffic and radar	<ul style="list-style-type: none"> ▪ Applicants are encouraged to consult NATS on all wind turbine planning applications and also the Ministry of Defence if a proposed turbine is 11 metres to blade tip or taller and/or has a rotor diameter of 2 metres or more. Evidence of this consultation and any mitigation measures proposed should be submitted with a planning application. 	C
Electromagnetic interference	<ul style="list-style-type: none"> ▪ Consult OFCOM prior to submitting a planning application to identify specific consultees relevant to a site and establish what systems might be affected by the proposal. Evidence of this consultation and any mitigation measures proposed must be submitted with the planning application. 	C
Unstable land	<ul style="list-style-type: none"> ▪ Submit a Coal Mining Risk Assessment if the proposal is located in a Coal Authority defined Development High Risk Area. 	C
Shadow flicker	<ul style="list-style-type: none"> ▪ If a wind turbine is proposed within ten rotor diameters of a building, an analysis of the effect of shadow flicker must be submitted with the planning application. If shadow flicker is likely to occur, mitigation measures will need to be proposed where appropriate to reduce the effects to an acceptable level. 	C

(ii) Solar Power

Introduction

70. Light and heat from the sun can be utilised to generate electricity using photovoltaic (PV) systems or to heat water using solar water heating systems.
71. Photovoltaic (PV) systems convert solar radiation into electricity using semi-conductors within photovoltaic cells. Individual PV cells are most commonly interconnected to form solar panels and can be mounted on roofs or free standing support structures on the ground. PV can also be integrated onto the roof of a building through the use of PV tiles. They are an important and relatively inexpensive source of electrical energy.
72. Solar water heating systems are designed to capture the heat of the sun and use it to directly heat water. They employ a similar technology to PV systems and use solar panels, called collectors, fitted to a roof. These collect heat from the sun and use it to heat up water which is stored in a hot water cylinder. There are two types of solar water heating panels; evacuated tubes and flat plate collectors, which can be fixed on the roof structure or integrated into the roof.

Planning application procedure

73. All proposals for non-domestic solar power systems such as solar farms will need to apply for planning permission. Some domestic systems will also require planning permission, further details are provided below.

Permitted Development

74. Most domestic roof mounted PV and solar hot water systems do not require planning permission, as long as the panels do not protrude above the highest part of the roof (excluding the chimney) or more than 200mm beyond the roof or wall on which they are installed. If the system is on a flat roof, planning permission will not be required unless the system is more than 1 metre in height above the highest part of the roof (excluding the chimney).
75. However, if the building is in a Conservation Area, planning permission will be required if the panels are fitted to a roof slope or wall that fronts a highway. Planning permission will also be required for solar panels if on a Listed Building, on a building within the curtilage of a Listed Building or on a site designated as a Scheduled Ancient Monument.
76. Domestic free standing systems do not require planning permission unless any of the following apply:
 - Any part of the installation is higher than four metres.
 - The installation is less than 5m from the boundary of the property.
 - The size of the array is more than 9 square metres or 3m wide by 3m deep.
 - They are installed within the boundary of a Listed Building or a scheduled monument.
 - The property is in a Conservation Area and part of the solar installation is nearer to any highway bounding the house than the part of the house that is nearest to that highway.
77. Only the first free standing solar installation will be permitted development. Further installations will require planning permission.

Environmental Impact Assessment

78. Solar power schemes are not specifically listed under Schedule 2 of the Environmental Impact Assessment (EIA) Regulations 2011 as projects that may require an EIA. However, Section 3a) of Schedule 2 specifies that any industrial energy installation producing electricity, steam and

hot water which exceeds 0.5 hectares may require an EIA. If the proposal lies within a sensitive area (SSSI) it may require an EIA even if it is under 0.5 hectares.

79. Any industrial solar power schemes over 0.5 hectares or within a SSSI may therefore require an EIA. For such schemes the Council must provide a Screening Opinion advising the applicant whether or not an EIA is required. An applicant can also request a Screening Opinion to be provided.
80. An EIA is an assessment of the possible impacts that a proposed project may have on the environment including the environmental, social and economic impacts.
81. Where an EIA is required the planning application will need to be accompanied by an Environmental Statement that assesses the impact the project is likely to have on the local environment.
82. Where a proposal does not require a full EIA the Council may still require that certain relevant issues are addressed, such as the cumulative impacts of the proposal or the impact of the proposal on a SSSI if it is adjacent to it but not within it, in an Environmental Statement which must accompany a planning application.

Identifying suitable locations

83. The ideal location for roof mounted solar power systems is on south facing roofs at a pitched angle of around 30° as this gives the best overall annual performance. Installations at any pitch and facing anywhere to the south of due east and due west are also feasible, although output will be reduced. Installation is not recommended on roofs facing north. Free standing systems should be orientated at the same angle and orientation for the best performance.
84. To ensure maximum efficiency is achieved, systems should be clear from shading. All the modules within a system are connected, so any shading on a single module will affect the performance of the whole array. A system can tolerate some shading early or late in the day without much reduction of overall output but it should not be shaded between 10am and 4pm. Nearby buildings, trees, chimneys, TV aerials and vent pipes are all common causes of shading and should be accounted for before any installation. Allowance should also be made for the future growth of trees and vegetation.
85. Solar electricity doesn't necessarily require direct sunlight and can still generate electricity on cloudy days. As much as a third of the energy generated on a sunny day can be generated on a cloudy day at the same time of year.
86. In the case of free standing systems and solar farms, careful consideration needs to be given to site selection in order to ensure they do not have a negative impact on the environment. Preference should be given to the re-use of previously developed land before the use of greenfield agricultural land. If agricultural land is selected, the proposal should allow for continued agricultural use of the land. Further guidance on this is provided in the next section.
87. When looking for a suitable site, access to the National Grid is required. Discussions with the appropriate electricity company should take place to identify if there are likely to be any issues connecting to the grid and to assess whether it is cost effective. Evidence of this consultation should be included with the planning application.
88. Site access is also important. Adequate access is required for both the initial construction of the solar power system and for its subsequent maintenance. The existing road network serving a site needs to be assessed to identify whether it is suitable. If any amendments to the road network or public footpaths are required to gain access to a site for construction and maintenance then they should be detailed in the planning application.

89. Solar power systems do not fall within the specified categories of appropriate uses in the Green Belt, therefore planning permission for proposals located in the Green Belt will only be granted in very special circumstances. Such very special circumstances may include the wider environmental benefits associated with increased production of energy from renewable sources. Planning permission will only be granted if these very special circumstances outweigh any harm identified when the proposal is assessed against the planning issues identified in the next section.

Planning issues and requirements

90. Whilst solar power systems have many environmental, social and economic benefits, they can also have negative impacts on the landscape if they are not sited appropriately, particularly large scale solar farms.
91. The planning issues associated with solar power systems are set out below and must be addressed in all planning applications to ensure that any potential negative effects are mitigated. These issues relate mainly to non-domestic stand-alone systems and solar farms but may also need to be taken into consideration for smaller scale domestic solar power developments requiring planning permission.

Landscape and visual impact

92. The development of a solar power system has the potential to result in significant impacts upon the character and quality of the landscape. All proposals should aim to complement the character of the local landscape.
93. Solar power systems can also have visual impacts. To avoid the systems becoming a dominant feature within the local landscape and having an adverse visual impact, they should be sited on relatively level ground to reduce their visual profile. Where possible, sites should be screened from view, either by the existing landscape or by planted hedges or mature vegetation.
94. Solar power developments will need to be adequately secured. Preference should be given to using natural features such as vegetation planting to assist in site security. However, in some cases security fencing will be required. Where required, the fencing should be screened and the height should be minimised and a suitable material used to avoid an unacceptable landscape and visual impact.
95. A Landscape and Visual Impact Assessment must be submitted with all planning applications for solar power schemes to assess the likely landscape and visual impacts of the proposal. This should be prepared in accordance with the Guidelines for Landscape and Visual Impact Assessment, 3rd Edition, April 2013 (Landscape Institute and Institute of Environmental Management and Assessment).

Sites with statutory protection

96. In the Borough there are a number of national and local environmental designations. Solar power schemes can have a significant impact on the setting of these designations.
97. Chorley Borough has an extensive network of sites important for biodiversity. These include Sites of Special Scientific Interest (SSSIs) which are statutory sites of national conservation value. There are two SSSIs in the Borough at White Coppice and Charnock Richard, these are identified on the Local Plan Policies Map.
98. If a proposal for a solar power scheme lies within or is considered to have an impact upon a SSSI an Environmental Impact Assessment (EIA) may be required. The Council will provide a Screening Opinion advising the applicant whether or not an EIA is required.

99. There are also sites at the County and local level that make a significant contribution to the natural diversity of the Borough and a number of buildings, monuments, sites, areas or landscapes that have heritage significance. Careful consideration needs to be given to the impact of solar power schemes on these heritage assets. Such heritage assets in the Borough are identified on the Local Plan Policies Map and include:
- Biological Heritage Sites
 - Geological Heritage Sites
 - Conservation Areas
 - Listed Buildings
 - Scheduled Ancient Monuments
 - Historic Parks and Gardens
 - Locally important Areas and Buildings
100. In addition, there are a number of non-designated heritage assets in the Borough. These are included on the Lancashire Historic Environment Record, along with the designated heritage assets above. Consideration needs to be given to the impact of solar power schemes on these non-designated heritage assets. Developers are advised to consult the Record at an early stage in planning a scheme.
101. The impact of a proposal on ecological networks in the Borough must also be taken into consideration.
102. If a solar power scheme is proposed within, or affects the setting of, one of the above types of heritage asset (both designated and non-designated), an assessment of its impact on the asset must be undertaken and submitted with the planning application along with details of how any identified negative impacts have been mitigated. The level of detail in the assessment should be proportionate to the assets' importance. The impact on the setting of a heritage asset needs to be assessed over a reasonably extensive area, in part but not solely dependent upon the scale of the solar power scheme proposed.

Agricultural Land

103. Solar farms often cover large areas of land and are therefore usually developed in rural locations. When selecting suitable locations, preference should be given to previously developed non-agricultural land or land which is of lower agricultural quality in order to safeguard the long term potential of the best and most versatile agricultural land. Even small scale solar energy developments can impact on the agricultural use of the land.
104. Core Strategy Policy 31 protects Grade 1, 2 and 3a agricultural land from development. Planning applications for solar farms on land designated within these grades must be accompanied by the following:
- An explanation of why the development needs to be located on this land and not on land of a lesser agricultural classification.
 - Clear justification of the benefits the development would have that would outweigh the land being taken out of full agricultural use.
 - Information on the impact of the proposed development on the local area's supply of farming land within the same classification.
105. Where possible, the proposal should allow for the continued agricultural use of the land.

Ecology

106. Solar power schemes can have implications for habitat loss, fragmentation and displacement of species. The nature of the impact is dependent on the ecological characteristics and features of the site and its sensitivity to the proposed change.

107. To minimise the ecological impact, hedges should be retained and any fencing to secure the site must allow species such as badgers to continue to access the site. Security lighting can also have an impact on species such as bats. It is advised that lighting is not used unless absolutely necessary. If it is necessary it must be minimised and directed away from hedges and woodland.
108. Developers should consult with Natural England regarding the presence of important habitats or protected species in and around the proposed development site.
109. To the west of the Borough there is a South West Lancashire Goose Alert Area (GAA) identified by the RSPB and the Wildlife Trust (see map in Appendix 4). This area is linked to the Martin Mere and Ribble Alt Estuaries Special Protection Areas (SPA's) and birds from both sites, including Pink-footed Geese and Whooper Swans feed within it. Developers should consult the RSPB if a proposal for a solar power scheme is located within this area. Evidence of this consultation must be submitted with the planning application.
110. An ecological survey must be submitted with all planning applications assessing any potential impacts and identifying appropriate mitigation measures.

Flood risk

111. The development of a solar farm does not usually increase flood risk and surface water run-off should not be any greater. However, a change in the composition of the ground surface which affects the way the surface water is channelled, or building solar farms in areas at risk of flooding could increase the risk.
112. A flood risk assessment must be submitted with all planning applications for solar power unless they are in Flood Zone 1 and are less than 1 hectare.
113. The flood risk assessment should identify and assess the risk on all forms of flooding to and from the development and demonstrate how these flood risks will be managed or mitigated so that the development remains safe throughout its lifetime.

Light reflection

114. Photovoltaic panels are designed to absorb light and not reflect it, and only reflect a small amount of the sunlight that falls on them. These reflections are significantly less than direct sunlight. However, concerns have been expressed about the potential for solar panels to cause glint and glare which could be a nuisance or hazard to residents and drivers.
115. Glint may be produced as a direct reflection of the sun in the surface of the solar panel. Glare is a continuous source of brightness and is not a direct reflection of the sun, but rather a reflection of the bright sky around the sun. Glint and glare may be more of an issue if tracking panels are proposed, which follow the daily movement of the sun.
116. All planning applications for solar power systems should be accompanied by a glint and glare assessment that considers the likely reflective capacity of all the materials used in the construction of the scheme and the potential impacts on residents.

Unstable land

117. There are areas within the Borough defined by the Coal Authority as Development High Risk Areas. These are areas where the potential land instability and other safety risks associated with former coal mining activities are likely to be greatest. All proposals for solar power schemes in these areas will be required to prepare and submit a Coal Mining Risk Assessment (available on the Coal Authority website) with the planning application.

Summary of requirements

Planning Issue	Requirements	Relevant Criterion of Core Strategy Policy 28
Landscape and visual impact	<ul style="list-style-type: none"> ▪ A landscape and visual impact assessment must be submitted with the planning application to assess the likely landscape and visual impacts of the proposal. 	A
Sites with statutory protection	<ul style="list-style-type: none"> ▪ If a solar power scheme is proposed within or near to a SSSI an Environmental Impact Assessment may be required if significant effects are likely. ▪ If a solar power scheme is proposed within, or affects the setting of, a heritage asset (as set out in para's 99 and 100), an assessment of its impact on the asset must be undertaken and submitted with the planning application. 	B
Agricultural land	<ul style="list-style-type: none"> ▪ If the proposal is on Grade 1, 2 or 3a agricultural land, justification must be provided with the planning application as to why the development needs to be located on this land. 	C
Ecology	<ul style="list-style-type: none"> ▪ Consult Natural England regarding the presence of important habitats or other protected species in and around the proposed development site. Details of this must be submitted with the planning application. ▪ Consult the RSPB on schemes falling within the South West Lancashire Goose Alert Area (see Appendix 4). Details of this must be submitted with the planning application. ▪ An ecological survey must be submitted with the planning application assessing any potential impacts and identifying appropriate mitigation measures. 	C
Flood risk	<ul style="list-style-type: none"> ▪ A flood risk assessment must be submitted with the planning application unless it is in Flood Zone 1 and is less than 1 hectare. It should include details of any mitigation measures. 	C
Light reflection	<ul style="list-style-type: none"> ▪ A glint and glare assessment must be submitted with the planning application, that considers the likely reflective capacity of all the materials used in the construction of the scheme and the potential impacts on residents. It should include details of any mitigation measures. 	C
Unstable land	<ul style="list-style-type: none"> ▪ Submit a Coal Mining Risk Assessment if the proposal is located in a Coal Authority defined Development High Risk Area. 	C

(iii) Hydropower**Introduction**

118. Hydropower is the use of flowing water to generate electricity which is known as hydroelectricity. In the UK there are three main methods for generating hydroelectricity:
- Storage schemes – where a dam collects water in a reservoir, then releases it to drive turbines, producing electricity.
 - Pumped storage schemes – where water is pumped to a higher reservoir, usually during times of low-priced electricity (at night), then released to a lower reservoir, again driving a turbine, usually when the electricity price is higher.
 - Run-of-river schemes – where the natural flow of a river or stream is used to drive a turbine.
119. Hydropower is reliable and predictable and if installed correctly can produce electricity all year round as it is only reliant on water flow. Over time, it is one of the most efficient forms of renewable energy.
120. The cost of installing a hydropower scheme can be high compared to other renewable and low carbon technologies, however maintenance requirements and costs are usually relatively low.
121. There is potential for small scale hydroelectric schemes in the Borough.

Planning application procedure

122. Planning permission is required for all hydroelectric schemes, including domestic and non-domestic installations. In addition to planning permission, permission is also required from the Environment Agency. Applicants must apply to the Environment Agency for an environmental permit to ensure that the scheme does not harm the environment. This permit will include a variety of licences, approvals or consents.
123. Before submitting a planning application developers should contact the Environment Agency to discuss the proposed scheme and begin the application for an environmental permit.

Environmental Impact Assessment

124. Installations for hydroelectric energy production are listed under Schedule 2 of the Environmental Impact Assessment (EIA) Regulations 2011 as projects that may require an EIA if the installation is designed to produce more than 0.5MW. If the proposal lies within a sensitive area (SSSI) it may require an EIA even if it is under 0.5 hectares.
125. If any of these conditions apply the Council must provide a Screening Opinion advising the applicant whether or not an EIA is required. An applicant can also request a Screening Opinion to be provided.
126. An EIA is an assessment of the possible impacts that a proposed project may have on the environment including the environmental, social and economic impacts.
127. Where an EIA is required the planning application will need to be accompanied by an Environmental Statement that assesses the impact the project is likely to have on the local environment.
128. Where a proposal does not require a full EIA the Council may still require that certain relevant issues are addressed, such as the cumulative impacts of the proposal or the impact of the proposal on a SSSI if it is adjacent to it but not within it, in an Environmental Statement which must accompany a planning application.

Identifying suitable locations

129. Hydropower is very site specific and is entirely reliant on having a suitable watercourse. The suitability of a watercourse is determined by the average flow rate and the vertical fall of the water. Without having a suitable watercourse it is unlikely that a hydropower scheme would be viable, and as such there are only a limited number of sites that are suitable within the Borough.
130. When looking for a suitable site, access to the National Grid is required. Discussions with the appropriate electricity company should take place to identify if there are likely to be any issues connecting to the grid and to assess whether it is cost effective. Evidence of this consultation should be included with the planning application.
131. Site access is also important. Adequate access is required for both the initial construction of the hydropower system and for its subsequent maintenance. The existing road network serving a site needs to be assessed to identify whether it is suitable. If any amendments to the road network are required to gain access to a site for construction and maintenance then they should be detailed in the planning application.
132. Hydropower systems do not fall within the specified categories of appropriate uses in the Green Belt, therefore planning permission for proposals located in the Green Belt will only be granted in very special circumstances. Such very special circumstances may include the wider environmental benefits associated with increased production of energy from renewable sources. Planning permission will only be granted if these very special circumstances outweigh any harm identified when the proposal is assessed against the planning issues identified in the next section.

Planning issues and requirements

133. The planning issues associated with hydropower schemes are set out below and must be addressed in all planning applications to ensure that any negative effects are mitigated.

Landscape and Visual Impact

134. Small-scale hydropower schemes consist of the installation of a turbine, associated buildings and ancillary equipment. The visual impact of these can be harmful to the landscape if not appropriately sited.
135. Such schemes should be sensitively sited and designed so that they integrate into the landscape through the careful use of landform, materials, vegetation and tree cover. Where possible existing buildings should be used to house machinery.
136. A Landscape and Visual Impact Assessment must be submitted with all planning applications for hydropower schemes to assess the likely landscape and visual impacts of the proposal. This should be prepared in accordance with the Guidelines for Landscape and Visual Impact Assessment, 3rd Edition, April 2013 (Landscape Institute and Institute of Environmental Management and Assessment).

Sites with statutory protection

137. In the Borough there are a number of national and local environmental designations. Hydropower schemes can have a significant impact on the setting of these designations.
138. Chorley Borough has an extensive network of sites important for biodiversity. These include Sites of Special Scientific Interest (SSSIs) which are statutory sites of national conservation value. There are two SSSIs in the Borough at White Coppice and Charnock Richard, these are identified on the Local Plan Policies Map.

139. If a proposal for a hydropower scheme lies within or near to a SSSI an Environmental Impact Assessment (EIA) may be required. The Council will provide a Screening Opinion advising the applicant whether or not an EIA is required.
140. There are also sites at the County and local level that make a significant contribution to the natural diversity of the Borough and a number of buildings, monuments, sites, areas or landscapes that have heritage significance. Careful consideration needs to be given to the impact of hydropower schemes on these heritage assets. Such heritage assets in the Borough are identified on the Local Plan Policies Map and include:
- Biological Heritage Sites
 - Geological Heritage Sites
 - Conservation Areas
 - Listed Buildings
 - Scheduled Ancient Monuments
 - Historic Parks and Gardens
 - Locally important Areas and Buildings
141. In addition, there are a number of non-designated heritage assets in the Borough. These are included on the Lancashire Historic Environment Record, along with the designated heritage assets above. Consideration needs to be given to the impact of hydropower schemes on these non-designated heritage assets. Developers are advised to consult the Record at an early stage in planning a scheme.
142. The impact of a proposal on ecological networks in the Borough must also be taken into consideration.
143. If a hydropower scheme is proposed within, or affects the setting of, one of the above types of heritage asset (both designated and non-designated), an assessment of its impact on the asset must be undertaken and submitted with the planning application along with details of how any identified negative impacts have been mitigated. The level of detail in the assessment should be proportionate to the assets' importance. The impact on the setting of a heritage asset needs to be assessed over a reasonably extensive area, in part but not solely dependent upon the scale of the hydropower scheme proposed.

Noise

144. The noise emitted from a hydroelectric turbine is likely to be contained by the turbine house and is unlikely to be heard more than a few metres away. Where residential properties are located in close proximity to a hydropower scheme the Council may require a noise assessment to be submitted with the planning application, demonstrating that the scheme will not have a negative impact on local amenity. Noise limits can also be imposed if necessary as a condition on the planning permission.

Ecology

145. Hydropower schemes can have significant impacts on wildlife, particularly fish as they can be harmed if they pass through a turbine. As part of the application to the Environment Agency for an environmental permit, the Environment Agency will advise whether the scheme should include structures such as fish passes to protect fish and other freshwater animals from the turbines.
146. Developers should also consult with Natural England regarding the presence of important habitats or protected species in and around the proposed scheme.
147. An ecological survey must be submitted with all planning applications assessing any potential impacts and identifying appropriate mitigation measures.

Flood risk

- 148. Some hydropower schemes can lead to reduced flows in rivers which can increase flood risk or affect land drainage.
- 149. A flood risk assessment must be submitted with all planning applications for hydropower. The flood risk assessment should identify and assess the risk on all forms of flooding to and from the development and demonstrate how these flood risks will be managed or mitigated so that the development remains safe throughout its lifetime.

Summary of requirements

Planning Issue	Requirements	Relevant Criterion of Core Strategy Policy 28
Landscape and visual impact	<ul style="list-style-type: none"> ▪ A landscape and visual impact assessment must be submitted with the planning application to assess the likely landscape and visual impacts of the proposal. 	A
Sites with statutory protection	<ul style="list-style-type: none"> ▪ If a hydropower scheme is proposed within or near to a SSSI an Environmental Impact Assessment may be required if significant effects are likely. ▪ If a hydropower scheme is proposed within, or affects the setting of, a heritage asset (as set out in para's 140 and 141), an assessment of its impact on the asset must be undertaken and submitted with the planning application. 	B
Noise	<ul style="list-style-type: none"> ▪ If a hydropower scheme is in close proximity to residential properties a noise assessment may be required demonstrating that the scheme will not have a negative impact on local amenity. 	C
Ecology	<ul style="list-style-type: none"> ▪ Consult the Environment Agency before submitting a planning application and apply for an environmental permit. ▪ Consult Natural England regarding the presence of important habitats or other protected species in and around the proposed development site. Details of this must be submitted with the planning application. ▪ An ecological survey must be submitted with the planning application assessing any potential impacts and identifying appropriate mitigation measures. 	C
Flood risk	<ul style="list-style-type: none"> ▪ A flood risk assessment must be submitted with the planning application. It should include details of any mitigation measures. 	C

(iv) Biomass**Introduction**

150. Biomass involves the burning of fuel to produce heat and electricity, the most common being wood. Other fuels that can be used include energy crops and animal waste.
151. Biomass heating from the burning of wood is considered a low carbon source of energy, as only the carbon that has been absorbed by the wood is released. If trees are replanted to replace the ones used, the use of wood as a fuel is almost carbon neutral as the new trees will absorb the equivalent amount of carbon released.
152. At a domestic scale biomass heating usually comes from the burning of wood in one (or a combination) of the following forms:
 - An open fire.
 - A wood burning stove.
 - A wood fuel boiler.
153. The cost of wood burning stoves and boilers are relatively low, biomass therefore has one of the lowest capital costs of all the low carbon technologies.
154. In addition to homes, biomass systems can be used in many other sectors such as schools, offices and industrial premises.
155. On a larger scale, wood and other biomass fuels can also be used for the production of electricity. The main method of producing electricity from wood is a combustion plant where the fuel is burned to produce steam.
156. In addition to the combustion of biomass material, organic wastes can be digested under anaerobic conditions (oxygen free) by bacteria to produce a flammable gas consisting mainly of methane and carbon dioxide. This biogas can be used to generate electricity and/or hot water. This process is called anaerobic digestion.

Planning application procedurePermitted development

157. Planning permission is not normally needed when installing a biomass system in a house if the work is all internal. If the installation requires a flue outside, planning permission will not be required if all of the following conditions are met:
 - The flue is on the rear or side elevation of the building and is not more than one metre above the highest part of the roof.
 - The building is not listed or in a designated area.
 - If the proposal is in a Conservation Area, the flue should not be fitted on the principal or side elevation if it would be visible from a highway.
158. If the project also requires an outside building to store fuel or related equipment the same rules apply to that building as for other extensions and garden outbuildings.
159. Large biomass systems used to heat commercial premises or large buildings will require planning permission if the boiler is to be sited outside the building, or in a new building or extension. Planning permission will also be required if a new building is needed as a fuel store.

Environmental Impact Assessment

160. Biomass schemes are not specifically listed under Schedule 2 of the Environmental Impact Assessment (EIA) Regulations 2011 as projects that may require an EIA. However, Section 3a) of Schedule 2 specifies that any industrial energy installation producing electricity, steam and hot water which exceeds 0.5 hectares may require an EIA. If the proposal lies within a sensitive area (SSSI) it may require an EIA even if it is under 0.5 hectares.
161. Any industrial biomass schemes over 0.5 hectares or within a SSSI may therefore require an EIA. For such schemes the Council must provide a Screening Opinion advising the applicant whether or not an EIA is required. An applicant can also request a Screening Opinion to be provided.
162. An EIA is an assessment of the possible impacts that a proposed project may have on the environment including the environmental, social and economic impacts.
163. Where an EIA is required the planning application will need to be accompanied by an Environmental Statement that assesses the impact the project is likely to have on the local environment.
164. Where a proposal does not require a full EIA the Council may still require that certain relevant issues are addressed, such as the cumulative impacts of the proposal or the impact of the proposal on a SSSI if it is adjacent to it but not within it, in an Environmental Statement which must accompany a planning application.

Identifying suitable locations

165. Domestic scale biomass heating is suitable for many properties. An open fire will require a working chimney. If a property does not have a working chimney one can be constructed but planning permission and/or Building Regulations may be required.
166. Wood burning stoves require a flue which can be routed up existing chimneys. The stove should be correctly sized for the room it will serve as too large a stove may make a room too hot and waste fuel whereas too small a stove may not provide enough heat. It can be an attractive feature in a room.
167. Wood fuelled boilers take up more space and before considering installing one it is important to ensure that there is enough space to house the boiler and store the required fuel.

Planning issues and requirements

168. There are relatively few planning issues when installing biomass systems, and the issues mainly relate to large non-domestic biomass systems. These issues are identified below and must be addressed in all planning applications to ensure that any negative effects are mitigated.

Landscape and visual impact

169. Domestic biomass systems will not have any landscape or visual impact unless external flues are required. If required they should be designed and sited to have the minimum effect on the appearance of the building.
170. If new buildings are required to house the boiler or store fuel, they should be located close to the existing building and be designed sensitively to complement the adjacent buildings and surrounding area.

171. Larger biomass plants should be located within existing industrial areas so that the landscape and visual impact is minimised.

Sites with statutory protection

172. The installation of a biomass system in a Listed Building will require planning permission if the installation requires a flue outside. The flue should be designed to have minimal effect on the appearance of the Listed Building otherwise planning permission will not be granted. The same applies if the building is located in a Conservation Area.
173. In the Borough there are a number of national and local environmental designations. Large biomass plants can have a significant impact on the setting of these designations.
174. Chorley Borough has an extensive network of sites important for biodiversity. These include Sites of Special Scientific Interest (SSSIs) which are statutory sites of national conservation value. There are two SSSIs in the Borough at White Coppice and Charnock Richard, these are identified on the Local Plan Policies Map.
175. If a proposal for a biomass scheme lies within or near to a SSSI an Environmental Impact Assessment (EIA) may be required. The Council will provide a Screening Opinion advising the applicant whether or not an EIA is required.
176. There are also sites at the County and local level that make a significant contribution to the natural diversity of the Borough and a number of buildings, monuments, sites, areas or landscapes that have heritage significance. Careful consideration needs to be given to the impact of biomass schemes on these heritage assets. Such heritage assets in the Borough are identified on the Local Plan Policies Map and include:
- Biological Heritage Sites
 - Geological Heritage Sites
 - Conservation Areas
 - Listed Buildings
 - Scheduled Ancient Monuments
 - Historic Parks and Gardens
 - Locally important Areas and Buildings
177. In addition, there are a number of non-designated heritage assets in the Borough. These are included on the Lancashire Historic Environment Record, along with the designated heritage assets above. Consideration needs to be given to the impact of biomass schemes on these non-designated heritage assets. Developers are advised to consult the Record at an early stage in planning a scheme.
178. The impact of a proposal on ecological networks in the Borough must also be taken into consideration.
179. If a biomass scheme is proposed within, or affects the setting of, one of the above types of heritage asset (both designated and non-designated), an assessment of its impact on the asset must be undertaken and submitted with the planning application along with details of how any identified negative impacts have been mitigated. The impact of biomass planting also needs to be taken into consideration if energy crops are used in large biomass systems or anaerobic digestion plants. The level of detail in the assessment should be proportionate to the assets' importance. The impact on the setting of a heritage asset needs to be assessed over a reasonably extensive area, in part but not solely dependent upon the scale of the biomass scheme proposed.

Noise

180. The operation of larger biomass systems and associated activities such as fuel deliveries may create noise. Planning applications for non-domestic biomass systems should be accompanied by a noise assessment demonstrating that the noise will not cause an unacceptable degree of disturbance to surrounding amenities.

Odour

181. The burning of the fuel in biomass systems can create odour, particularly in larger systems. The impacts of odour from a proposed biomass system and methods for controlling it must be detailed in the planning application so that it does not unduly harm residential amenity.

Transport

182. The environmental impact of transporting biofuels can outweigh the positive benefits of biomass systems. Sufficient fuel storage should be provided so that fewer fuel deliveries will be needed to help minimise the environmental impact.
183. Larger biomass systems should be located in close proximity to a fuel source if possible and surrounding roads should have adequate existing capacity to serve the plant and ensure that delivery vehicles can access the site.

Summary of requirements

Planning Issue	Requirements	Relevant Criterion of Core Strategy Policy 28
Landscape and visual impact	<ul style="list-style-type: none"> ▪ If an external flue is required it should be designed and sited to have the minimum effect on the appearance of the building. ▪ If new buildings are required to house the boiler or store fuel, they should be located close to the existing building and be designed sensitively to complement the adjacent buildings and surrounding area. 	A
Sites with statutory protection	<ul style="list-style-type: none"> ▪ If an external flue is required for a biomass system in a Listed Building or in a building in a Conservation Area, the flue should be designed to have minimal effect on the appearance of the Listed Building/Conservation Area otherwise planning permission will not be granted. ▪ If a biomass scheme is proposed within or near to a SSSI an Environmental Impact Assessment may be required if significant effects are likely. ▪ If a biomass scheme is proposed within, or affects the setting of, a heritage asset (as set out in para's 176 and 177), an assessment of its impact on the asset must be undertaken and submitted with the planning application. The impact of biomass planting also needs to be taken into consideration. 	B
Noise	<ul style="list-style-type: none"> ▪ Planning applications for non-domestic biomass systems should be accompanied by a noise assessment demonstrating that the noise will not cause an unacceptable degree of disturbance to surrounding amenities. 	C
Odour	<ul style="list-style-type: none"> ▪ The impacts of odour from a proposed biomass system and methods for controlling it must be detailed in the planning application so that it does not unduly harm residential amenity. 	C
Transport	<ul style="list-style-type: none"> ▪ Sufficient fuel storage should be provided so that fewer fuel deliveries are required. ▪ Larger systems should be located in close proximity to a fuel source where possible and have adequate access for deliveries. 	C

(vi) Heat Pumps

Introduction

184. Heat pumps work by transferring heat from one place to another rather than using fuel to produce heat. The heat source can be the air, ground or water and the heat pump transfers heat to a building. They can also be used in reverse to cool a building in the summer. There are three main types of heat pumps, ground, water and air.
185. Ground source heat pumps transfer the heat from the ground into a building to provide space heating. They can also be used to pre-heat domestic water. Heat is drawn from the ground using a ground loop which is a closed circuit of piping buried in the ground in either a borehole or a trench. These pipes are normally filled with a refrigerant or brine that is pumped around the pipes and absorbs heat from the surrounding ground. The heat pump boosts this heat to the temperature needed in the home. There is a power requirement for the pump itself.
186. Water source heat pumps work in the same way as ground source heat pumps but the pipes are sunken in a water source instead of the ground. They can also work by pumping natural water through a heat pump.
187. Air source heat pumps usually work by transferring heat from the outside air to heat water for building heating. They can also be used for cooling in much the same way as an air conditioner. They are cheaper to install than a ground or water source heat pump but are not usually as efficient. This is because they draw the heat from the surrounding air, which in Britain is substantially colder in the winter months when the heating is needed, than in summer.

Planning application procedure

Permitted development

188. The installation of a ground or water source heat pump on domestic premises does not usually require planning permission, unless the installation is within the grounds of a Listed Building or is in a Conservation Area.
189. The installation of an air source heat pump on domestic premises will not require planning permission if all of the following conditions are met:
 - Development is permitted only if the air source heat pump installation complies with the Microgeneration Certification Scheme Planning Standards or equivalent standards.
 - The volume of the air source heat pump's outdoor compressor unit (including housing) must not exceed 0.6 cubic metres.
 - Only the first installation of an air source heat pump would be permitted development, and only if there is no existing wind turbine on a building or within the curtilage of that property. Additional wind turbines or air source heat pumps at the same property requires an application for planning permission.
 - All parts of the air source heat pump must be at least one metre from the property boundary.
 - Installations on pitched roofs are not permitted development. If installed on a flat roof all parts of the air source heat pump must be at least one metre from the external edge of that roof.
 - Permitted development rights do not apply for installations within the curtilage of a Listed Building or within a site designated as a Scheduled Monument.
 - On land within a Conservation Area the air source heat pump must not be installed on a wall or roof which fronts a highway or be nearer to any highway which bounds the property than any part of the building.
 - On land that is not within a Conservation Area, the air source heat pump must not be installed on a wall if that wall fronts a highway and any part of that wall is above the level of the ground storey.

190. In addition, the following conditions must also be met. The air source heat pump must be:
- Used solely for heating purposes.
 - Removed as soon as reasonably practicable when it is no longer used for microgeneration.
 - Sited, so far as is practicable, to minimise its effect on the external appearance of the building and its effect on the amenity of the area.

191. Installations for commercial premises will require planning permission.

Identifying suitable locations

192. Ground source heat pumps have very few locational constraints and can be installed almost anywhere but may not be suitable for every building.
193. Water source heat pumps can only be installed where there is a suitable water source and are therefore only suitable in limited locations. The water body will need to be deep enough not to totally freeze in winter, be of sufficient size to accommodate the pipe work and be in close proximity and at a similar level to the building to be heated. If the water source is a river, the Environment Agency should be contacted prior to submitting a planning application.
194. Accommodating the pump itself should also be factored in. These can vary in size but are often comparable to a domestic fridge freezer. For ground and water source heat pumps the pump is usually housed within the building that it is heating to increase efficiency, therefore sufficient space is required.
195. Air source heat pumps need to be fitted to a wall or placed on the ground outside the building and needs plenty of space around it to get a good flow of air.
196. All heat pumps do not work well with traditional central heating systems that use standard radiators as they will not heat the water to a high enough temperature for the radiators to provide enough heat so a new system may be required. They are most suitable for use with underfloor heating systems as they require lower water temperatures.

Planning issues and requirements

197. There are few planning issues associated with heat pumps as they are unlikely to be visually intrusive and often the main components are located underground or within buildings. The main issues are associated with air source heat pumps and excavations for trenches for ground and water heat pumps that involve sizable locations. These issues are set out below and must be addressed in all planning applications to ensure that any negative effects are mitigated.

Landscape and visual impact

198. Air source heat pumps are located on the outside of the building and can therefore affect the appearance of the building. They should be sited so that they have minimal impact on the appearance of the building.
199. Ground and water source heat pumps require the installation of underground pipes. During construction there may be landscape and visual impacts. The ground must be restored following installation so that there is no continued landscape and visual impact.

Sites with statutory protection

200. A planning application for an air source heat pump on a Listed Building will be assessed against the extent to which it would interfere with the appearance, structure, design or character of the Listed Building. When this would have a negative effect on a Listed Building's special interest, a

proposal would not be allowed. The same approach will be taken for proposals in Conservation Areas.

201. When digging trenches or boreholes for ground and water source heat pumps outside of the curtilage of a dwelling, consideration needs to be given to possible archaeological interests in the land. Before any work takes place it needs to be established whether there are any archaeological remains on the site and if this has implications for the work involved. Lancashire County Council Archaeological Service can provide information and advice to applicants.

Noise

202. Although air source heat pumps are relatively small, the external fan units can generate a considerable level of noise, this can be exacerbated if the pump is not sited correctly e.g. where noise echoes or can vibrate against a wall or fitted close to a bedroom window. As such, any application for an air source heat pump will be required to demonstrate that noise will not be an issue.

Ecology

203. Drilling through contaminated land or soil when digging trenches for ground or water source heat pumps poses significant risk of pollution to groundwater. Before submitting a planning application, the site must be assessed in order to establish whether there is any contamination. Boreholes will need to be designed so that groundwater is not polluted. The Environment Agency regulates open loop ground source heat pump systems and requires a Groundwater Investigation Consent followed by an abstraction licence and an environmental permit to discharge water. Developers of open loop systems should contact the Environment Agency at an early stage of a scheme to discuss the intended location, proposed design and operation of their system. This will help to ensure a faster permit determination and reduce the need for any system redesign.
204. Closed loop ground source heat pump systems do not require a permit from the Environment Agency, however the Environment Agency strongly recommends that these systems use non-hazardous substances to avoid pollution of groundwater in the event of a leak. If leaks occur the Environment Agency can serve notices to prohibit the discharge or require a permit.
205. Any proposed ground disturbance has the potential to cause habitat damage. Consideration should be given to the extent of this damage, and whether the site is of ecological value. Such sites should be avoided. The use of heat exchangers in water bodies, such as ponds and lakes, could lead to ecological impacts and should be carefully considered.

Summary of requirements

Planning Issue	Requirements	Relevant Criterion of Core Strategy Policy 28
Landscape and visual impact	<ul style="list-style-type: none"> ▪ Air source heat pumps should be sited so that they have minimal impact on the appearance of the building. ▪ Land should be restored following the installation of ground and water source heat pumps. 	A
Sites with statutory protection	<ul style="list-style-type: none"> ▪ Proposals for air source heat pumps on Listed Buildings must not have a negative effect on the appearance, structure, design or character of the Listed Building. ▪ When digging trenches or boreholes for ground and water source heat pumps outside of the curtilage of a dwelling, consideration needs to be given to possible archaeological interests in the land. Lancashire County Council Archaeological Service should be consulted prior to submitting a planning application and evidence of this consultation must be submitted with the planning application. 	B
Noise	<ul style="list-style-type: none"> ▪ Any planning application for an air source heat pump must demonstrate that noise will not be an issue. 	C
Ecology	<ul style="list-style-type: none"> ▪ Before submitting a planning application for a ground or water source heat pump, the site must be assessed to establish whether there is any contamination. Evidence of this must be submitted with the planning application. ▪ Proposals for open loop ground source heat pump systems must obtain a Groundwater Investigation Consent, an abstraction licence and an environmental permit to discharge water from the Environment Agency. ▪ Proposals for closed loop ground source heat pump systems should use non-hazardous substances to avoid pollution of groundwater in the event of a leak. 	C

(vii) Combined Heat and Power

Introduction

206. Combined heat and power (CHP) systems provide both heat and electrical power. They recover the heat that is a by-product of electricity generation and distribute it alongside electricity in the form of hot water for space heating. CHP systems are located at the point of consumption meaning there is very little loss of energy through transmission and distribution.
207. CHP plants can be adaptable to different fuels. Conventionally natural gas is used but fuels such as biomass and hydrogen can also be used. Further efficiency savings can be made with the addition of an absorption chiller which allows the CHP system to provide cooling, potentially for air conditioning and refrigeration.
208. CHP can be used for a variety of scales. The main markets for CHP tend to be those with high heat requirements, for example flats, high density housing, supermarkets, leisure centres, hospitals and industrial sites which will require larger scale CHP units.
209. However, CHP can also be used to provide space and water heating in residential or commercial buildings using micro CHP units which are similar to conventional boilers.

Planning application procedure

Permitted development

210. CHP systems used in the home do not require planning permission for any internal components of the system. If the installation requires a flue outside planning permission will not be required if the following conditions are met:
 - The flue is less than one metre above the highest part of the roof (excluding any existing chimneys).
 - If the building is in a Conservation Area the flue should not be fitted on a wall or roof slope that fronts a highway.
211. In other buildings, if the installation requires a flue outside planning permission will not be required if the following conditions are met:
 - The capacity of the system that the flue would serve is less than 45kW.
 - The height of the flue is less than one metre above the highest part of the roof or no higher than an existing flue that is being replaced.
 - There would be no more than one flue on the building.
 - If the building is in a Conservation Area, the flue should not be fitted on a wall or roof slope that fronts a highway.
212. Planning permission will be required if the flue is to be installed on a Listed Building.
213. If the development also requires an outside building to store the CHP unit, related equipment or fuel the same rules apply to that building as for other extensions and garden outbuildings.
214. Larger commercial scale CHP plants will require planning permission and may also require authorisation from the Environment Agency regarding emissions and wastes.

Environmental Impact Assessment

215. Combined heat and power schemes are not specifically listed under Schedule 2 of the Environmental Impact Assessment (EIA) Regulations 2011 as projects that may require an EIA.

However, Section 3a) of Schedule 2 specifies that any industrial energy installation producing electricity, steam and hot water which exceeds 0.5 hectares may require an EIA. If the proposal lies within a sensitive area (SSSI) it may require an EIA even if it is under 0.5 hectares.

216. Any industrial combined heat and power schemes over 0.5 hectares or within a SSSI may therefore require an EIA. For such schemes the Council must provide a Screening Opinion advising the applicant whether or not an EIA is required. An applicant can also request a Screening Opinion to be provided.
217. An EIA is an assessment of the possible impacts that a proposed project may have on the environment including the environmental, social and economic impacts.
218. Where an EIA is required the planning application will need to be accompanied by an Environmental Statement that assesses the impact the project is likely to have on the local environment.
219. Where a proposal does not require a full EIA the Council may still require that certain relevant issues are addressed, such as the cumulative impacts of the proposal or the impact of the proposal on a SSSI if it is adjacent to it but not within it, in an Environmental Statement which must accompany a planning application.

Identifying suitable locations

220. CHP can be considered at any site where there is sufficient heat (or cooling) demand, particularly if that demand is for extended periods. The heat demand and availability of space determines the scale of the scheme required.
221. Micro CHP units can be used in domestic and small commercial developments. They can easily be accommodated as they are the size and shape of a conventional boiler and are designed to replace them. The only difference to a standard boiler is that they are able to generate electricity while they are heating water.
222. Small scale CHP units can be used at small industrial sites, commercial buildings and community heating schemes. The system is factory assembled and consists of an engine, generator and heat recovery equipment along with all the associated pipework, valves and controls that are packaged together into a CHP unit that can be connected to the heating and electricity systems of the building. Sufficient space is required for this system.
223. Large scale CHP is predominantly used for large developments such as hospitals and universities where the plant is custom built. The plant generally consists of large and complex systems installed on site therefore a significant amount of space is required. It is unlikely that CHP plants of this scale will be developed in the Borough.

Planning issues and requirements

224. There are few planning issues in relation to micro and small scale CHP systems as these are usually located within the building. Issues only arise if an external flue is required and there can also be issues with noise. There are many issues associated with large scale CHP plants, however given that it is unlikely that CHP units of this scale will be developed in the Borough, this section concentrates on the issues associated with micro and small scale CHP units. These issues are identified below and must be addressed in all planning applications to ensure that any negative effects are mitigated.

Landscape and visual impact

- 225. Micro and small scale CHP units will not have any landscape or visual impact unless external flues are required. If required they should be designed and sited to have the minimum effect on the appearance of the building.
- 226. If new buildings are required to house the CHP unit, related equipment or fuel they should be located close to the existing building and be designed sensitively to complement the adjacent buildings and surrounding area.

Sites with statutory protection

- 227. The installation of a CHP unit in a Listed Building will require planning permission if the installation requires a flue outside. The flue should be designed to have minimal effect on the appearance of the Listed Building otherwise planning permission will not be granted.
- 228. The same applies if the building is located in a Conservation Area.

Noise

- 229. Small scale CHP units will generate some noise. Although most CHP engines and gas turbines are supplied with acoustic enclosures, noise is still produced by the unit and its auxiliary equipment. Since the unit may operate almost continuously, where possible it should be located so that the impact of the noise will be minimised and not have an impact on any neighbouring buildings or land uses. A noise assessment will be required for larger schemes.

Summary of requirements

Planning Issue	Requirements	Relevant Criterion of Core Strategy Policy 28
Landscape and visual impact	<ul style="list-style-type: none"> ▪ If an external flue is required it should be designed and sited to have the minimum effect on the appearance of the building. ▪ If new buildings are required to house the CHP unit, related equipment or store fuel, they should be located close to the existing building and be designed sensitively to complement the adjacent buildings and surrounding area. 	A
Sites with statutory protection	<ul style="list-style-type: none"> ▪ If a CHP scheme is proposed within or near to a SSSI an Environmental Impact Assessment may be required if significant effects are likely. ▪ If an external flue is required for a CHP unit in a Listed Building or in a building in a Conservation Area, the flue should be designed to have minimal effect on the appearance of the Listed Building/Conservation Area otherwise planning permission will not be granted. 	B
Noise	<ul style="list-style-type: none"> ▪ CHP units should be located so that the impact of noise will be minimised. For larger schemes a noise assessment will be required. 	C

E. SUSTAINABILITY APPRAISAL AND HABITATS REGULATIONS ASSESSMENT

205. Given the relationship between this SPD, the Core Strategy and the Chorley Local Plan 2012-26 and the level of Sustainability Appraisal (SA) that these documents have undergone together with the anticipated absence of any significant environmental effects arising from this proposal, an independent SA of this SPD is not required as initial screening shows it is not necessary due to the nature of the document and the wider SA of the Core Strategy and Local Plan.
206. A SA and Strategic Environmental Assessment (SEA) Screening Document has been prepared for this SPD to establish whether there are any impacts arising from the SPD that have not been covered in higher level SA/SEAs. The Screening Document concluded that it is unlikely that there will be any significant negative impacts arising from the SPD that were not covered in the SA of the Core Strategy and the SA of the Local Plan.
207. In addition, a Habitats Regulations Screening Assessment was undertaken for the Core Strategy to determine the likely significant effects of the plan on sites of international nature conservation value. Given the SPD is in conformity with the policies contained within the Core Strategy, a full Screening Assessment of this SPD is not required.

F. MONITORING AND REVIEW

208. The Council will monitor the effectiveness of this guidance including Core Strategy and Local Plan key indicators and review as appropriate in the light of its performance and future changes in planning law and policy guidance.

G. FURTHER INFORMATION

209. The SPD will primarily be implemented through the development management process and the determination of planning applications. Charges may apply for pre-application consultations, please see the website for details www.chorley.gov.uk/planning. Planning Officers will be pleased to provide advice and guidance on planning matters regarding renewable and low carbon energy.
210. Building Regulations will be required for a renewable/low carbon energy scheme if any structural alterations or strengthening works to a building are needed as part of the installation. Building Regulations are also required if a scheme involves the alteration to the existing electrical system or heating/hot water system, unless the work is carried out by an electrician/installer registered with a competent person scheme or in the case of heat pumps, the installer is a member of an appropriate self-certification scheme. Contact the Council's Building Control section for further information.

H. REFERENCES

211. The following documents form the evidence base for this SPD:
- Central Lancashire Core Strategy, July 2012
 - Chorley Local Plan 2012-2026
 - National Planning Policy Framework, DCLG, March 2012
 - Planning Practice Guidance for Renewable and Low Carbon Energy, DCLG, July 2013
 - Environmental Impact Assessment (EIA) Regulations 2011
 - Guidelines for Landscape and Visual Impact Assessment, 3rd Edition, Landscape Institute and Institute of Environmental Management and Assessment, April 2013

- The Assessment and Rating of Noise from Wind Farms (ETSU-R-97), The Working Group on Noise from Wind Turbines, September 1996

CORE STRATEGY POLICY 28**Policy 28: Renewable and Low Carbon Energy Schemes**

Proposals for renewable and low carbon energy schemes will be supported and planning permission granted where the following criteria are met:

- (a) The proposal would not have an unacceptable impact on landscape character and visual appearance of the local area, including the urban environment;
- (b) The reason for the designation of a site with statutory protection would not be compromised by the development;
- (c) Any noise, odour, traffic or other impact of development is mitigated so as not to cause unacceptable detriment to local amenity;
- (d) Any significant adverse effects of the proposal are considered against the wider environmental, social and economic benefits, including scope for appropriate mitigation, adaptation and/or compensatory provisions.

Appendix 2**PERMITTED DEVELOPMENT RIGHTS FOR WIND TURBINES****Wind turbine: building mounted**

The installation, alteration or replacement of a building mounted wind turbine can be considered to be permitted development, not needing an application for planning permission, provided ALL the limits and conditions listed below are met:

Limits to be met:

- Permitted development rights for building mounted wind turbines apply only to installations on detached houses (not blocks of flats) and other detached buildings within the boundaries of a house or block of flats. A block of flats must consist wholly of flats (e.g. should not also contain commercial premises).
- Development is permitted only if the building mounted wind turbine installation complies with the Microgeneration Certification Scheme Planning Standards or equivalent standards. The installation must not be sited on safeguarded land. An Aviation Safeguarding Tool can be used to check whether the installation will be on safeguarded land.
- Only the first installation of any wind turbine would be permitted development, and only if there is no existing air source heat pump at the property. Additional wind turbines or air source heat pumps at the same property requires an application for planning permission.
- No part (including blades) of the building mounted wind turbine should protrude more than three metres above the highest part of the roof (excluding the chimney) or exceed an overall height (including building, hub and blade) of 15 metres, whichever is the lesser.
- The distance between ground level and the lowest part of any wind turbine blade must not be less than five metres.
- No part of the building mounted wind turbine (including blades) must be within five metres of any boundary.
- The swept area of any building mounted wind turbine blade must be no more than 3.8 square metres.
- In Conservation Areas, an installation is not permitted if the building mounted wind turbine would be on a wall or roof slope which fronts a highway.
- Permitted development rights do not apply to a turbine within the curtilage of a Listed Building or within a site designated as a Scheduled Monument.

In addition, the following conditions must also be met. The wind turbine must:

- Use non-reflective materials on blades.
- Be removed as soon as reasonably practicable when no longer needed for microgeneration.
- Be sited, so far as practicable, to minimise its effect on the external appearance of the building and its effect on the amenity of the area.

Wind turbine: stand alone

The installation, alteration or replacement of a stand-alone (not building mounted) wind turbine within the boundaries of a house or block of flats can be considered to be permitted development, not needing an application for planning permission, provided ALL the limits and conditions listed below are met.

A block of flats must consist wholly of flats (e.g. should not also contain commercial premises).

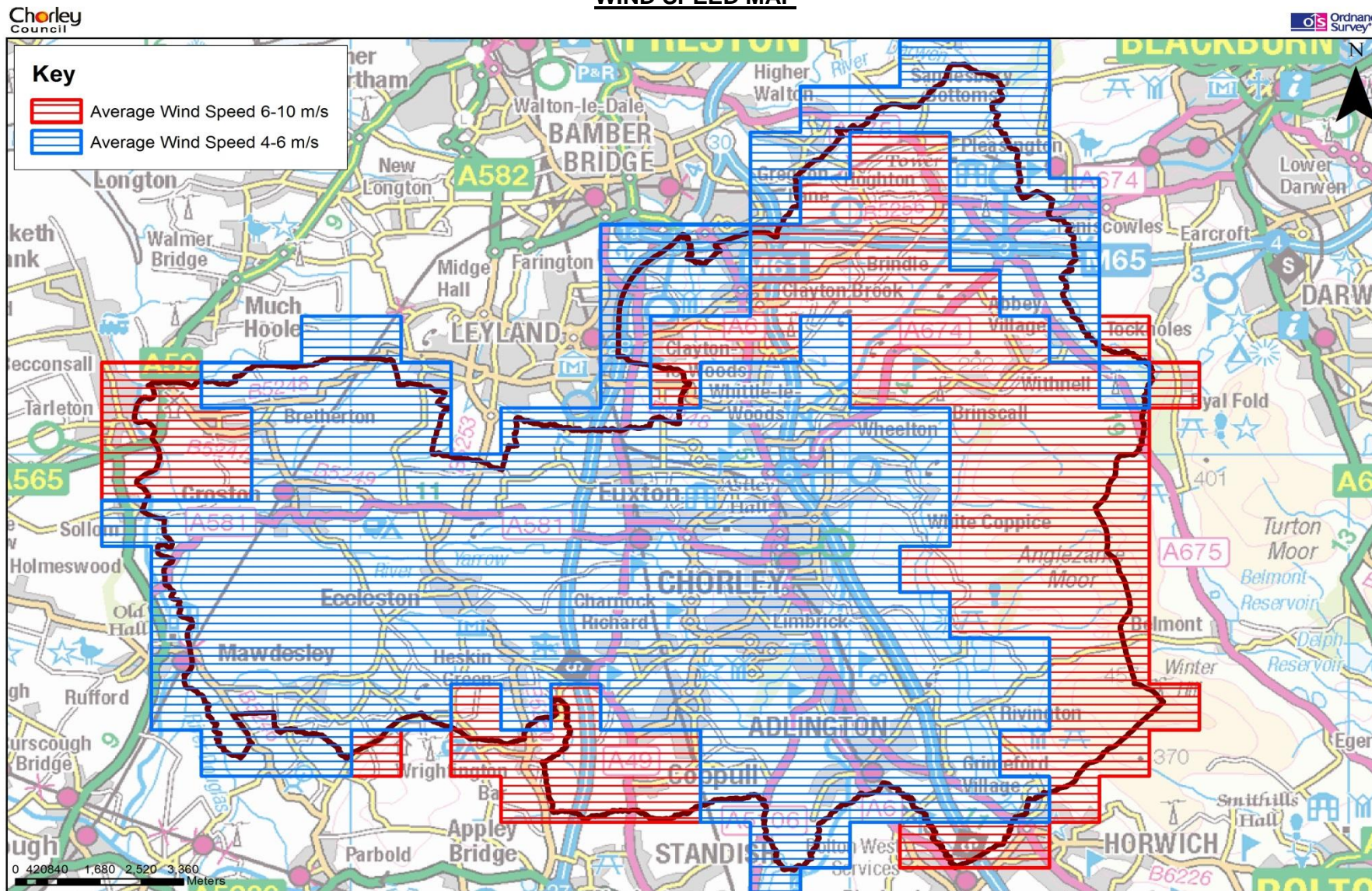
Limits to be met:

- Development is permitted only if the stand alone wind turbine installation complies with the Microgeneration Certification Scheme Planning Standards or equivalent standards.
- The installation must not be sited on safeguarded land. The Aviation Safeguarding Tool can be used to check whether the installation will be on safeguarded land.
- Only the first installation of any wind turbine would be permitted development, and only if there is no existing air source heat pump at the property. Additional wind turbines or air source heat pumps at the same property requires an application for planning permission.
- The highest part of the stand-alone wind turbine must not exceed 11.1 metres.
- The distance between ground level and the lowest part of any wind turbine blade must not be less than five metres.
- An installation is not permitted if any part of the stand-alone wind turbine (including blades) would be in a position which is less than a distance equivalent to the overall height of the turbine (including blades) plus 10 per cent of its height when measured from any point along the property boundary.
- The swept area of any stand-alone wind turbine blade must be no more than 3.8 square metres.
- In Conservation Areas, development would not be permitted if the stand alone wind turbine would be installed so that it is nearer to any highway which bounds the curtilage (garden or grounds) of the house or block of flats than the part of the house or block of flats which is nearest to that highway.
- Permitted development rights do not apply to a turbine within the curtilage of a Listed Building or within a site designated as a Scheduled Monument.

In addition, the following conditions must also be met. The wind turbine must:

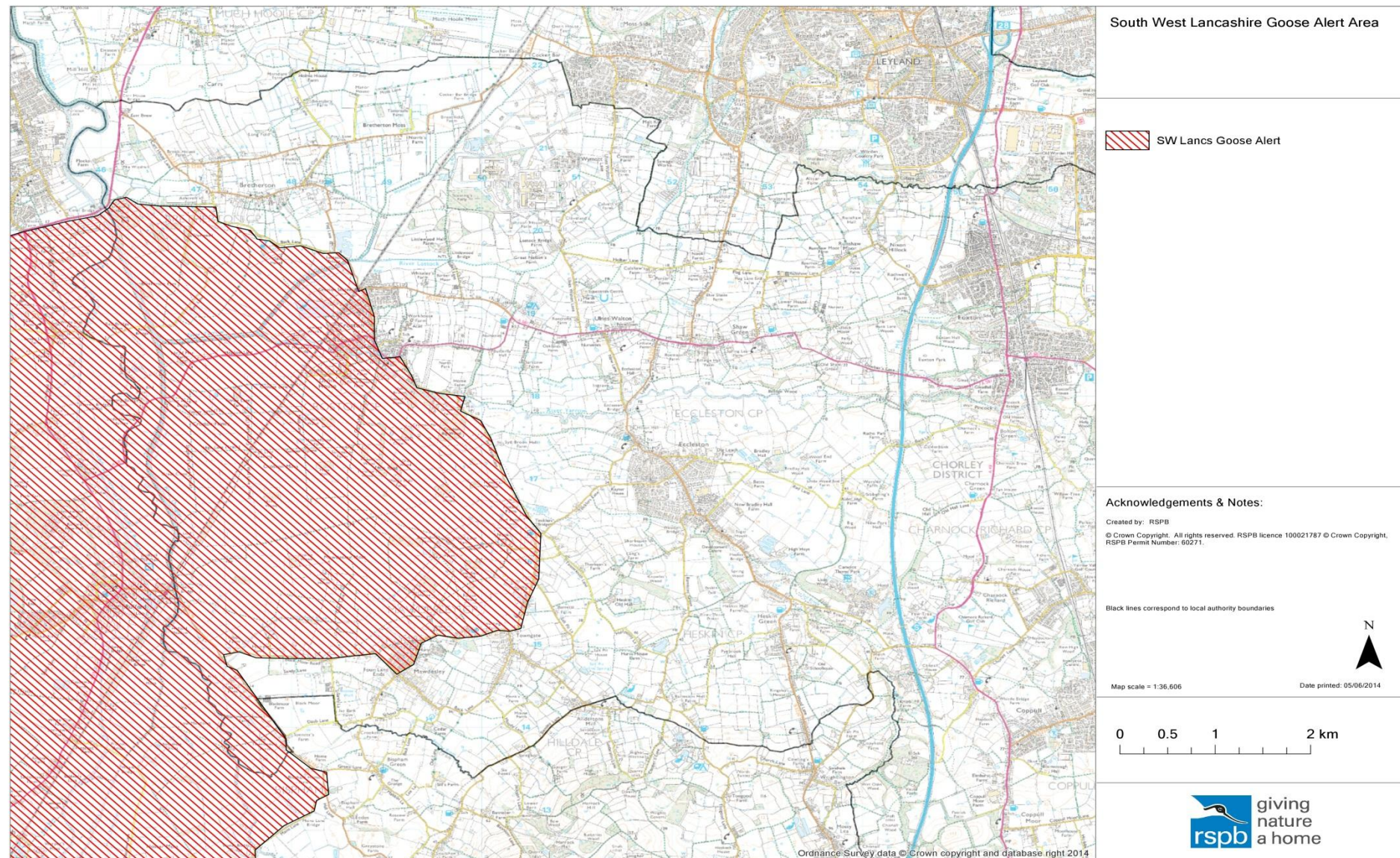
- Use non-reflective materials on blades.
- Be removed as soon as reasonably practicable when no longer needed for microgeneration.
- Be sited, so far as is practicable, to minimise its effect on the external appearance of the building and its effect on the amenity of the area.

WIND SPEED MAP



Contains Ordnance Survey data © Crown Copyright and database rights 2014

SOUTH WEST LANCASHIRE GOOSE ALERT AREA (GAA) MAP



RENEWABLE AND LOW CARBON ENERGY SPD – CONSULTATION STATEMENT**The Town and Country Planning (Local Planning) (England) Regulations 2012**

This statement has been prepared in accordance with the above regulations and in particular, Part 5, which relates to the progression of Supplementary Planning Documents to adoption.

Public participation is covered within the Regulations at paragraph 12, and a local planning authority before it adopts a Supplementary Planning Document, is required to prepare a statement setting out:

- (i) the persons the local planning authority consulted when preparing the Supplementary Planning Document;
- (ii) a summary of the main issues raised by those persons; and
- (iii) how those issues have been addressed in the Supplementary Planning Document

This information along with the Supplementary Planning Document must be available for a period of not less than 4 weeks before the document is adopted.

The SPD can be viewed on the Councils' website and is available to view at the following offices:

Civic Offices, Union Street, Chorley, Lancashire PR7 1AL

Monday – Friday 8.45am -5.00pm

The Draft Supplementary Planning Document was subject to a consultation process between 31st March and 12th May 2014.

Approximately 1,500 organisations/individuals were consulted, which included planning consultants/solicitors; housebuilders; businesses; charities; interest groups; councils/parish councils; councillors; government departments etc. Given that the list is extensive it is not proposed to reproduce it in full within this statement however, the full list can be supplied on application to the Council.

Eighteen responses were received in relation to the consultation. A summary of the responses along with comments as to how the document has been amended to take account of the responses forms Appendix 1 of this statement.

Appendix 1 – Summary of Representations and Responses

ID	Organisation	Support/ Object	Comments	Councils Response
1	English Heritage	Support with amendments	<p>Happy to see that the historic environment has been considered in the SPD. If not already, we recommend seeking advice from the local authority conservation officer and appropriate archaeological staff.</p> <p>You should have regard to the NPPF and the Practice Guide accompanying PPS5 which sets out the Government policy on conserving heritage assets and utilising the historic environment in creating sustainable places.</p> <p>As a whole the SPD is thorough in its requirements for the assessment of renewable energy applications in terms of designated heritage. One gap is the assessment of non-designated heritage assets. We would expect renewable energy schemes to consider the potential impacts which proposals might have upon those heritage assets which are not designated, defined in the NPPF as 'a building, monument, site, place, area or landscape positively identified as having a degree of significance meriting consideration in planning decisions because of its heritage interest.' These ought to be included as heritage assets designated or otherwise as they are valuable components of the historic environment. One way to address this issue in the SPD might be to have a heritage section similar to the ecology section for each of the renewable energy types and describe possible impacts and necessary adjustments.</p>	<p>SPD PARTLY AMENDED</p> <p>As part of production of the SPD the Council's Conservation Officer was consulted. As part of the consultation on the Draft SPD, Lancashire County Council Archaeology Service was consulted but did not make any comments.</p> <p>Regard was given to the NPPF and other relevant guidance when preparing the SPD.</p> <p>Heritage is covered within the 'Sites with Statutory Protection' section for each technology. This refers to national, county and local heritage assets. Paragraph 7.41 of the emerging Local Plan refers to the Lancashire Historic Environment Record which includes all the heritage sites designated in the Local Plan as well as more than 1,800 other known heritage assets in the Borough. The SPD has been amended to include reference to this in the Wind Turbine, Solar Power and Hydropower sections of the SPD (paragraphs 47, 100 and 141) and such applications will be required to assess the impacts of the proposal on all heritage assets identified in the Record, both designated and non-designated.</p>
2	Natural England	Support	<p>We are in agreement with the conclusion and screening outcome that the SPD will not trigger the need for an SA/SEA.</p>	<p>NO CHANGES MADE</p> <p>Comments noted.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
3	Highways Agency	Support with amendments	We have no comment to make other than advise you of our policy requirements to protect the integrity of the strategic road network with regard to the installation of wind turbines. Our policy was updated last year and provides that 'in order to mitigate the risks to the safety of road users arising from the structural or mechanical failure, the Highways Agency will seek a minimum setback from the highway boundary of height + 50m or height x 1.5m, whichever is the lesser.' You may therefore wish to review paragraph 54.	<p>SPD AMENDED</p> <p>Paragraph 54 (now paragraph 55 in the final SPD) has been amended to reflect the updated policy.</p>
4	Heskin Parish Council	Object	Heskin Parish Council has considered this document and has resolved to object to wind turbines of any sort in Heskin parish area.	<p>NO CHANGES MADE</p> <p>Comments noted. The Parish Council objects in principle to wind turbines. Core Strategy Policy 28 has been found sound and the Core Strategy adopted. Applications will be determined in accordance with the Development Plan, including Core Strategy Policy 28, and relevant material considerations and the permitted development regime will enable domestic scale wind turbines to be erected.</p>
5	RSPB	Support with amendments	Wind Turbines - Para 33, page 4 - We would like to point out in relation to this paragraph that the higher wind speed areas correspond in the west of the Borough to the South West Lancashire Goose Alert Area (GAA), while not designated, this area is identified by both ourselves and the Wildlife Trust. This area supports roughly 12,000 wintering Pink-footed Geese and 900 Whooper Swans every winter and should be considered to be functionally linked to both the Martin Mere and Ribble and Alt Estuaries SPA's, as birds from both sites feed within it. We would like to see an explicit reference to the GAA within your document, possibly the best location for a reference would be within paragraph 58 Ecology on page 7. In relation to wind turbine developments within the GAA we would like to see two years' worth of survey data for any fields known to support wintering birds, to enable an appropriate response from us and to enable you as a planning authority to adequately assess the potential impact of a development on both geese and swans.	<p>SPD PARTLY AMENDED</p> <p>Reference to the GAA has been added to the ecology sections for wind turbines (paragraph 59) and solar power (paragraph 109) and text has been added requiring developers to consult the RSPB if a proposal for a wind turbine/solar power scheme falls within this area. A map of the GAA has been added in Appendix 4.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
			<p>Appendix 2 - Permitted development rights for wind turbines - In relation to the siting of turbines on buildings can we direct you to the Scottish Natural Heritage Guidance Note, Natural England have yet to issue similar guidance, but in relation to wind they usually follow SNH's lead. It states 'Some species of birds such as house martins, swifts, swallows, house sparrows and starling commonly fly close to and nest on or within buildings. The impacts of micro turbines on these birds have not been researched fully but the potential for collision is clearly greater for birds which dwell on or near buildings....to reduce the potential for negative impacts on these bird populations and to avoid introducing a further pressure on existing populations it is therefore recommended that if a micro wind turbine is installed on or near a building it is located to minimise the potential impact on house dwelling birds by locating the turbine as far from regular nest sites as is practical. It would also be advisable to avoid installing a turbine close to nest sites during the breeding season (March-September).'</p> <p>Solar - Para 75, page 10 - We would like to point out that the previously mentioned GAA could be seriously impacted by inappropriately sited Solar Farms, and because of its functional linkage to the SPA's we consider that appropriate ecological surveys must be conducted prior to submission for planning approval as referenced in para 105 on page 13.</p> <p>Biomass - The Biomass section deals only with the impacts on installation of a biomass heating plant and not the impacts of biomass planting. Para 164, page 21 states 'Larger biomass systems should be located in close proximity to a fuel source if possible.' If however these fuel sources include dedicated energy crops - short rotation coppice or miscanthus whether on its own or in combination with a Biomass Power Plant, they can have a detrimental impact on biodiversity, this could particularly be the case with the GAA. We are concerned that environmental damage through biomass planting on areas of semi-natural vegetation or areas that are important for biodiversity should be avoided. We recommend that in the case of any proposals for</p>	<p>The Scottish Natural Heritage Guidance Note is not relevant to planning policies in England. If Natural England produce similar guidance then the SPD will be revised accordingly, and in any event new guidance will be a material consideration in determining planning applications.</p> <p>See response to first paragraph.</p> <p>Text has been added within the 'sites with statutory protection' section of the biomass section providing further guidance requiring that if a large scale biomass plant or biomass planting is proposed in areas important for biodiversity or within, or affecting the setting of, a heritage asset, an assessment of the impact must be undertaken and submitted with the planning application. Proposals for biomass planting in other locations will be assessed in accordance with relevant policies.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
			large scale SRC, the EIA Regulations are used rigorously to prevent planting in unsuitable locations that might be damaging to biodiversity. The RSPB would be concerned about any significant growing of field crops for energy, especially bio-fuels for transport. Energy crop mono-cultures could impact negatively upon feeding and habitat opportunities for birds and other wildlife.	
6	Adlington Town Council	Support	Adlington Town Council welcomes the proposals included in the SPD.	NO CHANGES MADE Comments noted.
7	The Coal Authority	Support with amendments	The planning requirements for wind power and solar power should include the issue of unstable land within their respective text and the tables which summarise the requirements. Both forms of development will require the provision of Coal Mining Risk Assessments in The Coal Authority defined Development High Risk Area. Across the country we are encountering many wind and solar schemes where mitigation and remedial measures are required in order to address land instability and allow the development to go ahead.	SPD AMENDED A section on unstable land has been added to both the wind turbines (paragraph 67) and solar power (paragraph 117) sections requiring developers to submit a Coal Mining Risk Assessment if the proposal is located within a Development High Risk Area.
8		Support with amendments	Page 11 identifying suitable locations - can you insert a suggestion that all new commercial/industrial buildings should make provision for solar panels on their roofs? I believe that in France this is the case. These buildings have a large roof area and if the necessary strengthening is put in place at the building stage it is much cheaper than trying to add it later.	NO CHANGES MADE Core Strategy Policy 27 sets out the requirements for the sustainability of new buildings. Under this policy new industrial buildings are required to achieve a BREEAM rating of 'very good' and install renewable or low carbon energy sources to reduce the carbon dioxide emissions of the predicted energy use by at least 15%. It is not for the Council to dictate which technologies should be installed. It is down to the developer to assess which technology is the most suitable and cost effective for their development.

ID	Organisation	Support/ Object	Comments	Councils Response
9	Blackburn Road and Great Knowley Residents Association	Support with amendments	<p>Page 11 of the document refers to identifying suitable locations. The members of the association feel that before solar farms and wind farms are located in rural areas, consideration should be given to utilising suitable locations in built-up areas. The most obvious of these with regard to solar energy is the roof space of industrial and commercial buildings. These large areas could be fitted with solar panels. We suggest that all new applications for planning permission for large commercial premises should include solar roof panels - not as an option but a prerequisite. The Council should also do as much as possible to persuade owners of already erected buildings to install solar panels as well.</p>	<p>NO CHANGES MADE</p> <p>Roof mounted solar panels are used in built up locations to generate electricity for individual properties. Solar farms and wind farms produce electricity to serve a number of properties and need a large amount of land which is not usually available in built up areas. Paragraph 86 of the SPD states that in the case of solar farms preference should be given to the re-use of previously developed land. Core Strategy Policy 27 sets out the requirements for the sustainability of new buildings. Under this policy new industrial buildings are required to achieve a BREEAM rating of 'very good' and install renewable or low carbon energy sources to reduce the carbon dioxide emissions of the predicted energy use by at least 15%. It is not for the Council to dictate which technologies should be installed. It is down to the developer to assess which technology is the most suitable and cost effective for their development.</p>
10	Barton Willmore (on behalf of RES)	Support with amendments	<p>We are concerned that contrary to the principles outlined in the NPPF, which clearly state that local planning policy and guidance should be positively prepared, justified, effective and consistent with national policy, the SPD introduces a stand-off distance of fall over distance plus 10% to public footpaths and bridleways. Rather than establish a positive policy framework these requirements are considered unnecessary and are likely to impede the development of suitable wind farm sites within the District. The Planning Practice Guidance for Renewable and Low Carbon Energy does not set a minimum distance to be achieved between a footpath or bridleway. Furthermore it states that LPA's 'should not rule out otherwise acceptable renewable energy developments through inflexible rules on buffer zones or separation distances. We consider that the criteria for public bridleways and footpaths as currently worded in the SPD are unjustified and could prevent the development of a wind turbine in an otherwise appropriate location.</p> <p>As currently worded under para 48 of the SPD if a wind turbine is proposed within the setting of, or near to the setting of one of</p>	<p>SPD PARTLY AMENDED</p> <p>The Planning Practice Guidance for Renewable and Low Carbon Energy recommends a safe separation distance between wind turbines and buildings of the fall over distance plus 10%. Whilst it does not refer to footpaths or bridleways, it is considered that for safety reasons this separation distance should also apply to footpaths and bridleways. In April 2013, whilst rejecting a proposed separation distance between houses and wind turbines in a legal challenge to Milton Keynes Wind Turbine SPD, the judge ruled that the proposed separation distances between wind turbines and footpaths and bridleways could be enforced. They proposed a separation distance of fall over distance plus 10% for footpaths and followed the British Horse Society guidance for bridleways of three times the overall height of the turbine or 200 metres, whichever is the greater. This is significantly greater than that proposed in Chorley's SPD. The separation distances are therefore considered acceptable.</p> <p>Paragraph 48 (now paragraph 49 in the final SPD) has been amended to only require an assessment of the impact of a</p>

ID	Organisation	Support/ Object	Comments	Councils Response
			<p>the heritage assets listed, an assessment of its impact on the asset must be undertaken and submitted with the planning application along with details of how any identified negative impacts have been mitigated. This is considered unnecessary and contrary to national policy. The NPPF does not require applicants to consider the impact of proposals near to the setting of a heritage asset only the level of harm through the alteration or destruction of the heritage asset or development within its setting. To be consistent with the NPPF the SPD should be revised to ensure that when required heritage assessments are focussed on assessing the significance of effects within the setting of a heritage asset. The NPPF also stresses that the level of assessment should be proportionate to the assets importance and no more than is sufficient to understand the potential impact of the proposal on their significance. The SPD should be revised to ensure that the level and scope of the assessment is proportionate to the scale of the proposed development.</p> <p>The SPD fails to recognise that the level of disturbance caused by shadow flicker depends on a multitude of factors including the observers distance from the turbine, the direction of the dwelling and the orientation of its windows and doors from the wind turbine, the frequency of the flicker and the duration of the effect, either on any one occasion or averaged over a year. Therefore given these variables it is likely that in many cases the level of effect is considered to be so low that mitigation measures are not required. As it is clearly unreasonable to expect applicants to totally eliminate effects which are not considered to be significant, para 66 of the SPD should be revised as follows: 'Where a proposal could give rise to shadow flicker, the analysis must quantify the impact and where necessary propose mitigation measures to reduce the effects to an acceptable level.'</p>	<p>wind turbine on a heritage asset if it is proposed within, or affects the setting of the heritage asset. Reference has also been made to the assessment being proportionate to the assets importance. Paragraph 102 in the solar power section and paragraph 143 in the hydropower section in the final SPD have also been amended.</p> <p>The SPD states that the problems caused by shadow flicker are rare and the likelihood of it occurring will depend on a range of factors. Paragraph 66 (now paragraph 69 in the final SPD) has been amended as requested.</p>
11	Environment Agency	Support	We are pleased to see the reference to the requirement to consult the Environment Agency with regard to proposals for hydropower. We concur with your conclusions that SA/SEA of the proposed SPD is not required.	<p>NO CHANGES MADE</p> <p>Comments noted.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
12	National Trust	Support with amendments	<p>Overall the National Trust welcomes this SPD as a helpful addition to the Councils' suite of planning policy documents and the specific supplementary advice on an important and often contentious area.</p> <p>Para 6 - it would be helpful if, as with sections on the Central Lancashire Core Strategy and Local Plan, some consideration was given to the wider context of national planning policy by reference to the overall approach to achieving sustainable development and related advice on matters such as nature conservation and heritage in the NPPF.</p> <p>Para 36 - It is suggested that in the first sentence it would be better to refer to appropriate rather than acceptable uses having regard to the terminology used in the NPPF and related documents in respect of Green Belt policy.</p> <p>Para 37 - the highlighted areas where there can be negative impacts should be expanded to make specific reference to cultural heritage (whilst the impacts here may most often be visual this is not exclusively the case e.g. noise impacts upon tranquil settings of heritage assets and direct impacts from engineering works on archaeological resources).</p> <p>Para 48 - the advice here is helpful, however it is noted impacts upon settings, especially as a result of major wind turbine developments, can be quite extensive - cases of material impacts at 11km have been cited on appeal. A supplementary statement to the effect that impacts upon settings need to be assessed over a reasonably extensive area, in part but not solely dependent upon the scale of the turbines proposed would be useful.</p> <p>Paras 49-51 - it is noted that areas enjoyed for their tranquillity, including locations such as waterways and parklands, are also sensitive to noise impacts.</p> <p>Para 86 - same comment as in response to para 36 above.</p>	<p>SPD PARTLY AMENDED</p> <p>Comment noted.</p> <p>It is not considered necessary to provide information on the wider context of national planning policy in the SPD as this is contained in the Local Plan and Core Strategy.</p> <p>Paragraph 36 has been amended to use the term appropriate instead of acceptable. Paragraph 86 (now paragraph 89 in the final SPD) in the solar power section and paragraph 132 in the hydropower section have also been amended.</p> <p>Paragraph 37 has been amended to also refer to cultural heritage.</p> <p>Paragraph 48 (now paragraph 49 in the final SPD) has been amended as requested to refer to the impacts on settings being assessed over a reasonably extensive area. The solar power (paragraph 102) and hydropower (paragraph 143) sections have also been amended.</p> <p>Comment noted.</p> <p>See response to paragraph 36 above.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
13	Lancashire County Council	Support with amendments	In general, I am supportive of the SPD. I would just like to make one suggestion. As energy from waste is also a low carbon energy stream, it might be beneficial for the SPD to demonstrate its use.	<p>SPD AMENDED</p> <p>Reference to anaerobic digestion has been added to the biomass section (paragraph 156).</p>
14	NFU	Support with amendments	<p>On the whole it appears that the Council has covered all aspects of renewable and low carbon energy. Farms are often best places within rural communities to provide renewable and low carbon energy so we are pleased that you have included this as a SPD.</p> <p>Page 7, points 60-62 - it asks for evidence of consultation with NATS and MOD to be submitted with the planning application. However this is impossible as the pre-consultation services from these bodies has been withdrawn, the only time they provide an answer is on request from an LPA after the full planning application has been submitted.</p> <p>It may also prove beneficial to provide a business case for each application as a benefit for the scheme, as a lot of the information requested is often deemed negatively against the scheme. Some of these schemes can bring jobs to the area, meet renewable energy targets, improve the rural economy and reduce carbon outputs. Each case should be judged by its own merits on a site by site basis, and a full justification given for objections and where appropriate scientific evidence.</p>	<p>SPD PARTLY AMENDED</p> <p>Comment noted.</p> <p>Both NATS and the MOD have confirmed that they offer a pre-planning assessment service. The MOD temporarily stopped providing this service but resumed in November 2013. The SPD has been amended to state that this consultation is encouraged rather than mandatory. If a developer chooses not to undertake this consultation then NATS and/or the MOD may object to the proposal when consulted by the Council.</p> <p>All planning applications will be determined in accordance with the Development Plan, including Core Strategy Policy 28 and the SPD. Core Strategy Policy 13 deals with the rural economy. Any further information submitted as part of a planning application will be taken into consideration.</p>
15	Central Lancashire Friends of the Earth	Support with amendments	<p>We are encouraged by the overall positive approach to renewable and low carbon energy expressed in the document. We believe that on-shore wind energy is efficient, quick to install and is the cheapest of the renewable energies.</p> <p>Requirements for permitted development, suitable location, EIA and issues related to planning are set out clearly, fairly and in</p>	<p>NO CHANGES MADE</p> <p>Comment noted.</p> <p>Comment noted.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
			<p>detail. We accept that all renewable energies, as with any form of development, need to be examined carefully but impartially and judged on individual merits. We are pleased to read that where there may be a potential problem, for example with shadow flicker from a turbine blade, there can be acceptable solutions.</p> <p>With reference to solar power, there does appear to be a lot of emphasis upon adverse visual impact and significant impacts upon the character and quality of the landscape. Perhaps this could be counterbalanced by a statement saying how quickly panels can be erected and dismantled if no longer required. Perhaps too the economic benefits could be given more depth, the benefits to the farming community and small businesses can be considerable in times of increasing energy costs.</p> <p>Regarding biomass energy, we believe that bio-energy has a role to play in bringing down greenhouse gas emissions but only if it is done in a way that protects wildlife, people's livelihoods and guarantees emission cuts. It is vital to distinguish between different forms of energy based on their real carbon impacts.</p> <p>In relation to solar energy, a statement by Jonathan Scurlock, Chief Renewable Energy Adviser at the National Farmers Union, stated: 'Solar farms are not any kind of threat to agricultural land because they allow dual use, either biodiversity, which is increasingly required, or livestock grazing - the diversification can be really important in making the business sustainable.'</p>	<p>It is accepted that renewable and low carbon energy has many benefits and such schemes are encouraged in the Borough provided they do not have unacceptable impacts and are in accordance with the Development Plan, including Core Strategy Policy 28 and the SPD. Other Core Strategy policies address matters of economic benefits such as Policy 13 which deals with the rural economy. It is not considered necessary to list all the benefits. The purpose of the section of the report referred to is to set out the planning issues associated with solar power schemes and identify how any potential issues can be overcome so that the proposal is acceptable.</p> <p>The SPD addresses the issues associated with biomass such as landscape and visual impact and impact on sites with statutory protection.</p> <p>Comment noted.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
16	Wildlife Trust	Support with amendments	<p>Para 32 - this should make it clear that any proposal that would impact on a site of wildlife importance would require an environmental statement. However it is covered in a way under para 58.</p> <p>Paras 43-48 - should we ask them to include the reference to the hierarchy of avoidance, reduction, mitigation and compensation?</p> <p>Paras 56-58 - I haven't found any reference in the wind turbine section to hydrology which can be a major issue, particularly where more than one or 2 turbines are involved.</p> <p>Paras 75, 79 & 83 - This section of the SPD needs to make some reference to consideration of the ecology of the site.</p>	<p>NO CHANGES MADE</p> <p>Paragraph 58 (now paragraph 60 in the final SPD) requires an ecological survey to be submitted with all planning applications for wind turbine schemes assessing any potential impacts. This will include the impact on sites of wildlife importance.</p> <p>No details have been provided on the hierarchy of avoidance, reduction, mitigation and compensation and how this could be incorporated into the SPD, nor why.</p> <p>No details have been provided on what information relating to hydrology should be included in the wind turbine section of the SPD, nor why.</p> <p>Ecology is covered in a separate section.</p>
17	Anderton Parish Council	Support with amendments	<p>Para 20 onwards - there needs to be a better and clearer definition of terms regarding wind turbines and an acknowledgement that there are various types, principally horizontal and vertical axis types. A horizontal axis type will consist of a mast and a rotor. The rotor will consist of a hub and usually 2, 3, 4 or 5 blades. Avoid the use of the term blade diameter. Height should be specified as either hub height or overall height. A vertical axis type may also consist of a mast and rotor but with the rotor mounted on the extended axis of the mast. There are various types of rotor construction varying in length and diameter as with horizontal types and should be uniquely specified.</p> <p>Para 53 - safe separation distances appears to be linked to the overall height of the turbine. A planning consideration for safety should be consideration of the safety case of blade failure and potential impact zone around the turbine. A safe distance would need to be defined in terms of the energy contained by a shed blade and energy decay over the trajectory path.</p>	<p>SPD PARTLY AMENDED</p> <p>Reference has been made in paragraph 21 to the different types of wind turbines. Reference has also been made to overall height in paragraphs 21-23. The term rotor diameter is commonly used and is specifically referred to in the Planning Practice Guidance for Renewable and Low Carbon Energy in relation to consultation with the MOD.</p> <p>The separation distance between wind turbines and buildings is taken from the Planning Practice Guidance for Renewable and Low Carbon Energy. The height of the turbine plus 10% is considered a safe distance and is referred to as the fall over distance.</p>

ID	Organisation	Support/ Object	Comments	Councils Response
			<p>Para 69 - there appears to be an assumption that the working fluid in a solar water heating system is pure water. It seems likely that in order to cater for freezing conditions some other solution will be required and the solution will be required and the system not directly linked to the domestic hot water circuit. A planning consideration should include the working fluid to be used and any environmental impact of leakage.</p> <p>Para 155 onwards - a planning requirement for biomass should be the consideration of the environmental impact of smoke emissions and smokeless zones (if still current policy). It would be useful to have an assessment of local wind conditions and likely smoke dispersal as part of the planning requirements.</p> <p>Para 166 - as with para 69 above a planning requirement for Ground Source Heat Pumps should be consideration of the working fluid and the potential environmental/ecological/safety impact of any leakage.</p>	<p>The fluid used in a solar water heating system is not a planning consideration. Any leakage would be contained within the property and would not have any environmental impact.</p> <p>As stated in the SPD, if wood is used in a biomass system only the carbon that has been absorbed by the wood is released. If trees are replanted to replace the ones used, the new trees will absorb the equivalent amount of carbon used. Energy crops also produce little carbon.</p> <p>Information has been added to the ecology section of the heat pumps section of the SPD stating that closed loop Ground Source Heat Pump systems should use non-hazardous substances to avoid pollution of groundwater in the event of a leak. If leaks occur the Environment Agency can serve notices to prohibit the discharge or require a permit.</p>
18	Bretherton Parish Council	Support	Bretherton Parish Council supports the contents of the SPD.	<p>NO CHANGES MADE</p> <p>Comments noted.</p>

EXECUTIVE CABINET**GENERAL REPORT OF MEETING HELD ON 26 JUNE 2014****Croston Flood Risk Management Scheme**

1. The report of the Director of Public Protection, Streetscene and Community was presented by the Executive Member (Resources).
2. Croston is the primary location across Chorley where serious flooding incidents have occurred. The Environment Agency (EA), together with the Council and other partners has been developing a flood risk management scheme that will reduce the risk of flooding in Croston.
3. The proposed scheme will create a Flood Storage Area (FSA) upstream of Eccleston Bridge, on the River Yarrow. The FSA will comprise a long embankment dam across the River Yarrow, incorporating a structure designed to restrict the volume of water passing downstream towards Croston. The scheme will provide a 1 in 100 year storm protection to 438 properties.
4. We wholly supported the Scheme and noted the positive action undertaken by the Lower Yarrow Flood Action Group, which has been set up by local residents.
5. We discussed the history of the Scheme and noted that, initially, it had been proposed as fully funded by the Environment Agency, but since then, as one of the key partners, the Council has been asked to identify ways to provide £1.1 million towards the scheme. The total cost of the scheme is £6 million and the Environment Agency has secured £4 million, providing work starts by March 2015.
6. We, including the Opposition, feel this is not appropriate and support the recommendation to write to the Government, the Department for Environment, Food and Rural Affairs and the Member of Parliament for South Ribble requesting that the £1.1 million funding gap to deliver the Scheme be resolved.
7. We note the update and support the scheme to construct a Flood Storage Area as detailed in the report, subject to planning approval. We agreed to write to the Government, the Department for Environment, Food and Rural Affairs and the Member of Parliament for South Ribble requesting that the £1.1 million funding gap to deliver the Scheme be resolved.
8. The decision on consultation with local stakeholders regarding the budget gap will be brought back to the Executive following the receipt of the responses to the letters.

Final Report of the Overview and Scrutiny Task Group - Select Move

9. The report of the Overview and Scrutiny Task Group was presented by the Chair of the Overview and Scrutiny Committee, Councillor Mark Perks.

10. The Scrutiny inquiry into the Select Move choice based lettings scheme was requested by Members after concerns were raised about the accessibility and user-friendliness of Select Move. In addition, there is a perception that people from outside the sub region and without local connection are accessing properties in Chorley.
11. The objectives of the inquiry were to investigate and evidence whether Select Move is meeting the needs to the satisfaction of the applicants, by reviewing the application processes, the allocation processes and the standard of allocated properties.
12. The desired outcomes had been to secure a choice based lettings service that meets the needs of Chorley residents, to identify areas of improvement on condition of property at handover and to reduce waiting times and lists.
13. The findings are mainly positive and Select Move has been demonstrated to be a fit-for purpose, effective way for a number of partners over a sub-regional footprint and to work collaboratively to allocate social housing.
14. There are some important improvements which can be made to the scheme, including ensuring necessary safeguards for those who are not equipped to access digital services. The Task Group has made 15 recommendations, which are supported by the Overview and Scrutiny Committee. Some of the recommendations are to be actioned by partner organisations.
15. We agreed to receive the report of the Overview and Scrutiny Task Group and accept it for consideration, with a view to the Executive Cabinet's recommended response to the recommendations being reported to a future meeting.

Provisional Revenue and Capital Budget Outturn 2013/14

16. The report of the Chief Executive was presented by the Executive Member (Resources).
17. The report presents the provisional revenue outturn figures for the Council as compared against the budgets and efficiency savings targets it set itself for the financial year 2013/14.
18. The provisional outturn figures for the 2013/14 Capital Programme are presented and the Capital Programme is updated for financial years 2014/15 to 2016/17 to take account of the re-phasing of expenditure from 2013/14 and other proposed budget changes.
19. The accounts are provisional at this stage and subject to final checking and scrutiny by the Council's external auditor. Should there be any significant changes to the outturn as a result of this process a further report will be submitted to Executive Cabinet.
20. We noted that in November 2013 the Council acquired the Market Walk Shopping Centre. Executive Cabinet has previously approved that the net

rental income from the shopping centre over the four months to financial year-end be transferred to two reserves. It is proposed to amend the share of resources to an 80:20 split between the Change Management Reserve and Market Walk Equalisation Reserve.

21. The net income to 31 March 2014, once all costs that fall on the Council have been deducted, is £326k. This has increased compared to the initial forecasts and is largely due to the Council reducing the costs of financing the acquisition. This has been achieved by the fact that some borrowing has been financed via internal cash balances that have been available, that alternatively would have been invested and only realised a very small rate of return.
22. The transfer to the change management reserve will help to fund future service reorganisation across the Council. The creation of an equalisation reserve will smooth any possible adverse movement in income generation from the shopping centre should that occur in future years. Variations in income levels are also mitigated against within the Council's Medium Term Financial Strategy which contains a further minimum £100k ongoing contribution to this reserve over the next three years to 2016/17.
23. We noted that the Business Rates Retention (BRR) scheme has been introduced in April 2013. It provides a direct link between business rates growth or decline, and the amount of money the Council has to spend on local people and local services. The Council is able to keep a proportion of business rates revenue, as well as growth generated on that revenue, within the local area. Conversely any decline in Business Rates revenue levels reduces the income received by the Council.
24. A key element of the new regime is the impact that appeals has on the level of income received. Should business rate payers be successful in appealing against the valuation placed on premises, upon which the charge is based, this will reduce the subsequent rate yield in 2014/15. This might potentially lead to a further deficit chargeable in 2015/16.
25. We agreed the slippage requests and other transfers to reserves outlined in Appendix 2 of the report to finance expenditure on specific items or projects in 2014/15 and to the transfer of £326k net income from Market Walk in 2013/14 split 80:20 between the Change Management Reserve and Equalisation Reserve (to limit the future impact of any potential reduction in income).
26. We noted the impact of the final capital expenditure outturn and approved the re-phasing of capital budgets to 2014/15. We agreed to the financing of the 2013/14 Capital Programme to maximise the use of funding resources available to the Council.

Chorley Council Performance Monitoring - Fourth Quarter 2013/14

27. The report of the Chief Executive was presented by the Executive Member (Resources).

28. The report sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the fourth quarter of 2013/14.
29. The report reviews the performance of key projects and performance indicators from the new Corporate Strategy for 2013/14. It also presents an update on the outcomes of key projects identified within the 2012/13 Corporate Strategy.
30. Overall performance of 2013/14 key projects is excellent, with all the projects on track or scheduled to start later in the year.
31. Overall performance of Corporate Strategy and key service measures remains strong. 72% of the Corporate Strategy measures and 86% of the key service measures are performing above target or within the 5% tolerance.
32. The Corporate Strategy measures performing below target are; the number of town centre visits, growth in the business rate base, the percentage of customers dissatisfied with the way they were treated by the council, the percentage of domestic violence detections and the number of long term empty properties in the borough. Action plans have been developed to outline what action will be taken to improve performance.
33. We noted the report.

Draft Statement of Community Involvement June 2014

34. The report of the Director of Public Protection, Streetscene and Community was presented by the Executive Member (Public Protection).
35. The Statement of Community Involvement (SCI) provides the community and other interested parties with clarity on the levels of involvement in the planning process. It details how the Council will consult in relation to preparing planning policy documents and in determining planning applications.
36. Once finalised, the Council is required to act in accordance with the adopted document. The Council adopted an SCI in 2006, however this is now out-of-date.
37. A revised draft SCI has been prepared, which will be subject to a four week consultation between 30 June and 28 July 2014.
38. The main changes incorporated into the SCI are:
 1. Local planning authorities are required to make information on their planning activity available to their communities as soon as it is ready, and to do so on-line;
 2. The new regulations prescribe additional bodies that are subject to the 'duty to cooperate' under section 110 of the Localism Act 2011.
 3. The preparation and adoption stages by local planning authorities of development plan documents and supplementary planning documents including as to consultation with interested persons and bodies and the documents which must be made available at each stage.

39. We agreed to publish the draft Statement of Community Involvement for four weeks consultation.

Recommendation

40. That the report be noted.

COUNCILLOR ALISTAIR BRADLEY
Executive Leader

RR

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Scrutiny Reporting Back

Chorley Council's Annual Report on Overview and Scrutiny in 2013/14



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1. MEMBERSHIP OF OVERVIEW AND SCRUTINY COMMITTEE



Councillor Steve Holgate
Chair of Overview and Scrutiny Committee 2013/14



Councillor Mark Perks
Vice Chair of Overview and Scrutiny Committee 2013/14

Councillors Julia Berry, Doreen Dickinson, Graham Dunn, Robert Finnamore, Keith Iddon, Hasina Khan, Roy Lees, Marion Lowe, Mick Muncaster, Geoff Russell, Rosemary Russell and Kim Snape

1. INTRODUCTION BY THE CHAIR AND VICE CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE

2013/14 was a busy year for Overview and Scrutiny with the Committee undertaking a varied and extensive Work Programme. We welcomed back Members of the Conservative Group and Councillor Mark Perks was appointed as the Vice Chair of the Committee.

Our dedicated Performance Monitoring Panel, consisting of six Councillors met quarterly to look at the Council and Local Strategic Partnership performance, along with a focus on a number of different service issues that included, shared services, customer dis-satisfaction and domestic violence detections.

We still continue to receive six monthly monitoring reports following the Executive's response on the implementation of outcomes and measured success from past scrutiny reviews that have included:

- **Allotments** – The creation of an additional 43 allotment units across the Borough.
- **Adoptions of Estates** – We received the responses from both the Executive's of Chorley and Lancashire County Council's. The responses were positive but will take some time to have an effective, however the establishment of a new role at Chorley Council, Development Implementation Co-ordinator to manage matters pertaining to Community Infrastructure Levy, Planning Obligations and Adoptions would help to monitor this.
- **Lancastrian** – Continued improved usage of the Lancastrian facilities with income exceeding predicted targets.
- **Private Rented Housing** – The implementation of a Housing Standards Enforcement Policy that's sets out the process for inspection and enforcement.
- **Tourism and Promoting Chorley** – The development of a successful traffic management plan for events taking place at Astley Park

This year the Committee has undertaken three reviews:

The Select Move Allocation process was requested by Members after concerns were raised about the accessibility and user- friendliness of Select Move and also the perception that people from outside the sub region and without local connection were accessing properties in Chorley.

A review of the Playing Pitches, Play Areas and Open Spaces Strategy was undertaken to assess the value of the Health Section of the Council's current Intergrated Impact Assessment to ascertain if it robust enough to maximise its health and wellbeing outcomes.

Chorley's CCTV provision and infrastructure was identified through crime and disorder scrutiny after the Committee was informed that its current contractual arrangements were due for renewal.

2. CHALLENGING PERFORMANCE

Our dedicated Performance Panel focused on the performance elements of scrutiny and considered all monitoring information. Scrutinising performance is a key role for scrutiny and one of the benefits to the dedicated resource is that a smaller number of Members are able to drill down to the detail in key areas and adopt some consistency in approach.

The Performance Panel for 2013/14 consisted of the following Membership:

Councillor Steve Holgate – Chair
Councillor Mark Perks – Vice Chair
Councillor Julia Berry
Councillor Keith Iddon
Councillor Marion Lowe
Councillor Kim Snape

The Panel has met four times in the last 12 months and has considered the Councils Corporate Strategy key projects and monitoring; Chorley Partnership monitoring information and the Council's Organisational Improvement Plan that captured all the directorate and service level business improvement plans.

We were given a demonstration of the My Projects feature on the new intranet which has enabled us to view progress and key milestones for all corporate strategy and business improvement projects across the Council. Each meeting also considered an additional performance focus, outlined below, where we looked at particular areas of concern or poor performance and the relevant Executive Member was invited to attend. The areas of focus are summarised below:

3. SCRUTINY REVIEWS IN 2013/14

3.1 SHARED SERVICES

(Councillor Peter Wilson, Executive Member for Resources, Policy and Performance attended)

We were presented with a report which provided the financial and organisational benefits to the establishment of shared financial and assurance services with South Ribble Council. In terms of performance in the last quarter of 2012/13, there had been an improvement on the previous year with 80% of financial service indicators and 46% of assurance indicators being green. Since its establishment, the shared financial and assurance services had been predicted to save £290,000 but had in fact saved £550,000. Both Councils had benefitted equally from the savings made.

In some areas, services had been improved with full integration and greater efficiency/delivery. However this hadn't been achieved in all areas and management accounting would be the focus over the next 12 months. Shared services was not the solution for all services and areas like IT and revenues and benefits had been investigated but discounted on the basis that the Council could make more savings by delivering the services alone, however this did not discount looking at these options in the future. Experience had shown that standardisation across authorities was a good basis for shared services.

3.2 CUSTOMER DISSATISFACTION

(Councillor Alistair Bradley, Executive Leader attended)

The authority's performance target was a maximum of 20% of customers dissatisfied with the service they receive from the Council and whilst this had been a challenging target, it had been set to reflect the Council's ambitions. An email survey of customers had replaced the previous phone and face to face survey in May 2012.

We received a report that detailed the performance in 2012/13 and to date in 2013/14, showing that the target was not being met and was consistently well above the 20% level. The reasons for dissatisfaction had been investigated and it showed that the major cause was customers not receiving a response or not receiving a response in a timely manner. This could be further drilled down by service area and individual officers.

The Executive Leader explained that drilling down into the detail of why customers were not happy with the Council, enabled the Council to instigate changes in staff behaviours or approach. The highest number of complaints related to waste/bin collection but this was reflective of the high volume of customers for this service and is in proportion with the performance of other services across the Council. Responses to customers regarding missed bin collection for example, should be realistic so as not to create false expectations and generate further complaints.

3.3 TRIAL RE-OPENING OF MARKET STREET

(Councillor Alistair Bradley, Executive Leader attended)

We considered a report of the Chief Executive on the key corporate project of the trial reopening of Market Street which was one of two areas of performance focus for the meeting. The project aim was to revitalise the top end of Market Street to attract more shoppers and to boost trade in the area. The allocated budget for the project was £47,000.

Councillor Alistair Bradley, Executive Leader provided an outline of the challenges experienced earlier in the year in progressing the project alongside Lancashire County Council (LCC) as the highway authority. Progress had proved slow and in order to reduce delay, the Council had sought the services of Pendle Engineering Services as a third party contractor to draw up a design for the scheme. LCC had recommended changes to the design and a new scheme had to be drawn up resulting in both a delay and additional costs to this Council. The project was now back on track and completion expected by December. Delivery of the project had resulted in a number of lessons learned to ensure effective joint working, including the need for much greater forward planning and understanding the priorities of both Councils.

3.4 THE COUNCIL'S INVOLVEMENT IN HEALTH AND WELLBEING

The Public Health Observatories under Public Health England publish local health profiles which show how health in Chorley compares with the rest of England across a number of indicators. The profile indicates that the health of the people of Chorley is varied compared with the England average. Deprivation is lower than average and all-cause mortality rates had fallen over the last ten years, as have deaths from cancer and heart disease. The rate of adult physical activity is also better than the England average.

However, Chorley performs lower than the England average for a number of indicators that include, smoking in pregnancy, starting breast feeding, hospital stays for self-harm, people diagnoseD with diabetes and hip fractures in the over 65's. This type of information (including the Chorley and South

Ribble Joint Strategic Needs Assessment) had been used to inform Chorley and South Ribble Health and Wellbeing Plans which take a holistic approach to issues through early intervention and prevention measures.

The Chorley and South Ribble Health and Wellbeing Partnership had been operational for over 18 months and formed a key mechanism to communicate and convey local health priorities to the Lancashire Health and Wellbeing Board who take overall responsibility for improving health outcomes across the county under the new public health arrangements. The Chorley and South Ribble Health and Wellbeing Plan identifies three core priorities of, accessibility, independence and activity. A number of actions support these priorities with progress regularly reported at meetings of the Health and Wellbeing Partnership. Performance of the plan was monitored by the Chorley Partnership on a quarterly basis with the most recent reports showing excellent performance and all priorities rated green.

The indicative commissioning budget for Chorley and South Ribble CCG for 2012/13 was £224,416,000. An estimated baseline for the public health grant had been published by the Department of Health and had been based on public health spending during 2010/11. The estimated baseline for Lancashire is £45,891,000 which equates to £37 per person, based on historic need. We were informed that to be able to create a number of early intervention initiatives, an analysis of the ward and Lancashire public health indicator averages needed to be undertaken to produce the relevant targets in the required areas. It was sometimes difficult to assess where the intervention need was required as the relevant statistics were presently not measured, for example, what the main causes of people over 65 needing a hip replacement. It was also intended that the Board would piggy back on a number of Lancashire based programmes to try to extend services with limited resources.

3.5 DOMESTIC VIOLENCE DETECTIONS

(Detective Inspector, Geoff Hurst, Lancashire Constabulary attended the meeting)

The new Corporate Strategy had been approved in November 2012 and identified the percentage of domestic violence detections as a key measure for success against the priority of 'clean, safe and healthy communities'. The measure was selected in order to focus attention on this issue and ensure a coordinated effort.

A target of 70% detection rate was set, which reflected the current police target for this indicator. The indicator is measured using data by the Police and reported to the Chorley and South Ribble Community Safety Partnership. Detective Inspector Hurst explained that the police no longer use this target as a way of measuring its detection success, for a variety of differing reasons. The recording of Domestic Violence incidents has changed over time with many parameters being altered. The age limit for recording has been lowered to 16 year olds, sibling to sibling incidents and other familial incidents are now included and the implementation of a wide range of interventions and alternative disposals other than prosecution and caution, have reduced the number reaching 'detection' stage. With this in mind the police are now focusing more on reducing risk through interventions and managing outcomes.

The MARAC (Multi Agency Risk Assessment Conference), chaired by the police, meets monthly and focusses on the safety of victims of domestic abuse identified as being at high risk. The MARAC combines up to date risk information with a timely assessment of a victim's needs and links those directly to the provision of appropriate services for all those involved in a domestic abuse case: victim, children and perpetrator. Information is shared and joint decisions made on the most appropriate way to reduce or manage the identified risks.

Officers also work with other services in the Multi-Agency Safeguarding Hub (MASH), currently based in Leyland, with each agency - including Lancashire Constabulary, Lancashire County Council and Blackpool Council's Children's and Adult's Services, Lancashire Probation Trust, the NHS (including mental health services) and Lancashire Fire and Rescue Service (LFRS) - based in one building, allowing the efficient sharing of information. Once a person at risk is referred into the MASH, the different services undertake a joint risk assessment, arranging for appropriate interventions to reduce the threat of harm to the individual. There does not have to be a prosecution for a person to be referred to the MASH.

It was also explained how the police treat cases and presented some useful statistics on the difference between serious and less serious incidents.

Chorley, South Ribble, West Lancashire and Preston Community Safety Partnerships were in the process of commissioning a pilot domestic abuse perpetrator project. An external organisation would be commissioned to deliver interventions to perpetrators who have been deemed high risk but not subject to statutory supervision. The Pilot had been funded by the Police and Crime Commissioner and would look to support five perpetrators across the borough of Chorley with the aim of reducing their reoffending behaviour.

The police have also started to see greater reporting of domestic violence by members of the public. Media campaigns, such as the new Clare's Law, have helped to raise awareness of the issue and people are not afraid to come forward to report incidences they have witnessed. The IDVA service can also be accessed by victims of domestic abuse, by being present at the courts and doctors surgeries across the borough.

4 KEY MESSAGES FROM SCRUTINY TASK GROUPS

4.1 PLAYING AREAS AND OPEN SPACES STRATEGY

Chorley had never previously had an overall Strategy that pulled together all the existing management and location plans of sites across the borough. The Council has very high and ambitious standards that are above those of our neighbouring authorities. The new strategy was required to pull together the three key areas of play areas, playing pitches and open spaces. It would also provide detailed actions and assist with section 106 agreements in the future.

Consultation was undertaken on the draft Play, Open Spaces and Playing Pitch Strategy 2013 - 2018 with partners, local residents, sports clubs/organisations, community groups and neighbourhood partnerships. The Strategy set out how Chorley Council planned to protect, manage, enhance and secure its open spaces over the next five years and beyond. It focused on sites that needed to be improved upon and sustained to mitigate against negative trends and recommended how any identified deficiencies in provision of open space should be addressed through a five year action plan.

The tool used to assess the impact of new policies, strategies and areas of service is the Councils approved Integrated Impact Assessment that included an element focusing on health impact. Using the draft Strategy as an example, the Task Group sought to test the Health Impact Section of Integrated Impact Assessment on a number of sites from the lists that covered the three areas of play areas, open spaces and playing pitches, to ascertain whether the Integrated Impact Assessment was robust enough to maximise its health and wellbeing outcomes.

The Group came to the conclusion that overall there needed to be more emphasis placed on the importance of using the Integrated Impact Assessments on any new policies and procedures that are implemented by the Council, particularly in relation to the impact of health and wellbeing. It was also considered that a better understanding about the importance of using this tool would greatly influence decisions made in the future in relation to health and wellbeing and therefore training in this area was a key issue that needed addressing for both officers and Elected Members of the Council.

4.2 SELECT MOVE ALLOCATIONS POLICY AND PROCEDURES

The Scrutiny inquiry into the Select Move Choice Based Lettings scheme was requested by Members of Chorley Council after concerns were raised about the accessibility and user- friendliness of Select Move and also the perception that people from outside the sub region, and without local connection, were accessing properties in Chorley.

The Task Group examined in detail how the scheme operated, exploring the profile of customers who use it. This included looking at how often customers used Select Move and obtaining their views, the

work of the Registered Providers who participate in the scheme and whether or not there was a consistency of approach.

Members engaged with both partners and customers to ensure that all perspectives were considered and to ensure the scrutiny was balanced. The findings were mainly positive and Select Move was demonstrated to be a fit-for-purpose, effective way for a number of partners over a sub-regional footprint, to work collaboratively to allocate social housing.

Select Move does largely meet our customers' needs, as satisfaction is good, allocations are being made within a period considered to be reasonable and also the majority of customers when asked if we should revert back to the old system, said that we should not. Choice and personal preference are key elements of the scheme and so these were found to have a bearing on how long a customer may wait until they secure a property.

With the refreshed Allocations Policy and also the forthcoming system upgrade, which promises to improve the customer interface and experience, Select Move will increasingly meet need. Furthermore, the introduction of a smartphone friendly version of the website will further enhance access for customers.

The new local connection provisions within the Partnerships' revised policy will ensure those with a local connection to Chorley are given priority for all available homes in Chorley, minimising the levels of inward migration. This is important particularly given the volume of new affordable housing developments in Chorley.

5. CRIME AND DISORDER: CCTV PROVISION AND INFRASTRUCTURE

Under the requirement to undertake scrutiny of crime and disorder matters, the Committee considered a detailed report of the Director of People and Places on the current Chorley CCTV service and existing infrastructure and also information about CCTV systems in other authorities where the systems have been reduced or decommissioned.

Members raised the public perception of safety provided by CCTV; how far cameras acted as a deterrent, the camera's role in preventing the escalation of crime or the prosecution of offenders including those involved in serious crime.

As the subject was complex, the Committee decided to undertake a review of the service to be Chair by Councillor Robert Fynamore.

The Overview and Scrutiny Committee asked the Task Group to undertake a scrutiny inquiry to look at CCTV Provision and Infrastructure in Chorley.

Chorley Council's closed circuit television system (CCTV) is solely owned and operated by the Council and comprises a number of overt cameras located across the Chorley borough area. The infrastructure has been in place for 18 years with some upgrades and improvements to equipment during that time but is essentially analogue based whereas current technology has moved to a digital format.

There are three main areas to the system:

- CCTV suite with monitored screens
- Recording capability for images
- Image capturing hardware – cameras

Improvements over recent years have been to partially digitise recording capacity which is now at full capacity; upgrading of monitoring screens; and the replacement of some cameras when irreparable or requiring excessive maintenance.

Present monitoring operating times meet current periods of high demand and are regularly reviewed based on crime and other intelligence data. This element of the service has been the subject of a recent internal audit and several management actions arising out of the review are being implemented.

Overall there is significant support for the provision a CCTV service from key partners such as police; from public response to a consultation; from local town centre businesses and Parish Councils and the Group were satisfied that they had received the appropriate data that was required to evidence the continued need for CCTV in Chorley.

After considering the information obtained during the review of Chorley Council's CCTV service, the Overview and Scrutiny Committee has concluded that the provision of CCTV plays an integral role in the tackling of Crime and Antisocial Behaviour. Evidence suggests that Chorley Council's CCTV is a key tool which supports the reporting, detection and prosecution of crime and antisocial behaviour which occurs across the Borough. Additionally the results of a resident survey commissioned as part of the CCTV review, show that for the majority of residents, the presence of CCTV makes them feel safe. Furthermore it is evident that CCTV proves useful in helping to safeguard vulnerable residents, including those who go missing from home.

As Chorley Council has made long term commitments in helping to ensure that Chorley has clean, safe and healthy communities and a strong local economy, it is recommended that the Council continues to support the provision of CCTV which aids the realisation of these commitments.

6. CHALLENGING THE EXECUTIVE

The Committee has continued to work together positively with the Executive Leader and his Cabinet in scrutinising the delivery of their proposals.

The following areas are Executive Cabinet items that Overview and Scrutiny has considered and made recommendations in 2013/14

- How Chorley Council impacts on the health of our citizens
- Economic Development Strategy
- Budget Principles
- Call-in procedures

7. CALL-IN

The Committee considered the outcomes of a mini scrutiny review that had taken place looking into the current call in procedure. The Committee had agreed that the call in process needed to be revised following Members concerns about hearing call in requests as part of a wider Committee agenda.

A small task group of four members met to look at the key aspects of call in, including comparative information from other Councils across Lancashire. The main recommendations from that review were, to reduce the call in period from 10 days to 5 days, to allow speedier implementation of executive decisions and that a Special Meeting of the Overview and Scrutiny Committee be convened to hear all call in requests, rather than hearing them as part of a wider Committee agenda. All the changes were approved at full Council as they form part of the Council's Constitution.

Since the changes, there has been one request to call in a decision made by the Executive Member for Planning and LDF regarding the cessation of notification letters to contributors (Those who comment on planning applications).

We received a report that included the reasons behind the decision to make information available on the Council's website and that neighbour notification letters would make reference to this facility. Some Members however remained of the view that it was important that all contributors were informed of the decision individually rather than being directed to the Council's website and asked that the Executive Member reconsider the decision in light of the discussions made.

Procedural lessons have been learnt in considering Call in requests. It was pleasing to see that the call-in process can generate public attendance and participation at scrutiny meetings.

7. FINANCIAL SCRUTINY

The Committee considered the agenda papers being submitted to the Executive Cabinet on 16 January 2014 setting out the 2014/15 budget and summary budget position over the medium term. The Council's budgetary and policy framework required that any views submitted by the Committee should be taken into account in the final approval of the budget at Budget Council on 25 February 2014.

The proposals aimed to provide a budget that was more sustainable and took a longer term view to take into account the uncertainty facing local government finance settlements. The proposals also delivered projects to achieve the priorities of the administration, in the Town Centre, within neighbourhoods and relating to jobs and investment.

The Chief Executive gave an overview of the Council's position that included information on how the Council was generating funding streams independently of grants from the Government such as the purchase of the Market Walk shopping Centre that would generate a surplus of £400,000 in 2014/15.

8. CONCLUSION AND THE YEAR AHEAD

2012/13 has been an interesting year for scrutiny, resulting in some key changes to approach with the creation of the Performance Panel. Challenges ahead are to continue to scrutinise areas of interest and concern to Councillors and their constituents; to follow up on the implementation of scrutiny recommendations; to work more effectively with our partners on scrutiny and to continue to challenge our Executive Members in a constructive way with recommendations that result in positive outcomes for the residents in Chorley.

The Council will hold a total of eight scrutiny meetings in 2014/15, with four main Overview and Scrutiny Committee and four Performance Panel meetings. Councillor Mark Perks will take the Chair of the Committee, with Councillor June Molyneaux taking Vice Chair and we welcome several new Members to the Committee. In addition, at its first meeting, Members will agree a number of scrutiny review topics for inclusion in the Work Programme for 2014/15.

The Committee will also be undertaking some valuable scrutiny training at the start of the year on 3 July. It's a while since we undertook any scrutiny training so this session is a refresher for all Councillors and will cover:

- how to prepare for scrutiny committees or short-life task and finish groups

- the relationships between scrutiny chairs and scrutiny officers
- how to choose a small number of topics for scrutiny investigations
- how to plan and develop questions
- how to get what you want from those who come to answer questions
- innovative ways of collecting evidence
- how to make recommendations effective
- the nature of scrutiny leadership
- the party political dimension

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REPORT OF OVERVIEW AND SCRUTINY COMMITTEE

1. This report summarises the business considered at the meetings of the Overview and Scrutiny Committees on 10 April and 19 June, including the work to date on the Task Groups relating to Select Move and CCTV Provision.

OVERVIEW AND SCRUTINY COMMITTEE – 10 APRIL 2014**Monitoring Report of Inquiry Recommendations – Adoption of Estates Review**

2. The Committee received a joint report of the Directors of People and Places and Partnerships, Planning and Policy informing them of progress made against each of the recommendations of the Task Group review into the Adoption of Estates. All 14 recommendations had been essential agreed by the Executive Cabinet and those responses that had been accepted by Lancashire County Council were included in the report.
3. A number of recommendations required the undertaking of small projects to deliver the outcomes required. This included one project currently being led by ICT Services to develop a 'mapzone' which was essentially about the availability of information about adoptions being more readily available to the public.
4. The review had also influenced an organisational restructure at Chorley Council, in that a new role of 'Development Implementation Co-ordinator' had been established through a review of Transactional Services/Planning Business Support to manage matters pertaining to the Community Infrastructure Levy, Planning Obligations and Adoptions.
5. The Planning Services team had been applying the standard conditions as proposed by the national Department of Transport Work Group on adoptions and following attendance by Chris Bond at the a Scrutiny Panel meeting, officers from Chorley and Lancashire County Councils had been invited to attend a working group. This group would be advising the minister on adoption matters and the views of the Council, through the findings of the task group would be heard.
6. Members welcomed the progress made to date. However, there were still concerns about the amount of estates that currently remained un-adopted and whilst the Committee accepted that this may be improved upon with the introduction of the new dedicated post within the planning services team, the Committee still considered that in order to obtain effective improvements to the service there needed to be fundamental changes to planning conditions and the legal duty placed upon developers at national level.

Monitoring Report of Inquiry Recommendations – Private Rented Sector Housing

7. The Head of Health, Environment and Neighbourhoods updated the Committee on the work done to date against the recommendations of the Private Rented Sector Housing Inspection Task Group that had been carried out in 2013.
8. A dedicated staffing resource of Inspection had been undertaken. However, instead of restricting this activity to one post holder, training had been undertaken by several officers to allow for greater capacity within existing resources. This had been expanded upon following a restructure within the service. All six Environmental Health Officers now held a generic role and had the skills and

knowledge to undertake the inspection and enforcement processes to the Housing Health and Safety Regulation Scheme (HHSRS) standard.

9. Chorley has in the region of 4,000 private rented properties with an estimated 10% below standard. Since the implementation of the inspection regime, a total of 63 inspections had been carried out against a target of 80. Whilst below target, the Council were confident that the service would catch up and the targeted property be brought to standard. A private rented sector database was being developed alongside a robust inspection and enforcement process.
10. Although some members were disappointed that the Council had not decided to give further thought to the development of a Landlord Accreditation Scheme, they welcomed the changes that had been made within the service in response to the recommendations made.

OVERVIEW AND SCRUTINY COMMITTEE – 19 JUNE 2014

Scrutiny of Executive Decisions

11. Members discussed the different ways in which the Committee could effectively scrutinise the Executive. There was a view that it would be better to consider future agenda items that were to be determined by the Cabinet instead of scrutinising the minutes of those decisions.
12. Better scrutiny of the notice of executive decisions would fulfil this requirement. Anything of interest could be identified and further information sought to be present to Committee before a decision is made. It was also drawn to the Committee's attention that any Member could seek further information or influence decision of all Cabinet reports at its Informal Executive Cabinet meetings which take place before the items are determined by the Executive, and that the call-in procedure can be implemented by any Member that felt a decision had been an incorrect one.
13. A request was made for a review to be undertaken on this issue. However, as the Committee were soon to undertake some scrutiny training, it was agreed to delay the decision. The trainings session would be developed to allow Members to explore different ways of fulfilling the requirement of effectively scrutinising the Executive.

Disabled Facilities Grant Funding Task Group

14. Councillor Julia Berry confirmed that she was representing Chorley on the joint Disabled Facilities Grant Funding Task Group with Lancashire County Council. The Group were shortly to undertake their first meeting to scope the review and the Committee would be kept informed as it progressed.

Scrutiny Annual Reporting Back 2013/14

15. The Overview and Scrutiny Annual Report was presented that detailed the work of the Committee in 2013/14, including the specific outcomes from the Task Groups, its role in crime and disorder scrutiny, other performance and holding the Executive to account. The report would be presented to the next meeting of full Council for information.

Overview and Scrutiny Work Programme 2014/15

16. The Committee considered the Overview and Scrutiny Work Programme for 2014/15. Members had been asked to make suggestions for potential scrutiny topics to be reviewed this year and it

was agreed for a review to be undertaken to look at transport issues in Chorley. The task group would be chaired by Councillor Robert Finnamore with support from Councillor Julia Berry and a membership would be sought via intheknow.

OVERVIEW AND SCRUTINY TASK GROUP – SELECT MOVE

17. The Chair of the Overview and Scrutiny Task Group, Councillor Graham Dunn presented the Committee with the Final Report of the Select Move Review. The review had examined in detail how the scheme operated, exploring the profile of the customers who used it. This had included looking at how customers used the system and what their expectations of it were. The Registered Providers who participated in the scheme and examining consistency of approach.
18. The findings had been mainly positive with the system proving quite popular with the people who used it. There were however some inconsistencies identified in the level of service provided across the Registered Providers and some of the recommendations were around working more effectively with the Select Move Partnership to make service improvements.
19. Greater communication and accessibility to digital services were also key findings and recommendations had been made to ensure that standards were raised. The Committee were pleased to note that the standards of relets had been addressed as Members had received many complaints on this issue. A request was also made to consider language barriers when issuing relet standards information.
20. The Chair thanked the Members of the Task Group and the report was submitted to Executive Cabinet for consideration.

OVERVIEW AND SCRUTINY TASK GROUP – CCTV PROVISION AND INFRASTRUCTURE

21. The Chair of the Task Group, Councillor Finnamore presented the Final Report of the CCTV Review to the Committee. The Group considered that there was enough evidence to support the continuation of CCTV in the borough of Chorley and were recommending a number of options for the Executive to consider for the replacement of its current provision and infrastructure.
22. The Chair thanked the Members of the Group for all their hard work and it was agreed for the Final Report to be submitted to the next meeting of the Executive Cabinet for consideration.

Recommendation

23. To note the report

COUNCILLOR STEVE HOLGATE
CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE 2013/14

COUNCILLOR MARK PERKS
CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE 2014/15

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REPORT OF GOVERNANCE COMMITTEE

1. This report summarises the business that were considered by the Governance Committee at its meeting on 25 June 2014. We welcome a number of new Members that had been appointed to Governance Committee this year, including Councillor Goldsworthy who has taken up the Vice Chair role.

Internal Audit Annual Report 2013/14

2. We received a report summarising the work undertaken by the Internal Audit Service during 2013/14 financial year and gave an opinion on the adequacy and effectiveness of the control environment on the Council as a whole and individual service areas. The report also gave us an appraisal of the Internal Audit Services performance, including an evaluation of the effectiveness of the Council's system of Internal Audit.
3. As the majority of the reviews undertaken had received a substantial or adequate control assurance rating. It was the Internal Audit's opinion that the Council continues to operate in a strong control environment.
4. Key performance data for the Internal Audit Service showed that the majority of the authority's indicators were on or above target. Only two areas varied significantly from the agreed targets and the Committee were provided with explanations.
5. The Committee were also informed of examples where the work of Internal Audit had added value. These included reviews on CCTV and IDEA interrogation software. Another key achievement for the team included retaining of the ISO 9001 accreditation.

Internal Auditing Standards

6. The Head of Shared Assurance Services presented a report comprising information to enable 'those charged with governance' and 'management/section 151 officer' to provide assurances being sought by Grant Thornton in respect of fraud and corruption as part of the Council's 2013/14 accounts.
7. Given the assurances requested were similar to the evidence being collated by Internal Audit to support the Governance Statement and in the interest of transparency, it was agreed with the external auditors that responses to their letters were provided following consideration at this meeting.
8. We were satisfied with the explanation given regarding correspondence received from the Equality and Human Rights Commission indicating a breach of legal duty and noted that Internal Audit, having reviewed specific information were satisfied that the Council's arrangements were such that positive assurances could be given in the response to Grant Thornton so we agreed that the Chair of Governance Committee and Section 151 statutory chief finance officer sign the assurance letters.

Chorley Council Audit Plan

9. The Committee received the External Audit Plan for the Council as at 31 March 2014, that had been submitted by Grant Thornton, the authority's external audit providers. A risk based

audit of the Council had been undertaken that focused on those areas where there was a potential risk of material misstatement in the accounts and no specific risks had been identified for Chorley. The two risks that were listed in the report were generic to other Local Authorities and we were assured that the necessary controls for the authority already existed.

10. Interim audit work was currently being undertaken in advance of the final accounts audit fieldwork and at this stage there were no significant issues to report and it was explained to Members that the Value for Money (VfM) conclusion was requirement to ensure that the Council had out in place proper arrangements for securing economy, efficiency and effectiveness in the use of its resources and focused on securing financial resilience.

Treasury Management Annual Report 2013/14

11. We received and considered the Report of the Chief Executive updating us on the Council's treasury management strategy. Part of the changes in the regulatory environment, concerning treasury management was a greater onus on Members to scrutinise policy and activity.
12. The Committee were updated on the Prudential and Treasury Indicators and reported that the return on investments totalled 1.14% which had exceeded the benchmark. Details of the borrowings were given and we were updated on the number of issues that included the conclusion of the situation relating to the Icelandic investments.
13. We were advised that the Council is required to consider, as a minimum, there treasury reports. In addition the Minimum Revenue Provision Policy for 2014/15 and revised Prudential Indicators were presented to Council in November 2013 as it had been necessary for the Council to approve changes to the MRP Policy and Prudential prior to the purchase of the Market Walk Shopping Centre.
14. Estimated borrowing at the end of 2013/14 was £30.263m and surplus cash available for investment was £15.000m, giving an estimated net figure of £15.263m compared to the estimated Capital Finance Requirement of £32.518m. The level of borrowing in 2013/14 reflected Council approval to purchase Market Walk. However, it had proved possible to achieve savings in financing the acquisition by using £10m internal cash balances and taking on £13.341m loans from PWLB.
15. In response to a query, the Chief Executive explained that this had been a decision he'd taken based upon the business model considered and approved by Council. The Chief Executive had felt, that with interest rates for cash investments remaining low, it was better to use cash balances to avoid borrowing at rates that could have exceeded 4%, compared to investment at as little as the 0.25% paid by the Debt Management Office. The Chief Executive had been delegated to make these decisions on behalf of the Executive Cabinet.
16. The Council had now reached a conclusion with regards to the Icelandic Investment. Recovery of the balance of investment had been expected to take several years and would have involved exchange rate losses and incurring of legal fees. To minimise the risks associated with the recovery process, the Council had decided to participate in the auction of Landsbanki claims, and received auction proceeds of £0.728m. The total debt recovered was £1.856m (93%) of the original investment.

Statement of Accounts 2013/14

17. The Committee received a report of the Chief Finance Officer giving sight of the draft Statement of Accounts (SAO) for 2013/14 that would be signed and authorised for issue by the Chief Financing Officer at the end of June. The report also gave advice on the processes leading up to their formal submission for the approval of Members following the completion of the external audit.
18. We were informed that a training session would be provided for all Members of the Governance Committee before the finalised Statement of Accounts were presented to the Committee that would provide greater understanding of the processes and promote effective debate.
19. The report discussed the main parts of the statements and sought to explain significant changes from the previous year. It also advised about the statutory requirements for signature, audit, inspection and publication of accounts. The categorisation of the Market Walk Shopping Centre within the Investment Properties section of the Balance Sheet was still subject to agreement with the external auditor. Therefore there may be a need for the asset to be reclassified and figures amended when the SAO was submitted for approval.
20. The Statement of Accounts 2013/14 included two “unadjusted misstatements” that had been reported to Committee relating to capital expenditure of £0.228m regarding a leisure asset under Property, Plant and Equipment and Section 106 commuted sums totalling £0.493m that had been included against short-term creditors instead of long-term.
21. A number of major issues had affected the Council’s financial position during 2013/14 that included the implementation of the new Business Rates Retention, the purchase of the Market Walk Shopping Centre and the Pension Fund. The pension fund deficit had reduced to £32.676m; the main reason for the reduction was the £10.127m actuarial gain, which compared to the £6.158m loss the previous year. Members noted that this figure appeared to be quite volatile and had changed significantly over the past few years.
22. We asked for more detail to be included in the Statement concerning the figures relating to the money used to purchase the Market Walk Shopping Centre to provide greater clarity of the use of the £10m cash balances and how this had helped to achieve savings by not borrowing at higher rates of interest.
23. The balance sheet and cash flow statements showed the turnover of cash and final cash position as at 31 March 2014. The Council’s Treasury Management Strategy was the key document for effective day to day management of cash resources and set out policies for the investment of surplus cash. The Council had managed, in a very difficult environment to maintain a healthy financial position. The Medium Term Financial Strategy envisaged no relaxation of the pressures, and forecasted budget shortfalls over the coming years.

Members Code of Conduct: Amendments to Arrangements for Dealing with Complaints

24. The Committee received a report seeking authority to recommend to full Council, amendments to the adopted procedure for dealing with complaints made under the code of conduct for elected members of the Council. The report also asked us to give delegated authority to the Council's Monitoring Officer to draft future amendments to the arrangements before submitting to full Council for approval.
25. The proposed amendments would improve the clarity of the process and provide the Monitoring Officer with the opportunity of dealing with unfound complaints on receipt or to informally resolve complaints at an earlier stage. The arrangements had been in place for approximately two years and having had some experience of using procedures when dealing with complaints, the Monitoring Officer had highlighted areas for improvement to the early resolution and local resolution stages and provided some clarity about the role of the Independent Person.

Annual Governance Statement

26. The Head of Governance presented a report reminding the Committee of the regulatory framework requiring the Council to continuously review its system of governance and to formally publish an annual governance statement alongside its annual financial statements. The draft Statement which had been produced in accordance with guidelines issued by the Chartered Institute of Public and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE).
27. It was explained what arrangements the Council would take in the forthcoming financial year to build and strengthen our corporate governance arrangements. Following advice from our Internal Audit Service it was intended to include a review section in future years to show continuity of the Council's Governance arrangements.
28. The Annual Governance Statement would be signed off by the Leader and Chief Executive of the authority and the Committee considered that the Statement should also be signed by the Chair of Governance Committee to evidence the Council's commitment to these arrangements extended across all political groups.

Standards Hearings Update

29. The monitoring Officer submitted a confidential report that informed the Committee of the nature and treatment of standards complaints. The report also sought confirmation as to the type of complaints that were being received and the approach that had been taken by the Monitoring Officer to resolve them.

Recommendation

30. To note the report.

Councillor Paul Leadbetter
Char of Governance Committee

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Report of	Meeting	Date
Head of Governance	Governance Committee	25 June 2014

MEMBERS CODE OF CONDUCT: AMENDMENT TO ARRANGEMENTS FOR DEALING WITH COMPLAINTS

PURPOSE OF REPORT

1. To seek authority to recommend to full council that the adopted procedure for the dealing of complaints made under the code of conduct for members be amended.

RECOMMENDATION(S)

2. Authority be delegated to the Monitoring Officer to draft amendments to the Arrangements for Dealing with Complaints about the Conduct of Existing Members in accordance with this report.
3. That the proposed amendments to the Arrangements for Dealing with Complaints about the Conduct of Existing Members be recommended to full Council for adoption.

EXECUTIVE SUMMARY OF REPORT

4. With the introduction of the Localism Act, the Council adopted a code of conduct and a process for dealing with complaints made under that code.
5. Whilst there have not been many complaints made using the procedure has highlighted areas that could be improved or clarified.
6. The proposed amendments will improve the clarity of the process, will provide the Monitoring Officer with the opportunity of dealing with unfounded complaints (those that fall outside the scope of the standards regime) on receipt and enable the Monitoring Officer to informally resolve complaints at an earlier stage.

Confidential report Please bold as appropriate	Yes	No
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CORPORATE PRIORITIES

7. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
Clean, safe and healthy communities		An ambitious council that does more to meet the needs of residents and the local area	X

BACKGROUND

8. Chorley Council adopted a code of conduct complaint with the Localism Act approximately 2 years ago. At the same time the council adopted a procedure document "Arrangements for Dealing with Complaints about the Conduct of Elected Members". Both documents form

part of the council's Constitution and any decision to amend them must be made by full Council.

9. The Code of Conduct remains fit for purpose.
10. There has now been some experience of dealing with complaints within the procedure document which has highlighted areas for improvement and clarification.

Early Resolution

11. The procedure does not provide a process for the Monitoring Officer to decide on receipt that the complaint does not fall within the Standards Regime and therefore the full procedure is triggered. In reality some complaints made are not in fact standards complaints and this is obvious from the receipt of the submission.
12. It is proposed to provide the Monitoring Officer with the discretion to deal with these complaints at the point of receipt. This assessment will be on factual matters such as whether the subject of the complaint was actually a Councillor of Chorley for example. This will mean the Monitoring Officer can address the complaint when acknowledging receipt without the need to trigger the initial assessment process.
13. It is also proposed to provide authority to the Monitoring Officer to resolve minor complaints without the need to move into the initial assessment process. An example would be where the complaint relates to conduct which in the view of the Monitoring Officer was an unintended breach of the code which could be resolved by an apology or an explanation from the Member. This occurred recently where a general comment on a planning matter was taken out of context and applied to an individual's circumstances. If the Monitoring Officer feels such an approach is appropriate they will agree this with the Independent Person.
14. In both these instances the complaint will be treated as closed.

Local Resolution

15. It is proposed to amend the part concerning Local Resolution of complaints. This is where there has been an investigation and a finding of a failure to comply with the code of conduct. The Monitoring Officer may decide to resolve the matter without the need for a hearing. It is proposed to add guidance in the exercise of this discretion. The Monitoring Officer is now directed to consider matters previously determined by a Standards Hearing Sub-Committee to decide whether the current complaint is suitable for Local Resolutions or should go to a hearing.

The Independent Member

16. At previous Governance Committee Meetings it has been requested that a Job Description is prepared for the Independent Member. Although this role receives an allowance, they are not an employee and a JD is not appropriate. However, additional guidance on the role of the Independent Member is appropriate. It is suggested that the following be inserted after the current paragraph 14 of the Arrangements for Dealing with Complaints about the Conduct of Elected Members.

"The Role of the Independent Member

The Independent Member supports the Council's Standards Regime. They are expected to provide a residents view of the conduct of members and the application of the code of conduct. The Independent Member will have an observer role at Governance Committee and, with the permission of the Chair, is entitled to speak (but not vote) on Standards Matters. They can, through the Monitoring Officer, bring matters to the Governance Committee in relation to the Code of Conduct and associated procedures.

The role of the Independent Member is not limited to the functions outlined in the Arrangements for Dealing with Complaints about the Conduct of Elected Members, and the Monitoring Officer may approach the Independent Member concerning complaints at any stage."

IMPLICATIONS OF REPORT

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

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

COMMENTS OF THE STATUTORY FINANCE OFFICER

18. None

COMMENTS OF THE MONITORING OFFICER

19. The proposed amendments will streamline the process for dealing with minor complaints allowing for a faster resolution for suitable matters. The amendment to the guidance for using local determination will provide greater consistency and avoid the need for similar matters to go to separate hearings. The expansion of the explanation of the role of the Independent Person will provide a greater certainty to that role.

Chris Moister
HEAD OF GOVERNANCE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Chris Moister	5160	15 June 2014	***

OR

Background Papers			
Document	Date	File	Place of Inspection
***	***	***	***

Report Author	Ext	Date	Doc ID
***	***	***	***

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Report of	Meeting	Date
Independent Remuneration Panel	Council	22 July 2014

PROPOSED CHANGES TO THE MEMBERS ALLOWANCES SCHEME AND CONSTITUTION

PURPOSE OF REPORT

1. To make recommendations to Council from the Independent Remuneration Panel about the Members Allowances Scheme and some consequential changes required to the Constitution.

RECOMMENDATION(S)

2. To confirm the allowance paid to the role of Member Responsible (formally Portfolio Champions) at £714.27.
3. To confirm the creation of a role for Council Champions with an allowance of £314.44.
4. To agree that the definition of a Portfolio Champion be maintained and renamed as Member Responsible and the consequential Constitutional changes be approved.
5. To agree the definition of a Council Champion, as set out in this report, and the consequential Constitutional changes be approved.
6. To agree the proposals of the IRP in relation to reviewing support for Councillors with disabilities/health issues.

Confidential report Please bold as appropriate	Yes	No

CORPORATE PRIORITIES

7. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
Clean, safe and healthy communities		An ambitious council that does more to meet the needs of residents and the local area	✓

BACKGROUND

8. In line with the requirements of the Local Authorities (Members Allowances) (England) Regulations 2003 the Council is required to request the Independent Remuneration Panel make recommendations on any changes to the Members Allowances Scheme for determination by a full Council meeting.

9. A letter was sent to the Members of the Independent Remuneration Panel on 12 June 2014 to consider two items and this report contains their recommendations. The Council do not necessarily need to accept their findings as long as they have given them appropriate consideration.

MEMBER RESPONSIBLE

10. At the Annual Meeting a proposal was made to change the current "Portfolio Champion" post to become a "Member Responsible" post.
11. The current scheme had **nine Portfolio Champions** with an Annual Allowance of £714.27. The proposal was to have **seven Member Responsible** posts with an Annual Allowance of £714.27.
12. The aim was to give Councillors the opportunity to work within Portfolios, some of which were quite large, and be more involved in decision-making. This would build knowledge, experience and be a development opportunity for Councillors who aspire to become an Executive Member.
13. The Panel agreed with the proposal as it gave Members development opportunities and noted that the Member Responsible posts were appointed by the Executive Leader.

ROLE OF MEMBER RESPONSIBLE (FORMERLY PORTFOLIO CHAMPION)

14. Members Responsible do not have the decision making powers of an Executive Member and cannot sit on Executive Cabinet even in a substitute capacity but they should attend and present to Portfolio Exchange meetings and other meetings to deputise for Executive Members in a substitute capacity. The expectation is that they will stay informed about the work and responsibilities of the portfolio. The change from Portfolio Champions to Member Responsible does not change these responsibilities but may be specific to a project or subject/area within a portfolio. Work will be undertaken with direct responsibility and reporting back to the relevant Executive Member or the Executive Leader.
15. It is suggested that the Constitution be revised (Appendix 2 – Responsibility for Functions) with the following definition of the role of Member Responsible.

In relation to a portfolio of functions and/or matters assigned to them by the Executive Leader, Member Responsible will be responsible for:

- 1) Maintaining knowledge and awareness of those functions or matters and of current activities and developments in relation to them
- 2) Liaising with the corresponding Executive Member and the responsible Chief Officer
- 3) Communicating and representing to the Executive, the views of non-Executive Councillors on all matters to the Portfolio
- 4) Assisting the Executive Member in promoting the efficient and effective delivery of the relevant services and the achievement of all relevant Council policy objectives in compliance with the approved budgets and providing all such other assistance, advice and support as the Executive Member may from time to time require
- 5) Responding to and assisting the Overview and Scrutiny Committee or Task Groups as required
- 6) In the absence of the Executive Member, deputising for him or her at meetings of the Council and responding to questions
- 7) In the absence of the Executive Member, or when otherwise requested by the Executive Member, representing the Executive Member and leading for the Council politically and publicly in external dealings and relationships, including the media.
- 8) Reporting to Portfolio Exchange meetings on specific agreed projects undertaken and delivered by them as directed by the Executive Leader/Executive Member.

COUNCIL CHAMPION

16. At the Annual Meeting a proposal was made to create four posts entitled Council Champion. These would have an Annual Allowance of £314.44 (the same amount as the Chair of a Scrutiny Task Group).
17. The aim of the role was to support an Executive Member. This would build knowledge, experience and be a development opportunity for Councillors who aspired to become an Executive Member or Member Responsible.
18. Whilst a reduced role from that of a Member Responsible, a Council Champion will still be assigned a portfolio of functions and/or particular projects by the Executive Leader.
19. The Panel agreed with the proposal as it gave Members development opportunities and noted that the Council Champion posts were appointed by the Executive Leader.

ROLE OF COUNCIL CHAMPIONS

20. It is suggested that the Constitution be revised (Appendix 2 – Responsibility for Functions) to contain the following duties for the position of Council Champion..

Whilst a reduced role from that of a Member Responsible, a Council Champion will still be assigned a portfolio of functions and/or particular projects by the Executive Leader. A Council Champion will be responsible for:

- 1) Maintaining knowledge and awareness of those functions or matters and of current activities and developments in relation to them
- 2) Liaising with the corresponding Executive Member/Member Responsible and the responsible Chief Officer
- 3) Communicating and representing to the Executive, the views of non-Executive Councillors on all matters to the Portfolio
- 4) Assisting the Executive Member in promoting the efficient and effective delivery of the relevant services and the achievement of all relevant Council policy objectives in compliance with the approved budgets and providing all such other assistance, advice and support as the Executive Member may from time to time require
- 5) In the absence of the Executive Member, deputising for him or her at meetings of the Council and responding to questions
- 6) In the absence of the Executive Member, or Member Responsible when otherwise requested by the Executive Member, representing the Executive Member and leading for the Council politically and publicly in external dealings and relationships, including the media.

SUPPORT FOR COUNCILLORS WITH DISABILITIES

21. In April this year the IRP considered a request from a Councillor to revise the travel scheme for Members to provide greater support for councillors with disabilities or health issues - including the impact on their ability to drive or use public transport.
22. In considering the request, the IRP has asked the Member Support Working Group to undertake a wider piece of work to look at whether the Council provides adequate support to councillors with disabilities or long term health issues. A report was agreed at the Working Group in June which will generate a survey to all councillors to ask about their particular circumstances.
23. As an interim measure, the IRP did recommend that the travel scheme should allow for the claiming of “double journeys” where councillors cannot drive and need to be dropped off and picked up from meetings by family/friends and also that Development Control Committee should be included as a meeting which all councillors can claim travel for if they attend – irrespective of whether they are a full member of the committee..

IMPLICATIONS OF REPORT

24. 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 STATUTORY FINANCE OFFICER

19. The financial implications of these proposals will be contained within the existing approved budget for Members Allowances in 2014/15.

COMMENTS OF THE MONITORING OFFICER

20. Executive Members may delegate functions within their role but may not delegate decision making functions which are Executive functions. There are no legal restrictions upon this arrangement. The appointment of a Member Responsible and Council Champion is a function of the Executive Leader, pursuant to the Constitution.

MEMBERS OF THE INDEPENDENT REMUNERATION PANEL

Background Papers			
Document	Date	File	Place of Inspection
Members Allowances Scheme	September 2013	Online	http://chorley.gov.uk/Documents/Appendix%209%20(Members%20Allowances%20Scheme)%2015.10.13%20v1.pdf
The Local Authorities (Members' Allowances) (England) Regulations 2003	2003	Online	http://www.legislation.gov.uk/ukSI/2003/1021/contents/made

Report Author	Ext	Date	Doc ID
Ruth Rimmington/Carol Russell	515118	9 July 2014	IRP report