

## **EXECUTIVE CABINET**

THURSDAY, 17TH MARCH 2016, 6.00 PM  
COUNCIL CHAMBER, TOWN HALL, CHORLEY

### **AGENDA**

#### **APOLOGIES FOR ABSENCE**

1 **MINUTES**

(Pages 5 - 10)

To confirm the minutes of the Executive Cabinet meeting held on 18 February 2016.

2 **DECLARATIONS OF ANY INTERESTS**

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

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

3 **PUBLIC QUESTIONS**

Members of the public who have requested the opportunity to ask a question(s) on an item(s) on the agenda will have three minutes to put their question(s) to the respective Executive Member(s). Each member of the public will be allowed to ask one short supplementary question.

#### **ITEM OF EXECUTIVE MEMBER (COMMUNITY SERVICES) (INTRODUCED BY COUNCILLOR BEV MURRAY)**

4 **NEIGHBOURHOOD PREFERRED PROJECTS 2016/17**

(Pages 11 - 26)

Report of the Director of Public Protection, Streetscene and Community

#### **ITEM OF EXECUTIVE MEMBER (CUSTOMER AND ADVICE SERVICES) (INTRODUCED BY COUNCILLOR GRAHAM DUNN)**

5 **ENERGY EFFICIENCY UPDATE**

(Pages 27 - 34)

Report of the Director of Customer and Advice Services.

6 **EXCLUSION OF THE PUBLIC AND PRESS**

To consider the exclusion of the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

By Virtue of Paragraph 1: Information relating to any individual.

Condition:

Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a).

By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Condition:

Information is not exempt if it is required to be registered under-  
The Companies Act 1985

The Friendly Societies Act 1974

The Friendly Societies Act 1992

The Industrial and Provident Societies Acts 1965 to 1978

The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)

The Charities Act 1993

Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a).

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

7 **LAND AT SOUTHPORT ROAD**

Report of the Chief Executive.

8 **SENIOR MANAGEMENT REVIEW**

The report of the Chief Executive (to be tabled at the meeting)

(Pages 35 - 44)

**ITEM OF EXECUTIVE MEMBER (CUSTOMER AND ADVICE SERVICES)  
(INTRODUCED BY COUNCILLOR GRAHAM DUNN)**

**9 COTSWOLD SUPPORTED HOUSING**

(Pages 45 - 50)

Report of the Director of Customer and Advice Services

**10 ANY URGENT BUSINESS PREVIOUSLY AGREED WITH THE CHAIR**

GARY HALL  
CHIEF EXECUTIVE

Electronic agendas sent to Members of the Executive Cabinet Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Graham Dunn, Adrian Lowe and Paul Walmsley.

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To view the procedure for public questions/ speaking click here

<https://democracy.chorley.gov.uk/documents/s60977/Appendix%203%20Standing%20Orders%20Jan%202016.pdf> and scroll to page 49

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<b>MINUTES OF</b>	<b>EXECUTIVE CABINET</b>
<b>MEETING DATE</b>	<b>Thursday, 18 February 2016</b>
<b>MEMBERS PRESENT:</b>	Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Graham Dunn, Adrian Lowe and Paul Walmsley
<b>MEMBER RESPONSIBLE:</b>	Councillors Danny Gee, Matthew Lynch and Steve Murfitt
<b>COUNCIL CHAMPIONS:</b>	Councillor Jean Cronshaw
<b>OFFICERS:</b>	Gary Hall (Chief Executive), Jamie Carson (Director of Public Protection, Streetscene and Community), Dianne Scambler (Democratic and Member Services Officer), Andrew Daniels (Communications Manager), Fiona Daniels (Housing Options and Support Manager), Susan Guinness (Head of Shared Financial Services), Asim Khan (Head of Customer, ICT and Transactional Services), James Thomson (Principal Management Accountant) and Elizabeth Walsh (Solicitor)
<b>APOLOGIES:</b>	None
<b>OTHER MEMBERS:</b>	Councillors Charlie Bromilow, Tom Gray, Marion Lowe, June Molyneaux, Paul Leadbetter, Eric Bell, Mick Muncaster and John Walker

#### **16.EC.190 Minutes**

The minutes of the meeting of the Executive Cabinet held on 21 January 2016 be confirmed as a correct record and signed by the Executive Leader.

#### **16.EC.191 Declarations of Any Interests**

There were no declarations of any interests.

#### **16.EC.192 Public Questions**

There were no questions from any members of the public.

#### **16.EC.193 Final Report of the Overview and Scrutiny Task Group - Single Front Office**

The Chair of the Overview and Scrutiny Committee, Councillor John Walker, presented the report.

The review had identified a set of recommendations that Members felt would enhance a support current arrangements and future initiatives as the concept of the Single Front Office is embedded into the Council's delivery of its services.

Councillor Walker thanked the Chair, Councillor Alistair Morwood, members of the Task Group and officers involved with the inquiry.

**Decision: Approval granted that the report of the Overview and Scrutiny Task Group be received and accepted for consideration. The Executive Cabinet's response to the recommendations would be reported to a future meeting.**

#### **16.EC.194 Chorley Skills Framework and Action Plan**

The report of the Chief Executive was presented by the Executive Leader and set out the Chorley Skills Framework and Action Plan that had been developed following its identification as a key priority within the refreshed 2014 Economic Development Strategy.

In spring 2015 the Choose Chorley for Business Focus Group was established as a means of Chorley Council engaging with the top businesses in Chorley to help realise their growth ambitions. A key action from the work of the Focus Group was to commission a skills gap analysis for Chorley as securing a skilled workforce was identified as a significant barrier to business growth in Chorley. The Chorley Skills Framework and Action Plan will help to drive the skills agenda forward.

**Decision: That approval of the Chorley Skills Framework and Action Plan be granted.**

#### **Reasons for recommendation(s)**

To make Members aware and support progress being made in relation to economic prosperity and skills.

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

None.

#### **16.EC.195 Public Service Reform Partnership Update**

The report of the Chief Executive was presented by the Executive Leader and provided an update for Members on the Chorley Public Service Reform Partnership.

The Partnership brings together partner organisations from all sectors to deliver the Chorley Public Service Reform Strategy which had been formally approved in June 2015, following a review of partnership working and in response to the recommendations from the Commission on the Future of Public Services in Chorley.

The report set out the key elements of the strategy and work programme and included activity and progress made to date. It also provided an update on funding that had been secured through the Transformation Challenge Award that would be used to accelerate delivery towards improved health and wellbeing outcomes and service efficiencies.

An explanation of the Local Area Profile for the Chorley inner-East Lower Super Output Area level was also provided for information.

**Decision: That the report be noted.**

**Reasons for recommendation(s)**

To ensure that Members are informed of the work and progress of the Chorley Public Service Reform Partnership.

**Alternative options considered and rejected.**

None.

**16.EC.196 Chorley Council Performance Monitoring Quarter Three 2015/16**

The report of the Chief Executive was presented by the Executive Member for Resources and set out performance against the delivery of the Corporate Strategy and key performance indicators during the third quarter of 2015/16, 1 October to 31 December 2015.

Overall performance of 2014/15 key projects was good, with 89% of the projects on track or complete. Only two projects had been rated as amber; 'Develop and agree plans for the delivery of the Friday Street Health Centre', for issue relating to funding and 'Delivery of an improved CCTV provision', for unforeseen delays. However, it was reported at the meeting that the Council had now secured a contract for the improved CCTV system.

Performance of the Corporate Strategy indicators and key service delivery measures was excellent. 100% of the Corporate Strategy indicators and 90% of the key service measures were performing above target or within the 5% tolerance.

Only one key service delivery measure, 'Average working days per employee per year lost through sickness absence' was performing below target. An action plan had been developed to improve performance and it was reported that the Council Overview and Scrutiny Committee had undertaken a short review of the issue, the results of which, would be reported to the Executive in due course.

**Decision: That the report be noted.**

**Reasons for recommendation(s)**

To facilitate the on-going analysis and management of the Council's performance in delivering the Corporate Strategy.

**Alternative options considered and rejected.**

None.

**16.EC.197 Revenue and Capital Monitoring 2015/16: Report 3 (End of December 2015)**

The report of the Chief Executive was presented by the Executive Member for Resources and set out the provisional revenue and capital outturn figures for the Council as compared against the budgets and efficiency saving targets set for the financial year 2015/16.

The projected revenue outturn currently shows a forecast underspend of £401k against budget in 2015/16, after the deduction of the use of in-year savings previously approved at Executive Cabinet.

The latest forecast excluded any variation to projected expenditure on investment items added to the budget in 2015/16. These projects are forecast to fully expand in 2015/16 and any balances remaining at year end, would be transferred into specific reserves and matched to expenditure in future years.

The performance of Market Walk remained strong with the latest projections showing a forecast outturn of £1.123m, the surplus being driven by lower than budgeted financing costs, and the Council's savings target of £150k in 2015/16 from managing the establishment had been achieved.

The Council's Medium Term Financial Strategy proposed that working balances would reach £3.0m over its three year lifespan to 2017/18 due to the financial risks faced by the Council. A budgeted contribution to the General Balances of £350k was contained within the new investment package for 2015/16 and forecast indicated that the General Fund will be £2.741m by the end of the financial year.

**Decision:**

- 1. That the full forecast position for the 2015/16 revenue budget and capital investment programme be noted.**
- 2. That the forecast position on the Council's reserves be noted.**
- 3. Recommend Council approve the virement of £30,000 from the budget position for Business Start-up loans to finance the forecast take-up of Business Investment for Growth (BIG) grants.**
- 4. Recommend Council approve the proposed additions, deletions and re-phrasing of the Capital Programme to better reflect delivery in 2015/16.**

**Reasons for recommendation(s)**

To ensure the Council's budgetary targets are achieved.

**Alternative options considered and rejected**

None.

**16.EC.198 Community Action Plans - Update**

The report of the Director of Public Protection, Streetscene and Community was presented by the Executive Member for Community and updated Members on progress of the four community action plans. The report also sought approval for the budget allocated to each of the projects identified in each of the Plans.

The Council had previously agreed to commence and develop a community action plan programme to augment the existing neighbourhood working service and had agreed the four pilot areas of Chorley East Ward, Astley Village, Clayton Brook and a themed Rural Areas.

The detail of the rationale used and progress made for each community action plan area was provided and it was further explained that each area had undertaken an individual approach to its delivery so that the different methods undertaken could also be reviewed as part of the pilot process.



Some of the projects identified related to parking issues across the borough and although the allocated budgets would not be enough to alleviate all issues, it was more aimed at changing behaviours and was considered to be more of a stepping stone approach to better service delivery on the future.

**Decision:**

- 1. That the progress made in the development of Community Action Plans for each of the pilot areas be noted.**
- 2. Approval of the budget allocation to the Community Action Plan projects identified within the plans be granted.**

**Reasons for recommendation(s)**

To progress the development and delivery of community action plans.

**Alternative options considered and rejected**

None.

**16.EC.199 Selectmove - Piloting proposed amendments to the Allocations Policy**

The report of the Director of Customer and Advice Services was presented by the Executive Member for Customer and Advice Services informing members of a number of proposed changes to the operation of the Select Move Allocation Policy that had been received from the main Registered Providers (RPs) within the Select Move Partnership operating in the Chorley area.

The report also sought formal approval of the Council's consultation response relating to the policy amendments that were being piloted.

The Select Move steering group had conducted a mini review of the Select Move Common allocation Policy in order to achieve a number of aims set out in the report that were around improving performance on Lettings, Inward Migration and High demand properties.

The policy changes would not affect the Council's ability to deliver its statutory obligations regarding the prevention of homelessness and providing that the Council were satisfied that the success factors had been met would seek formal approval of the changes to be made permanent by Executive Cabinet in six-month's time.

**Decision:**

**That approval of the Council's consultation response relating to proposed amendments to the Select Move Allocation Scheme be granted.**

**Reasons for recommendation(s)**

To accept and commit to the changes entered into by the Select Move Partnership which in the main mirrors those proposed and accepted by Preston and South Ribble Councils. However to ensure Chorley residents are not disadvantaged the changes will be piloted by the whole partnership and include quarterly review meetings between the Council and the Registered Providers to review progress and monitor impact.

**Alternative options considered and rejected.**

To refuse to accept the proposed changes could likely result in the Registered Providers giving their notice to withdraw from Select Move and the Council has no powers to prevent this or Chorley Council would operate on and assess households

using a different policy. The demise of Select Move would result in the need for the Council to revert back to the old nominations system whereby Registered Provider's provide the Council with a proportion of their voids as nominations on some of their stock. To operate a different policy from Registered Providers and our neighbouring authorities within the Select Move scheme would not only be confusing for the applicant, but could prove to be a disadvantage for Chorley applicants in obtaining permanent housing.

Chair

Date



Report of	Meeting	Date
Director of Public Protection Streetscene and Community (Introduced by the Executive Member for Community)	Executive Cabinet	17 March 2016

## **NEIGHBOURHOOD PREFERRED PROJECTS**

### **PURPOSE OF REPORT**

1. To update Members on the delivery of the 24 neighbourhood preferred projects in 2015/16 and seek approval for the new 24 neighbourhood preferred projects to be delivered in 2016/17.

### **RECOMMENDATION(S)**

2. Members are asked to approve the 24 preferred projects and actions identified through the recent round of Neighbourhood Area meetings and for delivery in 2016/17 as listed in Appendix 1 to this report.
3. Delegated responsibility be granted to the Executive Member Community to approve details and costs for each priority as they emerge but within the overall budget allocation for neighbourhood preferred projects.
4. Members are asked to note the successful delivery of neighbourhood preferred projects in 2015/16 as listed in Appendix 2 to this report.

### **EXECUTIVE SUMMARY OF REPORT**

5. The recent round of Neighbourhood Area meetings in January and February 2016 has determined a total of 24 preferred projects across the eight neighbourhood areas.
6. The table attached as Appendix 1 to this report summarises the preferred projects put forward and agreed by the Neighbourhood Group meetings
7. It is recognised that there is a diverse range preferred projects and that some will require further consultation to fully understand and determine community needs.
8. Funding for the delivery of the preferred projects will be through existing budgets, business as usual resources, leveraging in partner resources and approaching Parish Councils to release a proportion of their precept.
9. The preferred projects cover a range of issues, however some preferred projects do have similarities across neighbourhoods and some also fall within programmes of work planned for 2016/17. Where this is the case the particular programmes of work will take into account the respective preferred projects and seek to deliver them in those terms.
10. Appendix 2 to this report outlines the neighbourhood preferred projects delivered in 2015/16.

<b>Confidential report</b> Please bold as appropriate	Yes	No
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<b>Key Decision?</b> Please bold as appropriate	Yes	No
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<b>Reason</b> 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	<b>4, Significant impact in environmental, social or physical terms in two or more wards</b>

**REASONS FOR RECOMMENDATION(S)**

**(If the recommendations are accepted)**

- 11. To progress the preferred projects determined by the neighbourhood area representatives for the benefit of the communities within their respective neighbourhood areas during 2016/17.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 12. None

**CORPORATE PREFERRED PROJECTS**

- 13. 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**

- 14. Neighbourhood Areas were invited to submit three key preferred projects or actions for their areas during the round of neighbourhood area meetings in January/February 2016.
- 15. The 24 neighbourhood area preferred projects have been collated into a table and are attached as Appendix 1 to this report together with an indication of what actions might be required to deliver each priority, which service areas, partners and agencies might be involved in that delivery.
- 16. Members will appreciate that detailed costs will only become available as the full scope of the neighbourhood preferred project is determined.
- 17. Therefore a delegation to the Executive Member for Community is sought to approve the costs of individual preferred projects as they emerge and provided they are contained within the existing budget provision.

18. Members will note that there is a range of preferred projects submitted by the neighbourhood areas from discrete work packages involving the installation of infrastructure to more developmental preferred projects involving engagement and support for communities. In addition some of the preferred projects identified are an extension of neighbourhood priority work begun in previous years.
19. It is believed that all the preferred projects are deliverable to a greater or lesser extent during 2016/17, although some will require a level of local consultation to establish exactly what the communities needs are. This may delay the ultimate delivery or even change the focus of the priority but it is anticipated that the preferred projects will be delivered in a phased approach during 2016/17 to ensure the best use of officer time and partner resources.
20. Participation at the neighbourhood meetings has continued to ensure engagement with parish councils, county council members and registered social landlords as well as Ward Councillors. The table below provides a summary of levels of attendance at each of the neighbourhood area meetings in Jan/Feb 2016.

<u>Neighbourhood Area</u>	<u>Ward Members</u>	<u>Parish Councils</u>	<u>County Councillors</u>	<u>Others</u>
Chorley Town East	9 of 9	n/a	2 of 2	none
Chorley Town West	6 of 6	n/a	2 of 2	none
Southern Parishes	4 of 5	1 of 4	1 of 1	1
Eastern Parishes	1 of 4	3 of 6	1 of 2	none
Western Parishes	3 of 5	4 of 5	0 of 1	1
Southeast Parishes	4 of 4	2 of 4	1 of 1	1
Clayton and Whittle	7 of 8	1 of 2	0 of 2	none
Euxton Astley and Buckshaw	5 of 6	2 of 2	0 of 2	none
Totals	39 of 47	13 of 23	7 of 13	3

21. Officers will continue to work to encourage the widest engagement from these groups to ensure full representation.

#### **DELIVERY OF 2016/17 PREFERRED PROJECTS**

22. Each neighbourhood area meeting has a nominated chairperson for the meetings and each priority has a lead service assigned to it. For a number of preferred projects the lead service will need to liaise closely with the chairperson of the neighbourhood area in order to properly scope the priority.
23. Each priority will be managed through the Councils internal project management process with a set of objectives and tasks against which the successful delivery of the priority can be measured.
24. . As part of the 2016/17 investment packages, £50k has been requested to fund the neighbourhood projects in the coming financial year. In addition there is as an expectation that funding levered from partners and Parish Councils will contribute to the delivery of some of the preferred projects as well as existing 'business and usual' resource.

**2015/16 NEIGHBOURHOOD PREFERRED PROJECTS**

- 25. Appendix 2 to this report tabulates the 24 neighbourhood preferred projects determined by the neighbourhood area meetings in January 2015 and agreed by the Executive Cabinet in March 2015.
- 26. Delivery of these preferred projects commenced in April 2015 with a lead officer nominated to take each project forward.
- 27. During the January/February 2016 round of neighbourhood meetings, each neighbourhood group was asked to identify whether they were satisfied their preferred projects had been completed or progressing to their satisfaction. In some cases officers have had to report that the delivery of the project is likely to be unsuccessful.
- 28. One project relating to the development of a community space at Balshaw Lane ponds and within the Euxton Astley and Buckshaw neighbourhood group has not been commenced due to concerns regarding its viability and potential safe use.
- 29. A project relating to road safety in Western Parishes has been unable to progress due to lack of resource from partner agencies (LCC)
- 30. A further project determined by the Chorley Town East group seeking to establish and support a community group for Rangletts Recreation Ground has not been commenced but has been integrated into the business as usual work plan the Community Team to deliver.
- 31. Finally a project to support the development of a Multi-Use Games Area in Southern Parishes was halted by the local parish council as they were unable to commit resource to its delivery given other competing priorities.
- 32. Overall 20 of the original 24 projects will be completed or near completion this financial year
- 33. The total budget is made up of £50k new investment for 2015/16 and £53k carried forward as slippage from 2014/15. The majority of funds for Neighbourhood Projects are now committed with £56k outlined in Appendix 2, £29k spent on 2014/15's unfinished projects and £14k spent on Neighbourhood Clean ups and smaller projects.

**IMPLICATIONS OF REPORT**

- 34. 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**

- 35. A £50k budget for the delivery of neighbourhood projects is included as part of the Council's 2016/17 investment packages and was approved in Special Council on 1<sup>st</sup> March 2016.

**COMMENTS OF THE MONITORING OFFICER**

36. No Comment

DIRECTOR JAMIE CARSON  
DIRECTOR OF PUBLIC PROTECTION STREETSCENE AND COMMUNITY

There are no background papers to this report.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Simon Clark	5732	21 Feb 2016	N'hood Preferred projects 2016

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APPENDIX 1 – Neighbourhood Priorities 2016/17

<b><u>Neighbourhood Area</u></b>	<b><u>Priority</u></b>	<b><u>Detail</u></b>	<b><u>Indicative Cost (£)</u></b>
Southern Parishes	Orchard Gardens restoration project:	This is a continuation of a project from a previous year and is to be continued in phases. Consultation initially with the Parish Council to agree the phasing of works	tbc
Southern Parishes	Banking near Railway Bridge, Spendmore Lane, Coppull	Develop a scheme to address the state of the banking to the railway bridge on Spendmore Lane	tbc
Southern Parishes	Town Lane Heskin Road Safety Scheme	Develop a road safety and speed awareness scheme to improve pedestrian safety on Town Lane Heskin	tbc
Chorley Town West	Car Parking Scawfell Rd Chorley	Scheme for the provision of off road parking for the residents of Scawfell Road	tbc
Chorley Town West	Provision of Alleygates on Devonshire Road and Lorne Street, Chorley –	Continuation of the provision of alleygates to unadopted back streets in the Chorley Town West Neighbourhood area	tbc
Chorley Town West	Eaves Green Precinct –	To revisit this project with a view to progressing the agreed schedule of works to improve the precinct, that would include improved landscaping and repair unsafe pathways in the area.	tbc

APPENDIX 1 – Neighbourhood Priorities 2016/17

<b><u>Neighbourhood Area</u></b>	<b><u>Priority</u></b>	<b><u>Detail</u></b>	<b><u>Indicative Cost (£)</u></b>
Western Parishes	Community Facilities Access Road Hurst Green	Develop a scheme to improve the road surface on the access to the community facilities on Hurst green Mawdesley	tbc
Western Parishes	Restoration of Bretherton War Memorial:	a submission had been made to the War Memorial Trust, but a further conservation survey was required before the grant could be progressed. It was agreed to support work required to progress the grant at project two.	tbc
Western Parishes	Footbridge at Eccleston Carrington Centre	Develop a scheme to provide a foot bridge over the existing ditch between the Carrington Centre and adjacent housing	tbc
Clayton and Whittle	Wild flower planting on the entrances to Clayton	Wild flower planting on the entrances to Clayton, at Tramway Lane and on Sandy Lane.	tbc
Clayton and Whittle	Whittle le Woods Environmental improvement project	Welcome to Whittle wrought iron or stone sign (which could incorporate welcome to Clayton-le-Woods on the reverse), Replacement noticeboard between New Moss Land and Royton Drive and general grounds maintenance at Town Lane / Lucas Lane triangle.	tbc
Clayton and Whittle	Bus Shelter Provision	Provision of bus shelters to St Bedes and Great Greens Road.	tbc
Chorley Town East	Bollards	Provision of collapsible bollards to be placed on Poplar/Grime Street to frustrate vehicular traffic and keys be provided to residents. Alternatively work with Lancashire County Council to	tbc

APPENDIX 1 – Neighbourhood Priorities 2016/17

<b><u>Neighbourhood Area</u></b>	<b><u>Priority</u></b>	<b><u>Detail</u></b>	<b><u>Indicative Cost (£)</u></b>
		make Road Traffic Orders for 'No Through Roads – Access Only'.	
Chorley Town East	Croft/Yarrow Rd Highway Improvement	Improvements to the road between Croft Road and Yarrow Street/Road. The highway is in very poor condition and is a central point for the collection of waste containers	tbc
Chorley Town East	Resurfacing of footpath between Laburnum Road and Springs Road, Chorley	Develop a scheme to improve the path and surface.	tbc
Eastern Parishes	Extension of wild flower initiative	Identification, planting up and maintenance of roadside areas suitable for the planting of wild flowers. Additional small wildflower meadow sites within the area at several sites as follows; extension to current meadow site on the A674; along the road verges near the Hoghton Arms	tbc
Eastern Parishes	Refurbishment phase 2 of Hoghton War Memorial and feasibility of Abbey Village war memorial renovation.	Develop a scheme to continue the refurbishment of the memorial at Hoghton and develop a scheme for Abbey Village war memorial	tbc
Eastern Parishes	Installation of solar lighting on along the walkway leading to Wheelton village hall	Explore the feasibility and deliver as appropriate solar lighting to the path leading to the Wheelton Village Hall	tbc

APPENDIX 1 – Neighbourhood Priorities 2016/17

<b><u>Neighbourhood Area</u></b>	<b><u>Priority</u></b>	<b><u>Detail</u></b>	<b><u>Indicative Cost (£)</u></b>
Euxton Astley B'shaw	Installation of handrail to assist disabled and elderly access alongside Ravensthorpe through the underpass and around towards the Bus Stop.	Install a handrail to assist pedestrians using the path and underpass leading to Ravensthorpe	tbc
Euxton Astley B'shaw	Defibrillator Provision	Develop a scheme to provide defibrillators at sites around Astley Village and provide training and awareness for their use	tbc
Euxton Astley Buckshaw	Euxton Skate Park and Yarrow Valley car park entrance	Safety measures to be developed and implemented at road entrance to Yarrow Valley Car Park and Skate Park facility from Southport Road to slow traffic when they have entered the area. A design has been submitted which will need assessing and costing	tbc
Southeast Parishes	Improvements to Fairclough Memorial Garden in Adlington	Replacement of railings at the Fairclough Memorial Garden in Adlington and replacement of all paving at the Fairclough Memorial Garden in Adlington	tbc
Southeast Parishes	Road Safety and Speed Campaign	Enforce 20 mph speed limit on Rawlinson Lane, Enforce 20 mph speed limit on Babylon Lane at school times only	tbc
Southeast Parishes	Improvements to the access of the back lane behind Meadow Street Adlington	To make improvement to the access which would include surface treatment to the un-adopted road	tbc

APPENDIX 2 Delivery of 2015/16 Neighbourhood Priorities

Neighbourhood Area	Priority	Actual spend	Update	Status
<b>CLAYTON &amp; WHITTLE</b>	Phone Box Defibrillator	£0	Provided electrical earthing work to enable installation of defibrillator units into two red phone boxes.	Completed April 2015
	Carr Brook Footpath	£1400	Path repairs undertaken	Completed June 2015
	Carrfield/Heathers Bus Shelter	£3050	Two locations identified and shelters installed	Completed June 2015
<b>CHORLEY TOWN EAST</b>	Alleygate Scheme Phase 3	£5600	Alley gates scheme agreed for Seymour St and part of Corporation St – One block has not progressed following resident objections. Installation to be completed March 2016	Completion March 2016
	Rangletts Friends Group	£0	The start of this project was delayed whilst infrastructure work was completed on the recreation ground. We are now looking to work with key stakeholders in the area and identify common themes and develop a 'Friends of' group. This will be absorbed in the 'business as usual work of the Community Team	Ongoing

APPENDIX 2 Delivery of 2015/16 Neighbourhood Priorities

Neighbourhood Area	Priority	Actual spend	Update	Status
	Northgate and Coltsfoot Planting	£1000	Ground work has been completed and planting will commence and be completed over the spring season this year	Completion March 2016
<b>CHORLEY TOWN WEST</b>	Eaves Green Tree Management	£8000	Plan agreed for tree works and commenced in January 2016. Due for completion March 2016	Completion due March 2016
	Alley gate Scheme	£2650	Alley gate scheme delivered to Walleys Road Adopted status of the Lawrence Road scheme has prevented this one progressing	Completed March 2016
	Buttermere Community Centre	£3700	Centre construction completed and work well underway with the local community to utilise the centre with local property CCTV system provided and equipment needs identified. The work with communities will continue as business as usual.	Completed March 2016
<b>EUXTON, ASTLEY &amp; B'SHAW</b>	Chancery Road – Planting Improvements	£2000	Agreed scheme of works and a Dry Stone Wall contractor had been engaged to commence work in early March to create plant area to verge on Chancery Lane	To be completed March/April 2016

APPENDIX 2 Delivery of 2015/16 Neighbourhood Priorities

Neighbourhood Area	Priority	Actual spend	Update	Status
	Balshaw Lane Ponds	£0	This project failed to get support from the local school and has not been delivered.	Not to be Delivered
	Woodland space – Primrose Hill School	£2000	Scheme agreed with the school and work had commenced to deliver the woodland classroom. Work was also being undertaken in school to prepare pupils for using the woodland space created effectively and the school were hoping to install a 'bird cam' that would link directly to the classroom.	Completed March 2016
<b>EASTERN PARISHES</b>	Wheelton Cobbles	£3100	Cobbled walkway leading to the Wheelton Village Hall has been repaired and ducting laid to facilitate street lighting at a future date	Completed June 2015
	Hoghton War Memorial	£8480	Scheme of repair drawn up and works undertaken and progressing for completion March 2016	Completion March 2016
	Goit Footpath	£0	Work has been undertaken to improve the path and we currently awaiting quotations to extend the path. It is anticipated the works will be completed March 2016 subject satisfactory price	Completion Due March 2016
<b>SOUTHEAST PARISHES</b>	Park Road Alley gate scheme	£1855	Alley gates scheme agreed installation due for completion.	Completed March 2016

APPENDIX 2 Delivery of 2015/16 Neighbourhood Priorities

Neighbourhood Area	Priority	Actual spend	Update	Status
	Anderton Gateway	c. £8500	Scheme agreed and licence obtained from LCC – Infrastructure work commencing and planting to be completed Spring 2016	Completion April 2016
	Park Road Bridge Railings	£2400	Railings repaired and painted	Completed Sept 2015
<b>WESTERN PARISHES</b>	Moor Road Croston - Road Safety	£0	Engagement with police and LCC has proved unfruitful in endeavouring to develop a scheme. Deployment of Speed Indicator devices will be pursued by the Council and LCC will look to prioritise a scheme for the area as their resources allow	It is unlikely that this will be significantly progressed other than business as usual deployment of SpIDs
	Croston Bretherton Footpath	£0	Representations were made to LCC on the grounds of pedestrian safety for the provision of a footpath. It is understood the representations have been accepted and LCC have committed to developing and delivering a scheme to provide a pedestrian walkway at this point.	Unknown – subject to LCC Works Programme
	Croston Public Right of Way No.s 6 and 7	£0	On site meeting with Cllr Dickenson to determine what work was required. Includes prune back of the overhanging vegetation, strimming long grass and clear the drainage	Due for completion March 2016



APPENDIX 2 Delivery of 2015/16 Neighbourhood Priorities

Neighbourhood Area	Priority	Actual spend	Update	Status
			ditches. The work is going to be started Jan 2016 using in house resources	
<b>SOUTHERN PARISHES</b>	Charnock Richard MUGA	£0	This project was been put on hold due at the request of Parish Council. Feasibility studies were carried out in 2014/15 and a consultation with residents was planned this year led by the PC but has been put on hold in preference to other work.	To be carried forward as a project in future years
	Byron Crescent Play Area	£2500	Contributed to refurbishment of the play area with CCH.	Completed May 2015
	The Meadows Heskin	£325	Developed a drainage scheme for the open space	Completed Nov 2015

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Report of	Meeting	Date
Director of Customer and Advice Services  (Introduced by the Executive Member for Customer and Advice Services)	Executive Cabinet	17 <sup>th</sup> March 2016

## ENERGY EFFICIENCY UPDATE

### PURPOSE OF REPORT

- To provide Executive Cabinet with an update on the Council’s involvement in various activities relating to Energy Efficiency and its continued efforts to combat Fuel Poverty.

### RECOMMENDATION(S)

- Executive Cabinet is requested to note the contents of this report.

### EXECUTIVE SUMMARY OF REPORT

- The Council is required to provide a HECA (Home Energy Conservation Act) update report every two years. The last such report was in March 2015. This report therefore acts as an interim report in advance of the next HECA update report, which will be presented to Executive Cabinet in March 2017.
- The report sets out the various Energy Efficiency initiatives in which the Council is currently participating. Some are collaborations with other Local Authorities in Lancashire, others involve work which the Council is leading.

<b>Confidential report</b> Please bold as appropriate		<b>No</b>
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<b>Key Decision?</b> Please bold as appropriate		<b>No</b>
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<b>Reason</b> 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

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

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

6. The report is for noting and does not contain any specific recommendations.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

7. None considered.

**BACKGROUND**

8. The Council has a long-standing commitment to combating Fuel Poverty. The Corporate Strategy contains a performance target for the level of Fuel Poverty in Chorley to be below the North West average level.
9. The most recent figures for Fuel Poverty relate to 2013. The figures confirm that 8.2% of Chorley households experienced Fuel Poverty (this is the third lowest in Lancashire) and that the North West average was 10.9%. The figures for 2014 should be available by summer 2016.
10. The Council's various Energy Efficiency activities, therefore, aim to deliver Affordable Warmth for customers and reduce the incidence of Fuel Poverty in the Borough.
11. Currently there are a number of Energy Efficiency initiatives either in progress or being developed. Further details about each of them are provided below:
- Energy Switching Support Service
  - Affordable Warmth Fund interventions
  - Cosy Homes in Lancashire (CHIL)
  - GB Energy partnership

**ENERGY SWITCHING SUPPORT SERVICE**

12. The Council launched its Energy Switching Support Service in June 2014. The service was a Corporate Strategy Project during 2014/15.
13. The Council engaged an external contractor to deliver this service on a weekly basis. The aim of the service is to help customers through the potentially complex process of switching their energy suppliers in order to secure a more cost effective tariff.
14. This free service consists of the Energy Switching Support Advisor carrying out web-based searches, using accredited switching sites only, to facilitate customers' switching from one provider to another in order to save money.
15. The service is available to all residential householders, throughout the borough, with responsibility for paying for gas and electricity bills.
16. Since the service launched, it has proved to be very successful in assisting customers to make savings, as the following information in Table 1 indicates:

Table 1

<b>£63,284</b>	<b>Savings achieved from switching: 1<sup>st</sup> June 2014 to 2<sup>nd</sup> February 2016</b>
<b>266</b>	<b>No. of switched clients</b>
<b>£237.47</b>	<b>Average annual savings per switch</b>
<b>£71,536</b>	<b>Total Possible savings (if all customers who could have made savings by switching had done so)</b>
<b>300</b>	<b>Number of potential switch clients</b>

17. Funding for the development and implementation of the scheme in 2014/15 came from the Council's own resources. Additional funds obtained via Lancashire County Council's *Affordable Warmth Fund* in both 2014/15 and 2015/16 have supplemented the funds available to deliver this service. Funds are available to continue the service into 2016/17.

#### **LANCASHIRE COUNTY COUNCIL AFFORDABLE WARMTH FUND 2015/16**

18. In September 2015 the Council successfully applied to Lancashire County Council (LCC) for funding to deliver high impact affordable warmth interventions to customers who are vulnerable to harm from cold or damp homes.
19. The Grant guidance states that ultimately the fund aims to reduce levels of death and illness over the winter months and to improve people's wellbeing.
20. LCC set the maximum amounts available per District. Chorley was allocated £27,950, in two tranches of payment. The payments have been provided in an initial sum of £20,693, to be followed by a £7,257 that can be applied for once the initial sum has been utilised.
21. LCC have also stipulated that whilst it is expected that the majority of the funding will be spent before 31<sup>st</sup> March 2016, it will be possible to carry forward 40% of the funds to 2016/17 if the planned expenditure is in line with the objectives set out in the original funding agreement with LCC.
22. As at 1<sup>st</sup> February 2016 the Council has spent the initial sum and has applied to LCC for the £7,257.
23. To promote the scheme and to target our resources appropriately, we wrote to those customers who receive an Assisted Refuse Collection Service from the Council in Autumn 2015.
24. There are a range of services available under the Affordable Warmth Fund:
- **Heating System Maintenance** (servicing of gas boilers and radiator checks). This is provided in partnership with Preston Care and Repair.
  - **Warm Homes Checks**. This is an enhanced handyperson service which involves carrying out draught-proofing around customers' homes. It is provided in partnership with Preston Care and Repair.

- **Replace unsafe heating appliances.** This fund is available for customers in instances when a boiler servicing visit takes place which results in the boiler being condemned as unsafe to use, and where the customer lacks the funds to pay for a replacement themselves.
- **Top-up contributions to assist customers with funding shortfalls for replacement boilers.** In cases where the customer is seeking to obtain a replacement boiler through funding streams such as 'Cosy Homes in Lancashire' (CHiL), and where the full costs of the replacement boiler cannot be met through CHiL or other grant funding options, a small budget is available to assist customers in overcoming the funding shortfall.
- **Energy Switching Advice Service.** This service has been covered in paragraphs 13 to 18 above.

25. As at 1<sup>st</sup> February 2016, 47 households have received the Heating System Maintenance/Warm Homes Check services, 3 customers have received 'top up' contributions to assist them with funding contributions to obtain a replacement boiler, and 135 have been assisted via the Energy Switching support service.

### **COSY HOMES IN LANCASHIRE (CHiL)**

26. The 'Cosy Homes in Lancashire' (CHiL) scheme is a countywide energy efficiency and affordable warmth initiative. Launched in November 2015, it seeks to offer an accessible means of accessing grants from energy companies and other sources to fund new heating measures, insulation and renewable technologies in domestic properties.
27. On behalf of all the local authorities in Lancashire, Blackpool Council has entered into a contract with Scottish and Southern Energy (SSE) for around £3.5 million worth of energy efficiency measures. It has also engaged with other companies to manage and deliver the scheme as a pilot running from September 2015 to August 2016.
28. At a meeting of the Lancashire Chief Finance Officers in September 2015, each of the 15 local authorities in Lancashire were asked to contribute £4,000 to the staffing, marketing and administration costs for this pilot.
29. Chorley Council's £4,000 contribution was paid from the funding provided by LCC for its Affordable Warmth Fund.
30. Chorley Council has also signed the Accountable Body Agreement with Blackpool Council, who are the Host Authority for the operation of the CHiL scheme.
31. Lancashire has also been successful in securing £2.2 million from the Department of Energy and Climate Change (DECC)'s Central Heating Fund (CHF). Blackburn with Darwen Council is entering into the contract with DECC on Lancashire's behalf.
32. The total funding available for Lancashire therefore is now over £6 million and, if utilised, the outcome of the scheme will be a significant reduction in energy bills and an increase in the 'thermal comfort' of homes, leading to a reduction in cold-related illnesses and associated GP and hospital visits.
33. Currently the private market for energy efficiency work is complex and difficult to navigate for the ordinary householder. Eligibility criteria for accessing grants directly from energy companies can be arbitrary and the quality of work carried out by private contractors can vary significantly.
34. The funding provided by SSE depends on Lancashire Local Authorities delivering measures that help SSE meet its statutory obligations to help households in fuel poverty and to reduce

domestic carbon emissions. Whilst there is potentially over £6 million available, in many cases the cost of measures will need to be 'topped-up' by the household or other source.

35. Measures available under the scheme include new boilers and central heating systems for low income/vulnerable households, cavity wall insulation and loft insulation. The cost of these measures to households will vary – as many as possible will be done for free, but the grant funding available sometimes needs a top-up, which averages several hundred pounds. Firefly Energi will work with landlords, home improvement agencies, housing and energy officers and charitable trusts to try and source this contribution.
36. If the pilot proves successful, there is the possibility to develop 'CHiL' further – perhaps into a standalone not-for-profit entity such as a Community Interest Company (CIC).
37. However, the potential for continuation depends on the future of the Energy Company Obligation (ECO) or other energy efficiency scheme. The policy environment nationally is somewhat clouded, with the current government having made a commitment only to "*insulate a million more homes over the next five years*" which is a rate significantly below what has previously been delivered.
38. As at 1<sup>st</sup> February 2016, the various offers available from the CHiL scheme are as follows:

**Loft Insulation:** The scheme can deliver **free** loft insulation to any domestic property in Lancashire. Loft insulation will be installed to the recommended thickness of 270mm. The scheme can also provide top-up loft insulation where the existing insulation is 100mm thick or less.

**Cavity Wall Insulation:** The scheme can provide **free** cavity wall insulation for most homes built after 1920. We can also insulate 'hard to treat' cavities from houses built before 1920 or with stone fronts; unfortunately at the present time we can't do this for free but we can offer a very competitive quote.

**Solid Wall Insulation:** Solid wall insulation, which can be either external to the property or fitted onto internal walls, is appropriate for older properties with no cavity wall but can be very expensive and a substantial self-funded contribution will be required by customers in most instances.

**Boilers and Electric Storage Heaters:** CHiL can provide replacement high quality condensing gas boilers or electric storage heaters. In some cases 'affordable warmth' grant funding is required in order to be able to provide them for free to the customer or at a substantial discount. Eligibility criteria do apply which require households to be in receipt of certain benefits.

**First Time Central Heating:** CHiL funding is available to install first time central heating to properties that currently have no system. This can be gas, LPG or Oil. To be eligible an occupant must be in receipt of certain benefits or be assessed as being in fuel poverty.

**'Room in Roof' Insulation:** Many older properties that were originally built with a loft room or 'Room-in-Roof' were not insulated at the time. If insulation was installed, it is often inadequate by modern standards. Many loft rooms are therefore cold and difficult to heat. The level of funding is subject to survey but in many cases will cover the full cost.

39. As at 31<sup>st</sup> January 2016 the CHiL scheme has delivered the following outcomes:

**Table 2**

Local Authority Area	Boiler leads on database	Boilers installed by 31/1/16
Blackburn	26	5
Blackpool	55	13
Burnley	18	1
<b>CHORLEY</b>	<b>8</b>	<b>0</b>
Fylde	11	0
Hyndburn	10	2
Lancaster	15	2
Pendle	6	1
Preston	79	25
Ribble Valley	3	0
Rossendale	4	0
South Ribble	5	0
West Lancashire	24	2
Wyre	25	1
Outside Lancashire	1	0
<b>Total</b>	<b>290</b>	<b>52</b>

40. Whilst the CHiL scheme is useful as another option for the Council, it is not the only route that we are pursuing in order to provide opportunities for Chorley residents to achieve Affordable Warmth.
41. As Table 2 above indicates, CHiL has yet to deliver for Chorley residents. This may be partly an issue of promotion. The scheme is now being advertised on the Council's website <http://chorley.gov.uk/Pages/AtoZ/Energy-efficiency.aspx>. In addition, our customers who receive a Handyperson visit, a Minor Adaptation or Disabled Facilities Grant or who use the Energy Switching service receive a leaflet promoting the CHiL scheme.
42. However, one difficulty in 'selling' the CHiL scheme to residents is that it is rather complex, with numerous variables determining whether a customer is likely to be able to access free measures.
43. Therefore the Council is also exploring parallel options with one of our long standing Energy Efficiency partners, Rheinegold insulations (who are also an accredited CHiL installer), for the Council to promote CHiL via Rheinegold, who, in addition to installing under the CHiL scheme, have independent access to Energy company funding which can provide Chorley customers with free cavity wall insulation with fewer conditions attached.

#### **GB ENERGY LTD**

44. GB Energy Ltd is a Lancashire company which offers a wide range of energy related services <http://gb-energy.com/>.
45. Their services include competitive rates of Energy supply and the facilitation of Energy Company Obligation (ECO) funded measures for customers experiencing Fuel Poverty.



46. GB Energy have approached the Council and are keen to work in partnership on a variety of energy initiatives, the main aims of which would be to achieve financial savings for Chorley residents and help to combat Fuel Poverty.
47. Their 'Unique Selling Point' is that they are keen to promote a 'whole house' approach with a package of works ranging from installation of energy efficiency measures whilst also including switching energy supplier to a branded 'Chorley' tariff.
48. GB Energy have been asked to submit a more detailed proposition which will include matters such as:
  - Providing a fuel supply solution for Chorley residents, endorsed by the Council, including a commitment on the part of GB Energy to provide Chorley residents with the cheapest fuel tariffs across the UK.
  - This would include the installation of smart meters for each Chorley resident switching to a branded 'Chorley Council' tariff, which would be accessible via the Council's website. Further promotion would also be undertaken via the Council's Energy Switching Support Service.
  - Operating a costed pilot project with the Council to identify fuel poor households and to provide energy efficiency measures for such households. Such measures would include smart meters, heating and insulation.
49. GB Energy have indicated that they would be willing to invest funds in such a project and would also approach utility companies for match funding.
50. The detailed proposition from GB Energy will clarify whether there would be any financial implications for the Council in the event of a partnership being formed with GB Energy. In that instance, a further report will be presented to Executive Cabinet in due course.
51. The critical success factors of such a project would include:
  - A record of the 'start position' for each fuel poor resident, with a financial assessment undertaken at each participant's property prior to any installation.
  - Cost savings for each resident post installation.
  - Energy assessment post installation, detailing levels of carbon savings for each resident.
  - Post installation energy-related behavioural advice for each participating household.

**IMPLICATIONS OF REPORT**

52. This report has implications in the following areas:

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

**COMMENTS OF THE STATUTORY FINANCE OFFICER**

58. The report is for noting and does not contain any specific financial recommendations

**COMMENTS OF THE MONITORING OFFICER**

59. As this is an update report for information there are no legal comments to be made.

LESLEY-ANN FENTON - DIRECTOR OF CUSTOMER AND ADVICE SERVICES

<b>Background Papers</b>			
<b>Document</b>	<b>Date</b>	<b>File</b>	<b>Place of Inspection</b>
Rates of Fuel Poverty in Lancashire (2013)	April 2015	***	Lancashire County Council website <a href="http://www3.lancashire.gov.uk/corporate/web/?siteid=6121&amp;pageid=35490&amp;e">http://www3.lancashire.gov.uk/corporate/web/?siteid=6121&amp;pageid=35490&amp;e</a>

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Martin Sample	5704	23rd February 2016	***

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