



<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