

OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 22ND MARCH 2018, 6.30 PM

COMMITTEE ROOM 1, TOWN HALL, CHORLEY

AGENDA

APOLOGIES

MINUTES

**A MINUTES OF MEETING THURSDAY, 25 JANUARY 2018 OF
OVERVIEW AND SCRUTINY COMMITTEE**

(Pages 3 - 8)

**B MINUTES OF MEETING THURSDAY, 8 MARCH 2018 OF
OVERVIEW AND SCRUTINY PERFORMANCE PANEL**

As the meeting was held on 8 March the minutes are not yet available.
They will be sent to follow.

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 on the agenda will be asked to put their question(s) to the Committee. Each member of the public will be allowed to ask one supplementary question within his/her allocated 3 minutes.

SCRUTINY OF THE EXECUTIVE CABINET

4 EXECUTIVE CABINET MINUTES

(Pages 9 - 16)

To consider the Executive Cabinet minutes of the meeting held on 15 February 2018.

- 5 **NOTICE OF EXECUTIVE DECISIONS** (Pages 17 - 42)
- To view the latest notice of Executive Decisions [click here](#).
The document is also attached and correct as of 14 March.
- 6 **HEALTH AND SAFETY PRESENTATION**
- Denise Fisher, Health and Safety Advisor, and Jane McDonnell, HR Services Manager, will attend the meeting and deliver a short presentation on health and safety.
- 7 **REVIEW OF COMMUNICATION WITH COUNCILLORS**
- To consider the report of the Director (Policy and Governance) (to follow).
- 8 **FLOODING POSITION STATEMENT**
- To consider the report of the Director (Customer and Digital) (to follow).
- 9 **HEALTH SCRUTINY** (Pages 43 - 50)
- To consider the Work Plan of Lancashire County Council's Health Scrutiny Committee.
- 10 **REPORTS FROM THE TASK AND FINISH GROUPS**
- Quality of housing provided by social landlords Task and Finish Group**
To receive a verbal update on the inquiry from the Chair, Councillor Jane Fitzsimons.
- 11 **OVERVIEW AND SCRUTINY WORK PROGRAMME** (Pages 51 - 52)
- To consider the Scrutiny Work Programme for 2017/18.
- 12 **ANY URGENT BUSINESS PREVIOUSLY AGREED WITH THE CHAIR**

GARY HALL
CHIEF EXECUTIVE

Electronic agendas sent to Members of the Overview and Scrutiny Committee Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Charlie Bromilow, Paul Clark, Jane Fitzsimons, Zara Khan, Paul Leadbetter, Matthew Lynch, June Molyneaux, Greg Morgan, Alistair Morwood, Steve Murfitt, Debra Platt and Kim Snape.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk

To view the procedure for public questions/ speaking [click here](https://democracy.chorley.gov.uk/documents/s67429/Appendix%203%20Standing%20Orders%20Aug%2016.pdf)
<https://democracy.chorley.gov.uk/documents/s67429/Appendix%203%20Standing%20Orders%20Aug%2016.pdf> and scroll to page 48

**MINUTES OF OVERVIEW AND SCRUTINY COMMITTEE****MEETING DATE Thursday, 25 January 2018****MEMBERS PRESENT:** Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Charlie Bromilow, Paul Clark, Jane Fitzsimons, Paul Leadbetter, Matthew Lynch, June Molyneaux, Greg Morgan, Alistair Morwood and Debra Platt**OFFICERS:** Rebecca Huddleston (Director (Policy and Governance)), Chris Sinnott (Director (Early Intervention and Support)), James Thomson (Principal Management Accountant) and Ruth Rimmington (Democratic and Member Services Team Leader)**APOLOGIES:** Councillor Kim Snape**OTHER MEMBERS:** Councillor Peter Wilson (Executive Member (Resources))**17.OS.52 Declarations of Any Interests**

There were no declarations of interest received.

a Minutes of meeting Thursday, 12 October 2017 of Overview and Scrutiny Committee**Decision: That the minutes of the Overview and Scrutiny Committee held on 12 October 2017 be approved as a correct record for signature by the Chair.****b Minutes of meeting Thursday, 30 November 2017 of Overview and Scrutiny Committee****Decision: That the minutes of the Overview and Scrutiny Committee held on 30 November 2017 be approved as a correct record for signature by the Chair.****c Minutes of meeting Thursday, 30 November 2017 of Overview and Scrutiny Performance Panel****Decision: That the minutes of the Overview and Scrutiny Performance Panel held on 30 November 2017 be noted.**

17.OS.54 Public Questions

There were no public questions for consideration.

17.OS.55 Executive Cabinet Minutes

Decision: That the minutes of the Executive Cabinet meetings held on 16 November and 14 December be noted.

17.OS.56 Notice of Executive Decisions

Members of the Committee considered the Notice of Executive Decisions for January 2018 which gave notice of key and other major decisions Executive Members are expected to make.

Decision: That the Notice of Executive Decisions be noted.

17.OS.57 Update on the integrated community wellbeing service

The Director (Early Intervention and Support) presented a report which updated members on the on progress made in implementing the integrated community wellbeing service in partnership with Lancashire Care Foundation Trust (LCFT).

In April last year staff from Chorley Council and LCFT co located at the council's Union Street offices to focus on prevention and early intervention. Ensuring that teams and individuals are content and confident in their jobs, and in the new arrangements has been an important focus of the past six months. A series of service-wide events have been held to encourage interaction and establish the culture and focus of the service.

A staff survey has been undertaken and the results of the survey are positive, with 65% of respondents saying they are satisfied with the changes to co-locate their team into the integrated community wellbeing service, although there are areas for improvement.

The Integrated Referral Hub has achieved some positive outcomes for residents. 78 cases have been considered, with the main reasons for referral being emotion/wellbeing support, requests for adaptations, moderate mental health issues and housing/homelessness issues. Some key learning points from the referral hub are set out in the report.

It has recently been agreed to focus on mental health, homelessness and employability for service improvements.

Services within LCFT are commissioned and this is the biggest risk facing the integrated service. The 0-19 contract has recently been awarded to Virgin Healthcare, but this is the subject of a current legal challenge.

Members raised several queries, including the direct supervision of Chorley Council and LCFT staff and how referrals are made into the service, including GP's. Some residents did not wish to receive assistance, although the response from the service will depend on the severity of the case. Improvements have been made with the implementation of disabled facilities grants, through the use of occupation therapists

from LCFHT, rather than LCC. Further negotiation with the CCG is needed in this area.

Decision: That the report be noted.

17.OS.58 Budget Scrutiny

Councillor Peter Wilson, Executive Member (Resources) presented the report of the Chief Finance Officer which set out the budget position for 2018/19 including the forecast for the following two years to 2020/21 and also presented the relevant proposals in respect of the use of forecast resources identified in 2018/19 and budget consultation.

Chorley Council has experienced, and will continue to experience in the coming three years, large reductions in its major funding sources, including Revenue Support Grant, Retained Business Rates, New Homes Bonus and income from LCC. The forecast budget deficit for 2019/20 is £1.6m and £2.2 in 2020/21.

Councillor Wilson explained that, in addition to a balanced budget, there are proposals for investment to support the Corporate Strategy. This includes the delivery of the Digital Office Park, Primrose Gardens extra care facility and the delivery of the Market Walk extension. The Council is working with partners to deliver some of these projects.

It is proposed that council tax be increased by 2.99%. There are areas for investment and one off spends within the proposed budget. There are a range of methods by which the financial challenge will be met, including a review of contracts, implementation of shared services, productivity reviews, income generation, the development of employment land and options relating to creating a housing company.

The proposed budget is out for consultation and Councillor Wilson encouraged the submission of feedback by Councillors and residents of Chorley. Consultation received is reviewed and changes can be made, and the feedback will be used to inform the priorities for the budget in future years.

Members clarified that the Chorley Council claims only a portion of the council tax bill, with the rest being claimed by Lancashire County Council (LCC), the Police and Lancashire Combined Fire Authority. LCC have indicated that their portion will increase by up to 6%.

Councillor Wilson clarified that a large risk associated with business rates income relates to two applications for mandatory charitable relief received from Lancashire Teaching Hospitals NHS Foundation Trust. If successful the application would be back dated to 2010 and therefore have a significant impact on the Council's revenue budget. The LGA is representing affected councils nationwide and retain the view that NHS trusts and foundation trusts are not charities and therefore not eligible for mandatory non domestic rate reliefs.

Councillor Wilson advised that a figure is within the budget to address crime and disorder within the borough and that it could be used to fund PCSO's, but this can be reviewed if a more effective means of reducing crime is proposed.

Members suggested that a representative from Lancashire Constabulary be invited to attend a meeting in the new municipal year to discuss the reduction of crime.

Decision: That the report be noted.

17.OS.59 Health Scrutiny

Members noted the work programme for the Lancashire County Council Health Scrutiny Committee.

The Chair requested that if members had any issues to discuss these with Councillor Hasina Khan as the council's representative on the Committee.

Decision: That the report be noted.

17.OS.60 Reports from the Task and Finish Groups

Councillor Jane Fitzsimons reported that the first meeting of the Task Group is scheduled for Monday, 26 January.

Decision: That the report be noted.

17.OS.61 Overview and Scrutiny Work Programme

Members requested a future item relating to flooding and noted that the refurbishment of the Council Chamber is currently on hold pending the outcome of the electoral review.

Councillor Leadbetter highlighted an issue which had been considered at the recent Governance Committee relating to health and safety at the Bengal Street depot. Aspects of health and safety not within the remit of the Governance Committee could be a future topic for scrutiny.

Decision: That the work programme be noted.

17.OS.62 Executive Cabinet Response to the Overview and Scrutiny Task Group on the Rollout of Superfast Broadband

Members noted that the Executive Cabinet had agreed to implement the recommendations of the Task Group and to forward the recommendations made for LCC and BT.

A report giving an update on the implementation of the recommendations will be presented in the new municipal year.

Decision: That report be noted.

17.OS.63 Overview and Scrutiny Task Group - Council's Leisure Contract

Councillor Morwood presented the report and gave a summary of the recommendations.

Members were advised that the maintenance costs incurred by the Council for 2015/18 for Clayton Green Leisure Centre and related to the replacement of internal lighting and the replacement of the roof.

Decision: That report be noted.

Chair

Date

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MINUTES OF EXECUTIVE CABINET

MEETING DATE Thursday, 15 February 2018

MEMBERS PRESENT: Councillor (Chair), Councillor (Vice-Chair) and Councillors Alistair Bradley, Peter Wilson, Beverley Murray, Paul Walmsley, Adrian Lowe and Graham Dunn

OFFICERS: Gary Hall (Chief Executive), Asim Khan (Director (Customer and Digital)), Mark Lester (Director (Business, Economic and Growth)), Rebecca Huddleston (Director (Policy and Governance)), Chris Moister (Head of Legal, Democratic & HR Services), James Thomson (Principal Management Accountant), Catherine (Performance and Partnerships Manager), Rebecca Aziz-Brook (Performance and Partnerships Officer) and Dianne Scambler (Democratic and Member Services Officer)

APOLOGIES: None.

OTHER MEMBERS: Councillor Charlie Bromilow, Alan Cullens, Gordon France, Danny Gee, Tom Gray, Matthew Lynch, June Molyneaux, Alistair Morwood and Alan Whittaker

18.EC.10 Minutes of meeting Thursday, 18 January 2018 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 18 January 2018 be confirmed as a correct record for signing by the Executive Leader.

18.EC.11 Declarations of Any Interests

There were no declarations of any interests.

18.EC.12 Public Questions

There were no public questions received.

18.EC.13 Report of the Overview and Scrutiny Task Group - Council's Leisure Contract

The Chair of the Overview and Scrutiny Task Group, Councillor Alistair Morwood, presented the report.

The Task Group had agreed that the existing management contract was no longer fit for purpose and for the Council to realise its ambition to maximise its early intervention/prevention agenda, changes to managerial arrangements needed to be made.

The Task Group had considered five options and discussed the pros and cons for each. Options 3 and five were favoured; however members felt that a more detailed exercise needed to be undertaken before a decision was taken.

Councillor Morwood thanked the members of the Task Group and officers involved with the inquiry.

Decision: Approval granted for the Executive Cabinet to conduct more detailed analysis to determine the financial feasibility of contracting out or bringing back in house the Council's Leisure contract, by specifically focusing on:

- **Analysis and understanding of Active Nation central costs**
- **Conducting a detailed active market financial appraisal**
- **Determine actual anticipated impact of on-costs**
- **Analysis of control and efficiencies to be gained by bringing in-house in comparison with a contracted out model.**

Upon completion, this information will inform the decision required in readiness for the formal contract review period commencing in 2018.

18.EC.14 Yarrow Meadows - River Corridor Enhancement

The Executive Leader presented the report of the Director of Business, Development and Growth that provided an update on the delivery of the Yarrow Meadows Masterplan.

The River Yarrow Floodplain project is an ongoing project that seeks to deliver an aspirational 10 year vision focussing on Social, Economic and Environmental benefits. The project has developed following on from the Croston Flood alleviation Scheme that acted as a catalyst for change and brought together stakeholders and interested parties to identify what and how other improvements in the area could be realised.

A scoping exercise was carried out at Yarrow Meadows in partnership with Lancashire Wildlife Trust which also identified an opportunity to deliver social, economic and environmental outcomes on the council owned land. The Environment Agency, supported by the Douglas Catchment Partnership, had identified the opportunity to deliver Water Framework Directive (WFD) measures and National Flood Management (NFM) measures within the site combined with social and economic benefits. In 2017, the Environment Agency and Chorley Council worked in partnership to complete a Geomorphology Assessment and Biodiversity assessment to identify opportunities and constraints on the site. Chorley Council had produced a master plan that provided a vision for the site to deliver multiple benefits for people and wildlife.

The project will deliver natural flood management interventions on the site to slow the flow of water to communities at risk utilising the Geomorphology and biodiversity assessments. External funding has been awarded to the project which will aid the delivery of the masterplan over a three year period.

Members discussed the importance of this work and asked for its scope to be widened both upstream and downstream of the catchment area. Working with partner agencies to secure additional funding was paramount to its success, so that balsam bashing, reed growing and banking edging schemes could continue across the borough. It was agreed that there needed to be a more co-ordinated approach taken by those organisations that had a responsibility to protect our rivers and prevent flooding in the future rather than a reliance on voluntary groups and as such it will be useful to produce and action plan to demonstrate how this issue is being tackled across the borough.

Decision:

Approval of the masterplan for Yarrow Meadows.

- 1 Approval of the proposals for public and landowner engagement into the Yarrow Meadows project.**
- 2 Approval of the proposed planned works and budget for the delivery of the masterplan.**
- 3 Approval to support further external funding bids to be submitted to aid masterplan delivery.**

Reasons for recommendation(s):

The project enhances the flood plain of the River Yarrow within the Yarrow Valley Country Park and aids the management and improvement of Council assets for recreation and biodiversity.

The project builds on the good work already invested in the Croston Flood Alleviation Scheme and further strengthening flood defences for the residents of Chorley and beyond. The project also delivers key Social, Environmental and Economic benefits to the Borough and key benefits to the health and wellbeing of its residents.

Alternative options considered and rejected:

There are no alternative options. The project is externally funded and is being carried out for the benefit of the Borough.

18.EC.15 Revenue and Capital Budget Monitoring 2017/18 Report 3 (end of December 2017)

The Deputy Leader and Executive Member (Resources) presented the report of the Chief Finance Officer that set out the provisional and capital outturn figures for the Council compared against the budgets and efficiency saving targets set out for the 2017/18 financial year.

The projected revenue outturn shows a forecast underspend of £431,000 against budget although no action was required at this stage.

The latest forecast excluded any variation to projected expenditure on investment items added to the budget in 2017/18. These projects were forecast to expend in 2017/18 and any balances remaining at year end would be transferred into specific reserves and matched to expenditure in future years.

In the 2017/18 budget, the expected net income from Market Walk after deducting financing costs is £0.998m. The latest projection showed an overspend of £17K that included £117k of revenue expenditure relating to the Market Walk Extension project including £70k cost of the temporary parking arrangements at the Flat Iron Car Park.

The forecast of capital expenditure in 2017/18 is £18.715m.

The Council's Medium Term Financial strategy proposed that working balances were to reach £4.0m over the three year lifespan of the MTFs to 2018/19 due to the financial risks facing the Council. A budgeted contribution into General Balances of £500k was contained within the budget for 2017/18. The current forecast to the end of December shows that the General Fund balance will be £4.008m by the end of the financial year and be on target to achieve £4m a year early.

Members were pleased with the Council's current financial position.

Decision:

1. That the full year forecast position for the 2017/18 revenue budget and capital investment programme be noted.
2. That the forecast position on the Council's reserves be noted.
3. That Council be requested to approve the contribution of £60,000 from in-year revenue underspends to the Buildings Maintenance Reserve to finance one-off costs relating to the Council's maintenance of offices and buildings.
4. That the Council be requested to approve the contribution of £100,000 from in-year revenue underspends to the Change Management Reserve to finance one-off redundancy and pension strain costs arising from transformation and shared services strategies.
5. Approval for the contribution of £40,000 from in-year revenue underspends to fund the revenue implications of future planning appeals.
6. Approval for the use of £40,000 from in-year revenue underspends to provide the council with external expertise for the furthering of income generation.
7. That Council be requested to approve the contribution of £130,000 from in-year revenue underspends to enable the modernisation of the Council's ICT and Streetscene services.
8. That Council be requested to approve the budget changes to the capital programme outlined in paragraph 70 of the report.

Reasons for recommendation(s):

To ensure the Council's budgetary targets are achieved. Ensuring cash targets are met maintains the Council's financial standing.

Alternative options considered and rejected:

None.

18.EC.16 Chorley Council Performance Monitoring Report - Quarter Three 2017/18

The Deputy Leader and Executive Member (Resources) presented the report of the Director (Policy and Governance) that set out performance against the delivery of the Corporate Strategy and key performance indicators during the third quarter of 2017/18, 1 October to 31 December 2017.

Overall, performance of key projects was good with eleven (78%) of projects rated as green, completed or closed. Only two (14%) projects were rated amber and one (8%) red; action plans for each of these projects were outlined within the report.

This was the final time that the 2016/17 Corporate Strategy projects would be report to Executive Cabinet although, those projects not yet completed would be would either be carried over for delivery through the 2017/18 Corporate Strategy, be completed in quarter four or be delivered through business as usual activity.

Performance of the Corporate Strategy indicators and key service delivery measures was also good with 835 of corporate strategy measures performing on or above target or within the 5% threshold and 80% of key service delivery measures performing on or above target or within the 5% threshold. Those indicators performing below target had action plans outlined with measures to improve performance.

Members discussed the difficulties in attaining the targets set for number of projected jobs through target interventions or creation through inward investment as despite promotion of the grants available, take up was poor.

There still appeared to be some confusion over bin collection days and actions have been put in place to improve communications.

Sickness absence levels continued to be monitored and Members were confident that the authority was doing all it could to improve on performance.

Decision:

The report was 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.

18.EC.17 Exclusion of the Public and Press

Decision: To exclude 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.

18.EC.18 Approval for the Contract Award Procedure and Evaluation Criteria for Chorley Cemetery Paths and Associated Works

The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) informing of further capital works required at Chorley Cemetery to improve and standardise footpaths and drainage. The report also advised of the tender procedures being used to procure contracts for the work and sought authority for use of the criteria intended to award the contract.

The Council have facilitated a request by the Muslim community for the construction of a prayer shelter and burial chambers by agreeing to contribute £20k towards its cost and a draft Memorandum of Understanding (MOU) had been agreed with the Muslim community.

Decision:

1. **Approval of a financial contribution towards the infrastructure/build costs of the prayer shelter in Section L.**
2. **Approval of the tender process for the award of contracts and award criteria to be used.**
3. **Delegated authority granted to the delegated Executive Member (Resources) for the award of the contracts.**

Reasons for recommendation(s):

The Council's contract procedure rules require the procurement process and assessment criteria to be approved by Executive Cabinet. The procedure provides an open and transparent process for the award of the contracts. The criteria are those suitable for those types of contracts.

Alternative options considered and rejected:

Not undertaking the works potentially leading to customer complaints, accident reports and loss of income.

18.EC.19 Restructure of Housing of Housing Options

The Executive Member (Homes and Housing) presented the report of the Director (Early Intervention and Support) that proposed the creation of a new structure for Housing Options and Support to implement and deliver the Homelessness Reduction Act 2017 (HRA) and to refocus and maximise the offer of housing related support following the ending of the Supported People funding arrangement with Lancashire County Council.

The proposed structure seeks to create a customer focussed, seamless pathway by providing a personalised housing plan (PHP) for all applicants approaching the council for housing advice and support which is a legal requirement of the HRA.

Members noted that the Council's practice has already consistently gone above and beyond that of what was expected in the past and that this new structure would reinforce those good practices and build on the successful delivery of the service. Additional duties contained within the new act, meant that additional resources are required within the team in anticipation of the expected demand.

Decision:

1. **Approval of the proposed structure for formal consultation.**
2. **Delegated authority granted to the Executive Member (Homes and Housing) for approval of the final structure following a period of formal consultation, subject to there being no significant changes to what is proposed within the report.**

Reasons for recommendation(s):

To respond to the introduction of the Homelessness Reduction Act and the ending of Supporting People funding arrangement to strengthen the council's approach to preventing and relieving homelessness, provision of housing related support and to be fully resourced to deliver a statutory compliant Housing Service.

Alternative options considered and rejected:

To continue with the current structure was rejected because the structure and the capacity in the team would not allow the service to be legally compliant or in a position

to offer meaningful PHP to customers which will undermine the council's homelessness prevention agenda.

Chair

Date

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Chorley Council – Notice of Executive Decisions

1. This document gives 28 days notice of ‘key’ and other major decisions which the Executive Cabinet and Executive Members expect to take. The document is updated as required and is available to the public on the Council’s website at www.chorley.gov.uk or from the Town Hall, Market Street, Chorley, PR7 1DP.

2. A ‘Key’ Decision is defined as:
 - a) A, Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
 - a change in service provision that impacts upon the service revenue budget by £100,000 or more; or
 - a contract worth £100,000 or more; or
 - a new or unprogrammed capital scheme of £100,000 or more.
 - b) Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council’s Policy Framework set out in Article 4 of the Council’s Constitution.
 - c) Under the Access to Information Procedure Rules set out in the Council’s Constitution, a ‘Key’ Decision may not be taken, unless 28 days notice have been given in this document;
 - d) The law and the Council’s Constitution provide for urgent key decisions to be made, even though they have not been included in this document in accordance with General Exception and Special Urgency provisions.

3. The Executive Cabinet is made up of the Executive Leader, Deputy Leader and four Executive Members with the following portfolios:

| | |
|--|-----------------------------|
| Executive Leader and Executive Member (Economic Development and Public Service Reform) | Councillor Alistair Bradley |
| Deputy Executive Leader and Executive Member (Resources) | Councillor Peter Wilson |
| Executive Member (Early Intervention) | Councillor Beverley Murray |
| Executive Member (Homes and Housing) | Councillor Graham Dunn |
| Executive Member (Public Protection) | Councillor Paul Walmsley |
| Executive Member (Customer, Advice and Streetscene Services) | Councillor Adrian Lowe |

4. Copies of the Council’s Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council’s website: www.chorley.gov.uk. If there are any queries, including objections to items being considered in private, please contact the Council on 01257 515151 or email contact@chorley.gov.uk.

Gary Hall, Chief Executive

Last updated: 13 March 2018

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--------------------------------|--|-----------------------------------|--|-------------------------------------|---|---|
| Future meetings of the Executive Cabinet where there is an intention to hold part of a meeting in private: 15 March, 21 June, 2 August, 4 October, 15 November and 13 December 2018, 17 January, 14 February and 14 March 2019 | | | | | | | |
| March | | | | | | | |
| Coronation Recreation Ground Phase 2 Approval | Executive Cabinet | Executive Leader and Executive Member (Economic Development and Public Service Reform) | A contract worth £100,000 or more | 15 Mar 2018 | No | No | Report of the Director (Business, Development and Growth) |
| Streetscene Modernisation Strategy 2018-2020 | Executive Cabinet | Executive Member (Customer, Advice and Streetscene Services) | | 15 Mar 2018 | No | No | Report of the Director (Customer and Digital) |
| Neighbourhood Area Meeting Priorities 2018/19 | Executive Cabinet | Executive Member (Early Intervention) | | 15 Mar 2018 | No | No | Report of the Director (Early Intervention and Support) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--------------------------------|--|-----------------------------------|--|--|---|---|
| Acquisition of Former Hyatt Restaurant, Dole Lane and Proposed Lease to Chorley Little Theatre | Executive Cabinet | Deputy Executive Leader and Executive Member (Resources) | A contract worth £100,000 or more | 15 Mar 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--------------------------------|---------------------------------------|--|--|---|---|---|
| Health and Wellbeing Team Review | Executive Cabinet | Executive Member (Early Intervention) | A significant impact in environmental, social or physical terms in two or more wards | 15 Mar 2018 | Paragraph 1: Information relating to any individual | No | Report of the Director (Early Intervention and Support) |
| Future meetings | | | | | | | |
| June | | | | | | | |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--------------------------------|--|-----------------------------------|--|-------------------------------------|---|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Westway Sports Campus | Executive Cabinet | Executive Leader and Executive Member (Economic Development and Public Service Reform) | A contract worth £100,000 or more | 21 Jun 2018 | No | No | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|---|--------------------------------|--|-----------------------------------|--|--|---|---|
| Glendale Proposal from Leaseholder of Duxbury Golf Course | Executive Cabinet | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | 21 Jun 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Early Intervention and Support) |
| Executive Member Decisions | | | | | | | |
| Executive Leader and Executive Member (Economic Development and Public Services Reform) | | | | | | | |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|---|--|--|-----------------------------------|--|--|--|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Choose Chorley Grant: Amalfi Lounge, Market Street, Chorley | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | 2 Oct 2017 | Paragraph 2: Information that is likely to reveal the identity of an individual | Details can be found here: https://democracy.chorley.gov.uk/documents/s37299/Updated%20Exec%20Cab%20Chorley%20Inward%20Investment%20Plan%20June%202013.pdf | Report of the Chief Executive |
| Choose Chorley Grant: Croston Conservatory and Window Centres Ltd | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | 23 Oct 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/documents/s37299/Updated%20Exec%20Cab%20Chorley%20Inward%20Investment%20Plan%20June%202013.pdf | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Choose Chorley Grant: Aptus Utilities | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/documents/s37299/Updated%20Exec%20Cab%20Chorley%20Inward%20Investment%20Plan%20June%202013.pdf | Report of the Director (Business, Development and Growth) |
| Chorley BIG Grant: Chorley Group | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=30043&Opt=3 | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Chorley BIG Grant: DA Industrial Design Ltd | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=30043&Opt=3 | Report of the Director (Business, Development and Growth) |
| Chorley BIG Grant: Tunit (BVS) Ltd | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=30043&Opt=3 | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Chorley BIG Grant: SDA Architecture | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=30043&Opt=3 | Report of the Director (Business, Development and Growth) |
| Chorley BIG Grant: Town & Country Piling Ltd | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=30043&Opt=3 | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Chorley BIG Grant: Little Acorns Nursery | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=30043&Opt=3 | Report of the Director (Business, Development and Growth) |
| Chorley BIG Grant: Andrew Porter Holdings Ltd | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=30043&Opt=3 | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--|--|-----------------------------------|--|--|--|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Climate Change Grant: Gelston Manor | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/documents/s7593/ClimateChangeStratRept.pdf | Report of the Director (Business, Development and Growth) |
| Expansion of Chorley Works Programme | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | July 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Chief Executive |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--|--|-----------------------------------|--|--|--|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Digital Office Park: Appointment of Development Contract | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | July 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: http://mod/documents/s65749/ExecCabReport%20Digital%20Health%20Village%20Euxton%20Lane%20Update%20Version%202.pdf | Report of the Director (Business, Development and Growth) |
| Business, Development and Growth Restructure | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Executive Leader and Executive Member (Economic Development and Public Service Reform) | | 30 Apr 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=5707&Ver=4 | Report of the Director (Business, Development and Growth) |
| Deputy Executive Leader and Executive Member (Resources) | | | | | | | |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--|--|-----------------------------------|--|-------------------------------------|--|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Appointment of Agency Workers through the MSTAR2 Framework | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | July 2017 | No | No | Report of the Director (Policy and Governance) |
| Shop Front Improvement Grant: 75 Bolton Street, Chorley | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | 28 Feb 2018 | No | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=28298&Opt=3 | Report of the Director (Business, Development and Growth) |
| Changes to Market Rents and Fees | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | February 2018 | No | No | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--|--|-----------------------------------|--|-------------------------------------|---|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Discretionary Rate Relief Report in respect of applications for discretionary rate relief for the financial year 2017/2018 | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | 16 Mar 2018 | No | No | Report of the Director (Customer and Digital) |
| Lease: Victory Park | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | March 2018 | No | No | Report of the Director (Policy and Governance) |
| HR Policy: Attendance Policy | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | April 2018 | No | No | Report of the Director (Policy and Governance) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--|--|-----------------------------------|--|--|--|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| HR Policy: Alcohol & Drugs | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | April 2018 | No | No | Report of the Director (Policy and Governance) |
| Shop Front Improvement Grant: Viroklenz, Unit 3 The Initial Site, Harpers Lane | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | September 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?IId=28298&Opt=3 | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
|--|--|--|-----------------------------------|--|--|--|---|
| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Choose Chorley Grant: Centaur Technologies Ltd | Executive Leader and Executive Member (Economic Development and Public Service Reform) | Deputy Executive Leader and Executive Member (Resources), Executive Leader and Executive Member (Economic Development and Public Service Reform) | | 30 Oct 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/documents/s37299/Updated%20Exec%20Cab%20Chorley%20Inward%20Investment%20Plan%20June%202013.pdf | Report of the Director (Business, Development and Growth) |
| Land: Rear of Atherton Street, Adlington | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Land: Adjacent to 53 School Field, Clayton Brook | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources), Executive Leader and Executive Member (Economic Development and Public Service Reform) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Business, Development and Growth) |
| Land: Adjacent to 1 Sycamore Court, Chorley | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Shop Front Improvement Grant: 8 Cheapside, Lucky 8's Rock and Blues Bar | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | August 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?Ild=28298&Opt=3 | Report of the Director (Business, Development and Growth) |
| Shop Front Improvement Grant: 12a Chapel Street, Jarvis Spencer Jewellery | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | October 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Section 106 | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | July 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Chief Executive |
| CIL | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | July 2017 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | | Report of the Chief Executive |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Disposal of Land to Network Rail for pedestrian footbridge at Bradshaw Playing Fields, adjacent to Fairview Community Centre, Adlington | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | A significant impact in environmental, social or physical terms in two or more wards | March 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Business, Development and Growth) |
| Unit 2, 9 Market Walk, Chorley - Renewal of Lease of Premises to Costa Limited | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | A contract worth £100,000 or more | March 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Business, Development and Growth) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Land: Adjacent to 9 Red House Bridge, Adlington, Chorley | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | Before 12 Feb 2018 | Paragraph 1: Information relating to any individual. Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information. | No | Report of the Director (Business, Development and Growth) |
| Network Procurement | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | A contract worth £100,000 or more | March 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information. | No | Report of the Director (Customer and Digital) |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Shop Front Improvement Grant - 6-8 Church Street, Adlington | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | February 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information. | Details can be found here: https://democracy.chorley.gov.uk/ielIssueDetails.aspx?Ild=28298&Opt=3 | Report of the Director (Business, Development and Growth) |
| Award of Contract: Chorley Cemetery Paths and Associated Works | Deputy Executive Leader and Executive Member (Resources) | Deputy Executive Leader and Executive Member (Resources) | | March 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | Details can be found here: http://mod/documents/s83032/Chorley%20Cemetery%20Paths%20and%20Associated%20Works.pdf | Report of the Director (Early Intervention and Support) |
| Executive Member (Early Intervention and Support) | | | | | | | |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| Executive Member (Homes and Housing) | | | | | | | |
| Housing Options and Support Team - Restructure | Executive Member (Homes and Housing) | Executive Member (Homes and Housing) | | March 2018 | Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information | No | Report of the Director (Early Intervention and Support) |
| Executive Member (Public Protection) | | | | | | | |
| Scrap Metal Dealers Act 2013 | Executive Member (Public Protection) | Executive Member (Public Protection) | | May 2017 | Paragraph 1: Information relating to any individual. | No | Report of the Director (Early Intervention and Support) |
| Executive Member (Customer, Advice and Streetscene Services) | | | | | | | |

| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
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| Details of the Decision to be taken | Decision to be taken by | Relevant Portfolio Holder | Reason the decision is key | Earliest Date decision can be taken | Will the public be excluded? | Are there any background papers? | Documents to be considered by Decision taker |
| To agree to the purchase of Wymott Bowling Club on the terms recommended by the Head of Legal, Democratic and HR Services | Executive Member (Customer, Advice and Streetscene Services) | Executive Member (Customer, Advice and Streetscene Services) | | October 2017 | No | https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44123 | Report of the Director (Policy and Governance) |

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Health Scrutiny – Work plan 2017/18

| Date to C'ttee | Report | STP Governance Meeting Workstream*/Priority area** | Lead Officers (including STP SRO) | Outline reasons for scrutiny/scrutiny method |
|----------------|--|--|---|---|
| 24 July | STP Workforce – Scrutiny Inquiry Day Report | Workforce* | CC Steve Holgate, former Chair of the Health Scrutiny Committee | To formulate recommendations from the report and to determine who to circulate to. |
| | Update on the Local Workforce Action Board | Workforce* | Heather Tierney-Moore and Damian Gallagher, LCFT | Update on the work of the Board. |
| | Chorley Hospital Emergency Department mobilisation | Workforce*/Hospitals** and Urgent Care** | Karen Partington, Mark Pugh, LTHFT | Update on the mobilisation of the Emergency Department and recruitment issues |
| 19 Sept | Next Steps on the NHS Five Year Forward View – Sustainability and Transformation Partnerships; Accountable Care Systems and Local Delivery Plans | - | NHSE North, Healthier Lancashire and South Cumbria, Fylde and Wyre CCG, Morecambe Bay CCG, | Overview of the next steps on the NHS five year forward view and update on the Accountable Care System. |
| 31 Oct | Winter pressures and preparations (A&E) | All | Heather Tierney-Moore (AEDB), Derek Cartwright, NWAS, Paul Simic, LCA, LTHFT? Tony Pounder, LCC | Overview of pressures and preparations (adults/acute trusts/mental health) |

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Agenda Item 9

| Date to C'ttee | Report | STP Governance Meeting Workstream*/Priority area** | Lead Officers (including STP SRO) | Outline reasons for scrutiny/scrutiny method |
|----------------|--|--|--|---|
| 12 Dec | Improvements to Mental Health Services in Lancashire | Care Professional Board* | Steve Winterson, LCFT | Report on planned changes for both the Central and Pennine Lancashire areas |
| | Suicide Prevention | Care Professional Board* Mental Health** | Dr Sakthi Karunanithi and Chris Lee, Public Health | To ensure effective implementation of the (local authority) suicide prevention plan |
| 23 Jan 2018 | Adult Social Care – and Public Health Budget Proposals | - | Tony Pounder, Dr Sakthi Karunanithi and Neil Kissock, LCC | Budget proposals from the following Cabinet Members: <ul style="list-style-type: none"> • Graham Gooch – Adult Services • Shaun Turner – Health and Wellbeing |
| | Delayed Transfers of Care | Care Professional Board* | Tony Pounder, LCC, Karen Partington, Lancashire Teaching Hospitals Trust | Delayed days that are attributable to social care in respect of interaction between the County Council and Lancashire Teaching Hospitals Trust. |
| 5 March | Life Expectancy and Health in All Policies | Care Professional Board* Prevention** | Dr Sakthi Karunanithi | Overview of Life Expectancy and Healthy Life Expectancy across Lancashire and Health in All Policies |
| | Inequity of funding for medical undergraduate and post graduate training in Lancashire and South Cumbria | Workforce* | Calum Pallister and Jane Mamelok, Health Education England (North West) | Briefing from Health Education England on the funding formula and recruitment of Occupational Therapists and Physiotherapists. |

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Agenda Item 9

| Date to C'ttee | Report | STP Governance Meeting Workstream*/Priority area** | Lead Officers (including STP SRO) | Outline reasons for scrutiny/scrutiny method |
|----------------|---|--|---|---|
| | | | | |
| 17 April | Skin cancer awareness | Care Professional Board* Prevention** | Sofiane Rimouche, LTHFT | Raising awareness session (on the rising of the Committee meeting?) |
| | Sustainability and Transformation Partnership (STP) Refresh | - | Dr Amanda Doyle and Neil Greaves, Healthier Lancashire and South Cumbria (and Fylde Coast ACS?) | Update on the STP (refresh) as requested by the Committee at its meeting held on 19 September 2017. |
| | | | | |

Requested topics to be scheduled:

- Community mental health; early intervention and prevention (Chris Lee, Public Health)
- Suicide Prevention in Lancashire – annual update (December 2018)
- Transforming Care for people with a Learning Disability and/or Autism
- Winter preparations and planning (April/June/July)
- Budget Scrutiny – savings proposals as identified at the 23 January 2018 meeting
- Delayed Transfers of Care (DTC) as a whole system (June/July)

Referrals from Steering Group to the full Committee to be scheduled:

- Immunisations – seasonal influenza (Sakthi Karunanithi, LCC, Jane Cass, NHS England)

Potential topics for the Committee and its Steering Group:

- Data sharing
- Dementia awareness
- Care Home Quality

Health Scrutiny Steering Group – Work plan 2017/18

| Date to C'ttee | Report | Lead Officers | Outline reasons for scrutiny/scrutiny method |
|----------------|---|---|---|
| 4 July 2017 | <ul style="list-style-type: none"> i. Royal Preston Hospital – bid for new primary care front end at Emergency Department and Urgent Care Centre (A&E) ii. WLCCG – Termination of single handed GP contract iii. FWCCG – Improving health services in Kirkham and Wesham | <ul style="list-style-type: none"> i. Stephen Gough and David Armstrong, NHS England – Lancashire ii. Jackie Moran, WLCCG iii. Kate Hurry and Andrew Harrison, FWCCG | <ul style="list-style-type: none"> i. Unique bid for capital – need to identify appropriate funding stream to expedite and assist with overall A&E function ii. To receive updates on progress – wider concerns around single handed GPs in Lancashire iii. Overview of the proposals – concerns also raised by local councillor |
| 27 Sept | <ul style="list-style-type: none"> i. Proposal for a Central Lancashire Mental Health Inpatient Unit ii. NHS England – 'Childhood Immunisation Performance Report for Lancashire, and Associated Action Plan | <ul style="list-style-type: none"> i. Steve Winterson, LCFT ii. Jane Cass, NHS England, Sakthi Karunanithi, Director of Public Health | <ul style="list-style-type: none"> i. Overview of proposals ii. To receive a report on Childhood Immunisation Performance for Lancashire and associated action plan to identify and address reasons for the downward trend of low uptake for screening, vaccinations and immunisations across Lancashire, how this will be monitored, targets met and timescales. |
| 11 Oct | <ul style="list-style-type: none"> i. Health and Wellbeing Board (HWB) – Update ii. Implementation of the Care Act 2014 within secondary mental health services in Lancashire | <ul style="list-style-type: none"> i. Sakthi Karunanithi, LCC ii. Charlotte Hammond, LCC | <ul style="list-style-type: none"> i. Update on HWB Partnerships/Lancashire Health and Wellbeing Strategy ii. To receive referral made to scrutiny and to determine how the Steering Group wishes to proceed. |

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Agenda Item 9

| Date to C'ttee | Report | Lead Officers | Outline reasons for scrutiny/scrutiny method |
|----------------|---|--|--|
| 15 Nov | <ul style="list-style-type: none"> i. General service updates on Adult Social Care ii. Suicide Prevention iii. Report on Steering Group's purpose | <ul style="list-style-type: none"> i. Tony Pounder, LCC ii. Chris Lee, Public Health, LCC iii. Gary Halsall, LCC | <ul style="list-style-type: none"> i. To receive general service updates and to prepare for January 2018 Committee meeting on DToC ii. Preparations and key lines of enquiry for Committee meeting scheduled 12 December 2017 iii. Advice and options for a revised purpose of the Committee's Steering Group |
| 6 Dec | <ul style="list-style-type: none"> i. Implementation of the Care Act 2014 within secondary mental health services in Lancashire ii. VirginCare – Community Health and Urgent Care Services Contract iii. Better Care Together; or iv. Together A Healthier Future | <ul style="list-style-type: none"> i. Charlotte Hammond, LCC, and LCFT ii. Jackie Moran, Karen Tordoff WLCCG and VC iii. Morecambe Bay CCG iv. Mark Youlton, East Lancashire CCG | <ul style="list-style-type: none"> i. Awaiting responses to a referral made to scrutiny in relation to a Section 75 Agreement ii. Update on contract awarded to private provider iii. Update on the Bay Health and Care Partners LDP and outcomes of Trust Boards in relation to integrated hospital community and primary care services (Integrated Care Communities ICC). iv. Update on the Pennine Lancashire LDP |
| 10 Jan 2018 | <ul style="list-style-type: none"> i. Our Health, Our Care Local Delivery Plan (LDP) – need to move ii. Public Health – Life Expectancy iii. Implementation of the Care Act 2014 within secondary mental health services in Lancashire | <ul style="list-style-type: none"> i. Denis Gizzi, Mark Pugh and Sarah James GPCCG + CSRCCG ii. Dr Sakthi Karunanithi | <ul style="list-style-type: none"> i. Outcome of clinical process mapping work from the Solution Design Events and the LDP programme ii. Develop objectives, key lines of enquiry and outcomes |

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Agenda Item 9

| Date to C'ttee | Report | Lead Officers | Outline reasons for scrutiny/scrutiny method |
|----------------|---|---|--|
| | <ul style="list-style-type: none"> iv. VirginCare – Community Health and Urgent Care Services Contract v. Update on the completion of the new primary care front-end at Royal Preston Hospital | <ul style="list-style-type: none"> iii. Charlotte Hammond, LCC, and LCFT iv. Jackie Moran, Karen Tordoff WLCCG and VC v. Stephen Gough and David Armstrong, NHS England – Lancashire | <ul style="list-style-type: none"> iii. Awaiting responses to a referral made to scrutiny in relation to a Section 75 Agreement iv. Update on contract awarded to private provider v. Update – briefing note/attendance at meeting |
| 7 Feb | <ul style="list-style-type: none"> i. Fylde Coast ACS, Your Care, Our Priority and Multi-speciality Community Partnerships (MCP) ii. Life Expectancy and Health in All Policies | <ul style="list-style-type: none"> i. Peter Tinson, Fylde and Wyre CCG ii. Dr Aidan Kirkpatrick and Andrea Smith | <ul style="list-style-type: none"> i. Update on the Fylde Coast ACS, Your Care, Our Priority LDP and Multi-speciality Community Providers (MCP) ii. Develop objectives, key lines of enquiry and outcomes |
| 14 Mar | <ul style="list-style-type: none"> i. Report on Steering Group's purpose for 2018/19? ii. Chorley Hospital Emergency Department mobilisation and Urgent Care Centre Performance (GTD) iii. Quality Accounts for Trusts and mechanisms with Healthwatch | <ul style="list-style-type: none"> i. Gary Halsall, LCC ii. Suzanne Hargreaves and Dr Gerry Skailles, LTHFT iii. Sheralee Turner-Birchall, Healthwatch | <ul style="list-style-type: none"> i. Advice and options for a revised purpose of the Committee's Steering Group for 2018/19 onwards ii. Update on the mobilisation of the Emergency Department and recruitment issues iii. To formulate responses to requests from Trusts on their Quality Accounts; consider potential mechanisms with Healthwatch and Impact Events. |

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Agenda Item 9

| Date to C'ttee | Report | Lead Officers | Outline reasons for scrutiny/scrutiny method |
|----------------|-----------------------------------|-----------------------------|--|
| | | | |
| 11 Apr | LCC Adult Social Care Winter Plan | Tony Pounder, Sue Lott, LCC | Review the effective/robustness of the 2017 plan |
| | | | |
| 16 May | Work planning for 2018/19 | | |
| | | | |

Topics referred by the Committee for Steering Group's action:

- Chorley Hospital Emergency Department mobilisation and Urgent Care Centre Performance (GTD)
- Suicide Prevention in Lancashire – 6 monthly progress report on outcomes set out in the Logic Model (June 2018)
- Healthy Child Programme Contract – outcome of appeal? – Rachel Tanner

Potential topics for Steering Group:

- NWAS - Update on Government reporting standards – Peter Mulcahy, and NWAS transformation Strategy and NWAS future – Mark Newton
- West Lancashire LDP
- Pharmacies and prescriptions – volume of returned medicines and disposal of same, failure to collect, patient medicine reviews, change to current practice
- Low priority prescribing – consultations across CCGs - update
- Capital investments across Lancashire
- Lancashire Care Association – update on Registered Care Managers Network (RCMN) – Paul Simic, CEO

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OVERVIEW AND SCUTINY COMMITTEE WORK PROGRAMME 2017/18

| To be considered: | 15 Jun | 6 Jul | 21 Sep | 12 Oct | 24 Oct | 30 Nov | 25 Jan | 8 Mar | 22 Mar |
|--|-------------|------------|-------------|------------|------------|-------------|------------|-------------|------------|
| | OSPP | OSC | OSPP | OSC | OSC | OSPP | OSC | OSPP | OSC |
| Panel Meeting (OSPP) to consider Council and related performance in addition to scrutiny of key service areas | * | | * | | | * | | * | |
| Overview and Scrutiny Performance Panel minutes | | * | | * | | | * | | * |
| Executive Cabinet Minutes | | * | | * | | | * | | * |
| Notice of Executive Decisions | | * | | * | | | * | | * |
| Chorley Integrated Community Wellbeing Communications | | | | * | | | * | | * |
| Digital Strategy | | | * | | | | | | |
| Flooding | | | | | | | | | * |
| Budget Scrutiny | | | | | | | * | | |
| Health Scrutiny | | * | | * | | | * | | * |
| Health and Safety | | | | | | | | | * |
| Annual Reporting Back Report | | * | | | | | | | |
| Overview and Scrutiny Work Programme | | * | | * | | | * | | * |

Scrutiny Reviews:

| | | | | | | | | | |
|---|--|--|--|--|---|--|----|--|---|
| Quality of housing provided by social landlords | | | | | | | | | S |
| Rollout of Superfast Broadband by BT | | | | | | | R | | |
| Leisure Contract | | | | | | | FR | | |
| Waste Management Contract | | | | | * | | | | |

Potential topics for future reviews

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| Communications | | | | | | | | | |
| Community Racial Integration | | | | | | | | | |
| Flooding | | | | | | | | | |
| Market Walk | | | | | | | | | |
| Neighbourhood Area Meetings (following the Electoral Review) | | | | | | | | | |

Crime and Disorder Scrutiny:

| | | | | | | | | | |
|--|--|--|--|---|--|--|--|--|--|
| Community Safety Partnership – Child Sexual Exploitation | | | | R | | | | | |
| Counter Terrorism Act | | | | * | | | | | |

Key:

Task Group Reviews:

- S Scoping of the review
- C Collecting and considering evidence
- FR Final report of the review
- R Feedback and response from the Executive Cabinet
- M Monitoring Reports, 1 2 and 3 (if required)
- V Verbal update from the Chair

Acronyms

- OSC Overview and Scrutiny Committee
- OSPP Overview and Scrutiny Performance Panel

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