

OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 28TH JUNE 2018, 6.30 PM

COMMITTEE ROOM 1, TOWN HALL, CHORLEY

AGENDA

APOLOGIES

MINUTES

1 **MINUTES OF MEETING THURSDAY, 22 MARCH 2018 OF
OVERVIEW AND SCRUTINY COMMITTEE**

(Pages 5 - 8)

2 **MINUTES OF MEETING THURSDAY, 14 JUNE 2018 OF OVERVIEW
AND SCRUTINY PERFORMANCE PANEL**

As the meeting was held on 14 June the minutes are not yet available.
They will follow.

3 **DECLARATIONS OF ANY INTERESTS**

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

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

4 **PUBLIC QUESTIONS**

Members of the public who have requested the opportunity to ask a
question(s) on an item 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.

5 **YOUTH ZONE UPDATE**

Janine Blythe, Chief Executive of Inspire, will give an update on the first few
weeks that the Youth Zone has been open.

Members will have the opportunity to ask any questions they have.

SCRUTINY OF THE EXECUTIVE CABINET

6 EXECUTIVE CABINET MINUTES

A MINUTES OF MEETING THURSDAY, 15 MARCH 2018 OF EXECUTIVE CABINET

(Pages 9 - 16)

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

B MINUTES OF MEETING THURSDAY, 21 JUNE 2018 OF EXECUTIVE CABINET

To consider the Executive Cabinet minutes of the meeting held on 21 June.

As the meeting was held on 21 June the minutes are not yet available. They will follow.

C NOTICE OF EXECUTIVE DECISIONS

(Pages 17 - 46)

To view the latest notice of Executive Decisions click here:

<https://democracy.chorley.gov.uk/mgListPlanItems.aspx?PlanId=880&RP=115>

The document is also attached and correct as of 20 June.

7 SCRUTINY REPORTING BACK: CHORLEY COUNCIL'S ANNUAL REPORT ON OVERVIEW AND SCRUTINY IN 2017/18

(Pages 47 - 56)

To receive and consider the Council's Annual Report on Overview and Scrutiny in 2017/18.

The report will be presented to Council in July.

8 REPORTS FROM THE TASK AND FINISH GROUPS

Overview and Scrutiny Task Group - Quality of housing provided by social landlords

To receive a verbal update on the inquiry from the Chair, Councillor Matthew Lynch.

9 OVERVIEW AND SCRUTINY WORK PROGRAMME

(Pages 57 - 58)

To consider the Scrutiny Work Programme for 2018/19.

10 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 Alistair Morwood (Vice-Chair) and Councillors Paul Clark, Christopher France, Yvonne Hargreaves, Steve Holgate, Paul Leadbetter, Matthew Lynch, June Molyneaux, Greg Morgan, Steve Murfitt, Debra Platt, Gillian Sharples 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

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**MINUTES OF OVERVIEW AND SCRUTINY COMMITTEE****MEETING DATE Thursday, 22 March 2018****MEMBERS PRESENT:** Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Charlie Bromilow, Paul Clark, Paul Leadbetter, June Molyneaux, Greg Morgan, Alistair Morwood and Debra Platt**OFFICERS:** Rebecca Huddleston (Director (Policy and Governance)), Asim Khan (Director (Customer and Digital)), Ruth Rimmington (Democratic and Member Services Team Leader) and Denise Fisher (Health and Safety Advisor)**APOLOGIES:** Councillor Jane Fitzsimons, Matthew Lynch and Kim Snape**OTHER MEMBERS:** Councillor**a Minutes of meeting Thursday, 25 January 2018 of Overview and Scrutiny Committee****Decision: That the minutes of the Overview and Scrutiny Committee held on 25 January 2018 be approved as a correct record for signature by the Chair.****b Minutes of meeting Thursday, 8 March 2018 of Overview and Scrutiny Performance Panel****Decision: That the minutes of the Overview and Scrutiny Performance Panel held on 8 March 2018 be noted.****18.OS.2 Declarations of Any Interests**

There were no declarations of interest received.

18.OS.3 Public Questions

There were no public questions for consideration.

18.OS.4 Executive Cabinet Minutes**Decision: That the minutes of the Executive Cabinet meeting held on 15 February 2018 be noted.**

18.OS.5 Notice of Executive Decisions

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

Members discussed the best way to receive this document and agreed that the document should be enclosed with the agenda.

Decision: That the Notice of Executive Decisions be noted.

18.OS.6 Health and Safety presentation

Denise Fisher, Health and Safety Advisor, attended the meeting and delivered a short presentation on health and safety.

The presentation had been requested at the last meeting, but the Chair highlighted the need to keep within the remit of the Committee and not overlap the work being undertaken by the Governance Committee.

Members raised several points and noted that if a task took longer, but it was being done safely, this would be accepted by management and supported. This will be tested in a future staff survey.

Asim Khan, Director (Customer and Digital) noted that Chorley Council has a responsibility to keep staff safe, and that as the new approach has been implemented alongside the modernisation strategy overall efficiencies have been gained.

Members noted that a pilot had been undertaken on the A674 in Wheelton to cut the edgings, in addition to the grass. Due to health and safety there had been a need to engage a traffic management company. This work had not been undertaken for a number of years. The pilot will be reviewed, with a view to rolling out this approach across Chorley in the winter season.

The Chair suggested that health and safety be a topic for a Member Learning Session in the new municipal year and thanked Denise for her presentation.

Decision: That the presentation be noted.

18.OS.7 Review of communication with Councillors

Rebecca Huddleston, Director (Policy and Governance), presented a report which reviewed communications with Councillors, as requested at the meeting in October.

Members receive information in different ways, including intheknow (fortnightly), intheboro (monthly), Member Learning Sessions, agenda papers, undertaking overview and scrutiny inquiries, briefings (for Committee Chairs and Vice-Chairs, Executive Member and portfolio briefings, Opposition briefing etc), press releases and social media.

Member Support Working Group had reviewed intheknow as a communication tool in September 2017 and discussed the effectiveness of the publication, which they felt continued to be a useful tool. It was agreed that no changes to the publication were

required. However, Democratic Services will promote the use of intheknow with officers, especially in relation to ward information and neighbourhood preferred project updates.

Members noted that the document detailing officer contact telephone numbers and the officer management structure in the Members' Room will be updated. Asim Khan advised that ICT are looking to create a dynamic application on the iPads to provide officer contact information and will consult Member Support Working Group on the development of this.

Decision:

- 1. That the report be noted.**
- 2. To review communication with Councillors in October 2018.**

18.OS.8 Flooding position statement

The Director (Customer and Digital) presented a report which informed Members of the current position of the Chorley Council Flood Relief Scheme, including volumes of applications, amounts of monies pending and already paid out. The report gave an overview of wider flooding issues in the borough and the action taken to address these.

A total of 426 properties in the borough were confirmed as flooded as a result of Storm Eva on 26 December 2015. Chorley Council's flood relief scheme was made up of a number of different elements based upon guidance.

There were other funds and schemes available, including a local discretionary relief fund, the Lancashire Flood Appeal and Property Level Resilience Grants (PLRG). Details of claims were set out in the report.

Members noted that the council closed its scheme to new applications on 30 November 2017. There are currently 28 outstanding applications. There have been some lengthy delays in work being completed due to the fact that many flood doors and barriers are bespoke and as such have a long lead time for manufacture.

Recent information has indicated that the MHCLG are intending to close the scheme on 31 March 2018 with final payments for reimbursement to the council being made in June 2018. The council are seeking confirmation that any grants paid out after this time will still be reimbursed.

The report set out totals, including unclaimed grants for properties in Croston where a grant application has not been made by the owner despite a number of reminders being issued. The council made a significant financial contribution of £1M to the Croston Flood Risk Management Scheme which is vital in reducing the risk of flooding to the community.

The council is endeavouring to secure grant funding which the government has already earmarked for the protection of the community of Croston and has been in correspondence with ministers over a number of months regarding this.

Since the extensive flooding in December, there has been work taking place in a number of specific areas where flooding is a known issue, including The Common

(Adlington), Town Lane and Waterhouse Green (Whittle-le-Woods), Hurst Brook (Coppull), Clematis Close (Euxton) and Weldbank Lane (Chorley).

The Croston Flood Risk Management Scheme is now complete. This scheme decreases the river level through Croston during a flood event by restricting the amount of water flowing through the new structure and embankment, holding back the water in a flood storage basin upstream. The defences were put into operation for the first time over the weekend of 21 and 22 October 2017, successfully protecting the residents and the community.

It is expected the likelihood and severity of flooding will be significantly reduced. There may still be some issues with surface water flooding which will be duly considered and investigated once we have a heavy rainfall event.

The report set out other work the council is undertaking in this area, including the Making Space For Water multi-agency group, input into the Lancashire County Council Section 19 Investigation, Community Resilience and the Chorley Council Flood Plan.

Decision:

- 1. That the position statement for the Flood Relief Scheme is noted.**
- 2. That the action being taken to address wider flooding issues in the borough is noted.**

18.OS.9 Health Scrutiny

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

The Chair requested that the council's representative on the Committee attend the next meeting to deliver an update and give the Committee the wider context of the work programme.

Decision: That the report be noted.

18.OS.10 Reports from the Task and Finish Groups

Councillor June Molyneaux, a member of the Task Group, updated the Committee on the actions undertaken at the meeting earlier in the week.

A draft survey was considered by Members and will be sent to a random sample of tenants in April.

Decision: That the update be noted.

18.OS.11 Overview and Scrutiny Work Programme

Decision: That the work programme be noted.

Chair

Date



MINUTES OF EXECUTIVE CABINET

MEETING DATE Thursday, 15 March 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), Chris Sinnott (Director (Early Intervention and Support)), Asim Khan (Director (Customer and Digital)), Mark Lester (Director (Business, Economic and Growth)), Chris Moister (Head of Legal, Democratic & HR Services), Angela Barrago (Health and Wellbeing Manager), Dianne Scambler (Democratic and Member Services Officer) and Riley (Communications)

APOLOGIES: None.

OTHER MEMBERS: Councillor Aaron Beaver, Gordon France, Margaret France, Danny Gee, Tom Gray, Marion Lowe, Matthew Lynch, June Molyneaux, Alistair Morwood, Alan Cullens and John Walker

18.EC.20 Minutes of meeting Thursday, 15 February 2018 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 15 February 2018 be confirmed as a correct record for signing by the Executive Leader.

18.EC.21 Declarations of Any Interests

There were no declarations of any interests.

18.EC.22 Public Questions

There were no public questions received.

18.EC.23 Coronation Recreation Ground Phase 2 Approval and Phase 1 Update

The Executive Leader presented the report of the Director (Business, Development and Growth) that sought approval for the tender process for Phase two works at Coronation and Harpers Recreation Grounds. The report also provided an update on the Phase one tender process.

Following Executive Cabinet approval in November 2017 it was agreed that £449,000 be allocated to Coronation Recreation Ground and £207,000 be allocated to Harpers Lane Recreation Ground, funded by existing Council reserves and capital receipts, already committed to play and open development, along with S106 developer contributions and external funding bids.

As the total value for the phase 2 procurement was unknown owing to the tendering of phase 1, the procurement approach of phase 2 was agreed to be determined by Executive Cabinet once grant funding had been confirmed and the total cost of phase 1 was fixed.

Funding bids have been successful, providing £88,000 towards the project at Coronation Recreation Ground and the pre-tender estimate for delivery of phase 1 on both sites was £150,000 which will carry out essential maintenance works that have been agreed through member engagement. The appointed contractor following tender evaluation quoted £162,000 (including contingency) resulting in budgets needing to be realigned.

Phase 2 works at Coronation Recreation Ground will consist of a play area for 2-8 ages to the value of £150,000 and a MUGA, fitness zone and play equipment for 8+ to a contract value of £170,000. It was proposed to tender the two Design and Build contracts separately that would run concurrently. The Council's procurement team have been engaged in this decision and endorsed the approach being taken.

It was noted that the provision of CCTV was planned for the next phase, although the Leader informed the meeting that they would try to bring this forward to afford protection of the newly installed equipment.

Decision: Approval granted for:

- 1. The procurement approach for phase two at Coronation Recreation Ground.**
- 2. Delegated Authority to the Executive Leader and Executive Member (Economic Development and Public Service Reform) for the awarding of the phase two contract.**
- 3. Submission of a funding bid to Fields in Trust for £5k active Spaces Funding for the provision of finance to deliver structured sessions to engage the community to use the new facilities at Harpers Lane Recreational Ground.**

Reasons for recommendation(s)

1. To deliver the commitments to improve Coronation recreation and Harpers Recreation Grounds as included in the Play, Open Spaces and Playing Pitch Strategy. This work is proposed to be carried out in phases to keep the recreation grounds open for use throughout the enhancement.
2. To spend the Section 106 developer contributions and external funding which has been collected for these improvements.
3. To maintain the assets and ensure they remain in good repair and therefore reduce any health and safety risk to the public and encourage inward investment in the Borough.
4. To promote the use of the space by the community and contribute to the health and wellbeing of the community.

Alternative options considered and rejected:

To do no improvements. This is rejected because it would result in the loss of the section 106 developer contributions, external funding and increase the risk of those assets falling into serious disrepair which is a reputational health and safety risk.

18.EC.24 Neighbourhood Priorities 2018/19

The Executive Member (Early Intervention and Support) presented the report of the Director (Early Intervention and Support) that provided a summary of the decision making processes that had taken place to determine the neighbourhood priorities for 2018/19. The proposed priorities that had been agreed by each of the eight Neighbourhood Area Meetings were presented in the report.

Once agreed, a Lead Officer would be allocated to each of the priorities who would then liaise with the relevant members to scope out the project.

It was also noted that the Electoral Review currently taking place may alter some of the Neighbourhood boundaries and that the Council needed to work more closely with Parish Council's and other organisations regarding project funding.

Decision: Approval granted for:

- 1. The neighbourhood priorities agreed at each of the eight Neighbourhood Area Meetings.**
- 2. That when scoping out the detail and financial resources required for each priority, financial or in kind contributions will be sought from partners within the neighbourhood including parish councils, Lancashire County Council, voluntary sector and other stakeholders.**
- 3. Delegated Authority to be given to the Executive Member (Early Intervention and Support) for the approval of additional funding for those projects subsequently scoped out as requiring increased financial resources beyond £2k, to be phased, or developed further as an individual corporate project.**

Reasons for recommendation(s)

Neighbourhood working and associated projects is key priority with the council's corporate strategy and encourages the improvement of environmental, health and social features within the eight neighbourhoods of Chorley.

Alternative options considered and rejected:

To not support the continuation and development of neighbourhood priorities across the borough and not make the £50,000 funding available.

18.EC.25 Streetscene Modernisation Strategy 2018-2020

The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) that informed of progress made during the implementation of the Streetscene Modernisation Strategy and to present and updated Strategy for 2018-20.

The Strategy includes:

- Six key areas of focus for 2018/19
- Key performance measures

- A high level action plan
- Updated information in respect of council related assets

Key areas of focus for 2018/19 are:

- Corporate Strategy project
- Key policies – operational procedures
- Quality Control
- Technology – Phase 2
- Resources: Budget and staffing
- Internal and External asset Management

Decision:

- 1. That the report be noted.**
- 2. Approval of the Streetscene Modernisation Strategy 2018-2020**

Reasons for recommendation(s):

To ensure that the streetscene service is fit for purpose, utilising resources appropriately and managing and meeting customer expectations.

Alternative options considered and rejected:

To curtail the successful programme of review and change initiated in 2017/18 that is essential for the successful modernisation and development of service.

18.EC.26 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.27 Acquisition of Former Hyatt Restaurant, Dole Lane and Proposed Lease to Chorley Little Theatre

The Executive Member (Resources) presented the report of the Director (Business, Development and Growth) that sought approval to purchase the building known as the Hyatt Restaurant premises on the terms indicated in the report and shown, edged in red on the attached plan.

The report also sought approval of a new lease to be granted to Chorley Little Theatre for the Hyatt premises to be able to be occupied in connection with their use of the Chorley Little Theatre for studio space, rehearsals and storage.

The expansion of the rehearsal rooms would allow the theatre to work with more young people and encourage more volunteering in this field. It was also noted that this area of Chorley was designated as an entertainment area on the Town Centre Masterplan.

Decision:

- 1. Approval for the Council to proceed with the freehold purchase of the Hyatt premises, 1 Dole Lane, Chorley PR7 2RL by the 31 March 2018 so that preparations can be implemented by the Chorley Little Theatre for its expansion and rehearsal rooms.**

2. **Delegated authority granted to the Executive Member (Resources) to negotiate the terms of the lease with the Chorley Little Theatre in accordance with those provisionally agreed and contained at paragraph 17 of the report.**
3. **Delegated authority granted to the Head of Legal, Democratic and HR to complete the documentation for both purchase of the freehold from the existing vendor and complete the documentation for a Lease on terms to be negotiated with Chorley Little Theatre.**

Reasons for recommendation(s)

1. The Council will secure the delivery of a valuable historic community asset to the Chorley Borough, enabling theatre goers to continue to enjoy the community benefits that this theatre currently brings including plays, comedy acts, musical events, historical events and other community groups. The additional space should encourage other volunteers and give more scope for several productions and volunteers at the same time.
2. The addition of the Hyatt Premises will also encourage future generations to develop skills in theatre and production work by continuing to provide these opportunities to the Chorley Youth Theatre. The inclusion of the subject building with the existing theatre will also assist with disabled access and older generations to volunteer as the premises are not accessed by steps. Long term the buildings may be merged and developed to provide the Box Office.

Alternative options considered and rejected:

To not proceed with the purchase of the Hyatt Premises would mean that the Council and the Chorley Little Theatre miss out on a valuable opportunity to acquire adjoining premises in the right location and a building that is suitable for future adaptation and merging with the existing theatre. This is of benefit to all the community and theatre goers which will result in the continued successful delivery of the Chorley Little Theatre.

18.EC.28 Restructure of the Health and Wellbeing Team

The Executive Member (Early Intervention and Support) presented the report of the Director (Early Intervention and Support) that sought approval to make changes to the Health and Wellbeing team.

The overarching principle of future working for the Health and Wellbeing Team will be to guide and support communities to become more resilient by; being better connected and informed, being encouraged and given permission to be take the lead in their communities and to contribute more broadly to the shaping of future services, with those closest to the issues faced in communities properly involved throughout all stages of redesign and delivery.

The proposed structure seeks respond to the council's focus on developing more resilient communities, the development of the Youth Zone, the leisure contract review and the partnership of the Integrated Community Wellbeing Service.

The review proposed to increase the capacity for delivery of community-led community development and health awareness projects and creates a dedicated role to project manage the delivery of the council's neighbourhood priorities.

It also considers the increase in younger people's activities that will be available through the opening of the Youth Zone and the potential to better utilise the skills in our communities and resources at our leisure centres to deliver physical activities for both adults and children.

The aim of the restructure will allow for a focus on prevention by addressing existing need and improving outcomes for the broad community as well as the most vulnerable.

Decision:

- 1. Approval of the proposed restructure for formal consultation**
- 2. Delegated authority granted to the Executive Member (Early Intervention and Support) to approve the final structure subject to there being no significant changes to what is proposed within the report.**

Reasons for recommendation(s):

To respond to the need to increase capacity within the health and Wellbeing Team to focus on the delivery of community development and resilience projects and incorporate the responsibility for neighbourhood priorities.

Alternative options considered and rejected:

To continue with the current structure - This was rejected because the structure and the capacity in the team does not support the need to increase resilience in communities or respond to developments of new assets in the community.

18.EC.29 Approval for procurement for Microsoft licensing

The Executive Leader accepted the item of urgent business as the award of the contract is necessary for the continuing operation of the Council.

The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) that sought approval for the procurement of a new three year Microsoft enterprise Service Agreement (ESA) via the Crown Commercial Services (CCS) Framework.

The Council's current ESA is due to expire at the end of April and agreement of a new three year ESA would avoid a price increase that is expected to be introduced by Microsoft in May 2018, thus enabling the Council to benefit from a significant (circa 40%) discount in pricing. All costs for the initial licensing requirements will be contained within existing budget provision.

Decision:

Approval granted to procure Microsoft ESA for a 3 year term via the CCS framework and:

- a. Agreement to the scoring criteria of 90% cost and 10% quality for this procurement.**
- b. Delegated authority to the Executive Member (Resources) for the awarding of the contract.**
- c. Agreement to seek to waive the mandatory 5 day call-in for the Executive Member Decision**

Reasons for recommendation(s)

To achieve value for money prior to the increase in the licensing cost effective from May 2018.

Alternative options considered and rejected:

1. Do nothing but negotiate a new agreement when the current agreement expires. This option has been rejected due to increased cost during the life of any new contract.
2. Whilst there may be other products available on the market which the council has considered since 2013 the Council has invested significantly in Microsoft products (circa. £200,000). Consequently, employee skill sets and development have all been in the use of Microsoft products.

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 Jane Fitzsimons
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. Please note representations should be received 14 days before the date the decision is due to be taken.

Gary Hall, Chief Executive

Last updated: 20 June 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: 21 June, 2 August, 4 October, 15 November and 13 December 2018, 17 January, 14 February and 14 March 2019							
June							
Chorley Council Performance Monitoring Report - Quarter Four Performance	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)		21 Jun 2018		Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59439	Report of the Director (Policy and Governance)
Provisional Revenue and Capital Outturn 2017/18	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	21 Jun 2018		Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59441	Report of the Director (Policy and Governance)
Allocations Policy for Primrose Gardens	Executive Cabinet	Executive Member (Homes and Housing)		21 Jun 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
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Private Sector Housing Assistance Policy: Review 2017-18	Executive Cabinet	Executive Member (Homes and Housing)	A significant impact in environmental, social or physical terms in two or more wards	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)

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	Deputy Executive Leader and Executive Member (Resources)		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)
Future meetings							

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Westway Sports Campus	Executive Cabinet	Executive Leader and Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	2 Aug 2018	No	No	Report of the Director (Business, Development and Growth)
Chorley Council Performance Monitoring Report - Quarter One Performance	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)		2 Aug 2018	No	Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59439	Report of the Director (Policy and Governance)
Revenue and Capital Budget Monitoring 2018/19 Report 1	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	2 Aug 2018	No	Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59441	Report of the Director (Policy and Governance)

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Key Partnerships Monitoring Report	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)		2 Aug 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 (Policy and Governance)
Contract Award for Waste and Recycling Collection Services	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)	A contract worth £100,000 or more	2 Aug 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)

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Chorley Council Performance Monitoring Report - Quarter Two Performance	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)		15 Nov 2018	No	Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59439	Report of the Director (Policy and Governance)
Revenue and Capital Budget Monitoring 2018/19 Report 2	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	15 Nov 2018	No	Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59441	Report of the Director (Policy and Governance)
Chorley Council Performance Monitoring Report - Quarter Three Performance	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)		14 Feb 2019	No	Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59439	Report of the Director (Policy and Governance)

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Revenue and Capital Budget Monitoring 2018/19 Report 3	Executive Cabinet	Deputy Executive Leader and Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	14 Feb 2019	No	Details can be found here: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=59441	Report of the Director (Policy and Governance)
Executive Member Decisions							
Executive Leader and Executive Member (Economic Development and Public Services Reform)							
Approval of Work Package for Market Walk Extension - Expenditure from the end of January 2018	Executive Leader and Executive Member (Economic Development and Public Service Reform)	Executive Leader and Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	April 2018	No	Details can be found here: https://democracy.chorley.gov.uk/documents/s80660/Market%20Walk%20Rpt.pdf	Report of the Director (Business, Development and Growth)

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Approval of Work Package for Market Walk Extension - Market Walk Layout Options	Executive Leader and Executive Member (Economic Development and Public Service Reform)	Executive Leader and Executive Member (Economic Development and Public Service Reform)		May 2018	No	Details can be found here: https://democracy.chorley.gov.uk/documents/s80660/Market%20Walk%20Rpt.pdf	Report of the Director (Business, Development and Growth)
Approval of Work Package for Market Walk Extension - Clifford Street Crossing	Executive Leader and Executive Member (Economic Development and Public Service Reform)	Executive Leader and Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	June 2018	No	Details can be found here: https://democracy.chorley.gov.uk/documents/s80660/Market%20Walk%20Rpt.pdf	Report of the Director (Business, Development and Growth)
Approval of Work Package for Market Walk Extension - PALS Memorial Garden	Executive Leader and Executive Member (Economic Development and Public Service Reform)	Executive Leader and Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	June 2018	No	Details can be found here: https://democracy.chorley.gov.uk/documents/s80660/Market%20Walk%20Rpt.pdf	Report of the Director (Business, Development and Growth)

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Approval of Work Package for Market Walk Extension - Brunswick Street Crossing	Executive Leader and Executive Member (Economic Development and Public Service Reform)	Executive Leader and Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	June 2018	No	Details can be found here: https://democracy.chorley.gov.uk/documents/s80660/Market%20Walk%20Rpt.pdf	Report of the Director (Business, Development and Growth)
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)		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 Chief Executive

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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)		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)
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)

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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)		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?Id=30043&Opt=3	Report of the Director (Business, Development and Growth)

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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)

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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)

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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)

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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
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)

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Contract Award for a MUGA, Fitness Zone and Dynamic Play Equipment on Coronation Recreation Ground	Executive Leader and Executive Member (Economic Development and Public Service Reform)	Executive Leader and Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	August 2018	Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information	Contract Award for a MUGA, Fitness Zone and Dynamic Play Equipment on Coronation Recreation Ground	Report of the Director (Business, Development and Growth)

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Contract Award for an inclusive play area for ages 2 - 8 on Coronation Recreation Ground, Chorley	Executive Leader and Executive Member (Economic Development and Public Service Reform)	Executive Leader and Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2018	Paragraph 3: information relating to the financial or business affairs of any particular person including the authority holding that information	Contract Award for an inclusive play area for ages 2 - 8 on Coronation Recreation Ground, Chorley	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
Housing stock purchase	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)	A contract worth £100,000 or more	June 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)
Housing stock purchase	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)	A contract worth £100,000 or more	June 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)

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Housing stock purchase	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)	A contract worth £100,000 or more	June 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)

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Housing stock purchase	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)	A contract worth £100,000 or more	June 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)

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Housing stock purchase	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)	A contract worth £100,000 or more	June 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)

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Housing stock purchase	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)	A contract worth £100,000 or more	June 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)

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Shop Front Improvement Grant: 75 Bolton Street, Chorley	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?IId=28298&Opt=3	Report of the Director (Business, Development and Growth)
Shop Front Improvement Grant: 63-65 Chapel Street	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)		June 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?IId=28298&Opt=3	Report of the Director (Business, Development and Growth)

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Shop Front Improvement Grant - 1-3 Market Street Adlington	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)		July 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)
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)
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)

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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)
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)
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

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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	No	Report of the Chief Executive
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	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
Lease: Chorley Little Theatre	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	No	Report of the Director (Business, Development and Growth)
Mutual Agreement	Deputy Executive Leader and Executive Member (Resources)	Deputy Executive Leader and Executive Member (Resources)		June 2018	Paragraph 1: information relating to any individual	No	Report of the Director (Business, Development and Growth)
Executive Member (Homes and Housing)							

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Rent Proposal for Primrose Gardens Extra Care	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	June 2018	No	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)

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Scrutiny Reporting Back

Chorley Council's Annual Report on Overview and Scrutiny in 2017/18



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2. Introduction by the Chair and Vice Chair of the Overview and Scrutiny Committee
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7. Financial Scrutiny
8. Other topics considered
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1. MEMBERSHIP OF OVERVIEW AND SCRUTINY COMMITTEE 2017/18



Councillor John Walker
Chair of Overview and Scrutiny Committee 2017/18



Councillor Roy Lees
Vice Chair of Overview and Scrutiny Committee 2017/18

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

2 INTRODUCTION BY THE CHAIR AND VICE CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE

Once again the Overview and Scrutiny Committee has had a busy year undertaking a varied and extensive work programme and three task group reviews. Councillor John Walker and Roy Lees were appointed Chair and Vice Chair respectively for another year. There were also several new members welcomed to the Overview and Scrutiny Committee.

The Overview and Scrutiny Performance Panel, consisting of six members met quarterly to monitor the council's Organisational Plan and Business Planning performance, along with a focus on a number of different service issues.

The three task group reviews established by the Committee were to undertake reviews on the topics of -

- Council's Leisure Management Contract
- Council's Waste Management Contract
- Quality of Housing provided by Social Landlords

The Committee continued to receive six monthly monitoring reports following the Executive Cabinet's response on the implementation of outcomes and measure success from past scrutiny reviews:

CCTV Provision and Infrastructure – the Overview and Scrutiny Committee received a third monitoring report that provided an update on the implementation of the recommendations made by the 2014 task group. The project was completed in 18 months, but had been expected to take three years to deliver and implement. At the time the monitoring report was written, the scheme was on time and within budget.

Feedback received from the police had been positive, with the quality of the pictures being produced significantly assisting in the detection of crime and subsequent prosecutions.

Child Sexual Exploitation (CSE) - the Executive Cabinet accepted the 10 task group recommendations which could be split into five key areas/actions and formed the council's 2017/18 CSE Action Plan -

- training and awareness raising for elected members and officers;
- taxi trade (the majority of which had already been trained) and licensing community training;
- work with partners in producing appropriate materials/delivering events to raise CSE awareness amongst parents and guardians, improve links and maintain links with secondary and primary school;
- elected members personal safety guidance; and
- the council to continue to raise awareness within the community

3 CHALLENGING PERFORMANCE

The Overview and Scrutiny Performance Panel focused on the performance elements of scrutiny, and considered all monitoring information. Scrutinizing performance is a key role for scrutiny and one of the benefits to the dedicated resources was that a smaller number of members were able to drill down to the detail in key areas and adopt some consistency in approach.

The panel for 2017/18 consisted of the following membership -

Councillor John Walker (Chair)
 Councillor Roy Lees (Vice Chair)
 Councillor Matthew Lynch
 Councillor June Molyneaux
 Councillor Greg Morgan
 Councillor Alistair Morwood

The Panel met four times within the last twelve months, considering the Council's Corporate Strategy, key projects and monitoring that captured all the directorate and service level business improvement plans. The Panel also considered an additional performance focus, where different directorates are put under the spotlight.

3.1 Early Intervention and Support

Councillor Beverley Murray, Executive Member (Early Intervention) and Jamie Carson, Deputy Chief Executive/Director (Early Intervention and Support) were in attendance.

Key areas of discussion included -

Volunteering – the majority of existing groups and volunteers had been signed up to Chorley Time Credits. The number of hours earned through volunteering had increased by 47% which has been reflective of the success of the Time Credits earn and spend model. The next step was to encourage groups to extend the services they provide, with support from the Council, to encourage new volunteers.

Neighbourhoods – In 2017/18, 24 new neighbourhood preferred projects, to be delivered in partnership with local communities and key partners, were proposed. Due to the success of the initiative in recent years, more ambitious environmental improvement projects are being put forward, with the predicted cost to the council becoming greater overall. Going forward, greater importance would be given to those projects that required officer support or match funding for their delivery, and projects focused on improving the health and wellbeing of residents are to be encouraged.

Integrated Community Wellbeing - The Performance Panel received a progress report on the Integrated Community Wellbeing Service which was established in April 2017. Phase 1, the relocations of 120 Lancashire Care staff to the council's Union Street office had been completed with them joining the existing 50 Chorley Council staff. To aid better understanding of the various services within Integrated Community Wellbeing a directory of services had been created for each team.

Phase 2 had commenced and would focus on transforming and integrating the services. Phase 3 will evaluate the success of the service.

3.2 Customer and Digital Context

Councillor Adrian Lowe, Executive Member (Customer, Advice and Streetscene Services) and Asim Khan, Director (Customer and Digital) were in attendance.

Members of the Performance Panel considered a report by the Director of Policy and Governance which provided contextual information in regards to an update on Waste and Streetscene performance and the delivery of the Digital Strategy 2017/20. It was reported that a series of modernisation improvements have been implemented which include changes to working arrangements in the areas of Waste, Streetscene and the Digital Strategy.

3.3 Council's Communications and Events Team

Rebecca Huddleston, Director (Policy and Governance) was in attendance.

The Performance Panel considered a report which provided information on the events delivered by the Council's Communications and Events Team, including a summary of the financial cost in delivering each event, the revenue generated, and the number of attendees. Since 2009, the Council's events delivery had significantly increased from two annual events (Picnic in the Park and the Christmas lights switch on), to a yearlong programme of activities designed for people of all ages.

In addition to the events, the Communications and Events Team is also responsible for internal and external communications which include press enquires, social media, branding and website development.

During debate, the Performance Panel discussed many aspects of the work of the Communication and Events Team, including the –

- Economic benefits of hosting events in Chorley compared with the cost to the council;
- The promotion of events
- Sponsorship opportunities.

3.4 Business, Development and Growth

Councillor Alistair Bradley, Executive Leader/Executive Member (Economic Development and Public Service Reform) and Mark Lester, Director (Business, Development and Growth) were in attendance.

The Business, Development and Growth directorate are responsible for delivering a number of significant corporate projects including, Primrose Gardens, Market Walk extension, the Digital Office Park and the Youth Zone.

Key areas of debate included -

- Performance of projects
- Market Walk extension
- Steeley Lane Gateway
- Performance indicators
- New Economic Development Strategy

4 KEY MESSAGES FROM SCRUTINY TASK GROUPS

4.1 Council's Leisure Management Contract – Chaired by Councillor Alistair Morwood

Chorley Council's Leisure Contract is due to expire in 2020, with a formal review being conducted in 2018. Pulse Regeneration was the appointed consultant who were commissioned to review the current contract, carry out research into leisure provision both nationally and locally, and provide model options for Executive Cabinet approval. The Overview and Scrutiny Committee considered that it was timely to undertake a task group review to study the findings of the consultant and that of officers of the council.

Chaired by Councillor Alistair Morwood, the task group met five times gathering evidence from Active Nation, Lancashire Care Foundation Trust, and officers from the Council's Early Intervention and Support, Legal and Human Resources teams, and considered written evidence from Pulse Regeneration.

Before a decision is made on the Council's Leisure Contract, the task group recommended that more detailed analysis take place to determine the financial feasibility of continuing to outsource the services compared with delivering the service in-house. This analysis should be used to inform the decision required in readiness for the formal contract review period commencing in 2018.

4.2 Council's Waste Management Contract – Chaired by Councillor John Walker

In advance of the council's waste contract with Veolia expiring on 31 March 2019, consultant, Ricardo AEA was appointed to provide consultancy support and model a number of options for the new contract. The consultant's findings were presented to the Executive Cabinet, at its meeting on 14 December.

On the Chair's proposal, it was agreed that the whole Overview and Scrutiny Committee would review the council's waste contract, including the consultant's findings in advance of the report being considered by the Executive Cabinet. The review was conducted over two meetings to which the Executive Member for Customer, Advice and Streetscene Services, Director of Customer and Digital and the Waste and Streetscene Manager were present.

As part of the review the Committee considered

- the financial saving required in the MTFs,
- the financial and reputations risk relating to the contract
- Details of the service delivery models, waste collection service options and the procurement timetable
- the findings and proposed model options of the appointed consultant as well as the recommendations that the Executive Cabinet would be asked to consider.

After careful consideration, the Committee agreed to support the recommendations proposed for the Executive Cabinet in that –

1. the outcome of the modelling work be included in the report to the Executive Cabinet on 14 December 2017.
2. the waste collection service to remain outsourced, with tender documents to be prepared on the existing service with an amendment to extend the blue bin collection cycle to four weekly.

4.3 Quality of housing provided by social landlords – Chaired Jane Fitsimmons

The Task Group have scoped the inquiry and set out the information they would like to review and witnesses to interview.

A survey has been commissioned and was sent out to a random sample of 4,000 tenants in May.

5. CRIME AND DISORDER SCRUTINY: COUNTER TERRORISM

In the 2015 Counter Terrorism Act, local authorities were obliged to give due regard to the need for people being radicalised and drawn into terrorism. The Prevent duty which came into force on 1 July 2015 required local authorities to develop new ways of working, data sharing, processes and training. The Overview and Scrutiny Committee sought an update to gain an understanding on how the council was meeting its obligations of the Prevent duty.

Members of the committee received information on the work of the council which included the findings of an internal audit of the service, and recommendations for future improvements to the council's response.

Resulting analysis of the Prevent work undertaken at the end of March 2016 concluded that the council's future Prevent action plan in Chorley over the next eighteen months would focus on four key areas –

- Increased partnership and community awareness;
- Community cohesion and tolerance;
- Internet security in public buildings;
- Review of child and adult safeguarding.

Since 2016 three key members of staff have been trained to deliver the Prevent Home Office Training. Those employees have gone on to deliver the same training to colleagues with specific responsibilities across the council and partner services. In addition all employees are required to complete an e-learning module on the topic. Elected members have also had the opportunity to

attend a Member Learning Session and complete the e-learning module. Reference to Prevent was also contained in the council's adult and child safeguarding revised policies.

The Committee was also informed of the emergency plans in place between partner organisations, headed up by the emergency services in the case of a terrorist attack (or any other disaster); and received reassurance that the building design for three of the council's major building projects (Market Walk extension; Primrose Gardens, and the Youth Zone) would incorporate security measures as part of the planning and design stage.

6 CHALLENGING THE EXECUTIVE

In addition to challenging the Executive Members through the Performance Panel, the Committee worked together positively with the Executive Leader and the Executive Cabinet in scrutinising their proposals which included the extent of changes to be made to the Select Move Policy update.

7 FINANCIAL SCRUTINY

At its meeting held in January 2018 the Committee welcomed Councillor Peter Wilson, Executive Member (Resources) who provided an overview of the draft budget proposals for 2018/19, including a forecast for the following two years to 2020/21. The Executive Member 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.

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.

The proposed budget was set to increase council tax by 2.99% and 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.

Consultation was underway on the proposed budget with members and residents being encouraged to put forward their views. Comments received as part of the consultation would be reviewed, and where necessary the final budget will be updated accordingly. Feedback obtained through the consultation process will also be used to inform budget priorities in future years.

Members of the Committee debated a number of issues including the –

- 6% increases in Lancashire County Council's portion of council tax bill;
- Risk associated with business rates income to two applications for mandatory charitable relief received from Lancashire Teaching Hospitals NHS Foundation Trust. If successful, it would have a significant impact on the council's revenue budget.
- Funding contributions for PCSO's.

OTHER TOPICS CONSIDERED

8.1 Update on the Integrated Community Wellbeing service

The Committee received an update 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. A series of service-wide events have been held to encourage interaction and establish the culture and focus of the service.

The Integrated Referral Hub has achieved some positive outcomes for residents with 78 cases being considered. The main reasons for referral being emotion/wellbeing support, requests for adaptations, moderate mental health issues and housing/homelessness issues. As a result, there has been agreement that the focus for service improvements should be directed to mental health, homelessness and employability.

It was reported that services within LCFT are commissioned and this is the biggest risk facing the integrated service. For example, the 0-19 contract has recently been awarded to Virgin Healthcare, but this is the subject of a current legal challenge.

During debate, members of the Committee raised several queries, including –

- The direct supervision of Chorley Council and LCFT staff;
- How referrals are made into the service, including GP's;
- Response from the service will depend on the severity of the case;
- Improvements to the implementation of disabled facilities grants, through the use of occupational therapists from LCFT, rather than LCC

8.2 Health and Safety presentation

Denise Fisher, Health and Safety Advisor delivered a health and safety presentation.

Members of the Committee received. During discussion the Committee was made aware that –

- Employees taking longer to complete a task by ensuring it was done safely would have the support of their manager;
- The Director (Customer and Digital) informed the committee that the council has a responsibility to keep staff safe, and as a new approach has been implemented alongside the modernisation strategy, which overall has led to a gain in efficiencies;
- A pilot had been undertaken on the A674 in Wheelton to cut the edgings in addition to the grass, and the need to engage a traffic management company for health and safety purposes. The findings of the presentation are to be evaluated and the recommendations presented to members.

8.3 Review of communication with Councillors

Rebecca Huddleston, Director (Policy and Governance), presented a report which reviewed communications with members, as requested at the meeting in October. It was acknowledged that members received information in different ways, including –

- intheknow (fortnightly);
- intheboro (monthly);
- Member Learning Sessions;
- agenda papers;
- undertaking overview and scrutiny inquiries;
- briefings (for Committee Chairs and Vice-Chairs, Executive Member and portfolio briefings, Opposition briefing etc);
- press releases and social media.

In September 2017, the Member Support Working Group had reviewed intheknow and its effectiveness as a communication tool. The Working Group considered the e-zine continued to be a useful tool and that no changes to the publication were required. However, it was agreed that Democratic Services should promote the use of intheknow with officers, especially in relation to ward information and neighbourhood preferred project updates.

To assist members, the document containing officer contact telephone numbers and the officer management structure in the Members' Room will be updated. The Committee was advised that ICT are looking to create a dynamic application on the iPads to provide officer contact information and will consult the Member Support Working Group on its development.

8.4 Flooding position statement

The Committee received a report which provided an update on the current position of council's Flood Relief Scheme, including volumes of applications, amounts of monies pending and already paid out. The report also delivered an overview of wider flooding issues in the borough and the action taken to address these.

A total of 426 properties in the borough were confirmed as flooded as a result of Storm Eva on 26 December 2015. The council's Flood Relief scheme was made up of a number of different elements based upon guidance. There were other funds and schemes available, including a local discretionary relief fund, the Lancashire Flood Appeal and Property Level Resilience Grants (PLRG).

The council's scheme was closed to new applications on 30 November 2017. There are currently 28 outstanding applications. There have been some lengthy delays in work being completed due to the fact that many flood doors and barriers are bespoke and as such have a long lead time for manufacture.

Recent information has indicated that the MHCLG are intending to close the scheme on 31 March 2018 with final payments for reimbursement to the council being made in June 2018. The council is seeking confirmation that any grants paid out after this time will still be reimbursed.

The report set out totals, including unclaimed grants for properties in Croston where a grant application has not been made by homeowners despite a number of reminders being issued. The council made a significant financial contribution of £1M to the Croston Flood Risk Management Scheme which is vital in reducing the risk of flooding to the community. The council is also endeavouring to secure grant funding which the government has already earmarked for the protection of the community of Croston and has been in correspondence with ministers over a number of months.

Work has been taking place in a number of specific areas where flooding is a known issue, including The Common (Adlington), Town Lane and Waterhouse Green (Whittle-le-Woods), Hurst Brook (Coppull), Clematis Close (Euxton) and Weldbank Lane (Chorley).

It was reported that the Croston Flood Risk Management Scheme is now complete. The scheme decreases the river level through Croston during a flood event by restricting the amount of water flowing through the new structure and embankment, holding back the water in a flood storage basin upstream. The defences were put into operation for the first time over the weekend of 21 and 22 October 2017, successfully protecting the residents and the community. It is expected that the likelihood and severity of flooding will be significantly reduced although there may still be some issues with surface water flooding which will be duly considered and investigated following a heavy rainfall event.

9 CONCLUSION AND THE YEAR AHEAD

It has been an interesting year for scrutiny, resulting in some key recommendations on topics of concern to members and the public. Challenges ahead are to continue to scrutinise areas of interest for members and their constituents; to follow up on the implementations of scrutiny recommendations, to work more effectively with our partners on scrutiny and to continue to challenge the Executive in a constructive way with recommendations that result in positive outcomes for the residents in Chorley.

The Council will hold four meetings of the Overview and Scrutiny Committee and four meetings of the Overview and Scrutiny Performance Panel in 2018/19, Councillor John Walker, will remain Chair and Councillor Alistair Morwood will replace Councillor Roy Lees as Vice Chair, we also welcome some new members to the committee. The draft work programme will be considered at the first meeting of the Committee in June. This includes the monitoring of previous inquiry recommendations and potential future review topics.



OVERVIEW AND SCUTINY COMMITTEE WORK PROGRAMME 2018/19

To be considered:	14 Jun	28 Jun	20 Sep	11 Oct	29 Nov	24 Jan	7 Mar	21 Mar
	OSPP	OSC	OSPP	OSC	OSPP	OSC	OSPP	OSC
Panel Meeting (OSPP) to consider Council and related performance in addition to scrutiny of key service areas	*		*		*		*	
Customer and Digital			Early Intervention and Support		Policy and Governance		Business, Development and Growth	
Performance Report / Business Plans	Quarter Four		Business Plans		Quarter Two		Business Plans	
Overview and Scrutiny Performance Panel minutes		*		*		*		*
Executive Cabinet Minutes		*		*		*		*
Notice of Executive Decisions		*		*		*		*
Health Scrutiny				*		*		*
Overview and Scrutiny Work Programme		*		*		*		*
Annual Reporting Back		*						
Youth Zone update		*						
Review of Communications with Councillors				*				
Budget Scrutiny						*		
Integrated community wellbeing service update						*		
Scrutiny Reviews								
Quality of housing provided by social landlords		C		C				
Roll out of Superfast Broadband by BT				M1				
Waste Management Contract								
Indoor Leisure Contract								
Crime and Disorder Scrutiny								
Focus for this year?								
Community Safety Partnership – Child Sexual Exploitation				M1				
Potential topics for future reviews								
Community Racial Integration								
Flooding								
Market Walk								
Neighbourhood Area Meetings & CIL (following the Electoral Review)								

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

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