

OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 1ST OCTOBER 2020, 6.30 PM

COMMITTEE ROOM 1, TOWN HALL, CHORLEY

AGENDA

APOLOGIES

1 **MINUTES OF MEETING THURSDAY, 2 JULY 2020 OF OVERVIEW AND SCRUTINY COMMITTEE**

(Pages 3 - 8)

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 - 18)

To consider the Executive Cabinet minutes of the meeting held on 30 July (enclosed).

5 **NOTICE OF EXECUTIVE DECISIONS**

(Pages 19 - 60)

To view the latest notice of Executive Decisions click here:

<https://democracy.chorley.gov.uk/mgListPlanItems.aspx?PlanId=912&RP=115>

The document is also attached and correct as of Wednesday, 23 October.

6 **HEALTH SCRUTINY**

(Pages 61 - 64)

To consider the Work Plan of Lancashire County Council's Health Scrutiny Committee. The Council's representative on the Committee, Councillor Margaret France, will give a verbal update.

Meeting contact Nina Neisser on 01257 515140 or email nina.neisser@chorley.gov.uk

7 **AIR QUALITY UPDATE**

A verbal update will be provided at the meeting.

8 **LEISURE CONTRACT**

A verbal update will be provided at the meeting.

9 **REPORTS FROM THE TASK AND FINISH GROUPS**

Sustainable Public Transport Task and Finish Group

To receive a verbal update on the inquiry from the Chair, Councillor Kim Snape.

10 **OVERVIEW AND SCRUTINY WORK PROGRAMME**

To consider the Scrutiny Work Programme for 2020/21.

(Pages 65 - 66)

11 **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 Peter Gabbott, Yvonne Hargreaves, Alex Hilton, Hasina Khan, Marion Lowe, Matthew Lynch, June Molyneaux, Steve Murfitt, Debra Platt, Paul Sloan, Kim Snape and Margaret France.

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

**MINUTES OF OVERVIEW AND SCRUTINY COMMITTEE****MEETING DATE Thursday, 2 July 2020****MEMBERS PRESENT:** Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Peter Gabbott, Yvonne Hargreaves, Hasina Khan, Marion Lowe, Matthew Lynch, June Molyneaux, Debra Platt, Paul Sloan and Kim Snape**OFFICERS:** Chris Moister (Director of Governance), Laura-Jean Taylor (Public Protection Team Leader), Rachel Salter (Interim Service Lead - Development and Business), Portia Taylor-Black (Business Engagement Officer) and Nina Neisser (Democratic and Member Services Officer)**APOLOGIES:** Councillor Alex Hilton**20.OS.75 Minutes of meeting Thursday, 23 January 2020 of Overview and Scrutiny Committee****Decision:** That the minutes of the Overview and Scrutiny Committee held on 23 January 2020 be approved as a correct record for signature by the Chair.**20.OS.76 Minutes of meeting Thursday, 27 February 2020 of Overview and Scrutiny Committee****Decision:** That the minutes of the Overview and Scrutiny Committee held on 27 February 2020 be approved as a correct record for signature by the Chair.**20.OS.77 Minutes of Meeting Thursday, 30 January 2020 of Overview and Scrutiny Performance Panel****Decision:** That the minutes of the Overview and Scrutiny Performance Panel held on 30 January 2020 be approved as a correct record for signature by the Chair.**20.OS.78 Minutes of Meeting Thursday, 5 March 2020 of Overview and Scrutiny Performance Panel****Decision:** That the minutes of the Overview and Scrutiny Performance Panel held on 5 March 2020 be approved as a correct record for signature by the Chair.

20.OS.79 Declarations of Any Interests

There were no declarations of interest received.

20.OS.80 Public Questions

There were no public questions for consideration.

20.OS.81 Executive Cabinet Minutes

Decision: That the minutes of the Executive Cabinet meetings held on 16 January, 13 February, and 18 June 2020 be noted.

20.OS.82 Notice of Executive Decisions

Members of the Committee considered the Notice of Executive Decisions for June 2020 which gave notice of key and other major decisions Executive Members are expected to make. The Notice is reviewed on a regular basis to ensure that it is up to date and fit for purpose.

20.OS.83 Crime and Disorder Scrutiny

The Crime and Disorder (Overview and Scrutiny) Regulations 2009 state that “A crime and disorder committee shall meet to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions as the committee considers appropriate but no less than once in every twelve month period”.

In line with the regulations, Laura-Jean Taylor, Public Protection Team Leader presented the draft Community Safety Partnership Action Plan to Members of the committee. Members were to be minded that the appendix to the item was confidential and was therefore treated in that nature.

The report provided a summary of the work undertaken and planned interventions to reduce and tackle crime and disorder, through fulfilling relevant obligations in connection with Section 5 Crime and Disorder Act 1998 and Section 26 of the Counter Terrorism and Security Act 2015.

Chorley Council are fulfilling their obligation under Section 5 Crime & Disorder Act 1998 through actively engaging with the established Community Safety Partnership and implementing required actions and interventions concerning crime and disorder within the partnership area.

The Council are also fulfilling their statutory obligations under Section 26 of the Counter Terrorism and Security Act 2015 that requires all specified authorities to have “due regard to the need to prevent people from being drawn into terrorism”.

Members were advised that work on the action plan had been put on hold due to Covid-19 however this draft document would form the basis for the 2021-23 report. The action plan did not duplicate measures already in place.

The Committee discussed different aspects of the Community Safety Partnership Action Plan including;

- Child Sexual Exploitation (CSE): a report on CSE was overdue – this had been put on hold due to Covid-19 but progress would be made.
- Road safety: a week of action had taken place during lockdown in which 6 vehicles had been seized. No increase in number of cars speeding during lockdown had been report.
- Motorcycle nuisance: there had been an increase in motorcycle/off-road bike nuisance. Members discussed the enforcement powers available to the council

Decision – That the Draft Community Safety Partnership Action Plan be noted.

20.OS.84 Overview and Scrutiny Task Group - Child Sexual Exploitation - Monitoring of Recommendations

Laura-Jean Taylor, Public Protection Team Leader presented the report of the Deputy Chief Executive which provided an update on the progress made in responding to the recommendations made by the overview and scrutiny task and finish group on tackling child sexual exploitation (CSE) in August 2017.

The majority of the recommendations had been completed or were ongoing. These recommendations included training for the taxi trade which had been completed in 2017/18, online training available via Emerge, and all regulatory service officers had undergone the training. Work had also been undertaken in schools to raise CSE awareness and CSE Leads had been appointed in the borough's high schools. Meetings with the police and with partnerships such as the Community Safety Partnership and PIVOT were taking place on a regular basis.

The only recommendation which had not been completed was the wider trade being invited to attend training as part of the CSE Awareness Week. On looking into this, officers recognised that this was not feasible due to the scope of the exercise. It was agreed that alternative ways to address this training gap of the wider licensing trade would be considered. Members suggested offering the training on a voluntary basis which they could book onto themselves.

While many of the original actions and recommendations had been implemented, it was important to note that many related to training and awareness raising. It was important that this continued to ensure that Officers and Members are aware of the risk of CSE and the processes that are in place to protect children. Work over the next twelve months would include:

- a) Refresher training for members of the Licensing and Public Safety Committee (this was due in July 2020 but will now be undertaken at a later date due to Covid-19).
- b) Awareness raising for Members about safeguarding and CSE (Member Learning Session)
- c) Continued development of the training for the taxi trade around CSE, including the introduction of online taxi trade knowledge test that covers CSE.

Members discussed work which had been undertaken in addressing the issue of exploitation of young boys in particular. In partnership with Inspire Youth Zone and the police, two sessions had taken place to address this. Six people attended the sessions and had been in regular contact since. It was agreed that a Member Learning Session be delivered as a refresher on CSE.

Members also discussed the issue of cyber exploitation. It was agreed that this be investigated and incorporated into the Community Safety Partnership Action Plan going forward.

Decision – That the update be noted.

20.OS.85 Overview and Scrutiny Task Group - Roll out of Superfast Broadband by BT - Monitoring of Recommendations

Rachel Salter, Interim Service Lead for Development and Business presented the report which updated the Committee on the implementation of recommendations made by the inquiry on the roll out of superfast broadband which reported to the Executive Cabinet in August 2017.

Members were advised that progression had stalled due to Covid-19 and therefore the update was similar to that due to come to the committee in March 2020. The updates included:

- Virgin hadn't shared any plans with Lancashire County Council (LCC), but BT had. BT are reviewing coverage at Buckshaw, Rivington and White Coppice.
- The Government's target was for full fibre coverage by 2025, therefore the council was continuing to push for funding.
- The Council engaged with businesses regarding the Gigabit Broadband Voucher Scheme (these were still available for rural businesses)
- A project was underway to review and refresh the Council's website (this included an investigation of the options available for integration between MyAccount and E-Citizen which will be looked at by the ICT team).
- The next phase of the Wi-Fi rollout has begun with fibre being laid up the length of Market Street and around the new Market Walk Extension.

The Committee recognised that digital connectivity was more important than ever and would need to be included in the recovery plans post-Covid. In line with this, Members thanked Simon Charnock, Digital Transformation Officer for all his work in delivering digital skills training in the communities.

Members recognised that a lot of work had been undertaken on this but there was still work to be done. This needed to be monitored, especially in the rural villages and pressure must be kept on the providers. Councillor Kim Snape reported that residents in White Coppice had seen a slow improvement in the area.

It was agreed that conversations be held with LCC to help progress the improvements in advance of the next meeting. The Committee also suggested that LCC attend a meeting in later in the year.

Decision – That the update be noted.

20.OS.86 Scrutiny Reporting Back: Chorley Council's Annual Report on Overview and Scrutiny in 2019/20

Members received the annual report that summarised the work of the Overview and Scrutiny Committee, Performance Panel and Task Group which had taken place in 2019/20.

One task group established by the committee undertook a review on Developing the Council's Green Agenda. The Committee continued to receive six-monthly monitoring reports following the Executive Cabinet's response on the implementation of outcomes and measured success from past scrutiny reviews.

Following the outbreak of the global Covid-19 pandemic, the final meeting of the municipal year in March had to be cancelled, therefore items including Crime and Disorder Scrutiny, the Air Quality Strategy and task group monitoring reports would be considered in the next municipal year.

The Overview and Scrutiny Performance Panel focused on the performance elements of scrutiny and considered all monitoring information. Each Directorate was scrutinised in turn.

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.

Other topics considered included financial scrutiny of the budget, GRT encampments, the Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities, the Syrian Refugee Resettlement Programme, subsidised bus services, the New Waste and Recycling Collection Contract update, a review of neighbourhood working following the boundary review as well as regular updates on the LCC Health Scrutiny Steering Group.

The Chair highlighted how much work had been undertaken over the last year and thanked Members and Officers who had been involved throughout the year for all of their work.

Decision: That the annual report be noted and forwarded to the next Council meeting on 21 July as required in the Council's constitution.

20.OS.87 Overview and Scrutiny Work Programme

The Committee considered the work programme for the Overview and Scrutiny Committee, Performance Panel, and task group topic areas for 2020/21.

Members discussed the topic for the next Task Group review. In doing so, members noted that air pollution and adoption of estates will be considered at the next meeting in October.

Following discussion of various topics, members agreed that the next task group review would consider sustainable public transport in the borough and would subsequently review the council's response to Covid-19 in the new year.

Decision:

- **That the work programme be noted;**
- **The topic for the next Task Group will look at sustainable public transport in the borough**

Chair

Date

**MINUTES OF****EXECUTIVE CABINET****MEETING DATE****Thursday, 30 July 2020****MEMBERS PRESENT:**

Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Graham Dunn, Alistair Morwood and Adrian Lowe

OFFICERS:

Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Asim Khan (Director (Customer and Digital)), Mark Lester (Director (Commercial Services)), Chris Moister (Director (Governance)), James Thomson (Deputy Director of Finance) and Ruth Rimmington (Democratic and Member Services Team Leader)

OTHER MEMBERS:

Councillors Aaron Beaver, Julia Berry, Gordon France, Margaret France, Danny Gee, Tom Gray, Yvonne Hargreaves, Steve Holgate, Hasina Khan, Margaret Lees, Roy Lees, Marion Lowe, June Molyneaux, Paul Sloan, Kim Snape, John Walker, Paul Walmsley and Alan Whittaker

20.EC.196 Minutes of meeting Thursday, 18 June 2020 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 18 June 2020 be confirmed as a correct record for signature by the Executive Leader.

20.EC.197 Declarations of Any Interests

Councillor Mark Clifford declared a personal interest in item 12: Approval for the terms of the lease for Whittle surgery, site of 239 Preston Road, Whittle le Woods.

20.EC.198 Public Questions

There were no public questions.

20.EC.199 Infrastructure Funding Statement and Allocation of Community Infrastructure Levy Funds

Councillor Alistair Bradley, Executive Leader, presented the report of the Deputy Chief Executive which seeks approval to delegate the update of the Infrastructure Funding Statement (IFS) and allocation of main Community Infrastructure Levy monies to infrastructure projects by an Executive Member Decision.

There is a risk in that the number of allocation requests received for CIL funding will exceed the amount of money collected in the Strategic CIL Portion. The total uncommitted CIL is £2.3m with known outstanding applications relating to Chorley Council projects of £4.3m.

Officers have requested that Lancashire County Council as the Local education authority provide a list of schools that require additional school places for consideration for inclusion on the Infrastructure Funding Statement by 31 July 2020, as this is an area of concern for members.

A query was raised in relation to assistance for community centres in sanitising in response to the Covid-19 pandemic. This is will be dealt with following the meeting.

Decision:

- 1. To approve the undertaking of a consultation process regarding the schemes on the IFS and allocation of strategic CIL funds.**
- 2. To approve that the decision to update the Infrastructure Funding Statement and the allocation of main CIL monies following the consultation, is delegated to the Executive Member for Economic Development and Public Sector Reform.**

Reasons for Recommendation(s):

To allocate the CIL Infrastructure Fund in the way it is intended and ensure the methodology of how it is allocated is transparent and to ensure the Infrastructure Funding Statement is updated following consultation.

Alternative Options Considered and Rejected:

None.

20.EC.200 Provisional Revenue and Capital Outturn 2019/20

Councillor Peter Wilson, Executive Member (Resources), presented the report of the Chief Finance Officer which presents the provisional revenue outturn figures for the Council as compared against the budgets and efficiency savings targets set for the financial year 2019/20 and the provisional outturn figures for the 2019/20 capital programme. The report also updates the capital programme for financial years 2020/21 to 2022/23 to take account of the re-phasing of expenditure from 2019/20 and other proposed budget changes.

The accounts are provisional at this stage and are also subject to final checking and scrutiny by the Council's external auditor. Should there be any significant changes to the outturn as a result of this process a further report will be submitted to Executive Cabinet.

In the 2019/20 budget the expected net income from Market Walk after deducting financing costs is £1.004m. The final outturn position shows an underspend of £29k that will be used to increase the Market Walk income equalisation reserve.

The potential medium-term impact of Covid-19 on the council's budget is a reduction in the retained business rates. Current estimates have the collection of business rates in 2020/21 6% lower than in 2019/20 even after accounting for the Government announcements regarding additional retail, hospitality and leisure reliefs. The council's share of such a reduction is approximately £400k per annum. The Government has

provisionally announced support by allowing councils to spread these losses over three years rather than one.

The Leader of the Opposition, Councillor John Walker, queried the impact of Covid-19 on the council's financial position going forwards. The grants given to businesses will be refunded back from the government, but there may be an impact in the future from a reduction in council tax and business rate retention. In light of this the council is proposing to set aside the remaining underspends in 2019/20 of £203k to increase the business rates retention reserve and help the council manage future uncertainty in this key funding stream.

Decision:

1. **Note the full year forecast position for the 2019/20 revenue budget and capital investment programme.**
2. **Note the slippage requests outlined in Appendix 2 of the report to finance expenditure on specific items or projects in 2020/21.**
3. **Approval for the contribution of £63k from in-year revenue underspends to the Change Management Reserve to finance one-off redundancy and pension strain costs arising from transformation and shared service strategies. This will bring the reserve to £250k.**
4. **Approval for the contribution of £100k from in-year revenue underspends to fund the revenue implications of future planning appeals. This will bring the reserve to £100k.**
5. **Approval for the contribution of £100k from in-year revenue underspends to fund crucial works to the council's CCTV operations centre.**
6. **Approval for the contribution of £203k from in-year revenue underspends to increase the business rates retention reserve.**
7. **Note the 2019/20 outturn position on the Council's reserves outlined in Appendix 4.**
8. **Note the impact of the final capital expenditure outturn and the re-phasing of capital budgets to 2020/21 and approve the adjustments to the capital programme outlined in paragraph 61.**
9. **Request Council approval of the financing of the 2019/20 capital programme to maximise the use of funding resources available to the Council.**

Reasons for Recommendation(s):

To ensure the Council's budgetary targets are achieved.

Alternative Options Considered and Rejected:

None.

20.EC.201 Quarter One Performance Report 2020/21

Councillor Peter Wilson, Executive Member (Resources), presented the report of the Deputy Chief Executive which sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the first quarter of 2020/21, 1 April to 30 June 2020.

During quarter one the Covid-19 pandemic and associated lockdown has continued. There has been some impact on service delivery as parts of the organisation have been redeployed to co-ordinate the emergency response. The impact of the Covid-19

crisis will continue to have a significant operational and financial impact on the council, its partners and the communities it serves.

To mitigate the impact of the pandemic as far as possible, the council has developed comprehensive plans to facilitate the recovery of services most impacted by the Covid-19 crisis to ensure our communities, businesses and residents can continue to access our key services and be supported in the recovery from the Covid-19 crisis.

Additionally, new ways of working have been successfully deployed, with project managers utilising technology, such as remote working. This has ensured that services can continue to be delivered and progress be made under the lockdown restrictions.

For the overall performance of the key projects, there are 6 (46%) of the projects rated as green, and 7 (54%) rated as amber. The projects which have been rated as amber are on the whole due to the impact of Covid-19 on delivery and many have been rescoped to reflect reprofiled timescales going forward to ensure that project activity in quarter two will be realistic and achievable.

Performance of the Corporate Strategy indicators and key service delivery measures is excellent with 80% of Corporate Strategy measures and 100% of key service delivery measures performing on or above target or within the 5% threshold. All projects and indicators performing below target have action plans outlined with measures to improve performance.

Members discussed the need to continue to support residents in using technology to access council services.

Decision: That the report be noted.

Reasons for Recommendation(s):

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

Alternative Options Considered and Rejected:

None.

20.EC.202 Waste collection round changes

Councillor Adrian Lowe, the Executive Member (Customer Advice and Streetscene Services) presented the report of the Director (Customer and Digital) which seeks approval for changes to domestic waste collection rounds.

The FCC waste contract commenced in April 2019 and reduced the Council's waste collection costs by over £1m per year. The council agreed to more efficient collection rounds in the waste contract to contribute towards the savings.

FCC have now submitted plans to change collection rounds. A total of 20,804 households will be affected by the changes. Of these, 13,285 households will see a change to their waste collection day and 7,520 households a change to the order in which their bins are collected. 33,112 households are unaffected by the changes.

There will be no reduction in the waste collection service. Each household will still have one collection day per week. Residential waste collections one week, with recycling and garden waste collected the alternative week. Collection frequencies will remain the same: fortnightly blue, grey and green bins; and four-weekly brown bins.

Communications will include a targeted letter with bin collection dates, a bin sticker to give advance notice, a dedicated webpage with a new 'address checker' feature, a social media campaign, press releases and posters in areas affected by changes. A suggestion was made for a new calendar to be stuck on the inside of bin lids.

Members commented on the excellent service maintained during the Covid-19 pandemic.

Decision: To approve the approach and changes to waste collection rounds from September 2020.

Reasons for Recommendation(s):

1. To comply with the contract agreement reached with FCC to review collection rounds.
2. The benefits from changes to waste collection rounds are:
 - a. Improve efficiency of collections, performance and the quality of service to residents.
 - b. Reduce carbon impact.

Alternative Options Considered and Rejected:

To not proceed. However, this may leave the Council open to a challenge for a breach of contract and would also mean the benefits listed above could not be achieved.

20.EC.203 Exclusion of the Public and Press

Decision: To exclude the press and public for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

20.EC.204 Review of Procurement Route for Alker Lane

Councillor Alistair Bradley, the Executive Leader, presented the confidential report of the Director (Commercial Services) which provides an update on the progress associated with the Alker Lane Development.

Officers have reconsidered the site, particularly in light of COVID-19, and how the market may be affected going forward. Members noted the constraints plan, developments in the design, discussions with partners, and the financial model.

Members supported the reconfiguration of the scrub area to the North East corner of the site, to maximise the developable area, whilst retaining a 10m Ecology buffer.

Decision:

1. **To note the proposed masterplan option for the Alker Lane site.**
2. **To note the possible masterplan options for the wider Strawberry Fields site.**

3. To progress with the submission of a planning application for the Alker Lane site based on the proposed option.
4. To progress with the procurement of Quantity Surveyor/Project Manager services for the development of the Alker Lane site.
5. To progress with the procurement of a Contractor using an appropriate framework.
6. To continue dialogue with neighbours regarding the development of the entire site and to explore opportunities for synergy between the two sites.
7. To note the possible Lancashire Environment Partnership (LEP) grant funding available for the development.
8. To delegate the Project Manager and Quantity Surveyor contract award to Executive Member (Resources).
9. To delegate the Contractor appointment contract award to Executive Member (Resources).
10. To delegate the signing of the potential funding agreement with MHCLG to Executive Member (Resources).
11. To commence actively marketing the site supported by the in-house business engagement team, including installation of signage at the site.

Reasons for Recommendation(s):

1. To ensure continued progress of the development site and that the associated corporate priorities are delivered.
2. To generate employment opportunities within Chorley.
3. To generate additional revenue stream.

Alternative Options Considered and Rejected:

The council could choose not to bring forward the site at this time and rely on other employment landowners to create the supply of employment premises of which there is a shortage in Chorley now and in the future. However, there is no guarantee that other landowners will bring forward their sites and in action by the Council will only seek to exacerbate the situation.

20.EC.205 Stagecoach Bus Depot Demolition

Councillor Alistair Bradley, the Executive Leader, presented the confidential report of the Director (Commercial Services) which advises the options and benefits of early procurement and direct award of a contractor to complete the demolition of the existing Stagecoach bus depot, including asbestos removal and site remediation

Part funding has been secured through Homes England for the Tatton Recreation Ground project, which is dependent on completion of the assisted living element by March 2022.

Officers have been progressing with a design to RIBA Stage 3, in order to submit a planning application by August 2020 and ensure the programme is maintained.

Whilst, initially, it had been intended that the demolition of the existing Stagecoach Bus Depot, asbestos removal and remediation would be completed by the Principal Contractor as part of the main project award, it has proved necessary to expedite this element of the work. This is to mitigate the time risk associated and also to allow additional site investigation and geotechnical appraisals to be completed to inform the more detailed design in this area of the site

Decision: To approve the delegation of Contract Award to Executive Member (Resources).

Reasons for Recommendation(s):

1. To allow further and more detailed site investigation and geotechnical appraisal in this area of the site, to inform a more robust design and mitigate later cost risk.
2. To mitigate time risk due to the statutory notice periods required for asbestos removal and demolition.
3. To reduce the risk in the ground and the risk profile with the appointment Principal Contractor.

Alternative Options Considered and Rejected:

Allow the demolition to form part of the Principal Contractor award. Rejected because:

- This would prevent the additional site investigation and geotechnical appraisal and development of a more robust design.
- This would prevent the completion of the BREEAM pre-demolition audit and result in loss of BREEAM credits.
- This would put pressure on the programme as the demolition would not commence until 2021, subject to the statutory submissions discussed elsewhere in this report.

20.EC.206 Tatton Procurement

Councillor Alistair Bradley, the Executive Leader, presented the confidential report of the Director (Commercial Services) which seeks approval to utilise a 2-stage tender procure route to appoint a Principal Contractor for the Tatton Regeneration scheme.

Officers have been progressing the feasibility and outline design for the proposed Tatton Development which included an assisted living facility, GP surgery and potential pharmacy (relocating the GP surgery from Eaves Lane), new community centre, private residential properties, café, hairdressers and upgrade to the Tatton recreation ground.

It has become apparent that the market impact of COVID-19 and the pressures of the programme driven by Homes England funding milestones, make it impractical to secure a robust fixed price at RIBA Stage 3 thus preventing a significant risk to the Council.

Consequently, Officers have reflected on the originally intended single stage procurement method and propose the use of a 2-stage procurement method which will identify a preferred bidder who will work with the Council and the project team, on a limited appointment, to develop a Stage 4 design and a fixed price through a strict 'open book' process.

Members noted the range of consultation undertaken and supported this excellent development for the people of East Chorley.

Decision:

1. **To approve a 2-stage procurement route for the selection of a Principal Contractor for the Tatton Regeneration scheme.**
2. **To approve an evaluation criteria based on 50% cost and 50% quality.**

Reasons for Recommendation(s):

1. Given the market conditions and Contractor attitude to risk, the 2-stage process provides the best route to establish a fixed price and design at Stage 4. A single stage tender approach would inevitably lead to a reduced interest in the market and an inflated price to cover the risk profile at Stage 3.
2. The 2-stage process also allows Council the opportunity to directly influence the design at Stage 4 and be informed regularly as to the development of the budget. This flexibility is not afforded to the Client in the same way with a fixed single stage appointment at Stage 3.
3. The 2-stage process allows additional time for risk to be fully identified, managed and, where possible, mitigated in order that a fixed price can be agreed.
4. The 2-stage process puts a greater weighting on the quality/implementation evaluation criteria and therefore the evaluation criteria is proposed to be revised to 50% cost and 50% quality.

Alternative Options Considered and Rejected:

1. Continue with the procurement of a Principal Contractor using a single stage tender approach at RIBA Stage 3. Rejected as this would inflate the price and reduce the interest in the market, as a result of the risk profile at Stage 3.
2. Retain the design team directly through to RIBA Stage 4 and go to the market for a fixed price once the design has been fully developed. Rejected as this prevents the early engagement of a Contractor, who will feed positively into the development of the design and introduce efficiencies which the design team may not identify of their own accord. This approach also puts significant risk onto the Council as the ownership of the design does not sit with the Contractor in the same way as when the design is developed by them from RIBA Stage 3.

20.EC.207 Approval for the terms of the lease for Whittle surgery, site of 239 Preston Road, Whittle le Woods

Councillor Mark Clifford declared a personal interest in this item.

The Executive Leader, Councillor Alistair Bradley, presented the confidential report of the Director (Commercial Services) which reports Heads of Terms provisionally agreed for the occupation of the proposed GP Surgery at 239 Preston Road, Whittle Le Woods.

Decision:

1. **The terms reported are agreed to enable the drafting of Lease.**
2. **Authority be granted to instruct the Director of Governance to draft the Lease.**

Reasons for Recommendation(s):

To enable the negotiations to be concluded and instruct colleagues in the Legal team to draft a Lease to protect the interests of both parties ahead of the construction of the new Surgery Premises.

Alternative Options Considered and Rejected:

None.

20.EC.208 Any urgent business previously agreed with the Chair

a Proposed procurement arrangements for the supply, installation, servicing and maintenance of stairlifts and lifting equipment funded by Disabled Facilities Grant (DFG)

The Chair accepted this urgent item of business due to reasons of special circumstances.

The Executive Member (Homes and Housing) presented the confidential report of the Director (Early Intervention and Support) which proposes revised procurement arrangements for the supply, installation, servicing and maintenance of stairlifts and lifting equipment funded by Disabled Facilities Grant (DFG).

Decision: To endorse the recommendations made within the Executive Member Decision in May:

- 1. That the Council undertakes a collaborative joint procurement exercise for the above via the Northern Housing Consortium Framework (NHC) for a contract period of 5 years with the option to extend for a further two years. Whilst this will be a collaborative procurement exercise to achieve maximum advantage of combined volume, each authority will complete their own individual contract with the preferred provider at award stage.**
- 2. That the evaluation criteria outlined within this report of 60% quality weighting and a 40% pricing weighting are used.**
- 3. That South Ribble Borough Council undertake the role of lead body for the procurement in accordance with Contract Procedure Rule 32.3.**
- 4. That approval for the contract award decision is to be delegated to the Executive Member (Homes and Housing) once a preferred supplier has been identified using NHC's 'Further Competition Tender' facility.**

Reasons for Recommendation(s):

1. The proposed joint procurement with SRBC is likely to confer financial benefits in terms of achieving greater economies of scale. The two Councils share Procurement services and therefore it is a logical development to work collaboratively on this venture.
2. The total value of the Contracts to be awarded will exceed the EU threshold above which contracts must be advertised in OJEU in accordance with the Public Contracts Regulations. The NHC framework has been procured in accordance with EU rules and is therefore a compliant, streamlined and effective route to market.
3. Throughout 2020 the UK and the EU are adhering to an agreed transition period <https://www.gov.uk/transition> during which the current rules on trade, travel and business for the UK and EU will continue to apply. These arrangements will cease on 1st January 2021, and hence it is a requirement that the tender arrangements under consideration in this report must adhere to EU procurement rules.
4. The Council has a statutory duty to provide DFG funding to eligible applicants whose identified needs include stairlifts and other Lifting Equipment such as 'Through Floor' vertical lifts. The existing procurement arrangements via Lancashire County Council (LCC) will cease on 30th September 2020 and the Council needs to be able to ensure a seamless transition which will avoid causing any delays or distress for customers requiring such equipment.

Alternative Options Considered and Rejected:

An option of seeking quotes on each occasion that the Council receives a recommendation to provide stairlifts and/or lifting equipment was examined but was rejected on the basis of lack of economy, inefficiency and being inconvenient for customers..

20.EC.209 Local Government Reorganisation

The Chair accepted this urgent item of business as the issue had arisen since the publication of the agenda.

The Executive Leader, Councillor Alistair Bradley, reported that discussions were ongoing regarding the future of Local Government reorganisation. Members noted that discussions are ongoing with other Local Authorities in Lancashire.

The government is due to publish a white paper on devolution in September, which will include the subject of local government reorganisation.

Decision: To note the discussions.

Chair

Date

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) 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
Acting Executive Member (Homes and Housing)	Councillor Graham Dunn
Executive Member (Public Protection)	Councillor Alistair Morwood
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: 14 September 2020

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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Future meetings of the Executive Cabinet where there is an intention to hold part of a meeting in private: 15 October, 12 November and 10 December 2020, 21 January, 25 February and 25 March 2021

October

King George V Playing Fields, Adlington	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	15 Oct 2020	No	No	Report of the Director (Commercial Services)
Open Space, Sport & Recreation Strategy Summary and Action Plan	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)		15 Oct 2020	No	No	Report of the Director (Commercial 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
Tatton Development	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)		15 Oct 2020	No	Chorley Council Corporate Strategy 2019/20-2021/22 - https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%201920-202122.pdf	Report of the Director (Commercial Services)
Revenue and Capital Budget Monitoring 2020/21 Report	Executive Cabinet	Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	15 Oct 2020	No		Report of the Statutory Finance Officer
Corporate Performance Framework Review	Executive Cabinet	Executive Member (Resources)		15 Oct 2020	No	No	Report of the Deputy 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
Bengal Street Feasibility Update	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	15 Oct 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Tatton Assisted Living Allocation	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)		15 Oct 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf	Report of the Director (Commercial 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
Acquisition of Alker Lane, Bridge & Mossfield Nature Reserve	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	15 Oct 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf	Report of the Director (Commercial Services)
Pod Development Site Pall Mall Chorley	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	15 Oct 2020	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 (Commercial 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
Shared Services Phase 1: Service Reviews	Executive Cabinet	Executive Member (Resources)		15 Oct 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information). Paragraph 4: Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.	No	Report of the Deputy 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
Future meetings							
Public Spaces Protection Order - Renewals	Executive Cabinet	Executive Member (Public Protection)	A significant impact in environmental, social or physical terms in two or more wards	12 Nov 2020	No	No	Report of the Director (Early Intervention and Support)
Update on and contract award for Astley Hall conservation work	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	12 Nov 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 - https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf	Report of the Deputy 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
Queens Road Car Park Resurfacing - Contract award	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	24 Jun 2021	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 (Commercial Services)
Executive Member Decisions							
Executive Leader and Executive Member (Economic Development and Public Services Reform)							
Strawberry Fields Grant Programme Amendment	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2020	No	No	Report of the Director (Commercial 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
Milestone Meadow Play Area, Euxton	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2020	No	Open Space, Sport & Recreation Strategy Summary and Action Plan - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=71337&PlanId=909&RPID=7050336	Report of the Director (Commercial Services)
Play Area Improvement at The Hawthorns	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		24 Aug 2020	No	Open Space, Sport & Recreation Strategy Summary and Action Plan https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=71337&PlanId=909&RPID=7050336	Report of the Deputy 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
Lancashire Woodland Connect	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		August 2020	No	No	Report of the Deputy Chief Executive
Westway Operator Procurement	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	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 (Commercial Services)
Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	July 2020	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 (Commercial 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
Appointment of a Contractor & PM/QS for Alker Lane	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	4 Nov 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf	Report of the Director (Commercial Services)
Approval to Agree Steelwork Modification on Market Walk Extension	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2020	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 (Commercial 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
Tatton Contractor and Project Manager / QS Appointment	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	11 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 - https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf	Report of the Director (Commercial Services)
Appointment of a Demolition Contractor and Asbestos Removal Contractor (Buzz Bingo Site)	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	18 Sep 2020	No	No	Report of the Director (Commercial 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
Westway Football Foundation Submission	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	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 (Commercial Services)
Commercial Acquisition Opportunities	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A new or unprogrammed capital scheme of £100,000 or more	July 2020	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 (Commercial 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
Infrastructure Funding Statement and Allocation of Community Infrastructure Levy Funds	Leader and Deputy Leader/Director Briefing Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		Before 16 Sep 2020	No	Executive Cabinet report: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=79673	Report of the Deputy Chief Executive
Deputy Executive Leader and Executive Member (Resources)							
Approval to Sign Funding Agreement for Reopening High Street Safely	Executive Member (Resources)	Executive Member (Resources)		August 2020	No	No	Report of the Director (Commercial Services)
Approval for the contact award procedure for the procurement of asset management software for streetscene services	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	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
Applications to waive Council Tax Long-Term Empty Premium	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Customer and Digital)
Application to Waive Council Tax Long Term Empty Premium - Andertons School House	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Customer and Digital)
Harrisons Farm Adlington - Notification of United Utilities Works under S159 of the Water Industry Act 1991	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial Services)
Approval For Car Park Barrier Bengal Street	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial Services)
IHRA Definition of Antisemitism	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (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
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Deputy Chief Executive
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Deputy Chief Executive
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Deputy Chief Executive
Alker Lane - Appointment of ecological consultants	Executive Member (Resources)	Executive Member (Resources)		June 2020	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 (Commercial 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
Croft Lodge, Lodge Bank, Brinscall - Fishing Lease	Executive Member (Resources)	Executive Member (Resources)		June 2020	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 (Commercial Services)
Common Bank Lane Disposal	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial Services)
Disposal of 3 Parking Spaces at Farrington Street Car Park Chorley	Executive Member (Resources)	Executive Member (Resources)		June 2020	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 (Commercial 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
Land Rear of 50 and 52 Fairview Drive Adlington	Executive Member (Resources)	Executive Member (Resources)		June 2020	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 (Commercial Services)
Approval to Agree Heads of Terms for Unit 2, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	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 (Commercial 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
Approval to Agree Heads of Terms for Unit 3, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	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 (Commercial Services)
Approval to Agree Heads of Terms for Unit 4, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	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 (Commercial 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
Approval to Agree Heads of Terms for Unit 5, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	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 (Commercial Services)
Buzz Bingo	Executive Member (Resources)	Executive Member (Resources)		28 Aug 2020	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 (Commercial 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
Grant of a Lease - 37 New Market Street - First Floor Above Iceland - Market Walk	Executive Member (Resources)	Executive Member (Resources)		June 2020	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 (Commercial Services)
Lease Renewal - Approval of Terms for New Lease - Unit 6 Flat Iron Parade	Executive Member (Resources)	Executive Member (Resources)		28 Aug 2020	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 (Commercial 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
Unit 26 Market Walk Lease Surrender and Regrant to SPB Retail limited	Executive Member (Resources)	Executive Member (Resources)		Before 30 Sep 2020	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 (Commercial Services)
Release of Clawback Covenant - 13 Preston Road Chorley	Executive Member (Resources)	Executive Member (Resources)		18 Sep 2020	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 (Commercial 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
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 2	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 3	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial 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
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 4	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial Services), Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 5	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial 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
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 10	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 14	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial 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
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 15	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 18	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial 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
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 20	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 26	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial 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
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 27	Executive Member (Resources)	Executive Member (Resources)		July 2020	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 (Commercial Services)
Grant of a Lease - Cafe - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		August 2020	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 (Commercial 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
UPDATE - Kiosk/Cafe Coronation Recreation Ground Chorley	Executive Member (Resources)	Executive Member (Resources)		4 Sep 2020	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 (Commercial Services)
Letting Arrangements - Hair Salon - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		August 2020	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 (Commercial Services)
Business Grant Programme Budgets	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial 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
Business Financial Support Budget Approval	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)		July 2020	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 (Commercial Services)
Lease of Cafe Coach House Astley Park	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2020	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 (Commercial 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
Proposed Wayleave Agreement: Harrisons Farm, Old School Lane, Adlington	Executive Member (Resources)	Executive Member (Resources)		September 2020	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 (Commercial Services)
Shop Front Grant	Executive Member (Resources)	Executive Member (Resources)		December 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Vacant Property and Shop Front Grants - Programme Evaluation - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900	Report of the Director (Commercial 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
Shop Front Grant - 107 Chorley Road, Adlington	Executive Member (Resources)	Executive Member (Resources), Councillor Peter Wilson		14 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Vacant Property and Shop Front Grants - Programme Evaluation - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900	Report of the Director (Commercial Services)
Shop Front Grant - 8 Chapel Street	Executive Member (Resources)	Executive Member (Resources), Councillor Peter Wilson		17 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Vacant Property and Shop Front Grants - Programme Evaluation - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900	Report of the Director (Commercial 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
Shop Front Grant - 89 Market Street	Executive Member (Resources)	Executive Member (Resources), Councillor Peter Wilson		21 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Vacant Property and Shop Front Grants - Programme Evaluation - https://democracy.chorley.gov.uk/mglIssueHistoryHome.aspx?IId=44900	Report of the Director (Commercial Services)
Wingnut Utilities - Choose Chorley Grant	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform), Executive Member (Resources)		7 Sep 2020	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/documents/s37299/Updated%20Exec%20Cab%20Chorley%20Inward%20Investment%20Plan%20June%202013.pdf	Report of the Director (Commercial 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
Whittle Surgery Procurement	Executive Member (Resources)	Executive Member (Resources)	A new or unprogrammed capital scheme of £100,000 or more	June 2020	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 (Commercial Services)
Whittle GP Surgery Contractor Procurement	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	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 (Commercial 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
Whittle Surgery HoT's	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	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 (Commercial Services)
Council Tax Long-Term Empty Premium	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 1: Information relating to any individual.	No	Report of the Director (Customer and Digital)
Request to release restrictive covenant	Executive Member (Resources)	Executive Member (Resources)		August 2020	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 (Commercial 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
Covid 19 Measures	Executive Member (Resources)	Executive Member (Resources)		August 2020	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 (Commercial Services)
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Town Hall Boiler Replacement	Executive Member (Resources)	Executive Member (Resources)		June 2020	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 (Commercial 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
Queens Road Car Park Resurfacing - Procurement of Main Contractor	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	August 2020	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 (Commercial Services)
Website Review Contract Award	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2020	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
Tatton Development - Contractor and PM Appointment	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf	Report of the Director (Commercial Services)
Alker and Tatton Funding	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	30 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 - https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf	Report of the Director (Commercial 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
Council Chamber refurbishment - Contract award	Executive Member (Resources)	Executive Member (Resources)		March 2021	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 (Governance)
Executive Member (Early Intervention)							
Review of Neighbourhood Working following the Boundary Review	Executive Member (Early Intervention)	Executive Member (Early Intervention)		June 2020	No	Details can be found here: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=117&MId=8153	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
Investment and improvements at Duxbury Park Community Facilities	Executive Member (Early Intervention)	Executive Member (Early Intervention)	A new or unprogrammed capital scheme of £100,000 or more	July 2020	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)
Allocation of Small Community Grant Funding 20/21	Executive Member (Early Intervention)	Executive Member (Early Intervention)		October 2020	No	Small Community Grant Funding - process https://democracy.chorley.gov.uk/mgls/sueHistoryHome.aspx?IId=41824&Opt=0	Report of the Director (Early Intervention and Support)
Executive Member (Customer, Advice and Streetscene)							
Recycling Strategy	Executive Member (Customer, Advice and Streetscene Services)	Executive Member (Customer, Advice and Streetscene Services)		July 2020	No	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
Executive Member (Homes and Housing)							
Executive Member (Public Protection)							

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Overview and Scrutiny Work Programme 2020-2021

Scrutiny Committee						
Month		Education and Children's Services	External	Health	Internal	
	June				<ul style="list-style-type: none"> Update from the ICS on NHS Cells for Lancashire and digital and engagement with local people. Temporary changes to clinical services across the ICS during the COVID-19 pandemic 	
	July	Response to the COVID 19 pandemic in Lancashire - perceptions of the experiences of children and young people, and headlines from the operation of service during the COVID-19 emergency period.	Strengthening flood risk management and preparedness		<ol style="list-style-type: none"> 1. RIPA annual report 2. The impact of Covid 19 on county council services Highways – challenges faced following pandemic and resuming 'normal' work programmes 	
	September	<ul style="list-style-type: none"> Education: <ul style="list-style-type: none"> - What powers do we have as a county council/what can we do to support schools and parents. - Position update on the wider reopening of schools Schools Causing Concern Task Group report – response to recommendations SEND Ofsted inspection report Review of work programme 		<ul style="list-style-type: none"> Adult social care – winter preparations (Supporting the social care sector including domiciliary care workers) NHS 111 First (tbc) 	Covid 19 – what comes next? Including building pan-Lancashire working and Democratic involvement in resilience forums and maintaining democratic leadership during a crisis	

	October	Children's Social Care - protecting vulnerable/valuable children – plans in place to manage spikes in referrals	<ul style="list-style-type: none"> • Universal credit • Decarbonisation pathway – Lancashire, Electricity North West (tbc) 		
Month	November	Education – digital poverty, lesson learned and preparation for 2 nd wave/local lockdowns. Digital aspirational views – turning challenge into opportunity.		Suicide prevention in Lancashire	<p>Speeding Traffic and the lack of enforcement</p> <p>Scrutiny of the Council's response to the Government's call for local councils to invest in street safety</p>
	December	Impact of the pandemic on children and young people's mental health – plans in place to support and an update on CAMHS including managing increase in contacts, anxiety of YP on return to school and availability of more online support		Housing with Care and Support Strategy 2018-2025	
	January	Early Years sector – impact on private providers supporting vulnerable children and families (include update on the EY Strategy and School Improvement Model)	Strengthening flood risk management and preparedness – update on implementing recommendations.		Youth Employment and Skills – impact on youth as one of the hardest hit groups during the pandemic (consideration to be given to which scrutiny committee will be most relevant to consider this topic)
	February	Lancashire schools attainment update report (standing item)			

	March	**Family Safeguarding Model – update on implementation of model in Oct/Nov 2020			
	April	**Health and Medicines in Schools: Progress update on the task group work Childhood immunisation programme 0-19 Healthy Child programme			
Other Topics	Topics from work programmes 2019/20 not scheduled	Participation strategy update Road safety Independent children's homes Getting to Good plan update NEET Child poverty – pupil premium and effects on education Lancashire Breaktime SEN equipment in schools School transport Maintained nurseries update Parking at schools	Lancashire energy strategy Review of Community Safety Partnerships and governance arrangements (2021 tbc) Greater Lancashire plan LCC Carbon Plan/Internal Energy and Water Management Policy LEP – response to the pandemic – economic recovery plan incorporating 'green' principles Impact of pandemic on road safety and lessons learnt	Urgent Mental Health Pathway Transforming Care (Calderstones) Social Prescribing Cessation of the Lancashire Wellbeing Service Tackling period poverty Delayed transfers of care Stroke Programme Vascular, head and neck Review of Primary Care Networks and Neighbourhoods Transforming hospital services and care for people in Southport, Formby & West Lancs Disabled Facilities Grants	Local Government Funding and Income Generation Task Group Update on Reducing Single Use Plastics in Lancashire

**suggested topics for further discussion

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OVERVIEW AND SCUTINY COMMITTEE WORK PROGRAMME 2020/21

To be considered:	2 Jul	1 Oct	8 Oct	19 Nov	28 Jan	4 Mar	18 Mar	TBC
	OSC	OSC	OSPP	OSPP	OSC	OSPP	OSC	OSPP
Panel Meeting (OSPP) to consider Council and related performance in addition to scrutiny of key service areas			* Customer and Digital	* Policy and Governance		* Commercial Services		*Early Intervention and Support
Performance Report / Business Plans			Quarter Four	Quarter Two		Business Plans		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	*							
Budget Scrutiny					*			
Air Quality		*						
Indoor Leisure Contract		*						
Adoption of Estates		*						
Waste Management Contract								
Gypsy and Traveller Temporary Encampments								
Subsidised Bus Services								
Neighbourhood Working and Neighbourhood Area Meetings (following the Electoral Review)								
Scrutiny Reviews								
Sustainable Public Transport		S	C					
Developing the Council's Green Agenda	R						M1	
Quality of housing provided by social landlords					M1			
Roll out of Superfast Broadband by BT	M3							
Child Sexual Exploitation	M3							
Crime and Disorder Scrutiny								
Focus for this year?								
Community Action Plan								
Potential topics for future reviews								
Air quality								
Public Transport								
Neighbourhood Working								

Key:

Task Group Reviews:

- S Scoping of the review
- C Collecting and considering the evidence
- FR Final report of the review

- R Feedback/response from the Exec Cab
- M Monitoring Reports, 1 2 and 3 (if required)
- V Verbal update from the Chair

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