

Council

Tuesday, 13th April 2021, 6.30 pm

Microsoft Teams

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Agenda

Apologies

1 Minutes of meeting Tuesday, 23 February 2021 of Council

(Pages 5 - 14)

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 Mayoral Announcements

4 Public Questions

Members of the public who have requested the opportunity to ask question(s) on any item(s) on the agenda will have three minutes to put their question(s) to the relevant Councillor. Members of the public will be allowed to ask one short supplementary question.

[To view the procedure for public questions/ speaking click here and scroll to page 119](#)

5 Executive Cabinet

(Pages 15 - 20)

To consider a general report of the Executive Cabinet meetings held on 21 January, 25 February and 25 March.

6 Overview and Scrutiny Committee and Task and Finish Groups

(Pages 21 - 30)

To receive and consider the general report of the Overview and Scrutiny Committee meetings held on 28 January and 18 March, the Overview and Scrutiny Performance Panel held on 4 March and Task Group update.

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|-----------|---|-----------------|
| 7 | Governance Committee | (Pages 31 - 34) |
| | To receive and consider the general report of the Governance Committee meetings held on 20 January. The report from the 1 April meeting will follow. | |
| 8 | General Purposes Committee | (Pages 35 - 36) |
| | To receive and consider the general report of the General Purposes Committee held on 11 March. | |
| 9 | Area Boundary Consultation for Bretherton Neighbourhood Plan | (Pages 37 - 42) |
| | To receive and consider the report of the Director of Development and Place. | |
| 10 | Questions Asked under Council Procedure Rule 8 (if any) | |
| 11 | To consider the Notices of Motion (if any) given in accordance with Council procedure Rule 10 | |
| 12 | Exclusion of the Public and Press | |
| | To consider the exclusion of the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act. | |
| | By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Condition:
Information is not exempt if it is required to be registered under-
The Companies Act 1985
The Friendly Societies Act 1974
The Friendly Societies Act 1992
The Industrial and Provident Societies Acts 1965 to 1978
The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)
The Charities Act 1993
Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. | |
| | Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a). | |
| 13 | Wholly Owned Leisure Company | (Pages 43 - 84) |
| | To receive and consider the report of the Deputy Chief Executive. | |
| 14 | Any urgent business previously agreed with the Mayor | |

Gary Hall
Chief Executive

Electronic agendas sent to Members of the Council.

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Minutes of Council

Meeting Date Tuesday, 23 February 2021

Members present: Councillor Steve Holgate (Mayor), Councillor Julia Berry (Deputy Mayor) and Councillors Aaron Beaver, Martin Boardman, Alistair Bradley, Terry Brown, Val Counce, Mark Clifford, John Dalton, Graham Dunn, Christopher France, Gordon France, Margaret France, Peter Gabbott, Anthony Gee, Danny Gee, Tom Gray, Yvonne Hargreaves, Alex Hilton, Keith Iddon, Hasina Khan, Zara Khan, Margaret Lees, Roy Lees, Laura Lennox, Sheila Long, Adrian Lowe, Marion Lowe, Matthew Lynch, June Molyneaux, Alistair Morwood, Steve Murfitt, Beverley Murray, Debra Platt, Gillian Sharples, Paul Sloan, Joyce Snape, Kim Snape, John Walker, Paul Walmsley, Neville Whitham, Alan Whittaker and Peter Wilson

Officers: Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Asim Khan (Director of Customer and Digital), Mark Lester (Director of Commercial and Property), Chris Moister (Director of Governance), Jennifer Mullin (Director of Communities), Jonathan Noad (Planning and Development), James Thomson (Deputy Director of Finance) and Ruth Rimmington (Democratic and Member Services Team Leader)

Apologies: Councillor Jean Cronshaw

21.C.15 Minutes of meeting Tuesday, 26 January 2021 of Council

Decision that the minutes of the Council meeting held on 26 January 2021 be approved as a correct record for signature by the Mayor, subject to the correction of 21.C.10 Establishment of a Climate Change Working Group to remove the word (Chair) after Councillor Peter Wilson.

21.C.16 Declarations of Any Interests

There were no declarations of interests received.

21.C.17 Mayoral Announcements

The Mayor thanked key workers and all those involved in supporting people through these difficult times, particularly those currently supporting the vaccination programme.

21.C.18 Public Questions

There were no public questions for consideration.

21.C.19 General Fund Revenue and Capital Budget and Council Tax 2021/22

The Deputy Leader and Executive Member (Resources), Councillor Peter Wilson, presented the Executive's General Fund Revenue and Capital Budget and Council Tax 2021/22.

Councillor Wilson thanked the officers and the Labour Group for their hard work and input into the proposed budget. He thanked all the staff working for the council for their contributions in delivering services during the Covid-19 pandemic.

There continues to be uncertainty regarding the council's funding streams with the Government announcing a one-year financial settlement for 2021/22 rather than the expected multi-year settlement. There are also anticipated changes to the Business Rate Retention system and reforms to the New Homes Bonus. Due to this there is a proposed 1.99% increase in council tax in 2021/22.

Councillor Wilson referred to the achievements of the council in recent years, and the plans within the Corporate Strategy, which will be delivered by this proposed budget.

The council has been ambitious in its approach to meeting the budget deficit through generating efficiency savings and additional income. The council recognised that reductions in funding and ongoing expenditure budget pressures have resulted in a forecast budget gap of £0.881m in 2021/22 increasing to £4.168m in 2023/24. To bridge this budget gap the Executive Cabinet has achieved forecast cumulative budget savings and additional income of £1.228m over the medium-term.

The council has a strong track record of investing in assets that enable improvements to local infrastructure and deliver new services to residents within the borough, including

- Market Walk Shopping Centre extension
- Strawberry Fields Digital Office Park
- Primrose Gardens
- purchase of the Logistics House site

Despite the budget savings identified there remain large forecast budget deficits of £1.749m in 2022/23 and £2.794m in 2023/24. To achieve a sufficient reduction in net expenditure the council's strategy will be:

1. To make the council more financially self-sufficient with specific emphasis on creating investment that provides benefits to residents and businesses whilst also generating income.
2. To realise savings through the procurement of its contracts including joint contractual arrangements with South Ribble Council.
3. To identify efficiencies through investment in infrastructure, ICT and through exploring alternative delivery models that will enable the council to balance the budget whilst seeking to minimise the impact on front line service users

In summary, the proposals will:

Involving residents in improving their local area and equality of access for all

- £100,000 to support future planning applications and enable us to, if needed, defend locally made decisions.
- £60,000 to continue to support vulnerable individuals through funding for the social prescribing team – as well as securing more investment from the NHS.

Clean, safe and healthy homes and communities

- £500,000 including the removal of asbestos and for the demolition of bingo hall to make way for public realm works in the town centre making the town centre an even better place to live and work.
- £100,000 per year to improve the services from Chorley Bus Station.

A strong local economy

- £400,000 to fund our large commissions which enable third sector organisations to deliver support to residents against key priorities for the next three years.
- £15,000 to provide additional new support to the Voluntary, Community and Faith Sector to provide support in the community.

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

- £100,000 to fund crucial works to the council's CCTV operations centre.
- £100,000 to refresh the Local Plan for the next five years.
- £120,000 to contribute to running of the Youth Zone including outreach work.
- £350,000 to deliver the Clayton-le-Woods parish building.

The council continues to invest through its capital programme to deliver on its ambitions. This will include:

- Improving local health services, including the new Whittle GP surgery.
- Improving and transforming the leisure centres to encourage our residents to be active and healthy.
- Continuing to support local service centres
- Driving economic development and delivering income generation through the Alker Lane development
- Supporting our town centre through the town centre masterplan

The Executive Leader, Councillor Alistair Bradley, thanked the staff for their work in supporting the community and businesses during the pandemic and the residents in playing their part in dealing with the challenges of the last year.

Councillor Bradley noted the future benefits of the developing shared services with South Ribble.

Before moving to the vote, the Mayor asked the Leader of the Opposition, Councillor John Walker, to present their Statement.

21.C.20 Conservative Group Statement 2021/22

The Leader of the Opposition, Councillor John Walker, expressed his thanks to all the medical staff and support staff engaged in delivering the vaccination programme.

Reference was made to the grants made available by the Government relating to supporting businesses and residents during the Covid-19 pandemic.

Councillor Walker advised that the Conservative group had agreed to put opposition to the budget aside and focus on looking to the future.

The Deputy Leader of the Opposition, Councillor Debra Platt, thanked NHS and all workers for their contributions during the Covid-19 pandemic.

Members then debated the General Fund Revenue and Capital Budget and Council Tax 2021/22.

Councillor Martin Boardman, supported the approach of the Conservative group, but queried the need to increase council tax. Councillor Wilson noted the cumulative effect of not increasing council tax and the unknown impact of the fair funding review. He acknowledged increasing council tax was a difficult decision, but it was the right thing to do in the circumstances.

The motion, as indicated in Agenda Items 5 was proposed by the Deputy Leader and Executive Member (Resources), Councillor Peter Wilson, and seconded by the Executive Leader, Councillor Alistair Bradley, was then put to the vote.

In line with the legal requirement for all budget decisions to be recorded, this proposal was put to the vote and recorded as follows:

For: Councillor Steve Holgate (Mayor), Councillor Julia Berry (Deputy Mayor) and Councillors Aaron Beaver, Alistair Bradley, Terry Brown, Mark Clifford, Christopher France, Gordon France, Margaret France, Peter Gabbott, Anthony Gee, Danny Gee, Tom Gray, Yvonne Hargreaves, Alex Hilton, Hasina Khan, Zara Khan, Margaret Lees, Roy Lees, Laura Lennox, Sheila Long, Adrian Lowe, Marion Lowe, Matthew Lynch, June Molyneaux, Alistair Morwood, Steve Murfitt, Beverley Murray, Gillian Sharples, Paul Sloan, Joyce Snape, Kim Snape, Neville Whitham, Alan Whittaker, Peter Wilson

Against: None.

Abstain: Martin Boardman, Val Caunce, Keith Iddon, Debra Platt, John Walker,

The vote was carried by majority, and it was therefore a **Decision** **That the budget and proposals as set out in the report in item 5 and supporting appendices be approved to include:**

- a) **Approve the budget and proposals set out in this report including:**
 - **Council Tax set out in the resolutions (at Appendix A)**
- b) **Note Special Expenses and Parish Precepts (at Appendix B)**
- c) **Approve the Council's Medium-Term Financial Strategy (MTFS) (Appendix C)**
- d) **Note the Council's forecast cumulative budget deficit & budget strategy 2021-22 to 2023-24 (Appendix D)**
- e) **Note significant budget movements from the 2020/21 budget (at Appendix E)**
- f) **Note the general fund forecast assumptions (at Appendix F)**
- g) **Approve the capital programme for 2020/21 to 2023/24 (Appendices G1, G2 & G3)**
- h) **Approve the Capital Strategy (Appendix H)**

- i) Approve the Treasury Management Strategy (Appendix I) and note the advice of the treasury management consultants (Appendix I1)**
- j) Approve the Council's Pay Policy (at Appendix J) and publication on the Council's website from April 2021**
- k) Note the advice of the Statutory Finance Officer in relation to the robustness of the budget and the risks contained within it as set out in the Statutory Report (Appendix K).**
- l) Note the budget consultation 2021/22 Report (at Appendix L)**
- m) Note the Assessing the Impact of Budget Proposals 2021/22 Report (at Appendix M)**
- n) Note Fees and Charges (at Appendix N)**

Formal Council Tax Resolution

1. It be noted that on 13 January 2021 the Deputy Director of Finance as Statutory Finance Officer calculated the Council Tax Base 2021/22

(a) for the whole Council area as 37,476.20 [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and

(b) for dwellings in those parts of its area to which a Parish precept relates (as in the attached Table 2).

2. Calculate that the Council Tax requirement for the Council's own purposes for 2021/22 (excluding Parish precepts) is £7,336,340

3. That the following amounts be calculated for the year 2021/22 in accordance with Sections 31 to 36 of the Act:

(a) £56,302,909 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.

(b) £48,263,330 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

(c) £8,039,579 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).

(d) £214.52 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

(e) £1,489,490 being the aggregate amount of all special items (Special Expenses and Parish precepts) referred to in Section 34(1) of the Act (as in the attached Table 1).

(f) £174.78 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

4. To note that the County Council, the Police Authority and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below.

5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the

amounts of Council Tax for 2021/22 for each part of its area and for each of the categories of dwellings.

VALUATION BANDS							
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CHORLEY BOROUGH COUNCIL

A	B	C	D	E	F	G	H
116.52	135.94	155.36	174.78	213.62	252.46	291.30	349.56

LANCASHIRE COUNTY COUNCIL

A	B	C	D	E	F	G	H
970.79	1,132.59	1,294.39	1,468.19	1,779.79	2,103.39	2,426.98	2,912.38

POLICE & CRIME COMMISSIONER FOR LANCASHIRE

A	B	C	D	E	F	G	H
150.97	176.13	201.29	228.46	276.77	327.09	377.42	452.90

LANCASHIRE COMBINED FIRE AUTHORITY

A	B	C	D	E	F	G	H
48.18	56.21	64.24	72.27	88.33	104.39	120.45	144.54

AGGREGATE OF COUNCIL TAX REQUIREMENTS

A	B	C	D	E	F	G	H
1,286.46	1,500.87	1,715.28	1,828.88	2,358.51	2,787.33	3,216.15	3,859.38

6. That the Statutory Finance Officer and his officers be authorised to take any action necessary to ensure collection and recovery of the Council Tax and Non-Domestic Rates.

7. As the Council's basic amount of Council Tax has increased by 1.99% for 2021/22, it is considered not excessive in accordance with principles approved under Section 522B Local Government Finance Act 1992.

EXPLANATION OF COUNCIL TAX SETTING RESOLUTION

RESOLUTION 1

(a) Before we can calculate the Council Tax to be charged, we first have to calculate the Council Tax base. The Council Tax base is the amount which a Band D Council Tax of £1.00 would raise. For 2021/22 we estimate that a £1.00 Council Tax at Band D would raise £37,476.20 in the Chorley area.

(b) This shows the "base" figure for each Parish in the area. For example, a £1.00 Band D Council Tax in Adlington would raise £2,021.10.

RESOLUTION 2

This shows the Council's net spending for 2021/22 excluding the cost of Parish precepts.

RESOLUTION 3

(a) This is the grand total of money which the Council estimates it will spend on all services in 2021/22. It also includes £741,535 which Parish Councils need to run their services.

(b) This is the grand total of money which the Council estimates it will receive from various sources in the year. This includes Central Government and business rates, car park charges, investment income, government grants in respect of benefits, etc.

(c) This is the difference between 2(a) and 2(b) and is in effect the Council's and Parishes net spending on services.

(d) The difference between 2(a) and 2(b) is £8,039,579 and this is the amount we need to charge Council Taxpayers. This is divided by the base (see 1(a) above) and the resulting figure of £214.52 is the average Band D Council Tax for all Borough and Parish services.

(e) The total of all the amounts needed from Council Taxpayers by the Parish Councils in the area and for Chorley Borough Special Expenses.

(f) This is the Band D Council Tax for Chorley Borough Council's own services, i.e. excluding Parish Council spending and Special Expenses

RESOLUTION 4

Lancashire County Council, Lancashire Fire Authority and the Police & Crime Commissioner for Lancashire are separate bodies who have worked out their own estimates of spending and income for 2021/22 and have set taxes in a similar way to Chorley Borough Council. This resolution notes their final decision.

RESOLUTION 5

This pulls together the Council Taxes for Chorley Borough Council, Lancashire County Council, the Police & Crime Commissioner for Lancashire and Lancashire Fire Authority. For example, the aggregate amount for Band D is £1,929.69 made up as follows:

	£
Chorley Borough Council	174.78
Lancashire County Council	1,456.19
Lancashire Police Authority	226.45
Lancashire Fire Authority	72.27

The rate for each property Band is calculated by reference to the Band D charge. The following ratios apply:

Band A	$\frac{6}{9}$ ths of Band D
Band B	$\frac{7}{9}$ ths of Band D
Band C	$\frac{8}{9}$ ths of Band D
Band D	$\frac{9}{9}$ ths of Band D
Band E	$\frac{11}{9}$ ths of Band D
Band F	$\frac{12}{9}$ ths of Band D
Band G	$\frac{13}{9}$ ths of Band D
Band H	$\frac{14}{9}$ ths of Band D

The aggregate charge for Band A, for example, the charge is $\text{£}1,929.69 \times \frac{6}{9} = \text{£}1,286.46$; for Band B it is $\text{£}1,929.69 \times \frac{7}{9} = \text{£}1,500.87$.

RESOLUTION 6

Formally authorise the necessary staff to take legal action to collect arrears as and when this is necessary. For the vast majority of taxpayers, this is not needed

21.C.21 Committee appointments

Councillor Alistair Bradley proposed, Councillor Peter Wilson seconded the Decision to approve the following changes to Committee places:

1. Councillor Graham Dunn to be the council's representative on the Lancashire Local Enterprise Partnership Joint Scrutiny Committee.
2. The following members be appointed as reserves on the Climate Change Working Group
 1. Julia Berry
 2. Paul Sloan
 3. John Dalton
 4. Debra Platt

21.C.22 Alker Lane Development

The Mayor noted that this item had been withdrawn from the agenda.

Mayor

Date

Executive Cabinet

1. Any Cabinet recommendations on the reports that require Council decisions appear as separate items on the agenda.

General Report of the Meeting Held on 21 January 2021**Chorley Open Space, Sports and Recreation Strategy Action Plan 2020-2036**

2. I presented the report of the Deputy Chief Executive which seeks to grant approval to consult on the draft Open Space, Sports and Recreation Strategy (OSSR) Action Plan and where there are no significant amendments or additions, to grant adoption of the plan through Executive Member decision.
3. In order to support the preparation for the new Central Lancashire Local Plan, consultants Knight, Kavanagh and Page Ltd were commissioned by the three councils of Preston, South Ribble and Chorley to produce evidence detailing the need for open space, sports and recreation provision. The evidence will be used to inform future investment decisions including where developer contributions are required and how they should be used to meet future demand in the Borough through to 2036.
4. The consultants worked with many stakeholders including sports clubs, teams, parish councils, ward members, national governing bodies, and organisations to produce robust, accurate data which has been distilled into a Chorley Action Plan spanning from 2020-2036. It is proposed to reconsult with these key stakeholders and Members were encouraged to assist with this where links to the groups existed.
5. We welcomed the report, in particular how it supported the green agenda through natural greenspaces, wildlife corridors, and woodland management. We granted approval to consult on the Open Space, Sports and Recreation Strategy Action Plan and also to delegate to the Executive Member for Economic Development and Public Service Reform, formal adoption of the final version of the action plan subject to no significant alternations being made.

Draft Budget 2021 and Summary Position over the Medium Term

6. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Deputy Director of Finance which sets out the budget position for 2021/22 including the forecast for the following 2 years to 2023/24 and also presents the relevant proposals in respect of the use of forecast resources identified in 2021/22 and the budget consultation.
7. We noted the proposed Council Tax increase of 1.99% in 2022/23 and 2022/23. This would be revisited every year and would be dependent upon the outcome of the Government announcements regarding the Fair Funding Review and review of the business rates system. It was also noted that investment of approximately £1m would be continued to deliver corporate strategy priorities, alongside capital investments of over £56m in corporate priority projects and strategies to reduce the budget deficit in the medium term.
8. We supported the proposed increase in Council Tax and discussed the support available to those who may struggle to pay their council tax because of the challenging circumstances they find themselves in. It was suggested that communications be released highlighting why the council propose the increase. We also addressed whether parking charges would need to

increase in the future and considered the impact this would have on the Town Centre. We approved the recommendations within the report.

Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software

9. Councillor Peter Wilson, Executive Member (Resources) presented the confidential report of the Director of Customer and Digital which informs members of the proposed shared procurement for ICT hardware, software and support to seek agreement to the sharing of costs and assessment criteria. We approved the recommendations within the report.

General Report of the Meeting Held on 25 February 2021

Clean Air Strategy

10. I presented the report of the Director of Communities which seeks approval to consult upon the proposed draft clean air strategy and secure approval to publish via an Executive Member Decision. Upon establishment of a resource to deliver the strategy and completion of the options appraisal for a new method of collecting data on air quality, a Member Learning Session on air quality will be delivered.
11. Chorley Council declared a climate emergency on the 19th November 2019 with the overarching goal of “rendering the borough carbon neutral by the year 2030”, 20 years ahead of the UK target of 2050. To enable this target to be met a Clean Air Strategy for Chorley has been drafted. The Strategy sets out a clear picture of the current state of air quality and monitoring practices in Chorley, our legal obligations as a council in monitoring air quality and the legislation which governs this.
12. We welcomed the Air Quality Strategy and recognised the importance of engagement via the consultation. Therefore, it was proposed that maximum communications be delivered on this to ensure the consultation be circulated as widely as possible. We approved the recommendations within the report.

Revenue and Capital Budget Monitoring 2020/21

13. Councillor Peter Wilson, Executive Member (Resources), presented the report of the Chief Finance Officer which sets out the provisional revenue and capital outturn figures for the Council as compared against budgets and efficiency savings targets set for the financial year 2020/21.
14. In summary, the projected revenue outturn currently shows a forecast underspend of £13k compared to the budget for 2020/21 and the forecast of capital expenditure in 2020/21 is £14.587m. The Council’s budget for 2020/21 includes a savings target of £150k from management of the staffing establishment. We noted that the full savings of £150k have been achieved.
15. The Council’s Medium-Term Financial Strategy reported that working balances are currently maintained at £4.0m due to the financial risks facing the Council and the forecast level of general fund balances at 31 March 2021 will be £4.013m. We approved the recommendations within the report.

Quarter Three Performance Report 2020/21

16. 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 third quarter of 2020/21, 1 October to 31 December 2020.
17. Overall, the performance of key projects is excellent with 85% of the projects rated as green and 15% currently rated as amber; there are two action plans for the amber projects. Those projects that are not yet complete will either be carried over for delivery through the 2020/21 Corporate Strategy as planned, are due to be completed in quarter four, or will continue to be delivered through business as usual activity.
18. Performance of the Corporate Strategy indicators and key service delivery measures is good with 67% of Corporate Strategy measures and 83% of key service delivery measures performing on or above target, or within the 5% threshold. Given the current challenges and environment the council is operating in, performance against agreed measures remains positive. Those indicators performing below target have action plans outlined with measures to improve performance. We noted the report.

King George's Playing Fields Pavilion – Proposed Contract Award Procedure

19. I presented the report of the Director of Planning and Development which seeks approval for the procurement approach and evaluation criteria for the appointment of a contractor to deliver a new sports pavilion and associated infrastructure at St George V Playing Fields in Adlington.
20. We supported the proposals in the report and requested that the green agenda be considered as part of the tender process. We approved the recommendations within the report.

Astley Park Lighting – Proposed Contract Award Procedure

21. I presented the report of the Director of Planning and Development which seeks approval for the procurement approach and evaluation criteria for the appointment of a contractor to deliver Astley Park Lighting.
22. We supported the proposals in the report and hoped the work would increase the popularity of the park further by making it more accessible. We approved the recommendations within the report.

General Report of the Meeting held on 25 March 2021**Overview and Scrutiny Task Group Sustainable Public Transport Report**

23. The Chair of the Overview and Scrutiny Committee, Councillor John Walker, presented the report which identifies 22 recommendations. Councillor Kim Snape, Chair of the Task Group, thanked members and officers involved with the inquiry, which had engaged with numerous stakeholder groups to increase the scope of the review. The task group were keen to see the continuation of the council's development of the green agenda in line with the recommendations.

24. We noted the report of the Overview and Scrutiny Task Group and accepted for consideration, with the Executive Cabinet's recommended response to the recommendations being reported to a future meeting.

Chorley Council Transformation Strategy

25. Councillor Peter Wilson, Executive Member (Resources), presented the report of the Deputy Chief Executive which outlines the Transformation Strategy 2021 – 2024. The refresh of the 2016 Transformation Strategy realigns the strategy and programme with the current context and future priorities. The purpose of the Transformation Strategy is to be the framework through which overarching change programmes for the Council will be effectively co-ordinated and managed.
26. The key themes of this strategy are around how the Council is reshaping the workforce, workplace and ways of working to achieve sustainability, making the best use of technology to deliver efficiency and inform service delivery with the aim of being in the best position to take advantage of commercial investments and income generation opportunities to support the financial base. We approved the refreshed Transformation Strategy for 2021 – 2024.

Shared Services: Events Team Review

27. Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Deputy Chief Executive which outlines the proposals to create a shared events team from 1 April 2021. We approved the recommendations within the report.

Commissioning Procurement 2021-2023

28. Councillor Bev Murray, Executive Member (Early Intervention), presented the confidential report of the Director of Communities which seeks agreement on the approach and procurement process for the 2021 – 2023 Commissioning. We recognised how the commissioning work had continued well during Covid-19 and supported the proposals in the report. We approved the recommendations within the report.

The following Executive Member Decisions were taken using the Special Urgency Procedure since September 2020:

Executive Member (Resources)

Covid-19 Additional Restrictions Grant Application

Acquiring Affordable Homes – Property No 1

Acquiring Affordable Homes – Property No 2

Acquiring Affordable Homes – Property No 3

Acquiring Affordable Homes – Property No 4

Acquiring Affordable Homes – Property No 5

COVID-19 Additional Restrictions Grant Application – Round 2

Approval For The Contract Procedure And Award For The Procurement Of A Remote Desktop Solution

Executive Member (Customer, Advice and Streetscene Services)

ICT Service Review – 11 March 2021

Recommendations

29. To note the report

Councillor Alistair Bradley
Executive Leader

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Report of the Overview and Scrutiny Committee

1. This report summarises the business considered at the meetings of the Overview and Scrutiny Committee held on 28 January and 18 March, the Overview and Scrutiny Performance Panel held on 4 March and includes an update on the Sustainable Public Transport Task Group.

Overview and Scrutiny Committee – 28 January 2021

Adoption of Estates Update

2. We welcomed Ray Bennett, Principal Officer, Highways and Transport at Lancashire County Council.
3. He explained the history of the process of Adoption, recounting the legislation passed to create the current process, and explained that a street to be adopted has to serve at least six separate residential properties. Further information about how Lancashire County Council determined what could be adopted was in a County Council document entitled “Code of Practice on Highway Status and Adoption”.
4. The process of the mechanism involved a developer to approach the County Council and declare that they wished for their roads, footways, and associated infrastructure to be adopted. This should occur before construction starts but is often not the case. For an agreement to take place, the Highway Authority requires evidence including planning permission, full title to the land and streets which are to be built on, the highway layout and construction and highway drainage.
5. The length of the process typically occurred 24 months from completion of the site work. Adoption is subject to a final inspection and placed on a 12-month maintenance period to highlight work for the developer to complete prior to adoption. Large complex sites that have multiple phases took significantly longer to adopt.
6. There were several barriers that could prevent agreement and the process occurring in a timely manner, these could include:
 - The design, layout or construction not complying with the County Council’s design standards for adoption
 - Full title cannot be demonstrated, some developers construct on land they do not have the title on
 - Confirmation not provided that linked agreements were established, e.g. with United Utilities to facilitate drainage of the site
 - Inspection fee not provided, and the site constructed without supervision, leading to uncertainty what had been laid down
 - Access obstructed or planted over
 - Site failed to link to a highway maintainable at public expense

7. Section 37 of the Highways Act 1980 enables owners of a road to serve notice on the Highway Authority to declare their intention to dedicate the street as a highway. All requirements for Section 37 mirrored Section 38. Though extremely rare, there have been attempts by developers to force inappropriate development onto the County Council through Section 37 in the past, and they were rejected through the Magistrate Court.
8. Section 228 of the Highways Act empowers the Highway Authority to adopt a private street after execution of street works. This is referred to as the Private Street Works Code. Section 228 is an aggressive form of adoption that removed land ownership rights and forced landowners to pay for streets to be at an adoptable standard.
9. We asked if the online mapping system was kept up to date as there were examples where constituents had their estates adopted but were told by the contact centre that it was not the case. Ray advised they are updated as soon as the adoption passed.
10. I enquired about the process if a development was finished and the developer ceased business operations. Ray explained that the process requires money from the developer before construction started but part of the highway's legislation was defective and building regulation was taken from the hands of the authority. There were plans for the legislation to be rectified but delayed due to Brexit and Covid-19.
11. We queried what a large estate could do that was not adopted. Ray explained residents need to approach the developer and push for adoption, and it is the developer's remit to approach the Council.
12. We noted that communication is not in place for residents, District Council Members and departments. We asked if GDPR was a reason for difficulties in communication between residents and the Council after developers went into administration.
13. Residents should have been aware prior to the purchase if they were on an adopted street. The developer must seek adoption, and he reiterated hopes that legislation would strengthen the position to seek payment prior to the start of construction. In terms of communication, he explained that there is a District Team in place to deal with enquiries from Parish Councils through to the parliamentary representative. We highlighted issues and Ray undertook to raise it with the team.
14. We asked about the nature of adoption for properties that were leasehold. This is complicated but ultimately the developer had the title to the land they were built on and if they did not own all of the land that was built upon, adoption would not occur.
15. We noted the report.

Budget Scrutiny

16. We welcomed Councillor Peter Wilson, Executive Member (Resources) and Chris Sinnott, Deputy Chief Executive.

17. Councillor Wilson explained that the budget situation is challenging and reminded us that the Council's money came from Business Rates, Council Tax, New Homes Bonus, and grants. The current challenge is not just to set the budget but to create a plan to balance the budget. There is outstanding uncertainty with business rates, as it is linked to the Fair Finding Review.
18. The report explained that there is a deficit of £908,000, increased from £302,000 due to the leisure centre service cost, in addition to the Covid-19 Pandemic. It is estimated that the deficit is to increase to 3.2m next year and £4.3m the year after.
19. The report highlights how the administration intends to balance the budget. First by explaining the saving made from the shared services arrangement, in addition to the income generated with Market Walk, Primrose Gardens, Strawberry Fields, and Logistic House. The deficit will increase significantly to £107,000 going to £2m and then £2.9M, the year after.
20. It is proposed that council tax be increased by 1.99%, with consideration given to increase parking charges without adversely impacting the high street.
21. The administration is considering investment sites and it is believed that future savings of £1m can be achieved by 2022-2023, with £1.3m the year after.
22. It will be a considerable challenge to balance the books in light of the uncertainty with funding streams, but it is a testament to the hard work of Officers that has allowed the administration to prioritise the Corporate Plan, and to ensure that money is correctly allocated.
23. In terms of reserves, the general fund contains a committed £4M, and another £3.2m in reserve that covers Market Walk and asset maintenance support for local businesses.
24. We thanked Councillor Wilson, and the officers that compiled the budget. We enquired into the levels of money Chorley will receive from the Government Finance Settlement. Chris Sinnott said that the Council received the one-year settlement as part of the Fair Funding Review, but there is only certainty for the coming financial year and it was approximately £500,000. The figure was slightly less than the previous year.
25. I questioned if the leisure centre was going to lose £600,000, and if that figure included funds made available by central government to cover the losses of leisure centres. It was confirmed that it included the funding, but there was optimism for a recovery in the next financial year.
26. I asked about income generated and budget deficit of £170,000 caused by Strawberry Fields and if there was any indication of improvement. It was hoped that it would perform better, but it was a long term investment for the Council to provide a source of revenue for 25-50 years. Although it was not producing revenue presently, interest and demand was growing despite the present situation, and the increase in working from home.

27. We queried if there was a contingency for both Strawberry Fields and Digital House. Councillor Wilson confirmed that there are contingency plans, but they were focused on Plan A and believed that when things are up and running, interest will increase.
28. We thanked both Councillor Wilson and Chris Sinnott for attending, presenting, and noted the report.

Health Scrutiny

29. We welcomed Councillor Margaret France to report on the Lancashire County Council's Health Scrutiny Meeting that took place in December 2020 and from the Lancashire Health and Wellbeing Report.
30. The situation evolved from the middle of December to the end of January and we were updated with information about test and trace, bed pressures on hospitals, and strategies employed to cope with winter bed pressures. The County was working with the military to deliver 6-week targeted surge programme of asymptomatic testing in the care, education, faith centres and large employers.
31. Test and Trace in the region had a period of six to seven days before users were notified. The number of duplicated phone calls had decreased. The test used for Covid-19 carried a large number of false negatives, but there was no indication that there were false positives.
32. Transmission of Covid-19 in hospital was high, but the numbers slowly decreased when infection control measures were implemented.
33. For the weekend of 20 January, Chorley had a figure of 373 infections per 100,000, which was below the national average and rate of infection was slowing down. The highest numbers were in the age groups 16-19 and 30-44 which 10% of tested, were positive.
34. Bed occupancy was currently 100% in critical care and increasing, the peak was not expected until the period of 3 February to 17 February, and the peak of deaths was expected from the 24 February to the start of March.
35. It was expected that the vaccination programme would not yield benefits until the end of March and into April, but more than 80% of the over 80's were vaccinated. There were rumours circulating in the ethnic minority communities that pork products were used in the production of the vaccine, but this was false, and faith groups have been working hard to dispel the rumour.
36. 167 enforcement notices had been issued the week ending 20 January, highest levels of enforcement notices were to barbers, gyms, shops and gatherings of young people.
37. Selective routine surgeries have been stepped down, but critical patients prioritised.
38. In response to a question, it was noted Covid-19 patients were being treated at both Chorley and Preston, in addition to the Manchester Nightingale hospital.

39. The update was noted.

Overview and Scrutiny Committee – 18 March 2021

Health Scrutiny

40. The proposal to close Chorley's A and E Department had been withdrawn and it was currently open 12 hours a day from 8am to 8pm, while children were able to be seen at Chorley Urgent Care Centre which was open 24 hours a day, seven days week.
41. The new Health Infrastructure Plan 2 was in development, but similar to Our Health Our Care it will be a long process before any changes are implemented.

Clean Air Strategy

42. We welcomed Laura-Jean Taylor, Public Protection Team Leader (Early Intervention) to present the Clean Air Strategy.
43. Current measurements of air quality do not exceed the acceptable limits of nitrogen dioxide or particulate matter 2.5, although it is believed that the acceptable levels and limits were likely to be amended by the Government.
44. The Council's strategy is split into four key areas,
- The Council's internal actions
 - The revision of policies and guidance documents
 - Communication, education, and engagement
 - Research projects.
45. Implications of not adopting the Clean Air Strategy could result in the failure of the Council to achieve the goal of carbon neutrality by 2030.
46. The aims and objectives of the strategy were highlighted, these include engagement with residents and businesses, to have low or zero emissions from commercial, industrial and domestic sources, and for all council decisions to consider the impact on air quality.
47. Laura explained that it was likely that Clean Air will be considered and incorporated into the Local Plan and planning applications.
48. Relating to taxi's and private hire converting to green and zero emission vehicles, the Council's approach is to provide incentives and ensure that it is a viable and sustainable option for operators.
49. I suggested that the Clean Air Strategy returned following the consultation in the new municipal year.
50. We noted the report.

Overview and Scrutiny Task Group - Developing the Council's Green Agenda - Monitoring of Recommendations

51. We welcomed Zoe Whiteside, Service Lead, Spatial Planning, Planning and Development to provide the update.
52. The final report of the Task Group was presented to Cabinet in March 2020. Sally Green, Climate Change Programme Officer was recruited to the post in February 2021.
53. The first meeting of the member led Climate Change Working Group took place in February. The main objective of the Working Group is to monitor the activity of the green agenda, to ensure the Council is on course to meet the zero net emissions target by 2030, in addition to monitoring all other targets and ambitions set by the Council and from the upcoming Environment Bill.
54. We recommended that future updates to Overview and Scrutiny are accompanied by the minutes of the Working Group. The scope of the Working Group is broad and expansive. For the Overview and Scrutiny Committee in September, a more detailed report will be presented.
55. The Green Agenda has been allocated £500,000.
56. Sally Green will present a Member Learning Session to allow all Members to access updates relating to the Green Agenda in the new municipal year.
57. We noted the report

Overview and Scrutiny Task Group - Quality of Housing Provided by Social Landlords - Monitoring of Recommendations

58. Laura-Jean Taylor, Public Protection Team Leader (Early Intervention) provided an update from Jennifer Mullin, Director of Early Intervention
59. Officers met with Jigsaw and Place for People regarding the introduction of a Housing Standards Charter. Both organisations are open and receptive to working with the Council to develop a Charter but are conscious that the standards and reforms proposed within the Social Housing white paper published last year will require them to adopt many of the principles that have been suggested by Chorley Council to be included within the Charter.
60. They have asked if we can allow them the time to understand and plan how they are going to incorporate the proposed white paper changes and then mutually agree any outstanding areas that would need to be accommodated through the agreement of some local arrangements. We have agreed to revisit the conversation with the registered providers later in the year to establish progress and moving the development of the Charter forward.

61. We noted the update.

Overview and Scrutiny Work Programme

62. I indicated my desire to have Neighborhoods on the Work Programme for the next municipal year, and within the meeting it was raised that cycling in the borough could be explored.

Overview and Scrutiny Performance Panel – 4 March 2021

Performance Focus - Commercial Services

63. We welcomed Victoria Willett, Shared Service Lead, Transformation and Partnerships to provide a brief overview and summary of the report, and explained the Commercial and Property Directorate contained Commercial and Assets, Development and Business and more recently Projects and Development which was a South Ribble function.
64. The Directorate has a large number of capital schemes with major projects underway, including but is not limited to Alker Lane, Tatton Development and Whittle GP.
65. The Directorate is heavily involved with Covid-19 emergency response and is supporting local businesses with the administration of grants through online support and workshops.
66. The report contained an update on the budget and performance contextualised with key measures of each service. The report is accurate as of the end of Quarter Three.
67. We queried about the impact of new Government guidance relating to the use of Public Work Loan Funds by Wholly Owned Companies. It was confirmed, that the last-minute changes made by the Government about the use of the Public Works Loan Board for commercial investment caused delay, but noted Chorley Council will not be impacted by the change as the Council's focus and investment take place within the Borough. The changes were aimed at authorities that made large scale investments outside their boundaries and across the country. It was hoped when released there are not considerable changes required to the document already drafted before going to Council.
68. Councillor Alistair Bradly addressed a question from us about the bus station and potential funding from Lancashire County Council. Due to the current operational loss, a significant amount of time and money will be required to make the changes. It is proposed that for three to five years Chorley and the County Council make equal contributions. The response was negative from Lancashire County Council, and as a result Chorley is unable to afford the cost alone. Disappointment was expressed about the lack of investment Chorley received by the County Council when compared to Preston.

69. We noted the report

Business Planning Update

70. Victoria Willett summarised the Business Planning update.

71. 15 business plans produced the previous year have been completed and the plans identified a further 189 projects,

- 33 were complete
- 118 were ongoing
- 11 had yet to start
- 27 were on hold

72. In September 2020, it was reported that Covid-19 and related implemented measures impacted the ability to deliver some projects, but most projects were able to move forward, either as they were, revised, or rescope. There are several reasons to explain why projects were on hold or yet to start, including the inability for the requirements to be progressed, that projects required physical or face to face involvement, or they were projects that would span several years.

73. Despite Covid-19, performance had been similar to the previous year.

74. It is expected that for the remainder of the year, virtual meetings will remain in place instead of face to face meetings and workshops, but the process for directors and service managers to deliver the projects remain the same.

75. In response to a query from us about the leisure contract and an update on Active Nation seeking costs, Councillor Alistair Bradley said that Chorley Council does not believe that Active Nation have a claim, and that going forward, it is likely that future Council contracts would include pandemic clauses.

76. We noted the report.

Overview and Scrutiny Task Group

Reports from the Task and Finish Groups

77. Councillor Kim Snape updated the Overview and Scrutiny Committee relating to the progress of the Sustainable Transport Task Group. She highlighted the individuals that have attended and contributed which included Sir Lindsay Hoyle, MP for Chorley. Chris Sinnott, Deputy Chief Executive and Jonathan Noad, Director of Planning and Development.

78. Reflecting upon the Task Group's Final Report and its 22 recommendations, the process was insightful but she desired more input from the public and community groups, but understood that due to the pandemic, obtaining views had to be achieved via social media. It was acknowledged that cycling was not explored but is recommended to be its own future Task Group.

79. Resolution to issues raised is not within the power or control of the Council, but there is the potential for the Council to push for change and to improve cooperation, communication and consultation with both the County Council as the Transport Authority and the public transport providers.
80. In response to our question about the price of fares, Stagecoach acknowledged that they need to improve their promotion of the different tickets and offers available, but it is unlikely for a decrease due to the impact of the pandemic.
81. It is believed that the Council could benefit and assist Dial-a-Ride in spreading awareness, to promote volunteer opportunities, dispel misinformation, and invite them to future meetings of Town and Parish Councils.
82. For Public transport, there will be a challenge to promote and encourage users to return post Covid-19.

Recommendation

83. To note the report.

Councillor John Walker

Chair of Overview and Scrutiny Committee

MP

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Report of the Governance Committee

1. This report summarises the business undertaken at the Governance Committee meeting held on 20 January.

Governance Committee – 20 January 2021

External Audit Update

2. Barrie Morris from Grant Thornton introduced his colleague Michael Green, and explained that progress is running behind, but since the Draft Statement of Accounts has been provided, work is underway and the audit commenced. There are, however, outstanding planning enquiries.
3. Work is being handed over to Michael Green as the Engagement Lead due to workload capacity. There is optimism work will be completed by the end of March to prevent two simultaneous audits.
4. We noted the report

Update on the Statement of Accounts

5. Tony Furber, Principal Financial Accountant, expressed his delight that the draft Statement of Accounts has been completed, but advised that the narrative report is outstanding and needs to accompany the draft Statement of Accounts when it is published on the website.
6. At the start of 2020, the Council possessed over £10 million worth of usable reserves. The year ended with an additional £688,000 and the finalised total was £10,762,000.
7. The figure for property plans and equipment jumped from £92m to over £136m due to the purchase of Logistics House in addition to other asset work.
8. There was a rise in long term borrowing which matched the increase in property plans and equipment. Cash equivalent increased from £3m to £9m reflected by the increase in short term borrowing from £2.2m to £6.7m. The short-term borrowing increase of £4.5m was to ensure the Covid-19 business grants were paid on time.
9. We noted the report.

Insurance Brokerage Procurement

10. Kerry Maguire, Senior Risk and Insurance Officer, advised the contract to broker insurance was shared between Chorley and South Ribble Council's. Procurement for the contract was previously completed in 2016, with a 2-year contract awarded and the option to extend the contract by an additional two years was triggered in 2018. It has been agreed that the framework option is favourable and that bidders will have a level of preapproval prior to bidding on the contract.

11. The procurement criteria is 30% price and 70% quality and three bids have been received. The previous contract's annual value was £6250 and it is expected the value of the contract to have increased by 50% due to the current market. The successful bid is 6% lower than the previous contract and scored the highest on the quality questions. The successful bidder is to receive a service fee of 3.5% for every policy.
12. Chris Moister, Director of Governance, clarified to the Committee that the total value of the contract was in the small procurement range and could be seen to be unusual to go out on a framework agreement, but it was felt to be important to demonstrate best value.
13. We noted the report.

New Model Code of Conduct

14. Chris Moister, Director of Governance, updated members about the new model for standards and code of conducts released by the Local Government Association on the 23 December 2020. A decision is not required to be made immediately, but consideration is needed as to whether it is appropriate for the council to adopt the code.
15. A positive of the new model code of conduct is the consistency and clarity it will provide to both residents and those Members that may be elected to multiple tiers of local government. The new code is not significantly different from Chorley's existing code and several recommendations made by the Office for Standards in Public Life have already been adopted by the Council. The new code is more prescriptive than the present code.
16. We asked if the adoption of the new code will dilute the ongoing achievement with the existing code of conduct. Chris Moister believes Members will continue to take responsibility for their actions and conduct and did not think that any variation of the code will impact the standards and behaviour exhibited by Members.
17. We noted the report.

RIPA Application Update

18. No RIPA applications made.
19. We noted the update.

Any urgent business previously agreed with the Chair

20. Chris Moister updated the Committee that appointments have been made for the Shared Audit and Risk post and the Senior Audit post. Both are due to start at the start of February 2020, and from their commencement, the Council will possess a resilient audit service.

Recommendation

21. To note the report.

Councillor Debra Platt

Chair of Governance Committee

MP

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General Purposes Committee

1. This report summarises the business undertaken at the General purposes Committee meeting held on 11 March 2021.

General Report of the meeting held on 11 March 2021

2. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), and Rachel Salter, Service Lead (Development and Business) presented the report of the Director of Commercial Services which updates members as to the progress of the Alker Lane Development, including the conclusion of the procurement process for the appointment of a design and build contractor.
3. The report highlights an increase in the cost of the development following the conclusion of the procurement process. The increase in cost received from the tender submissions reflects the risk aversion within the market as a result of Covid-19 and Brexit. Despite this, we were informed that a lot of these costs had been offset in different ways, as outlined in the report. We were also advised that the proposed amendments would provide an overall improvement to the scheme return in the longer term.
4. We noted that the increased budget now also includes an additional provision of £50k for a potential settlement with the adjacent landowner, Primrose Holdings. The settlement relates to the point of connection for the foul drainage and also includes a strip of land between DOP and the adjacent site. Following queries, we were reassured that the commercial settlement of approximately £50k was a maximum figure and was considered the most appropriate option for all interested parties.
5. We considered the developments that had taken place since the Alker Lane Scheme was approved by Council in November 2019 and acknowledged the securing of a £2.25m grant from the central government 'Getting Building' fund which helped reduce the council's potential borrowing. With regards to securing the funds before the required deadline of end of March/early April 2022, we were reassured that the scheme was on track to be completed by February 2022 and there would be a phased delivery of units once they were completed.
6. The basis of the sales and letting strategy is also reviewed within the report, including the sales/rental mix and incentives. This will affect the sales income and therefore the external borrowing requirement, whilst trying to achieve the maximum annual revenue return. However, we were reassured that borrowing would remain within the approved budget.
7. We noted the progress of discussions with Scorpion Automotive and their potential incorporation into the scheme. We welcomed this and recognised how doing so would support a local business and help create jobs in the area. The delivery of the cycleway was also supported in line with developing the council's green agenda. Following discussion, we approved (unanimously) the recommendations within the report.

Recommendation

8. To note the report.

Councillor Aaron Beaver
Chair of the General Purposes Committee

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Report of	Meeting	Date
Director of Planning and Development	Council	13 April 2021

Area Boundary Consultation for Bretherton Neighbourhood Plan

Purpose of report

- To approve the designation of a Neighbourhood Plan area boundary for Bretherton.

Recommendation(s)

- To approve the designation of the Neighbourhood Plan area boundary for Bretherton as shown at Appendix 1.

Executive summary of report

- Bretherton Parish Council wishes to develop a Neighbourhood Plan and requested the parish boundary be designated as a Neighbourhood Area. The Council held a six week statutory consultation, inviting interested parties to make representations to the Council on the proposed boundary for the area of the Neighbourhood Plan. Twelve responses were received following the end of the consultation on 15 March 2021. It is recommended the designation of the Neighbourhood Plan area boundary for Bretherton is approved as shown at Appendix 1

Confidential report Please bold as appropriate	Yes	No

Corporate priorities

- This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all	x	A strong local economy	x
Clean, safe and healthy homes and communities	x	An ambitious council that does more to meet the needs of residents and the local area	x

Background

- Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. This is in line with the aims and purposes of neighbourhood planning, as set out in the Localism Act (2011), the National Planning Policy Framework (2012) and Planning Practice Guidance (2016).

Consultation on the Bretherton Area Boundary

6. The initial stage in preparing area-based Neighbourhood Plans consists of a statutory minimum six week consultation, inviting interested parties to make representations to the Council on the proposed boundary for the area of the Neighbourhood Plan.
7. Bretherton Parish Council proposed that the Neighbourhood Plan area boundary should cover the Bretherton Parish Council area in its entirety. The consultation took place over the six weeks ending 15 March 2021. Respondents were asked to comment on this boundary for the Neighbourhood Plan.
8. Twelve responses were received. Four of these expressed agreement with the area boundary, six did not say whether they considered the area boundary suitable or not but submitted comments to assist the Parish Council in preparing the Neighbourhood Plan, and two did not agree with the boundary area. The comments relating to the proposed boundary are summarised below:
 - The Neighbourhood Plan would place a further layer of unregulated “wishes to manage and control” which will be an inappropriate, unnecessary and unjustified regulatory burden.
 - Amend the boundary to exclude the GA Pet Food Partners Production site.
 - The Lilford Estate is a significant landowner in Bretherton. It is considered it would be inappropriate for a single majority landowner to be controlled by ‘community wishes to manage and control future development in the Plan Area over the next 15 years, along with its facilities, services and environment.’. The majority of the Lilford Estate is allocated as Green Belt in successive local plans, which is a highly restrictive planning policy. The Lilford Estate considers that to place a further layer on one majority landowner of unregulated “wishes to manage and control” its land use would be inappropriate and unnecessary.
 - Amend the boundary to focus on Bretherton village centre, being the built-up settlement areas predominately in a linear form of development along North Road, South Road, Pompian Brow and part of Marl Cop, extending off South Road.
9. A Neighbourhood Plan should support the delivery of strategic policies set out in the local plan or spatial development strategy and should shape and direct development that is outside of those strategic policies. The Neighbourhood Plan should contain policies for the development and use of land and, if successful at Examination and Referendum, will form part of the statutory development plan. Applications for planning permission must be determined in accordance with the statutory development plan.
10. A Neighbourhood Plan must meet certain specified ‘basic conditions’. These ensure plans contribute to the achievement of sustainable development, have regard to national policy and guidance and are in general conformity with adopted strategic local planning policies.
11. This will ensure that the Bretherton Neighbourhood Plan does not impose restrictions or unnecessary burden on local land or business owners and the boundary as submitted should be designated.

Next Steps

12. Once designated, the Council is required to publish information about the Neighbourhood Plan boundary on its website, including a map, relevant body and name.
13. Bretherton Parish Council will then prepare an evidence-based draft Neighbourhood Plan. This will be subject to consultation and an independent check.

Implications of report

14. This report has implications in the following areas and the relevant Directors' comments are included:

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

15. There is no risk with approving the designated area boundary for the Bretherton Neighbourhood Plan. In a designated neighbourhood area which contains all or part of the administrative area of a town or parish council, the town or parish council is responsible for neighbourhood planning. Where a parish or town council chooses to produce a neighbourhood plan it should work with other members of the community who are interested in, or affected by, the neighbourhood planning proposals to allow them to play an active role in preparing a neighbourhood plan.
16. The Parish Council has indicated in fulfilling its responsibilities, it should set up a Steering Committee which represents all interested parties in the Area to develop a Neighbourhood Plan which would;
- Sets out a framework to guide residents, other local authorities and developers on how the community wishes to manage and control future development in the Plan Area over the next 15 years, along with its facilities, services and environment.
 - Records the historical and existing status and nature of the community
 - Establishes an Action Plan that provides the community with a prioritised plan to improve its facilities, services and environment.

Comments of the Statutory Finance Officer

17. No Comments

Comments of the Monitoring Officer

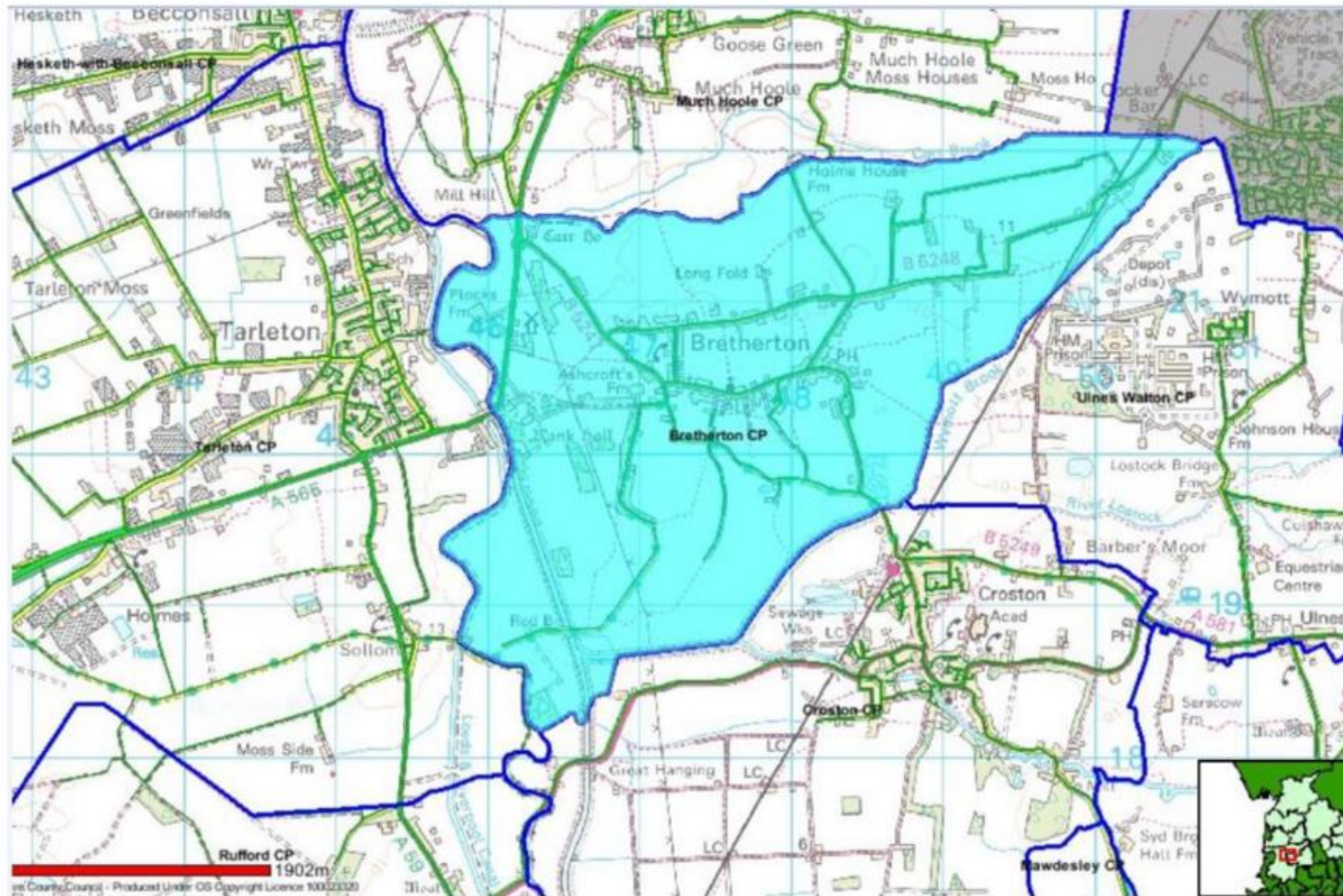
18. A local planning authority (LPA) must designate a neighbourhood area if it receives a valid application and some or all of the area has not yet been designated. The LPA may modify the boundary after designation but only if the LPA is responding to a new application for a neighbourhood area to be designated. Modification may only be with the consent of the parish council.

Jonathan Noad
 Director of Planning and Development

Report Author	Ext	Date
Alison Marland	5281	31/03/2021

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Appendix 1: Map of proposed Neighbourhood Area for consultation, Bretherton.



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