

Overview and Scrutiny Committee

Thursday, 27th January 2022, 6.30 pm

Council Chamber, Town Hall, Chorley and YouTube

Agenda

Apologies

Minutes

- | | | |
|---|--|-----------------|
| 1 | Minutes of Meeting Thursday, 30 September 2021 of Overview and Scrutiny Committee | (Pages 3 - 8) |
| 2 | Minutes of Meeting Thursday 28 October 2021 of Overview and Scrutiny Performance Panel | (Pages 9 - 12) |
| 3 | Minutes of Meeting Thursday 16 December 2021 of Overview and Scrutiny Performance Panel | (Pages 13 - 16) |
| 4 | Minutes of Meeting Thursday 13 January 2022 of Overview and Scrutiny Performance Panel | (to follow) |
| 5 | 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.

6 **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

- | | | |
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| 7 | Executive Cabinet Minutes

To consider the Executive Cabinet minutes of the meeting held on 11 November 2021, 9 December 2021 (enclosed) and 20 January 2022 (to-follow). | (Pages 17 - 26) |
| 8 | Notice of Executive Decisions

To view the latest notice of Executive Decisions click here:
https://democracy.chorley.gov.uk/mgListPlanItems.aspx?PlanId=928&RP=115

The document is also attached and correct as of 19 January 2022. | (Pages 27 - 100) |
| 9 | Health Scrutiny Update

To consider the Work Plan of Lancashire County Council's Health Scrutiny Committee. The Council's representative on the Committee will give an update. | (Pages 101 - 108) |
| 10 | Budget Scrutiny

To receive and consider the report of the Director of Finance.

The Executive Member for Resources will be present at the meeting and answer questions the Committee may have. | (Pages 109 - 128) |
| 11 | Community Safety Partnership

To receive and consider the report of the Director of Communities | (To Follow) |
| 12 | Magistrates and Transport

Verbal update to be provided by Irene Elwell. | |
| 13 | Reports from the Task and Finish Groups

Overview and Scrutiny Task Group – Select Move
To receive a verbal update on the inquiry from the Chair, Councillor June Molyneaux. | |
| 14 | Overview and Scrutiny Work Programme

To consider the Scrutiny Work Programme for 2021/22. | (Pages 129 - 130) |
| 15 | 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 Sarah Ainsworth, Julia Berry, John Dalton, Terry Howarth, Hasina Khan, Samir Khan, June Molyneaux, James Nevett, Aidy Riggott, William Simmance, Kim Snape and Jenny Whiffen.

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

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

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Minutes of Overview and Scrutiny Committee

Meeting date Thursday, 30 September 2021

Members present: Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Julia Berry, Terry Howarth, Hasina Khan, Samir Khan, June Molyneaux, James Nevett, Aidy Riggott, Kim Snape and Jenny Whiffen

Officers: Jennifer Mullin Director (Communities) , Chris Moister (Director of Governance), Zoe Whiteside (Service Lead - Spatial Planning), Sally Green (Climate Change Programme Officer), and Matthew Pawlyszyn (Democratic and Member Services Officer)

Apologies: Councillor John Dalton (appeared via Microsoft Teams)

Other Members: Councillor Peter Gabbott (Executive Member, Homes and Housing)

21.OS.33 Minutes of meeting Thursday, 1 July 2021 of Overview and Scrutiny Committee

Decision: The minutes of the meeting Thursday, 1 July 2021 of the Overview and Scrutiny Committee were approved as a correct record.

21.OS.34 Declarations of Any Interests

No interests were declared.

21.OS.35 Public Questions

There were no public questions.

21.OS.36 Executive Cabinet Minutes

21.OS.37 Minutes of Meeting Thursday, 16 September 2021 of Executive Cabinet

Decision: The minutes of the meeting Thursday, 16 September 2021 of the Executive Cabinet were noted.

21.OS.38 Notice of Executive Decisions

Members sought clarification regarding the Executive Decision to Low Cost Home Ownership Scheme - Removal of Eligibility Restrictions for 41 Poplar Drive, Coppull.

Zoe Whiteside, Service Lead - Spatial Planning explained that the eligibility was being removed due to the difficulty of the sale of the property, and the eligibility would be reinstated for the new owner.

Members also queried Tatton Gardens Policies found at the top of Agenda Page 70, as the age of resident was restricted to over 55. An update would be returned to Members following the Committee.

Decision: The Notice of Executive Decisions was noted.

21.OS.39 Customer and Digital Directorate Update

The Chair summarised the update provided by the Executive Member (Customer and Streetscene) following the Overview and Scrutiny Performance Panel that took place 24 June 2021.

Decision: The Customer and Streetscene update was noted.

21.OS.40 Health Scrutiny

The Chair expressed interest in the creation of a twice-yearly Committee to explore Health Scrutiny in partnership with South Ribble to receive information directly from the hospitals. The Committee Members endorsed the idea.

Members raised concern with the difficulties some constituents had in accessing vaccinations. Some Members raised that there were yellow cars that transported residents to appointments, whereas other areas had Community Nurses that visited residents that struggled to travel.

No questions were raised by Members regarding Councillor Hilton's written update.

Decision: The Heath Scrutiny workplan and written update were noted.

21.OS.41 First Aid at Chorley Council

Chris Moister, Director of Governance presented information to Members and explained first aid at Chorley Council.

The presentation covered:

- Health and safety regulations that related to first aid at the Council.
- The health and safety calculator tool used to decide required provisions.
- The Town Hall's 13 members of staff first aid trained, which included 6 Civic Services staff. In addition, Lancastrian attendants were all trained in first aid.
- The frequency and availability of first aid training for staff, and how the training was undertaken was monitored.
- Risk management, which included the impact of Covid-19, and the management of returning staff to the office.
- The distribution of responsibility and required assessments and insurance required when Council buildings were used by external parties and organisations.

Members thanked Chris Moister and agreed the importance of first aid.

Members asked, and it was confirmed that knowledge of first aiders and automated external defibrillators (AED) was widely available. It was the responsibility of the Health and Safety Team Leader to maintain the first aid kits and AED's.

Members suggested that information related to first aid could be incorporated within the new Member inductions and additional information could be distributed via 'In the Know' and Member Learning Sessions.

Chris Moister confirmed risk assessments were completed as footfall changed in particular areas, and it was highlighted that AED's were becoming common place in establishments and all locations were known by 999 operators.

Decision: The report was noted.

21.OS.42 Sustainable Public Transport Monitoring Report

The Committee welcomed Zoe Whiteside, Service Lead for Spatial Planning, who provided a monitoring update on Sustainable Public Transport.

21 recommendations were made by the Task Group. Within the report, there was a table detailing the update for each recommendation. It was acknowledged that Covid-19 had impacted the progress of some updates.

Key points taken from the report include:

- Canal and Rivers Trust had progressed with work since the publication of the report with meetings arranged to improve certain tow paths in Chorley, which included bridge 74 and 85a.
- Methods of funding had been explored, with options included the strategic Community Infrastructure Levy (CIL), but the Council would not fully fund projects and expected funds to be matched.
- The Council had engaged positively with Andrew Varley, Public Transport Manager at Lancashire County Council and was consulting with the bus strategy on behalf of the Council, a further update expected in the next Monitoring Report.
- Chorley Council's preparation for the County Council's new Highway Master Plan, expected Spring 2022, was significantly further ahead than both South Ribble and Preston.
- The Covid-19 pandemic impacted public transport and other methods of transport such as Dial a Ride.
- The Local Plan due to be published Summer 2022, but was dependent on evidence gathering and site work assessments.
- The Cycling task group stalled due to lack of response from Members.

Councillor Kim Snape, as Chair of the Overview and Scrutiny Task Group: Sustainable Public Transport, praised the work of Alison Marland and Zoe Whiteside. She raised that for recommendations 12 and 13, it was positive that a relationship had been formed with the County Council although the Task Group wanted the Council to be proactive, rather than reactive and wait for the consultation to have been completed. She adding that Adlington lacked trains, and the options put forward would impact the

service to the station. There was also confusion as an email was received from the County Council claiming to be unaware of Coppull's rail development aspirations.

Zoe Whiteside informed the Committee of her surprise about the email, as Coppull was mentioned by the County Council representative and was happy to write on behalf of the Task Group of the concerns raised. It was noted that Coppull Station was in the third round of the Department of Transport Restoring Railways Fund, but there were 89 other stations that had bid for funding.

Councillors raised that there were worse tow paths than the ones raised, including 73, 75 and 78. It was agreed for an appeal to appear on both 'In the Know' and 'In the Boro' for feedback relating to towpaths in need of repair or upgrading.

Decision: The Monitoring Report was noted.

21.OS.43 Developing the Councils Green Agenda - Monitoring Report 2

The Committee welcomed Sally Green, Climate Change Programme Officer who presented the Monitoring Report for 'Developing the Council's Green Agenda'.

Within the report, several key points were highlighted.

- The Climate Change Programme Officer was in the role.
- Recommendations 11 to 24 were split up into 10 strategic themes listed within the report, each with a responsible Officer.
- 5 recommendations have been completed since the previous report to the Overview and Scrutiny Committee.
- The Climate Change Working group currently convened 10 times a year.
- The Council's carbon footprint from 250 assets had been mapped, with a roadmap and action plan commissioned to begin decarbonization starting with the largest site.
- Dialogue had been established with the County Council for electric charging points. Policy change was expected which would enable more power and information delegated. An electric charging consultation was currently underway.
- Progress had stalled with green burial sites. There was ongoing demand for traditional burial, but the Council possessed no suitable land. The alternative being promoted was post cremation ashes to fertilise a tree acting as a grave stone.
- Work was ongoing with local housing providers to improve the efficiency of Chorley's housing stock. The current target was for all homes to be rated C by 2030.
- Climate change information on the Council's website was updated bi-monthly, and social media was actively used to raise knowledge and awareness.
- 26 climate based events planned for all age groups.

Members queried the possibility of electric charging hubs to be installed in school car parks, in conjunction with climate education.

Members praised the idea behind memorial woodlands.

A workshop for Members was planned to inform them of the County Council strategy by the end of the year.

Decision: The Monitoring Report was noted.

21.OS.44 Select Move Review

The Committee welcomed Jennifer Mullin, Director of Communities who presented a verbal update regarding Select Move, and informed Members that a written report would be distributed following the meeting.

Select Move was highlighted as a partnership Chorley Council was in with Preston Council, South Ribble Borough Council, and a large number of social landlords. March 2021 saw Chorley take the Chair of the partnership. Planned progress was based around three aspects; upgrading the current system, coordination of the partnership, and adjusting tiers and costings.

The current system was deemed outdated and incompatible with modern accessibility guidelines. A new system to be provided by Civica, which would provide detailed data that is currently unavailable to the Council, and it would also provide greater information to users.

All members of the partnership worked according to the service agreement. The Council aimed to employ a Select Move Coordinator who would be responsible for ensuring the partners operated fairly and according to the agreement.

The introduction of a tiered costing system would allow smaller housing associations to be included within the partnership and to be regulated fairly.

During the pandemic, the user experience of Select Move had worsened, but there was optimism that the experience would improve with ongoing improvements.

Members expressed disappointment that there was not a written report, and highlighted issues raised by constituents which included the lack of photographs of properties which resulted in residents placing bids on unseen properties. There were also issues with residents being unable to get make contact, despite calling at the designated time and placed on hold. Jennifer Mullin clarified that the phone issue would be resolved imminently, although there were currently several vacancies within the department which caused unintentional delays.

Decision: Members noted the verbal update.

21.OS.45 Overview and Scrutiny Work Programme

Members discussed a range of potential Overview and Scrutiny Task Group Topics.

Decision: Members noted the Work Programme

Chair

Date

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Minutes of	Overview and Scrutiny Performance Panel
Meeting date	Thursday, 28 October 2021
Members present:	Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Julia Berry, and Aidy Riggott,
Officers:	Jonathan Noad (Director of Planning and Development), Howard Anthony (Performance & Partnerships Team Leader), Jon-James Martin (Performance and Transformation Officer), and Matthew Pawlyszyn (Democratic and Member Services Officer)
Apologies:	Councillor James Nevett
Other Members:	Councillors Alistair Bradley and Alistair Morwood

21.OSP.9 Minutes of meeting Thursday, 24 June 2021 of Overview and Scrutiny Performance Panel

Decision: The minutes were approved as a correct record.

21.OSP.10 Declarations of Any Interests

No declarations were made.

21.OSP.11 Planning and Development

The Overview and Scrutiny Performance Panel welcomed Councillor Bradley, Executive Leader, and Executive Member - Economic Development and Public Service Reform, Councillor Morwood, Executive Member - Planning and Development and Jonathan Noad, Director of Planning and Development.

Councillor Morwood highlighted areas of the report to Members.

There was an overspend of £56,000 due to the national shortage of building control officers. The Council hired from the private sector. Two separate unsuccessful attempts were made to recruit. The decision was made to focus on training officers internally with support provided by an external consultant. The expenditure towards the external consultant was deemed to be value for money. The two officers being trained were currently working at 50% and 75% while working towards levels 4 and 5

diplomas in building control. It was confirmed that despite lacking a named Enforcement Officer, enforcement continued.

The Council had been awarded the ISO 9001 Quality Assurance certification, and was seeking to gain a greater market share, which was 30% and overcome issues that had been caused by Covid-19.

The number of empty properties had decreased and was now below target.

Due to Covid-19, employment rates and the number of projected jobs created were below target.

Covid also impacted the business engagement service. Many businesses had struggled to maintain their position and survive.

Within the Enforcement Service, 100% of building control applications, both major and minor were decided within the time frame or granted extensions.

A correction was raised, paragraph 26, should read "*the work noted in the report impacts climate change and sustainability targets of the Council's Green Agenda and all environmental considerations are in place*".

Councillor Bradley stressed that Covid had significantly impacted the economy during the time frame of the report and noted that many businesses focused on survival. Concurrently, the Council had a duty of care towards its staff and implemented 'working from home' and 'hybrid working' which impacted the efficiency of the Council.

It was emphasised that the shortage of staff was not unique to Chorley Council, councils and businesses across the country faced similar issues.

In response to a question from Members, it was confirmed that the employment target rate of 80% had been met, but had not been sustained for significant periods of time.

It was clarified that some targets were aspirational, and others were interventional.

Jonathan Noad explained to Members that he would return with a figure of planning applications that had agreed extensions, and to return with a figure of tree planting by ward.

It was highlighted that Planning and Development was two sovereign services at Chorley and South Ribble, but resilience had been shared when required.

A report that related to the Local Plan was to be presented at the next full Council meeting. The preferred option stage was expected in February 2022.

Over the duration of six months, the Council's Licensing enforcement had granted 102 premises licenses, 132 Temporary Event Notices, 61 Taxi Licenses, and 198 vehicle licenses.

Decision: The report was noted

21.OSP.12 Business Plans

The Committee welcomed Howard Anthony, Performance and Partnerships Team Leader to present the Business Plans across all departments of the Council and Shared Service developments since February 2021.

There were 15 Business plans containing 170 projects.

On page 19, a colour coded graph visualised progress of projects. A significant bar of Housing Solutions was red, but it was to be rectified with the appointment of the Housing Solutions Manager.

'Accommodation, Property Services, and Town Centre Development', was a large plan, and covered three separate services, the number of red projects did not reflect the volume of projects that the service was delivering.

For many projects in the red, the correlated factor was resources and capacity of certain teams.

Key actions to reduce the risk included the recruitment drive in ICT to fill shared and vacant positions. This would also decrease the skills gap and increase ICT capacity to support the delivery of projects.

There were additional issues with the Council taking control of the leisure facilities. The decision impacted the finance team, which caused a delay to their Business Plan. It was noted that all spending towards the leisure centre was budgeted and no additional resources were directed to the service. Time and effort costs were required to implement payment and related systems.

Members raised that they were concerned with ICT and recruitment. ICT was a key service that crucially related to other services. Councillor Bradley added that ICT was being restructured on the back of Shared Services.

It was acknowledged that alongside many businesses, the Council was short of staff at every level, and it was an amalgamation of Brexit, the pandemic, and changing lifestyles. There was a shortage of viable applicants, with increased wage demands of qualified applicants. There was the investment risk of training staff to the level which enabled them to leave for higher wages in the private sector.

It was clarified that Northgate were paid to digitised records, which was a long running programme.

In response to a query by the Chair which related to the purchase of 9 bungalows, it was confirmed that the decision was made by Council due to the short supply of bungalows in the borough. It was expected that the coming months, matters that related to housing would improve, and a presentation was to be given to Councillors at the end of November.

Decision: The report was noted

Chair

Date



Minutes of **Overview and Scrutiny Performance Panel**

Meeting date **Thursday, 16 December 2021**

Members present: Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Julia Berry, James Nevett and Aidy Riggott

Officers: Chris Sinnott (Deputy Chief Executive), Howard Anthony (Performance & Partnerships Team Leader) and Jon-James Martin (Performance and Transformation Officer), and Matthew Pawlyszyn (Democratic and Member Services Officer)

Other Members: Councillor Peter Wilson

21.OSP.13 Minutes of meeting Thursday, 28 October 2021 of Overview and Scrutiny Performance Panel

The minutes were approved as a correct record.

21.OSP.14 Declarations of Any Interests

No declarations were made.

21.OSP.15 Performance Focus - Policy and Governance

Councillor Peter Wilson, Executive Member Resources highlighted that the overall performance of the directorate had been good, 11 projects were rated green, 1 amber, and 1 completed. It was acknowledged that Covid-19 impacted performance.

There was a slight overspend on the budget, with the largest being the Lancastrian event space. Covid-19 restrictions limited the potential for revenue, although as restrictions eased, the number of bookings increased.

There was a decrease in engagements with social media and views to the Chorley Live website, this was concluded to be the results of fewer events being held than usual. Members enquired if there were further figures that related to site visitors to 'Check Out Chorley', as it was the default page users were navigated to after connecting to the free wi-fi, and if there was information on the number of users that immediately navigated away from the page.

There was a decrease in supplier payments within 30 days, appropriate actions had been taken to rectify this figure.

The complaints to the Chief Executive responded to within 10 working days was lower than Q2, 2020/21 but still above target, it was clarified that the complaints were usually more complex and substantial. It was confirmed that there was no figure for complaints received by Councillors as they were dealt within services or by Directors.

Transformation and Partnership's performance had been good, although there were one or two targets off track.

Work at Astley Hall progressed positively, although further structural issues were discovered which would require additional work. Members praised the Astley Hall work and felt that the G7 demonstrated the fantastic achievement.

It was clarified that the information related to the figures of 16 and 17 year olds that were not in education, employment or training (NEET) came from the County Council and the Department for Education. There was no personalised, broken down data available. Members believed further investigation was required into the numbers at ward level, and greater understanding of what caused young people to become NEET. It was proposed that future work could be completed at Neighbourhood Area Meetings and Scrutiny.

Some Members felt that too much Member Training was offered as there had been 23 training sessions in three months, with varied levels of attendance. It was noted that the training offered came from suggestions and requests from Members themselves. Members praised the World Café Event that was held to allow Members and Directors to interact and felt that it was a positive session and would like the event to run again in the future.

21.OSP.16 Quarter Two Performance Monitoring Report

The Committee welcomed Howard Anthony, Performance & Partnerships Team Leader to present the report.

67% of Corporate Strategy indicators were on target or within threshold. 33% were below or not on target, each with an action plan in place.

As reported at previous Performance Panel's, issues related to capacity and gaps in recruitment was ongoing, but updates would be provided as recruitment continued.

A highlighted off target indicator was the number of people that had completed the Basic Digital Skills training. Sessions had been postponed until early 2022. With the spread of Omicron variant of Covid – 19, consideration was given on how to develop the future of the training. Members raised that participants of the digital skills training required the training in person considering the subject matter.

Within the report, further updates were provided to the four Corporate Priorities and their associated projects, which included Tatton Gardens, affordable homes, Alker Lane and Strawberry Meadows. It was highlighted that the number of projected jobs created through the Council's support or intervention was below target due to the pandemic impacting the local economy and businesses. The efforts of the Council during this time transitioned from supporting business with advice and grants to grow,

to providing advice and grants to survive. The indicator reflected this rather than work readiness of the local population. The overall employment rate was provided by the Office of National Statistics and although below the target of 80%, was ahead of the steadily decreasing figures regionally and nationally. It was noted that the figures only contained those 'economically active', those in full time education, maternity leave, full time carer's, etc. were not counted.

Phase 2 of Shared Services progressed, the partnership between Chorley and South Ribble was moving forward and an action plan was delivered. The first Annual Partnership Summit was hosted in November 2021 and focused on Economic Reform. Part of the discussions of the summit included the issues that employers faced with large numbers of vacancies and difficulties with recruitment. There was increased competition from London and Internationally, particularly with increased familiarity and utilisation of remote working.

Town centre vacancies were off track, but work was progressed to resolve any issue to promote Chorley as a place to do business. However, the vacancy rate of 10% was considered to be a good performance for towns located in the North West. The Council had some control of rents, including Market Walk and extension, but a considerable number were held by private commercial landlords.

It was clarified to Members that the figure of 100% for planning applications included those completed within the time limit, or within the time extension. Major applications were often granted extensions to ensure that all the information had been gathered and was accurate. Members requested an update as to what percentage of planning applications were approved extensions.

Chair

Date

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In summary, there is a forecast underspend against the budget for 2021/22 of £350k. Members noted that the Council's Medium-Term Financial Strategy reported that the minimum level of general fund reserves should be maintained at £4.0m to cushion against any potential, future financial risks that may face the Council. The forecast level of general fund balances as at 31 March 2022 will be £4.407m. Based on the position as at 30th September 2021, there is a forecast decrease in the overall Capital Programme of £4.026m relating to the reprofiling of spend on some of the projects from 2021/22 to 2022/23, and a £50k increase in the IT budget.

Members welcomed the proposed free parking as outlined in the report, subject to usual parking restrictions, to help traders and local businesses at Christmas.

Revenue Budget Monitoring Report

Decision:

- 1. To note the forecast outturn for revenue and the level of reserves based on the position as at 30th September 2021.**
- 2. To note the virements to the revenue budget made during the period, as detailed in Appendix 2 of the report.**
- 3. To support our businesses and to give a boost to the Town Centre following a difficult year, it is recommended to introduce free parking in the Town Centre from 1st December to 24th December at a cost of approximately £25k.**

Reasons for recommendations:

To ensure the Council's budgetary targets are achieved.

Alternative options considered and rejected:

None

Capital Budget Monitoring Report

Decision:

- 1. To approve the revised capital programme as attached at Appendix A, which includes approved amendments to the programme, detailed at point 12 of this report, since the last Capital Monitoring report was approved by Cabinet in September;**
- 2. To note the variations to the programme (which are detailed by scheme at Appendix B and referenced within the body of the report);**
- 3. To note the position in the Balance Sheet monitoring section of the report, in respect of cash, investment and loan balances and debtors, as at 30th September 2021.**

Reasons for recommendations:

To ensure the Council's Capital Programme is monitored effectively.

Alternative options considered and rejected:

None

21.EC.60 Quarter Two Performance Monitoring Report 2021/22

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 second quarter of 2021/22, covering the 1 July 2021 to 30 September 2021.

The overall performance of key projects is excellent, with 11 (85%) of projects rated green, 1 (8%) rated amber, and 1 (8%) classified as completed. Action plans for those projects rated amber.

Performance of the Corporate Strategy indicators and key service delivery measures continues to be closely monitored, with 10 (67%) performing on or above target, or within the 5% threshold. 5 (33%) are performing below target and outside of the 5% threshold. Performance against the agreed measures remains positive, with the Council continuing to work proactively to support local residents and communities. Where indicators are performing below target, action plans are in place to improve performance.

Members discussed the performance indicators in relation to the digital strategy and affordable housing, in particular plans to increase the delivery of affordable housing going forward.

Decision:

That the report be noted.

Reasons for recommendation(s):

To ensure the effective monitoring of the Council's performance and delivery of the Corporate Strategy.

Alternative options considered and rejected:

No other options have been considered.

21.EC.61 Neighbourhood Priorities Delivery 2021-22

Councillor Bev Murray, Executive Member (Early Intervention), presented the report of the Director of Communities which provides a summary of the decision-making process which has taken place (September / October 2021) to agree this current year's neighbourhood priorities 2021/22. It also presents the proposed neighbourhood priorities that have been agreed within each neighbourhood management group.

Due to the timings of the Neighbourhood Area meetings this year, Members recognised there were more projects to be delivered in a shorter period of time before the next round of meetings in the new year. Reassurances were provided that there was enough capacity for officers to deliver these within the timescales.

Decision:

- 1. To agree the neighbourhood priorities proposed within each neighbourhood management meeting. (paragraph 19)**
- 2. When scoping out the detail and financial resources required for each priority, financial or in-kind contributions should be sought from partners within the neighbourhood including parish councils, County Council, voluntary sector, and other stakeholders.**
- 3. Where a priority is subsequently scoped out as requiring increased financial resources, consideration will be made in consultation with the Executive Member (Early Intervention) for this neighbourhood priority to be carried out at additional cost, phased, or developed further as an individual corporate project.**

Reasons for recommendation(s):

1. Neighbourhood working and associated projects is a key priority within the council's corporate strategy and encourages the improvement of environmental, health, and social features within the identified neighbourhoods of Chorley.
2. The council is committed to supporting projects and partnership delivery that focuses on the wider determinants of health as these issues impact on the daily lives of our residents, how happy and healthy they feel living in their community and in turn their individual life choices and outcomes.

Alternative options considered and rejected:

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

21.EC.62 Exclusion of the Public and Press

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

21.EC.63 Insurance Portfolio Contract Award

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director of Governance which provides a summary of the detailed tender evaluation results and seeks agreement to proceed to award based on the outcome.

Decision:

1. **To agree the appointment of the insurance companies identified for the respective classes of insurance from the 01 January 2022.**
2. **To approve the further expenditure to obtain the Terrorism policy, this will be in the region of £10k.**

Reasons for recommendation(s):

1. A comprehensive and fair evaluation of the price and quality aspect of all received bids has been undertaken, clarification has been sought where appropriate and the findings provide like for like cover based on existing policies.
2. It is essential that the Council has quality, cost effective insurance cover in place beyond 31 December 2021 when the current LTA's lapse.

Alternative options considered and rejected:

This exercise involved the use of a procurement framework, Member agreement has previously been sought to undertake this approach over a more traditional tendering method.

21.EC.64 Approval to Procure Replacement Small Vans

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director of Customer and Digital which seeks approval for the procurement of seven electric small vans to replace the current fleet of three electric and five diesel powered vans.

Decision:

1. **Approval to enter a further competition exercise using Crown Commercial Services (CCS) or equivalent framework provider to lease seven electric vehicles.**
2. **That the award of the contract be delegated to the Executive Member for Resources for approval based on the evaluation criteria.**

Reasons for recommendation(s):

1. The council supports the green agenda and clean air ambitions, and this seems the ideal time and opportunity to move to electric powered vehicles for the most appropriate section of the fleet.
2. Leasing the vehicles inclusive of repair and maintenance costs will offer cost certainty to the council for the next four years.
3. Under the council's contract procedure rules approval by the Executive Cabinet of contract award procedures and evaluation criteria for tenders greater than £100,000 in value is required.

Alternative options considered and rejected:

1. To outright purchase the vans and pay ongoing costs for maintenance and repair.
2. To direct award a contract which would not offer the potential savings of further competition.
3. To renew the fleet with non-electric or hybrid vehicles which would not support the green agenda and clean air ambitions of the council.

21.EC.65 Purchase of Land Adjacent to Yarrow Valley Country Park

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director Planning and Development which seeks approval to purchase land off Burgh Lane adjacent to Yarrow Valley Country Park for the purposes of biodiversity net gain and to increase the land mass of the Country Park.

Decision:

To approve the purchase of land off Burgh Lane to encompass it into Yarrow Valley Country Park for the purpose of tree planting and habitat protection at a cost of £288,500 funded through borrowing.

Reasons for recommendation(s):

1. To increase the land mass of Yarrow Valley Country Park for benefits to the residents of Chorley and contribute to local nature recovery
2. To facilitate the planting of 13000 trees
3. To contribute to Biodiversity Net Gain and Carbon offsetting using Council land assets.
4. To ensure that this land is maintained and protected by Chorley Council for the long-term future.

Alternative options considered and rejected:

To not submit an offer to acquire the land and allow a developer or other landowner to purchase the land. This was rejected as Chorley Council own the land adjacent and already play a role in the management and maintenance of this land asset owing to the proximity of adjoining land, path linkages and access. Chorley Council can utilise this land resource to contribute to biodiversity net gain to offset future long-term development plans elsewhere in the Borough.

Chair

Date

21.EC.70 Bengal Street Feasibility Update

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), presented the confidential report of the Director of Commercial Services which updates Members as to the progress of the potential development of the Bengal Street site.

Decision:

- 1. To acknowledge that a commitment to spend the awarded Brownfield Land Release funds needs to be made by the end of March 2022, therefore a report will be taken to Council on 25 January 2022 to approve these funds.**
- 2. To acknowledge that the masterplan options and financial modelling for the development of the Bengal Street and National Grid sites are being updated. A report presenting the options will be taken to Informal Cabinet on 10 January 2022 and Executive Cabinet on 20 January 2022.**

Reasons for recommendation(s):

1. To mitigate risk regards to Brownfield Land Release Funding.
2. To progress and bring forward the Bengal Street site for development.

Alternative options considered and rejected:

Not applicable.

21.EC.71 Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software

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 and seeks agreement to the sharing of costs and assessment criteria.

Decision:

- 1. To approve the contract award procedure for a number of joint procurements with South Ribble Council outlined at Appendix 1 for software, hardware and support services.**
- 2. To approve carrying out appropriate tender exercises via the councils' e-procurement portal (The Chest) or alternatively the use of existing procurement frameworks such as Crown Commercial Services or similar.**
- 3. To approve the evaluation criteria of 80% cost and 20% quality.**
- 4. To waive the requirement to use the Social Value Portal.**
- 5. That the decision to award is delegated to the Executive Member of Resources.**

Reasons for recommendation(s):

By jointly procuring these contracts it ensures alignment of software and hardware across both Authorities supporting Shared Services.

Alternative options considered and rejected:

Each Council could procure software independently, but this would make it very difficult to align software or services in future.

Chair

Date

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Chorley Council – Notice of Executive Decisions

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

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

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

Executive Leader and Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley
Deputy Executive Leader and Executive Member (Resources)	Councillor Peter Wilson
Executive Member (Early Intervention)	Councillor Beverley Murray
Executive Member (Homes and Housing)	Councillor Peter Gabbott
Executive Member (Planning and Development)	Councillor Alistair Morwood
Executive Member (Customer 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: 19 January 2022

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: 20 January, 24 February and 24 March 2022

January

Fees and Charges 2022/23	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	20 Jan 2022			Report of the Director (Finance)
Draft Budget 2022/23	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	20 Jan 2022	No		Report of the Director (Finance)
Chorley Council Climate Change Strategy; Approval to Consult	Executive Cabinet	Executive Member (Resources)	A significant impact in environmental, social or physical terms in two or more wards	20 Jan 2022	No	https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=81314	Report of the Director (Planning and Development)

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
Key Contracts and Partnerships	Executive Cabinet	Executive Member (Resources)		20 Jan 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Deputy Chief Executive
Surrender of existing lease and grant of a new lease - Unit 31-33 Market Walk	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	20 Jan 2022	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)
Shared Customer Services and Revenues & Benefits Review	Executive Cabinet	Executive Member (Customer and Streetscene Services)		20 Jan 2022	Paragraph 1: Information relating to any individual.	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=608&MId=8792&Ver=4	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
Future meetings							
Revenue and Capital Budget Monitoring Quarter 3	Executive Cabinet	Executive Member (Resources)	A new or unprogrammed capital scheme of £100,000 or more	24 Feb 2022	No	No	Report of the Director (Finance)
Quarter Three Performance Monitoring Report 2021/22	Executive Cabinet	Executive Member (Resources)		24 Feb 2022			Report of the Deputy Chief Executive
Volunteering Policy	Executive Cabinet	Executive Member (Early Intervention)		24 Feb 2022	No	Volunteering Policy 2021 SSMT Paper - Volunteering Policy	Report of the Director (Communities)
First Homes Interim Policy Statement	Executive Cabinet	Executive Member (Homes and Housing)		24 Feb 2022	No	No	Report of the Director (Planning and Development)

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 Feb 2022	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)
Renewal of Lease - Coach House - Astley Hall - Cafe Ambio	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	24 Feb 2022	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 of Tender Evaluation Criteria for Security & Concierge Services	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	24 Feb 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s128531/Approval%20of%20Temporary%20Contract%20Extension%20for%20SecurityConcierge%20Services.pdf	Report of the Director (Commercial Services)
Approval to Procure Replacement Ride on Mowers	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	24 Feb 2022	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)
Approval to go out to tender for remedial repairs to Brinscall Pool concrete floors	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	24 Feb 2022	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
Approval of revised terms for the Lease of Whittle Surgery - Site of 239 Preston Road Whittle le Woods	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	24 Feb 2022	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)
Wigan Lane Sports Facility Delivery	Executive Cabinet	Executive Member (Planning and Development)	A contract worth £100,000 or more	24 Feb 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s137020/New%20report%20template.pdf	Report of the Director (Planning and Development)

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 Affordable Homes	Executive Cabinet	Executive Member (Homes and Housing)	A new or unprogrammed capital scheme of £100,000 or more	24 Feb 2022	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 of tender evaluation criteria for Parking Enforcement	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	24 Mar 2022	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
Proposal of Rent and Service Cots for Tatton Gardens	Executive Cabinet	Executive Member (Homes and Housing)	A new or unprogrammed capital scheme of £100,000 or more	24 Mar 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Primrose Gardens Rent and service Charges	Report of the Director (Commercial Services)
Leisure Contract Update	Executive Cabinet	Executive Member (Early Intervention)	A significant impact in environmental, social or physical terms in two or more wards		Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	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
Executive Member Decisions							
Executive Leader and Executive Member (Economic Development and Public Services Reform)							
Milestone Meadow Play Area, Euxton	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		March 2022	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)
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

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
Cripplegate Lane Pond	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		November 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 Deputy Chief Executive
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	November 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)

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
Alker Lane Development - Appointment of PM/EA/QS Support	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		January 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)
BAE Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		December 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
Network Rail Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		December 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)
Agreement GA Pet Foods - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		17 Dec 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 Second Stage Fee Expenditure	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	19 Nov 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)
Rent Relief for Council Commercial Tenants	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	January 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)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Choose Chorley Grant (Ipsium Group)	Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley		2 Sep 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 (Planning and Development)
Chorley BIG Grant - Froogle Media Limited	Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley		5 Aug 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)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Chorley BIG Grant (Aesthetics Training Group Ltd)	Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley		2 Sep 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 (Planning and Development)
Mass Tree Planting for Woodland Creation on Council Owned Land	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		21 May 2021	No	To Follow	Report of the Director (Planning and Development)
Clean Air Strategy	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A significant impact in environmental, social or physical terms in two or more wards	May 2021	No	http://mod/documents/s122080/Clean%20Air%20Strategy%20enc.%202.pdf?LO\$=1	Report of the Director (Communities)

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 Memorial Consultation summary and Next Steps	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		December 2021	Paragraph 1: Information relating to any individual. Paragraph 2: Information which is likely to reveal the identity of an individual.	No	Report of the Director (Planning and Development)

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
Deputy Executive Leader and Executive Member (Resources)							
Approval for the Contract Award for the Procurement of Elections Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Regulatory Services Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of GIS (mapping)	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Document Management for Revenues and Benefits	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of WiFi	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	26 Mar 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Remote Desktop Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of ICT Helpdesk	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Anti-virus Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Asset Management	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MIId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Mobile Contract	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MIId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Accessibility Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of the Intranet	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Printers	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Mobile Devices	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Review of Desktop Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Review of CCTV	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Third Party Support	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Hybrid Mail	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Physical Post	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Direct Debit Processing	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Garden Waste Stickers	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for the Procurement of Payment Schemes	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Mobile Hardware	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&LO\$=1	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
Approval for the Contract Award for the Procurement of Networking Hardware	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Server Estate	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	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
Approval for the Contract Award for the Procurement of Backup and DR	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Building Access	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	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
Approval for the Contract Award for the Procurement of Desktop Hardware to support remote working	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Connectivity	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	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
Approval for the Contract Award for the Procurement of Document Management Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Time Management Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	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
Approval for the Contract Award for the Procurement of Legal Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Burials and Memorial Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	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
Approval for the Contract Award for the Procurement of Audit Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Meeting Room Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	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
Approval for the Contract Award for the Procurement of Virtual Mailroom	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Software for Regulatory Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	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
Approval for the Contract Award for the Procurement of Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Customer Relationship Management (CRM)	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&LO\$=1	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
Approval for the Contract Award for the Procurement of Third Party Support	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/ieListDocuments.aspx?CId=115&MId=8804&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of ICT Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	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
Approval for the Contract Award for King Georges Playing Fields Pavilion	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	May 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s122070/King%20Georges%20Playing%20Fields%20Pavilion%20-%20Proposed%20Contract%20Award%20Procedure%20enc.%202.pdf?LO\$=1	Report of the Director (Planning and Development)
Approval for the Procurement of Garden Waste Collection Service Permits	Executive Member (Resources)	Executive Member (Resources)		2 Dec 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 (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
Procurement of Electrical Contractor to undertake planned and reactive maintenance	Executive Member (Resources)	Councillor Peter Wilson	A contract worth £100,000 or more	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 (Commercial Services)
Household Support Fund	Executive Member (Resources)	Executive Member (Resources)		December 2021	No	Report to follow	Report of the Director (Communities)
Applications for Hardship Relief	Executive Member (Resources)	Executive Member (Resources)		October 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 (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
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)
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)
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 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
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Paragraph 1: Information relating to any individual.	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
Health and Safety Service Review Update	Executive Member (Resources)	Executive Member (Resources)		24 Sep 2021	Paragraph 1: Information relating to any individual. Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	To Follow	Report of the Director (Governance)
Alker Lane Sale/Leasing Approval	Executive Member (Resources)	Executive Member (Customer and Streetscene Services)	A contract worth £100,000 or more	8 Apr 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)

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)
Replacement of the Mayoral Car	Executive Member (Resources)	Executive Member (Resources)		May 2021	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
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)
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)

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 At Foxhole Road Chorley	Executive Member (Resources)	Executive Member (Resources)		Before 3 Aug 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)
Land 5 Stansted Road Chorley	Executive Member (Resources)	Executive Member (Resources)		Before 18 Feb 2022	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 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)
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)

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 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)
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)

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 - Unit 3, Flat Iron Parade, Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 30 Apr 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)
Unit 6 Flat Iron Parade- Renewal of Lease	Executive Member (Resources)	Executive Member (Resources)		14 May 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)

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
Amendment of Lease Terms - Unit 9a Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 10 Sep 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)
Units 20-21 Market Walk- Proposed Renewal of Lease to New Look Retailers Ltd	Executive Member (Resources)	Executive Member (Resources)		Before 25 Dec 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

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)
57 Market Street Chorley	Executive Member (Resources)	Executive Member (Resources)		Before 5 Aug 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)

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
98 Market Street Chorley - Grant of Lease	Executive Member (Resources)	Executive Member (Resources)		17 Dec 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)
Approval to Acquire Individual Homes for Affordable Rent	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 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
Acquisition of Refugee Property - No 2	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 3	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.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 Refugee Property - No 4	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 5	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.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 Refugee Property - No 6	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 7	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.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 Refugee Property - No 8	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 9	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.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 Refugee Property - No 10	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	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
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)
Strawberry Fields Digital Office Hub - Office 9, Grant of a Lease	Executive Member (Resources)	Executive Member (Resources)		19 Nov 2021			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 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 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)

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 - Cafe - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		Before 27 Aug 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)
Grant of a Lease - Primrose Gardens Hairdressing Salon	Executive Member (Resources)	Executive Member (Resources)		Before 31 Oct 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)

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
Exclusec Security Contract for Strawberry Fields Digital Office Park	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 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)
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)

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
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)
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
Whittle Surgery HoT's	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	November 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)
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)
COVID-19 Local Restrictions Support Grant	Executive Member (Resources)	Executive Member (Resources)		October 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)
Approve an application for ERVS	Executive Member (Resources)	Executive Member (Resources)		16 Jul 2021	Paragraph 1: Information relating to any individual.	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
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)
Approval for Exhibitions Policy	Executive Member (Resources)	Executive Member (Resources)		25 Jun 2021	No	No	Report of the Deputy Chief Executive
Technology enhancements in Committee Room 1, Town Hall	Executive Member (Resources)	Executive Member (Resources)		November 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)

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 (Early Intervention)							
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)
Approval for the scope of development projects at Leisure Centres	Executive Member (Early Intervention)	Executive Member (Early Intervention)	A contract worth £100,000 or more	January 2021		To Follow	Report of the Deputy Chief Executive
Leisure Management - Wholly Owned Company Implementation - Fee's, charges and concessions	Executive Member (Early Intervention)	Executive Member (Early Intervention)		Before 30 Apr 2021	No	https://democracy.chorley.gov.uk/documents/g8128/Public%20reports%20pack%2013th-Apr-2021%2018.30%20Council.pdf?T=10	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 Domestic Abuse Services - Chorley Contribution	Leader and Deputy Leader/Director Briefing Executive Member (Early Intervention)	Executive Member (Early Intervention)		March 2021	No	To Follow	Report of the Director (Communities)
Volunteering Policy	Executive Member (Early Intervention)	Executive Member (Early Intervention)		9 Dec 2021	No	Yes	Report of the Director (Communities)
Beaconsfield Terrace	Executive Member (Early Intervention)	Executive Member (Early Intervention)		13 May 2021	Paragraph 1: Information relating to any individual.	No	Report of the Director (Communities)
Stray Dog Collection Service - Fees	Executive Member (Early Intervention)	Executive Member (Early Intervention)		10 Jun 2021	No	No	Report of the Director (Communities)
Clean Air Strategy	Executive Member (Early Intervention)	Executive Member (Early Intervention)		20 Dec 2021	Paragraph 1: Information relating to any individual.	https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=83895&Opt=0	Report of the Director (Communities)

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 (Customer and Streetscene Services)							
Recycling Strategy	Executive Member (Customer and Streetscene Services)	Executive Member (Customer 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)							
Tatton Gardens Policies	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		14 Oct 2021	No	No	Report of the Director (Commercial Services)
Houses in Multiple Occupation	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		29 Jul 2021	No	No	Report of the Director (Planning and Development)

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 Handyperson & Affordable Warmth Assistance Service Provider	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)	A contract worth £100,000 or more	10 Jan 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	http://mod/documents/s128532/Handyperson%20Service%20request%20for%20funding%20and%20contract%20extension%20for%20the%20period%201st%20July%202021%20to%2031st.pdf http://mod/documents/s132792/Procurement%20of%20Handyperson%20Affordable%20Warmth%20Service.pdf	Report of the Director (Communities)
Registered Provider Framework - Selection of Partners	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		Before 21 Jan 2022	No	https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8753&Ver=4	Report of the Director (Planning and Development)

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 (Planning and Development)							
King George V Playing Fields Pavilion - Tender Evaluation Social Value	Executive Member (Planning and Development)	Executive Member (Planning and Development)		November 2021	No	http://mod/documents/s122070/King%20Georges%20Playing%20Fields%20Pavilion%20-%20Proposed%20Contract%20Award%20Procedure%20enc.%202.pdf	Report of the Director (Planning and Development)
Wigan Lane Playing Pitch Drainage Scheme	Executive Member (Planning and Development)	Executive Member (Planning and Development)		23 Dec 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 (Planning and Development)

Health Scrutiny Committee Work Programme 2021/22

The Health Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session carried out by the Steering Group at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Council's Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Health Scrutiny Committee will:

- To scrutinise matters relating to health and adult social care delivered by the authority, the National Health Service and other relevant partners.
- In reviewing any matter relating to the planning, provision and operation of the health service in the area, to invite interested parties to comment on the matter and take account of relevant information available, particularly that provided by the Local Healthwatch
- In the case of contested NHS proposals for substantial service changes, to take steps to reach agreement with the NHS body
- In the case of contested NHS proposals for substantial service changes where agreement cannot be reached with the NHS, to refer the matter to the relevant Secretary of State.
- To refer to the relevant Secretary of State any NHS proposal which the Committee feels has been the subject of inadequate consultation.
- To scrutinise the social care services provided or commissioned by NHS bodies exercising local authority functions under the Health and Social Care Act 2012.
- To request that the Internal Scrutiny Committee establish as necessary joint working arrangements with district councils and other neighbouring authorities.

- To draw up a forward programme of health scrutiny in consultation with other local authorities, NHS partners, the Local Healthwatch and other key stakeholders.
- To acknowledge within 20 working days to referrals on relevant matters from the Local Healthwatch or Local Healthwatch contractor, and to keep the referrer informed of any action taken in relation to the matter.
- To require the Chief Executives of local NHS bodies to attend before the Committee to answer questions, and to invite the chairs and non-executive directors of local NHS bodies to appear before the Committee to give evidence.
- To invite any officer of any NHS body to attend before the Committee to answer questions or give evidence.
- To recommend the Full Council to co-opt on to the Committee persons with appropriate expertise in relevant health matters, without voting rights.
- To establish and make arrangements for a Health Steering Group the main purpose of which to be to manage the workload of the full Committee more effectively in the light of the increasing number of changes to health services.

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda.

The dates are indicative of when the Health Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

Health Scrutiny Committee work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/organisations	Proposed Date(s)
Lancashire & South Cumbria Pathology Collaboration	Seek assurances from the patient's perspective, impact on workforce; service provision in west Lancashire.	LSCFT	14 September 2021
Community Mental Health Transformation programme	Early engagement on the programme - background/case for change; how this will affect methods of service delivery; changes to accessibility and pathways including urgent; which partners involved, next steps and timescales	LSCFT	
Increasing vaccination uptake and addressing inequalities	Joint report from the NHS, the council for voluntary services, and the borough councils delivering the local vaccination programme.	LCC Public Health, Lancashire & South Cumbria ICS, CVS and borough councils	2 November
Lancashire & South Cumbria - Enhanced Acute Stroke Services programme	Consider the business case for the reconfiguration of stroke services in the area.	Lancashire and South Cumbria Integrated Stroke and Neurorehabilitation Delivery Network (ISNDN)	14 December
Workforce GP shortage	Progress made in relation to recommendations of the 2017 scrutiny inquiry report	NHS England North West and Lancashire & South Cumbria ICS	
Housing with Care and Support Strategy	Progress on the implementation of the strategy	LCC Adult Services	1 February 2022
Early intervention and social prescribing	Review of development and effectiveness	LCC Public Health, Lancashire & South Cumbria ICS	
Disabled facilities Grants	Report on the differing allocations of Disabled Facilities Grants to district councils in Lancashire with a focus on discretionary grants	LCC Public Health	22 March

Other topics to be moved on to the work programme at the appropriate time:

- New Hospitals programme
- Shaping Care Together programme

- Lancashire & South Cumbria Pathology Collaboration (September 2022)
- Community Mental Health Transformation programme (tbc)

Health Scrutiny Steering Group work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/partners	Proposed Date(s)
Lancashire & South Cumbria Stroke services Briefing	Update on Acute stroke centres (previously referred to as Hyper Acute Stroke Services)	Jack Smith, Elaine Day, NHS England and Improvement	22 September 2021
New Hospitals Programme Briefing	Update on the programme	Jerry Hawker and Rebecca Malin, New Hospitals Programme	
Substantial variation protocol for Lancashire	Consider the implementation of a written protocol for Lancashire.	Gary Halsall, LCC	
Initial Response Service	Report on the newly established service by Lancashire & South Cumbria NHS Foundation Trust	LSCFT	13 October
Clatterbridge Cancer Centre	Blood cancer proposal	Jackie Moran, NHS West Lancashire Clinical Commissioning Group	
Lancashire & South Cumbria Pathology Collaboration	Concerns raised by pathologists	Gary Halsall, LCC	
Continuing Healthcare assessments	Focus on county council resources, understanding the delay to finalising policies, and the effect on wider health outcomes	LCC Adult Social Care	10 November
Outbreak management and infection control – adult social care	Report on the key issues	Louise Taylor, Tony Pounder, LCC Adult Social Care	
Workforce resilience, wellbeing, sufficiency – adults social care	Report on the key issues	Louise Taylor, Tony Pounder, LCC Adult Social Care	

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/partners	Proposed Date(s)
NHS 111	Findings and evaluation of the new NHS 111 First programme (resolution from committee's meeting held on 15 September 2020)	NWAS and Lancashire & South Cumbria ICS	
NHS Winter planning - TBC	Assurance on measures and systems in place for the forthcoming winter.	Kevin McGee, Lancashire Teaching Hospitals Trust	
Preventative healthcare – healthy weight and obesity; NHS Health Checks (Healthy Hearts) Emotional and Mental Health – substance misuse and alcohol services	Overarching report identifying the key issues.	LCC Public Health	1 December
High intensity user programme	Report on the programme	Healthwatch, NWAS, and relevant/specific NHS Trust	
Quality Surveillance Group - TBC	Introduction and identifying collaborative ways of working	NHS England & NHS Improvement North West Region	
Building and enduring health protection function beyond covid	Initial report on plans	LCC Public Health	5 January 2022
Healthwatch Lancashire - TBC	Identifying collaborative ways of working		
Intermediate Care Services	Report on the key issues	LCC and Lancashire & South Cumbria ICS	
New Hospitals Programme - TBC	Update on shortlisting options - first phase	Rebecca Malin and Jerry Hawker, New Hospitals Programme	

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/partners	Proposed Date(s)
Health inequalities – people with learning disabilities	Report on the key issues	LCC Learning disabilities, autism and mental health	9 February
Annual health checks and LeDeR programme	Written report and action plan on performance against the trajectory for discharge rates, annual health checks (AHC) and Learning Disabilities Mortality Reviews (LeDeR) targets.	Lancashire and Midlands Commissioning Support Unit/Lancashire & South Cumbria ICS	
NHS Trust Quality Accounts	Review of NHS Trust Quality Accounts – formulating comments	Healthwatch Lancashire	10 March
NHS Trust Quality Accounts	Review of NHS Trust Quality Accounts – formulating comments	Healthwatch Lancashire	6 April
			4 May

Other topics to be scheduled:

- Lancashire and South Cumbria Enhanced Acute Stroke Services – update to Steering Group between March and May 2022 (poss. matter for Joint Health Scrutiny Committee with Cumbria County Council)
- Liberty Protection Safeguards – review of preparations before go live (April/October 2022?)
- Health and Care Bill 2021 – implications for health scrutiny
- Vascular Service improvement and new model of care and Head and Neck programme
- Healthwatch reports:
 - Covid recovery and restoration - primary and elective care
 - Primary care - face to face engagement
 - Dental service shortage
 - Day Care Service improvement (LCC)
 - Community Diagnostic hubs

Rapporteur activity

- CC D Westley - Ian Barber, Lancashire Armed Forces Covenant Hub, ex-service personnel programme of engagement with GPs and health services

Briefing notes and bite size briefings to be requested

- January 2022 - CQC Assurance of Local Authority Adult Social Care (CQC report to be presented to committee) – briefing note to Steering Group and bite size briefing for all members?
- Health and Care Bill – opportunities for population health – bite size briefing



Report of	Meeting	Date
Director of Finance (Introduced by the Executive Member Resources)	Executive Cabinet	20 January 2022

Draft Budget 2022/23 and Summary Position over the Medium Term

Is this report confidential?	No
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Is this decision key?	No
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Purpose of the Report

- To set out the budget position for 2022/23 including the forecast for the following 2 years to 2024/25 and also present the relevant proposals in respect of:
 - The use of forecast resources identified for 2022/23
 - Budget consultation

Recommendations to Executive Cabinet

- That members agree the contents of this report in order to start the budget consultation process and note the following proposed budget items, in particular:
 - A proposed 1.99% increase in council tax in 2022/23 with no proposed cuts to services
 - The forecast balanced budget for 2022/23 and the forecast budget position in 2023/24 and 2024/25
 - To note the proposals in the report for investment in the Labour Administration's priority areas
 - To increase the capital programme by £74k to supplement the existing £21k budget at Milestones Meadows to deliver key improvements at the site.

Reasons for Recommendations

(If the recommendations are accepted)

- The council wishes to set out its budget proposals and consult on them with residents

Other Options Considered and Rejected

- None, this is the draft budget and alternative budgets may be considered as part of the final budget proposal.

Executive Summary of the Report

5. The report outlines what is a continuation budget for the council, as whilst there are no policy changes, the report details the Labour Administration’s ambitious proposals to continue investment of both revenue and capital, to develop and deliver in their priority areas.

6. The budget forecast over the next 3 years has been updated as follows:
 - Due to the continued pressures on council expenditure budgets, combined with the reduction in Government funding provided to the council over the last 10 years, a council tax increase of 1.99% is proposed in 2022/23;
 - The figures include an assumption that council tax will increase by 1.99% in 2023/24 and 2024/25; this assumption will be revisited every year and will be dependent on the outcome of the future Government funding announcements;
 - Continued investment is reflected in ongoing revenue budgets to ensure delivery of corporate strategy priorities;
 - Capital investments of over £48m are included in respect of corporate priority projects over the 3-year period;
 - The figures incorporate strategies to reduce the budget deficit over the medium term.

7. Consultation on the proposed budget for 2022/23 will commence following approval of the proposals by Executive Cabinet. The consultation will invite responses from residents, partners, parish groups and other stakeholders through a variety of methods including a short survey. The feedback will be used to frame the allocation of resources and investments, and the results will be analysed and published in February for consideration as part of the council’s final budget.

Corporate Priorities

8. This report relates to the following Strategic Objectives:

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

Background to the Report

9. The draft budget is published for consultation every year by the council. The figures in the report are subject to the final settlement by Government in 2022.

Funding

Spending Review 2021 and Provisional Local Government Finance Settlement

10. Uncertainty continues regarding the council's future funding streams, with the Government announcing a further one-year financial settlement for 2022/23 rather than the expected multi-year settlement. The Provisional Local Government Finance Settlement 2022/23 was published on 16 December 2021 and the implications of this are outlined below.

Business Rates

11. The 2022/23 budget assumes that the Lancashire Business Rates Pool will continue and the council will remain a member; Chorley Council benefits from additional business rates income of approximately £1m as a result of being in the pool. In the absence of any further information regarding Business Rates Retention reform, the pool is assumed to continue throughout the period of the MTFS.
12. Forecasting the level of business rates income beyond 2022/23 remains complicated due to the level of uncertainty in this area. Following various government announcements, councils have been expecting reforms to the business rates system for over four years. In March 2020, the government published the Terms of Reference for the Business Rates Review, setting out that the objectives of this were to reduce the overall burden on business, to improve the current business rates system and to consider more fundamental changes in the medium-to-long term. In March 2021, the government published the Interim Report of the review, with the final report issued in October 2021
13. The government has concluded from their review;
 - that business rates are a vital component of the business tax mix;
 - that they wish to preserve the benefits of business rates but will make changes to make their operation fairer and more effective for businesses;
 - that they are not proposing changing the nature of the tax, or the basis of valuation;
 - moving forward, they have concluded that increasing the frequency of revaluations would represent a fundamental and meaningful improvement to the business rates system and would help to ensure greater distributional fairness; currently, revaluations are scheduled to take place every 5 years although in practice, and due in part to the pandemic, these have only taken place about every 6-7 years. As such government has announced a 3-yearly cycle for business rates revaluations, starting from the next revaluation in 2023.
14. In light of the above, the quantum of business rates that will remain available to the council after the reset is uncertain.
15. It is also likely however that the level of funding that councils retain from business rates will be reviewed across the country as part of the Government's 'levelling up' agenda. This is expected to flow from the outcome of the Fair Funding Review, however no date has been set for these reforms. As such, in the absence of any further information, the budget assumes the council will retain the current level of business rates enjoyed as part of the Lancashire Pool throughout the three year period of the MTFS.

New Homes Bonus

16. Funding from New Home Bonus (NHB) is assumed to discontinue in 2023/24. The provisional settlement announced an allocation of £886k for 2022/23. No further allocation is assumed after 2022/23. The government consulted on the future of NHB between

February and April 2021 and is due to consult on proposed reforms shortly, with a view to implementing reform in 2023/24. It is expected that a replacement to this funding stream will be announced, however nothing further is known as to how the scheme will operate and what additional levels of funding, if any, will be made available to the council. Once more, this creates a significant degree of uncertainty for the council.

Council Tax

17. The Provisional Local Government Finance Settlement announced a council tax increase limit for district councils of up to 2% or £5 (whichever is the greater) on a Band D equivalent in 2022/23. No announcement has been made regarding future years, however it is assumed that the same principles will continue throughout the future three-year budget period.
18. The Provisional Local Government Finance Settlement publishes the Core Spending Power available to local authorities. This is the level of resources that the Government assumes councils will have available to them and is predicated on all councils across the country increasing council tax up to the referendum limit of 2% (or 5% for authorities with social care responsibilities) year-on-year. As such, if the council were to freeze council tax it would create a gap over the medium-term between the amount of funding that Government assumes it has, and the amount that it would actually generate. This will be important when the Government implements the changes following the Fair Funding Review; i.e. when setting the level of business rates to be retained by the council, the Government will assume that the council enjoys a higher level of council tax to compensate for any potential fall in business rates; this will be based on the assumption that it will have increased council tax up to the referendum limit each year.

Lower Tier Services Grant

19. As referenced above, every year the Government calculates the council's core spending power; this is a combination of the council's council tax income, business rates income and new homes bonus grant allocation. For 2022/23 the reduction in new homes bonus from 2021/22 is not fully offset by the assumed additional income that the council will receive from increasing its council tax charges. As such, the government has retained the Lower Tier Services Grant to compensate the council in 2022/23; first introduced in 2021/22, this is a non-recurring, un-ringfenced grant for 2022/23 of £768k. While a benefit to the council's 2022/23 budget, the one-off nature of this funding stream does mean that the council continues to face significant financial uncertainty over the medium term.

Major Sources of Council Funding



Forecast outturn 2021/22

20. In the last Revenue Monitoring report presented to the Executive Cabinet in November 2021 for Quarter 2 - the 6 months to 30th September, an underspend of £345k was reported; since then the level of the forecast underspend has increased due to the ongoing pressures of the pandemic. The position continues to be refined as we finalise the Quarter 3 Monitoring report in which proposals will be made to utilise this non-recurring underspend to fund investment in some of the priority areas listed in the report below. A review of earmarked reserves will also be undertaken to ensure reserves deliver investment in priority areas, this will include the £900k of reserves set aside for commitments relating to Covid-19.

Expenditure

21. The chart above outlines the forecast level of funding across the next two years in comparison to previous allocations. As the government has only published a one-year settlement, it is assumed that both the Lower Tier Services Grant and the New Homes Bonus will not continue in 2023/24 and beyond.

Pay Award

22. The 2020 Government spending review announced a pay freeze for 2021/22 for the majority of public sector staff, with a guaranteed a pay rise of at least £250 for all staff that earn less than £24,000 per year. At the time of writing this report, the pay negotiations are still ongoing for 2021/22, with the current offer of 1.75% made by the Employers having been rejected by the Trade Unions. The budget has however been adjusted to reflect an uplift of 1.75% in line with the current offer.

23. In the Spending Review in October 2021, the Chancellor said that pay awards for public sector workers in 2022/23 would be in line with CPI. With the negotiations for 2021/22 yet to

conclude, and no fixed point in time announced for the determination of CPI, a provision of 2% has been made in the pay budget, which equates to approximately £200k per year, for Chorley Council in 2022/23; the Government's proposals are not yet agreed with public sector unions.

24. The spending review also announced that the National Living Wage will rise from £8.91 to £9.50 an hour and will be extended to workers aged 23 and over from April 2022. This will not affect Chorley Council's pay bands for 2022/23 as the council pays above this level already.

Pension

25. As part of their triennial pension review in 2020, the Lancashire County Pension Fund announced an increase in employer pension contributions for the council from 14.4% to 16.4% for each of the three financial years 2021/22 to 2023/24, to meet the future costs of the scheme. The same contribution rate is assumed for 2024/25, although this will be reviewed when the new three-year review is undertaken.

Brexit and Covid-19

26. Concerns remain about the impact of the United Kingdom's withdrawal from the European Union (BREXIT). Much speculation continues around the likely financial effects of the leave arrangements, with potential risks to the council including increases in inflation and a slowdown in the local economy, impacting upon rental and property values and on income collected from business rates and council tax. In 2021/22 we have seen costs rise, for example:
- those driven by a shortage of HGV drivers which may continue to impact on the waste contract;
 - increases in the costs of building materials sourced from the continent impacting on the cost of our capital programme, and;
 - increases in the cost of food, both due to the cost of imports and due to the shortage of workers in the agricultural sector within our own economy as European workers have returned home; these cost increases have impacted upon the finances of our residents.

To date the council has received £35k of funding from Government for EU Exit Preparation.

27. The financial impact of Covid-19 has been outlined in the quarterly budget monitoring reports approved by Executive Cabinet throughout 2021/22. This includes:
- Forecast reductions in council tax and business rates collection rates;
 - Government grant funding received to support various initiatives, including support to businesses, providing additional homelessness and food support to residents and support for the test and trace systems;
 - Government support for the reduced level of income received from fees and charges for the first 3 months of 2021/22, including reduced levels of car parking and leisure services income;
 - Reductions in rents at the council's retail and commercial sites
28. As part of the budget setting process for 2022/23, and the two years beyond, the following assumptions have been made regarding Covid-19 and the economy as a whole:

Income

- That a net surplus from Strawberry Fields will be realised from 2023/24 onwards;
- That income from the existing Market Walk development will be reduced for the foreseeable future, by at least £100k, as the retail industry adjusts to a post-Covid environment. It is assumed however that the extension to the Market Walk shopping centre will become fully occupied in the coming twelve months, with a net income of £150k;
- That the impact of Covid-19 on the income from fees and charges will not be permanent and that levels will return to those pre-Covid, including the council's major sources of income such planning fees and car parking;
- That Garden Waste charges will increase from £30 to £32.50 per annum, which represents an increase of 8.3% or additional income of £65k. This would be the first increase since charges were introduced back in 2017, representing an average annual increase of less than 1.4%. The increase in the subscription charge recognises the increased cost of delivering the service, which has come under pressure not least over the last year due to factors such as a shortage of HGV drivers. In comparison to the proposed increase in the subscription charge, inflation has increased by 15.4% over the same period. Chorley Council's charges will remain comparable to those of the other Lancashire Districts, many of which charge £35 or more per annum.

Expenditure

- That any expenditure relating to the council's compliance with current or future Government Covid-19 requirements will be met through existing budgets or grants from Government. This may include future grants to businesses, support to the homelessness or support to residents such as additional council tax support;
- That the council will continue to support its wholly owned leisure services company, which was established on 1st August 2021 in response to the failure of the leisure operator market. While the leisure market remains extremely challenging, it is expected that this cost to the council will cease over the medium-term as the company develops its services to fully cover its own costs. The company will develop a business plan for the council to approve, as the 100% shareholder in the company. This will set out the plan for the reduction of costs over the coming years.

Budget Deficit

29. The council's total budget deficit is summarised in Table 1 below and is based upon the reductions in funding described above and the key budget assumptions. It should be noted that some of the assumptions are still subject to change, which may impact positively or negatively on the budget.

Table 1: Total Budget Deficit

	2022/23 £m	2023/24 £m	2024/25 £m
Council Tax	(7,368)	(7,441)	(7,514)
Retained Business Rates	(5,007)	(5,080)	(5,153)
Lower Tier Services Grant Allocation	(768)	0	0
New Homes Bonus	(886)	0	0
TOTAL FUNDING	(14,029)	(12,521)	(12,667)
TOTAL NET EXPENDITURE	16,261	16,541	17,005
BUDGET DEFICIT	2,232	4,020	4,338

30. All deficits and savings identified in Table 1, and in the remainder of this report, are cumulative. For example, the deficit of £4.020m in 2023/24 identified above is the result of a £2.232m deficit in 2022/23 and further budget pressures and reduced funding of £1.788m identified for 2023/24.

Table 2: Key Budget Assumptions

Key Assumptions	2022/23	2023/24	2024/25
Increase in Retained Business Rates through Growth	0%	0%	0%
Future Service Pension Rate	16.4%	16.4%	16.4%
Pension Fund Deficit Recovery	£0.450m	£0.467m	£0.467m
Retained Business Rates (including financial benefit of membership of the Lancashire Business Rate Pool)	£5.007m	£5.080m	£5.153m
New Homes Bonus	£0.886m	£0	£0
Lower Tier Services Grant Allocation	£0.768m	£0	£0
Income from LCC – £110k contribution to Minor Adaptations Works and £96k contribution towards support for waste collection	(£0.210m)	(£0.210m)	(£0.210m)
Pay Award (average)	2%	2%	2%
Increase in Garden Waste charges	£0.065m	£0.065m	£0.065m

Balancing the Budget in 2022/23

- 31. Funding to Chorley Council has fallen from over £17m in 2016/17 to a forecast figure of £12.6m in 2024/25. During the period to date, the council has continued to experience inflationary increases in staffing and non-staff costs, however, the council has been ambitious in its approach to meeting the budget deficit by realising efficiency savings and generating additional income.
- 32. The council has been successful in controlling its costs whilst continuing to provide the high-quality services that are expected by its residents. The council achieves this by continually reviewing its budgets and contracts. Staffing efficiencies of over £1m have been achieved since 2014/15, with further savings realised through the council’s commitment to exploring and investing in alternative delivery models; this has included sharing services with South Ribble Borough Council
- 33. The council will continue to invest in the borough to improve housing, to provide employment opportunities, and to maximise opportunities to generate income, thereby making the council less reliant on the increasingly uncertain funding from Government.

Table 3: Balancing the Budget

	2022/23 £m	2023/24 £m	2024/25 £m
TOTAL BUDGET DEFICIT	2,232	4,020	4,338
<i>Efficiency Savings</i>			
Shared Services – Phase 1	(270)	(270)	(270)
Shared Services – Phase 2 Forecast	(210)	(210)	(210)
<i>Income Generation</i>			
Market Walk Site	(816)	(862)	(861)
Primrose Retirement	(140)	(140)	(140)
Strawberry Fields	0	(100)	(100)
Investment in Logistics House Site	(450)	(450)	(450)
Increase Garden Waste Subscription	(65)	(65)	(65)
NET DEFICIT / (SURPLUS)	281	1,923	2,242

- 34. The total forecast savings from the two phases of **shared services** with South Ribble Borough Council are £480k for 2022/23 onwards. £270k has been achieved through phase 1 of shared services, with a further £210k identified as part of phase 2, this includes sharing services such as ICT and Customer Services. Having achieved significant savings in the first two phases of shared services, the councils will now develop and agree the scope for future development of the relationship and as such, no further shared service savings have been included in the MTFs at this stage.

35. Prior to COVID-19 the £16m investment in the extension to the **Market Walk Shopping Centre** was forecast to bring the council a net income of over £200k per annum. The council has revised the expectations regarding its investment in retail and at this point in time, there are five tenants occupying the site, which is at 90% occupancy, generating approximately £100k net income per annum. There remains interest in the remaining 2 units with a forecast total net income over the medium-term of £150k. The addition to the Market Walk development has notably improved the town centre, providing new jobs and delivering on the council's ambition and vision to regenerate the town centre. The total net income (after borrowing) from the Market Walk site in total is estimated at £816k in 2022/23 increasing thereafter as occupancy levels are expected to increase.
36. All 65 **Primrose Gardens** apartments are now occupied. In pursuing this Corporate Strategy project, the council has supported people to live independently whilst receiving the care and support needed to enjoy later life whilst generating a net income of approximately £140k for the council.
37. The £8.5m investment in **Strawberry Fields Digital Office Park** had reached 40% occupancy prior to the COVID-19 pandemic. Since then the council has managed the site as efficiently as possible including:
- renegotiating with the European Regional Development Fund (ERDF) additional flexibility as to the mix of tenants the council were eligible to attract to the site;
 - utilising the remaining capital budget to reconfigure the internal floor area to maximise interest from potential tenants

There remains significant interest in the site with 100% of office space now taken, and the budget forecasts a gradual increase in income, beginning with a break-even position in 2022/23 and then rising to a net income to the council of £150k for 2023/24 onwards.

38. On 23 July 2019 Full Council approved the £33m purchase of the **Logistics House** site in Buckshaw. The council leases the building back to the current tenant via a wholly owned company with an expected net income, after borrowing costs, of £450k rising to £900k towards the end of the lease term. The council set aside the initial £450k of net income in 2020/21 to create an income equalisation reserve that will be used to manage any budget implications of the site becoming vacant. The income equalisation reserve is still available, and the site continues to generate £450k net income to the council.

Investing in Corporate Priorities

39. The council continues to invest in delivering the ambitions set out in its Corporate Strategy and to ensure that the council delivers high quality services to its residents. The key areas of investment are set out on the following pages.

Investing in corporate priorities 2021/22

The council allocates significant revenue investment to deliver corporate strategy priorities through a programme of diverse activities. These activities were designed to progress action to address the economic impact of the pandemic including support for businesses and activity to increase jobs and skills, establishing key assets for the future and to respond to the needs of communities by enhancing essential services and facilities.

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



£1.6m capital budget to continue the improvements to Astley Hall that offers a high quality, sustainable visitor attraction with the site already successfully hosting the Speaker's Conference during 2021.

£400k to fund our large commissions which have delivered crucial third sector support to residents against key priorities during the building back better Covid-19 recovery.

Clean, safe and healthy homes and communities



£100k which has funded crucial works to the council's CCTV operations centre to ensure continued safe neighbourhoods and communities.

£120k to contribute to running of the Youth Zone including outreach work.

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



£85k to continue to sustain key bus routes in the borough to mitigate the impact of county wide cuts, ensuring that residents can access all areas of the borough.

£100k to support planning applications that has enabled the council to defend locally made decisions.

£60k to continue to support vulnerable individuals through funding for the social prescribing team with over £100k of match funding from the NHS.

A strong local economy



£500k to remove the asbestos and 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.

Continued support to local businesses with over £200k set aside to deliver a refreshed package of support and grants that will be created to support local economic recovery

Investment Priorities 2022/23

In 2022/23 the Council will allocate over £1.5m of revenue investment and over £40m in capital investment to drive forward ambitions for economic growth and ensure that Chorley is an even more attractive place to live, work and invest with high quality recreation grounds, health services and business development.

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

The council has invested heavily in recent years to upgrade and improve play areas and open spaces that it owns. Many play areas across the borough are owned by others but need improving. We will **create £200k of grant funding** to make improvements in other areas across the Borough, supporting our young people, health and wellbeing and local areas.

Check Out Chorley helps visitors discover and explore the many things to do in and around the borough, **we will create a £30k fund to refresh Check Out Chorley to ensure visitors continue to see Chorley as a great visitor destination.**

A strong local economy

The council has long-supported local businesses through support, advice and grants. As the economy recovers from the pandemic, we will invest a further £200k in a refreshed and refocussed package of support and grants for businesses.

As the economy and jobs market changes, there are areas across the council where recruitment is difficult. **We will invest £200k to develop our approach to apprenticeships, graduate and training posts in areas of high market demand** – building resilience and improving quality in our service provision and supporting people into high quality employment.

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

The council has already undertaken significant work to address climate change and achieve our commitment of being a carbon neutral council by 2030. £500k was set aside last February and work undertaken to develop a climate change strategy, tree planting and awareness raising. **To maintain this commitment and maintain the climate fund at £500k, a further investment of £240k will be made.**

The council will support communities to celebrate the Queens Jubilee by **creating a £30k events fund**

Clean, safe and healthy homes and communities

The council has will continue to improve local play and community facilities across the borough with an **investment of £2.7m and an additional £74k to deliver improvements at Milestone Meadow.**

Affordable housing remains a key priority for the council and in 22/23 there will be an **investment of £0.878m to support the delivery of affordable housing.**

The council has made significant improvements to our leisure centres over the last year, **in 22/23 we will invest £2m as a continued commitment to improve our leisure centres.**

Key capital investment for improved public services

Tatton Gardens Extra Care Scheme – £15m to deliver another extra care scheme for the borough, a new community centre and GP surgery for the area.

Strawberry Meadows – £9.2m to deliver light industrial units for business use to drive forward local economic growth.

Whittle Health Hub – £4m of investment to develop a new GP surgery which will be modern and high-quality health facility for Whittle-le-Woods.

Council Accommodation improvements – £1.3m to deliver improvements in line with the principles of the workplace strategy and enabling a more modern organisation that can respond to customer expectations.

Medium Term Financial Planning

40. Despite the budget savings identified in this report, as outlined above, there remain large forecast budget deficits of £1.923m in 2023/24 and £2.242m in 2024/25. The council's medium-term plan to reduce the budget deficits is outlined in Table 4 and in the paragraphs below.

Table 4: Medium Term Financial Plan

	2022/23 £m	2023/24 £m	2024/25 £m
NET DEFICIT / (SURPLUS)	281	1,923	2,242
Investment Sites	(134)	(335)	(335)
Council Tax Increase – 1.99% 21/22, 22/23 & 23/24	(147)	(299)	(456)
NET DEFICIT / (SURPLUS)	0	1,289	1,451

Transformation Strategy

41. The transformation strategy covers many aspects of change both within the council and in partnership with other organisations. At this stage, the main strands of the strategy that could generate savings and income are outlined further below.

Income Generation

Council Tax

42. The Provisional Local Government Finance Settlement outlines the Core Spending Power available to local authorities. This is the level of resources the Government assumes councils will have available and is predicated on all councils across the country increasing council tax up to the referendum limit of 2% (5% for authorities with social care responsibilities) year-on-year. As such, if the council were to freeze council tax it is likely it will need to then bridge a larger gap between the funding allocated to it, via business rates retention and the fair funding review, and the funding required to deliver services in 2022/23 onwards.
43. Through effective management of its budget and investment in income generating projects, Chorley Council has been able to maintain one of the lowest levels of council tax in Lancashire as demonstrated below:

	Band D Equivalent 2021/22 £
Preston	327.13
Burnley	312.28
Rosendale	285.13
Pendle	276.01
Hyndburn	255.53
Lancaster	236.95
South Ribble	223.24
Fylde	214.91
West Lancs.	213.39
Wyre	209.74
Chorley	195.76*
Ribble Valley	155.69

(* - includes Band D equivalent Special Expenses of £20.98)

44. However, continued uncertainty regarding future funding and the need for the council to manage staffing and non-staffing inflationary budget increases, means that this budget proposes to increase Chorley Council's share of council tax by 1.99% in 2022/23. Similar increases have been forecast for 2023/24 and 2024/25, however these will be reviewed annually and will be subject to the outcome of the next finance settlement.
45. The council will remain committed to supporting those who may struggle to pay their council tax because of the challenging circumstances they find themselves in. On that basis, the council will make use of the monies it has available to support council taxpayers.

Investment Sites

46. The council owns several sites that are being developed to bring forward the expansion of employment, housing and health services within the borough. These include:
- The Strawberry Meadows industrial site at Alker Lane which is due to open in May 2022
 - The new Whittle GP Surgery which is due to open in February 2022
 - The redevelopment of the site surrounding Tatton Gardens, including an extra care scheme, which is scheduled to open in September 2022.
47. These sites are at different stages of advancement but are forecast to generate additional net income for the council of £134k in 2022/23 and £335k in 2023/24, whilst delivering improvements in local infrastructure for residents and businesses.

Future Savings

48. The council has always been successful in generating efficiency savings and additional income to bridge the budget gap whilst continuing to deliver outstanding services to its residents. Required savings of approximately £1.4m, subject to future Government announcements, are forecast over the period of the MTFS to manage increases in costs as well as potential reductions in future Government funding.
49. A total £1.0m of potential net savings have been developed through work by the senior management team to identify savings and cost pressures across the organisation over the

next 3 years. A prioritisation exercise has taken place to determine the order in which these could be brought forward based on impact on service delivery, impact on delivering priorities and the scale of development time and resource required. Further work is being undertaken on these potential savings in order to present them for consideration as part of the development of the MTFS.

50. In addition to these savings, in order to reduce the impact on staffing and the level of service provided, the council will continue to invest in its services to recognise additional income and efficiencies. Future opportunities include:

- A review of the council's **portfolio of assets** to recognise potential opportunities for sale or redevelopment, whilst improving services. This council will continue to enable residents and businesses to access council services digitally whilst maintaining the necessary face-to-face support. Through the digital investment already made, improvements in council services and expected efficiencies will be realised over the medium-term. As we move towards a post-Covid environment, the council is reviewing the total level of office space required. A consolidation of office space could deliver savings and additional income to the council without compromising on the quality of service to residents;
- The council has been successful in **investing within the borough** to generate jobs, improve health services as well as improving the retail and night-time economy. Whilst delivering this, the council has also generated additional net income that supports other council services. The council will continue this approach, and in the continued redevelopment of the town centre. The MTFS includes a forecast target of £335k net income by 2024/25 from investments made to date, however work progresses to identify further opportunities that are hoped will provide net income over and above this target. The council has successfully brought in additional external funding from various sources to support investment in the borough including Homes England, Lancashire Enterprise Partnership (LEP), Community Infrastructure Levy (CIL) and S106 funding from developers in the borough. The council will build on this success to deliver future investments, this will include future potential investment in sites at Bengal Street and Shady Lane.
- The council is ambitious in its delivery of services and will continue to pursue **alternative models of delivering its services**. The MTFS includes £480k of efficiency savings that have already been secured through the expansion of shared services with South Ribble Council. As Phase 2 of the Shared Services model reaches the final stages of implementation, no additional savings have been identified, however the council will consider further opportunities alongside its wider priorities if improvements and efficiencies can be attained. The council will also seek to reduce the costs of leisure services, now delivered by the council's wholly owned company, Chorley Leisure Ltd, established in August 2021. Over the course of the MTFS we will work with the new company to reduce its net operating costs to move to generating a net benefit to the council.

Reserves

51. Over the past eight years, the council has made ambitious investments to help enable the delivery of a balanced budget. However, the council has also been ensured a prudent and affordable approach to delivering the medium-term financial strategies. The council has set aside and increased the balance of reserves as outlined in Table 5 below. The expected balance of these reserves at the beginning of 2022/23 is given in table 5 below.

Table 5: Forecast Reserve Balances

	2022/23
	£m
General Fund Reserve	4.407
<i>Reserves - Income</i>	
Market Walk Income Equalisation Reserve	0.411
Logistics House Income Equalisation Reserve	0.450
Business Rates Grants	0.194
Business Rates Retention Reserve	1.415
Total Reserves - Income	2.470
<i>Reserves – Asset Maintenance</i>	
Market Walk Asset Maintenance	0.104
General Asset Maintenance	0.277
Total Reserves – Asset Maintenance	0.381
<i>Reserves - Other</i>	
Income Generation Reserve	0.391
Change Management Reserve	0.250
Support to Local Businesses	0.361
Capital Financing	0.609
Planning Reserve	0.091
Brexit	0.035
Elections	0.082
ICT	0.252
Green Agenda	0.500
Covid-19 Reserve	0.901
Support for Apprentices, Graduates, Training Posts	0.200
Investment in Play & Open Space Across the Borough	0.200
Other	0.153
Total Reserves – Other	4.025
TOTAL RESERVES	11.283

52. These reserves are necessary to mitigate the financial impact of the uncertainty that the council faces, such as the reforms to future funding levels and the impact of Covid-19 on its residents and local businesses.

Income Reserves

53. The council has set aside over £400k to manage any one-off reductions in income from Market Walk, it is budgeted to utilise £135k of this reserve in 2022/23. The budget is already set to anticipate a £100k permanent reduction in ongoing income due to reduction in rentals at the existing Market Walk site.
54. The council has set aside £1.4m to manage any one-off reductions in business rates such as unbudgeted changes to valuations or the implementation of future expected Government reforms. This represents 28% of the forecast business rates in 2022/23.

Asset Maintenance Reserves

55. Whilst continuing to deliver a large and ambitious capital programme, which will evolve over the course of the MTFS period as new schemes are presented for consideration, the council sets aside sufficient budget to manage the maintenance of its existing assets; for example additional reserves are set aside to fund unexpected maintenance including a £104k reserve for the Market Walk site.

Other Reserves

56. To implement the transformation of services and generate additional income, the council has set aside £391k of revenue reserves to explore income generating projects as well as £250k reserves to manage any one-off costs of implementing changes to staffing structures.
57. The council continues to support its local businesses with £161k in reserves to attract businesses to the borough, as well as supporting existing businesses in the town centre and other areas of the borough. These grants enable the council to match fund local business investment to expand local businesses and job opportunities. The council will increase this reserve by £200k to further support local businesses with a total fund of £361k.
58. The council will continue to set aside funds to obtain greater influence around planning decisions. The council invests £100k per year to the review the local plan, with reserves set aside to further support the council to defend locally made planning decisions.
59. The council set aside £500k of reserves to implement its Green Agenda with £263k already committed to date. Use of this reserve includes investment in planting trees as well offering free trees to residents. The council will increase this reserve back to £500k to continue its ambition to become carbon neutral by 2030. Reducing the carbon footprint is a national and global issue; we will seek to attract support and funding from our partners, including the Government, to assist us in achieving this priority objective.
60. There is £900k of Covid-19 reserves set aside to fund:
 - £500k commitments related to Covid-19 carried forward from 2020/21 to 2021/22
 - £300k Covid-19 recovery reserves
 - £100k to fund potential additional grants to local businessesThe use of these reserves will be monitored as the Government releases funding to the council. It is likely that some of these reserves will be repurposed to deliver new corporate priorities in 2022/23 onwards including support for apprenticeships and local businesses.
61. Two additional £200k reserves will be created to support both investment in play and open space not owned by the council and to support apprenticeships, graduate positions and other additional training opportunities at the council.

General Reserves

- 62. The council has currently set aside £4.407m in general funds, which represents approximately 30% of the annual net expenditure budget of the council. This can be used to manage future uncertainty in expenditure and income over the medium-term. The council does not intend, nor has it budgeted, to utilise this reserve to manage budget deficits, however this will be reviewed as part of the council’s budget management process.

Capital Programme

- 63. This report has addressed the revenue budget of the council. Implicit in this however, and the investment programme set out above, are financial implications for the capital programme. The latest three-year Capital Programme can be found in the Quarter 2 Capital Budget Monitoring Report for 2021/22, approved at Executive Cabinet in November 2021. The council has an ambitious capital programme with over £48m budgeted to be invested over the MTFS period.
- 64. It is proposed to increase the Play and Open Spaces budget by £71k; this represents an increase to deliver improvements at Milestone Meadow, current budget £24k, funded through S106 contributions. Additional equipment would be installed and would increase the size of the play area, and it is envisaged that the new design would include flat seat and toddler swings, large slide multi-unit, a spinner bowl and dynamic equipment for older youths. Goal posts/goal ends could also be installed on the grassed area. Community consultation will be carried out to find out what the users of the site would like to see added to the play area.

Implications of Report

- 65. Some of figures outlined in the report are estimates and based on assumptions that are likely to change. These include external risks such as changes to Government funding arrangements, changes to interest rates and national and local economic changes. In addition, the council faces internal risks such as void rates in its income generating assets and the risks of delivering transformational change such as the expansion of shared services.
- 66. The risks are dealt with through managing prudent levels of reserves, continually monitoring government announcements, monitoring current and future economic projections and by making prudent budget assumptions.
- 67. 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		Policy and Communications	

Climate change and air quality

- 68. The budget set aside in this report, as outlined in point 59 above, will continue to support the council’s future ambition to become carbon neutral by 2030.

Equality and diversity

69. Consultation will be undertaken regarding this budget with IIAs reported with the full budget report

Risk

70. There are no immediate risks associated with this report however not approving the final budget report in February 2022 risks the council unable to finance its future commitments towards its corporate priorities.

Comments of the Statutory Finance Officer

71. The financial implications of the above report are all contained within the text above but to clarify, all proposals are funded and can be accommodated within the 2022/23 budget. It should be noted that the report does contain several assumptions on some future budget elements and on the final out-turn position for 2021/22. Should any of the assumptions or figures change due to unforeseen circumstances arising before 31st March 2022, the financial position will be reviewed and reported.

Comments of the Monitoring Officer

72. The budget proposals are in accordance with the requirements of legislation

LOUISE MATTINSON
DIRECTOR OF FINANCE (S151 OFFICER)

Report Author	Ext	Date
Louise Mattinson	***	14 January 2022

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Task Group Reviews:

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