

Council

Tuesday, 24th January 2023, 6.30 pm
Council Chamber, Town Hall, Chorley and YouTube

Agenda

Apologies

1 Minutes of meeting Tuesday, 13 December 2022 of Council

(Pages 3 - 6)

2 Declarations of Any Interests

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

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

3 Mayoral Announcements

4 Public Questions

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

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

5 Executive Cabinet

(Pages 7 - 12)

To consider a general report of the Executive Cabinet meetings held on 20 October, 10 November and 8 December. The report for the meeting held on 19 January will follow.

6 Overview and Scrutiny Committee and Task and Finish Groups

(Pages 13 - 16)

To receive and consider the general report of the Overview and Scrutiny Committee held on 6 October, the Overview and Scrutiny Performance Panel held on 15 December and Task Group update. The report of the Overview and Scrutiny Performance Panel held on 12 January will follow.

7	Governance Committee	(Pages 17 - 20)
	To receive and consider the general report of the Governance Committee meetings held on 23 November. The report for the meeting held on 18 January will follow.	
8	Lancashire 2050 Framework	(Pages 21 - 44)
	To receive and consider the report of the Chief Executive.	
9	Mawdesley Neighbourhood Plan Area Designation	(Pages 45 - 52)
	To receive and consider the report of the Chief Executive.	
10	Policy Review: Discretionary Housing Payment Policy	(Pages 53 - 64)
	To receive and consider the report of the Director of Customer and Digital.	
11	Questions Asked under Council Procedure Rule 8 (if any)	
12	To consider the Notices of Motion (if any) given in accordance with Council Procedure Rule 10	
13	Any urgent business previously agreed with the Mayor	

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Council.

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Minutes of	Council
Meeting date	Tuesday, 13 December 2022
Committee Members present:	Councillor Julia Berry (Mayor), Councillor Tommy Gray, (Deputy Mayor) and Councillors Sarah Ainsworth, Aaron Beaver, Martin Boardman, Alistair Bradley, Sam Chapman, Mark Clifford, Alan Cullens, Magda Cullens, Karen Derbyshire, Gordon France, Margaret France, Harold Heaton, Alex Hilton, Terry Howarth, Keith Iddon, Hasina Khan, Samir Khan, Zara Khan, Roy Lees, Matthew Lynch, Michelle Le Marinel, June Molyneaux, Alistair Morwood, Dedrah Moss, James Nevett, Alan Platt, Debra Platt, Aidy Riggott, Arjun Singh, Kim Snape, Ryan Towers, John Walker, Jenny Whiffen, Alan Whittaker and Peter Wilson
Committee Members present virtually (non-voting):	Councillor Jean Sherwood
Officers:	Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Asim Khan (Director of Customer and Digital), Chris Moister (Director of Governance/Monitoring Officer), Jennifer Mullin (Director of Communities), Darren Cranshaw (Head of Democratic Services), Zoe Whiteside (Head of Spatial Planning) and Ruth Rimmington (Democratic Services Team Leader)
Apologies:	Councillor Danny Gee, Adrian Lowe, Beverley Murray and Neville Whitham

Six members of the public

A video recording of the public session of this meeting is available to view on [YouTube here](#)

60 Minutes of meeting Tuesday, 15 November 2022 of Council

Resolved (unanimously) that the minutes of the Council meeting held on 15 November 2022 be approved as a correct record for signature by the Mayor.

61 Declarations of Any Interests

No declarations of interests were made.

62 Mayoral Announcements

The Mayor updated members on her fundraising activities and charity events, including a Christmas tea dance.

On behalf of the Council, the Mayor thanked Gary Hall for his hard work and commitment to the Council, particularly his time as Chief Executive and wished him all the best for his retirement.

Members, including the Leader of the Council, Councillor Alistair Bradley, the Leader of the Opposition, Councillor Alan Cullens, Deputy Leader of the Council, Councillor Peter Wilson, and Councillor Aidy Riggott joined the Mayor in thanking Gary for his service.

63 Public Questions

There were no public questions for consideration.

64 Central Lancashire Local Plan Preferred Options

The Executive Leader, Councillor Alistair Bradley, presented the report of the Director of Planning and Development which sought approval to consult on Part One of a two stage Preferred Options version of the Central Lancashire Local Plan together with its associated documents and evidence base. Chorley, South Ribble and Preston Councils would consider the same recommendations for approval throughout this week.

National Government policy require all local planning authorities to have an up to date local planning policy in place. It also requires it to be reviewed every 5 years. National legislation, policy and guidance sets out a prescriptive process for developing a new Local Plan. The Core Strategy was now over 10 years old and the individual Local Plans were over 7 years old.

The preferred Options consultation was proposed to be undertaken in two stages, this initial Part One version being focused on the strategic components of the plan including the overall vision and objectives. It also included site allocation proposals for housing and employment, which were advanced in site assessment, although may still be subject to change as the plan progresses. A Part Two Preferred Options Consultation which would comprise of a full draft Local Plan, was proposed to be undertaken in Summer 2023.

A ministerial statement had been released last week and an additional recommendation had been circulated to acknowledge this.

Members debated the proposals, including Councillors Peter Wilson, Alistair Morwood, Mark Clifford, John Walker, Jean Sherwood, Debra Platt, Aidy Riggott, Martin Boardman, James Nevett, Alan Whittaker, Alan Cullens, Sam Chapman, Hasina Khan, Aaron Beaver and Terry Howarth.

Members noted the need to have a plan in place to control development, to build houses for people and the cost of living crisis. Residents and members were passionate about development in their own areas, consultation on the proposals was required and noted intervention by central government in terms of planning inquiries and inspectors.

The plan making process was discussed, with the complexities around this and tight timescales to publish the documentation for this meeting. Discussions had been ongoing within the Local Plan Working Group and the Central Lancashire Joint Advisory Group for some months.

The need for sustainable development, infrastructure, to protect the greenbelt and the calculation used to determine the housing need were debated.

The Leader of the Opposition, Councillor Alan Cullens, requested a recorded vote.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded and it was **Resolved (by majority 24:11:2)**

- 1. To approve the Part One Central Lancashire Local Plan Consultation document (Appendix One) for consultation purposes**
- 2. To note the supporting document The Site Selection Process; Housing and Employment Land Paper for publication (Appendix Two)**
- 3. To approve the refreshed Local Development Scheme (Appendix Three) for publication**
- 4. To note the draft Schedule of Consultation Events (Appendix Four)**
- 5. To approve the process of consultation being undertaken for a period of ten weeks starting on Monday 19th December 2022 and closing on Friday 24th February 2023**
- 6. To note this is the next steps in an emerging new Central Lancashire Local Plan and is therefore a material consideration for Development Management purposes to be afforded weight such as that determined by the decision maker.**
- 7. To acknowledge the publication of the Written Ministerial Statement from The Rt Hon Michael Gove MP on 6th December 2022 regarding suggestions to make possible further changes to the planning system, alongside the Levelling Up and Regeneration Bill. The statement does not represent a change to legislation or national policy and therefore the Central Lancashire Councils remain committed to progressing a new local plan, recognising that as and when changes are implemented by Government, our proposed policies relating to housing need and proposals around housing supply, may be required to change. It is confirmed the Council will respond to any consultation on any proposals for changes.**

For: Councillors Sarah Ainsworth, Aaron Beaver, Julia Berry (Mayor), Alistair Bradley, Mark Clifford, Karen Derbyshire, Gordon France, Margaret France, Tommy Gray, Alex Hilton, Terry Howarth, Hasina Khan, Samir Khan, Zara Khan, Roy Lees, Matthew Lynch, Michelle Le Marinel, June Molyneaux, Alistair Morwood, Dedrah Moss, Kim Snape, Ryan Towers, Jenny Whiffen, Peter Wilson

Against: Councillors Martin Boardman, Sam Chapman, Alan Cullens, Magda Cullens, Harold Heaton, Keith Iddon, James Nevett, Alan Platt, Debra Platt, Aidy Riggott, John Walker

Abstention: Councillors Arjun Singh, Alan Whittaker

65 Committee appointment

The Mayor advised she had accepted one item of urgent business to allow the vacant position on the Equality Forum to be filled.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded and it was **Resolved (unanimously)**
That Councillor Mark Clifford fill the vacant seat on the Equality Forum.

Mayor

Date

Executive Cabinet

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

General Report of the Meeting Held on 20 October 2022

Meals on Wheels

2. On Behalf of Councillor Peter Wilson, Executive Member (Resources), I presented the report of the Director of Change and Delivery which provided details on the arrangements for the provision of the 'Meals on Wheels' service in Chorley.
3. The subsidised Meals on Wheels service in Chorley had been provided by ICare since 23 February 2018. Following a soft marketing exercise undertaken in 2019 to understand the availability of providers for the service, ICare were the only provider to meet the requirements of the service. A subsequent review was undertaken in 2022 to review the local market and once again, no new suitable suppliers were identified.
4. The council would work with the contractor to ensure that the service continues to provide value for money and meets the aims and objectives to support older people to remain living independently in their home for as long as they are able to and help to overcome issues related to social isolation.
5. We welcomed the report and suggested working with the hospital to increase the uptake of the service when discharging patients, as well as liaising with Parish Council's and voluntary organisations. It was agreed that this would be looked into. We approved the recommendations within the report.

Communities Cost of Living Action Plan

6. Councillor Bev Murray, Executive Member (Early Intervention) presented the report of the Director of Communities which provided an update on activity in relation to mitigating the negative impacts of the cost of living situation and providing support to Chorley residents.
7. We were aware of the wide spread issues connected to the cost of living situation and the forth-coming increase in the level of impact which would affect residents across the country which could lead to significant short term and long term financial, social and emotional issues. The requirement for a multi-faceted approach in responding to this crisis, alongside LCC and existing voluntary and community groups, was recognised.
8. We discussed the report, welcomed the action plan and thanked the Communities team for all their continuous hard work supporting residents within Chorley throughout Covid-19 and the cost of living crisis. We approved the recommendations within the report.

West Pennine Moors Public Space Protection Order

9. Councillor Bev Murray, Executive Member (Early Intervention) presented the report of the Director of Communities which sought agreement to commence a statutory consultation for the use of the Public Spaces Protection Order (under the Anti-Social Behaviour Crime and Policing Act 2014) in order to control behaviour on land on West Pennine Moor (Fire Related Activities) and prevent the significant impact of wildfires upon the community and services.

10. Following the large fires upon moorlands in Rivington in 2018 and a further number of incidents through 2019, Chorley, Bolton and Blackburn with Darwen Councils were looking to commence consultation exercises as the first stage of the legal process to consider making a Public Spaces Protection Order (PSPO).
11. We noted that under the legislation each local authority must make its own PSPO, however should the Orders be made, it was intended that they would come into force on the same date and contain identical terms to avoid confusion along the contiguous geographical boarder. We welcomed the proposed PSPO and recognised the benefits to the community and wildlife. We approved the recommendations within the report.

General Report of the Meeting Held on 10 November 2022

Overview and Scrutiny Task Group Final Report – Select Move

12. The Chair of the Overview and Scrutiny Committee, Councillor John Walker, presented the report which identified 18 recommendations. He thanked Councillor June Molyneux as Chair of the Task Group, as well as all Members and Officers involved with the inquiry and the thorough review undertaken. We noted the report and accepted it for consideration, with a view to the Executive Cabinet's recommended response to the recommendations being reported to a future meeting.

2022/23 Corporate Budget Monitoring Report and Reserves for the six months to 30th September 2022

13. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Finance which set out the revenue and reserves forecast for 2022/23 for the Council, based on the position as at 30 September 2022.
14. In summary, there was an underspend of £0.310m, however based on the current position of the 2022/23 pay award negotiations, an unfunded budget pressure was anticipated of £0.597m; as such the revised forecast outturn was for an overspend of £0.287m. 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 level of general fund balances as at 31st March 2023, based on the above, would be £3.853m. We approved the recommendations within the report.

2022/23 Corporate Capital Programme and Balance Sheet Monitoring Report Position at 30th September 2022

15. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Finance which outlined the financial position of the Council in respect of the capital programme at 30 September 2022, highlighting key issues and explaining key variances, and provided an overview of various elements of the Council's Balance Sheet at 30 September 2022.
16. The capital budget for 2022/23 was set at £24.2m at Council in February 2022. This was increased following approval of the 2021/22 outturn to £32.2m, then further amended in the Capital Monitoring Report as at 31 July 2022 to £27.6m. Following the changes detailed in the report, the total programme was £25.5m. We noted that the total cost of the Council's capital investment programme for 2022/23 had decreased since the 2021/22 outturn report approved by Cabinet, from £27.6m to £25.5m as at 30th September 2022.

17. We welcomed the completion of the Strawberry Meadows development and thanked officers for the delivery of the project. We also discussed the budget for the decarbonisation works for Council assets and noted that Government timescales for delivering the scheme had become impractical and would result in higher costs even with the grant. Therefore, different options to deliver the works were being considered. We approved the recommendations within the report.

Quarter Two Performance Monitoring Report 2022/23

18. Councillor Peter Wilson, Executive Member (Resources) presented the report of Deputy Chief Executive which set out the performance against the delivery of the Corporate Strategy and key performance indicators during the second quarter of 2022/23, covering 1 July 2022 to 30 September 2022.
19. The overall performance of key projects was good with 79% rated as complete or green, 14% rated as amber, and 7% rated as red. Action plans for those projects rated amber and red were set out within the report. Performance of the Corporate Strategy indicators and key service delivery measures continued to be closely monitored, with 75% of Corporate Strategy measures and 83% of key service delivery measures performing on or above target or within the 5% threshold. We noted the report.

Household Support Fund - Phase 3 Delivery Plan

20. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Communities which sought agreement for how the district element of the government's Household Support Fund Phase 3 (HSF3), allocated to Chorley Council by Lancashire County Council, should be allocated to enable it to be issued to those recipients most in need through to 31 March 2023.
21. In August, the government announced an extension to the Household Support Fund with a fund of £500million made available to County Councils and Unitary Authorities in England to support those most in need due to rising cost of living until March 2023. Upper tier authorities are required to work with districts and Third Parties Organisations (TPO), including the VCSE sector to ensure the funds reach those in most need.
22. Lancashire had been awarded £9,678,235.22 of which Chorley Council were allocated £320,000. Local provision would focus on working in partnership with community organisations and develop a delivery plan that responds to current issues but also encourages those who are in difficulty to access wider and more impactful support. We noted the proposed breakdown and allocation of the funding across the recommended categories and delivery partners.
23. We recognised that this funding must be spent by 31 March 2023 and requested that an update be provided once reported by LCC. We approved the recommendations within the report.

Car Park Strategy, Fees & Charges

24. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Commercial Services which outlined the Car Park Strategy which sought to address the main car parking priorities with regards to capacity, accessibility, price and impact on the environment for the next 5 years to reflect the change in demand since the completion of the Market Walk extension with leisure offer, changing consumer habits since the Covid pandemic and the declaration of a Climate Emergency by Chorley Council.
25. We noted that the changes were anticipated to generate an additional £175k based on current revenues. Current revenues, however, were down on pre-Covid budgets and

parking as a whole was suffering reduced income of £100k. It was anticipated; therefore, this would bring an additional £75k beyond current budgeted levels.

26. The timing of the strategy was discussed as well as EV charging and Flat Iron tariff charges on a Sunday. We welcomed the report, in particular the proposals to undertake accessibility works. We approved the recommendations within the report.

Approval for the Contract Award Procedure for ICT Hardware and Software

27. Peter Wilson, Executive Member (Resources) presented the report of the Director of Customer and Digital which informed Members of the proposed shared procurement for ICT hardware, software and support (professional services, managed services etc.) and sought agreement to the sharing of costs and procurement methods. We approved the recommendations within the report.

General Report of the Meeting Held on 8 December 2022

Approval for the Contract Award Procedure and Evaluation Criteria for Trade Waste Collections from Council Buildings and Markets

28. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Customer and Digital which sought approval for the contract award procedure and evaluation criteria for the two-year contract to undertake trade waste collections from Council buildings and markets.
29. The Council as a business has a duty of care to ensure any waste it produces is collected and disposed of correctly. This includes waste from its offices, community centres, Chorley Markets and Market Walk shopping centre. The three leisure centres along with the new Westway sports site are now operated by Chorley Leisure, will be included in the contract specification but service costs for these sites will be recharged to Chorley Leisure.
30. We noted that the current contract will end on 31 March 2023 and new arrangements need to be put in place. The tender period for the new contract is for two years to start on 1 April 2023 to 31 March 2025. The estimate of the total contract value over two years is around £150,000. Evaluation of the tender will be on an 70% cost, 15% quality, 15% social value ratio. We approved the recommendations within the report.

Tatton Gardens Update

31. I presented the report of the Deputy Chief Executive which provided a development progress and commercial update for the Tatton Gardens scheme. We applauded the development and thanked officers for all their hard work in ensuring its delivery. We approved the recommendations in the report.

Shared Services Pest Control

32. I presented the report of the Director of Communities updated Members on the feedback following the staff consultation on the proposed shared pest control service and highlighted the changes to the service budget following the outcomes of the consultation. We approved the recommendations in the report.

Recommendations

33. To note the report.

Councillor Alistair Bradley
Executive Leader

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Overview and Scrutiny

1. This report summarises the business considered at the meeting of the Overview and Scrutiny Committee held 6 October, and the Overview and Scrutiny Performance Panel held 15 December 2022, and an update on the Task Group Review of Empty Properties.

Overview and Scrutiny Committee – 6 October 2022

Health Scrutiny

2. Written reports were provided to us by Councillor Alex Hilton and Councillor Margaret France.
3. We heard that it is likely that two new hospitals will be built, one in Preston and the other in Lancaster, however, it is not known when the work will begin, it is estimated work will take six years to complete.
4. We are all in agreement that it is positive that there are no plans to close Chorley Hospital.
5. We noted the report.

Sustainable Public Transport Third Monitoring Report

6. We welcomed Zoe Whiteside, now Head of Spatial Planning to present the Third Monitoring Report from the Sustainable Public Transport Task Group.
7. 18 recommendations are completed or close to completion. 5 are in progress, and a number of the recommendations are ongoing alongside the development of the Local Plan.
8. Key recommendations were highlighted, and progress discussed.
9. Instead of a Task Group, the cycling work is now to be developed and reported to the Climate Change Working Group. Four bike shelters installed in Bengal street are underused despite the high demand. Promotion to increase uptake is underway, if they remain underused, they will be relocated into the town centre.

Overview and Scrutiny Task Group – Select Move Final Report

10. We welcomed the Chair of the Select Move Overview and Scrutiny Task Group, Councillor June Molyneaux to present the final report.
11. We heard the background and reasoning for the formation of the task group, which included recommendations from a previous Task Group not being adhered to.
12. The Task Group engaged with a number of internal and external partners. Users of Select Move were surveyed, and although the response rate was low, the exercise provided valuable insight into Select Move
13. The recommendations provided within the final report were identified throughout the duration of the investigation and aim to provide positive change and forward

momentum within the partnership. We believe that frequent questionnaires to users would be positive, however an incentive would be needed to increase the response rate.

14. We noted the Task Group Final Report.

Overview and Scrutiny Performance Panel – 15 December 2022

Performance Focus – Policy and Governance

15. We welcomed Councillor Peter Wilson, Executive Member for Resources, and Councillor Alistair Bradley, Executive member for Economic Development and Public Service Reform to present the Policy and Governance Performance Focus.
16. The performance indicators are broken down into the five services of the directorate.
17. All four of the 'Communications and Visitor Economy' indicators are at or above target, with two new baseline targets in place for Astley Hall. Social media engagement is considered to be the culmination of views, comments, clicks and followers on the council's social media pages. The most popular post in November 2022 features the Santa Express returning with 29,000 engagements.
18. Two thirds of the 'Finance' performance indicators are at or better than target. The underperforming indicator is 'supplier payment within 30 days'. It is the view of the council that this figure being below 99%, is unacceptable. This has been impacted by Covid, changes to the workforce and change in software.
19. Financially, the directorate has a variance in the budget of 0.6%, which equals £33,000. The overspend is in part due to the increase in the cost of utilities, the increase in audit fees and the pay award against the budgeted 2%.
20. 90% of the 'Governance' indicators are on or above target. The indicators that are below include '% complaints to the Chief Executive responded to within 10 working days', and the 'Number of external Lancastrian bookings'. There is not an equivalent target for complaints to Councillors due to the difficulty to analyse and assess such a target.
21. We understood that the Lancastrian event space is not actively promoted, but it attracts custom through repeat bookings and word of mouth. It is not the desire of the council to fully book the Lancastrian, as the venue is used as a community space for many groups, and often provided at a discount for some charitable groups and events.
22. The number of external bookings for the Lancastrian is below target but better than Quarter 2 2021/22. The revenue generated is above target and better than Quarter 2 2021/22.
23. Eight of twelve 'Transformation and Partnerships' indicators are on or above target. One is within the 5% threshold and three are below target. The indicators that are below includes the Corporate Strategy Projects and they have been discussed and explained at Executive Cabinet and Council. The council is confident that when both Tatton and Strawberry Fields projects are completed, they will deliver excellent services.

24. Staff satisfaction is below target and worse than Quarter 2 2021/22. This has been highlighted at the Shared Services Joint Committee and is understood that organisational change creates uncertainty, roles have changed, and the culture of the workplace has been adjusted. The process of shared services is ongoing and a learning experience for both councils.
25. Customer Services is an area that witness staff move to other departments due to the skills cultivated working in the role, this is viewed to be a positive for staff development, but it does cause a need for additional recruitment.
26. Vacancies remained throughout the council, but the rate has decreased from the previous 9 months. Interim appointments are in place to temporary fill required roles. The council is training apprentices and recruiting graduates in addition to freelance consultants and short-term temporary contacts.
27. The average council employee works in a hybrid capacity, with an average of two or three days a week in the office, but this is dependent on the type of role, levels of productivity and management discretion.
28. Business Support has one indicator that measures 'client satisfaction with the service received from Chorley Council and is at 100%, against the target of 85%.
29. The corporate strategy indicators are strong, with two of the four indicators at or above target and better than Quarter 2 2021/22. In relation to the '% of 16 – 17 year old's who are not in education, employment or training (NEET)' indicator, it is better than target, but underperformed compared to Quarter 2 2021/22.
30. We noted the report.

Quarter Two Performance Monitoring Report 2022/23

31. We welcomed Howard Anthony, Interim Head of Policy and Performance to present the Quarter Two Performance Monitoring Report 2022/23.
32. Overall performance is positive with eleven (79%) rated as complete and green, two (14%) rated as amber, and one (7%) rated as red.
33. 24 units have opened at Strawberry Meadows, however issues persist with utilities. A number of issues remain at Tatton Gardens, but the handover is due imminently for the nursery and GP surgery.
34. In light of the current economic difficulty, Chorley is performing above the regional average for town centre vacancies and five new businesses recently opened in the town centre. Howard confirmed that the council offered shop front and shop floor grants, and incentives to increase the number of employees.
35. The tree giveaway is ongoing, but we expressed our concern that Lancashire County Council policy restricts tree planting on highway verges, but cooperation is still ongoing with partners to further encourage tree planting in the borough.
36. The new telephone system is in the process of implementation, training is underway to familiarise staff, and a process of gradual change is being undertaken to ensure a smooth transition. The new system aims to direct calls to the right officer. It is acknowledged that further work is required to reduce the number of calls dropped or missed.

37. The council measures dissatisfaction with service received to enable feedback that is more critical. 15% is considered good against the target of 20%. With planning applications, the council took the position that the right decision needs to be made over a quick one.
38. We noted the report.

Recruitment Update

39. We were provided an update that relates to the ongoing recruitment and organisational structure within the council. It is confirmed that any appointment to a Directorship is subject to the Appointments Panel.

Overview and Scrutiny Task Group Update

40. The first meeting of the Overview and Scrutiny Task Group: Empty Properties took place Wednesday 14 December 2022. The Task Group appointed Councillor Sarah Ainsworth as the Chair and Councillor Le Marinel as Vice Chair.
41. The Task Group scoped the project and heard background information on empty properties provided by Adele Hayes, Head of Planning and Enforcement, and Nathan Howson, Enforcement Team Leader. This covered the definition, the number of current empty properties, and what powers the council has according to its Empty Property Policy.

Recommendations

42. To note the report.

Councillor John Walker
Chair of the Overview and Scrutiny Committee

MP

Governance Committee

1. This report summarises the business undertaken at the Governance Committee meetings held on 23 November 2022. The report summarising the business undertaken at the meeting on 18 January 2023 will be to follow.

General Report of the Meeting Held on 23 November 2022

External Audit Plan - Addendum

2. Georgia Jones, Grant Thornton presented the report of the External Auditor which provided an addendum to the External Audit Plan issued in June 2022. We recalled that when the original External Audit Plan for 2021/22 was issued in June 2022, it had not been confirmed whether the council needed to also prepare group accounts. Following this, discussions with the council confirmed that group accounts were required, and they have since been received. Confirmation of this is provided in the addendum as well as setting out related risks.
3. We noted that the group audit was going to take place at the same time as the financial statements audit. Potential risks for the council haven't changed from the original audit plan, but the risks from the group audit were outlined in the report. We noted the report.

External Audit Findings Report

4. Georgia Jones, Grant Thornton presented the report of the External Auditor which summarised the key findings and other matters arising from the statutory audit of Chorley Borough Council and the preparation of the group and Council's financial statements for the year ended 31 March 2022.
5. We were advised that the audit of the council's financial statements was ongoing and was substantially complete. At the time of writing the report there were numerous areas of work outstanding but these had since been resolved. Grant Thornton anticipated giving an unqualified report and anticipated meeting the deadline of 30 November. The Value for Money work would be completed in the three months after the audited opinion.
6. We were advised of the main adjustments made to the Statement of Accounts from the version published on 12 August 2022. Three further adjustments had been identified for consideration. These adjustments would be amended in the final Statement of Accounts. We noted the report.

Statement of Accounts 2021/22

7. Louise Mattinson, Director of Finance presented the report which presented the audited Statement of Accounts for 2021/22 for approval, subject to the final pieces of work to be undertaken by Grant Thornton.
8. We were advised that if any material adjustments were identified between now and the conclusion of the sign off, then the Governance Committee would need to reconvene to approve the accounts. Since the publication of the Statement of Accounts work continued and three adjustments were identified for consideration. These related to a Land and buildings valuation (in relation to Whittle GP Surgery), Heritage assets (in relation to Astley Hall), and plant at leisure centres.
9. The recommendations remained to approve the audited Statement of Accounts subject to the amendments discussed; two were considered material and therefore would be

adjusted and one had not been actioned in the accounts as it was not material to the accounts.

10. We noted a rounding error in the draft Statement of Accounts which would be amended in the final version. We also discussed the lease in relation to Logistics House. We approved the recommendations within the report.

Treasury Management Mid Year Review 2022/23

11. Louise Mattinson, Director of Finance presented the report which outlined Treasury Management performance and compliance with Prudential Indicators for the period ended 30th September 2022 and presented monitoring figures for the quarter ended 30th September 2022, including updated interest rate forecasts from Link Asset Services.
12. At its meeting on 22 February 2022, Council approved the Treasury Management Policy Statement; Prudential Indicators; Investment Strategy; and the Annual Minimum Revenue Provision (MRP) Policy for 2022/23. The Treasury Management Annual Report for 2021/22 was presented to Governance Committee on 3rd August 2022. The Code of Practice for Treasury Management requires all Councils to review their treasury strategies and activities half yearly. This report satisfies that requirement.
13. We noted that the latest forecasts showed PWLB borrowing rates peaking December 2022 - March 2023 then gradually reducing, however the volatility of world and domestic markets must be stressed. Based on these projections, we recognised that it was worth waiting to borrow rather than borrowing now. The council were monitoring and managing the cash balances to ensure they are maximised before seeking to borrow. We noted the report.

Internal Audit Plan October 22 – March 23

14. Dawn Highton, Head of Audit and Risk presented the report which set out the programme of work to be undertaken by the Internal Audit Service for the period between October 22 to March 23.
15. The Internal Audit Plan would be completed largely by the in-house team with external support procured for specialist ICT reviews and additional capacity provided by some temporary resource. The council had also successfully appointed to the post of Audit Trainee and this post was included in the resource allocation.
16. Successful delivery of the two combined six-month Plans meant that Internal Audit would have delivered, in total 316 audit days to Chorley Council and 105 days to Chorley Leisure Limited, resulting in 21 audit assurance ratings. This was considered to be sufficient coverage in order to be able to provide the Governance Committee with an annual opinion on the overall adequacy and effectiveness of the organisation's governance, risk management and control processes as required by the Public Sector Internal Audit Standards.
17. We noted the adjustments to the risk assessments following a review in August 2022 but recognised the internal audit plan was not affected by this due to the plans being developed on a six-monthly basis rather than annually. We approved the recommendations in the report.

Internal Audit Interim Report as at 30th September 2022

18. Jacqui Murray, Senior Auditor presented the report which advised the Committee of the work undertaken in respect of the Internal Audit Plan from April 2022 to September 2022

and gave an appraisal of the Internal Audit Service's performance to date. The plan provided for 135 days of audit work.

19. The work undertaken this year was mostly complete, however there were some residual pieces of work still outstanding. It was anticipated that the report would be issued imminently and reported to the Governance Committee in January.
20. We noted that the majority of the indicators were either above target or slightly below as at the end of September with only the percentage of agreed actions implemented by management for CBC and Shared Services being lower than the agreed target. Internal Audit reviewed the outstanding actions and concluded that many of these were in progress but not at the stage of being fully implemented. Many of these actions were heavily reliant on IT and it was hoped that as the IT improvements progressed the outstanding actions could be implemented in the following months.
21. Internal Audit successfully recruited to an Audit Trainee post. Access to formal qualifications, alongside structured mentoring/in-service training would mean that there was an established plan to develop this individual into a fully-fledged Auditor role who would be able to work independently and subsequently add value to both the Service and the organisation. We noted the report.

RIPA Application Update

22. Chris Moister, Monitoring Officer reported that no RIPA applications had been made.

Recommendations

23. To note the report.

Councillor Debra Platt
Chair of the Governance Committee

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Report of	Meeting	Date
Chief Executive (Introduced by Executive Member (Economic Development and Public Service Reform))	Council	24 January 2023

Lancashire 2050 Framework

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

1. To present to Council work undertaken towards the development of strengthened joint working across Lancashire, a long-term strategic framework and seek agreement on the adoption of collective priority areas.

Recommendations

2. That Council
 - i. Endorse the outline Lancashire 2050 strategic framework (Appendix 1) as the strategic framework that will guide further development of shared detailed priorities and actions.
 - ii. Agree that the Leader of the Council continues to work with Lancashire Leaders in line with the principles already agreed by the Council in January 2022 including that the Leader will make representations to that forum any matters arising from Full Council's consideration of this report.
 - iii. Note that any additional proposals will require further approval by Full Council at the appropriate time.

Reasons for recommendations

3. To support the long-term strategic framework for Lancashire and further joint working to develop shared priorities and actions.

Other options considered and rejected

4. To not support the framework. It is proposed that this should be rejected as it would prevent the development of strengthened joint working across Lancashire.

Corporate priorities

5. The report relates to the following corporate priorities:

Housing where residents can live well	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	Healthy, safe and engaged communities

Background to the report

- 6. The attached report is being considered by each of the fifteen local authorities in Lancashire, that is, the County Council, two unitary authorities and each of the twelve district councils.
- 7. This report presents the progress made since the report considered by Lancashire's 15 councils in January and February 2022. It sets out the general principles and high-level priorities of a long-term strategic framework for Lancashire, known as "Lancashire 2050". This report also represents the continuing commitment to ensure that there continue to be opportunities for all the partner authorities to contribute to and influence those plans, including identifying specific schemes and activities.
- 8. Council is asked to consider the report and approve the recommendations set out above.

Introduction

- 9. With a robust evidence base and utilising the strong local knowledge of elected representatives, Leaders have been considering collective priorities and developing a shared vision and ambition for the future of Lancashire, looking ahead to 2050 to recover, grow and decarbonise the economy, improving the place and the life opportunities of its people. The plans to achieve this will not only realise opportunities for Lancashire and UK plc but in doing so, will help address many structural inequalities and support levelling up across the county.
- 10. Working collaboratively Lancashire Leaders agree the time is right for Lancashire to move forward together with a collective voice to make the case for more powers and investment for the whole of Lancashire. Lancashire 2050 will therefore enable any engagement with central government to be placed within a strategic context.
- 11. Leaders have identified that the work is now at a stage where it is important to secure the engagement and support of all members. This report is therefore being presented to all fifteen local authorities for their endorsement.
- 12. This report covers:
 - i. Lancashire 2050, which sets out the headline themes to be included in a long-term strategic framework and ambition for Lancashire.
 - ii. Oversight, performance management and monitoring, which sets out information about the proposed approach to overseeing the long-term plan.
- 13. By setting out shared priorities and ambitions, Lancashire 2050 will help Lancashire authorities prepare for and respond to opportunities that will help them achieve their shared ambitions and goals.

Developing a Lancashire 2050 Strategic Framework

14. The original conception of this strategic framework was to develop Lancashire 2050 alongside plans to enter devolution negotiations with government. However, the policy context has changed substantially over the intervening months. The publication of the Levelling Up White Paper in February 2022 set out a proposed devolution framework, to be enacted through the Levelling Up and Regeneration Bill. Following the recent change in government, we await clarity on the ongoing policy direction and timeframes.
15. By continuing to press ahead with the development of Lancashire 2050 in this context, Lancashire is collectively taking action to insulate against ongoing policy uncertainty and to take best advantage of emerging opportunities such as investment zones. While councils will continue to decide which of these emerging opportunities will best suit their own priorities on a case by case basis, the Lancashire 2050 framework provides an additional tool, that not only helps inform this judgement, but also boosts the credibility of Lancashire's collective engagement with government.
16. Significant work has taken place across Lancashire to gather evidence that will shape an overarching vision, ambition, and strategic framework for the whole of Lancashire. This work has helped inform the scale of ambition and the development of robust key priorities, together with the delivery and oversight principles described in this report.
17. Over the past several months all Lancashire Leaders across our fifteen councils, have been further considering and refining our approach, with a singular vision to make Lancashire "a place where every single person can live their best life."
18. Once adopted, Lancashire's overarching strategic plan will be forward looking and take a long-term view, setting the vision and ambition over a 20-30 year period.
19. To do this, we are clear it requires our collective efforts and must be shaped by our residents, communities and partners.
20. Lancashire 2050 is our strategic framework that sets out our shared vision, ambition and strategic priority areas to ensure:
 - Lancashire competes better for its share of national resources and investment
 - Lancashire's public, private and voluntary sectors collaborate better to maximise the best use of our resources
 - Lancashire has a strong and clear voice and can respond innovatively to new opportunities and challenges
 - Lancashire has rich, meaningful and strategic dialogue with central government about the future of our County.
21. Our strategic framework for achieving the vision is organised around 8 priority areas. While focussed, this framework allows flexibility to adapt to changing local and global trends, policy mandates and place needs.
22. Our priorities have been created in such a way that they are accessible and easy to understand. The priorities are presented visually in a way that allows them to stand alone.

23. The priorities aim to give clarity and structure for staff to understand how their roles and responsibilities contribute to key priorities and ambitions, and provide a focus for teams to develop service plans and work programmes that support them.
24. They also enable key partners, stakeholders, business and industry associates to be clear about the collective ambitions, which will aid the alignment of aims and facilitate collaborative work to deliver high quality, best value services that meet the needs of Lancashire's residents.
25. Developing the strategic framework and priorities this way also ensures more integrated policy development to tackle cross cutting opportunities such as skills, health and the environment.

Oversight, performance management and monitoring

26. In January and February 2022, Councils agreed governance structures for delivering the strategic plan priorities, designed with two aims in mind:
 - to create the best arrangements to deliver the priorities within the strategic plan
 - to ensure decisions are made democratically and with all partners having an equal voice.
27. Additionally, Councils endorsed a set of core principles to guide the progression of Lancashire 2050, which have been put in practice through the Lancashire Leaders Forum. It is proposed that the future strategic and delivery oversight of Lancashire 2050 continues to be taken forward through this group.
28. In addition, to ensure maximum transparency and participation of partners, it's proposed that twice yearly, the Lancashire Leaders Forum meets with wider partners from across the county to:
 - Agree and update shared strategic priorities
 - Consider an annual shared "State of Lancashire" evidence base developed and presented by an independent Data Observatory
 - Review delivery performance against Lancashire 2050 aims and priorities
 - Agree collaborative actions / contributions required to achieve shared priorities.
29. Thematic priority areas will be overseen by Portfolio Leads (nominations to be agreed on an annual basis), supported by nominated Chief Executive leads for each thematic priority.
30. Where Lancashire-wide arrangements already exist (such as for example on Transport and Skills), these forums will develop and take forward Lancashire 2050 thematic priorities and actions. Where necessary, additional thematic sub-group arrangements will be established to support action planning and delivery.
31. The group will continue to be chaired by Lancashire County Council, with any decisions made on a consensual basis.

Climate change and air quality

32. The work noted in this report impacts on the following areas of climate change and sustainability targets of the Councils Green Agenda:

- net carbon zero by 2030,
- working with sustainable and green accredited companies,
- improving green areas and biodiversity.

33. The Lancashire 2050 Framework has a strategic priority relating to the environment and climate and aims to have a positive impact on meeting low carbon ambitions, promoting clean energy and enhancing the natural environment.

Equality and diversity

34. There are no direct impacts for equality and diversity or Equality Act implications. The Equality Impact Assessment suggests that the Framework will have a positive impact, by working with partners to deliver improved outcomes for communities.

Risk

35. There are no direct risks to supporting the Framework. Any progress made on developing and delivering theme action plans will be presented again to the council to consider proposals and relevant risks.

Comments of the Statutory Finance Officer

36. There are no direct financial implications arising from this report. As progress is made in developing priority theme action plans, consideration will need to be given by Leaders and councils on how best to resource any cross-Lancashire activities that go beyond existing business as usual. With support from finance officers, Local Authorities may need to consider a fair way for each partner authority to contribute, either on a pooled contributions basis, and / or by individual proposals emerging from each thematic priority area. However, any such proposals will be subject to future decisions and are not within scope of the recommendations in this report.

Comments of the Monitoring Officer

37. The purpose of the arrangements is to strengthen the position of Lancashire. There are no legal implications arising from this report. As with current arrangements, the proposed governance approach is consistent with a non-statutory approach.

Appendices

Appendix 1- Lancashire 2050 Strategic Framework

Report Author:	Email:	Telephone:	Date:
Caroline Winstanley (Transformation Co-ordinator)	caroline.winstanley@chorley.gov.uk	01257 516142	09.12.22

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LANCASHIRE

2050

A strategic framework for Lancashire

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Making it happen	28



Lancashire 2050 is about bringing people together with a shared vision, shared ambition, shared goals and shared priorities.



Lancaster Castle

It's about the future of our county and its people. Initiated by Lancashire's 15 councils, but involving everyone with a stake in our county's success, it sets out the areas where we can work together to help our county thrive.

It is both bold and strategic, creating a framework so that:

- Lancashire competes better for its share of national resources and investment.
- Lancashire's public, private and voluntary sectors collaborate better to maximise the best use of our resources.
- Lancashire has a strong and clear voice that responds innovatively to new opportunities and challenges.
- Lancashire has rich, meaningful and strategic dialogue with central government about the future of our county.



Tarleton

"A thriving Lancashire remains one of the pre-requisites to a successful economy in the North of England"

This is Lancashire

We're proud of Lancashire. It's a place of amazing beauty, talented people, diverse communities and world-leading businesses. We're proud of our history, but always looking to the future. We're proud of what we have to offer for living, learning, investing and succeeding.

With a population of 1.5m people, our 54,000 businesses generate 637,000 jobs across a range of important and future-facing sectors from manufacturing and tourism to cyber, digital and low carbon.

This thriving £34bn economy is home to globally leading firms and the 4th largest aerospace cluster in the world.

We're proud of where we've come from, where we are, and where we're heading.

We're proud to say: we are Lancashire.



Lytham Festival



Our vision

Lancashire: a place where every single person can live their best life

Agenda Page 30

Agenda Item 8



The Midland Hotel, Morecambe

Our ambition

Our ambition is for Lancashire to be seen across the world as the best place to make a home, raise a family, develop a career, do business and grow old.

A place made up of communities everyone is proud of, that celebrates our sense of place, heritage and natural environment.

A place where we always look to the future.

Our plan

Our plan for achieving our vision is organised around eight priority areas.

We have created a framework for action that will help us focus on the things that are most important, as well as respond to changing local and global trends, policy mandates and place needs.

It will mean Lancashire can speak with one voice when championing our needs in government.



Wallace and Gromit statue, Preston

Agenda Item 8

Agenda Item 9

St Annes Beach Huts

Our priorities will help Lancashire:



Economic prosperity

Succeed as a globally-recognised, competitive and sustainable economy, distinguished by its quality of life, connectivity and access to opportunities.



Early years and education

Support all our children so they are ready to learn, achieve, and can access opportunity.



Transport and infrastructure

Become better-connected and accessible, with infrastructure that links opportunities to need, and travel choices that are safe, inclusive, affordable and low carbon.



Employment and skills

Support people to develop skills throughout their lives and attract business to the county because of our high skilled workforce.



Environment and climate

Meet our low carbon ambitions, promote clean energy and enhance our rich natural environment.



Health and wellbeing

Improve health, life chances and independence, so residents can live healthy lives and access quality care when they need it.



Housing

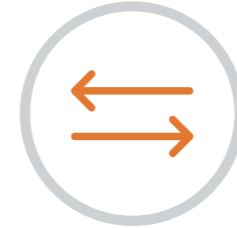
Deliver decent and affordable housing for every community. High quality housing will benefit existing residents, as well as attract and retain the people required to drive the economy over the long term.



Communities and place

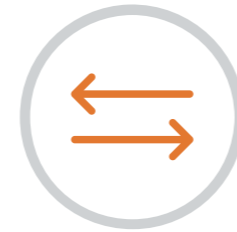
Build pride, belonging, and resilience in all our diverse communities and ensure people have a voice and stake in Lancashire's future.

Partners commit to:



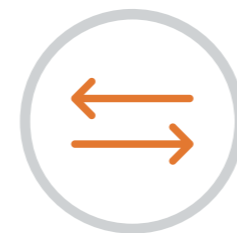
Working collaboratively

We will work collaboratively on our collective priorities, sharing ideas, assets, skills and knowledge.



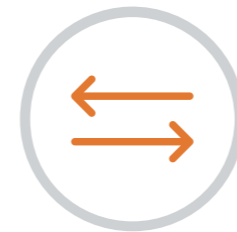
Cross cutting key themes

We will ensure our commitments to diversity and inclusion, reducing inequalities, children and families, climate, and improving quality of life are addressed in each of our priority themes.



Listening to residents

We will be active listeners in building our plans for Lancashire. Everyone will be able to contribute in shaping our shared future.



Being open and transparent

We will ensure decisions are made democratically and transparently, so residents can easily understand progress against our priorities.



Fleetwood



We will be a globally-recognised, competitive and sustainable economy distinguished by its quality of life, connectivity and access to opportunities.

Theme priorities

- ▶ To realise the growth potential in our existing and emerging key sectors, particularly low carbon and renewables, and to attract increased investment.
- ▶ To ensure Lancashire has an outward-looking and connected economy that works for all.
- ▶ To build a pipeline of strategic development sites and infrastructure opportunities.
- ▶ To maximise the economic benefits of Lancashire’s tourism offer and promote a diverse place with urban, coastal and rural economies.
- ▶ To encourage business as good employers.

What this will mean for our residents

- ▶ A thriving economy will enable Lancashire residents to access more and better jobs, drive employment growth, and increase wealth and independence.
- ▶ In turn, this will help improve the wider determinants of health, encourage social mobility and drive the get-up-and-go aspirations amongst our young people, giving each generation more control over their own futures.



Chorley



We will be better-connected and accessible, with infrastructure that links opportunities to need, and travel choices that are safe, inclusive, affordable and low carbon.

Theme priorities

- ▶ To connect the economic clusters and sectors of Lancashire and tackle isolation.
- ▶ To take a place-focused approach to transport and infrastructure, which ensures that provision is designed to allow places to flourish.
- ▶ To reduce the need to travel by providing fast reliable access to digital technology.
- ▶ To reduce carbon emissions in support of a net zero county.

What this will mean for our residents

- ▶ Residents and communities will be better connected to opportunities and experiences, including employment, leisure and services.
- ▶ There will be less reliance on carbon-based modes of transport, with significant reductions in carbon and other vehicle emissions.
- ▶ Infrastructure and employment sites will support a low-carbon and a modern and forward-looking economy.



We will meet our low carbon ambitions, promote clean energy, and enhance our natural environment.

Theme priorities

- ▶ To substantially reduce carbon emissions and energy demand, with our approach to housing and transport helping secure that transition.
- ▶ To increase energy generation from low carbon sources, including renewables.
- ▶ To improve the resilience of infrastructure, assets and services to climate change.
- ▶ To significantly grow the low carbon and environment sectors of Lancashire's economy.
- ▶ To retain our rich biodiversity and natural environment.

What this will mean for our residents

- ▶ We will have enhanced our natural environment, which will be enjoyed by more Lancashire residents.
- ▶ We will be a net zero county protecting our environment for future generations.
- ▶ Lancashire will be recognised as a place where low carbon businesses can invest and thrive, and people can live a low carbon lifestyle.



Singing Ringing Tree, Burnley



Buckshaw Village



Haslingden

We will deliver decent and affordable housing for every community. High quality housing will benefit existing residents, as well as attract and retain the people required to drive the economy over the long term.

Theme priorities

- ▶ To improve and increase the availability of good quality housing – both on new sites and through existing stock.
- ▶ To link housing regeneration to economic and transport plans.
- ▶ To secure urban renewal by demolishing and replacing housing stock in some areas.
- ▶ To improve the attractiveness of the built environment of our communities.

What this will mean for our residents

- ▶ We will have higher quality homes and neighbourhoods across the county, that are more energy efficient, and better connected to opportunities through our transport infrastructure.
- ▶ We will help tackle concentrated deprivation and provide the housing choices to attract and retain workers in the economy. These actions will help relieve pressures on housing in more attractive locations.



We will support all our children so they are ready to learn, achieve, and can access opportunity.

Theme priorities

- ▶ To improve attainment for all children across the region, particularly in literacy and numeracy.
- ▶ To ensure vulnerable families get the help they need for their children to progress and achieve.
- ▶ To support vulnerable young people and families by removing barriers to learning and helping them access opportunity.
- ▶ To improve multi-agency working to make sure all our children have the best possible start in life.

What this will mean for our residents

- ▶ All our children and young people will be able to thrive in education throughout their childhood and develop the life skills they need to be happy and productive adults.
- ▶ Families will have access to appropriate support to ensure children are healthy, happy and developing well from birth.





Advanced Manufacturing Research Centre North West, Samesbury



Northlight, Brierfield

We will support people to develop their skills throughout their lives and attract business to the county because of our highly skilled workforce.

Theme priorities

- ▶ To help young people make informed choices about their pathway into employment.
- ▶ To retain a higher percentage of local graduates and place them into graduate level jobs.
- ▶ To build a strong pipeline of skilled people at all levels entering the labour market to meet the needs of Lancashire businesses.
- ▶ To increase the proportion of adults in Lancashire achieving a Level 4 qualification or higher and improve access to tailored adult skills provision.
- ▶ To increase the employment rate to at least equal to any other region of the UK outside London and improve economic activity rates.

What this will mean for our residents

- ▶ People will have the opportunity to access good jobs and progress in their chosen career, without being held back by their skills or background.
- ▶ Lancashire will have amongst the highest skilled workforce in the country, ready to take advantage of a strong and growing regional economy.
- ▶ We will have a skills base that will support inward investment opportunities and create more good jobs.



We will improve health, life chances and independence, so residents can live healthy lives and access quality care when they need it.

Theme priorities

- ▶ To give our children the best start in life and support better choices.
- ▶ To improve quality of life and reduce health inequalities.
- ▶ To provide better opportunities to stay healthier for longer.
- ▶ To make sure public bodies properly join up their services to focus on Lancashire people's needs.

What this will mean for our residents

- ▶ Everyone in Lancashire can look forward to living longer, healthier lives, regardless of their backgrounds or where they live.
- ▶ Residents will be able to make an active contribution to our communities and our economy.
- ▶ Lancashire residents will be confident they can access more person / family centred services, enabling them to lead healthier and independent lives.



Thorn Crag, Trough of Bowland



Blackburn Cathedral

Accrington Soapbox Challenge



We will build pride, belonging and resilience in all our diverse communities and ensure everyone has a voice and stake in their future.

Theme priorities

- ▶ To foster a sense of pride and belonging in all our communities.
- ▶ To better join up public services so they deliver what people and places need.
- ▶ To work with residents, businesses and the voluntary, community, faith and social enterprise sector, to build the vision for our communities.
- ▶ To foster safer and more resilient neighbourhoods.
- ▶ To work together across the public, private and voluntary sectors to help tackle the long-term causes and short-term impacts of poverty.

What this will mean for our residents

- ▶ Residents will feel pride in their place and will see the contribution their community makes to achieving the whole county's aspirations.
- ▶ Lancashire will be a place where public services, businesses, residents and community groups all work together to improve their communities.
- ▶ Our communities will thrive, and their distinctiveness and diversity celebrated.

How we will make it happen – our shared commitment to residents

As Local Authorities, this strategic framework represents our shared vision, priorities and intent. It will be endorsed through all our councils individually and will align with our own organisational plans.

But for this plan to work, every business, resident, community and public service has to have a stake in its success. That is why we commit to bringing together key partners to consider our plans, and we welcome the formal endorsement of this approach from many of them.

We will continue to work closely with a wide range of partners and engage closely with everyone as we develop the detail of our action plans.

With these priorities, we will make better decisions locally, we will make a more powerful case for extra tools, powers and resources to central government, and we will deliver on our shared ambitions.

- Businesses
- Councils
- Education
- Government
- Lancashire MPs
- Media
- Partners
- Residents
- Voluntary sector
- Workforce

Lancashire 2050



Blackpool Tower and Central Pier

“Together we are stronger
and Lancashire will be a
place where every single person
can live their best life”



Blackpool Council



LANCASHIRE 2050



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Report of	Meeting	Date
Chief Executive (Introduced by Executive Member (Planning and Development))	Council	Tuesday, 24 January 2023

Mawdesley Neighbourhood Plan Area Designation

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

- To inform Members of an application from Mawdesley Parish Council for the designation of the whole of the parish of Mawdesley as a Neighbourhood Plan area and request its designation as a Neighbourhood Plan area.

Recommendations

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

Reasons for recommendations

- The Council is required to designate the whole of the area applied for by the Parish Council as a Neighbourhood Area in accordance with Regulation 5A of The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016.

Other options considered and rejected

- No other options have been considered because in circumstances where a Parish Council applies to designate the whole of the Parish area then the Council is required to designate the area applied for.

Corporate priorities

- The report relates to the following corporate priorities:

Housing where residents can live well	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	Healthy, safe and engaged communities

Background to the report

4. Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. The designation of a neighbourhood plan area is the first step in preparing a neighbourhood plan. Mawdesley Parish Council wishes to develop a neighbourhood plan and requested the Parish area be designated as a Neighbourhood Plan area.
5. A Neighbourhood Plan should support the delivery of strategic policies set out in the local plan or spatial development strategy and should shape and direct development that is outside of those strategic policies. The Neighbourhood Plan should contain policies for the development and use of land and, if successful at Examination and Referendum, will form part of the statutory development plan. Applications for planning permission must be determined in accordance with the statutory development plan.

Justification for Designation

6. This designation is in accordance with Regulation 5A of The Neighbourhood Planning (General) and The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016. These regulations included an amendment whereby if a neighbourhood area application from a parish council equates to the whole of the parish area, consultation prior to the designation of the neighbourhood area is no longer required. The qualifying body is Mawdesley Parish Council.
7. A map showing the extent of the designated neighbourhood area and a covering letter from the Parish Council which explains why the designated area is considered to be appropriate are available to view on the Council's website.

Next Steps

8. Once approved, the Council is required to publish on its website and in such other manner as they consider is likely to bring the designation to the attention of people who live, work or carry on business in Mawdesley:
 - a) The name of the neighbourhood area;
 - b) A map which identifies the area; and
 - c) The name of the relevant body who applied for the designation.
9. Mawdesley Parish Council will then prepare an evidence-based draft Neighbourhood Plan. This will be subject to consultation and an independent check.

Climate change and air quality

10. The work noted in this report has an overall positive impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council.
11. In particular the report impacts on the following activities:
 - a. net carbon zero by 2030,
 - b. energy use / renewable energy sources
 - c. waste and the use of single use plastics,
 - d. sustainable forms of transport,
 - e. air quality,

- f. flooding risks,
 - g. green areas and biodiversity.
12. Developing a neighbourhood plan offers a unique opportunity for communities to proactively set out a positive and ambitious vision for the future and increase the community's resilience in the face of the challenges associated with climate emergency.
 13. One of the basic conditions that the Neighbourhood Plan must meet if it is to proceed to referendum and become 'made' is that it must contribute to the achievement of sustainable development.

Equality and diversity

14. There are no implications of designating the neighbourhood area.

Risk

15. There is no risk with approving the designated area boundary. In a designated neighbourhood area which contains all or part of the administrative area of a town or parish council, the town or parish council is responsible for neighbourhood planning. Where a parish or town council chooses to produce a neighbourhood plan it should work with other members of the community who are interested in, or affected by, the neighbourhood planning proposals to allow them to play an active role in preparing a neighbourhood plan.

Comments of the Statutory Finance Officer

16. There are no direct financial implications of this report.

Comments of the Monitoring Officer

17. The Regulations applicable to the Designation are referred to in the body of the report.

Background documents

There are no background papers to this report

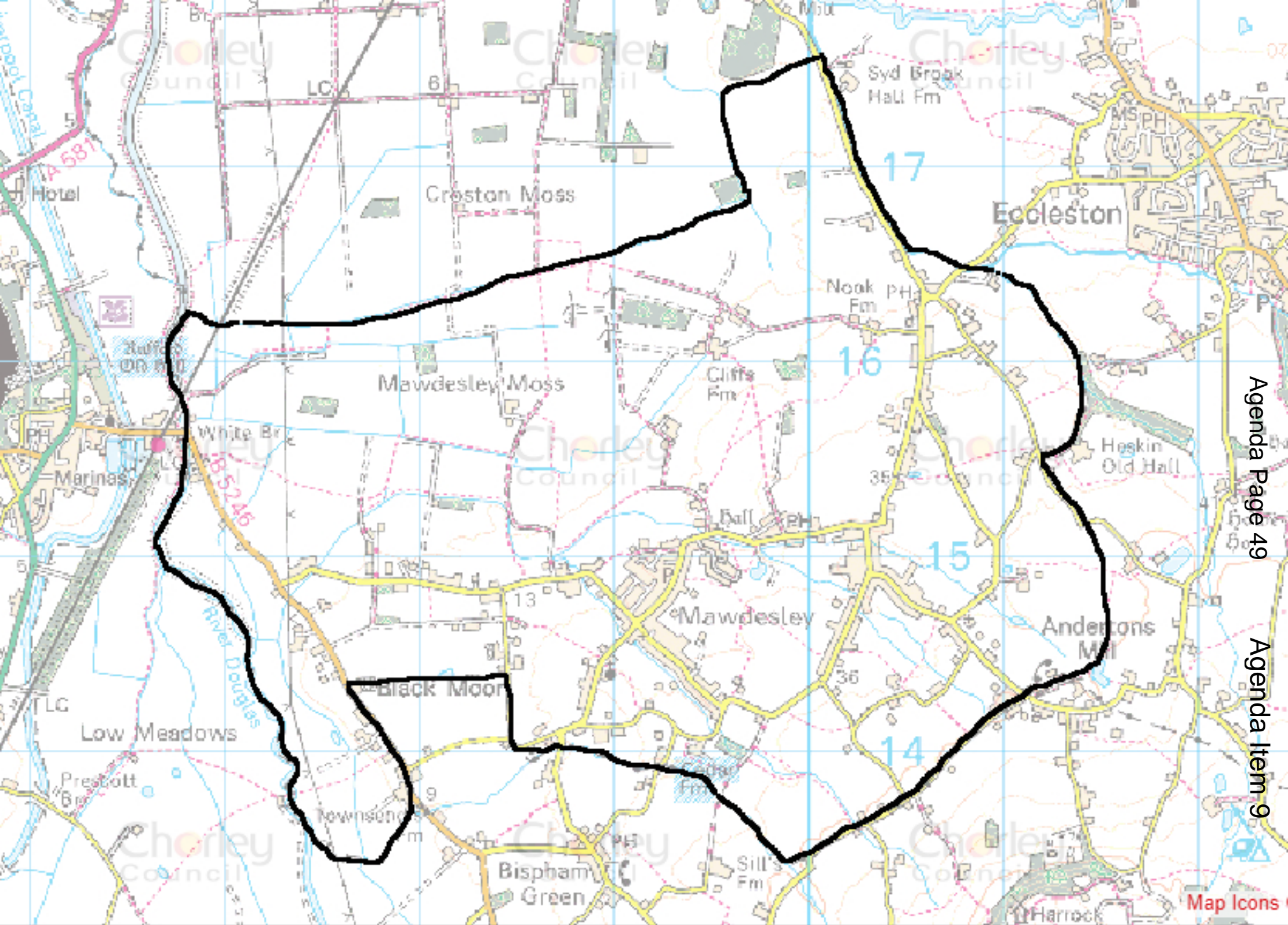
Appendices

Appendix A – Mawdesley Boundary Map

Appendix B – Letter from Mawdesley Parish Council requesting designation of a neighbourhood area

Report Author:	Email:	Telephone:	Date:
Philippa Lane (Planning Policy Officer)	philippa.lane@chorley.gov.uk	01257 515282	30.11.22

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Philippa Lane
Planning Policy & Housing Officer
Chorley Borough Council



Mawdesley Village Hall
Hurst Green
Mawdesley
Lancashire
L40 2QT

1st November 2022

Dear Philippa

Neighbourhood Plan for Mawdesley and Area Designation Application

With regard to regulation 5 of the Neighbourhood Planning (General) Regulations 2012 (as amended) and paragraph 8(2) of Schedule 4B to the Town and County Planning Act 1990, Mawdesley Parish Council wish to apply for a designated area for the preparation of a neighbourhood plan to be prepared by Mawdesley Parish Council.

Please see the attached map which defines the area for designation by Chorley Council.

The boundary has been defined as the Parish of Mawdesley and the Parish Council are "the relevant body" as specified in: section 61G(2) of the 1990 Act (inserted by paragraph 2 of Schedule 9 to the Localism Act 2011 (c.20).

In accordance with Part 2 of The Neighbourhood Planning (General) Regulations 2012, paragraph 5(1), this application submits:

- a) a map identifying the area to which the application relates, being the area within the Mawdesley parish boundary.
- b) that the proposed Neighbourhood Plan Area is the current boundary and administrative area of Mawdesley Parish Council, which represents and serves the parish. The Parish Council considers that the whole parish is an appropriate area.
- c) that Mawdesley Parish Council is the relevant body for the preparation of a Neighbourhood Plan for the purposes of the Town and Country Planning Act 1990, section 61g(2), as specified by paragraph 2(a) of Schedule 9 of the Localism Act 2011.

It is our understanding that the local planning authority must exercise its powers under section 61G of the 1990 Act to designate the parish as a neighbourhood area because the application has been submitted by Mawdesley Parish Council for the whole of it's area and none of the neighbourhood area extends outside the Parish Council's area.

It is understood that Chorley Council has 13 weeks to make a decision and the Parish Council would appreciate a decision date please.

Should you require any further information regarding this application, please do not hesitate to contact me, either by email to mpc.mattworthington@gmail.com or by phone on 07769 336375.

Yours sincerely

A handwritten signature in black ink, appearing to read "M. Worthington". The signature is written in a cursive style with a small flourish at the end.

Matthew Worthington
Chairman
Mawdesley Parish Council
www.mawdesleyparishcouncil.org.uk

Report of	Meeting	Date
Director (Customer and Digital) (Introduced by Executive Member (Resources))	Council	24 January 2023

Policy Review: Discretionary Housing Payment Policy

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

1. To present the proposed revised and updated Discretionary Housing Payments (DHP) Policy. The proposed policy is attached at Appendix 1.
2. To highlight the reduction in central government funding and the potential for overspend as a result.

Recommendations to Council

3. Council approve the revised DHP Policy.
4. Council note the reduction in Government funding.

Reasons for recommendations

5. The revised DHP policy will allow the council to prioritise the more financially vulnerable residents in difficult economic times.
6. The revised policy will also better manage the risk to the council of the reduction in funding from central government.

Other options considered and rejected

7. To continue to administer the existing policy would mean the council may not be able to assist the most vulnerable residents. It would also increase the financial risk to the council in the light of reduced government funding.

Executive summary

8. The changes to the policy outlined at 23. to 26. can be summarised as follows:

- i. Priority given to vulnerable residents rather than those in a property which

	is too big.
ii.	Includes reference to the shared financial statement, a more generous approach to means testing.
iii.	Includes additional information about the other types of help for residents.
iv.	Some clarification added following lessons learned from customer feedback.

Reasons for the changes

- 9. A significant reduction in government funding for the current financial year means there is an increased risk of the available funding falling short of the value of applications received.
- 10. In addition, the current cost of living crisis means it is likely that there will be an increase in applications over the remainder of the year.
- 11. The changes to the policy better mitigate the financial risk to the council.
- 12. The changes also achieve one of the key objectives for the Shared Services model of working towards shared systems and processes as far as possible. This will have benefits for the council and customers ensuring consistency of service delivery, reducing duplication and helping to develop a shared and flexible workforce.

Corporate priorities

- 13. The report relates to the following corporate priorities:

Housing where residents can live well	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	Healthy, safe and engaged communities

Background to the report

- 14. A policy review is underway as part of Customer and Digital Shared Services
- 15. The council’s DHP policy was last reviewed in June 2015. This policy is available here: [Final Discretionary Housing Payments Policy.pdf \(chorley.gov.uk\)](#)
- 16. The purpose of a DHP is to provide customers suffering financial hardship with further financial assistance towards housing costs.
- 17. The Discretionary Financial Assistance Regulations 2001 make provision for the awarding of DHPs. The Department of Works and Pensions DHP Guidance Manual and good practice guide 2019 set out the framework for the scheme.

18. The DWP have acknowledged that given the numbers of people affected by the welfare reform changes, awarding DHPs to meet all shortfalls in rent as a result, is not a viable option. It is therefore suggested that the focus is on the most vulnerable residents.

Objectives

19. This revised DHP policy achieves the following:
 - a. Updates the policy in respect of the recently adopted Fair Collection Charter.
 - b. Clarifies the qualifying criteria, priority considerations and other factors considered when assessing an application for a DHP and ensures they are in line with the latest DWP guidance.
 - c. Aligns the policies for Chorley and South Ribble Councils, allowing for consistent decision making and simplifying operational procedure.
 - d. Updates the information regarding what types of income and expenditure will be disregarded for the purposes of a DHP.
20. The policy applies to customers in receipt of Housing Benefit or Universal Credit. Awards in relation to Council Tax Support are covered by the Council's Discretionary Hardship Policy.
21. The application process will be based upon the eligibility criteria detailed in the policy and an application form will be available online.

General principles

22. In deciding whether to award a discretionary housing payment the council will have the following objectives:
 - a. relieve poverty
 - b. support vulnerable or elderly people in our community
 - c. support young people moving to adult life
 - d. prevent families and young people living in temporary accommodation
 - e. help people to move to affordable accommodation
 - f. encourage and keep people in employment
 - g. prevent homelessness and keep families together
 - h. help to keep a tenancy whilst other solutions are put in place
 - i. help people through personal crises and difficult events
 - j. help those who are trying to help themselves
 - k. support residents affected by the benefit cap, reductions in local housing allowance and removal of the spare room subsidy in the social rented sector

Notable changes

23. In view of the reduced government funding available, the revised policy focuses on a resident's level of vulnerability and prioritises them rather than residents who are in a property which is too big for them. This is also in line with the latest DWP guidance.
24. The policy now includes reference to the shared financial statement, a more generous approach to means testing.
25. More information about the other types of help has been included.

- 26. Clarification of some areas has been added following lessons learned from customer feedback e.g. a DHP can only be applied for in the local authority where Housing Benefit or UC is in payment and Disability Living Allowance income will be disregarded.

Shared Financial Statement

- 27. In February 2022, the council adopted the Standard Financial Statement (SFS) as recommended by the Money Advice Trust to objectively assess affordability in relation to council tax debt.
- 28. The SFS is a tool run by the government-backed Money and Pensions Service and is intended to provide a consistent and fair method of working out affordable repayments for residents in financial difficulty. The statement makes generous allowances for outgoings including food and a savings element.
- 29. The SFS is more generous than the previous means testing which may lead to more DHP applications passing the financial need check.
- 30. This is likely to have an impact on the spend of the cash-limited DHP budget.

Funding

- 31. An amount of funding for the scheme is provided on an annual basis by the DWP. For the last two years this funding has been provided in two tranches with the second tranche being awarded mid-year based on latest caseload data. Any funding unspent at the end of the year is effectively returned to government.
- 32. The table below indicates the level of government funding received and the total spend on DHP for the last three years:

	2020-21	2021-22	2022-23
Total government funding received	£193,443	£150,356	£106,566
Total government funding awarded (cumulative)	£176,484	£140,668	£75,972*
Total government funding remaining	£16,959	£9,688	£30,594*

*up to end of October 2022

- 33. The Council can also award up to two and a half times this amount from its General Fund. There is no current budget provision for such additional awards. The risk of having no provision has been low historically but as funding from the government is reducing this risk will increase.
- 34. The cash limit for the awarding of DHPs is made up of the combination of the two amounts. The Council cannot make awards when this amount has been fully allocated.

35. Executive Cabinet agreed that an additional £20k be allocated from the Household Support Fund to top-up the DHP funding for this financial year. The Household Support Fund is funding made available to local authorities by central government to support those in need with the rise in the cost of living.

Climate change and air quality

36. The work noted in this report has no impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council.

Equality and diversity

37. The Equality Impact Assessment (EIA) indicated there would be positive implications for residents vulnerable due to health or financial issues. There are no negative implications.

Risk

38. There is a risk that the value of applications may exceed the funding available. This is a particular concern in the light of the reduced funding received in both this and the previous financial year. In order to mitigate this risk 'the allocation of payments is closely monitored on a monthly basis.
39. The risk of applications exceeding the available funding would be reduced by writing into the policy a limit up to which the council would fund DHP payments. However, this would fetter the council's discretion. Fettered discretion is part of common law and applies to authorities and individuals in that an authority may not improperly fetter its undertaking, and it may not be stopped by its conduct from exercising its powers.
40. To ensure adequate funding is available for those customers most in need, the policy gives priority to those in certain defined circumstances such as at risk of homelessness, affected by the benefit cap or fleeing violence.
41. To reduce the likelihood of multiple awards to the same applicant, customers are asked to take action to try to improve their circumstances as a condition of the award. This could include actively searching for alternative accommodation, debt counselling or engaging with the council's housing team to maximise housing advice.

Comments of the Statutory Finance Officer

42. There is the potential for these changes to create a financial pressure for the Council. Spend will be monitored closely and applications assessed to ensure it is valid. Should the forecast expenditure become significantly greater than the available funding, then further action will be taken to address the position, which may include a requirement for the provision of additional resource.

Comments of the Monitoring Officer

43. As this is a discretionary policy, members need only be satisfied that they are acting reasonably. They should consider the content of the report carefully and balance the information provided to ensure they agree with the proposed policy.

Background documents

There are no background papers to this report.

Appendices

Appendix A: Proposed DHP Policy

Report Author:	Email:	Telephone:	Date:
Helen Sutton (Customer Services (Direct Services))	helen.sutton@chorley.gov.uk	01257 515151	3 January 2023

Discretionary Housing Payments Policy

Introduction

This policy sets out how the council will consider awarding Discretionary Housing Payments (DHPs). The policy will help us to be flexible and consistent when making our decisions.

An award of a DHP is at the council's discretion and we will consider each case on its own merits. DHPs are to help our residents with some types of housing costs when they most need it and may be a short term or one-off payment.

Background

The council must follow legislation and government guidance when considering how to award DHPs (Discretionary Financial Assistance Regulations 2001, The Department of Works and Pensions DHP Guidance Manual February 2021 and good practice guide).

The main features of the scheme are:

- how the council will use its discretion to apply the scheme
- the resident must be entitled to Housing Benefit (HB) or Universal Credit (UC) with housing costs included and have a liability to pay rent
- the weekly DHP amount awarded must not be more than the maximum HB that could be awarded
- a one-off award can be made for some housing costs, such as rental deposits, rent in advance and removal costs.
- the total amount that can be paid by in any financial year is cash-limited by the government

This policy applies to payments to residents who receive Housing Benefit or Universal Credit. Any payments to residents who only receive Council Tax Support are covered by the council's Discretionary Hardship Policy.

This policy has been agreed by the council's Executive Cabinet and will be reviewed each year or as required in response to changes in the law or Government guidance.

Purpose

This policy sets out how the council will manage the DHP scheme and what we will consider when deciding if a DHP can be made.

The policy will be applied in line with relevant legislation and guidance.

The purpose of the DHP scheme is to provide residents suffering financial hardship with further financial assistance towards certain housing costs.

Objectives

In deciding when to make a DHP award, the council hopes to:

- relieve poverty
- support vulnerable or elderly people in our community

- support young people moving to adult life
- prevent families and young people living in temporary accommodation
- help people to move to affordable accommodation
- encourage and keep people in employment
- prevent homelessness and keep families together
- help to keep a tenancy whilst other solutions are put in place
- help people through personal crises and difficult events
- help those who are trying to help themselves
- support residents affected by the benefit cap, reductions in local housing allowance and removal of the spare room subsidy in the social rented sector

Qualifying criteria

Each application will be dealt with individually and a decision made based on the resident's circumstances.

A resident must

- Receive HB or UC including the housing element
- Be liable to pay rent
- Require further help with housing costs

DHPs may be awarded for:

- shortfall in rental liability (except ineligible housing costs)
- rent in advance
- deposits
- other lump sum housing costs such as removal costs

DHPs may not be awarded for:

- ineligible service charges,
- a shortfall due to a benefit sanction or overpayment being paid back
- where a means test shows a resident has enough income
- increases in rent due to rent arrears
- where the resident cannot afford the property
- a period which is, or will later be, covered by UC or HB
- where a tenancy is unsustainable in the long term
- if supporting evidence is requested but not supplied
- arrears where time has run out to recover them by court action
- arrears where there is a break in a HB or UC application
- rent in advance where a resident has already moved in

Priority considerations

Any resident who meets the qualifying criteria may apply for a DHP. However, we will give priority to those residents in any of the following circumstances:

- Families at risk of losing their home
- Where there are dependent children
- There is a threat of homelessness as a result of an emergency such as fire or flood
- Where support is required for those who are vulnerable due to:
 - a) Drug or alcohol issues

- b) Mental health issues
- c) Fleeing actual or threatened violence
- d) Learning difficulties
- e) Leaving the Armed Forces
- f) As a result of having been imprisoned
- g) Young people leaving care
- h) Old age, disability or medical circumstances

Other factors considered

In deciding whether or not to award a DHP the council will consider the following:

- a) The shortfall between the amount of HB in payment (or housing element of UC) and the eligible rent payable
- b) Any non-dependant deductions which DHPs can cover
- c) Any steps taken by the resident to reduce the rental liability, for example whether the resident has tried to find cheaper accommodation
- d) Whether the resident is taking long term action to help their problems in meeting housing costs
- e) Where affected by the social sector size criteria rules, whether the resident has approached their landlord requesting accommodation with fewer bedrooms, considered taking in a lodger to help with housing costs or tried to find cheaper more suitable accommodation
- f) Whether the resident made enquiries regarding the Local Housing Allowance before moving into the property and what steps they put in place to meet the shortfall
- g) Rent arrears may be paid where there is evidence that the resident is taking steps to move to a better situation such as alternative accommodation or into employment
- h) The financial circumstances of the resident. Expenditure above basic living requirements can affect the amount of an award. A DHP is not intended to enhance a resident's lifestyle
- i) The council will decide which income to consider when deciding on the level of DHP. For example, income from Disability Living Allowance will be disregarded
- j) The council will decide which expenses are to be considered when deciding on the level of a DHP. Expenses relating to travel and care needs (including an additional bedroom requirement due to a disability need) may not be considered
- k) Access to savings or capital held by the resident, their family or household
- l) Other financial support which has been explored such as rent deposit schemes and local emergency support
- m) The medical circumstances of the resident and members of the household
- n) Any special reasons that make it necessary for the resident or the household to live in a particular property or area
- o) Providing additional support for disabled children or non-dependents who need an additional bedroom for an overnight carer

- p) Any special or exceptional circumstances which the resident lets us know about

Applications

An application for a DHP should be made online.

An application should be made to the authority where HB or UC is in payment.

We may request evidence in support of an application. You must provide this evidence within a month.

We may check any information or evidence provided with third parties.

Period of award

The council will decide the start date of the claim for DHP.

We will not usually award a DHP for longer than 12 months.

We will consider any reasonable request for backdating a DHP. All requests should give the reasons why the application was not made earlier.

A backdate request must be made within 3 months of the period for which the application is made. Awards will only be backdated where there has been an entitlement to HB or UC for that period.

Amount of award

The council will decide the amount of any DHP award. We may decide not to award anything or may award any amount up to the most the law allows.

When considering whether to award a DHP and the amount, we will consider:

- how much HB or UC the resident receives
- rent liability
- whether HB has been restricted by the Rent Officer Service, the amount of Local Housing Allowance or the council
- steps taken by the resident to reduce their rent liability.
- financial, social and medical circumstances
- income and essential expenditure in line with the Shared Financial Statement
- any savings or capital
- steps taken to obtain extra income or to reduce expenditure
- the level of debt
- any exceptional circumstances
- any previous DHPs including the number, length and dates of awards and what action the resident has taken to reduce the need for a DHP
- the impact on the resident if a DHP is not granted
- the money available to the council to spend on this scheme
- whether the need can be met elsewhere e.g. rent bond guarantee scheme.
- whether the resident was able to meet their housing costs without further help.

The award of a DHP at one time does not guarantee we will make a further award in the future, even if circumstances remain the same.

We may ask that you take action to try to improve your circumstances as a condition of any award. This could include actively searching for alternative accommodation, debt counselling or engaging with the council's housing team to make sure you get housing advice.

Payment of award

We will decide who to make payment to. We can pay a DHP to someone other than the resident if we think this is reasonable. We will normally pay the landlord where it is a one-off payment or housing benefit is already paid direct to the landlord.

We will make the payment into a bank account.

Changes of circumstances

You must tell us of changes in your circumstances that might affect your claim for HB or UC.

A change in your circumstances will not affect the amount of your DHP if:

- you are still entitled to HB or UC with housing costs
- HB, plus the DHP is not more than your liability to pay rent
- the change of circumstances was not important to the award of the DHP.

We may specify changes in circumstances that you will need to let us know about as we think the amount or need for a DHP will change.

Appeals

There are no formal rights of appeal regarding a DHP decision. The council will decide any appeals relating to DHPs.

You may request that the decision is reviewed once. This request must be made within a calendar month of the original decision letter. This review decision is final and there is no further right of appeal.

Overpayment

When deciding whether or not to recover an overpayment of a DHP, we will consider the reasons for the overpayment. The council can choose to recover the payment in full, in part, or not at all.

We may decide to withdraw an award in some circumstances, for example, a change in circumstances means that the resident no longer qualifies for a DHP.

Funding

Funding for the scheme is provided on an annual basis by the Government and is cash limited. The awarding of DHPs is subject to available funding.

Publicity for the scheme

We promote the scheme in the following ways:

- Advice to residents on the scheme and how it can help them

- Information to other organisations that give advice such as Welfare Rights and the Job Centre
- Making landlords aware of the scheme
- Information on our website
- Through our housing advice and personal budgeting advice

Free independent help

For free debt and money advice contact:

a. Citizens Advice Lancashire

Chorley office

South Ribble office

35-39 Market Street
Chorley
Lancashire
PR7 2SW

Civic Centre
West Paddock
Leyland
PR25 1DH

Telephone: 0344 245 1294

Website: www.citizensadvice.lancashirewest.org.uk

b. StepChange

Telephone: 0800 138 1111

Website: www.stepchange.org/contact-us.aspx

c. National Debt Line

Telephone: 0808 808 4000

Website: www.nationaldebtline.org/

d. Business Debt Line

Telephone: 0800 197 6026

Website: www.businessdebtline.org/