

Overview and Scrutiny Committee

Thursday, 7th July 2022, 6.30 pm

Council Chamber, Town Hall, Chorley and [YouTube](#)

Agenda

Apologies

- 1 **Minutes of meeting Thursday, 17 March 2022 of Overview and Scrutiny Committee**

(Pages 3 - 8)

- 2 **Declarations of Any Interests**

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

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

- 3 **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on an item on the agenda will be asked to put their question(s) to the Committee. Each member of the public will be allowed to ask one supplementary question within his/her allocated 3 minutes.

Scrutiny of the Executive Cabinet

- 4 **Executive Cabinet Minutes**

(Pages 9 - 18)

To consider the Executive Cabinet minutes of the meeting held on Thursday, 16 June 2022 (enclosed).

- 5 **Notice of Executive Decisions**

(Pages 19 - 78)

To view the latest notice of Executive Decisions [click here](#).

The document is also attached and correct as of 29 June 2022.

- 6 **Health Scrutiny**

(Pages 79 - 86)

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

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| 7 | Quality of Housing Provided by Social Landlords - Monitoring Report 2

To receive and consider the report of the Director of Communities. | (To Follow) |
| 8 | Scrutiny Reporting Back: Chorley Council's Annual Report on Overview and Scrutiny in 2021/22

To receive and consider the report of the Director of Governance (enclosed). | (Pages 87 - 98) |
| 9 | Reports from the Task and Finish Groups

Overview and Scrutiny – Task Group – Select Move
To receive a verbal update on the inquiry from the Vice-chair, Councillor Sarah Ainsworth. | |
| 10 | Overview and Scrutiny Work Programme

To consider, discuss and approve the Overview and Scrutiny Work Programme for 2022/23 (enclosed). | (Pages 99 - 100) |
| 11 | Any urgent business previously agreed with the Chair | |

Gary Hall
Chief Executive

Electronic agendas sent to Members of the Overview and Scrutiny Committee Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Hasina Khan, Samir Khan, James Nevett, Aidy Riggott, Kim Snape, Jenny Whiffen, Michelle Le Marinel, Dedrah Moss, Alan Platt, Arjun Singh and Ryan Towers.

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

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



Minutes of	Overview and Scrutiny Committee
Meeting date	Thursday, 17 March 2022
Committee Members present:	Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Julia Berry, Terry Howarth, James Nevett, Aidy Riggott and Jenny Whiffen
Committee Members present virtually (non-voting):	Councillors Hasina Khan, Samir Khan, June Molyneaux and Kim Snape
Other Members	Councillor Adrian Lowe (Executive Member – Customer and Streetscene Services)
Officers:	Asim Khan (Director - Customer and Digital), Zoe Whiteside (Service Lead - Spatial Planning), Sally Green (Climate Change Programme Officer), Ruth Rimmington (Democratic Services Team Leader), and Matthew Pawlyszyn (Democratic and Member Services Officer)
Apologies:	Councillor John Dalton

22.OS.60 Minutes of meeting Thursday, 27 January 2022 of Overview and Scrutiny Committee

It was confirmed that prior to the 2023 Budget, a Member Learning Session will be held for Members on Special Expenses.

Members requested that an updated Community Safety Partnership report returned to the Scrutiny Committee in the next Municipal Year.

Decision: The minutes were approved noting the above.

22.OS.61 Minutes of Meeting, Thursday 10 March 2022 of Overview and Scrutiny Performance Panel

It was raised that a request was made for the Commercial Services Performance Panel to return in six months.

Decision: The minutes were approved noting the above.

22.OS.62 Declarations of Any Interests

No interests were declared.

22.OS.63 Public Questions

There were no public questions.

22.OS.64 Executive Cabinet Minutes

It was clarified that the allocation of £260,000 was a top up to bring the Green Agenda fund back to £500,000.

Resolved: The Executive Cabinet Minutes were noted.

22.OS.65 Notice of Executive Decisions

It was agreed that on the first of the month, all Councillors would receive a copy of the Executive Decisions. It was noted that the document was frequently updated, and the latest version was always accessible on the Chorley Council website.

Members agreed to keep the full document in the Overview and Scrutiny agenda pack.

Councillors requested more information about the Clean Air Strategy and an update on the public consultation. It was agreed that more information would return to the Committee and to Cabinet.

22.OS.66 Health Scrutiny Update

It was acknowledged that due to unforeseen circumstances, there was no Member of Chorley Council present at the Health Scrutiny Meeting that took place 1 February 2022. Clarity was to be sought from Lancashire County Council related to the rules around substitutes. It was noted that each meeting was web streamed, and open to all observing.

Considerations were underway for a joint health/local hospital scrutiny between Chorley and South Ribble, and a Member Learning Session in June 2022.

Members felt that the minutes of the Lancashire County Council Health Scrutiny Committee did not provide evidence of a deep dive into the scrutiny of health. Members raised questions as to how the local NHS was funded.

The upcoming Health Scrutiny Committee contained items on the new hospital programme, Members expressed the desire to formulate a view and to be involved as much as possible as 'Our Health Our Care' fell short due to a lack of public engagement.

Members questioned if there was scope for district involvement in the Community Mental Health Transformation Programme.

Decision: The Health Scrutiny Updated was noted.

22.OS.67 Grass Cutting and Verge Update

The Committee welcomed, Councillor Adrian Lowe - Executive Member Customer and Streetscene Services and Asim Khan - Director Customer and Digital.

The Council responded to the growing awareness and concern for green issues and biodiversity in part by the establishment of mini meadows and wildlife corridors. The first project began in April 2020. Across the borough, there were 52 wildflower meadows with a total of 16,000 wildflower bulbs planted in the previous two years. The mini meadows were viewed most favorably, whereas the wildlife corridors have received both positive and negative comments.

The Wildlife Corridors were maintained as required, and if issues were identified then action was taken.

The grass cutting season ran from April to October, and weather dependent, areas were cut every three weeks.

In 2021/22:

- There was a 40% reduction in grass related service requests totaling 127, in 2016/17 there were 304.
- 4 complaints were made about ground maintenance, grass cutting or the wildlife corridors.
- 722 general enquiries were made, 6 related or referred to grass cutting or the operation of the wildlife corridors.
- An analysis of comments made on social media about the wildlife corridors or mini meadows revealed 115 were compliments and 29 were complaints.

It was highlighted that if there was missed cuttings, the Streetscene team should be notified.

Members believed that there was great opportunity for community engagement with the mini meadows and wildlife corridors, and they demonstrated tangible initiatives of the green agenda, through developing a wide variety of biodiversity in the borough.

Members requested that the criteria for the mini meadows and wildlife corridors was provided to members to assist in any potential suggestions for further sites.

Decision: The report was noted.

22.OS.68 Sustainable Public Transport Second Monitoring Report

The Committee welcomed Zoe Whiteside, Service Lead - Spatial Planning to present the Second Monitoring Report.

A recommendation was to establish a cycling task group. It was proposed that instead of a Task Group, a project of work was undertaken to achieve key objectives and to gain a wider understanding of cycling within the borough.

Through the use of social media, awareness of cycling was to be raised, and information shared including updates to the highway code while encouraging cycling for all ages.

Lancashire County Council was the responsible body for cycling, the Council aimed to engage to gain a greater understanding of their plans, schemes and improvements and lobby for Chorley to receive funding and focus.

As part of the creation of the new Local Plan, an emphasis would be placed on active travel and cycling.

The Committee welcomed Andy Hunter-Rossall, invited to the Overview and Scrutiny Committee following his public question related to cycling at Council 22 February 2022.

It was clarified that the cycling project would be Officer led, however, progress would be reported at the Climate Change Working Group, providing Member input and oversight, however, as a Working Group, it was not open to members of the public.

If the project was endorsed, the consultation for cycling would begin in the summer to prevent any overlap with the current Climate Change consultation.

Members raised the potential of utilising the concept of a scrutiny rapporteur to enable a proactive, deep dive, Member led approach to a scrutiny topic.

The County Council felt strongly that the franchising and regulation of buses would remain a County power. Andrew Varley, Lancashire County Council's Public Transport Manager explained that the County felt that as Chorley Council was not a combined Authority, it would not be appropriate to consider franchising and felt that the Enhanced Partnership was the way forward.

Chorley Liaison received a presentation by Tracy Keating from Dial a Ride. It was explained that the service faced financial limitations, and that the capacity at present was for booked rides into town, supermarkets, or appointments. The greatest issue they faced was the shortage of volunteers. Every parish council was encouraged to promote the service to raise awareness and source volunteers. It was noted that Adlington Town Council were already working with Dial a Ride.

In response to the reason car sharing required an HR review, Zoe Whiteside would seek clarity and report back.

Cycle pods had been ordered for Bengal Street, it was uncertain if they had arrived and been installed.

Decision: The report was noted.

22.OS.69 Developing the Councils Green Agenda - Monitoring Report 3

The Overview and Scrutiny Committee welcomed Sally Green, 'Climate Change Programme Officer' to provide the Third Monitoring Report for 'Developing the Council's Green Agenda'.

The Task Group made 23 recommendations. 13 had been completed. 3 were completed and awaiting approval. 7 were long term and ongoing, some of which were part of the draft Climate Strategy Draft.

The carbon footprint of the Town Hall was successfully mapped prior to the Covid-19 pandemic in 2019. The baseline provided was 1,662,632 kg CO₂e.

A new 'Air Quality and Carbon Officer' was in post.

To support sustainable developments, the Council and the Business Engagement Team developed a 'green plaque' scheme to identify buildings in the Borough with strong green credentials.

The Council was exploring a wide variety of renewable energy sources to decarbonise the Town Hall.

Networking groups were established within the community, ranging from local schools, the Youth Zone and local businesses.

Andy Hunter-Rossall expressed his disappointment with the Council's lack of engagement with Green Living Chorley. Due to the pandemic, there was limited pathways for adults to engage. It was agreed that Zoe Whiteside and Sally Green would attend a meeting of Green Living Chorley to discuss the ongoing work at Chorley Council.

Members understood that there were significant costs for institutions and businesses to become more 'eco-friendly'. It was agreed for grant information and support to be provided by the Climate Change Programme Officer. It was added that a significant amount of information around decarbonising had been provided to businesses, including how they could calculate their own carbon footprint.

Members expressed the importance of the Council not overstepping and taking over community projects, but to be available to act as an intermediary, offer advice and to be transparent about its activities.

Following the success of the Climate Change Business Event in November 2021, another was planned for November 2022 and aimed to utilise information provided in the follow up questionnaire.

Attached to the agenda was the draft letters from the Leader of the Council. The letters had required updating due to the delay in the release of strategies and legislation. The letters discussed the gaps required to be filled to meet the climate change targets. Members questioned the wording used to describe Chorley's geographical location as a 'rural area of the north' due to its proximity to major metropolitan areas.

In response to Members, it was confirmed that air quality was measured with NO_x tubes across the borough, but the latest data was not yet available.

Decision: The report was noted.

22.OS.70 Quality of Housing Provided by Social Landlords - Monitoring Report 2

This Item has been deferred to the next Overview and Scrutiny Committee taking place 7 July 2022.

22.OS.71 Reports from the Task and Finish Groups

Vice Chair of the Select Move Task Group, Councillor Sarah Ainsworth updated and informed the Overview and Scrutiny Committee of the progress of the Task Group.

The most recent meeting took place 15 March 2022, representatives of Jigsaw Homes and Progress Housing attended and engaged with Members.

Future Task Group meetings aimed to engage with the Select Move Coordinator, when the position was filled and with the MP Sir Lindsay Hoyle.

The Task Group was also in the process of delivering a survey to users of Select Move.

It was estimated that the Task Group would be prepared to submit the report to Cabinet in July.

Decision: The update was noted.

22.OS.72 Overview and Scrutiny Work Programme

Decision: The work programme was noted.

Chair

Date

22.EC.4 Equality Framework

Councillor Bradley, Executive Member (Economic Development and Public Service Reform) presented the report of the Director of Change and Delivery which presents the Equality Framework to Executive Cabinet for approval.

The purpose of the framework is to set out the methods of embedding equality into the processes and practices of the Council. It firmly sets the foundations for the Council, as a community leader, in proactively spearheading equality, diversity, and inclusion. An equality framework is an essential means of meeting the Council's statutory duties as, under the Equality Act 2010.

The equality policy was last refreshed in 2016. The proposed Equality Framework reflects the council's most up to date approach towards equality and diversity as an organisation as well as best practice for local authorities.

Members discussed the link with the procurement strategy and recognised that this did not directly impact the Framework. An impact assessment will be undertaken as part of the procurement exercise. The council also has a Social Value Policy in place.

Decision: To approve the Equality Framework as a shared policy document.

Reasons for recommendations:

1. To ensure we continue to meet our statutory duties under the Equality Act 2010 as a local authority,
2. To update and set out a clear equality framework that reflects the development of shared services enabling a consistent approach,
3. To continue to strengthen the Council's commitment and advancement of equality

Other options considered and rejected:

The equality policy was last refreshed in June 2016. Continuing with the existing Equality Scheme has been considered. This has been rejected on the basis that, whilst comprehensive, the current policy does not reflect our most up to date approach towards equality and diversity as an organisation as well as best practice for local authorities.

22.EC.5 Revenue Budget Outturn 2021/22

Peter Wilson, Executive Member (Resources) presented the report of the Director of Finance which sets out the provisional outturn for revenue and reserves for the Council for the year ended 31st March 2022. The accounts are still subject to external audit and adjustments may be required which will be reported in future monitoring reports.

In summary, there is an underspend against the budget for 2021/22 of £0.224m. Subject to the £150k allocation to reserves, there will be an increase in General Reserves, of £74k. 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 2022, based on the above, will be £4.131m.

Members noted the £42k overspend in relation to Gypsy and Romany Traveller Encampments (GRTs) and recognised the high associated finance and resource costs. It was suggested that the solution to this requires a multifaceted approach which would be discussed further. Members also discussed recovery of the leisure centres following Covid.

Decision:

- 1. To note the 2021/22 provisional outturn for revenue and the level of reserves at 31st March 2022.**
- 2. To note the virements made to and from the revenue budget, which have been previously reported over the course of the year and are as detailed in Appendix 2 of the report.**
- 3. To approve an increase in the Planning Appeals reserve of £150k to fund expenditure such as legal costs in this area.**

Reasons for recommendations:

To ensure the Council's budgetary targets are achieved.

Other options considered and rejected:

None.

22.EC.6 Capital and Balance Sheet Outturn 2021/22

Peter Wilson, Executive Member for Resources presented the report of the Director of Finance which outlines the outturn financial position of the Council in respect of the capital programme at 31 March 2022, highlighting key issues and explaining key variances, and to provide an overview of various elements of the Council's Balance Sheet at 31 March 2022.

The capital budget for 2021/22 was set at £38.1m at Council in February 2021. This was increased following approval of the 2020/21 outturn to £46.2m. The monitoring report as at 31st July 2021 increased the total budget to £46.6m. This was reduced to £42.6m in the quarter two monitoring report and reduced further to £28.6m at quarter three. Members noted that the total cost of the Council's capital investment programme for 2021/22 has decreased since the quarter 3 monitoring report approved by Cabinet, from £28.6m to £23.9m as at 31st March 2022.

Decision:

- 1. To approve the revised capital programme as attached at Appendix A, which includes approved amendments to the programme, detailed at point 11 and 12 of this report, since the last Capital Monitoring report was approved by Cabinet in February 2022. Two items are to be approved within this report:**
 - £46k increase to Health Hub – Whittle Surgery to reflect the final costs of this scheme.**
 - £104k Chorley Adaptation Grant to reflect an increase in the grant funding allocation to the Council.**
- 2. To note the variations to the programme (which are detailed by scheme at Appendix B and referenced within the body of the report);**
- 3. To note the position in the Balance Sheet monitoring section of the report, in respect of cash, investment and loan balances and debtors, at 31st March 2022.**

Reasons for recommendations:

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

Other options considered and rejected:

None.

22.EC.7 Quarter Four Performance Monitoring Report 2021/22

Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Change and Delivery which sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the fourth quarter of 2021/22, covering 1 January 2022 to 31 March 2022.

The overall performance of key projects is good with 71% rated as green, 21% classified as not started, and one 7% rated as amber. Action plans for those projects rated amber are set out within the report.

Performance of the Corporate Strategy indicators and key service delivery measures continues to be closely monitored, with 71% of Corporate Strategy measures and 67% of key service delivery measures performing on or above target or within the 5% threshold.

Members noted the initial scoping sessions with partners to take forward the development of a data and intelligence solution and discussed how data can be used to ascertain how public services are delivered in different urban and rural areas/wards in order to understand where the council is delivering its service and investing money.

Decision: That the report be noted.**Reasons for recommendations:**

To ensure the effective performance monitoring of the Corporate Strategy and safeguard its delivery across 2022/23.

Other options considered a rejected:

No other options have been considered or rejected. This is because the report does not present any items for decision.

22.EC.8 Allocation of CIL - Wigan Lane Playing Field

Councillor Alistair Morwood, Executive Member (Planning and Development) presented the report of the Director of Planning and Development which seeks approval to amend the Infrastructure Funding Statement and approve the allocation of Community Infrastructure Levey monies (CIL) funds to Wigan Lane Playing Field.

A procurement exercise was undertaken between April 22 and May 22 to appoint a contractor to deliver the new pavilion and associated infrastructure at the Wigan Lane Playing Field Sports Facility. The estimated cost of the build was below £500k. Nine bids were received and the lowest was £150,000 over the allocated budget.

Members noted that the budget in place is £628,000 however the required budget following the consultation is £798,000. This leaves a deficit of £170,000. Sport England are proposing to fund an extra £50K towards the project. The overall deficit is proposed to be covered by £120,000 CIL.

Decision:

To approve to amend the Infrastructure Funding Statement and approve the allocation of Community Infrastructure Levy monies for £120,000 for the construction of a sports facility with associated infrastructure at Wigan Lane Playing Fields.

Reasons for recommendations:

To allocate the CIL Infrastructure Fund in the way it is intended and ensure the methodology of how it is allocated is transparent.

Other options considered and rejected:

The project has been tendered and the tenders came in over the anticipated budget. The total budget deficit is £170,000 and funding has also been sought from external funders to make up the total deficit. No other options were considered.

22.EC.9 Streetscene Strategy 2022-2025

Councillor Adrian Lowe, Executive Member (Customer, Streetscene and Environment) presented the report of the Director of Customer and Digital which presents the new Streetscene Strategy for 2022-2025.

The strategy builds on the previous Streetscene Modernisation Strategy from 2017-2020, which focused on improving processes and dealing with specific operational challenges as outlined in the report. The previous strategy has delivered several successful outcomes for the council and has improved performance and productivity. Steady progress was made across the three-year period of the strategy which means that a review of service indicators in July 2021 increased the service targets from 80% to 85%.

The proposed strategy presents the core principles for the Streetscene Strategy alongside a draft action plan which sets out the expected service delivery work over the next three years. This is an evolving strategy and will be reviewed annually in line with the business planning process to ensure that service delivery remains in line with council priorities and aspirations. Ongoing dialogue with local parish councils will also contribute to the delivery of the strategy as it evolves.

Members welcomed the survey and discussed the wildflower planting and biodiversity programme which has reduced the resources required for scheduled maintenance and grass cutting. It was agreed that Members would be provided with specific information on how much the resources required have been reduced and where the savings generated from this have fallen. Members also discussed the consultation extension for Parish Councils and expressed concerns regarding an increase in the number of weeds.

Decision:

- 1. That the report be noted, and the new strategy is approved.**
- 2. That following initial engagement and feedback from parish councils on the Streetscene Strategy, the approval of the strategy is delegated to Executive Member Decision.**

Reasons for recommendations:

To ensure that the Streetscene service is fit for purpose, making best use of resources, and managing and meeting customer expectations.

Other options considered and rejected:

To extend the timeline of the existing strategy and continue its delivery. As the modernisation of the service has delivered significant transformation to the service, and the council's aspirations for Streetscene have now changed, it is considered that a new strategy is required in order to continue to develop and improve the service.

22.EC.10 Exclusion of the Public and Press

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

22.EC.11 Levelling up Funding Bid

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the report of the Chief Executive which seeks approval on the submission of a levelling up funding bid and the proposed levelling up funding scheme.

Decision:

- 1. To approve the submission of a levelling up funding bid.**
- 2. To approve the scheme to be submitted for the levelling up funding bid.**
- 3. To acknowledge that a minimum 10% match funding contribution of £2 million is required for inclusion in the levelling up funding bid and that proposals for future budget requirements, depending on the outcome of the bid, will be provided to Council in a separate report.**
- 4. To acknowledge that costs to develop the funding will be taken from the £125,000 capacity funding which is being provided to the Council by government.**

Reasons for recommendations:

To ensure that the Council fully maximises the funding opportunity as this is the final round of Levelling up Funding being offered by Central Government.

Other options considered and rejected:

- 1. To not submit a funding bid has been rejected as the funding contribution will support significant town centre regeneration.**
- 2. Deferring the approval would mean the funding bid would not be submitted in time for the application submission date of 6 July 2022 at 12 noon.**

22.EC.12 Accommodation Project Update and Procurement Approval

Peter Wilson, Executive Member (Resources) presented the report of the Deputy Chief Executive which provides an update on the accommodation review project as part of the Workplace Strategy 2021-2024 and seeks approval of the procurement route for architectural and interior design services consultants, delegation of award decision for architects and other design consultants.

Decision:

1. To note the report and update on the accommodation review project and links to the Workplace Strategy and estimated costs of the project.
2. Approval to proceed with procurement of architectural and interior design services consultants utilising a Framework agreement (Fusion 21) and a further competition for architectural and interior design services consultants to be appointed.
3. To approve that the evaluation of tenders to be based on 50% cost and 50% quality in line with the Fusion 21 Framework rules, including 5% quality question in relation to social value.
4. To approve the delegation of award decision to the Executive Member (Resources) once proposals received, evaluated and the preferred consultant selected.

Reasons for recommendations:

1. To enable the progression of the projects to transform the Town Hall and White Hart buildings supporting the aims of the council's Workplace Strategy, architectural and interior design services consultants are required to support the council in its decision making and the project as a whole.
2. A further competition via the Fusion 21 framework is recommended in order to appoint architectural and interior design services consultants to ensure that best value can be obtained.

Other options considered and rejected:

1. Internal resource has been considered. However due to internal staff skills and the nature of the project, an external architectural and interior design consultant to support the project fully and act as lead designer is a more feasible option in this instance.
2. A direct award via the Fusion 21 Framework to AEW Architects has been considered as AEW Architects have worked on the project up to this stage. However, to achieve best value the recommendation is to carry out a further competition and invite bids via the Fusion 21 Framework.

22.EC.13 Lease Approval for Strawberry Meadows

Peter Wilson, Executive Member (Resources) presented the report of the Director of Commercial Services which seeks approval to delegate approval of Heads of Terms to the Executive Member (Resources) and Director (Commercial Services) which will allow the legal process to flow more quickly upon officers agreeing draft terms with tenants.

Decision:

1. To delegate approval for leases under £100k to the Director (Commercial Services) in consultation with the Executive Member (Resources) where the rents achieved are within the parameters of the approved revenue model
2. To delegate approval for leases over £100k to the Executive Member (Resources) through an EMD where the rents achieved are within the parameters of the approved revenue model
3. To approve the draft terms agreed with KA Distribution and delegate minor changes to the lease for KA Distribution to the Director (Commercial Services) in consultation with the Executive Member (Resources)

4. **To set the initial management revenue budget at £80,000 per annum for Strawberry Meadows. This will be recovered from tenants through a Management Fee.**
5. **To approve the method of applying increases to the Management Fee as September CPI +1%**

Reasons for recommendations:

To expedite the occupancy of the 33 newly constructed light industrial units approval is sought to delegate approval of Heads of Terms to the Executive Member (Resources) and the Director (Commercial Services) which will allow the legal process to flow more quickly upon officers agreeing draft terms with tenants

Other options considered and rejected:

1. If all leases with a value exceeding £100k over the term were to come to Executive Cabinet for approval it will impact upon the speed at which tenancies can be signed up and essentially may go elsewhere if their business decision is time dependent.
2. There are a significant number of leases for the new development to consider all at once with some terms changing as tenant requirements change and delegated approvals allows officers to be more responsive.

22.EC.14 West Way Play Area Contract Award Procedure

Councillor Alistair Morwood, Executive Member (Planning and Development) presented the report of the Director of Planning and Development which seeks approval for the procurement approach and evaluation criteria for the appointment of a contractor to deliver a new play area at West Way Sports Hub. Such approval is required under the High Value Procurement Procedures for contracts over £100,000. Approval is also sought to delegate the contract award to Executive Member Decision.

Decision:

1. **To approve the proposed procurement methodologies and evaluation criteria for the building contract comprising a single stage open tender with suitability questionnaire / 100% quality evaluation and the use of the JCT design and build form of building contract.**
2. **To approve the omission of the social value element of evaluation.**
3. **To approve the delegation of the contract award to Executive Member Decision.**

Reasons for recommendations:

1. The use of an open tender process, with a quality element and design and build contract is the most effective way of delivering best value for the project within the constraints of the budget.
2. The nature of the procurement is unlikely realise sufficient social value to justify the standard minimum evaluation weighting in respect of Social Value.
3. Delegation of the contract award to Executive Member Decision will limit the amount of time required between tender submission and contract award and subsequently reduce the risk of materials/labour prices increasing due to inflation and a volatile market.

Other options considered and rejected:

1. Due to the need to procure a design and construction of the play area a design and build contract with a fixed budget and open tender creates maximum

competition but also gives as much price certainty as is possible in the current market.

2. The inclusion of social value evaluation criteria was considered, however, due to the nature of design and build play contracts of a similar value (further details provided below), the omission of the standard social value minimum weighting is considered to be the preferred approach.

22.EC.15 Approval for the Contract Award Procedure and Evaluation Criteria to Procure Mechanical Sweepers

Councillor Adrian Lowe, Executive Member (Customer, Streetscene and Environment) presented the report of the Director of Customer and Digital which seeks approval for the procurement of four replacement mechanical sweepers and for the award of contract to be delegated to the Executive Member for Resources.

Decision:

To approve the contract award procedure to procure four mechanical sweepers. Tenders will be evaluated to establish the most economically advantageous tender based on 80% cost and 20% quality.

Reasons for recommendations:

1. Four mechanical sweepers are required to ensure service delivery for street cleansing teams and support delivery of the corporate strategy project.
2. Executive Cabinet approval is required for tenders over £100,000 in line with Council procurement rules.
3. Joint procurement with South Ribble Council is sought to benefit from economies of scale.

Other options considered and rejected:

The option to further extend the existing lease agreements on these has been rejected to avoid increased maintenance and downtime impacting on performance.

Chair

Date

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Chorley Council – Notice of Executive Decisions

1. This document gives 28 days notice of ‘key’ and other major decisions which the Executive Cabinet and Executive Members expect to take. The document is updated as required and is available to the public on the Council’s website at www.chorley.gov.uk or from the Town Hall, Market Street, Chorley, PR7 1DP.
2. A ‘Key’ Decision is defined as:
 - a) Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
 - a change in service provision that impacts upon the service revenue budget by £100,000 or more; or
 - a contract worth £100,000 or more; or
 - a new or unprogrammed capital scheme of £100,000 or more.
 - b) Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council’s Policy Framework set out in Article 4 of the Council’s Constitution.
 - c) Under the Access to Information Procedure Rules set out in the Council’s Constitution, a ‘Key’ Decision may not be taken, unless 28 days notice have been given in this document;
 - d) The law and the Council’s Constitution provide for urgent key decisions to be made, even though they have not been included in this document in accordance with General Exception and Special Urgency provisions.
3. The Executive Cabinet is made up of the Executive Leader, Deputy Leader and four Executive Members with the following portfolios:

Executive Leader and Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley
Deputy Executive Leader and Executive Member (Resources)	Councillor Peter Wilson
Executive Member (Early Intervention)	Councillor Beverley Murray
Executive Member (Homes and Housing)	Councillor Terry Howarth
Executive Member (Planning and Development)	Councillor Alistair Morwood
Executive Member (Customer, Streetscene and Environment)	Councillor Adrian Lowe
4. Copies of the Council’s Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council’s website: www.chorley.gov.uk. If there are any queries, including objections to items being considered in private, please contact the Council on 01257 515151 or email contact@chorley.gov.uk. Please note representations should be received 14 days before the date the decision is due to be taken.

5. This Forward Plan is a formal notice that some of the decisions listed will be held in private because the report will contain exempt information listed under Schedule 12A of the Local Government Act 1972, as set out below and that the public interest in withholding the information outweighs the public interest in disclosing it.:
 1. Information relating to any individual.
 2. Information which is likely to reveal the identity of an individual.
 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
 4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
 6. Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
 7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Gary Hall, Chief Executive

Last updated: 27 June 2022

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Future meetings of the Executive Cabinet where there is an intention to hold part of a meeting in private: 14 July, 15 September, 20 October, 10 November, 8 December 2022, 19 January, 23 February and 30 March 2023							
July							
Household Support Fund Extension 2022 - Proposed Delivery Plan	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	14 Jul 2022	Open No		Report of the Director (Communities)
Key Contracts and Partnerships Update	Executive Cabinet	Executive Member (Resources)		14 Jul 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Deputy Chief Executive
Approval to go out to tender for remedial repairs to Brinscall Pool concrete floors	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	14 Jul 2022	Fully exempt		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval to procure and award contract to undertake reconfiguration works to Strawberry Fields Digital Office	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	14 Jul 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Approval for Contract Award for Parking Enforcement & Cash Collection Services	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	14 Jul 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Proposal of Rent and Service Costs for Tatton Gardens	Executive Cabinet	Executive Member (Homes and Housing)	A new or unprogrammed capital scheme of £100,000 or more	14 Jul 2022	Fully exempt		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Future meetings							
Quarter One Performance Monitoring Report 2022/23	Executive Cabinet	Executive Member (Resources)		15 Sep 2022	Open No		Report of the Deputy Chief Executive
First Homes Interim Policy Statement	Executive Cabinet	Executive Member (Homes and Housing)		15 Sep 2022	Open		Report of the Director (Planning and Development)
Queens Road Car Park Resurfacing - Contract award	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	15 Sep 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Leisure Capital Expenditure Procurement	Executive Cabinet	Executive Member (Early Intervention), Executive Member (Resources)	A contract worth £100,000 or more	15 Sep 2022	Fully exempt		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Chorley Lodge Bolton Road Chorley	Executive Cabinet	Executive Member (Resources)	A new or unprogrammed capital scheme of £100,000 or more	15 Sep 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Renewal of Lease - Coach House - Astley Hall - Cafe Ambio	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	15 Sep 2022	Fully exempt		Report of the Director (Commercial Services)
Acquisition of Affordable Homes	Executive Cabinet	Executive Member (Homes and Housing)	A new or unprogrammed capital scheme of £100,000 or more	15 Sep 2022	Fully exempt		Report of the Director (Commercial Services)
Quarter Two Performance Monitoring Report 2022/23	Executive Cabinet	Executive Member (Resources)		10 Nov 2022	Open No		Report of the Deputy Chief Executive

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Revenue Budget Monitoring Q1	Executive Cabinet	Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	15 Sep 2022	Open No		Report of the Director (Finance)
Capital and Balance Sheet Monitoring Report Q1	Executive Cabinet	Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	15 Sep 2022	Open No		Report of the Director (Finance)
Revenue Budget Monitoring Q2	Executive Cabinet	Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	10 Nov 2022	Open No		Report of the Director (Finance)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Capital and Balance Sheet Monitoring Report Q2	Executive Cabinet	Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	10 Nov 2022	Open No		Report of the Director (Finance)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member Decisions							
Executive Leader and Executive Member (Economic Development and Public Services Reform)							
BAE Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		December 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Network Rail Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		December 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Agreement GA Pet Foods - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		17 Dec 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Tatton Second Stage Fee Expenditure	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	19 Nov 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Appointment of Consultants to assist in progressing work on the Central Lancashire Land Use Study and development of policies and a topic paper for the Local Plan	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		1 Apr 2022	Open		Report of the Director (Planning and Development)
Appointment of Consultants to provide support in the development of policies relating to sustainable water management and associated topic paper for the Local Plan	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		April 2022	Open No		Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Appointment of Consultants to undertake a Level 2 Strategic Flood Risk Assessment for the Local Plan	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		April 2022	Open No		Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Deputy Executive Leader and Executive Member (Resources)							
Approval for the Contract Award for the Procurement of Elections Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of GIS (mapping)	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Document Management for Revenues and Benefits	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of WiFi	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	26 Mar 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Remote Desktop Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of ICT Helpdesk	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Anti-virus Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Asset Management	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Accessibility Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of the Intranet	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Printers	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Mobile Devices	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of CCTV Hardware and Support	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Third Party Support	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Hybrid Mail	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Physical Post	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Direct Debit Processing	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Payment Schemes	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Mobile Hardware	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Networking Hardware	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Server Estate	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Backup and DR	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Time Management Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Legal Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Burials and Memorial Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Meeting Room Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Virtual Mailroom	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Software for Regulatory Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Customer Relationship Management (CRM)	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	January 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Approval for the Procurement of Garden Waste Collection Service Permits	Executive Member (Resources)	Executive Member (Resources)		2 Dec 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for King Georges Playing Fields Pavilion	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	May 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Planning and Development)
Contract Award for Procurement of Mechanical Sweepers	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more		Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Applications for Hardship Relief	Executive Member (Resources)	Executive Member (Resources)		October 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Change to evaluation criteria for electric small panel van procurement	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	July 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Support for energy bills - Discretionary Fund	Executive Member (Resources)	Executive Member (Customer, Streetscene and Environment)			Open No		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
COVID-19 Additional Relief Fund	Executive Member (Resources)	Executive Member (Customer, Streetscene and Environment)	A significant impact in environmental, social or physical terms in two or more wards		Open No		Report of the Director (Customer and Digital)
Application to Waive Council Tax Long-Term Empty Premium - 29 Devonshire Road, Chorley	Executive Member (Resources)	Executive Member (Resources)			Open No		Report of the Director (Customer and Digital)
Queens Road Car Park Resurfacing - Procurement of Main Contractor	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	August 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)			Fully exempt Paragraph 1: Information relating to any individual. Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Customer and Digital)
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive
Health and Safety Service Review Update	Executive Member (Resources)	Executive Member (Resources)		24 Sep 2021	Fully exempt Paragraph 1: Information relating to any individual. Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)		Report of the Director (Governance)
Procurement Service Restructure	Executive Member (Resources)				Fully exempt Paragraph 1: Information relating to any individual.		Report of the Director (Governance)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Common Bank Lane Disposal	Executive Member (Resources)	Executive Member (Resources)		June 2020	Open No		Report of the Director (Commercial Services)
Disposal of 3 Parking Spaces at Farrington Street Car Park Chorley	Executive Member (Resources)	Executive Member (Resources)		June 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Land Rear of 50 and 52 Fairview Drive Adlington	Executive Member (Resources)	Executive Member (Resources)		June 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Land 5 Stansted Road Chorley	Executive Member (Resources)	Executive Member (Resources)		Before 18 Feb 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Approval to Agree Heads of Terms for Unit 2, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval to Agree Heads of Terms for Unit 3, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Approval to Agree Heads of Terms for Unit 4, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval to Agree Heads of Terms for Unit 5, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Grant of a lease - Unit 3, Flat Iron Parade, Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 30 Apr 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Renewal of Lease - Unit 6 Flat Iron Parade	Executive Member (Resources)	Executive Member (Resources)		14 May 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Amendment of Lease Terms - Unit 9a Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 10 Sep 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Proposed Renewal of Lease to New Look Retailers Ltd - Units 20-21 Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 25 Dec 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the
Grant of a Lease - 37 New Market Street - First Floor Above Iceland - Market Walk	Executive Member (Resources)	Executive Member (Resources)		June 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Grant of Lease - 98 Market Street Chorley	Executive Member (Resources)	Executive Member (Resources)		17 Dec 2021	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Approval to Acquire Individual Homes for Affordable Rent	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Acquisition of Refugee Property - No 4	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	Before 1 Aug 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 5	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	Before 1 Aug 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Acquisition of Refugee Property - No 6	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	Before 1 Aug 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 7	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	Before 1 Aug 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Acquisition of Refugee Property - No 8	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	Before 1 Aug 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 9	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	Before 1 Aug 2022	Fully exempt !NotSet!		Report of the Director (Commercial Services)
Acquisition of Refugee Property - No 10	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	Before 1 Aug 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 2	Executive Member (Resources)	Executive Member (Resources)		July 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 3	Executive Member (Resources)	Executive Member (Resources)		July 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 4	Executive Member (Resources)	Executive Member (Resources)		July 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services), Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 5	Executive Member (Resources)	Executive Member (Resources)		July 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 9	Executive Member (Resources)	Executive Member (Resources)		19 Nov 2021	Fully exempt		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 14	Executive Member (Resources)	Executive Member (Resources)		July 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 15	Executive Member (Resources)	Executive Member (Resources)		Before 4 Mar 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 20	Executive Member (Resources)	Executive Member (Resources)		July 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 27	Executive Member (Resources)	Executive Member (Resources)		July 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
UPDATE - Kiosk/Cafe Coronation Recreation Ground Chorley	Executive Member (Resources)	Executive Member (Resources)		4 Sep 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Lease of Cafe Coach House Astley Park	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)
Shop Front Grant	Executive Member (Resources)	Executive Member (Resources)		December 2020	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Shop Front Grant - 7 Chapel Street	Executive Member (Resources)	Councillor Peter Wilson		6 Apr 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Planning and Development)
Shop Front Grant Appraisal - 30 Market Street, Adlington	Executive Member (Resources)	Executive Member (Resources)			Fully exempt	Shop Front Grant Appraisal - 30 Market Street, Adlington	Report of the Director (Planning and Development)
Community right to bid nomination relating to Alison Arms, Preston Road, Coppull	Executive Member (Resources)	Executive Member (Resources)			Open		Report of the Director (Governance)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
West Way Grass Pitches Lease	Executive Member (Resources)	Executive Member (Resources)			Open		Report of the Director (Commercial Services), Director (Planning and Development)
Approve an application for ERVS	Executive Member (Resources)	Executive Member (Resources)		16 Jul 2021	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive
Decarbonisation Works at the Town Hall	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more		Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Decarbonisation Works at the Town Hall	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more		Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Planning and Development)
Decarbonisation Works at the Town Hall	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more		Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Accommodation Project - Approval to appoint professional service consultants	Executive Member (Resources)	Executive Member (Resources)			Open		Report of the Deputy Chief Executive
Accommodation Project - Approval to award contract for Architectural Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more		Open No		Report of the Deputy Chief Executive

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Early Intervention)							
Clean Air Strategy	Executive Member (Early Intervention)	Executive Member (Early Intervention)		20 Dec 2021	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Director (Communities)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Customer, Streetscene and Environment)							
Approval of Climate Change Strategy	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)	A significant impact in environmental, social or physical terms in two or more wards		Open		Report of the Director (Planning and Development)
Recycling Strategy	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)		July 2020	Open No		Report of the Director (Customer and Digital)
Streetscene Strategy 2022-2025	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)			Open		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Chorley Town Centre Recycling Trial Extension	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)		11 Feb 2022	Open No		Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Homes and Housing)							
Tatton Gardens Policies	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		14 Oct 2021	Open No		Report of the Director (Commercial Services)
Extra Care Policies	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		16 Jun 2022	Open No		Report of the Director (Commercial Services)
Houses in Multiple Occupation	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		29 Jul 2021	Open No		Report of the Director (Planning and Development)
Low Cost Home Ownership Scheme Options	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)	A significant impact in environmental, social or physical terms in two or more wards	24 Mar 2022	Open No		Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Planning and Development)							
Wigan Lane Sports Facility Development Contract Award	Executive Member (Planning and Development)	Executive Member (Planning and Development)	A contract worth £100,000 or more		Fully exempt	Wigan Lane Sports Facility Development Contract Award	Report of the Director (Planning and Development)
Foxcote Play Area Contract Award	Executive Member (Planning and Development)	Executive Member (Planning and Development)			Open No		Report of the Director (Planning and Development)
Milestone Meadow Play Area Contract Award	Executive Member (Planning and Development)	Executive Member (Planning and Development)			Open No		Report of the Director (Planning and Development)
Milestone Meadow Play Area budget approval and tender process	Executive Member (Planning and Development)	Executive Member (Planning and Development)			Open No		Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
West Way Play Area Contract Award	Executive Member (Planning and Development)	Executive Member (Planning and Development)	A contract worth £100,000 or more		Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).		Report of the Director (Planning and Development)

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Health Scrutiny Committee Work Programme 2021/22

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

The items on the work programme are determined by the committee following the work programming session carried out by the steering group at the start of the municipal year in line with the Overview and Scrutiny Committees' Terms of Reference detailed in the county council's Constitution. This includes provision for the rights of county councillors to ask for any matter to be considered by the committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the chair and deputy chair of all of the scrutiny committees to avoid potential duplication.

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

- Scrutinise matters relating to health and adult social care delivered by the authority, the National Health Service and other relevant partners.
- Review any matter relating to the planning, provision, and operation of the health service in the area, to invite interested parties to comment on the matter and take account of relevant information available, particularly that provided by the local healthwatch.
- In the case of contested NHS proposals for substantial service changes, take steps to reach agreement with the NHS body.
- In the case of contested NHS proposals for substantial service changes where agreement cannot be reached with the NHS, refer the matter to the relevant secretary of state.
- Refer to the relevant secretary of state any NHS proposal which the committee feels has been the subject of inadequate consultation.
- Scrutinise the social care services provided or commissioned by NHS bodies exercising local authority functions under the Health and Social Care Act 2012.

- Request that the Internal Scrutiny Committee establish as necessary, joint working arrangements with district councils and other neighbouring authorities.
- Draw up a forward programme of health scrutiny in consultation with other local authorities, NHS partners, the local healthwatch, and other key stakeholders.
- Acknowledge within 20 working days to referrals on relevant matters from the local healthwatch or local healthwatch contractor, and to keep the referrer informed of any action taken in relation to the matter.
- Require the chief executives of local NHS bodies to attend before the committee to answer questions, and to invite the chairs and non-executive directors of local NHS bodies to appear before the committee to give evidence.
- Invite any officer of any NHS body to attend before the committee to answer questions or give evidence.
- Recommend Full Council to co-opt on to the committee persons with appropriate expertise in relevant health matters, without voting rights.
- Establish and make arrangements for a Health Steering Group, the main purpose of which to be to manage the workload of the full committee more effectively in the light of the increasing number of changes to health services.

The work programme will be submitted to and agreed by the Health Scrutiny Committee at each meeting and will be published with each agenda.

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

Health Scrutiny Committee Work Programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/organisations	Proposed Date(s)
Lancashire & South Cumbria Pathology Collaboration	Seek assurances from the patient's perspective, impact on workforce; service provision in west Lancashire.	LSCFT	14 September 2021
Community Mental Health Transformation programme	Early engagement on the programme - background/case for change; how this will affect methods of service delivery; changes to accessibility and pathways including urgent; which partners involved, next steps and timescales	LSCFT	
Increasing vaccination uptake and addressing inequalities	Joint report from the NHS, the council for voluntary services, and the borough councils delivering the local vaccination programme.	LCC Public Health, Lancashire & South Cumbria ICS, CVS, and borough councils	2 November 2021
Workforce GP shortage	Progress made in relation to recommendations of the 2017 scrutiny inquiry report	NHS England North West and Lancashire & South Cumbria ICS	14 December 2021 (cancelled)
Housing with Care and Support Strategy	Progress on the implementation of the strategy	LCC Adult Services	1 February 2022
Lancashire & South Cumbria - Enhanced Acute Stroke Services programme	Consider the business case for the reconfiguration of stroke services in the area.	Lancashire and South Cumbria Integrated Stroke and Neurorehabilitation Delivery Network (ISNDN)	
Shaping Care Together	Update on the programme	Jackie Moran, West Lancashire CCG	22 March 2022
New Hospitals Programme	Update on options	Rebecca Malin and Jerry Hawker, New Hospitals Programme	
Disabled facilities Grants - TBC	Report on the differing allocations of Disabled Facilities Grants to district councils in Lancashire with a focus on discretionary grants	LCC Adult Social Care	28 June 2022

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

- Update on the activities of the County Council's Champion for Mental Health (CC S Morris Spring 2022 tbc)
- Lancashire and South Cumbria Pathology Collaboration (September 2022)
- Community Mental Health Transformation programme (tbc)
- Early intervention and social prescribing - Review of development and effectiveness – (tbc)
- Housing with Care and Support Strategy (June 2023)

Health Scrutiny Steering Group Work Programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/partners	Proposed Date(s)
Lancashire and South Cumbria Stroke Services briefing	Update on Acute Stroke Centres (previously referred to as Hyper Acute Stroke Services)	Jack Smith, Elaine Day, NHS England and Improvement	22 September 2021
New Hospitals programme briefing	Update on the programme	Jerry Hawker and Rebecca Malin, New Hospitals Programme	
Substantial variation protocol for Lancashire	Consider the implementation of a written protocol for Lancashire	Gary Halsall, LCC	
Initial Response Service	Report on the newly established service by Lancashire and South Cumbria NHS Foundation Trust	LSCFT	13 October 2021
Clatterbridge Cancer Centre	Blood cancer proposal	Jackie Moran, NHS West Lancashire Clinical Commissioning Group	
Lancashire and South Cumbria Pathology Collaboration	Concerns raised by pathologists	Gary Halsall, LCC	
Outbreak management and infection control – adult social care	Report on the key issues	Lisa Slack, Head of Service Quality, Contracts and Safeguarding Adults Service, LCC	10 November 2021
NHS 111	Findings and evaluation of the new NHS 111 First programme (resolution from committee's meeting held on 15 September 2020)	Jackie Bell, Head of NHS 111 Service, NWAS	
NHS winter planning	Assurance on measures and systems in place for the forthcoming winter.	Seamus McGirr and David Bonson, Lancashire and South Cumbria ICS	

Continuing Healthcare Assessments	Focus on county council resources, understanding the delay to finalising policies, and the effect on wider health outcomes	Ian Crabtree and Saad Khan, LCC	1 December 2021
Workforce resilience, wellbeing, sufficiency – Adult Social Care	Report on the key issues	Louise Taylor, Tony Pounder, LCC Adult Social Care	
Healthwatch Lancashire	Identifying collaborative ways of working	David Blacklock, People First/Health Lancashire	5 January 2022
Workforce GP shortage	Progress made in relation to recommendations of the 2017 scrutiny inquiry report	NHS England North West and Lancashire and South Cumbria ICS	
New Hospitals Programme	Update on shortlisting options - first phase	Rebecca Malin and Jerry Hawker, New Hospitals programme	
UHMBT – Urology and Trauma and Orthopaedic Services	Determine how to monitor improvements	University Hospitals of Morecambe Bay Hospitals NHS Foundation Trust and Dr David Levy, Chair of NHSE/I System Improvement Board	9 February 2022
Fylde Coast Integrated Care Contract	Review of contract and recent CQC rating of Blackpool Hospital's Urgent and Emergency Care provision		
Quality Surveillance Group	Introduction and identifying collaborative ways of working	Jackie Hanson and Jane Scattergood, NHS England & NHS Improvement North West Region	
Shaping Care Together	Update on the programme	Matt Blakemore, South Sefton CCG and Jackie Moran, West Lancs CCG	10 March 2022
Lancashire & South Cumbria - Enhanced Acute Stroke Services programme	To consider further information on: <ul style="list-style-type: none"> • Trade union engagement • Travel times modelling and contingency plans for North Lancs area • Recruitment and training 	TBC	
Health inequalities – people with learning disabilities	Report on the key issues	LCC Learning disabilities, autism and mental health	

NHS Trust Quality Accounts (April/May/June TBC)	Review of NHS Trust Quality Accounts – formulating comments	Healthwatch Lancashire	6 April 2022
Continuing Healthcare Assessments - TBC	Update on progress	Ian Crabtree, Saad Kafrika, LCC and Talib Yaseen, Lancashire and South Cumbria ICS	
Annual health checks and LeDeR programme - TBC	Written report and action plan on performance against the trajectory for discharge rates, Annual Health Checks (AHC) and Learning Disabilities Mortality Reviews (LeDeR) targets	Lancashire and Midlands Commissioning Support Unit/Lancashire and South Cumbria ICS	
Intermediate Care Services - TBC	Report on the key issues	LCC and Lancashire & South Cumbria ICS	
			4 May 2022
Work programming 2022/23			June 2022
Quality Surveillance Group	Update on the transition to the System Quality Group	Jackie Hanson and Jane Scattergood, NHS England & NHS Improvement North West Region	June/July 2022

Other topics to be scheduled:

- Health Education England – workforce risks, recruitment and training (see 10 Nov 21 Steering Group notes)
- High Intensity User Programme
- Lancashire and South Cumbria Enhanced Acute Stroke Services – update to steering group between March and May 2022
- Liberty Protection Safeguards – review of preparations before go live (April/October 2022?)
- Health and Care Bill 2021 – implications for health scrutiny
- NHS Workforce and Shortage of GPs (December 2022 – see 1 December 2021 notes)
- Vascular Service improvement and new model of care and Head and Neck programme
- Healthwatch reports:
 - COVID recovery and restoration - primary and elective care
 - Primary care - face to face engagement
 - Dental service shortage
 - Day Care Service improvement (LCC)

- Community Diagnostic hubs
- Building and enduring health protection function beyond COVID – initial report on plans from LCC Public Health
- The following Public Health topics to be scheduled within the next six months from February 2022 (these supersede the combined topic originally scheduled for March 2022 on, Preventative healthcare – healthy weight and obesity; NHS Health Checks (Healthy Hearts) Emotional and Mental Health – substance misuse and alcohol services):
 - Best Start in Life – e.g. oral health, obesity, school readiness (Education and Children's Services Scrutiny Committee)
 - Healthy Hearts and Minds – NHS health checks and mental health
 - Public Health transformation programme

Rapporteur activity:

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

Briefing notes and bite size briefings to be requested:

- January 2022 - CQC Assurance of local authority Adult Social Care (CQC report to be presented to committee) – briefing note to steering group and bite size briefing for all members?
- Health and Care Bill – opportunities for population health – bite size briefing

Scrutiny Reporting Back

Chorley Council's Annual
Report on Overview and
Scrutiny

2021/22

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6. Budget Scrutiny
7. Other topics considered
8. Conclusion and the year ahead

1 Membership of Overview and Scrutiny Committee 2021/22



Councillor John Walker
Chair of Overview and Scrutiny Committee 2021/22



Councillor Roy Lees
Vice Chair of Overview and Scrutiny Committee 2021/22

Councillors Sarah Ainsworth, Julia Berry, John Dalton, Terry Howarth, Hasina Khan, Samir Khan, June Molyneaux, James Nevett, Aidy Riggott, William Simmance, Kim Snape, and Jenny Whiffen

2 Introduction by the Chair and Vice Chair of Overview and Scrutiny Committee

The Overview and Scrutiny Committee had a busy year, continuing to operate under extraordinary circumstances undertaking a review of a range of service areas with one task group ongoing. Councillors John Walker and Roy Lees continued as Chair and Vice Chair respectively. There were also several new members welcomed to the Committee.

The Overview and Scrutiny Performance Panel, consisting of six members and met five times to monitor the business planning and performance of the council along with a focus on each of the Directorates in turn.

The ongoing Task Group Review is 'Select Move'.

Following the approval at the Executive Cabinet, the Committee continued to receive six monthly monitoring reports which included information about implementation and success of previous scrutiny reviews, these were:

- Developing the council's Green Agenda
- Sustainable Public Transport

3 Challenging Performance

The Overview and Scrutiny Performance Panel scrutinises the performance of the council with all monitoring information considered. Scrutinising performance is essential as it ensures that key details are examined and questioned while ensuring consistency in performance.

The panel for 2021/22 consisted of the following membership:

Councillor John Walker (Chair)

Councillor Roy Lees

Councillor Sarah Ainsworth

Councillor Julia Berry

Councillor James Nevett

Councillor Aidy Riggott

The Performance Panel met five times. The Panel considered the council's Corporate Strategy, key projects, all directorate and service level business plans and considered the performance of the directorates.

Customer and Digital

In June 2021, Asim Khan (Director Customer and Digital) attended with Councillor Adrian Lowe, Executive Member (Customer and Streetscene Services).

We understood that Shared Services had changed the landscape of the directorate, and responsibilities covered both Chorley and South Ribble.

The budget for the Directorate was £6,051,880 with a variance of £285,703 (4.7%). A leading cause was the number of vacancies in the directorate.

Online requests increased significantly, with fewer dissatisfied users compared to Quarter 4 2019/20.

For the 12 months following June 2020, the council suspended recovery action for Council Tax.

It took less time to process housing benefits and change of circumstances than the previous year, although there was a significant increase in missed residential waste and recycling collection at 43 per 100,000 collections. The council exceeded targets for the collections of public litter bins, high street cleaning routes and ground maintenance service requests.

The new council website, a Corporate Project was delivered, although its development and rollout was impacted by Covid-19. The demand for online services was expected to continue to grow due to the convenience provided, although the council understood the essential nature of face to face interactions and would continue to provide the service.

Five parks in Chorley received Green Flag status. The mini meadows and wildlife corridors were successfully delivered and contributed positively to the council's wider green agenda.

Planning and Development

In October 2021, Jonathan Noad (Director - Planning and Development) attended with Councillor Alistair Bradley (Executive Leader, and Executive Member Economic Development and Public Service Reform), and Councillor Alistair Morwood (Executive Member - Planning and Development).

The national shortage of building control officers resulted in an overspend due to retaining an external consultant to assist with internal training of Officers working towards their qualifications in Building Control.

Despite the lack of a named Enforcement Officer, enforcement continued. Within the Enforcement Service, 100% of building control applications, both major and minor were decided within the time frame or granted an extension.

The shortage of staff was not an issue unique to Chorley Council, but was widespread across the country.

The council was awarded the ISO 9001 Quality Assurance Certification.

Empty properties in the borough decreased and was below target. However, due to the impact of Covid-19, employment rates and the number of projected jobs created was below target. Many businesses struggled to maintain their position and survive.

Policy and Governance

In December 2021, Chris Sinnott (Deputy Chief Executive) attended with Councillor Peter Wilson (Executive member – Resources).

It was highlighted that the overall performance of the directorate was good, despite the impact of Covid-19. Eleven projects were rated green, one amber and one was completed.

There was an overspend in the budget, the Lancastrian event space was unable to reach its full revenue potential due to Covid-19 restrictions.

There was a decrease in social media engagement, visits to the Chorley Live website, but it was concluded this was due to fewer events being held.

The renovation at Astley Hall progressed, there were additional structural issues identified that required further work. The G7 event was praised as a fantastic achievement for the Hall.

As there was not the broken down, localised information related to the number of 16 and 17 year old's that were not in education, employment or training (NEET), we wished to investigate further and gain a greater understanding of what caused young people becoming NEET.

Communities

In January 2022, Jennifer Mullin (Director – Communities) attended with Councillor Bev Murray (Executive Member – Early Intervention).

The directorate underspent for the quarter due to the vacancies across the directorate.

The leisure centre performed well, visitors were up on the previous quarter, it was said that there was a positive atmosphere and culture for both employees and customers. The leisure centre was a separate company to the council and maintained its own budget. There was no current consideration to sell the leisure centre. Investment had been made to upgrade and modernise facilities.

The delivery of Disabled Facilities Grant underperformed compared to the previous quarter. As there were 262 people on the waiting list for an assessment, the council had considered employing its own Occupational Therapist.

Throughout the pandemic, the Public Protection Team continued to inspect food establishments, with the current inspection programme due to conclude at the end of March 2022.

Performance Indicators for Corporate Projects were all on track, but a significant amount of work was due to be completed by the end of March which included the homeless and rough sleeping plan.

The Neighbourhood Area Meetings resumed, with a varied level of success, some believed that there was not enough time to fully consider potential projects. The second round of meetings was due to start in January 2022.

Commercial and Property

Mark Lester (Director – Commercial Services) attended with Councillor Alistair Bradley (Executive Leader, and Executive Member Economic Development and Public Service Reform), and Councillor Peter Gabbott, Executive Member (Homes and Housing).

Of the 45 projects,

- 39 (81%) were classified as green or completed,
- 4 (8%) were put on hold and
- 5 (10%) were rated amber.

The directorate's spending was slightly overbudget, although generated income could vary yearly. The greatest expenditure was staffing. There had been a reduction of income due to the decrease in the collection of market rents and the removal of car parking charges prior to Christmas 2021.

The difficulty in recruitment and gaps in the organisational structure was a cause for the underperformance of some indicators.

Covid-19 was a cause for the below target figure for rent collected from the Digital Office Park. The council allowed those behind of their commercial rent time to recover and clear their arrears on a case by case basis. Guidance was in place for enforcement, and Officer discretion allowed. Businesses that requested grants for funding were required to provide access to their finances, and the council was able to learn the sustainability, and offer advice and support where possible.

The outstanding void in the covered market was temporary and created by the council while moving units around. In other areas of the town center, voids were below target at 14.7%.

There was optimism that the target of 7.5% would be met, it was however noted that there was the belief that some private landlords were levying rent too high when the current market and economic environment were considered.

Footfall in the town centre had increased, but it was acknowledged that it would take time to get over the issues caused by two years of Covid – 19 restrictions.

The new Market Walk had a single unit available, options were being evaluated. In the meantime, the unit was used by local charitable organisations to store collected aid for Ukraine.

With the reduction of Covid-19 restrictions, community centres were being supported to reopen, current occupancy rate was 44.17% against a target of 51%. Prior to Covid, the occupancy rate was 60%.

Accommodation figures were positive with low rates of voids at Primrose Gardens and Cotswold House. There was some delay in payments due to housing benefits but was expected to be rectified. During the winter, the Cotswold facilities were used by the Winter Watch Service to shelter people from the streets. The reopening of Primrose Gardens and its facilities was at a slower and more cautious pace due to the vulnerabilities of residents.

Alker Lane was renamed Strawberry Meadows and was one of four corporate strategy projects. 60% of the units had been let. Strawberry Fields was expected to break even for the first time. It was originally conceived as hotdesking space, it was repurposed to create more fixed offices in response to the rise of Covid – 19 hybrid and home working.

£1,000,000 invested in Bengal Street, and the Tatton Care Scheme on track to be completed and opened throughout 2022 and 2023. The Whittle GP Surgery and community centre was due to open 17 March 2022.

4 Key Messages from Scrutiny Task Groups

Select Move – Chaired by Councillor June Molyneux.

The task group was established in December 2021, has so far met 4 times and utilised hybrid functionality holding meetings in the Council Chamber, and using Microsoft Teams with a wide variety of stakeholders to build a base of evidence. Stakeholders included:

- Rachel Stewart - Housing Solutions Manager (Homes and Housing)
- Peter Gabbott – Chorley Council Executive Member
- Jennifer Mullin – Director (Communities)
- Suzanne Ravenscroft – South Ribble Borough Council's Housing Options Team Leader
- John Cameron – Preston City Council's Senior Housing Advisory Officer
- Councillor Nweeda Khan – Preston City Council's Cabinet Member for Communities and Social Justice.
- Dean Wall – Jigsaw Homes
- Ivan Wright – Jigsaw Homes
- Stephen Spencer – Progress Group

Upcoming meetings will involve

- Sir Lindsay Hoyle (MP for Chorley)

- Chorley Council Select Move Coordinator
- Councillor Matthew Lynch
- Results of 2500 surveyed users of Select Move

The task group has yet to conclude, three more meetings to take place over the summer of 2022, with the final report expected at the Overview and Scrutiny Committee 6 October 2022, before going to Executive Cabinet.

5 Challenging the Executive

In addition to challenging the Executive Members through the Performance Panel, the Committee worked together positively with the Executive Leader and the Executive Cabinet in scrutinising their proposals throughout the year.

Grass Cutting and Verge Update

In March 2022, we welcomed Councillor Adrian Lowe – Executive Member Customer and Streetscene Services and Asim Khan – Director of Customer and Digital to provide an update on grass cutting, mini meadows and wildlife corridors.

In response to growing awareness and concern for green issues, the council established mini meadows and wildlife corridors across the borough in April 2020. There were currently 53 wildflower meadows, with a total of 16,000 wildflower bulbs planted in the last two years.

In areas not designated as a wildlife corridor or mini meadow, grass cutting was every three weeks from April to October, weather dependant.

In 2021/22:

- There was a 40% reduction in grass related service requests totalling 127, in 2016/17 there were 304.
- 4 complaints were received about ground maintenance, grass cutting or the wildlife corridors.
- 722 general enquiries were made, 6 related to, or referred to grass cutting or the operation of the wildlife corridors
- An analysis of comments made on social media about the wildlife corridors or mini meadows revealed that 115 were complimentary and 29 were complaints.

We believed that the mini meadows and wildlife corridors were a great opportunity for ongoing community engagement, and that they demonstrated tangible efforts of the council's adherence to its Green Agenda.

6 Budget Scrutiny

In January 2022 we welcomed Councillor Peter Wilson, Executive Member (Resources) and Chris Sinnott (Deputy Chief Executive) who presented the report which set out the budget position for 2022/23.

Funding had continued to decrease from 2016, the council received a 12-month retention notice, which included the Business Rate and New Homes Bonus.

The income stream was just over £14 million and was projected to be £12.5 million in 2023 and £12.6 million in 2024. Income was generated through investment sites such as Market Walk, Primrose Gardens, Strawberry Meadows, and logistic House. Future sites included Tatton Gardens and the Whittle Health Hub.

The deficit for the year would be £2.2 million, that would increase to £4 million in 2023 and £4.3 million in 2024. Through efficiency savings, and investment revenue, there had been a reduction in the deficit by £281,000 for this year, £1.9m in 2023 and £2.2 in 2024.

Council Tax was proposed to be increased by 1.99%, the assumption for the fair Funding Review was a 2% rise in Council Tax per year. With the 1.99% rise, Chorley would have the second lowest rate of Band D Council Tax in the County.

The investment priorities for 2022/23 included £1.5 million revenue investment and over £40 million in capital investment. The investment sought to support the local economy, the council's priorities and local communities.

The investment package provided a broad overview that matched residents' priorities. The council considered the future and understood the risks with investment. The General Reserve fund contained £4 million, which was to rise to £4.4 million. The Equalisation Reserve, which was in place to protect against any potential downturn equalled £1.2 million. The budget was believed to be balanced finely between resident interest and fiscal responsibility.

The council received £1.6 million in un-ringfenced grants, originally planned towards Covid-19 support, but was put aside due to additional Covid-19 ringfenced support funding.

The leisure centre had a budget of £600,000 the running costs were previously overestimated and was expected to break even. The confidence for profitability was high.

The council continued to seek financial returns on its assets in both the short and long term. Covid-19 had changed the approach and attitude to work, and with the continuation of hybrid working, ongoing consideration was given for the council's owned premises and spaces.

7. Other Topics Considered

Chorley Council's Response to Covid-19

We welcomed Chris Sinnott, Deputy Chief Executive as he highlighted the efforts of the council during the Covid-19 pandemic. Programmes were developed and actioned to ensure the most vulnerable residents had the support they needed.

Over 3000 households were supported by the council and volunteers. 4700 calls were made to those on the shielding list and 1100 food parcels were delivered. Many residents reported a positive change in their perception of the council.

The council was involved significantly with the Lancashire Resilience Forum (LRF). A partnership made up of organisations that worked together to prepare and respond to emergencies in Lancashire. The LRF involved the emergency services, local authorities, health agencies, environmental agency, voluntary groups, transport providers, utility providers and local businesses.

The initial priority was to ensure the safety of staff and to ensure services were running effectively. Democratic Services ensured that Councillors were kept up to date and that their work could continue safely.

Businesses in the borough were significantly impacted by Covid-19. Over £40 million was processed in grants, with 4000 businesses being directly supported. Over 70 businesses attended webinars, and 40 booked appointments with advisors to receive help and support.

A new team was established and was one of the first to take on the Zero Covid-19 Programme. The team took on the role of track and trace with a 95% success rate which was far greater than the national average. The team assisted the local primary care network with the roll out of lateral flow testing and the vaccination bus.

The pandemic caused performance indicators to slip, there was an observed increase in 16- and 17-year olds not in employment, education, or training (NEET). A rise in reported mental health and emotional wellbeing concerns.

The council started a phased return to the workplace from 19 July 2021, although uncertainty remained with restrictions, an emphasis was placed on ensuring supporting staff to maintain their safety, flexibility, and balance within the organisation.

Chorley had high levels of vaccination, but the more deprived areas such as Chorley East had fallen behind.

First Aid at Chorley Council

We welcomed, Chris Moister, Director of Governance who presented information related to first aid at the council. We learned about the health and safety regulations in place at the council, and the provisions required, the numbers of staff first aid trained, and the monitoring of staff undertaking the training, the location of first aid kits and automated external defibrillators (AED's) and how the impact of Covid-19 impacted risk management for the staff at the council.

We believed that it would be beneficial for first aid information to be incorporated within the new Member induction and that frequent first aid information could be disseminated through IntheKnow, IntheBoro and through Member Learning Sessions.

Select Move Review

We welcomed Jennifer Mullin, Director of Communities to present a verbal update at our request relating to Select Move.

We understood that Select Move is a partnership that involved Chorley Council, Preston City Council, South Ribble Borough Council, and a large number of social landlords. In March 2021, Chorley took the Chair of the partnership. Progress was planned around three aspects.

- Upgrading the current system
- Coordination of the partnership
- Adjusting tiers and costings.

It was believed that during the pandemic, the user experience of Select Move had deteriorated. We were disappointed with the lack of a written report, and there were issues highlighted by residents that included the lack of photographs on properties that resulted in residents placing blind bids on properties, in addition to difficulties communicating with partners of Select Move.

Following the item, we decided to explore Select Move as a Task Group and build upon work completed by a previous Task Group from 2014. The Task Group commenced in December 2021.

Community Safety Partnership

We welcomed Irene Elwell, Public Protection Team Leader, and Chief Inspector Chris Abbott of Lancashire Police and they provided us an overview of the Community Safety Partnership. The Partnership was made up of Chorley Council, South Ribble Borough

Council, Lancashire County Council, registered social landlords, drug and alcohol services, the Citizens Advice Bureau as well as volunteer, community, and faith groups.

For two years, resources had been allocated to the pandemic response. Prevent work had been completed, in addition to schemes that aimed to reduce knife crime and antisocial behaviour. It was acknowledged that during the pandemic, the Partnership had become reactive rather than proactive.

A new three-year Lancashire Strategic Assessment explored the impact of crime on community safety. In efforts to strengthen the Partnership, the Responsibility Authorities Group had been re-established to meet twice a year.

A monthly priorities meeting had been formed which was to feature a report that identified and analysed the hotspots of crime and antisocial behaviour. One of the first priorities was to develop an action plan for serious and organised crime referrals. Fixed items on the agenda included safeguarding and Prevent.

Operation Edge was ongoing to reduce knife crime and anti-social behaviour. The JJ Effect had been expanded into Chorley and South Ribble's secondary schools. The programme, in cooperation with the police provided support and education to young people with a focus on knife crime, grooming and criminal exploitation.

Operation Night Guardian was underway to combat violence against women, with plain clothed officers in premises.

Lancashire Talking continued in areas that lacked perceived police visibility.

There had been an overall decrease in the reports of crime and antisocial behaviour in Chorley, however, it was noted that every instance of crime should be reported to build and strengthen cases.

The four-person Rural Task Group was praised for its effectiveness in recovering stolen plant and farming equipment.

Magistrates and Transport

Irene Elwell provided a verbal update from the Director Communities in response to a query we raised at a previous Overview and Scrutiny Committee.

The council did not have significant involvement with supporting residents to attend magistrates' courts since the closure of the Chorley Magistrate Court. However, it was noted that support was offered by the Court Service. The council did provide support to Community Transport Services such as Dial-a-Ride, but we raised that Dial-a-Ride was used primarily by elderly residents to access their day to day activity, and that the service had difficulty in recruiting drivers.

Updates on the Lancashire County Council Health Scrutiny Meeting

As the council's representative on Lancashire County Council's Health Scrutiny Steering Group, Councillor Alex Hilton, with substitute Councillor Margaret France, provided regular updates to the Overview and Scrutiny Committee throughout the year.

Over the course of the year we heard of plans to significantly change the operation of the local NHS, with the discontinuing of 'Our Health Our Care' in favour of 'Integrated Care Systems'. The goal was to counteract the slow and competitive nature of NHS Foundation Trusts and private sector providers and instead, encourage collaboration with each other

and the third sector – voluntary and community groups. Covid-19 was acknowledged to have an impact on the rollout of the programme.

We learnt that Chorley's Emergency Department did not open on time due to recruitment difficulties, and by March 2022, plans to close the A&E Department were withdrawn and was open 12 hours a day from 8am – 8pm.

A significant amount of information was shared in relation to Covid-19 which included key statistics of cases, spread and measures taken to combat Covid-19 locally. Which included the outlines of winter preparations, organising, promoting, and undertaking widescale testing and vaccinations.

We learnt that the new Health Infrastructure Plan 2 was in development although the process before implementation would be considerable.

Members raised an interest in the creation of a twice-yearly committee to explore health in partnership with South Ribble.

8. Conclusion and the Year Ahead

It has been an interesting year for scrutiny, resulting in some key recommendations on topics of concern to members and the public. There are challenges ahead to face in the aftermath of Covid-19, but the Committee will continue to scrutinise areas of interest and importance for Members and their constituents and to follow up on the implementations of scrutiny recommendations.

We need to work effectively with our partners, and continue to challenge the Executive while remaining a critical friend to provide recommendations that result in positive outcomes for the residents in Chorley.

The council will hold four meetings of the Overview and Scrutiny Committee and five meetings of the Overview and Scrutiny Performance Panel in 2022/23.

A third of the council is up for election in May 2022, with six out fourteen contesting their seats, there could be changes to the committee membership. The draft work programme will be considered prior to the first meeting of the Committee in July. This includes the monitoring of previous inquiry recommendations and potential future topics.

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Task Group Reviews:

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

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