

Overview and Scrutiny Committee

Thursday, 6th October 2022, 6.30 pm

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

Agenda

Apologies

Minutes

- | | | |
|---|--|----------------|
| 1 | Minutes of meeting Thursday, 7 July 2022 of Overview and Scrutiny Committee | (Pages 3 - 8) |
| 2 | Minutes of Meeting, Wednesday 27 July 2022 of Overview and Scrutiny Performance Panel | (Pages 9 - 12) |
| 3 | Minutes of Meeting Thursday, 22 September 2022 of Overview and Scrutiny Performance Panel | (To Follow) |

4 **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.

5 **Public Questions**

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

Scrutiny of the Executive Cabinet

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| 6 | Executive Cabinet Minutes | (Pages 13 - 18) |
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To consider the Executive Cabinet minutes of the meeting held on Thursday, 14 July 2022 (enclosed).

7	Notice of Executive Decisions	(Pages 19 - 62)
	To view the latest notice of Executive Decisions click here: Forward plan - Notice of Executive Decisions - published September 2022 (chorley.gov.uk) . The document is also attached and correct as of 28 September 2022.	
8	Health Scrutiny	(Pages 63 - 66)
	To consider the Work Plan of Health and Adult Services Scrutiny Committee, and an update to be provided by the Council's representative.	
9	Long-Term Empty Properties	(To Follow)
	To receive and consider the report of the Director of Planning and Development.	
10	Sustainable Public Transport Third Monitoring Report	(To Follow)
	To receive and consider the report of the Director of Planning and Development.	
11	Overview and Scrutiny Task Group - Select Move Final Report	(To Follow)
	To receive and consider the final report of the Overview and Scrutiny Task Group – Select Move.	
12	Overview and Scrutiny Work Programme	(Pages 67 - 68)
	To consider the Scrutiny Work Programme for 2022/23.	
13	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

5 Notice of Executive Decisions

The notice of Executive Decisions was noted. Members raised that in addition to receiving the full list of executive decisions monthly, they also received a list of decisions to be made by the Executive Cabinet.

6 Health Scrutiny

The Overview and Scrutiny Committee welcomed Councillor Alex Hilton to provide a verbal update, which featured the new hospital programme announced by the government.

The Government directive was to build 40 new fit for purpose, and state of the art hospitals. The Royal Preston Hospital and Lancashire Royal Infirmary were both identified as having aging infrastructure, increased maintenance costs and struggled to meet the demand of modern health care.

In March 2022, a short list of four options were published

- A New Royal Lancaster Infirmary with partial rebuild of Royal Preston
- A New Royal Preston with partial re-build of Lancaster
- Investment into both hospitals with partial rebuild
- Two brand new hospitals

The Health Scrutiny Committee favoured two new hospitals being built, however no option was formally endorsed by the Committee. The project required further detailed analysis, land availability exploration, and consideration for planning, footprint, and affordability.

The new hospitals program would continue to engage and consult with stakeholders, staff, patients, and population in general and elected members

The budget itself for the programme had not been announced by central government, but the BBC had reported potential shortfalls in finances due to the current situations.

Assurances were made that if new hospitals were to be built, there would be a short but phased transition across the sites.

Timeline estimated that construction would start in 2025, with plans to open in 2030.

The concept of a worker housing scheme was discussed to attract staff to the hospital, in addition to the state-of-the-art facilities.

Chorley Hospital was to continue to receive investment by Lancashire Teaching Hospital Foundation Trust. There were no plans to close Chorley Hospital.

It was emphasised that in addition to the super hospitals, local care would still be present, with diagnostic hubs and existing hospitals for tests and procedures.

The Committee were updated by Members of Lancashire County Council that Scrutiny underwent changes at the County Council, and that the Health Scrutiny Committee was restricted to be the Health and Adult Services Committee. The District representation would remain the same.

It was clarified the purpose of the Committee was to scrutinise any matter related to the planning provision, operation, or provision of health service. The scope of what could be explored was narrower than common perception. The focus was on matters that the County Council can influence and had responsibility for.

The next meeting on 13 July involved the upcoming work plan, Cllr Margaret France would be in attendance.

Members raised concern with the difficulty many residents had accessing NHS dental services in Chorley, and it was remarked that due to the pandemic, people found themselves removed from NHS list's and were unable to get back on preventing access or requiring private care.

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

The Overview and Scrutiny Committee welcomed Director of Communities – Jennifer Mullin, Housing Solutions Manager and Executive member for Homes and Housing Councillor Terry Howarth.

A brief overview of the report was provided, highlighting the recommendations and actions taken.

Learning sessions around housing issues with Members was undertaken by Rachel Stewart, the first was completed in September 2021, and the next should take place in the autumn.

The Council had worked with Jigsaw, Access, Progress, onward homes, and other housing providers to increase the uptake of disabled facilities grants by 50%.

Lancashire County Council confirmed that they have employed additional occupational therapists to work in Central Lancashire to work through the backlog since Covid.

It was recommended that the Council lobbied government for greater regulation of RPs. Significant reform was underway with the introduction of a green paper and white paper and now a bill introduced in June 2022. Expectations have been set for social housing, and there were significant changes in the White Paper and guidance from the government. The Council would not be the regulatory authority, but continued collaboration would take place to ensure adherence.

A Good Homes Charter had not been created, the process was delayed due to the Covid pandemic and new legislation.

Jigsaw have committed to acknowledging letters in five working days, with a response in a further 5. Jigsaw have also created an email address specifically for Councillors to use in relation to a resident.

The Select Move Coordinator was in post, and their role had been to work with the registered providers, the Steering Group and the Select Move partnership to progress the Charter ahead of legislative reforms. The timescale for implementation was not known, but a proactive approach was being taken.

Ward walks had previously occurred and with enough interest could be organised in the near future.

The two recommendations not taken forward were for a resident's association and a social housing sector. It was felt with the delays caused by Covid-19, the role of the Select Move Coordinator was able to deliver the aims of both recommendations and was able to keep up with changes to legislation to provide the oversight recommended.

The report was noted.

8 Scrutiny Reporting Back: Chorley Council's Annual Report on Overview and Scrutiny in 2021/22

The Chair of the Overview and Scrutiny Committee introduced the '*Scrutiny Reporting Back: Chorley Council's Annual Report on Overview and Scrutiny*', highlighting the previous year's activity, and thanked the Members of the Committee, and the Democratic and Member Services Officer for their work over the previous year.

Decision: The report was noted.

9 Reports from the Task and Finish Groups

Vice Chair of the Overview and Scrutiny Task Group, Councillor Sarah Ainsworth provided a brief update on the progress of the Task Group.

The Task Group had not met since the previous Overview and Scrutiny Committee, but the next date was set for Monday, July 25.

It was highlighted that there was a delay in the distribution of the survey, which was a disappointment to the Chair of the Task Group. The survey went to 2500 users of Select Move. The survey would be open for a month, and early indication suggested a good rate of response. The survey results to be discussed at a meeting in August.

The final report is due to be presented to the Overview and Scrutiny Committee 6 October 2022.

10 Overview and Scrutiny Work Programme

Members discussed the Work Programme that was created following a training and workshop session.

The topic of customer services was not added to the work programme as the first Overview and Scrutiny Performance Panel featured Executive Member for Customer, Streetscene and Environment, Councillor Adrian Lowe, and Director (Customer and Digital) Asim Khan.

It was clarified that the topic of Cycling, it had been agreed by the Overview and Scrutiny Committee 17 March 2022, during the 'Sustainable Public Transport Second Monitoring Report' that

'The Committee endorse the proposed Cycling Project (paragraph 10) as an appropriate way to develop the cycling offer in the borough which supersedes the original recommendation to develop a cycling task group.'

It was confirmed that there will be an agenda item for 'Crime and Disorder Scrutiny' but due to a change in staff, organising a date and topic was ongoing. A suggestion was made for the Police and Crime Commissioner to be invited, but it was believed that a Member Learning Session involving all Councillors would be more effective.

Decision: The Work Programme was noted.

Chair

Date

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Minutes of	Overview and Scrutiny Performance Panel
Meeting date	Wednesday, 27 July 2022
Committee Members present:	Councillor John Walker (Chair), and Councillors Sarah Ainsworth, Michelle Le Marinel and Arjun Singh
Other Members	Councillor Adrian Lowe - Executive Member (Customer, Streetscene and Environment)
Officers:	Asim Khan (Director (Customer and Digital) Shared Services), Howard Anthony (Interim Service Lead Performance and Partnerships), Michael Johnson (Policy Officer (Engagement)), and Matthew Pawlyszyn (Democratic and Member Services Officer)
Apologies:	Councillor Roy Lees

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

1 Minutes of meeting Thursday, 10 March 2022 of Overview and Scrutiny Performance Panel

Decision: The minutes were approved as a correct record.

2 Declarations of Any Interests

No interests were declared.

3 Performance Focus: Customer and Digital

Executive Member for Customer, Streetscene and Environment, Councillor Adrian Lowe presented the Performance Focus: Customer and Digital Report that provided an overall summary, budget position, key performance measures and an update on the corporate strategies relevant to the directorate.

The Customer and Digital directorate covered Neighborhoods, Streetscene and Waste Services, and the shared services of ICT and Customer Services.

Three quarters of the corporate service level performance measures were performing at or above target at the end of quarter four.

Of 8 business plan projects, five have been completed, and three were amber. The reason for the amber was a result of the challenges faced by ICT and customer services with the next phase of shared services and number of vacant positions.

Street cleaning and ground maintenance targets were increased from the previous year due to the performance of the team.

Work was identified and completed towards two corporate strategy objectives. Extending improvement to street services and improvements to deliver a better customer service providing greener, cleaner streets and neighborhoods.

Issues were acknowledged with customer services and the contact centre, but efforts were underway to correct and improve the service provided.

The new Members of the council on the Committee praised the support provided by ICT during and since their new member induction.

It was explained that the wait times and abandonment rates for users calling 515151 was due to the impact of the restructure and the vacant posts.

Covid-19 did not cause a decrease in staff, however had been impacted with the ongoing difficulty to recruit staff. Customer Services were also required to resolve requests that related additional delegated responsibilities from central government, an example was the £150 Council Tax rebate. Residents were encouraged to complete the application online, but many would chase up their applications over the phone. 90% of eligible residents have received their rebate, the remainder was primarily those that did not pay council tax by direct debit.

As part of the Shared Services, customer services operated across both Chorley and South Ribble, this allowed for greater flexibility to share resources and capacity to allow both organisations to meet and achieve their targets.

Within the directorate, 12 apprenticeships were created, and recruitment was ongoing.

Financially, the directorate had 1.6% variance in the budget.

The grey bin subscription service increased in cost from £30 a year to £32.50 a year, with earnings estimated at £815,000 for the year. The latest figures suggested that the subscription generated £812,000 and was on track to meet the estimated figure. This subscription was budgeted for and was essential to make up the one-million-pound shortfall from the County Council. Without the subscription service, significant cuts to the service and would have been required.

Union Street remained open but was briefly closed during the pandemic upon government advice and currently operated on both a pop in service and appointment service for customers.

Plans to close Union Street and refurbish the Town Hall and the White Hart remained under consideration.

Proposals were being explored relating to the expanding the implementation of the AV system in the Town Hall, to include Committee Room 1.

In relation to grass cutting, 98% was completed on time for both May and June 2022. Members praised the mini meadows and the look of the town centre. The Executive Member gave praise to the member of staff that put in unpaid time working on the town centre.

Litter bin collection was 98% for May and 99% for June. It was expressed that the whole directorate had worked hard across all departments to provide exemplary service.

Decision: The report was noted.

4 Quarter Four Performance Monitoring Report 2021/22

Howard Anthony, Interim Service Lead Performance and Partnerships presented the Quarter Four Performance Monitoring Report 2021/22.

Performance was broadly considered to be good, with 71% of corporate strategy projects classed as green. 71% of the corporate strategy measures were reported as on target or within. 67% of key service delivery, identified to be projects outside of the corporate strategy were green.

A number of performance indicators were off target that would be addressed in the Quarter 1 Report to Cabinet in September, and detail the progress made.

The Tatton Project was designated amber and would receive a further update with the Quarter 1 Report in addition to an Exception Report confirming timescales to return the project on track.

It was confirmed that the Tatton project would factor into the targeted 100 affordable homes figure, which was currently below target. An update to be forthcoming at a later date.

The employment figure was down. The Covid pandemic changed the circumstance of many, leading to an increase in those that withdrew from the employment market. The council had access to the UK Shared Prosperity Fund from central government, to address business support, skills, and employment. The unemployment figures were due to be released in August 2022 and would feature in the Quarter 1 Report.

There was a growth in the annual business rates received, which came from the production or construction of business premises and construction sites. The action plan in place explored what was forthcoming in construction and commercial business floor space.

Strawberry Fields observed an improved performance from the previous year. Members expressed concern with the levels of vacant shops in the town centre. It was added that work was completed refurbishing the market cabins, and formal offers received. There was also interest in the return of pop up units to utilise the empty space.

It was clarified and explained that Lancashire Adult Learning and Moving Forward were two of the local partners that would provide digital skills training.

Decision: The report was noted.

Chair

Date



Minutes of Executive Cabinet

Meeting date Thursday, 14 July 2022

Committee Members present: Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Terry Howarth, Alistair Morwood and Adrian Lowe

Committee Members present virtually (non-voting): None

Observers present: Councillors Mark Clifford, Alan Cullens, Gordon France, Margaret France, Danny Gee, Tom Gray, Hasina Khan, June Molyneaux, Jean Sherwood and John Walker
Councillors Aaron Beaver, Sam Chapman and Michelle Le Marinel (attended virtually)

Officers: Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Dave Whelan (Shared Service Lead - Legal and Deputy Monitoring Officer), Victoria Willett (Director of Change and Delivery) and Ruth Rimmington (Democratic Services Team Leader)

16 Minutes of meeting Thursday, 16 June 2022 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 16 June 2022 be confirmed as a correct record for signature by the Executive Leader.

17 Declarations of Any Interests

There were no declarations of any interests.

18 Public Questions

There were no public questions.

19 Key Contracts and Partnerships Update

Councillor Peter Wilson, Executive Member (Resources), presented the report of the Director of Change and Delivery which provided an update on the performance of the council's key partnership arrangements.

The key partnerships performance report was produced in accordance with the requirements of the council's key contracts and partnerships framework.

Overall, the performance of all key partnerships was strong, and the financial assessment of the partnerships positive with the financial standing of all key partnerships set out within a confidential appendix.

There had been several successes across the key partnerships over the last 12 months including moving to a shared payroll and expenses provider, procuring a shared contract for Capita and implementing a Select Move Co-Ordinator.

Members noted a dip in performance on the FCC waste collection figures but noted this was due to Covid related sickness. Members were requested to report any missed bins via the Contact Centre and advise residents to leave their bins out until they had been collected.

Councillor Adrian Lowe, Executive Member (Customer, Streetscene and Environment), highlighted that the development of the Waste and Recycling strategy and the review of service provision were ongoing and would ensure the service complies with new legislation in relation to the Environment Act 2021.

Decision: That the report be noted.

Reasons for recommendations:

To ensure effective monitoring of the council's key contracts and partnerships.

Other options considered and rejected:

No other options have been considered as this report is only for information.

20 Approval to go out to Tender for Remedial Repairs to Brinscall Pool Concrete Floors

Councillor Peter Wilson, Executive Member (Resources), presented the report of the Director of Commercial Services which sought approval to procure urgent, essential, structural repair works through competitive tendering via open chest portal and approval to delegate authority for the Executive Member (Resources) to award the contract.

Due to the ongoing degradation of structural steel reinforcement and concrete to the main pool area floors, the integrity of the pool structure had now reached a point where extreme failure of the structure could occur.

Members noted the option to close the facility, but agreed it was an important community facility. The option to carry out full structural repair works had been estimated to cost £1,200,000 and would require closure of pool for 12 months was not supported.

Opportunities to secure funding from external sources, such as the Lottery, would be investigated. It was aimed that during the closure of the facility additional sessions would be offered at All Sessions leisure centre.

Decision:

- 1. Approval to utilise part of the approved Leisure Centre Improvements budget to enable essential structural repair works to be carried out to Brinscall Swimming Pool, work to include repairing structural floors and**

tank walls. This option would require the closure of the pool for approximately 6 months.

2. **Approval to undertake a competitive tender for urgent refurbishment works to Brinscall Pool through the open Chest portal in accordance with procurement procedures.**
3. **Approval to delegate authority to the Executive Member (Resource) to award the contract to undertake refurbishment works following completion of tender process.**

Reasons for recommendations:

1. Due to the ongoing degradation of structural steel reinforcement and concrete to the main pool area floors, the integrity of the pool structure has now reached a point where extreme failure of the structure could occur.
2. Failure to repair the defective concrete floor will render the facility not safe for use in the very near future, requiring the closure of the pool.
3. Temporary propping has been carried out over the last 12 years to enable the building to remain open, however the temporary propping is no longer adequate to ensure the safe operation of the building. A longer-term solution is now urgently needed to ensure the ongoing usability of the pool.

Other options considered and rejected:

1. The introduction of permanent propping of floors has been considered, and detailed structural designs have been sought. Appendix D shows the extent of propping which would be required to secure the floors to enable the facility to remain open in the short to medium term. It was estimated that the propping proposed could extend the life of the pool for 2 – 3 years before remedial works would be unavoidable. The costs to undertake this work would be considerable therefore it is considered that these funds would be better spent on delivering the long term solution.
2. Carry out full structural repair works requiring the stripping out of the existing floors and recasting new structural member and floors. Works will require the complete refurbishment of changing room areas and tiling of the pool deck & tank. Significant additional cost would be incurred to undertake these works and would require closure of pool for 12 months. This could extend the pool structure life up to an additional 50 years.
3. The final option to consider would be the closure of the pool and the possible redevelopment of the existing site. This option was considered not to be appropriate at this time.

21 Approval to Procure and Award Contract to undertake Reconfiguration Works to Strawberry Fields Digital Office

Councillor Peter Wilson, Executive Member (Resources), presented the report of the Director of Commercial which sought approval to award contracts, utilising an approved framework contractor, for works to reconfigure Strawberry Fields to increase the number of offices available to meet demand and additional budget.

Members noted the demand for this type of business space and the change in need following the pandemic. The investment would generate further income for the council over the existing revenue forecast and accommodate local businesses.

Decision:

1. **Approval to award the contract for building works for the reconfiguration of first and ground floors to contractor A for the tendered sum.**
2. **Approval to award contracts for ancillary works required to alarm systems, mobile phone boosting and carparks barrier to approved framework contractors.**

Reasons for recommendations:

1. A waiver of procurement rules has been approved to ensure works can commence on site and mitigate further increased materials costs (due to inflation) and realise new revenue as soon as possible.
2. To enable the delivery of a new CCTV control room, to facilitate a change in service delivery, works need to be completed by October 2022.
3. Works are to be procured through an existing framework contractor who have recently completed reconfiguration works to the second floor of Strawberry Fields with previous works being used to benchmark new costs.

Other options considered and rejected:

1. Procurement of works through open chest. The timescales to undertake approvals, evaluation and award would prevent delivery of changes within required timescales.
2. Due to increasing manufacturing costs for glass and plasterboard delay in commencing works would potentially see a significant increase in cost. Current prices are valid until the end of July 2022.

22 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.

23 Approval for Contract Award for Parking Enforcement and Cash Collection Services

Councillor Peter Wilson, Executive Member (Resources) presented the confidential report of the Director of Commercial.

Members noted a variation in the evaluation criteria reported in the original EMD from 70% Cost & 30% Quality (including Social Value) approval to 80% Cost & 20% Quality (including Social Value).

Decision:

1. **Approval that authority is delegated to the Executive Member (Resources) to award contracts for Parking Enforcement and Cash Collection with the final contract details reported back to Executive Cabinet once determined by all authorities within the Chipside Lancashire Group following the joint award and stand still period.**
2. **Approval for a variation in the evaluation criteria reported in the original EMD from 70% Cost & 30% Quality (including Social Value) approval to 80% Cost & 20% Quality (including Social Value) which the lead authority (Preston) had changed for the final Invitation To Tender (ITT).**

Reasons for recommendations:

1. The timing of tender submission, evaluation period (to comply with procurement regulations) and a need to award the new contract as soon as practicably possible in order for it to commence in October, coupled with the absence of Executive Cabinet meetings in August, means that delegated approval is required.
2. Point 32.2 of the Joint / Collaborative Procurement rules - The Authorised Officer shall ensure that the joint/collaborative procurement activity complies fully with the Regulations.
3. Preston Council will be the lead on behalf of the group in this procurement exercise. This is to ensure we comply with; Point 32.2 of the Joint / Collaborative Procurement rules – In any joint or collaborative procurement process the parties involved in the procurement should appoint a “lead body” to carry out the procurement. The procurement should then be conducted in accordance with the lead body’s Rules. If this approach requires any waivers of the lead body’s Rules, it shall be that body’s responsibility to seek approval for, and obtain, such waiver(s).

Other options considered and rejected:

To delay the contract approval until the next available Executive Cabinet date, following the evaluation of submissions, in September. This would delay the award of contract impacting on lead time to commencement and going beyond the end of the current contract.

24 Proposal of Rent and Service Costs for Tatton Gardens

Councillor Terry Howarth, Executive Member (Homes and Housing) presented the confidential report of the Director of Commercial Services.

Members supported the project and the provision of additional housing units.

Decision:

1. **Approval for the rent and service charge for Tatton Gardens to commence in-line with those already established for Primrose Gardens.**
2. **Approval that annual Affordable Rent increases will be a maximum of September CPI plus 1% in line with other housing providers in the borough and that the first annual increase will take place from April 2023.**
3. **Approval for future annual increases in rent for Chorley Council Housing Stock, including Extra Care, to be approved within the annual fees & charges setting process.**
4. **Approval to establish a new annual revenue budget of £400,000 per annum to staff and operate Tatton Gardens commencing in October 2021.**

Reasons for recommendations:

1. If these recommendations are approved both Primrose Gardens and Tatton Gardens will follow a consistent model for rent and service charge.
2. Rather than setting a fixed model for rent increases which wouldn’t take into account wider economic factors such as high inflation and the cost of living the annual fees & charges setting process allows for a flexible approach which can be discussed each year.
3. The budget is pragmatic based on actuals from Primrose Gardens but with a small contingency for unforeseen items / increases in the first year of operation.

Other options considered and rejected:

1. To have different rents whereby Tatton would start higher than Primrose to reflect market rents which have increased in recent years whilst primrose has remained constant.
2. To have a fixed rent calculation applied each year irrespective of inflation.

Chair

Date

Chorley Council – Notice of Executive Decisions

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

Executive Leader and Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley
Deputy Executive Leader and Executive Member (Resources)	Councillor Peter Wilson
Executive Member (Early Intervention)	Councillor Beverley Murray
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: 08 September 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: 15 September, 20 October, 10 November, 8 December 2022, 19 January, 23 February and 30 March 2023							
September							
Revenue Budget Monitoring Q1	Leader and Deputy Leader/Director Briefing 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	Leader and Deputy Leader/Director Briefing 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)
Quarter One Performance Monitoring Report 2022/23	Executive Cabinet	Executive Member (Resources)		15 Sep 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
Future meetings							
Customer Access Policy	Executive Cabinet	Executive Member (Customer, Streetscene and Environment)		20 Oct 2022	Open		Report of the Director (Customer and Digital)
First Homes Interim Policy Statement	Executive Cabinet	Executive Member (Homes and Housing)		20 Oct 2022	Open		Report of the Director (Planning and Development)
Renewal of Lease - Coach House - Astley Hall - Cafe Ambio	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	20 Oct 2022	Fully exempt		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	20 Oct 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 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)
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)
Queens Road Car Park Resurfacing - Contract award	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)		10 Nov 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
Executive Member Decisions							
Executive Leader and Executive Member (Economic Development and Public Services Reform)							
Shared Cost Additional Voluntary Contribution Scheme	Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley	A contract worth £100,000 or more	31 Oct 2022	Open		Report of the Director (Change and Delivery)
BAE Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Corporate Strategy Refresh 2021/22 - 2023/24; https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374	Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Network Rail Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Corporate Strategy Refresh 2021/22 - 2023/24; https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374	Report of the Director (Commercial Services)
GA Pet Foods Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Corporate Strategy Refresh 2021/22 - 2023/24; https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374	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 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	Central Lancashire Local Plan Resourcing - http://mod/ieListDocuments.aspx?CId=115&MIId=8822&Ver=4	Report of the Director (Planning and Development)
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	Central Lancashire Local Plan Resourcing - http://mod/ieListDocuments.aspx?CId=115&MIId=8822&Ver=4	Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
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	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of GIS (mapping)	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Document Management for Revenues and Benefits	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of WiFi	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Remote Desktop Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of ICT Helpdesk Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Anti-virus Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Asset Management	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Accessibility Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of CCTV Hardware and Support	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Direct Debit Processing	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Payment Schemes	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Mobile Hardware	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Server Estate	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Time Management Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Legal Case Management System	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Meeting Room Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Customer Relationship Management (CRM)	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria for ICT Hardware and Software: https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&MId=8036&Ver=4	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for Procurement of AV Equipment	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	August 2022	Fully exempt		Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Printers	Executive Member (Resources)	Executive Member (Resources)		29 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 (Customer and Digital)
Approval for the Contract Award for the Procurement of Satellite Site Connectivity	Executive Member (Resources)	Executive Member (Resources)		29 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 (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
Contract Award for Procurement of Mechanical Sweepers	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Approval for the Contract Award Procedure and Evaluation Criteria to Procure Mechanical Sweepers: http://mod/ieList Documents.aspx?CId=115&MId=9418&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
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)

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
Support for energy bills - Discretionary Fund	Executive Member (Resources)	Executive Member (Customer, Streetscene and Environment)	A new or unprogrammed capital scheme of £100,000 or more	4 Aug 2022	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)
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		October 2022	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)

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 2022	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2022	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		October 2022	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
Health and Safety Service Review Update	Executive Member (Resources)	Executive Member (Resources)		September 2022	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)	Executive Member (Resources)		29 Jul 2022	Fully exempt Paragraph 1: Information relating to any individual.		Report of the Director (Governance)
Common Bank Lane Disposal	Executive Member (Resources)	Executive Member (Resources)		October 2022	Open		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
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)
Land 5 Stansted Road Chorley	Executive Member (Resources)	Executive Member (Resources)		October 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 Agree Heads of Terms - Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2022	Fully exempt		Report of the Director (Commercial Services)
Grant of a lease - Unit 3, Flat Iron Parade, Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
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)		October 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
Proposed Renewal of Lease to New Look Retailers Ltd - Units 20-21 Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
Grant of a Lease - 37 New Market Street - First Floor Above Iceland - Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
Grant of Lease - 98 Market Street Chorley	Executive Member (Resources)	Executive Member (Resources)		October 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
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).	Refugee Resettlement Programme: http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	Report of the Director (Commercial Services)
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).	Refugee Resettlement Programme: http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Acquisition of Refugee Property - No 9	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).	Refugee Resettlement Programme: http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	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).	Refugee Resettlement Programme: http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf	Report of the Director (Commercial Services)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 2	Executive Member (Resources)	Executive Member (Resources)		October 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 3	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 4	Executive Member (Resources)	Executive Member (Resources)		October 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
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 5	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
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 10 and 11	Executive Member (Resources)	Executive Member (Resources)			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 17	Executive Member (Resources)	Executive Member (Resources)		10 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 20	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 21	Executive Member (Resources)	Executive Member (Resources)		10 Aug 2022	Fully exempt		Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 22	Executive Member (Resources)	Executive Member (Resources)		10 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 24	Executive Member (Resources)	Executive Member (Resources)			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)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 27	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that informatio		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 31	Executive Member (Resources)	Executive Member (Resources)		10 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)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 40	Executive Member (Resources)	Executive Member (Resources)		10 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
Grant of a Lease - Primrose Cafe - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		Before 30 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)
Kiosk/Cafe Coronation Recreation Ground Chorley	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt	Contract Award for the Refurbishment of Coronation Recreation Ground Refreshment Kiosk: http://mod/mglsueHistoryHome.aspx?IId=72018&optionId=0&LO\$=1	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)
Business Engagement Grants	Executive Member (Resources)				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

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	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt	Vacant Property and Shop Front Grants - Programme Evaluation - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900	Report of the Director (Commercial Services)
Shop Front Grant - 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).	Vacant Property and Shop Front Grants - Programme Evaluation - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900	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 (Planning and Development), Director (Commercial Services)
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).	Decarbonisation of the Town Hall: http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1	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).	Decarbonisation of the Town Hall: http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1	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).	Decarbonisation of the Town Hall: http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1	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 (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.	Clean Air Strategy: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=83895&Opt=0	Report of the Director (Communities)
Clean Air Strategy Review	Executive Member (Early Intervention)	Executive Member (Early Intervention)			Fully exempt Paragraph 1: Information relating to any individual.	Clean Air Strategy Review - SMT Clean Air Strategy: https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=83895&Opt=0	Report of the Director (Communities)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Customer, Streetscene and Environment)							
Recycling Strategy	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)		October 2022	Open		Report of the Director (Customer and Digital)
Streetscene Strategy 2022-2025	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)			Open	Executive Cabinet - 16 June 2022: http://mod/ieListDocuments.aspx?CId=115&MIId=9418&Ver=4&\$LO\$=1	Report of the Director (Customer and Digital)
Chorley Town Centre Recycling Trial Extension	Executive Member (Customer, Streetscene and Environment)	Executive Member (Customer, Streetscene and Environment)		October 2022	Open	Climate Change Programme Update: http://mod/ieListDocuments.aspx?CId=1015&MIId=8752	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		Report of the Director (Commercial Services)
Extra Care Policies	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		16 Jun 2022	Open		Report of the Director (Commercial Services)
Houses in Multiple Occupation	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		29 Jul 2021	Open		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		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)
Milestone Meadow Play Area budget approval and tender process	Executive Member (Planning and Development)	Executive Member (Planning and Development)			Open	Open Space, Sport & Recreation Strategy Summary and Action Plan - https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=71337&PlanId=909&RPID=7050336	Report of the Director (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).	Executive Cabinet - 16 June http://mod/mgChooseDocPack.aspx?ID=9418&SID=35841	Report of the Director (Planning and Development)

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Health and Adult Services Scrutiny Committee

Work Programme 2022-23

The Health and Adult Services Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year.

The Health and Adult Services Scrutiny Committee has the responsibility to review and scrutinise any matter relating to the planning, provision and operation of the health service in the area, and to review and scrutinise county council Adult Services and Public Health. In addition, the Committee has statutory responsibility for the scrutiny of NHS proposals for a substantial development or variation relating to both adults and children's health in Lancashire. Accordingly, the work of the Health and Adult Services Scrutiny Committee will focus on the following areas:

W

- Adult Services
- Public Health
- Functions in relation to the Scrutiny of NHS services as set out in the NHS Act 2012

The programme is determined by the Committee following a planning session at the start of the municipal year. This includes provision for the rights of county councillors to ask for any matter to be considered by the committee.

Coordination of the Overview and Scrutiny Committee programmes is undertaken by the Scrutiny Management Board. This is in line with the Overview and Scrutiny Committees' Terms of Reference, as set out in the county council's [Constitution](#) (Part 2 Article 5).

Cabinet Members

The Cabinet Member portfolios aligned to the Health and Adult Services Scrutiny Committee's responsibilities are:

[County Councillor Graham Gooch](#) – Cabinet Member for Adult Social Care

[County Councillor Michael Green](#) – Cabinet Member for Health and Wellbeing

The areas of responsibility for each Cabinet Member are set out at [Appendix A – Scheme of Delegation to Cabinet Members](#) to the county council's constitution.

Health and Adult Services Scrutiny Committee Programme 2022-23

Committee Meeting Schedule							
Scrutiny Activity	13/7/22 (informal session)	21/9/22	2/11/22	14/12/22	1/2/23	22/3/23	3/5/23
LCC Service Area Report to Committee		LCC Public Health transformation – health protection post covid	Adult Services – Social Care Reforms and impact on demand and market	Adult Services - Integrated neighbourhood working-challenges and opportunities	Public Health - Happier Minds – challenges, step up, step down services, aftercare	Workforce - Combined report from Health Education England/NHS/ Adult Services Staffing resource challenges & new ways of working across ASC and NHS	Public Health – wider determinants (housing, climate change, pollution etc)
NHS Report to Committee		New Hospitals Programme Update Report		Strengthening community services - VCFS confidence in supporting services. Expanding virtual wards.	Community Mental Health Transformation Programme Update Report	HEE – workforce challenges and opportunities New Hospitals Programme Update Report	Health and Care Act – integration of services with the ICS. Measurement of quality and VFM on service provision contracts.
Short Scrutiny (Rapporteur) Review Update							
Other Scrutiny Review Update	Service Area Update						
Cabinet Member	Portfolio Update	Health and Wellbeing Portfolio	Adult Services Portfolio	Adult Services Portfolio	Health and Wellbeing Portfolio	Adult Services Portfolio	

Health and Adult Services Scrutiny Committee Recommendations Progress

Meeting Date	Report Title	Corporate Priority	Recommendation	Progress Detail

Health and Adult Services Scrutiny Steering Group Work Programme 2022/23

Meeting Schedule								
Scrutiny Activity	29/6/22	6/9/22	12/10/22	23/11/22	18/1/23	1/3/23	19/4/23	24/5/23
LCC Service Area Reports	Disabled Facilities Grants	Public Health – mental health key challenges and opportunities Continuing Healthcare update	ASC Winter Plan 2022/23	Public Health – Healthier Hearts (health checks)	Health and Care Act – scrutiny process changes update	Liberty Protection Safeguards?		
Annual Reports (Quality reports etc)						Quality Accounts	Quality Accounts	Quality Accounts
NHS New Service Briefings	LSC Pathology Collaboration Update		LSC Pathology Collaboration Update	Shaping Care Together Update (tbc)	Shaping Care Together Update (tbc)			
NHS Existing Service Area Updates	North Mersey Hyper Acute Stroke Services		Healthcare Flow– wait list, intermediate care, ambulance service, virtual wards (respiratory)	Do Not Resuscitate Orders and People with Learning Disabilities	East Lancs Hospital Trust good practice - community services, virtual wards, intermediate care			
Other	ToR update	Champion for Mental Health – update from CC Morris	Blackpool Victoria Hospital – CQC inspection	CQC framework and readiness for inspection				

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