

## Overview and Scrutiny Committee

Thursday, 26th January 2023, 6.30 pm

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

### Agenda

#### Apologies

#### Minutes

- |   |  |                |
|---|--|----------------|
| 1 | <b>Minutes of meeting Thursday, 6 October 2022 of Overview and Scrutiny Committee</b>              | (Pages 3 - 8)  |
| 2 | <b>Minutes of Meeting Thursday 15 December 2022 of the Overview and Scrutiny Performance Panel</b> | (Pages 9 - 12) |
| 3 | <b>Minutes of Meeting Thursday 12 January 2023 of the Overview and Scrutiny Performance Panel</b>  | (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 | <b>Executive Cabinet Minutes</b> | (Pages 13 - 22) |
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To consider the Executive Cabinet minutes of the meeting held on 8 November 2022, 8 December 2022, and 19 January 2023 (to follow).

7	<b>Notice of Executive Decisions</b>	(Pages 23 - 74)
	To view the latest notice of Executive Decisions <a href="#">click here</a>	
	The document is also attached and correct as of 18 January 2023.	
8	<b>Health Scrutiny</b>	(Pages 75 - 80)
	Councillor Alex Hilton to provide a verbal Health Scrutiny Update.	
9	<b>Budget Scrutiny</b>	(Pages 81 - 96)
	To receive and consider the report of the Director of Finance.	
10	<b>Community Safety Partnership/Crime and Disorder</b>	(To Follow)
	To receive and consider the report of the Director of Communities.	
11	<b>Open Space, Sports and Recreation Strategy &amp; Programme Update</b>	(To Follow)
	To receive and consider the report of the Head of Spatial Planning.	
12	<b>Period Poverty Update</b>	(To Follow)
	To receive and consider the report of the Director of Communities.	
13	<b>Reports from the Task and Finish Groups</b>	
	<b>Overview and Scrutiny Task Group: Empty Properties</b>	
	To receive a verbal update on the inquiry from the Chair, Councillor Sarah Ainsworth.	
14	<b>Overview and Scrutiny Work Programme</b>	(Pages 97 - 98)
	To consider the Scrutiny Work Programme for 2022/23.	
15	<b>Any urgent business previously agreed with the Chair</b>	

Chris Sinnott  
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](http://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, 6 October 2022**

**Committee Members present:** Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, James Nevett, Aidy Riggott, Kim Snape, Michelle Le Marinel, Dedrah Moss, Alan Platt, Arjun Singh and Ryan Towers

**Committee Members present virtually (non-voting):** Councillors Hasina Khan, Samir Khan and Jenny Whiffen

**Other Members Present:** Councillor Terry Howarth (Howarth – Executive Member for Homes and Housing)

**Officers:** Jennifer Mullin (Director of Communities), Zoe Whiteside (Service Lead - Spatial Planning), and Matthew Pawlyszyn (Democratic and Member Services Officer)

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

**11 Minutes of Meeting Thursday, 7 July 2022 of Overview and Scrutiny Committee**

**Resolved: That the minutes be approved as a correct record.**

**12 Minutes of Meeting, Wednesday 27 July 2022 of Overview and Scrutiny Performance Panel**

**Resolved: That the minutes be approved as a correct record.**

**13 Minutes of Meeting Thursday, 22 September 2022 of Overview and Scrutiny Performance Panel**

**Resolved: That the minutes be approved as a correct record.**

**14 Declarations of Any Interests**

No interests were declared.

**15 Public Questions**

There were no public questions.

**16 Executive Cabinet Minutes**

Members queried the progress at Brinscall swimming baths, due to the previous meeting of the Executive Cabinet cancellation, decisions would be made at the next Executive Cabinet.

**Resolved: That the minutes of the Executive Cabinet be noted.**

**17 Notice of Executive Decisions**

**Resolved: That the notice of Executive Decisions be noted.**

**18 Health Scrutiny**

Written reports were provided by Councillor Alex Hilton and Councillor Margaret France.

The Committee wished Councillor Hilton a speedy recovery from Covid-19.

The updates highlighted that two hospitals were likely to be built, one in Preston and the other in Lancaster. There was uncertainty as to when work would be started, and it was estimated it could take up to six years for completion.

Members that observed the meeting stated that the news was positive, however, no information was provided as to the funding of the hospital or where the staff would come from.

Members were happy that there were no plans to close Chorley Hospital.

**Resolved: That the update be noted.**

**19 Long-Term Empty Properties**

This item was deferred to the next Overview and Scrutiny Meeting due to take place Thursday, 26 January 2023.

**20 Sustainable Public Transport Third Monitoring Report**

Zoe Whiteside, Service Lead – Spatial Planning presented the final Monitoring report for Sustainable Public Transport.

18 of the recommendations were completed or close to completion, 5 were in progress, and a number of recommendations would be ongoing within the team due to progress and development of the local plan, which were routinely monitored by the Local Plan Working Group and the Central Lancashire Strategic Planning Joint Advisory Committee.

Key recommendations were highlighted by Zoe and Members.

*Recommendation 1 - Chorley Council to proactively lobby and engage with Lancashire County Council to encourage a greater role on bus route tendering, service enhancement and communication between all parties.*

Details provided by the County Council of their Enhanced Partnership plan, and it aimed to deliver key objectives which included lower fares, simplified ticketing, and a customer charter and in place from 1 April 2022. The partnership contained a governance structure, with a management board and a forum of stakeholders.

Members wished for the Enhanced Partnership to be monitored, in respect to the impact on Chorley, it was noted that fares increased due to Greater Manchester's proposed clean air zone, and again with franchising in Greater Manchester on cross border routes.

It was highlighted that monitoring the Enhanced Partnership would be a considerable piece of work and Chorley Council would be unable to influence decisions, but an update could be provided in the future.

Members praised the potential of the offers, incentives and support available but expressed concern with the logistics of discount for jobseekers and claimants of Universal Credit, and did not run the risk of any benefit claimants being humiliated on the bus by requiring proof, and desired the process to frictionless.

*Recommendation 3 - Spatial Planning to invite Lancashire County Council to participate in a Member Learning session on the Central Lancashire Highways and Transport Masterplan draft proposals*

The County Council were still in the early stages of the Masterplan and commissioned Jacobs. Lancashire County Council to run a Member Learning Session 14 November 2022. The session to provide details on public transport, the work undertaken, funding, the local plan and the model used to identify investment in transport. Details to be provided to the County Council to ensure the session was not too broad.

*Recommendation 7 - The Council engage with Greater Manchester Combined Authority/Lancashire County Council on cross boundary routes should the Greater Manchester Combined Authorities instigate franchising and request to be consulted on how bus services are run across cross boundary routes and be included in their integrated ticketing scheme.*

Members noted that the County Council would not engage with Chorley Council but a follow up would be beneficial.

It was highlighted that as it was a County responsibility, it was not information that would be collected, however concerns could be vocalised and fed back. Members expressed concern about the implications for Chorley with the integrated ticketing scheme.

*Recommendation 9 - The Council continues to progress discussions with Lancashire County Council to take over the Chorley Interchange.*

Members wanted this to be returned to the Council and were disappointed that this was not progressed due to viability.

*Recommendation 16 - The Council should explore the feasibility of attracting a community car share club to the borough.*

Members raised that following Covid-19, it would be important to gain a greater understanding as to whether the time and investment required for such a scheme would see results and use.

*Recommendation 18 - The Council will work with all transport partners to improve accessibility, timetable and facility provision across the borough including an Oyster card for all journeys.*

Members expressed disappointment that this recommendation was closed. It was stated that there was a grant approved by central government, but the progress was uncertain. Progress to be sought from Mark Lester, Director (Commercial Services) Members agreed that it would be damaging to the town if the main station closed. It was explained that the County Council had no interest in an Oyster type scheme, and backed their Enhanced Partnership.

*Recommendation 20 - Establish a Cycle Task Group to look at cycle opportunities, and cycle routes in the borough*

It was agreed that the cycling package of work would be developed and reported to the Climate Change Working Group. The first update was given 26 July 2022, the next report was to be given at the end of November. There were five or six actions that related to cycling, such as the dedicated cycling storage, e-charging for bikes, and a cycling survey. Four bike shelters located at Bengal Street were installed, however they have not been used despite high demand from staff. It was hypothesised that the unfamiliarity with the depot deterred their use, in addition to the rise of hybrid working, staff may only attend the Town Hall or Union Street for meetings. Further promotion of the bike shelters to encourage staff participation before consideration was given to locate them in the town centre.

**Resolved: That the report be noted.**

## **21 Overview and Scrutiny Task Group - Select Move Final Report**

The Chair of the Overview and Scrutiny Task Group – Select Move Councillor June Molyneaux presented the Final Report, thanked, the Vice Chair Councillor Sarah Ainsworth, the membership of the task group and the officers involved.

The Task Group was formed as there were concerns that the recommendations made in 2014 by a previous Task Group were no longer being adhered to. The Task Group engaged with partner Local Authorities, South Ribble Borough Council and Preston City Council, and shared concerns and issues were highlighted. A survey to users went out and it was noted that there was a low response rate, but the views provided patterns and reiterated common concerns raised throughout the Task Group, and it was felt that Select Move was not currently fit for purpose, and the report reflected the changes required.

The recommendations within the report were identified throughout the course of the Task Group with and formed following discussions with the neighbouring local authorities, RP's in the partnership, the Allocations Policy Consultant, the MP, the results from the survey, the Select Move Co-Ordinator.

Members of the Task Group believed that the recommendations from the Task Group should provide positive momentum and change within the Select Move partnership.

Members felt that it was a good recommendation to frequently provide a questionnaire to monitor the feedback and views of users, and would be worthwhile to incentivise the completion the surveys, it was acknowledged that those that were happy or satisfied may not fill in a survey where as those discontented would be more likely to reply, however the survey did contain positive feedback, but over half the respondents were unsatisfied.

Jennifer Mullin (Director of Communities) acknowledged that there were concerns, but what could be delivered from the Task Group would be, and it was stated that there were shared concerns with Preston City Council and South Ribble Borough Council, and the partners were aware of issues and with regular meetings, and information sharing, all within the partnership want to make the process easier, straightforward and efficient.

**Resolved: That the Task Group Final Report be noted**

## **22 Overview and Scrutiny Work Programme**

An informal workshop to be held in November to decide the next Overview and Scrutiny Task group.

**Resolved: That the Work Programme be noted.**

Chair

Date

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<b>Minutes of</b>	<b>Overview and Scrutiny Performance Panel</b>
<b>Meeting date</b>	<b>Thursday, 15 December 2022</b>
<b>Committee Members present:</b>	Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Michelle Le Marinel, Arjun Singh and Kim Snape
<b>Officers:</b>	Victoria Willett (Director of Change and Delivery), Howard Anthony (Interim Head of Policy and Performance), Robert Langford (Performance and Partnerships Officer), and Matthew Pawlyszyn (Democratic and Member Services Officer).
<b>Other Members:</b>	Councillor Alistair Bradley (Executive Leader, and Executive Member for Economic Development and Public Service Reform, and Councillor Peter Wilson (Executive Member for Resources.

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

## 9 **Minutes of meeting Thursday, 22 September 2022 of Overview and Scrutiny Performance Panel**

Following the last Performance Panel, an update was circulated to Members at the end of September 2022 with updates on Primrose Gardens Café, flood defences for the River Chor at Astley Park, the pilot project for occupational therapy presence within communities and the public protection projects on hold.

**Resolved: That the minutes be approved as a correct record.**

## 10 **Declarations of Any Interests**

No interests were declared.

## 11 **Performance Focus - Policy and Governance**

Councillor Peter Wilson, Executive Member for Resources, and Councillor Alistair Bradley, Executive Member for Economic Development and Public Service Reform presented the Policy and Governance Performance Focus.

The directorate covered five services,

- Communications and Visitor Economy,
- Finance,
- Governance,

- Transformation and Partnerships,
- Business Support.

Financially, the directorate had a variance in the budget of 0.6% equating £33,000. The overspend was due to the increase in the cost of utilities, the increase in audit fees and the pay award against the budgeted 2%.

The performance of the indicators within the corporate strategy was strong. Two of the four indicators were at or above target and better than Quarter 2 2021/22. A highlighted indicator was 'the % of 16 – 17 year old's who are not in education, employment or training (NEET)'. Performance was above target at 1.5% but performance was down against Quarter 2 2021/22. Work was ongoing with the Youth Zone and the Department for Work and Pensions to ensure training, information and assistance could be provided. Members raised that there was to be an analysis identifying the barriers in place in wards with the highest percentage of NEET such as Adlington and Anderton. Action was ongoing, but further information could be provided following the Committee.

All four of the Communications and Visitor Economy indicators were at or above target, with two new baseline targets in place which focused on the performance of Astley Hall. It was not certain if the ticket sales of 4694 included the annual or family ticket, and if it included return figures with those tickets.

Social media engagement was considered to be the culmination of views, comments, clicks, and followers. The Council had access to a compiled dashboard, and more information could be returned to Members. The most popular post in November 2022 featured the Santa Express returning with 29,000 engagements.

Two thirds of the finance performance indicators were at or better than target. The underperforming indicator was 'supplier payment within 30 days'. It was the view of the council that anything below the target of 99% was unacceptable. Covid, changes to the workforce and the change in payment processing software impacted this result.

80% of Governance indicators were on or above target. The two indicators that were below were '% complaints to the Chief Executive responded to within 10 working days', and the 'Number of external Lancastrian bookings'. It was highlighted that there was not a similar target for Councillors due to the difficulty to analyse and assess, and Covid impacted the bookings to the Lancastrian.

It was added that the Lancastrian was not actively promoted, and garnered custom through repeat bookings and word of mouth. The Council did not wish to have the Lancastrian fully booked, as the venue was used as a community space for many groups that were impacted by Covid. The council often provided the hall at discount rates for some charitable groups and events. The number of external bookings was below target, but was better than Quarter 2 2021/22, however the revenue generated was above target, and also better than Quarter 2 2021/22.

There were 12 indicators for Transformation and Partnership. eight were on or above target, one was within the 5% threshold and three were below target. The worse than target indicators included the Corporate Strategy Projects and were discussed and explained at Executive Cabinet and Council. The Council maintained confidence that when both were completed, they will deliver excellent services for the Council.

The ‘% of shared services staff satisfied’ was below target and worse than Quarter 2 2021/22. This was highlighted at the Shared Services Joint Committee and it was understood that organisational change of any kind created uncertainty, roles were changed, and workplace culture adjusted. The process was ongoing and a learning experience for both councils. It was understood that some Covid relief measures created additional work for some shared departments, such as customer services. The Council frequently held opportunities for feedback, discussion and offered support to staff.

Customer Services was highlighted as an area that frequently witnessed staff move to other departments due to the skills developed working within the role. A positive for staff development, but caused a need for further recruitment.

Members praised the decrease in the number of ‘FTE (full time equivalent) days lost through long term sickness or absence’. A previous Overview and Scrutiny Task Group was undertaken when the average was 8 days.

Vacancies remained throughout the council, however, the vacancy rate had decreased from the previous 9 months but there were ongoing recruitment difficulties. Interim appointments had been made temporarily to fill the required roles. The Council used the opportunity to train apprentices and graduates in addition to utilising freelance, consultants and short-term temporary contracts.

The average council employee worked on a hybrid basis with an average of two to three days a week in the office, however, this was dependent on the type of role, levels of productivity, and management discretion. The council understood that office working had advantages, particularly for younger and more inexperienced staff as training and mentoring was more successful in the office. The Council appreciated the appeal of flexibility and were competing in a more flexible labour market. The Council took the health and wellbeing of its employees seriously and placed a high value on employees maintaining a healthy work-life balance.

**Resolved: That the update be noted**

## **12 Quarter Two Performance Monitoring Report 2022/23**

Howard Anthony, Interim Head of Policy and Performance presented the Quarter Two Performance Monitoring Report 2022/23.

Overall, performance was positive, with eleven (79%) rated as complete and green, two (14%) rated as amber, and one (7%) rated as red.

At Strawberry Meadows, 24 units opened, however there were issues with utilities. A number of issues remained at Tatton Gardens, but the handover was due imminently with the nursery and GP surgery.

The indicator for the digital skills was below target, however, with a new course provider enabled a more flexible and tailored approach.

Members questioned if the number of affordable homes would be impacted by the economy, but it was stated that with the new proposed local plan, 25 – 30% of new developments would be affordable.

Despite the current economic impact, Chorley's performance for town centre vacancy and employment rate was above the regional average, and in light of the circumstances, five new businesses recently opened in the town centre.

In response to a query from Members, it was confirmed that the Council offered shop front and shop floor grants. There was also a grant that incentivised employing additional staff.

The tree giveaway was ongoing, however, Members expressed concern that Lancashire County Council forbade tree planting on highway verges. Despite this, the council continued to work with partners to encourage the tree planting efforts.

An update was given about the process of the new telephony system. Training was underway to familiarise staff. The change would be gradual to ensure a smooth transition. The system should allow the right calls go to the right officer. It was acknowledged that there was continued work required to improve the rate of dropped calls, missed calls and that customer services provided a positive first impression for customers.

Two indicators were raised for explanation by Members, 'Percentage of customers dissatisfied with the service they received from the council', and 'major planning applications decided within 13 (16 for EIA) weeks or agreed time extension'.

The Council measured those dissatisfied with the service to be more self-critical and aware of service. 15% was considered good against the 20% target. Planning applications were a challenge. The Council felt it was important to ensure the right decisions were made.

**Resolved: The update be noted.**

### **13 Exclusion of Public and Press**

The Chair, Councillor John Walker proposed and the Vice Chair Councillor Roy Lees seconded, and it was **resolved (unanimously) That the press and public be excluded from the meeting for the following item of business on the grounds that it involves the disclosure of exempt information as defined by paragraph 3 of Part 1 of schedule 12A to the Local Government Act.**

### **14 Recruitment Update**

An update was provided related to the ongoing recruitment and organisational structure within the council. It was confirmed that any appointment to a Directorship would be subject to the Appointments Panel.

Chair

Date



procedure and evaluation criteria for the two-year contract to undertake trade waste collections from Council buildings and markets.

The Council as a business has a duty of care to ensure any waste it produces is collected and disposed of correctly. This includes waste from its offices, community centres, Chorley Markets and Market Walk shopping centre. The three leisure centres along with the new Westway sports site are now operated by Chorley Leisure, will be included in the contract specification but service costs for these sites will be recharged to Chorley Leisure.

Members noted that the current contract will end on 31 March 2023 and new arrangements need to be put in place. The tender period for the new contract is for two years to start on 1 April 2023 to 31 March 2025. The estimate of the total contract value over two years is around £150,000. Evaluation of the tender will be on an 70% cost, 15% quality, 15% social value ratio.

**Decision:**

- 1. To approve the contract award procedure of an open invitation to tender advertised on the Council's procurement website, Chest. Tenders will be evaluated to establish the most economically advantageous tender based on 70% cost, 15% quality and 15% social value.**
- 2. To delegate to the Executive Member for Resources authority to approve the award of the contract to the winning bidder based upon the evaluation criteria.**

**Reasons for recommendations:**

Under the Council's Contract Procedure Rules approval by the Executive Cabinet for contract award for tenders greater than £100,000 is required.

**Other options considered and rejected:**

To not agree contract award procedure would fail to comply with the Council's Procurement rules.

**22.EC.46 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.47 Tatton Gardens Update**

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the report of the Deputy Chief Executive which provides a development progress and commercial update for the Tatton Gardens scheme.

Members applauded the development and thanked officers for all their hard work in ensuring its delivery.

**Decision:**

**To note the ongoing commercial discussions with the Contractor for the Tatton Gardens Scheme.**

**Reasons for recommendations:**

To ensure that members are kept updated on the financial position for the Tatton Gardens development.

**Other options considered and rejected:**

To delay updating Members until all commercial negotiations are concluded. This has been rejected as there are implications on the currently approved budget that need to be concluded.

**22.EC.48 Shared Services Pest Control**

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the report of the Director of Communities updates Members on the feedback following the staff consultation on the proposed shared pest control service and highlights the changes to the service budget following the outcomes of the consultation.

**Decision:**

**To agree to implement the service.**

**Reasons for recommendations:**

1. A shared pest control service will provide improved resilience across South Ribble Council and overall Improved Service Delivery across Chorley as detailed within the Shared Service Joint Committee Paper (appendix A).
2. The feedback from the staff consultation has not presented any reason to reconsider and/or prevent the proposal to implement the shared service.

**Other options considered and rejected:**

Other service delivery options had been considered prior to presentation to Shared Services Joint Committee which included; delivery through external contractors and in-house separate services. The proposed shared service has concluded to be both in favour financially and in support of both authorities' corporate priorities.

Chair

Date

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**22.EC.34 Overview and Scrutiny Task Group Final Report - Select Move**

The Chair of the Overview and Scrutiny Committee, Councillor John Walker, presented the report which had identified 18 recommendations. He thanked Councillor June Molyneaux as Chair of the Task Group, as well as all Members and Officers involved with the inquiry and the thorough review undertaken.

**Decision: That the report of the Overview and Scrutiny Task Group be noted and accepted for consideration, with a view to the Executive Cabinet's recommended response to the recommendations being reported to a future meeting.**

**22.EC.35 2022/23 Corporate Budget Monitoring Report and Reserves for the six months to 30th September 2022**

Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Finance which sets out the revenue and reserves forecast for 2022/23 for the Council, based on the position as at 30 September 2022.

In summary, there is an underspend of £0.310m, however based on the current position of the 2022/23 pay award negotiations, an unfunded budget pressure is anticipated of £0.597m; as such the revised forecast outturn is for an overspend of £0.287m. The Council's Medium-Term Financial Strategy reported that the minimum level of general fund reserves should be maintained at £4.0m to cushion against any potential, future financial risks that may face the Council. The level of general fund balances as at 31st March 2023, based on the above, will be £3.853m.

**Decision:**

- 1. To note the forecast outturn for revenue and the level of reserves based on the position as at 30 September 2022.**
- 2. To note the virements made to and from the revenue budget during the period, as detailed in Appendix 2 of the report.**

**Reasons for the recommendations:**

To ensure the Council's budgetary targets are achieved.

**Other options considered and rejected:**

None.

**22.EC.36 2022/23 Corporate Capital Programme and Balance Sheet Monitoring Report Position at 30th September 2022**

Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Finance which outlines the financial position of the Council in respect of the capital programme at 30 September 2022, highlighting key issues and explaining key variances, and provides an overview of various elements of the Council's Balance Sheet at 30 September 2022.

The capital budget for 2022/23 was set at £24.2m at Council in February 2022. This was increased following approval of the 2021/22 outturn to £32.2m, then further amended in the Capital Monitoring Report as at 31 July 2022 to £27.6m. Following the changes detailed in this report, the total programme now stands at £25.5m. Members noted that the total cost of the Council's capital investment programme for 2022/23

has decreased since the 2021/22 outturn report approved by Cabinet, from £27.6m to £25.5m as at 30th September 2022.

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

**Decisions:**

- 1. To approve the revised capital programme as attached at Appendix A, which includes an amendment to the programme of £23k, as detailed at point 11 of this report.**
- 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 30th September 2022.**

**Reasons for recommendations:**

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

**Other options considered and rejected:**

None

**22.EC.37 Quarter Two Performance Monitoring Report 2022/23**

Councillor Peter Wilson, Executive Member (Resources) presented the report of Deputy Chief Executive which sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the second quarter of 2022/23, covering 1 July 2022 to 30 September 2022.

The overall performance of key projects is good with 79% rated as complete or green, 14% rated as amber, and 7% rated as red. Action plans for those projects rated amber and red are set out within this report.

Performance of the Corporate Strategy indicators and key service delivery measures continues to be closely monitored, with 75% of Corporate Strategy measures and 83% of key service delivery measures performing on or above target or within the 5% threshold.

**Decision: That the report be noted.**

**Reasons for the recommendations:**

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

**Other options considered and rejected:**

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

**22.EC.38 Household Support Fund - Phase 3 Delivery Plan**

Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Communities which seeks agreement for how the district element of the government's Household Support Fund Phase 3 (HSF3), allocated to Chorley Council by Lancashire County Council, should be allocated to enable it to be issued to those recipients most in need through to 31 March 2023.

In August, the government announced an extension to the Household Support Fund with a fund of £500million made available to County Councils and Unitary Authorities in England to support those most in need due to rising cost of living until March 2023. Upper tier authorities are required to work with districts and Third Parties Organisations (TPO), including the VCSE sector to ensure the funds reach those in most need.

Lancashire has been awarded £9,678,235.22 of which Chorley Council have been allocated £320,000. Local provision will focus on working in partnership with community organisations and develop a delivery plan that responds to current issues but also encourages those who are in difficulty to access wider and more impactful support. Members noted the proposed breakdown and allocation of the funding across the recommended categories and delivery partners.

Members recognised that this funding must be spent by 31 March 2023 and requested that an update be provided once reported by LCC.

**Decision:**

- 1. To allocate the grant amount of £320,000 as per the details within this report.**
- 2. To use the specific criteria set out in the government guidance published to allocate and administer the grant.**
- 3. To allow any adjustments to the proposed funding allocation to be agreed subsequently via delegated responsibility to the Executive Member for Resources.**

**Reasons for recommendations:**

To ensure the funding is allocated to residents who are facing financial pressures throughout winter months until 31 March 2023.

**Other options considered and rejected:**

- To not allocate the grant funding would mean that those residents that need the support would not receive it.
- To aim to deliver this funding in isolation of the voluntary sector and other partners would not maximise the support that residents are able to access from this sector.

**22.EC.39 Car Park Strategy, Fees & Charges**

Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Commercial Services which outlined the Car Park Strategy which seeks to address the main car parking priorities with regards to capacity, accessibility, price and impact on the environment for the next 5 years to reflect the change in demand since the completion of the Market Walk extension with leisure offer, changing consumer

habits since the Covid pandemic and the declaration of a Climate Emergency by Chorley Council.

Members noted that the changes are anticipated to generate an additional £175k based on current revenues. Current revenues, however, are down on pre-Covid budgets and parking as a whole is suffering reduced income of £100k. It is anticipated; therefore, this will bring an additional £75k beyond current budgeted levels.

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

**Decision:**

- 1. To make the Flat Iron car park chargeable for 7 days a week between 8am and 5pm.**
- 2. To increase the tariff on the Flat Iron car park from 50p/hr to £1/hr.**
- 3. To reduce Free Parking on Long Stay car parks (for vehicles eligible to pay) from 3 hours to 1 hour the (same as short stay car parks) with up to 4 hours stay being £1.**
- 4. To designate Portland Street car park as a Leisure car park with a maximum stay of 4 hours (for £1).**

**Reasons for recommendations:**

1. To ensure there is sufficient parking capacity to accommodate future demand by visitors & workers to keep the town centre a thriving and support the local economy
2. To ensure that the car parks are fit for purpose in terms of stay period for primary users in that location
3. To consider the future of vehicle types and sizes and changes required to accommodate those vehicles
4. To maintain a revenue stream for the council to at least cover the costs of providing & maintaining the service
5. To highlight opportunities for future environmental improvements to the parking facilities

**Other options considered and rejected:**

1. Pay-on-Foot - this type of payment for parking is undeliverable due to the configuration of our car parks as it lends itself to multi-storey situations whereby off highway queues can be accommodated. To implement on ground level car parks would lead to a significant reduction in spaces whilst also requiring a permanently manned office to resolve any issues at the barrier/pay centre.
2. ANPR - all car parks are Council owned (public car parks). Car parks covered by Traffic Regulation Orders under the Road Traffic Regulation Act 1984 (criminalised regime) requires contraventions to be addressed in person to a stationary vehicle thus preventing the deployment of ANPR cameras/ parking systems on public car parks.

**22.EC.40 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.41 Approval for the Contract Award Procedure for ICT Hardware and Software**

Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director of Customer and Digital which informs Members of the proposed shared procurement for ICT hardware, software and support (professional services, managed services etc.) and seeks agreement to the sharing of costs and procurement methods.

**Recommendations:**

- 1. To approve the contract award procedure for a number of procurements both independently and with South Ribble Borough Council outlined at Appendix 1 for software, hardware and support services.**
- 2. To waive the requirement to use the Social Value Portal.**
- 3. The decision to award for Chorley Council is delegated to the Executive Member of Resources.**

**Reasons for recommendations:**

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

**Other options considered and rejected:**

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

Chair

Date

## 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](http://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](http://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](mailto: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.

**Chris Sinnott, Chief Executive**

**Last updated: 16 January 2023**



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Future meetings of the Executive Cabinet where there is an intention to hold part of a meeting in private: 19 January, 23 February and 30 March 2023							
January							
Draft 2023/24 Budget Update	Executive Cabinet	Executive Member (Resources)		19 Jan 2023	Open		Report of the Director (Finance)
Fees and Charges 2023-24	Executive Cabinet	Executive Member (Resources)		19 Jan 2023	Open		Report of the Director (Finance)
Customer Access Policy	Executive Cabinet	Executive Member (Customer, Streetscene and Environment)		19 Jan 2023	Open		Report of the Director (Customer and Digital)

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Select Move Policy Review 2022	Executive Cabinet	Executive Member (Homes and Housing)	A significant impact in environmental, social or physical terms in two or more wards	19 Jan 2023	Open	Overview and Scrutiny Task Group - Select Move; <a href="https://democracy.chorley.gov.uk/documents/s149374/Overview%20and%20Scrutiny%20Task%20Group%20Final%20Report%20-%20Select%20Move.pdf">https://democracy.chorley.gov.uk/documents/s149374/Overview%20and%20Scrutiny%20Task%20Group%20Final%20Report%20-%20Select%20Move.pdf</a>	Report of the Director (Communities)
Shared Services Review - Property and Assets	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)		19 Jan 2023	Fully exempt Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Shared Services Joint Committee - Shared Property and Assets Service Review; <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=608&amp;MId=9755&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=608&amp;MId=9755&amp;Ver=4</a>	Report of the Director (Change and Delivery)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
2023-25 Community Commissioning Procurement - Approval to Tender	Executive Cabinet	Executive Member (Early Intervention)	A contract worth £100,000 or more	19 Jan 2023	Fully exempt		Report of the Director (Communities)
Future meetings							
Revenue Budget Monitoring Q3	Executive Cabinet	Executive Member (Resources)		23 Feb 2023	Open		Report of the Director (Finance)
Capital and Balance Sheet Monitoring Report Q3	Executive Cabinet	Executive Member (Resources)		23 Feb 2023	Open		Report of the Director (Finance)
Astley Hall Operations Update	Executive Cabinet	Executive Member (Resources)		23 Feb 2023	Open		Report of the Deputy Chief Executive
Select Move - Overview and Scrutiny	Executive Cabinet	Executive Member (Homes and Housing)	A significant impact in environmental, social or physical terms in two or more wards	23 Feb 2023	Open		Report of the Director (Communities)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Queens Road Car Park Resurfacing - Contract award	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)		23 Feb 2023	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 Lease - Unit 4b/5 Flat Iron Parade Market Walk	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	23 Feb 2023	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, Director (Commercial Services)

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Renewal of Lease - Poundland - 1, 2 and 7 Flat Iron Parade	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	23 Feb 2023	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	23 Feb 2023	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	23 Feb 2023	Fully exempt		Report of the Director (Commercial Services)
Home Adaptation Team - OT Pilot proposal	Executive Cabinet	Councillor Terry Howarth, Councillor Beverley Murray		30 Mar 2023	Open		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 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)		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; <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374</a>	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)		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; <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374</a>	Report of the Director (Commercial Services)

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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; <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=92374</a>	Report of the Director (Commercial Services)
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)		October 2022	Open No	Central Lancashire Local Plan Resourcing - <a href="http://mod/ieListDocuments.aspx?CIId=115&amp;MIId=8822&amp;Ver=4">http://mod/ieListDocuments.aspx?CIId=115&amp;MIId=8822&amp;Ver=4</a>	Report of the Director (Planning and Development)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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)		October 2022	Open No	Central Lancashire Local Plan Resourcing - <a href="http://mod/ieListDocuments.aspx?CId=115&amp;MId=8822&amp;Ver=4">http://mod/ieList Documents.aspx?CId=115&amp;MId=8822&amp;Ver=4</a>	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 Accessibility Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Apple Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

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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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)

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Approval for the Contract Award for the Procurement of AV Equipment	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 2022	Fully exempt		Report of the Director (Customer and Digital)
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	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Building Access	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

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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	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Case Management - Members	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

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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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Connectivity - Wifi, Point to Point Connections, Data	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

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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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)

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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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Elections Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)

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Approval for the Contract Award for the Procurement of Estate Management	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval for the Contract Award for the Procurement of Hardware to Support Remote Working	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	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 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of In Cab CCTV and Driver Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Licenses - Various e.g. Microsoft, VMWare	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval for the Contract Award for the Procurement of Managed Service	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Meeting Room Technology	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval for the Contract Award for the Procurement of Mobile Hardware	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Networking Hardware	Executive Member (Resources)	Executive Member (Resources)	A new or unprogrammed capital scheme of £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval for the Contract Award for the Procurement of Offsite Scanning	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Online Forms	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval for the Contract Award for the Procurement of Payment Schemes	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Remote Desktop Solution	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Third Party Support for Professional Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)



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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	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	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	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval for the Contract Award for the Procurement of WiFi	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=8036&amp;Ver=4</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Wireless Access Points	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2022	Fully exempt	Approval for the Contract Award Procedure for ICT Hardware and Software - <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=115&amp;MId=9422&amp;Ver=4</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Contract Award for Procurement of Mechanical Sweepers	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="http://mod/ieListDocuments.aspx?CId=115&amp;MId=9418&amp;Ver=4&amp;\$LO\$=1">http://mod/ieList Documents.aspx?CId=115&amp;MId=9418&amp;Ver=4&amp;\$LO\$=1</a>	Report of the Director (Customer and Digital)
Meals on Wheels	Executive Member (Resources)	Executive Member (Resources)		January 2023	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 (Change and Delivery)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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)
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	1 Oct 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)		October 2022	Open No		Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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)
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
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

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Health and Safety Service Review Update	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 (Governance)
Procurement Service Restructure	Executive Member (Resources)	Executive Member (Resources)		October 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)

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Disposal of 3 Parking Spaces at Farrington Street Car Park Chorley	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)
Land Rear of 50 and 52 Fairview Drive Adlington	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).	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)

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Brookfield and Ingholme - Agreement for Compensation for Release of Restrictive Covenant	Executive Member (Resources)	Executive Member (Resources)		30 Nov 2022	Fully exempt		Report of the Deputy Chief Executive, Director (Commercial Services)
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)
Units 3 and 4 Market Walk - Terms Agreed - Shoe Zone	Executive Member (Resources)	Executive Member (Resources)		Before 25 Nov 2022	Fully exempt		Report of the Director (Commercial Services)



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Renewal of Lease - Unit 6 Flat Iron Parade	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)
Amendment of Lease Terms - Unit 9a Market Walk	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt		Report of the Director (Commercial Services)
Unit 9a Market Walk - Renewal of Lease	Executive Member (Resources)	Executive Member (Resources)		Before 1 Dec 2022	Fully exempt		Report of the Director (Commercial Services)
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)

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Renewal of Lease - Unit 24 Market Walk - EE Ltd	Executive Member (Resources)	Executive Member (Resources)		Before 8 Jan 2023	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 - 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)

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Acquisition of Refugee Property - No 5	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	October 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: <a href="http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf">http://mod/documents/s133142/Council%20Report%20-%20Refugee%20Resettlement%20Programme.pdf</a>	Report of the Director (Commercial Services)
Acquisition of Refugee Property No - 11	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)	A contract worth £100,000 or more	2 Dec 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

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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)

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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)		October 2022	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)		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)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Strawberry Fields Digital Office Hub - Grant of a Lease - Office 16	Executive Member (Resources)	Executive Member (Resources)		14 Oct 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 19 and 20	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)

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)		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)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 25, 26 and 27	Executive Member (Resources)	Executive Member (Resources)		Before 15 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)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 31	Executive Member (Resources)	Executive Member (Resources)		1 Oct 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)
Grant of a Lease - Primrose Cafe - Primrose Gardens	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)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Grant of a Lease - Strawberry Meadows -	Executive Member (Resources)	Executive Member (Resources)		28 Oct 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)
Grant of a Lease - Strawberry Meadows - Block A6	Executive Member (Resources)	Executive Member (Resources)		Before 16 Dec 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, Director (Commercial Services)
Grant of a Lease - Strawberry Meadows - Block B9	Executive Member (Resources)	Executive Member (Resources)		Before 15 Jan 2023	Fully exempt		Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Grant of a Lease - Strawberry Meadows - Block B10	Executive Member (Resources)	Executive Member (Resources)		Before 30 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 Deputy Chief Executive, Director (Commercial Services)
Grant of a Lease - Strawberry Meadows - Block C14,15,16	Executive Member (Resources)	Executive Member (Resources)		14 Oct 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)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Grant of a Lease - Strawberry Meadows - Block D17	Executive Member (Resources)	Executive Member (Resources)		14 Oct 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: <a href="http://mod/mglsueHistoryHome.aspx?IId=72018&amp;optionId=0&amp;\$LO\$=1">http://mod/mglsueHistoryHome.aspx?IId=72018&amp;optionId=0&amp;\$LO\$=1</a>	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Lease of Cafe Coach House Astley Park	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	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)
Business Engagement Grants	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

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Shop Front Grant	Executive Member (Resources)	Executive Member (Resources)		October 2022	Fully exempt	Vacant Property and Shop Front Grants - Programme Evaluation - <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900</a>	Report of the Director (Commercial Services)
Approve an application for ERVS	Executive Member (Resources)	Executive Member (Resources)		October 2022	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: <a href="http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1">http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1</a>	Report of the Director (Planning and Development)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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: <a href="http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1">http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1</a>	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: <a href="http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1">http://mod/documents/s141805/Decarbonisation%20of%20the%20Town%20Hall.pdf?LO\$=1</a>	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)							
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: <a href="http://mod/ieListDocuments.aspx?CId=115&amp;MIId=9418&amp;Ver=4&amp;\$LO\$=1">http://mod/ieListDocuments.aspx?CId=115&amp;MIId=9418&amp;Ver=4&amp;\$LO\$=1</a>	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: <a href="http://mod/ieListDocuments.aspx?CId=1015&amp;MIId=8752">http://mod/ieListDocuments.aspx?CId=1015&amp;MIId=8752</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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)		October 2022	Open		Report of the Director (Commercial Services)
Houses in Multiple Occupation	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		1 Oct 2022	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	October 2022	Open		Report of the Director (Planning and Development)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Low Cost Home Ownership Scheme - removal of eligibility restrictions for 14 Wood Beech Gardens, Clayton-le-Woods	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		7 Dec 2022	Open		Report of the Director (Communities)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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 - <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=71337&amp;PlanId=909&amp;RPID=7050336">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=71337&amp;PlanId=909&amp;RPID=7050336</a>	Report of the Director (Planning and Development)

## 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:

- 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
<b>LCC Service Area Report to Committee</b>			Adult Services – Social Care Reforms and impact on demand and market		Public Health - Happier Minds – challenges, step up, step down services, aftercare	Adult Services - Integrated neighbourhood working- challenges and opportunities  Staffing resource challenges & new ways of working across ASC and NHS	Public Health – wider determinants (housing, climate change, pollution etc)  *Integrated Neighbourhood Working – challenges and opportunities
<b>NHS Report to Committee</b>		New Hospitals Programme Update Report		Strengthening community services - VCFS confidence in supporting services. Expanding virtual wards.	Community Mental Health Transformation Programme Update Report – to include maternal and perinatal MH	HEE – workforce challenges and opportunities	Health and Care Act – integration of services with the ICS. Measurement of quality and VFM on service provision contracts.
<b>Other Scrutiny Review Update</b>	Service Area Update				Social Care Reforms update (briefing note)	*New Hospitals Programme Update from 21/9/22	
<b>Cabinet Member</b>	Portfolio Update		Adult Services Portfolio		Health and Wellbeing Portfolio	Adult Services Portfolio	Health and Wellbeing Portfolio

\* Provisional date

### Health and Adult Services Scrutiny Committee Recommendations Progress

Meeting Date	Report Title	Corporate Priority	Recommendation	Progress Detail
21/9/22	New Hospitals Programme	NA	The Lancashire and South Cumbria New Hospitals Programme be asked to return to the Health and Adult Services Scrutiny Committee at the earliest suitable meeting date in 2023 to provide more detailed information on site options.	Further information to inform future meeting date awaited
21/9/22	Public Health Transformation Health Protection Post Covid	Caring for the Vulnerable	Report to be provided to the committee by June 2023	To be included on the 2023/24 work programme
2/11/22	Social Care Reforms	Caring for the Vulnerable	Information on the Fair Cost of Care exercise to be provided at the March meeting of the committee	To be included on the 2022/23 work programme – briefing note update to be provided
2/11/22	Social Care Reforms	Caring for the Vulnerable	Further detail on the online assessment form to be provided at the March meeting of the committee	To be included on the 2022/23 work programme – briefing note update to be provided
2/11/22	Report of the Health Scrutiny Steering Group	NA	Briefing note to be requested on the 111 and 999 resource	Information to be requested as part of the 'lessons learnt from winter planning' item of the steering group in April 2023

## 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
<b>LCC Service Area Reports</b>	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?	*Lesson learnt from winter planning	
<b>Annual Reports</b> (Quality reports etc)						Quality Accounts	Quality Accounts	Quality Accounts
<b>NHS New Service Briefings</b>	LSC Pathology Collaboration Update		LSC Pathology Collaboration Update		Shaping Care Together Update (tbc)	*LSC Pathology Collaboration Update		
<b>NHS Existing Service Area Updates</b>	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		*GP and dentist appointment challenges	*Lessons learnt from winter planning	
<b>Other</b>	ToR update	Champion for Mental Health – update from CC Morris	Blackpool Victoria Hospital – CQC inspection			CQC framework and readiness for inspection (tbc)		

\* Provisional date

### Health Scrutiny Steering Group Actions Progress

Meeting Date	Report Title	Corporate Priority	Actions	Progress Detail
29/6/22	Pathology Collaboration update	NA	Further update to be provided in Autumn 2022	Update to the 12/10 meeting of the steering group
29/6/22	Disabled Facilities Grants	Caring for the Vulnerable	A further report to come back to the Group in the Autumn to include outcomes from the review.	Briefing note requested
6/9/22	Public Health – Mental Health Update	Caring for the Vulnerable	Key areas for discussion at the February meeting of the Health and Adult Services Scrutiny Committee be identified.	Identified areas fed into planning for the February 2023 meeting of the committee
12/10/22	Blackpool Victoria Hospital CQC Inspection	NA	CQC response to the maternity services enhanced plan be circulated to group members on publication.  Any further challenges/issues identified could be considered at a future meeting of the full committee.	Awaiting response to be published on the CQC website
12/10/22	Pathology Collaboration update	NA	Further update to be provided at an appropriate time	Added to the work programme
23/11/22	DNACPR orders for people with learning disabilities and/or autism	NA	Future updates to be provided to the steering group	To be added to the work programme at an appropriate date
23/11/22	Update on the Lancashire NHS Health Check Programme 2022-23	Caring for the Vulnerable	Further information be provided on C-First for all councillors to support promotion of health checks in their areas which would include graphics and information/timetables of any specific health check clinics.  Further update reports to future meetings of the steering group be provided.	Information requested and awaited.  To be added to the work programme at an appropriate date

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Report of	Meeting	Date
Director (Finance) (Introduced by Executive Member (Resources))	Executive Cabinet	19 January 2023

## Draft 2023/24 Budget Update

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

1. The report sets out the draft budget position for the council for 2023/24 and the forecast for 2024/25, reflecting the information contained within the Provisional Local Government Financial Settlement announced on 19<sup>th</sup> December 2022.
2. The draft budget position is published for consultation every year by the council. The figures in the report are subject to receipt of the Final Local Government Financial Settlement announcement which is due from Government in late January/early February 2023.

### Recommendations to Informal Cabinet

3. That Members agree the contents of this report in order to start the budget consultation process as follows;
  - A proposed 1.99% increase in council tax in 2023/24 with no proposed cuts to services;
  - A forecast balanced budget for 2023/24, based on a 1.99% increase in council tax as noted above;
  - A forecast budget shortfall for 2024/25 which will continue into 2025/26, to be addressed through the development and delivery of the council's Transformation Strategy and savings programme;
  - To note the proposals in the report for investment in the Labour Administration's priority areas.

### Reasons for recommendations

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

### Other options considered and rejected

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

**Executive summary**

6. The Provisional Local Government Financial Settlement for 2023/24 was announced on 19<sup>th</sup> December 2022, with information regarding specific elements of funding and grants issued in the week thereafter. The settlement contained information regarding funding levels and council tax increases for 2023/24 and, for a number of funding streams, information on their expected levels in 2024/25. Based on this information, the budget forecast for 2023/24 and 2024/25 have been updated as follows:

- The Medium Term Financial Strategy (MTFS) presented to Finance Council in February 2022 assumed an increase in council tax of 1.99% in 2023/24. However within the recent settlement announcement, Government confirmed a council tax increase limit for district councils in 2023/24 of 3%; this is an increase from the 2% limit set in previous years. Despite the continued pressures on council expenditure budgets, including the impact of rising inflation and increasing utility costs, combined with the real terms reduction in Government funding provided to the council since 2010, it is recommended to limit the increase to Chorley residents to 1.99% as previously proposed;
- The MTFS in February 2022 also assumed an increase in council tax of 1.99% for 2024/25. In line with the Government’s announcement in the Provisional Settlement that the 3% limit would also be extended to 2024/25, the MTFS has been revised to reflect this increase, although as required, this assumption will be revisited next year and will be subject to future decision dependent on the outcome of future Government funding announcements;
- The figures reflect continued investment in ongoing revenue budgets to ensure the delivery of corporate strategy priorities;
- A capital investment of over £23.5m is included in respect of corporate priority projects over the 3-year period;
- The figures reflect the corporate strategies and decisions taken by the council to date to reduce the budget deficit over the medium term.

7. Consultation on the proposed budget for 2023/24 will commence following approval of the proposals by Executive Cabinet. The consultation will invite responses from residents, partners, parish groups and other stakeholders through a variety of methods including a short survey. The feedback will be used to frame the allocation of resources and investments, and the results will be analysed and published in February for consideration as part of the council’s final budget.

**Corporate priorities**

8. The report relates to the following corporate priorities:

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

**Background to the report**

9. A In presenting the draft budget position for 2023/24 it is important to review the context within which this has been developed, and how the budget and financial risk have been

managed to date to ensure that costs remain controlled and savings generated, whilst investment has been made in service delivery to the residents and businesses of the borough.

### **Local Government Funding Uncertainty**

10. The council's funding levels have fallen from over £17m in 2016/17 to approximately £14m in 2023/24 despite increasing costs and demand pressures for services.
11. Uncertainty remains around the council's future funding streams, as the Government's recent announcement was for a one-year financial settlement for 2023/24 rather than the expected multi-year settlement stated earlier in the year.
12. The Provisional Local Government Settlement announced on 19<sup>th</sup> December 2022 therefore represents a 'holding position' for the next two years until the next Parliament and is aimed at providing stability in the short term for local government finances. By ruling out a business rates reset or a fair funding review over this period the funding distribution will remain fairly stable, however longer term the questions remain about the future funding system.

### **Economic Uncertainty**

13. Against this backdrop of future funding uncertainty, and whilst emerging from the Covid-19 pandemic, the council, its residents and businesses are now facing significant economic challenges with escalating utility costs, soaring increases in inflation to levels not seen in over 40 years, and a cost of living crisis.

### **Budget Management and Investment**

14. Although the council has continued to experience unfunded inflationary increases in staffing and non-staff costs, it has been ambitious in its approach to meeting the budget deficit over the years by realising efficiency savings and generating additional income.
15. Costs have successfully been controlled whilst the provision of high-quality services that are expected by residents and businesses have continued. The council achieves this by continually reviewing its budgets and contracts, by delivering efficiencies and by realising savings such as those achieved through the exploration of, and investment in alternative delivery models, including sharing services with South Ribble Borough Council.
16. The council has, and will continue, to invest in the borough to improve housing, to provide employment opportunities, and to maximise opportunities to generate income, thereby making the council less reliant on the increasingly uncertain funding from Government.
17. Examples of the successes in this approach to date are;
  - The investment in the **Market Walk Shopping Centre** - the investment generates approximately £834k of net income (after borrowing) each year, as well as notably improving the town centre, providing jobs and delivering on the council's ambition and vision to regenerate the town centre;
  - All the 65 apartments at **Primrose Gardens** are occupied, supporting people to live independently whilst receiving the care and support needed to enjoy later life whilst generating a net income of approximately £327k per annum for the council;

- To maximise the £8.5m investment in the **Strawberry Fields Digital Office Park**, the remaining capital budget has been utilised to reconfigure the internal floor area to capitalise on interest from potential tenants and to manage the site as efficiently as possible. The budget reflects a net income to the council (after borrowing) of £131k for 2023/24 onwards;
- The £33m investment in the **Logistics House** site in 2019 currently generates a net income, after borrowing costs, of £455k which is expected to rise to over £1.0m per annum towards the end of the lease term. To mitigate financial risk, the council set aside an initial £450k of net income in 2020/21 to create an income equalisation reserve that can be used if necessary, to manage any potential budget implications of the site becoming vacant.

18. Examples of new developments that continue to support this strategy are;

- **Strawberry Meadows** – opened in October 2022, providing light industrial units for business use to drive forward local economic growth and generating a net income of £310k per year;
- **Whittle Health Hub** – a new GP surgery which opened in March 2022, providing a new, modern and high-quality health facility for Whittle-le-Woods, and generating £74k per year for the council.

**Council Tax Increases**

19. Through effective management of its budget and investment in income generating projects, Chorley Council has been able to maintain one of the lowest levels of council tax in Lancashire as demonstrated in **Table 1** below:

**Table 1:**

	<b>Band D Equivalent 2022/23 £</b>
Preston	333.63
Burnley	318.49
Rosendale	290.80
Pendle	281.50
Hyndburn	260.64
Lancaster	241.95
South Ribble	223.24
Fylde	219.19
West Lancs.	218.39
Wyre	214.74
<b>Chorley</b>	<b>199.66*</b>
Ribble Valley	160.69

(\* - includes Band D equivalent Special Expenses of £21.40)

20. The council remains committed to supporting those who may struggle to pay their council tax because of the challenging circumstances they find themselves in, and will make use of the monies it has available to support council taxpayers.

### Investing in Corporate Priorities

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

### Investment in 2022/23

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

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

- Additional **£240k** to top-up the climate change fund to deliver the climate change strategy and commitment to being carbon neutral by 2030;
- **£30k** to support communities and local groups to come together and support the Queens Jubilee through neighbourhood events and street parties.

#### Clean, safe and healthy homes and communities

- **£2.7m** budget set aside to improve local play and community facilities across the borough, including Milestone Meadow in Euxton, Foxcote in Astley Village, Station Road in Croston and in Whittle-le-Woods;
- Housing has remained a key priority for the council with investment approved of over **£3.0m** to support the delivery of affordable housing, to provide properties for refugees, as well as providing adaptation grants to assist residents during the year; this is in addition to the Tatton Gardens extra care scheme.

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

- **£200k** funding allocated to make improvements to non-council playgrounds and spaces across the borough and bring them up to the same standard as council owned spaces, supporting young people and promoting health and wellbeing.
- **£30k** investment in Check Out Chorley to carry out additional promotional activity, refresh [checkoutchorley.com](http://checkoutchorley.com) to be launched in the Spring and development work with tourism aligned to a refresh of the markets and Astley Hall, supporting a strong economic recovery

#### A strong local economy

- **£200k** to support local businesses to recover from the pandemic with additional support, advice and grants alongside a refreshed Economic Strategy and action plan.

- **£200k** investment to establish and develop our approach to apprenticeships, graduate and training posts in areas of high market demand – building resilience and improving quality in our service provision and supporting people into high quality employment.

### **Investment in Priorities 2023/24**

23. The Council has invested in services and delivered positive outcomes for residents in a time of significant disruption, supporting a positive recovery from the pandemic and creating opportunities for residents. The Council re-set its Corporate Strategy in November 2022 to establish four new key priorities that aim to get Chorley in the best position for the future:

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

24. From across the capital programme, revenue budgets and specific ear-marked reserves, this budget will invest in activity that will continue to drive forward priorities and key projects to achieve the vision for Chorley to have strong communities, a resilient economy, excellent services and a greener future.

#### **Housing where residents can live well**

- £2.8m of further investment in affordable homes and adaptation grants
- £100k investment in measures to improve home energy efficiency
- £50k to investigate flexible housing solutions to meet the needs of all communities

#### **A green and sustainable borough**

- £35k to plant more trees as part of establishing green corridors
- £200k environmental improvements and proactive activity to clean up neighbourhoods
- £80k to deliver energy improvement measures for businesses
- £50k to deliver additional Electric Vehicle charging points

#### **An enterprising economy with vibrant local centres in urban and rural areas**

- £150k to continue improving Astley Hall
- £400k to improve rural business connectivity
- £240k to provide additional support for businesses
- £10k to launch a skills and jobs programme for local residents

#### **Health, safe and engaged communities**

- £120k to provide more support for families and young people to access services that can give them the best start in life
- £15k for health and wellbeing activities that can be access by residents within their local communities

**2023/24 BUDGET DEVELOPMENT**

25. The draft budget has been developed in line with the achievements, decisions and actions taken by the council to date as outlined above. Despite the difficult financial position and cost pressures faced, reflecting soaring inflation, increased utility costs and rising interest rates along with the uncertainty around future Government funding, the council is committed to delivering on the agreed priorities and the budget reflects this.
26. The key components of the draft 2023/24 Budget and MTFS, and the assumptions and information on which they are based, are detailed below.
27. A key contributory factor in the development of the draft 2023/24 Budget and MTFS for the following 2 years is the Local Government Finance Settlement, through which Government sets out the funding it will make available to local authorities along with the parameters within which other sources of income, Council Tax and Business Rates, can be raised.
28. The fact that again we have only received a one year settlement has exacerbated the uncertainty and the risk in our financial planning; in the absence of any figures or framework from Government, it is almost impossible to prepare a credible financial strategy beyond 31 March 2024 with any degree of confidence in the underlying assumptions. Uncertainty prevails in respect of the development and implementation of a new Fair Funding Review and changes to the Business Rates Retention Scheme but within this financial context we are developing the MTFS.

**Provisional Local Government Finance Settlement**

29. The Provisional Local Government Finance Settlement 2023/24 was published on 19 December 2022 and the implications of this are outlined below, along with details of the planning assumptions provided by Government for the 2024/25 local government financial settlement.

***Business Rates***

30. The Provisional Settlement confirmed that the Lancashire Business Rates Pool will be able to continue in 2023/24 and also into 2024/25. As a member, Chorley Council benefits from additional business rates income of approximately £0.86m per annum as a result of being in the pool. In the absence of any further information regarding Business Rates Retention reform, the pool is assumed to continue throughout the period of the MTFS.

***New Homes Bonus***

31. Whilst it had been announced last year that funding from New Home Bonus (NHB) would discontinue in 2023/24, the provisional settlement announced an allocation of £0.297m for 2023/24 (2022/23 - £886k). The reduction reflects the fact that the allocations no longer include any legacy payments for prior years, nor do the 2023/24 allocation have any legacy payments in the future. Reflecting prior announcements of its withdrawal, no further NHB allocations have been assumed beyond 2023/24.

***Council Tax***

32. The Provisional Local Government Finance Settlement confirmed a council tax increase limit for district councils in 2023/24 of up to 3% or £5 (whichever is the greater) on a Band D equivalent in 2023/24. It also confirmed that the same limits will continue

in 2024/25. The MTFs presented to Finance Council in February 2022 however, assumed an increase of 1.99% in each of these years.

33. Despite the continued pressures on council expenditure budgets, including the impact of rising inflation and increasing utility costs, combined with the real terms reduction in Government funding provided to the council since 2010, it is recommended to limit the increase to Chorley residents to 1.99% in 2023/24 as previously proposed, whilst revising the position for 2024/25 to reflect the new limit. The 2024/25 position will be revisited next year as part of the budget setting process and will be subject to future decision dependent on the outcome of future Government funding announcements

#### ***Lower Tier Services Grant***

34. The Lower Tier Services Grant, first introduced in 2021/22 as a non-recurring, un-ringfenced grant has, together with a proportion of the expired New Homes Bonus legacy payments referred to in point 31 above, been re-purposed into a new grant called the Minimum Funding Guarantee, introduced in 2023/24 to ensure that all councils receive a minimum increase of 3% in their Core Spending Power (i.e. the level of resources that the Government assumes councils have available to them based on a combination of their assumed council tax income, business rates income and new homes bonus grant allocation). The minimum 3% increase is calculated before applying assumptions on council tax rate increases for 2023/24, although including increases in the council tax base from information provided to Government back in September 2022. In 2022/23 the council received £506k of funding from this grant.

#### ***Services Grant***

35. The level of this grant has been reduced, in part due to the cancellation of the previously announced increase in National Insurance Contributions from 1<sup>st</sup> April 2023, and also to move funding into the Supporting Families Programme. The methodology for the distribution of the grant remains unchanged, for which the council will receive £0.114m in 2023/24. Previously described as a 'one-off' grant in 2022/23 (£0.203m), although allocated again in 2023/24, it is unclear what will happen to the grant in 2024/25 but for budgeting purposes it has been assumed it will cease beyond 2023/24.

#### ***Minimum Funding Guarantee***

36. This new grant replaces the Lower Tier Services Grant and a proportion of the previous funding provided by New Homes Bonus legacy payments; it is intended to provide a funding floor for all local authorities so that no authority would see an increase in Core Spending Power of less than 3% (before any assumption on council tax rate increases, but after increases in the council tax base are applied). The council has been allocated £1.151m in the Provisional Settlement for this in 2023/24. Given that the grant is based on, and is subsumed within, the council's Core Spending Power and that this figure is reported for all authorities across the country each year within the Settlement as a measure of growth in the funding by Government, it is unlikely that this will reduce, and as such it has been assumed that this grant will continue into 2024/25.

### **EXEPNDITURE**

#### ***Pay Award***

37. In the Spending Review of October 2021, the Chancellor said that pay awards for public sector workers in 2022/23 would be in line with CPI. At the time the 2022/23 Budget was approved the negotiations for 2021/22 had yet to conclude and no fixed



point in time had been announced for the determination of CPI for the 2022/23 pay award. As such a provision of 2% was included in the pay budget for 2022/23, which equated to approximately £200k per year. A pay award was agreed in November 2022 of £1,925 per whole time equivalent, for which no additional funding was provided. The increase in costs over and above the budget provided equated to approximately £0.597m which presents a recurring cost pressure in 2023/24 and beyond.

38. Given the increases in inflation over the course of 2022 and the forecasts moving forward, the pay award assumption for 2023/24 has been reviewed and this has been increased from 2% for the year to 5% increasing costs by a further £465k. The assumption for 2024/25 and 2025/26 have also been adjusted and included in the MTFS at 5% and 2% respectively.
39. The National Living Wage will rise from £9.50 to £10.42 an hour for workers aged 23 and over from April 2023. This will not affect Chorley Council's pay bands for 2023/24 as the council pays above this level already.

### ***Pension***

40. The results of the Lancashire County Pension Fund triennial actuarial valuation of 2022 have now been received. The fund has had a strong performance over the last 3 years through to 31<sup>st</sup> March 2022, however since 31<sup>st</sup> March, with the volatility in global financial markets, inflation and interest rates, the position has been more turbulent. Overall, the Chorley Council section of the fund will now see a reduction in the financial contributions required, comprising;
  - an increase in the level of Employer Pension Contribution rates from 16.4% to 18.3% for the next 3 years (i.e. a 1% increase results in approx. £74k of cost – increase of £140k in total) however;
  - the annual cost of the repayment of the fund deficit will reduce from £467k per annum to £0.
41. Overall, the actuarial valuation has reduced the council's pension costs by approximately £327k compared to the costs included in the MTFS approved by Council in February 2022, which assumed the existing employer pension contribution costs would remain at their 2022/23 levels.

### ***Inflation and Utilities Increases***

42. CPI rose by 11.1% in the 12 months to October 2022, up from 6.2% in February when the 2022/23 Budget and MTFS was approved. Following the announcement of the household energy price cap, CPI forecasts have been revised with full year estimates of 9.1% for 2022, 7.4% for 2023 and a reduction down to 0.6% in 2024.
43. The council will continue to support its wholly owned leisure services company in response to the escalation in utility costs and the impact of the cost of living crisis on the level of income generated, on the basis that any intervention will be short term and that the cost to the council will cease over the medium-term as the company develops its services to fully cover its own costs.

### ***Forecast outturn 2022/23***

44. In the last Revenue Monitoring report presented to the Executive Cabinet in November 2022 for Quarter 2 - the 6 months to 30<sup>th</sup> September, a forecast overspend for the financial year of £0.287m was reported primarily due to the unfunded, nationally negotiated pay award of £1,925 per whole time member of staff, which equates to an

increase in the salary budget of approximately 6% - 7% across the council compared to the budgeted provision of 2%, together with pressures from the increases in inflation and the escalating costs of utilities. The position continues to be refined as we finalise the Quarter 3 Monitoring report. A review of earmarked reserves will also be undertaken to ensure reserves deliver investment in priority areas.

#### **Balancing the Budget in 2023/24**

45. **Table 2** below presents the movement in the forecast of the Budget Gap for 2023/24 and 2024/25 from the figures that were presented in the 2022/23 Budget and MTFS approved at Finance Council in February 2022. The figures reflect an updated position based on the information provided in the Provisional Local Government Settlement announced on 19 December 2022, the work undertaken in developing the draft budget to date, and the assumptions made within this, of which the key assumptions are noted in the report.

**Table 2: movement in the forecast of the Budget Gap for 2023/24 and 2024/25**

	<u>2023/ 2024</u>	<u>2024/ 2025</u>
<b>Budget Deficit – as reported to Finance Council Report in February 2022</b>	<b>1,117</b>	<b>1,177</b>
<b>Cost pressures</b>		
Increase in Utility costs	426	511
Provision for support in addressing the cost of living crisis (including potential support for leisure services)	418	418
Other cost pressures	79	68
Increase in External Audit Fees	100	100
Additional provision for inflation	201	206
<b>Salary related cost pressures and adjustments</b>		
Recurring cost of unfunded Pay award in 2022/23 and provision for Pay award in 2023/24 (5%) and 2024/25 (5%)	962	1,344
Impact of Pension Triennial Actuarial Valuation	(327)	(344)
Reversal of NIC increases following the Government's Mini Budget in September 2022	(73)	(73)
<b>Savings and additional income streams</b>		
UK Shared Prosperity Fund – match funding	(599)	(599)
Savings achieved and additional income (including the updated car parking strategy, increases in rental income and proposed increases in fees and charges)	(311)	(611)
<b>Funding announced in the Provisional Local Govt Finance Settlement</b>		
Services Grant	(114)	0
New Homes Bonus	(297)	0
Minimum Guarantee Grant	(1,151)	(1,151)
<b>Treasury Management and Revenue Costs of Capital</b>		
Minimum Revenue Provision adjustments – (reflecting additional external financing secured during the year, and slippage in the capital programme)	(359)	381
<b>Proposed increase in Council Tax</b>		

An increase of 1.99% in 2023/24 is already included in the MTFS that was presented to Finance Council in February 2022.		
The proposal for an increase of 2.99% in 2024/25 will be revisited next year as part of the budget setting process and will be subject to future decision dependent on the outcome of future Government funding announcements	0	(70)
<b>Utilisation of Reserves</b>	(72)	0
<b>Total Forecast (Surplus) / Deficit</b>	<b>0</b>	<b>1,357</b>

46. *It should be noted that some of the assumptions are still subject to change, for example following the announcement of the Final Local Government Financial Settlement, which may impact positively or negatively on the budget.*

**Medium Term Financial Planning and Recommendations to Close the Budget Gap**

47. As detailed in **Table 2** above, although a balanced budget position can be achieved for 2023/24, subject to increasing council tax by 1.99%, despite the budget savings realised and additional income secured to date, a forecast budget deficit remains in 2024/25 of £1.357m which unless addressed, will be carried forward into 2025/26.
48. The council’s medium-term plan to reduce the budget deficit beyond 2023/24 will be refined and developed over the coming months, and will be subject to future government funding announcements, the wider economic environment and other assumptions (e.g. future pay awards) which may change over the period.

**Future Savings**

49. The council has always been successful in generating efficiency savings and additional income to bridge the budget gap whilst continuing to deliver outstanding services to its residents.
50. In order to reduce the impact on staffing and the level of service provided, the council will continue to invest in its services to recognise additional income and efficiencies. Future opportunities include:
- A review of the council’s **portfolio of assets** to recognise potential opportunities for sale or redevelopment, whilst improving services. This council will continue to enable residents and businesses to access council services digitally whilst maintaining the necessary face-to-face support. Through the digital investment already made, improvements in council services and expected efficiencies will be realised over the medium-term. A review of the total amount of office space required has been undertaken in the new post-Covid environment; a consolidation of office space would deliver savings and additional income to the council without compromising on the quality of service to residents;
  - The council has been successful in **investing within the borough** to generate jobs, improve health services as well as improving the retail and night-time economy. Whilst delivering this, the council has also generated additional net income that supports other council services. The council will continue this approach, and in the continued redevelopment of the town centre. Work progresses to identify further opportunities to provide additional net income. The council has successfully brought in additional external

funding from various sources to support investment in the borough including Homes England, Lancashire Enterprise Partnership (LEP), Community Infrastructure Levy (CIL) and S106 funding from developers in the borough. The council will build on this success to deliver future investments.

- The council is ambitious in its delivery of services and will continue to pursue **alternative models of delivering its services**. The expansion of shared services with South Ribble Council has continued with Phase 2 of the Shared Services model completed in 2022/23; the two councils have agreed that moving forward they will consider further opportunities alongside their wider priorities if improvements and efficiencies can be attained which would lead to further savings for the council.

### ***Transformation Strategy***

51. The Transformation Strategy will be refreshed and refined to enable the continual improvement of services and performance while ensuring a sustainable financial position. The Transformation Strategy will develop options to achieve savings and efficiencies as well as a programme of organisational change to support or workforce over the period.

### ***Reserves***

52. For several years now the council has made ambitious investments to help enable the delivery of a balanced budget. However, the council has also ensured a prudent and affordable approach to delivering the medium-term financial strategies. The council has set aside and increased the balance of reserves as outlined in **Table 3** below.
53. These reserves are necessary to mitigate the financial impact of the uncertainty that the council faces, such as the reforms to future funding levels, the impact of unforeseen cost pressures during the period due to global financial instability, inflationary increases and the escalation of utility costs and the impact of the cost of living crisis on the residents and businesses of the borough.
54. Reserves provide the facility to manage budget shortfalls in the short term whilst planned savings are realised. The expected balance of these reserves at the beginning of 2023/24 is as follows;

**Table 3: Forecast Reserve Balances**

	<b>2023/24</b>
	<b>£m</b>
<b>General Fund Reserve</b>	<b>3.853</b>
<b><i>Reserves - Income</i></b>	
Market Walk Income Equalisation Reserve	0.502
Logistics House Income Equalisation Reserve	0.450
Business Rates Grants	-
Business Rates Retention Reserve	1.415
<b>Total Reserves - Income</b>	<b>2.367</b>
<b><i>Reserves - Other</i></b>	
Income Generation Reserve	0.261
Change Management Reserve	0.209
Market Walk Asset Maintenance	0.104
Support to Local Businesses	0.395
Capital Financing	0.270
Planning Reserve	0.203
Brexit	0.035
Elections	0.064
ICT	0.140
Green Agenda	0.204
Covid-19 Reserve	0.300
Other	0.689
<b>Total Reserves – Other</b>	<b>2.874</b>
<b>TOTAL RESERVES</b>	<b>9.094</b>

55. Details of the more significant reserve balances are as follows;

#### ***Income Reserves***

56. The council has set aside over £500k to manage any one-off reductions in income from Market Walk;
57. The council has set aside £1.4m to manage any one-off reductions in business rates such as unbudgeted changes to valuations or the implementation of future expected Government reforms. This represents over 25% of the forecast business rates due to the council for 2023/24.

#### ***Other Reserves***

58. To implement the transformation of services and generate additional income, the council has set aside £261k of revenue reserves to explore income generating projects as well as £209k reserves to manage any one-off costs of implementing changes to staffing structures.
59. Whilst continuing to deliver a large and ambitious capital programme, which will evolve over the course of the MTFS period as new schemes are presented for consideration, the council sets aside sufficient budget to manage the maintenance of its existing assets including the additional reserves that are set aside to fund unexpected maintenance on the Market Walk site of £104k.
60. The council continues to support its local businesses with £395k in reserves to attract businesses to the borough, as well as supporting existing businesses in the town centre and other areas of the borough. These grants enable the council to match fund local business investment to expand local businesses and job opportunities.
61. The council will continue to set aside funds to obtain greater influence around planning decisions. The council has set aside a reserve that stands at £203k to support the council to defend locally made planning decisions.
62. The council set aside £500k of reserves in 2022/23 to implement its Green Agenda with £296k already committed to date. Use of this reserve includes investment in planting trees as well offering free trees to residents. The council will utilise the reserve to continue its ambition to become carbon neutral by 2030. Reducing the carbon footprint is a national and global issue; the council will seek to attract support and funding from our partners, including the Government, to assist in achieving this priority objective.

#### ***General Reserves***

63. The council is forecast to hold £3.853m in general funds, which represents approximately 25% of the annual net expenditure budget of the council. This can be used to manage future uncertainty in expenditure and income over the medium-term. The council does not intend, nor has it budgeted, to utilise this reserve to manage budget deficits, however this will be reviewed as part of the council's budget management process.

#### ***Capital Programme***

64. This report has addressed the draft revenue budget of the council. Implicit in this however, and the investment programme set out above, are financial implications for the capital programme. There is an ambitious capital programme with approximately £23.5m of investment over 2023/24 and the MTFS period.

**Climate change and air quality**

65. The budget set aside in this report, as outlined in point 62 above, will continue to support the council's future ambition to become carbon neutral by 2030.

**Equality and diversity**

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

**Risk**

64. There are no immediate risks associated with this report however if the final report is not approved in February 2023 risks the council unable to finance its future commitments towards its corporate priorities.

**Comments of the Statutory Finance Officer**

65. The financial implications of the above report are all contained within the text above but to clarify, all proposals are funded and can be accommodated within the 2023/24 budget. It should be noted that the report does contain several assumptions on some future budget elements and on the final out-turn position for 2022/23. Should any of the assumptions or figures change due to unforeseen circumstances arising before 31st March 2023, the financial position will be reviewed and reported.

**Comments of the Monitoring Officer**

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

**There are no background papers to this report**

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OVERVIEW AND SCUTINY COMMITTEE WORK PROGRAMME 2022/23

<b>To be considered:</b>	7 July	27 July	22 Sep	6 Oct	24 Nov	12 Jan	26 Jan	9 Mar	16 Mar
	O+S	PP	PP	O+S	PP	PP	O+S	PP	O+S
Panel Meeting ( <b>OSPP</b> ) to consider Council and related performance in addition to scrutiny of key service areas		Customer and Digital	Commercial and Property		Policy and Governance	Communities		Planning and Development	
Performance Report / Business Plans		Quarter 4	Business Plans		Quarter 2			Business Plans	
Overview and Scrutiny Performance Panel minutes				*			*		*
Executive Cabinet Minutes	*			*			*		*
Notice of Executive Decisions	*			*			*		*
Health Scrutiny	*			*			*		*
Overview and Scrutiny Work Programme	*			*			*		*
Annual Reporting Back	*								
Budget Scrutiny							*		
Open Space, Sports and Recreation Strategy							*		
Leisure Services									*
Wholly Owned Company									*
Period Poverty							*		
<b>Scrutiny Reviews</b>									
Sustainable Public Transport				M3					
Quality of housing provided by social landlords	M2								M3
Select Move									
Empty Properties							V		
<b>Crime and Disorder Scrutiny</b>									
Community Safety Partnership update							*		
Antisocial behaviour									
<b>Task Group – Select Move</b>	V			FR					
<b>Potential topics for future reviews</b>									

**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

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