

REPORT OF EXECUTIVE CABINET GENERAL REPORT – 29 MARCH

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

Uplift Time Credits Programme

2. We considered a report in relation to the Uplift time credits programme. Lancashire County Council (LCC) has successfully bid to the Department for Health to become a 'showcase' area for a time credits system. The time credit system is a development of time banking schemes that aims to encourage volunteering and the development of relationships between communities.
3. In the Uplift time credit programme, an individual will be given a credit for time that they give to support the community. One credit will be received for each hour of time, and these can be exchanged for access to events, training and leisure services, or to "trade" time with neighbours. The model has been developed in response to the consequences of high unemployment and, amongst other things, has been shown to improve community cohesion and reduce anti social behaviour.
4. To support the development and launch of the programme, Spice will appoint a local facilitator who will engage with local organisations to develop the time in and time out menus and oversee the launch of the scheme. Support will also be provided by Lancashire County Council and other employees of Spice as required. The SPICE scheme is a pilot and Chorley are the only Authority in Lancashire taking part. At present this is not a mainstream scheme.
5. We noted the potential of this scheme and granted approval to the Council's involvement in the Uplift time credits programme. This will include providing office accommodation to a local facilitator, who will be employed and paid for by other partners in the programme. We approved the development of a 'time out' menu which includes activities offered by Chorley Council, and delegated approval of the 'time out' menu to the Executive Member for People.

Changes to Debtors Recovery

6. We received a report setting out proposals to make changes to the way miscellaneous invoices (sundry debtors) are processed and collected by the Council.
7. Changes have been made over the last twelve months to enhance and improve the service which now includes the use of barcodes to streamline receipting, simplified stationery and use of a new web desktop for users. Further changes are now being considered to enhance the service that will help improve productivity and cash flow in the medium to longer term.
8. We approved the removal of the due date from invoices to state payment is due immediately although no recovery action will commence until 14 days has lapsed from the date of the invoice. This is a significant and important change as currently the implied suggestion is that customers have almost a month to pay for services which, in the main, have already been delivered by the Council. Removal of the due date is intended to encourage behavioural change so that action is taken to settle the bill immediately rather than prolong payment. These changes exclude Market invoices and garage rentals which are covered by the pay monthly scheme.
9. As part of the changes we approved the movement to a paperless direct debit scheme to align with the Revenues Service, to take advantage of the late payment legislation for commercial invoices although, again in reality, this will in the main act only to encourage prompt payment of invoices and the implementation of changes to improve the delivery of documents to customers through email by December 2012. The Corporate Debt Recovery Policy will be updated to reflect these changes.

Prevention of Homelessness Strategy

10. The Executive Member for Partnerships and Planning presented a report setting out the legal responsibility placed on the Council to produce a Prevention of Homelessness Strategy and Review, providing an overview of the draft strategy and seeking approval for consultation with partners and customers.

11. The review includes detailed statistics on homelessness and a summary of the trends in each borough. These are translated into key priorities for the strategy and link into the strategy action plan. Chorley and South Ribble Councils regularly work collaboratively on housing initiatives and share best practice on housing matters. There are similarities in the issues in each respective housing market faces and in particular, relating to homelessness. It has been agreed that, in order to make best use of resources and to pool expertise in producing this strategy, colleagues at both Councils will work collaboratively to produce a shared document.
12. We approved the strategy and agreed that it be circulated for consultation with all partners engaged in housing or housing related functions, including internal and external, as well as customers. There will be a full integrated equality impact assessment undertaken and following this, feedback will be considered and any necessary changes made prior to the strategy being formally adopted and implemented.

Supplementary Planning Documents

13. We considered a report relating to a Design Guide Supplementary Planning Document (SPD).
14. The Design SPD focuses on the way in which Central Lancashire authorities will encourage good design by setting out the key design principles that will be used in dealing with planning applications. It is one of five SPDs currently being finalised for public consultation. Officers clarified that the document supported the published Development Plan documents.
15. We endorsed the Design SPD for public consultation, after which they will be reviewed and reported back to Cabinet in order to be approved and adopted for use. We delegated authority to the Executive Member in liaison with the Director of Partnerships, Planning and Policy for approval of minor amendments to the documents, if needed, prior to formal consultation.

Contract for provision of Generalist Debt Advice and Support Services in Chorley

16. The Executive Member for People presented a confidential report outlining the quote from Chorley, South Ribble and District Citizens Advice Bureaux for provision of generalist debt advice and support services in Chorley, to commence on 1 April 2012, in line with specified performance monitoring requirements.
17. We awarded the contract for provision of generalist debt advice and support services to Chorley, South Ribble and District Citizens Advice Bureaux.

Core Funding 2012/13

18. The Executive Member for People presented a confidential report which outlined the Core Funding allocation for 2012/13.
19. We approved the recommendations in Appendix A of the report, subject to agreeing and signing contracts and or grants with the organisations.

Catering Opportunities at Yarrow Valley Country Park and Coronation Recreation Ground, Chorley

20. The Executive Member for People presented a confidential report updating Members on progress with investigations into opportunities for revenue generation at Yarrow Valley Country Park and Coronation Recreation Ground Chorley.
21. We agreed a commercial letting for Yarrow Valley Visitors Centre and authorised the Director of People and Places, in consultation with the Executive Member for People and Places, to identify the most appropriate tenant for the Yarrow Valley Visitors Centre and award a lease to them on terms to be agreed. We authorised Liberata Property Services to negotiate terms with a view to the grant of a 10 year lease at Yarrow Valley Country Park, terms agreed to protect public access and to oblige the incoming tenant to work in partnership with the Council to maintain the level of customer service, education facilities, information and exhibition space and access to the public conveniences for all members of the public. The agreed terms and conditions will be reported to the Executive Member for People and Places for approval in due course.

Review of Cleaning Services

22. The Executive Member for People presented a confidential report advising of a review of current cleaning services within the Council.
23. We approved the recommendations within the report.

Disposal of garden extensions at land rear of Fairview Drive, Adlington

24. The Monitoring Officer presented a confidential report regarding the disposal of an area of land to individual occupiers as garden extensions.
25. We approved the recommendations within the report.

Shared Financial Services Budget Review

26. The Head of Shared Financial Services presented a confidential report seeking approval following a recommendation made at the Joint Management Committee for Shared Services with South Ribble Council on Monday 26 March 2012.
27. We approved the recommendations within the report for consultation.

Recommendation

28. That the report be noted.

COUNCILLOR PETER GOLDSWORTHY
Executive Leader

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