

## OVERVIEW AND SCRUTINY INQUIRY PROJECT OUTLINE

### Review Topic: ADOPTION OF ESTATES

#### Objectives:

Look at past performance and identify areas where the process of adoption of estates has been both successful and less successful and learn from those experiences; and

Make recommendations to Executive Cabinet as to how processes may be improved for the future.

#### Desired Outcomes:

To recommend ways to improve the process of adopting new housing estates across the Borough.

Improve relations and communications with existing developers and other partner organisations in the Borough.

To work through targeted studies of un-adopted sites of varying sizes in Chorley and to make recommendations to both rectify existing sites and prevent further failures in the adoption process

To have engaged in effective public consultation and to develop residents and future residents knowledge and understanding of adoption processes.

#### Terms of Reference:

1. To receive information on the number of un-adopted roads across the Borough and understand the extent of the problem in the borough
2. To understand the process for adopting roads on new housing estates.
3. To hear from residents through public consultation on the Gillibrand, Kittiwake, Buckshaw and Fairview Farm estates and to engage with Parish Councils representative of these sites
4. To talk to Developers, Chorley and Lancashire County Council and United Utilities Officers.

#### Equality and diversity implications:

#### Risks:

- Managing public expectations.
- Damage existing relations with partner organisations

**Venue(s):**

Meetings to be held at Town Hall, Chorley  
(see scheduled of suggested meetings  
and dates below)

**Timescale: 5 months**

**Start: September 2012**

**Finish: January 2013**

**Information Requirements and Sources:**

**Documents/evidence:** (what/why?)

- **Current position of adopted/un-adopted estates across the Borough**
- **Member Learning Session on procedures involved (held in August 2012)**
- **Other Scrutiny Reviews carried out by other authorities.**

**Witnesses:** (who, why?)

- **Developers in the Borough (mix of small and large) including eg. Redrow, Barrett, Persimmon, Taylor Wimpey, David Fellows.**
- **Chorley Council officers**
- **Lancashire Council officers**
- **Relevant Lancashire Council Executive Member(s) (to be determined as review progresses)**
- **United Utility officers**

**Consultation/Research:** (what, why, who?)

- **Case Studies of existing adoptions to identify what worked and what didn't – Gillibrand, Kittiwake, Buckshaw and Fairview Farm.**
- **Separate interviews for developers, provide questions in advance and accept written responses**
- **Public Engagement – consider mechanisms eg leaflet drop, survey through website, direct & interactive public consultation sessions**

**Site Visits:** (where, why, when?)

**To be determined as review progresses**

**Officer Support:**

Lead Officer: Jamie Carson

Democratic &  
Member Services Officer: Dianne Scambler

Legal: Alex Jackson

**Likely Budget Requirements:**

<u>Purpose</u>	£
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Total	_____
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(to be determined)

**Target Body<sup>1</sup> for Findings/Recommendations EXECUTIVE CABINET**



(Eg Executive Cabinet, Council, partner)

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<sup>1</sup> All project outcomes require the approval of Overview and Scrutiny Committee before progressing

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## **Proposed Meeting Schedule**

**19 September - Scope the review and set meeting dates**

**17 October - Current position/key issues**

**7 November – Public consultation meeting (may require a second meeting)**

**28 November – Interview developers, Chorley/LCC/United Utilities officers**

**19 December – Pull together recommendations**

**9 January – Agree draft Final Report**