

Executive Cabinet

Minutes of meeting held on Thursday, 24 October 2013

Present: Councillor Alistair Bradley (Executive Leader in the Chair), Councillor Peter Wilson (Deputy Leader of the Council) and Councillors Beverley Murray, Terry Brown, Dennis Edgerley and Adrian Lowe

Also in attendance

Lead Members: Councillors June Molyneaux, Graham Dunn, Julia Berry, Danny Gee and Kim Snape

Other Members: Councillors John Dalton, Marie Gray, Alison Hansford, Harold Heaton, Steve Holgate, Hasina Khan, Roy Lees, Marion Lowe, Greg Morgan, Mick Muncaster and Alan Platt

Officers: Gary Hall (Chief Executive), Lesley-Ann Fenton (Director of Partnerships, Planning and Policy), Jamie Carson (Director of People and Places), Cath Burns (Head of Economic Development), Simon Clark (Head of Health, Environment and Neighbourhoods), Jamie Dixon (Head of Streetscene and Leisure Contracts), Asim Khan (Head of Customer, ICT and Transactional Services), Chris Sinnott (Head of Policy and Communications), Jane McDonnell (Interim Head of HR and OD), Andrew Daniels (Communications Manager), Conrad Heald (Town Centre and Markets Manager), Alex Jackson (Senior Lawyer), Michael Coogan (Strategic Housing Officer) and Ruth Rimmington (Democratic and Member Services Officer)

Members of the public: Twelve.

13.EC.89 APOLOGIES FOR ABSENCE

No apologies for absence were submitted.

13.EC.90 MINUTES

RESOLVED - The minutes of the meeting of the Executive Cabinet held on 12 September 2013 be confirmed as a correct record and signed by the Executive Leader.

13.EC.91 DECLARATIONS OF ANY INTERESTS

No Members declared an interest in respect of items on the agenda.

13.EC.92 PUBLIC QUESTIONS

The Executive Leader reported that there had been no requests from members of the public to speak on any of the meeting's agenda items.

He advised that following the presentation on the Town Centre Masterplan there would be time for questions, including from members of the public who were in attendance for that item.

13.EC.93 CHORLEY TOWN CENTRE MASTERPLAN

The Executive Member for Resources, Policy and Performance) presented the report.

The Economic Development Strategy had been adopted in November 2012 with a key priority "to create a vibrant town centre that attracts people from both the local community and visitors in the day and evening, for shopping, eating and entertainment". A key action was to develop a town centre masterplan.

Deloitte were appointed in February 2013 to define the changing town centre offer and the required retail element, identify significant land/property owners, define land use

zones, masterplan investment ready locations, target investment in the public realm and ensure adequate provision for car parking.

The report highlighted the main messages, and detailed the suggested phasing and delivery of three investment opportunities and a public realm framework to achieve the vision of the town centre masterplan.

Cath Burns, Head of Economic Development, gave a presentation. Following the presentation several queries were raised, including the results of the car parking survey. Cath confirmed that the survey had been undertaken at all car parks during each Saturday between 17/11/12 and 09/01/13 and had shown an average 49% spare capacity within the town centre. Councillor Wilson noted that the location of the car parking spaces was a key factor. It was noted that parking would still be available by Chorley Little Theatre.

Buildings such as the Saint John's Ambulance premises were raised and Cath advised that information relating to the ownership of land within the "character areas" and detailed master planning would now commence.

Cath clarified that, alongside the proposed community building there was an aim to utilise existing community spaces, such as the library.

A detailed impact assessment had been undertaken in relation to the ASDA development, but that the ASDA development was separate to this masterplan.

Fazackerly Street was included within the priority areas, although it was not one of the top priorities.

Members discussed the potential impact of the civic square on the vehicular access to Market Street, but agreed that this would be considered when detailed plans had been drawn up.

Discussions would continue to be held with the Town Centre Team as the plans developed.

Decision made

That the contents of the report be noted, the recommended actions be endorsed, and approval granted to undertake further work to determine which elements of the masterplan be prioritised and progressed to delivery.

Reason(s) for decision

To realise our Corporate Strategy outcome to create 'A strong local economy' and to deliver a key priority within the 2012 Economic Development Strategy which aims 'to create a vibrant town centre that attracts people from both the local community and visitors in the day and evening, for shopping, eating and entertainment'.

Alternative option(s) considered and rejected

None.

Councillor Bradley left the meeting at 6.40.

Councillor Peter Wilson took the Chair.

13.EC.94 REVISED CAR PARK TARIFFS

The Executive Member for Resources, Policy and Performance) updated Members on the results of trial on the change of car park tariffs in the town centre car parks.

The report considered the merits of the trial and recommended the permanent introduction of the trial tariffs and parking conditions.

Due to the formal consultation periods required the existing trial would be extended until 7 December after which the permanent schedule would be in place.

It was noted that the Town Centre Team, the Traders Alliance and individual businesses had been consulted with.

The increase in churn of vehicles on the Flat Iron was supported by the increase in footfall within the Town Centre and Market Walk.

Decision made

1. That the trial tariffs be adopted permanently from 8 December 2013.
2. That the temporary trial tariff scheme be extended until 7 December 2013.
 - On short stay car parks, 1 hour parking reduced to 50p
 - On short stay car parks, the facility to park for up to 4 hours (rather than 3 hours)
 - On all car parks free parking after 5pm on weekdays
 - On all car parks, free parking after 1pm on Saturday
3. The Revised Tariffs during the trial were:
 - a. Flat Iron:

Up to	Existing Charge	New Charge
1 hour	70p	50p
2 hour	Not available	£1.00
3 hours	£1.00	£2.00
4 hours	Not Available	£4.00

b. Short Stay:

Up to	Existing Charge	New Charge
1 hour	70p	50p
2 hour	Not available	80p
3 hours	£1.00	£1.00
4 hours	Not Available	£2.00

c. Long Stay:

Up to	Existing Charge	New Charge
3 hours	£1.00	£1.00
4 hours	£1.40	£1.40
All Day	£3.50	£3.50

4. The changes to conditions trialled were:
 - Consecutive ticketing will be prohibited.
 - No return to the same car park within 2 hours.
 - Tickets not transferable between car parks.
5. The trial re-designated Portland Street car park as Short Stay and Farrington Street as Long Stay which were both previously 'Mixed' stay car parks.

Reason(s) for decision

1. The objectives of the trial were met:
 - a. Make Chorley an affordable destination.
 - b. Increase the churn of vehicles on the Flat Iron car park, thus increasing its capacity.
 - c. Make visitors aware of alternative car parks to the Flat Iron.
 - d. Increase the number of visitors to Chorley town centre.
2. Findings of the trial show that:
 - a. The Flat Iron car park is the primary destination for shoppers.
 - b. Over 60% of visitors say that pricing does influence their decision on where to park.
 - c. Many shoppers commented that our car parks were cheaper than neighbouring towns such as Bolton, Preston & Wigan.
 - d. Availability of spaces on the Flat Iron has improved.
 - e. The vast majority (66%) of businesses have seen an increase in business on Saturday afternoons with only 20% having seen no difference.

- f. 20% of businesses have seen an increase in business across the rest of the week.
 - g. 40% of businesses say their customers haven't changed the car park they use compared to 31% who say they had.
 - h. 34% of businesses say the new tariffs increased the time their customers stayed whilst only 20% say that their customers didn't stay as long.
 - i. 46% of businesses feel that their customers consider both price and availability of spaces when choosing to come to Chorley whereas 51% consider it is on price alone.
 - j. Footfall figures from both Market Walk and Booths show that more visitors have stayed longer on a Saturday afternoon.
 - k. The Chorley Traders Alliance has commented that many of their members have different ideas on how parking should be managed but in general trade has been more resilient since the trial tariffs were introduced.
3. The underlying anecdotal evidence from businesses and visitors is that the trial has been worthwhile and should continue to be promoted as a positive attractor to visiting Chorley.

Alternative option(s) considered and rejected

- 1. Reverting back to the original tariffs – neither as attractive to shoppers and visitors nor guaranteed to restore lost revenue.
- 2. Withdraw the 'free after 1pm' on the Flat Iron car park only – could confuse visitors by having different offers on different car parks but revenue would increase.
- 3. Changing the free period to another day / time – promote confusion in the tariff system to the consumer with potentially little improved benefit on the trialled scheme.
- 4. Invest in ANPR (Automatic Number Plate Recognition) system to enable pay-on-exit – would require investment of ~£100k to include a barrier on exit system. No PCN's would be issued.
 - a. Due to the fact that Chorley Council operates its car parks under Traffic Management Act (TMA) 2004 it means that we cannot issue PCN's off-site i.e. by post as required by standalone ANPR systems. Systems in place elsewhere operate under the 1994 TMA which is contract law and we cannot revert back to that act.
 - b. By introducing a barrier system on exits it prohibits vehicles from leaving without paying hence, nobody would receive a PCN because they couldn't physically leave without payment being made. If payment is made the ANPR system would automatically raise the barrier upon approach thus reducing queues. No barrier / ticket would be required upon entry as ANPR would record entry times.

13.EC.95 ICT STRATEGY 2014-17

The Executive Member for Resources, Policy and Performance presented the ICT strategy for consideration and approval. The report set out the results of consultation undertaken with Councillors, services and ICT staff. The report also gave an overview of the progress made in delivering changes and improvements to ICT over the past few years.

The strategy had four strategic objectives with associated long term outcomes, including high quality customer experience, robust and reliable infrastructure, accessible and well-managed information and coordinated and appropriately resourced support for ICT.

Members noted the importance of utilising technology to provide easy access to high quality services.

Decision made

Approval granted to the ICT strategy 2014-2017.

Reason(s) for decision

The new ICT strategy sets the aims and objectives for ICT over the coming three years. As a critical support service, it is important that the organisation has in place a clear plan which links with the corporate strategy and ensures that the organisation is well-served by technology and information.

Alternative option(s) considered and rejected

To not have an updated ICT strategy. This was rejected because it would mean that the organisation did not have an up-to-date and useful strategy to prioritise and inform the development of ICT.

13.EC.96 CONSULTATION - DRAFT PLAY AREA, OPEN SPACE AND PLAYING PITCH STRATEGY

The Executive Member for People advised that the Play, Open Space and Playing Pitch Strategy had been completed in draft. The Strategy included a five year action plan to protect, manage, enhance and secure sites and identify deficiencies and future priorities.

The report outlined the proposed consultation process which would be undertaken over a ten week period from 11 November until 17 January 2014. Consultation drop-in sessions would be undertaken for each of the eight neighbourhood areas with the relevant elected Members and Parish / Town Councils. Other key stakeholders and groups would also be consulted, including amateur football leagues.

Members would be given the opportunity to respond to the consultation via intheknow and via the ongoing Overview and Scrutiny Task Group.

Decision made

That the draft Play, Open Space and Playing Pitch Strategy be noted and approved for consultation as detailed in the report.

Reason(s) for decision

To seek approval for consultation on the draft Play, Open Space and Playing Pitch Strategy.

Alternative option(s) considered and rejected

Not to seek approval for consultation on the draft Play, Open Space and Playing Pitch Strategy.

13.EC.97 SCRAP METAL DEALERS ACT 2013

The Executive Member for Places advised that new legislation had come into force relating to the scrap metal industry. The report set out arrangements to enable the Council to discharge its functions.

The Act introduced a new and arguably tougher regulatory regime for scrap metal dealing and vehicle dismantling, with new powers permitting Local Authorities to refuse, review, suspend and revoke a licence for this purpose and to enter and inspect such premises.

The Act also provided Local Authorities with the power to set locally different charges for different type of metal dealers, on a cost recovery basis.

Decision made

1. That the Director of People and Places be authorised to:-
 - grant or renew a licence of a Scrap Metal Dealer under the Scrap Metal Dealers Act 2013.
 - serve Notice of a proposal to refuse or cancel a licence of a Scrap Metal dealer under the Scrap Metal Dealers Act 2013.
 - serve notice of a proposal to vary a licence of a Scrap Metal Dealer under the Scrap Metal Dealers Act 2013.
 - determine applications for a licence of a Scrap Metal Dealer under the Scrap Metal Dealers Act 2013 where it is the intention to refuse or cancel a licence or to vary a licence under section 4 of the Act where the applicant has not served notice requiring the opportunity to make representations to the authority in respect of the proposal to refuse or cancel a licence, or to impose conditions on a licence.
 - institute legal proceedings in respect of any breaches of the provisions of the Act.
2. Where the Director of People and Places proposes to refuse or to cancel a licence or to vary a licence under section 4 of the Act and the applicant has given notice to the authority within the prescribed time that they require the opportunity to make representations about that proposal, the relevant Cabinet Member be authorised to conduct the hearing and determine the application on the Cabinet's behalf.
3. Approval granted to the fees set out in paragraph 53 of the report in respect of Scrap Metal Dealers Licences.
4. Council be recommended to amend the Constitution to incorporate the approved changes in the Officer Delegation Rules contained in part 4 of the Constitution consequent to the decisions at (1)to (3) above.

Reason(s) for decision

In order for the Council to meet its statutory obligations under the 'Act'.

Alternative option(s) considered and rejected

The Cabinet could choose not to delegate its powers to the Director of People and Places and/or the relevant Cabinet Member and determine all matters arising under the legislation.

13.EC.98 EXECUTIVE'S RESPONSE TO THE OVERVIEW AND SCRUTINY TASK GROUP INQUIRY INTO THE ADOPTIONS OF ESTATES

The Executive Member for LDF and Planning responded to the report of the Overview and Scrutiny task group report that examined the Adoption of Estates and had been presented to Executive Cabinet on 20 June 2013.

The Executive Cabinet agreed all fourteen recommendations, but noted that further scoping would be required relating to recommendation j relating to the development of a map based system.

Members noted that adoption issues would not be a reason to refuse a planning application and would be controlled by the use of conditions.

Councillor Wilson thanked the Members and officers who had contributed to the inquiry.

Decision made

Approval granted to the responses in Section 8 of the report.

Reason(s) for decision

If the recommendations are approved they provide a response to the Overview and Scrutiny task group and also, when implemented, will result in an improvement to the way estates are adopted in the future.

Alternative option(s) considered and rejected

Not to respond.

13.EC.99 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – To exclude the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.

13.EC.100 CHORLEY COUNCIL'S PROPERTY SERVICE

The Executive Member for Resources, Policy and Performance presented the confidential report.

Decision made

Approval granted to the recommendations as set out within the report.

Reason(s) for decision

As set out within the report.

Alternative option(s) considered and rejected

As set out within the report.

13.EC.101 HEALTH ENVIRONMENT AND NEIGHBOURHOODS REVIEW

The Executive Member for Places presented the confidential report.

Decision made

- 1. Approval granted to implement the establishment changes proposed in the body of the report, subject to the statutory staff and Union consultation period.**
- 2. Delegated power granted to the Executive Member Places and Executive Member People through an Executive Member Decision to sign off any amendments to the proposals contained within the report as a result of the consultation since the proposals impact on service areas across two portfolios.**
- 3. Approval granted to the budgetary changes proposed with the report.**

Reason(s) for decision

1. The recommendations ensure that the frontline services provided by the Health Environment and Neighbourhoods Team continue within a structure that is focussed on communities, neighbourhoods whilst meeting our statutory and regulatory obligations.
2. The recommendations ensure that our corporate objectives in relation to integrated service delivery, operating within a transactional service model and financial savings are met.

Alternative option(s) considered and rejected

The review document attached as Appendix 1 considered a number of alternative options.

13.EC.102 SINGLE HOMELESSNESS INITIATIVE: APPROVAL TO AWARDS CONTRACTS FOR PRE-TENANCY TRAINING, ACCOMMODATION FINDING AND PILOT OF HOUSESHARES SERVICES

The Executive Member for Homes and Business presented the confidential report.

Decision made

That following an open, transparent, competitive tendering exercise using The Chest and following procurement guidelines, the chosen contractors be appointed for the reasons specified in the report.

Reason(s) for decision

The tendering process was fair and transparent following the required procurement procedure, and the recommended providers have demonstrated their capability to meet the contract specifications as well as scoring the highest on the 40/60 Cost/Quality assessment model.

Alternative option(s) considered and rejected

All tenders were given fair and equal consideration.

Executive Leader