

EXECUTIVE CABINET - GENERAL REPORT

MEETING HELD ON 24 OCTOBER 2013

Chorley Town Centre Masterplan

1. The Executive Member for Resources, Policy and Performance) presented a report.
2. The Economic Development Strategy was 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.
3. 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.
4. 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.
5. 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. We 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.
6. 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.
7. Cath clarified that, alongside the proposed community building there was an aim to utilise existing community spaces, such as the library.
8. A detailed impact assessment had been undertaken in relation to the ASDA development, but that the ASDA development was separate to this masterplan.
9. Fazackerly Street is included within the priority areas, although it was not one of the top priorities.
10. We discussed the potential impact of the civic square on the vehicular access to Market Street, but agreed that this will be considered when detailed plans had been drawn up.
11. Discussions will continue to be held with the Town Centre Team as the plans are developed.

12. We noted the report, endorsed the recommended actions and approved further work to determine which elements of the masterplan be prioritised and progressed to delivery.

Revised Car Park Tariffs

13. 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.
14. The report considers the merits of the trial and recommends the permanent introduction of the trial tariffs and parking conditions.
15. Due to the formal consultation periods required the existing trial will be extended until 7 December after which the permanent schedule will be in place.
16. We noted that the Town Centre Team, the Traders Alliance and individual businesses have been consulted with.
17. The increase in churn of vehicles on the Flat Iron is supported by the increase in footfall within the Town Centre and Market Walk.
18. We agreed to adopt the trial tariffs permanently from 8 December 2013 and that the temporary trial tariff scheme be extended until 7 December 2013.

ICT Strategy 2014-17

19. The Executive Member for Resources, Policy and Performance presented the ICT strategy for consideration and approval.
20. The report sets out the results of consultation undertaken with Councillors, services and ICT staff. The report also gives an overview of the progress made in delivering changes and improvements to ICT over the past few years.
21. The strategy has 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.
22. We noted the importance of utilising technology to provide easy access to high quality services and granted approval to the ICT strategy 2014-2017.

Consultation - Draft Play Area, Open Space and Playing Pitch Strategy

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

25. The report outlines the proposed consultation process which will be undertaken over a ten week period from 11 November until 17 January 2014. Consultation drop in sessions will be undertaken for each of the eight neighbourhood areas with the relevant elected Members and Parish / Town Councils. Other key stakeholders and groups will also be consulted, including amateur football leagues.
26. Members will be given the opportunity to respond to the consultation via intheknow and via the ongoing Overview and Scrutiny Task Group.
27. We noted the draft Play, Open Space and Playing Pitch Strategy and approved it for consultation.

Executive's Response to the Overview and Scrutiny Task Group Inquiry into the Adoptions of Estates

28. The Executive Member for LDF and Planning responded to the report of the Overview and Scrutiny task group report which examined the Adoption of Estates and was presented to Executive Cabinet on 20 June 2013.
29. We agreed all fourteen recommendations, but noted that further scoping will be required relating to recommendation j relating to the development of a map based system.
30. We noted that adoption issues will not be a reason to refuse a planning application and will be controlled by the use of conditions.
31. Councillor Wilson thanked the Members and officers who contributed to the inquiry.

Chorley Council's Property Service

32. The Executive Member for Resources, Policy and Performance presented the confidential report.
33. We granted approval to the recommendations as set out within the report.

Health Environment and Neighbourhoods Review

34. The Executive Member for Places presented the confidential report.
35. We granted approval to implement the establishment changes proposed in the body of the report, subject to the statutory staff and Union consultation period. We granted delegated power 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 and granted approval to the budgetary changes proposed with the report.

Single Homelessness Initiative: Approval to Award Contracts for Pre-Tenancy Training, Accommodation Finding and Pilot of Houseshares Services

36. The Executive Member for Homes and Business presented the confidential report.
37. We agreed 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.

MEETING HELD ON 21 NOVEMBER 2013

Chorley Partnership Performance Monitoring Quarter Two 2013/14

38. The Executive Member for Resources, Policy and Performance presented a report which follows the new format of partnership performance reports.
39. The report sets out the priorities and performance of the Chorley Partnership for the second quarter of 2013/2014, the priorities of the partnership groups and how successfully they are delivering against those priorities. This is a move away from using performance indicators towards providing some contextual information regarding the work that has been delivered and what impact and outcomes this has achieved.
40. Overall progress against priorities is excellent, of the eighteen priorities identified across the partnership, fifteen are rated as green, one is amber and two are rated as not started. We noted the report.

Chorley Council Performance Monitoring Quarter Two 2013/1

41. The Executive Member for Resources, Policy and Performance presented a report which sets out performance against the Corporate Strategy and key performance indicators for the second quarter of 2013/14.
42. Performance is assessed based on the delivery of key projects, against the measures in the 2012/13 – 2015/16 Corporate Strategy and key service delivery measures. Overall performance of key projects is excellent, with the majority of the projects complete, on track or scheduled to start in quarter three.
43. One project, develop a youth ambassador scheme, has been rated amber due to issues relating to timescales in delivering initial actions however work is now underway to bring this project back on track. This scheme has a wider remit than one bearing the same name which is run by Runshaw College.
44. Overall performance of the Corporate Strategy and key service measures remains strong. 73% of the Corporate Strategy measures and 71% of the key service measures are performing above target, within the 5% tolerance or are presented for base lining purposes.

45. The Corporate Strategy measures performing below target are; the percentage of 16-18 year olds who are not in education, employment or training (NEET), the percentage of domestic violence detections and the percentage of customers dissatisfied with the way they were treated by the council. Action plans have been developed to outline what action will be taken to improve performance.
46. In response to a query we noted that a jobs and careers fair hosted by the Council earlier that day had been a success. Pupils from five Chorley high schools attended the event in the morning and in the afternoon it was open to the public. The free event brought together large employers from across the borough along with volunteering and advice services as well as key players in further education and apprenticeships. This is just one of the ways the Council is tackling the issues of NEETs.
47. Members discussed the target in relation to domestic violence and note that the target is aspirational, but it has been achieved previously. Mechanisms are in place to make sure that officers follow the correct procedures to ensure that the chances of achieving detection are positive. The Council will be led by the Police on this.
48. The key service delivery measures performing below target are: the time taken to process Housing benefit/Council Tax benefit new claims and change events, and the percentage of major planning applications determined within 13 weeks. The performance achieved for October and November will improve the statistic on the percentage of major planning applications. Action plans are included within the report to outline what actions are being taken to improve performance. We noted the report.

Sports Village Feasibility Study - Review

49. The Executive Member for People advises that a review of the 2007 Sports Village Feasibility Study has been undertaken which includes actions proposed for the future.
50. The review highlights that sports clubs/organisations that have land want to keep it and enhance it, rather than pool resources in one site and clubs that are looking to lease land do not require the land to be on a single site.
51. Members noted that there is an appetite amongst clubs, organisations and schools to work in partnership, on a site by site basis, to enhance the sporting offer in the Borough and that external funding for a large single site project is extremely limited.
52. The review has opened up a number of opportunities for the Council to work with stakeholders on individual projects/developments. These will continue and reports will be brought to Executive Cabinet if any of them progress.
53. We noted the review of the feasibility study, and that there was no prospect of a Sports Village, as originally envisaged, being delivered at this point in time.

54. We noted that various early discussions are taking place with partners to develop sports facilities in the Borough and that officers will bring reports to Executive Cabinet, as appropriate, when any decisions are required that involve the Council's input, e.g. funding, land etc.

Private Rented Sector Housing - Policy for Enforcement of Standards

55. The Executive Member for Places advises that Neighbourhood Environmental Health Officers have begun a proactive inspection programme to assess, and where necessary, take action to improve standards of accommodation in Chorley's private rented sector housing stock.
56. The proactive approach arose out of an Overview and Scrutiny report on the issue in April 2012. The resources to undertake a proactive programme were identified and work has started to build a database of private rented sector properties and commence inspections. In addition, the Overview and Scrutiny report recommended that a policy be developed to support the proactive programme to ensure consistency of approach and to allow all stakeholders to understand the Councils proactive approach.
57. We noted that the policy identified a number of sources of intelligence and information in relation to Chorley's private rented sector housing stock and, in particular, the engagement and support of tenants is seen as a key component. However, a pilot survey of properties in an area known to contain a high density of private rented sector properties yielded a very poor response from tenants. Further work with the Councils Communications Team, local housing charities and the Councils Housing Options Team will be undertaken to engage with tenants in the sector. Members are requested to make officers aware of properties they know are privately rented through their role as a Councillor.
58. We noted that measures which will improve the overall standard of private sector housing have far reaching benefits, for both the tenant and also surrounding community. Working in partnership with private landlords is key as the lower end of the private rented sector provide a valuable supply of housing for customers who cannot access social housing for a variety of reasons and who otherwise would be homeless. Improving the standard of the housing with full landlord consent is the ideal scenario, with enforcement action as the last resort where appropriate.
59. The Government has recently received the Communities and Local Government Select Committee Report into the private rented housing sector. The overall perspective of that report is that increased supply in the private rented housing sector is to be welcomed. There are a number of issues that the Government indicate may be introduced which could, in due course, be relevant to the proposed policy. The proposed policy will therefore be subject to review.
60. We approved the policy document relating to the proactive inspection of private rented sector housing.

Chorley Local Plan 2012-2026 - Inspector's Partial Report

61. The Executive Member for LDF and Planning informs Members of the progress of the Chorley Local Plan 2012-2026.
62. The report highlights some of the main changes that have been considered necessary by the Inspector, following the examination hearing, to make the Chorley Local Plan sound.
63. The Council is currently awaiting the results of a Central Lancashire Gypsy and Traveller and Travelling Showpeople study which will be consulted on in January 2014.
64. A reconvened Examination will consider the results of this study and this is currently programmed to be held in April 2014. Should the Inspector consider further modifications necessary these will be consulted upon following the Examination allowing a final report to be produced in August and the Local Plan to be adopted in September 2014.
65. The Inspector states in her partial report that because of the very advanced stage in the examination process that the main modifications have reached, significant weight should be attached to all policies and proposals of the Plan that are amended accordingly.
66. We noted that the Park Hall/Camelot site has not been allocated, but the Inspector has stated that as it is a previously developed site, it could come forward as a windfall site in the Green Belt, provided that any proposal for its redevelopment satisfies other relevant policies of the Plan. The Inspector has also proposed an extension to the boundary of the Park Hall/Camelot previously developed site.
67. On areas of separation the Inspector has changed the Policy to "Areas of Separation are also designated Green Belt" from "Here development will be restricted, including all forms of development considered appropriate in the Green Belt". The two Areas of Separation as shown on the Policies Map are between Chorley and Euxton and Chorley and Whittle-le-Woods.
68. The Council had not included an allowance for slippage or for windfall sites (sites that come forward over the plan period that have not yet been identified) in the submitted Local Plan. However, during the examination hearings the Inspector suggested that the Council take account of slippage, suggesting initially that an allowance of up to 20% would normally be considered. She also suggested that a windfall allowance could be included. Further evidence had been submitted and based upon this evidence the Inspector has accepted that the following was appropriate in the Chorley context:
 - A slippage rate of 5% on large allocated housing sites
 - A slippage rate of 20% on the small non-allocated existing housing commitments (sites that have planning permission, but which have not been allocated)

- A windfall allowance of 451 dwellings over the plan period
69. In addition, the Inspector recommended that the Council review/amend Policy HS2: Phasing of Housing Development to make it more 'flexible' and highlight that the schedule is purely indicative only. This had been considered necessary as its approach reflected an outdated plan, manage and monitor approach to planning policy and not the positive approach of the Framework that seeks to boost significantly the supply of housing.
 70. We noted that the site at Cowling Mill has not been allocated as it falls within Flood zone 3.
 71. We granted approval to accept the Inspector's modifications and to vary the plan accordingly. We noted that the Local Plan is now a significant material consideration for Development Management purposes when determining applications; the removal of Policy HW8: Hot Food Takeaways and the commencement of a review of the Access to Healthy Food SPD.

Approval for the Contract Award procedure and Evaluation Criteria for Car Park Enforcement and Cash Collection

72. The Executive Member for Resources, Policy and Performance presented a report seeking approval for the award procedure and evaluation criteria for the contract for the supply of enforcement and cash collection on Council owned pay and display car parks.
73. We granted approval to the joint procurement of this contract with other Lancashire District Councils and for the tender to be advertised on the Chest e-tendering system using an open invitation to contractors

MEETING HELD ON 12 DECEMBER 2013

Changing Places toilet proposal

74. The Executive Member for Resources, Policy and Performance presented a report seeking authority to site a Changing Places Toilet within the Town Hall reception area.
75. The Council are a supporter of the Changing Places Toilet Campaign to promote the provision of toilets that are accessible to all, including those who cannot use standard accessible toilets. The Council became aware that LCC are providing grants for the provision of such facilities and have secured funding of up to £50,000.00.
76. The Council have considered the provision in Council owned buildings and identified the reception area of the Town Hall as having the necessary space and accessibility to the public, as being a suitable location. The Council have undertaken some design work and have an estimate of £35,000.00 to deliver this, which is well within the budget set by LCC.

77. We noted that the Council will be working with ASDA to facilitate a similar provision within their new development. There are currently Changing Places Toilets at All Seasons Leisure Centre and at the Arts Partnership.
78. We granted authorisation to the building of a Changing Places Toilet within the Town Hall reception area and to the budget provision at £50,000.00 to build the toilet facility and remodel the reception area.

Review of Chorley Council Core Funding and Process for 2014/15

79. The Executive Member for People advises that core funding is allocated to voluntary, community and faith sector organisations within Chorley. In order to ensure that the Council are achieving the maximum impact with the core funding budget, as well as supporting the voluntary community and faith sector, a review has been undertaken.
80. The review draws a number of conclusions, ensuring funding meets needs, issues with the project funding and lengths of contracts. Based on the conclusions within the review, it is recommended the Council move towards a commissioning model, which will enable Members to decide which are the areas of greatest need within Chorley, and prepare invites to tender for organisations to deliver services to meet these needs.
81. The benefit of this approach is to direct funding towards services that meet the needs of the community, whilst continuing to support the whole of the VCF sector. This will be done both through the combination of commissioning and small community funding, and through the Council's on-going commitment to support the VCFS Network.
82. We noted that the funding will include the entire Borough, not just the Town Centre, in respect of Community Safety. We noted that where there are problems these will be targeted, including alcohol admissions and domestic violence, suffered by both women and men.
83. We noted that the amount of money set aside for core funding is set each year, rather than being linked to inflation.
84. We granted authorisation to change the process of allocating the core funding budget to a commissioning model as outlined in the report and to distribute the budget in the service areas as outlined in the report. We granted delegated authority to the Executive Member for Resources, Policy and Performance and the Executive Member for People to approve the preferred provider for each service following a commissioning process

Insourcing Property Services - proposal

85. The Executive Member for Resources, Policy and Performance presented a confidential report updating Members on and seeking approval of the proposed structure of a Property Services team within the Council following the termination of the contract with Liberata Property Services.

86. We granted authorisation to the outline proposal for the staffing of an insourced property services contract and to the further investigation of the proposed structure.

Approval to purchase one large (15t) and two compact Mechanical Sweepers

87. The Executive Member for Resources, Policy and Performance presented a confidential report recommending approval to the purchase of one large (15 tonne) and two compact mechanical sweepers for Chorley Council following a joint procurement process with South Ribble Borough Council.

88. We granted authorisation to place an order for one large (15 tonne) and two compact mechanical sweepers for Chorley Council.

Recommendation

89. That the report be noted.

COUNCILLOR ALISTAIR BRADLEY
Executive Leader

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