

Annual Council

Tuesday, 14th May 2024, 6.30 pm

Council Chamber, Town Hall, Chorley and YouTube

Agenda

Apologies

1 **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.

2 **Minutes**

(Pages 5 - 10)

3 **Mayoral Announcements**

4 **Public Questions**

Members of the public who have requested the opportunity to ask question(s) on any item(s) on the agenda will have three minutes to put their question(s) to the relevant Councillor. Members of the public will be allowed to ask one short supplementary question.

[To view the procedure for public questions/ speaking click here and scroll to page 119](#)

5 **Returning Officer's Report**

(Pages 11 - 12)

To receive the report of the Returning Officer.

6 **Election of the Mayor for the council year 2024/25**

To formally elect the Mayor of the Borough for 2024/25.

7 **Election of the Deputy Mayor for the council year 2024/25**

To formally elect the Deputy Mayor of the Borough for 2024/25.

There will be a short adjournment whilst the mayoral party exchange robes and chains of office

8 Tributes to the retiring Mayor

The Retiring Mayor will receive tributes following his year in office.

9 Appointment of the Executive Leader of the Council

To elect an Executive Leader for the Council.

This is a four-year appointment, last elected in 2020.

10 Executive Cabinet appointments for 2024/25

(to follow)

To receive a report of the Executive Leader.

11 Appointments to committees, panels and working groups for 2024/25

(to follow)

To approve the appointment of Members of the Council to Committees, Working Groups, etc and to note shadow appointments for 2024/25.

12 Appointments to outside bodies for 2024/25

(to follow)

To approve the appointment of Members of the Council to Committees, Working Groups, etc and to note shadow appointments for 2024/25.

13 Council Meetings in 2024/25

To note the programme of Council Meetings for 2024/25:

- 16 July 2024
- 17 September 2024
- 19 November 2024
- 28 January 2025
- 25 February 2025
- 15 April 2025
- 13 May 2025

14 Household Support Fund Phase 5

(Pages 13 - 20)

To receive and consider the report of the Director of Communities and Leisure.

15 Exclusion of the Public and Press

To consider the exclusion of 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 * of Part 1 of Schedule 12A to the Local Government Act.

By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Condition:

Information is not exempt if it is required to be registered under-

The Companies Act 1985

The Friendly Societies Act 1974

The Friendly Societies Act 1992

The Industrial and Provident Societies Acts 1965 to 1978

The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)

The Charities Act 1993

Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a).

16 Gillet Field Playing Pitch Enhancement

(Pages 21 - 34)

To receive and consider the report of the Director of Planning and Property.

17 Any urgent business previously agreed with the Mayor

Chris Sinnott
Chief Executive

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Minutes of Council

Meeting date Tuesday, 16 April 2024

Committee Members present: Councillor Tommy Gray (Mayor), and Councillors Sarah Ainsworth, Aaron Beaver, Julia Berry, Alistair Bradley, Michelle Brown, Mark Clifford, Karen Derbyshire, Danny Gee, Christine Heydon, Terry Howarth, Hasina Khan, Samir Khan, Zara Khan, Michelle Beach, Roy Lees, Adrian Lowe, Matthew Lynch, Samantha Martin, Pauline McGovern, June Molyneaux, Alistair Morwood, Dedrah Moss, Beverley Murray, Alan Platt, Debra Platt, Aidy Riggott, Chris Snow, Arjun Singh, Kim Snape, Ryan Towers, Jenny Whiffen, Neville Whitham, Alan Whittaker, Joan Williamson and Peter Wilson

Committee Members present virtually (non-voting): Councillor Jean Sherwood

Officers: Sarah Bullock (Deputy Chief Executive), Gayle Wootton (Director of Planning and Property), Chris Moister (Director of Governance/Monitoring Officer), Tasneem Safdar (Head of Legal and Procurement), Chris Walmsley (Head of Streetscene and Waste) and Ruth Rimmington (Democratic Services Team Leader)

Apologies: Councillors Alan Cullens, Gordon France, Margaret France, Alex Hilton and Craig Southern

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

86 Silence

The Mayor invited Members to observe a minute's silence in memory of Lord Doug Hoyle.

The Leader of the Council, Councillor Alistair Bradley and the Deputy Leader of the Opposition, Councillor Alan Platt, paid tribute and sent their condolences to the family.

87 Declarations of Any Interests

No declarations of interests were made.

88 Mayoral Announcements

The Mayor advised he had visited London in March with Councillor Bradley to attend the Your UK Parliament Week Awards at the House of Commons, where Chorley was announced the winner of the Constituency of the Year Award.

The Mayor thanked those councillors retiring this year for all their hard work and dedication in serving the people of Chorley and gave his best wishes to those standing for election in May.

89 Minutes

Resolved (unanimously) that the minutes of the Council meeting held on 27 February 2024 be approved as a correct record for signature by the Mayor.

90 Suspension of Standing Orders

The Mayor advised he had changed the order of the agenda to take this item before the related item of Public Questions.

The Chair of the Governance Committee, Councillor Alan Platt, presented the report of the Monitoring Officer.

The purpose of the report was to agree to a temporary suspension of Standing Orders to reduce in scope the right of the public to speak at Full Council and Executive Cabinet meetings.

Whilst it was a requirement that meetings of the Council were held in public, there was no statutory right for the public to address the meeting. At the meeting on 27 February last the meeting was disrupted when a member of the public abused their rights in the constitution, leading to the meeting being suspended and the police being called to clear the room.

Following a suggestion from Councillor Aidy Riggott it was acknowledged that this matter be considered by the Governance Committee at their first meeting in the new municipal year.

The Chair of the Governance Committee, Councillor Alan Platt proposed the report and the Vice Chair of Governance Committee, Councillor Mark Clifford seconded, and it was **Resolved (unanimously)**

- 1. That Standing Order 6 of Part A Appendix 3 to the Constitution (and the relevant procedure rules at Part E) be suspended, with the right of the public to speak at Council meetings being removed and the procedure detailed below being implemented.**

Members of the public may ask one written question on any item on the Agenda for the Council meeting. This must be submitted to the Chief Executive by midday on the day, two working days before the day of the meeting. A written response will be provided to the member of the public.

There will be no provision to ask a supplemental question and whilst the member of the public is permitted to attend the meeting there is no associated right to speak.

The written question and response will be available with the minutes of the meeting.

2. That this suspension of standing orders and implementation of the temporary changes is to continue until further decision by the Council.

91 Public Questions

There were no public questions for consideration.

92 Executive Cabinet

Members considered a general report of the meeting of the Executive Cabinet meetings held on 22 February and 21 March.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded, and it was **Resolved (unanimously) that the report be noted.**

93 Overview and Scrutiny Committee and Task and Finish Groups

Members considered a general report of the Overview and Scrutiny Committee held on Overview and Scrutiny Committee held on 14 March, the Overview and Scrutiny Performance Panel held on 7 March and Task Group update.

The Chair of the Overview and Scrutiny Committee, Councillor Aidy Riggott proposed the report and the Vice Chair, Councillor Roy Lees seconded, and it was **Resolved (Unanimously) that the report be noted.**

94 Governance Committee

Members considered a general report of the Governance Committee meeting held on 8 February and 13 March.

The Chair of the Governance Committee, Councillor Alan Platt proposed the report and the Vice Chair of Governance Committee, Councillor Mark Clifford seconded, and it was **Resolved (unanimously) that the report be noted.**

95 Adoption of New Code of Conduct for Members and Social Media Protocol

The Chair of the Governance Committee, Councillor Alan Platt, presented the report of the Monitoring Officer.

The purpose of the report was to present the new form Code of Conduct for Members and refreshed Social Media Protocol Council for adoption.

Councillor Platt thanked the members and officers for their work on the two documents.

The Chair of the Governance Committee, Councillor Alan Platt proposed the report and the Vice Chair of Governance Committee, Councillor Mark Clifford seconded, and it was **Resolved (unanimously)**

1. That Council approves for adoption a new form Code of Conduct for Members.

2. **That Council approves for adoption an updated and refreshed Social Media Protocol.**

96 Capital Budget for Fleet Replacement

The Deputy Leader, Councillor Peter Wilson, presented the report of the Director of Customer and Digital.

There were a number of vehicles, such as tipper vans, that were reaching the end of their operational life and need to be replaced over the next 1-2 years. As a result, a recurring budget was requested to enable purchases to come forward when required.

This capital budget would be funded from the existing revenue budget held within the service for lease/hire costs.

The Deputy Leader, Councillor Peter Wilson proposed and the Executive Member (Customer, Streetscene and Environment), Councillor Adrian Lowe seconded, and it was **Resolved (unanimously)**

To establish a capital budget of £300,000 recurring annual budget for fleet replacement.

97 Local Development Scheme (LDS)

The Executive Member Planning and Development, Councillor Alistair Morwood, presented the report of the Director of Planning and Property.

The report presented the contents of the updated Local Development Scheme (LDS).

The preparation of the Local Plan was fluid, and it was common planning practice to make changes to the LDS to ensure the most up to date timetable was published to inform stakeholders of the plan preparation process.

The three Central Lancashire Authorities remain absolutely committed to the delivery of the new Local Plan under the existing statutory plan-making regime.

The Executive Member Planning and Development, Councillor Alistair Morwood, proposed and the Chair of Planning Committee, Councillor June Molyneaux seconded, and it was **Resolved (unanimously)**

To approve the publishing of the updated LDS to the Central Lancashire Local Plan website and associated Central Lancashire Authority websites.

98 Questions Asked under Council Procedure Rule 8

No questions were asked.

99 To consider the Notices of Motion given in accordance with Council Procedure Rule 10

No Notices of Motion were received.

100 Exclusion of the Public and Press

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson 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 1972.

101 Birkacre Reservoir Embankment Repairs - Budget Approval

The Deputy Leader, Councillor Peter Wilson presented the confidential report of the Director of Planning and Property.

The purpose of the report was to ensure the essential reservoir embankment works specified by the Environment Agency were completed by the end of 2024 in order to maintain the reservoir safety and satisfy the Inspecting Engineer's recommendations.

The Deputy Leader of the Opposition, Councillor Alan Platt, spoke in favour of the proposals.

The Deputy Leader, Councillor Peter Wilson proposed and the Executive Leader, Councillor Alistair Bradley seconded and it was **Resolved (unanimously)**

- 1. To approve procurement exercise to undertake a competitive tender for essential reservoir embankment work through the open Chest portal in accordance with procurement procedures and to appoint the successful contractor.**
- 2. To approve a 3-year rolling programme to undertake to undertake further repairs to the west and southwest elevations.**
- 3. To approve the establishment of a budget totalling £400,000 to be added to the capital programme.**
- 4. To delegate the approval of the procurement strategies to the Director of Property and Planning for recommendation 1 & 2.**
- 5. To delegate the contract award decisions for the Contractor to the Executive Member of Resources for approval.**

Mayor

Date

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Report of	Meeting	Date
Returning Officer	Council	Tuesday, 16 May 2024

Returning Officer's Report

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

- To report those persons duly elected as councillors for the wards stated at the Borough elections on 2 May 2024.

Recommendations

- To note the report.

Reasons for recommendations

- It is appropriate to report to Council the results of the election.

Other options considered and rejected

- No other options were considered.

Corporate priorities

- The report relates to the following corporate priorities:

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

Background to the report

- Following the all-out elections in 2021, elections have been held by thirds.

Persons elected

7. The following have been duly elected.

Ward	Councillor
Adlington and Anderton	Kim Snape
Buckshaw and Whittle	Russell Green
Chorley East	Hasina Khan
Chorley North and Astley	Adrian Lowe
Chorley North East	Margaret France
Chorley North West	Aaron Beaver
Chorley South East and Heath Charnock	Alistair Bradley
Chorley South West	Katie Wilkie
Clayton East, Brindle and Hoghton	Irene Amahwe
Clayton West and Cuerden	Mark Clifford
Coppull	Alex Hilton
Croston, Mawdesley and Euxton South	Debra Platt
Eccleston, Heskin and Charnock Richard	Alan Whittaker
Euxton	Danny Gee

Climate change and air quality

8. It is important that Members are aware of the Councils Green Agenda and can consider implications of decisions.

Equality and diversity

9. Members must be aware of their responsibilities under the Equality Act implications in their role and will receive training for this.

Risk

10. There are no risks associated with this report.

Comments of the Statutory Finance Officer

11. No comment.

Comments of the Monitoring Officer

12. No comment.

Background documents

There are no background papers to this report

Report Author:	Email:	Telephone:	Date:
Ruth Rimmington (Democratic Services Team Leader)	ruth.rimmington@chorley.gov.uk	01257 515118	03/05/2024



Report of	Meeting	Date
Director (Communities and Leisure) Introduced by (Executive Member (Early Intervention))	Council	Tuesday, 14 May 2024

Household Support Fund Phase 5

Is this report confidential?	No
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Is this decision key?	Not applicable
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Purpose of the Report

1. To provide details on the district element of the government's Household Support Fund Phase 5 (HSF5), which is allocated to Chorley Council by Lancashire County Council.
2. To seek approval to receive £310,345 which has been allocated to Chorley to deliver the fund using specific criteria set out in the government guidance.
3. To provide an overview of the proposed approach.

Recommendations

4. To receive the grant amount of £310,345 as per the details within this report and create an expenditure budget to administer the grant.
5. To proceed to develop a delivery plan which reflects specific criteria set out in the government guidance published to allocate and administer the grant.

Reasons for recommendations

6. To ensure the funding is allocated to residents who are facing financial pressures until 30th September 2024.

Other options considered and rejected

7. To not receive the grant funding. This would mean that those residents that need the support would not receive it.

Executive summary

- 8. In the Spring Statement the Chancellor announced, as part of a number of measures to provide help with global inflationary challenges and the significantly rising cost of living, that the Household Support Fund (HSF) would be extended from 1st April 2024 to 30th September 2024.
- 9. Lancashire has been awarded £9,678,235 of which Chorley Council have been allocated £310,345. The span for the fund is 6 months, whereas HSF 4 previously was for 12 months. HSF 1, 2 and 3 was for 6 months periods.
- 10. Guidance for Phase 5 has been sent to Local Authorities with details of type of support and expectations on what local delivery should look to achieve.
- 11. 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.

Corporate priorities

- 12. The report relates to the following corporate priorities:

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

Background to the report

- 13. In the Spring Statement the Chancellor announced, as part of a number of measures to provide help with global inflationary challenges and the significantly rising cost of living, that the Household Support Fund (HSF) would be extended from 1st April 2024 to 30th September 2024
- 14. As has been done for previous schemes, the fund will be made available to County Councils and Unitary Authorities in England to support those most in need due to rising cost of living until September 2024.
- 15. 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.
- 16. Lancashire has been awarded £9,678,235 of which Chorley Council have been allocated £310,345. The span for the fund is six months for spending to 30th September 2024.
- 17. Lancashire County Council have retained funding to allocate Free School Meal vouchers during May and Summer holiday periods and provide support to other relevant services via this fund such as Selnet Under one Roof Scheme.

18. New guidance for Phase 5 has been sent to Local Authorities and in terms of type of support, the expectation is that the HSF extension should be used in a similar way as the previous HSF scheme.
19. The main areas that the guidance would like delivery to focus include,
- Focus on groups who have not benefitted from any recent cost of living support payments
 - There is no ringfence of any proportion of the funding for any cohort of people/households (within HSF 2 there was targets on families and pensioners)
 - Must operate an element of the scheme on an application process
 - Emphasis on supporting low-income households with cost of energy
 - Provide support with food and wider essentials
 - Support with housing costs in exceptional cases of genuine emergency and where existing housing support schemes do not meet this exceptional need
 - The scheme is clearly advertised and is available throughout the majority of the fund period, either continuously or in regular intervals over the course of the scheme
 - There is no requirement to apply means testing as a way of determining eligibility
 - A resident does not need to be on benefits or unemployed to receive this funding if they can demonstrate need.
 - A resident can access the fund on more than one occasion if necessary
 - This fund is open to people with no recourse to public funds
20. One of the significant changes within HSF4 was this ability to fund supplementary advice services, including debt and benefit advice. This will continue to be considered eligible spend within the HSF scheme. As the primary focus of this grant is on practical support, expenditure on such services is expected to be limited and linked to the provision of practical support.

Initial Scoping

21. The Councils Communities team have been working in partnership with community partners to develop a delivery plan that responds to current issues but also encourages those who are in difficulty to access wider and more impactful support.
22. This approach is achieved by directing applicants through community organisations, social prescribing and other health pathways to provide a more holistic approach to resolving issues and encourage the development of skills and social contacts that will increase resilience and wellbeing as well as providing financial support.
23. The Communities team has worked through the Chorley Together network to gain insight and collaboration in how to approach the distribution of the funding.
24. Feedback from delivery partners and those who access the fund confirmed that the delivery partner approach provides greater opportunities for residents in difficulties to receive wider support, alongside financial support both in the immediate and long term.

Proposed approach

25. This report sets out recommendations for how the funding could be allocated with the objectives of directing the funding towards those in most need and meeting the guidance provided.

26. The fund will help with short-term living costs such as food, energy and essential items. The scheme will also signpost to other sources of advice and assistance.
27. Types of requests which will not be covered by the Household Support Fund are:
 - any requests for items that are not essential
 - applications from those with sufficient income or savings
 - requests for support where this is the responsibility of the landlord
 - priority will be given to those who have not been eligible for income related benefits and who have not had any other government cost of living support
28. Delivery partners will be able to make direct contact the with residents known to their service and known to be in difficulty as well as receiving referrals from other delivery partners, those involved in other support networks such as PIVOT and Social Prescribing and will be able to receive direct referrals from members of the public not known to other services.
29. Data gathered from the previous phases will be used to highlight those who were assessed and in need as well as reaching new applicants who need support.
30. Details of the funding and how to access it will be widely shared with partners and community stakeholders and made available on the Councils website. Officers will work through the school's networks to raise awareness of this funding with families who may not be receiving benefit or support already but are suffering financially.
31. All referrals will go via the most suitable delivery partner and transfer of referral to a more appropriate delivery partner will be conducted if needed utilising an existing platform (Refernet) and associated data sharing agreement of which all delivery partners will have access.
32. The summary of the methods to allocate and distribute the funding is as below.

Energy

33. Citizens Advice will deliver energy support and provide residents with vouchers towards cover cost of energy bills. An initial rate will be set which residents can apply. In line with the funding criteria, it will prioritise those who have not received other cost of living payments.

Food

34. Funding will be provided to our emergency food network partners to sustain delivery of Chorley food clubs/banks to address food poverty within communities and ensure they have sufficient food supplies to support residents.
35. Communities team will hold a supply of supermarket vouchers supplied through LCC Edenred system which will enable quick support to residents who contact the council in an emergency. These vouchers have been selected as they do not allow the purchase of alcohol, tobacco, or lottery products.
36. Warm welcoming spaces initiative to be sustained where there is a provision of hot food which vulnerable residents can access along with wider advice on support.

Housing

37. Work closely with our Affordable Warmth Scheme to ensure we can continue to support vulnerable residents with interventions which has a sustainable impact on energy costs, for example, boiler repairs/replacements, fitting draft excluders, glazing improvements.
38. To support those residents that present via the councils discretionary housing payment scheme and ensure that the required needs can be met where existing housing support schemes do not meet this exceptional need.

Essentials linked to energy

39. Selected partner agencies will provide white goods such as fridges to support households alongside provision of smaller electrical essentials such as kettles, toasters.

Other essential items

40. Partners will also be able to utilise the fund to support residents to other living essentials such as clothing, footwear, school uniform, bedding, curtains, carpets.

Advice

41. All partners are made aware of essential support available across the borough and work closely together to provide signposting to residents which ensures a wider range of support can be given.

Targeted Approach

42. A grant award to Central Lancashire Homestart will be allocated to provide targeted support to families. This will be used to support with food, essential items, clothing, and wider essentials which are identified to help the family.
43. There is a small contingency fund remaining which will be held until mid-way through deliver and then allocated to areas with greatest demand.
44. Consideration will be given how we best ensure that those with disabilities are aware of the fund and help that can be accessed. Utilising our knowledge and existing services such as HIA team and Handyperson scheme we will reach a proportion of disabled people to make aware of the fund and support to access.
45. Work to identify how we should consider providing support to people with caring responsibilities. The fund should look to ensure that unpaid carers and care leavers are aware of support and can easily access.

Grant agreements

46. Of the list of delivery partners grant agreements are already in place for most partners, agreement will be amended to include this additional funding and agreements will be created for those who do not currently have one in place.

Funding control

47. Funding is proposed to be allocated to delivery partners in the form of direct payments and voucher codes which are redeemable by the recipients at major local supermarkets.
48. Delivery partners will record funding issued in line with the management information template provided by DWP. Chorley Council will collate this information and submit this to LCC at prescribed intervals during delivery and final submission at the end of the scheme.
49. Whilst the fund is available to be accessed on more than one occasion, applicants will be asked to declare if they are accessing the scheme through a different delivery partner and sense checks with other delivery partners will be conducted where a delivery partner feels it is appropriate.
50. A maximum value payment of £500 per applicant has been set as an initial guide. Payments above this limit will be assessed via our delivery partner steering group before being approved by Chorley Council.
51. Delivery partners will receive a fee for delivery/administration costs which is available through this fund. The fee received has been agreed in discussion with delivery partners but based on a suggested target of 8% of the overall fund.

Eligibility and evidence

52. As the intention of the fund is intended to reach a wider cohort of vulnerability and is not exclusive to those on benefits, the evidence of need will be controlled by the delivery partner and in line with the guidance, will be appropriate based on a case by case scenario. The risk of applying too many controls in determining eligibility and evidence could result in those in most need not having the ability to access the support.
53. Delivery partners will be required to determine that the resident is a Chorley resident.
54. Guidance material used to deliver the scheme will be provided to delivery partners to help guide them through assessment and checking processes.

Data control

55. Delivery partners will use their own in-house policies and procedures to control data and will be required to maintain the requirements as set out in grant agreement documentation regarding applicable policies.

Information and support in delivering the scheme

56. Communities Team will oversee coordination of funding, support delivery partners and liaise with LCC. They will be the point of contact for complex cases, internal communication, and external enquiries.
57. Guidance documentation outlining the delivery approach and any specific details will be provided to delivery partners.

58. Delivery partners will have access to regular steering group TEAMS sessions to review demands and discuss feedback from casework. Any additional pathways or processes needed will be devised jointly with the Council and the delivery partner group.

Monitoring

59. Delivery partners will be expected to record data in accordance with the requirement of the funding and provide this to the Council to collate and report to the DWP via LCC.
60. Delivery partners will also record wider data to help gather insight on the root causes of the resident's difficulties.

Linking to other workstreams

61. This delivery proposal will link the support provided by the delivery partners to several other existing and emerging workstreams and existing early intervention and support pathways within the Council and other external partners.
62. This will ensure support options are maximised in an efficient way and demonstrates the ambition to co-deliver community impact projects directly with community partners.

Climate change and air quality

63. The work noted in this report has an overall positive impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council.

Equality and diversity

64. The programme will be open to all Chorley residents who are eligible using the criteria provided by central government with a targeted approach to ensure all household make up can access support such as families, adult only, pensioners
65. An Impact Assessment has been created for previous phases and will be reviewed prior to starting delivery

Risk

66. Risk associated with this funding is the ability to ensure the funding is allocated prior to the 30th September 2024 to ensure all the funding is used to support those in need.
67. However, if there is significant demand there is the risk that not all applicants will be supported. Therefore, it will be communicated that the scheme will operate on a first come, first served basis until no more fund remain. This would be only be for energy support payments, most food related support will still be able to be accessed due to working with sustainable organisations.
68. Risk that external partners may have capacity issues and struggle to cope with demand/levels of outputs. Risk will be minimised as all partners for delivery have been scoped accordingly through previous working relationships and risks identified through appropriate policies and procedures. Regular contact will be maintained to manage issues and performance

Comments of the Statutory Finance Officer

5. The Household Support Fund Phase 5 (HSF5) allocation to Chorley Council of £310,345 will be used to administer the grant based on the specific criteria set out in the government guidance. The funding must be spent by 30th September 2024 or returned to Lancashire County Council and ultimately the government.

Comments of the Monitoring Officer

6. It is imperative to comply with the guidelines of HSF 5 and the agreement which the Council will enter with Lancashire County Council. Agreements with delivery partners is advised and should also cover any data sharing in accordance with the Data Protection Act 2018.

Background documents

There are no background papers to this report.

Report Author:	Email:	Telephone:	Date:
Bernie Heggarty (Neighbourhood Priorities Officer)	bernie.heggarty@chorley.gov.uk	5818	18/04/2024

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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