

## Council

Tuesday, 28th September 2021, 6.30 pm  
Council Chamber, Town Hall, Chorley and YouTube

### Agenda

#### Apologies

- |   |                 |
|---|-----------------|
| <p><b>1 Minutes of meeting Tuesday, 20 July 2021 of Council</b></p>   | (Pages 3 - 10)  |
| <p><b>2 Declarations of Any Interests</b></p> <p>Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.</p> <p>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.</p> |                 |
| <p><b>3 Mayoral Announcements</b></p>   |                 |
| <p><b>4 Public Questions</b></p> <p>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.</p> <p><a href="#">To view the procedure for public questions/ speaking click here and scroll to page 119</a></p>  |                 |
| <p><b>5 Executive Cabinet</b></p> <p>To consider a general report of the Executive Cabinet held on 16 September 2021.</p>   | (Pages 11 - 14) |
| <p><b>6 Capital Budget Monitoring Report 1</b></p> <p>To receive and consider the report of the Director of Finance.</p>  | (Pages 15 - 26) |
| <p><b>7 Governance Committee</b></p> <p>To receive and consider the general report of the Governance Committee held on 28 July 2021.</p>  | (Pages 27 - 30) |

<b>8</b>	<b>Update on Temporary Civic Square Proposals</b>	(Pages 31 - 36)
<b>9</b>	<b>Questions Asked under Council Procedure Rule 8 (if any)</b>	
<b>10</b>	<b>To consider the Notices of Motion (if any) given in accordance with Council procedure Rule 10</b>	
<b>11</b>	<b>Exclusion of the Public and Press</b>	
	<p>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 3 of Part 1 of Schedule 12A to the Local Government Act.</p> <p>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-</p> <ul style="list-style-type: none"> <li>The Companies Act 1985</li> <li>The Friendly Societies Act 1974</li> <li>The Friendly Societies Act 1992</li> <li>The Industrial and Provident Societies Acts 1965 to 1978</li> <li>The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)</li> <li>The Charities Act 1993</li> </ul> <p>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.</p> <p>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 &amp; Country Planning General Regulations 1992(a).</p>	
<b>12</b>	<b>Refugee Resettlement Programme</b>	(Pages 37 - 66)
	<p>To receive and consider the report of the Director of Commercial.</p>	
<b>13</b>	<b>Any urgent business previously agreed with the Mayor</b>	

Gary Hall  
Chief Executive

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**Minutes of Council**

**Meeting Date** Tuesday, 20 July 2021

**Members present:** Councillor Steve Holgate (Mayor), Councillor Julia Berry (Deputy Mayor) and Councillors Sarah Ainsworth, Aaron Beaver, Alistair Bradley, Sam Chapman, Mark Clifford, Alan Cullens, Magda Cullens, John Dalton, Karen Derbyshire, Gordon France, Margaret France, Peter Gabbott, Danny Gee, Tom Gray, Harold Heaton, Alex Hilton (attended virtually), Terry Howarth, Keith Iddon, Hasina Khan, Samir Khan, Zara Khan, Roy Lees, Adrian Lowe, Matthew Lynch, June Molyneaux, Alistair Morwood, Beverley Murray, James Nevett (attended virtually), Alan Platt, Debra Platt, Aidy Riggott, Jean Sherwood, Kim Snape, William Simmance, Christine Turner, John Walker, Jenny Whiffen, Alan Whittaker and Peter Wilson

**Officers:** Gary Hall (Chief Executive), Mark Lester (Director of Commercial and Property), Louise Mattinson (Director of Finance), Jennifer Mullin (Director of Communities), Jonathan Noad (Director of Planning and Development), Dave Whelan (Shared Service Lead - Legal) and Ruth Rimmington (Democratic Services Team Leader)

**Apologies:** Councillor Martin Boardman

Two members of the public

#### **21.C.49 Minutes of meeting Tuesday, 18 May 2021 of Council**

**Decision (unanimous) that the minutes of the Council meeting held on 18 May 2021 be approved as a correct record for signature by the Mayor.**

#### **21.C.50 Declarations of Any Interests**

The Mayor, Councillor Steve Holgate and the Deputy Mayor, Councillor Julia Berry declared a personal interest in item 11. Coppull Neighbourhood Plan Area Designation as they are members of Coppull Parish Council and have had involvement in the working group relating to this item.

### 21.C.51 Mayoral Announcements

The Mayor advised that the Executive Leader, Councillor Alistair Bradley, the Speaker of the House of Commons, Sir Lindsay Hoyle and himself would be undertaking a charity kayak for Inspire Youth Zone.

The Civic Dinner will take place on 10 September and Civic Sunday on 12 September.

The Mayor explained that it is Eid ul Adha, which is the Eid at the end of Pilgrimage (HAJJ). He thanked Councillors Hasina, Zara and Samir Khan for the Eid Card and gift for all those in attendance at the meeting.

### 21.C.52 Public Questions

There were no public questions for consideration.

### 21.C.53 Chorley Council Annual Report 2020/21

The Executive Leader, Councillor Alistair Bradley presented the Council's Annual Report which summarises the council's achievements during 2020/21.

The report details performance against each of the council's key priority areas, highlighting successful delivery of key projects and also includes new investments. The report also sets out how the council responded to the Covid-19 pandemic.

Looking ahead, the council will need to balance anticipated increased demand for services as communities emerge from Covid-19 and recovery begins, against the potential for retraction in public spending.

The Deputy Leader of the Opposition, Councillor Debra Platt, echoed the thanks to all those who have contributed to supporting residents and services during the pandemic.

In response to a query the Executive Leader noted that a number of outdoor events will be taking place over the next few months, including the Flower Show, and this is an opportunity to thank some of those who have contributed. A gesture to all those who have volunteered will also be considered.

Members referenced the administration and distribution of the business grants by the council and how important these had been during the pandemic.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded the **Decision – that the report be noted.**

### 21.C.54 Executive Cabinet

Members considered a general report of the meeting of Executive Cabinet held on 17 June 2021.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded the **Decision that the report be noted.**

## 21.C.55 Revenue and Capital Budget Monitoring 20-21 Outturn

The Deputy Leader, Councillor Peter Wilson, presented the report of the Chief Finance Officer which sets out the provisional revenue and capital outturn figures for the Council as compared against the budgets and efficiency savings targets set for the financial year 2020/21.

The accounts are provisional at this stage and are also subject to final checking and scrutiny by the Council's external auditor. Should there be any significant changes to the general fund as a result of this process, a further report will be submitted to Executive Cabinet.

The borrowing undertaken allows the council to generate around one million pounds in revenue through its assets, including Market Walk.

The deficit relating to the Leisure Centre is less than anticipated and members noted the need to work together for the benefit of the residents moving forwards.

The Executive Leader, Councillor Alistair Bradley, noted some expenditure has been taken on by the council where other organisations have cut services.

Councillor Aidy Riggott raised a query regarding the release of documentation relating to Buckshaw Parkway and it was agreed the documents will be shared following the meeting. The need for all partners involved to work together was noted.

Executive Cabinet took the decisions to

1. Note the full year position for the 2020/21 revenue budget and capital investment programme.
2. Note the slippage requests outlined in Appendix 2 of the report to finance expenditure on specific items or projects in 2021/22.
3. Note the 2020/21 outturn position on the Council's reserves outlined in Appendix 3.

The Deputy Leader, Councillor Peter Wilson proposed and the Executive Leader, Councillor Alistair Bradley seconded the (unanimous) **Decision that approval be given to the following:**

1. **Approve the capital programme to be delivered in 2020/21 to 2023/24 as outlined in Appendix 4.**
2. **Approve the changes within the capital programme as detailed in paragraph 84 and 89 namely**
  - a) **Unit Above Iceland - This project has not yet started but work has been undertaken to assess likely costs against this £485k budget and as a result it is proposed to vire this budget to the following works:**
    - **£135k for internal works at Strawberry Fields to increase commercial capability and relocate the CCTV monitoring service.**
    - **£150k for the relocated Management Suite at Market Walk.**
    - **£200k to reconfigure the Unit above Iceland for a prospective new dentist.**
  - b) **Works to Existing Markets - A further £150k has been added to this scheme from 21.22. This is to reflect additional costs in trader cabin upgrades and toilet refurb works.**

### **21.C.56 Overview and Scrutiny Committee and Task and Finish Groups**

Members considered a general report of the meeting of the Overview and Scrutiny Committee held on 1 July 2021 and the Overview and Scrutiny Performance Panel meeting held on 24 June 2021.

Councillor Aidy Riggott highlighted that he had requested some information regarding empty properties at the Performance Panel meeting. A written response will be provided following the meeting.

The Chair of the Overview and Scrutiny Committee, Councillor John Walker proposed and the Vice-Chair, Councillor Roy Lees seconded the **Decision that the report be noted.**

### **21.C.57 Scrutiny Reporting Back: Chorley Council's Annual Report on Overview and Scrutiny in 2020/21**

The Chair of the Overview and Scrutiny Committee, Councillor John Walker, presented Scrutiny Reporting Back, a summary of the work of the Committee in 2020/21.

The Chair thanked Members and Officers for their contributions to the work of the Committee and acknowledged that it had been a challenging year.

The Chair of the Overview and Scrutiny Committee, Councillor John Walker proposed and the Vice-Chair, Councillor Roy Lees seconded the **Decision – that the report be noted.**

### **21.C.58 Governance Committee**

Members considered a general report of the meeting of the Governance Committee held on 26 May 2021.

The Chair of the Governance Committee, Councillor Debra Platt proposed and the Vice-Chair, Councillor Hasina Khan seconded the **Decision – that the report be noted.**

### **21.C.59 Coppull Neighbourhood Plan Area Designation**

The Mayor, Councillor Steve Holgate and the Deputy Mayor, Councillor Julia Berry declared a personal interest as they are members of Coppull Parish Council and have had involvement in the working group relating to this item. They did not take part in the debate and did not vote.

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

Coppull Parish Council wishes to develop a Neighbourhood Plan and requested the parish boundary be designated as a Neighbourhood Area. The council held a six week statutory consultation, inviting interested parties to make representations to the council on the proposed boundary for the area of the Neighbourhood Plan. Once designated, Coppull Parish Council will prepare an evidence-based draft Neighbourhood Plan.

The Executive Member (Planning and Development), Councillor Alistair Morwood proposed and the Executive Leader, Councillor Alistair Bradley seconded the unanimous **Decision to approve the designation of the Neighbourhood Plan area boundary for Coppull as shown at Appendix 1.**

### **21.C.60 Committee appointments**

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded the (unanimous) **Decision to approve the following changes to committees and outside bodies:**

#### **Committee appointment**

**Licensing and Public Safety – Councillor William Simmance to be appointed as reserve.**

#### **Outside body appointments**

**Chorley Consolidated Charities – Councillor Debra Platt.**

**Determinants of Health System Delivery Board - Councillor Margaret France with Councillor Alex Hilton as substitute.**

**LCC Health and Well-being Board - Councillor Alex Hilton with Councillor Margaret France as substitute.**

**LCC Health Scrutiny Committee - Councillor Alex Hilton with Councillor Margaret France as substitute.**

**PIVOTAL - Councillor Margaret France with Cllr Alex Hilton as substitute.**

**Central Lancashire Health and Wellbeing Partnership is no longer operating.**

### **21.C.61 Questions Asked under Council Procedure Rule 8**

A question has been received from Councillor Christine Turner for Councillor Bev Murray, Executive Member (Early Intervention).

“The quarter 4 performance report showed a rise in the percentage of 16 - 17 year olds who are not in education, employment or training.

My question is in two parts. Firstly are any of the young people open to the Youth Offending Team, are any Looked after Children or recent care leavers.

Secondly, if so what support over and above what is mentioned in the report is being given to the young people to help them access education or training”.

Councillor Bev Murray, Executive Member (Early Intervention), advised that the data in the quarter performance report is provided by Lancashire County Council (LCC). A request has been made for further information about this data to LCC.

The council is working with Department for Work and Pensions (DWP) to establish a Youth Hub in Chorley. The council had an opportunity to work collaboratively with Inspire Youth Zone to access Flexible Support Grant funding that will allow the development of an innovative Youth Hub concept which is due to open at the end of the month in Chorley Youth Zone.

DWP Work Coaches will help young jobseekers access local training and job opportunities, as well as a range of services to address wellbeing needs. The coaches will be delivering a 13-week Youth Employment Programme (YEP) helping ensure quality, joined up support is accessible to those that need it.

The council has also developed an Employability Pathway and a Chorley Employment Taskforce. The Taskforce meets on a monthly basis and is an opportunity for external partners to information share and network.

The council are advocates of the Kickstart programme, which encourages businesses to provide paid placement opportunities to young people. We have also been providing application support to businesses in need of further guidance.

#### **21.C.62 To consider the Notices of Motion given in accordance with Council procedure Rule 10**

The Executive Leader, Councillor Alistair Bradley, presented the following Motion submitted in accordance with Procedure Rule 10.

“Chorley Council believes planning works best when developers and the local community work together to shape local areas and deliver necessary new homes; and therefore calls on the Government to protect the right of communities to object to individual planning applications”.

The Deputy Executive Leader, Councillor Peter Wilson, seconded the motion and spoke in support of it.

The Deputy Leader of the Opposition, Councillor Debra Platt, proposed an amendment, which was seconded by Councillor Harold Heaton. However, a further amendment was proposed by Councillor Bradley and seconded by Councillor Wilson. The amendment proposed by Councillor Debra Platt was withdrawn.

**Decision (unanimous) to support the amended Notice of Motion as follows:  
Chorley Council believes that planning works best when the local council, developers and the local community work together, to shape local areas to deliver necessary new homes. And therefore, calls on the government to empower local communities to work in partnership with their local councils to generate a new local plan that provides more certainty over the type, scale and design of development, and further protect the rights of communities and individuals to object to individual planning applications.**

#### **21.C.63 Draft proposals for new Parliamentary constituency boundaries 2023 - consultation**

The Deputy Leader, Councillor Peter Wilson, presented the report of the Returning Officer which informs members of a consultation which is currently underway about changes to the parliamentary constituency boundaries due for implementation in 2023.

It was clarified that a third recommendation had been circulated to all members by email earlier in the day.



Members debated the proposals within the consultation and noted the strength of feeling regarding this, from residents and within the chamber. The need for change was noted.

The Deputy Leader, Councillor Peter Wilson proposed, the Executive Leader, Councillor Alistair Bradley seconded, the (unanimous) **Decision**

1. **The Chief Executive is authorised to respond on behalf of the council to address administrative issues which arise as a result of the proposals.**
2. **The Leaders of the Groups are asked to provide any group responses to the Chief Executive by 4pm on 28 July for incorporation into his response. It will be made clear that any responses from groups are from those groups and not the council as a body.**
3. **The Council is opposed to the removal of the Adlington & Anderton ward and the Chorley North East ward from the Chorley constituency. Both areas have formed part of the Chorley parliamentary constituency since 1918 with local residents having close links to the town and borough. We therefore ask the Boundary Commission to re-examine the proposal to move the two wards into the newly formed West Pennine Moors constituency and ensure that they remain within the Chorley constituency.**

#### 21.C.64 Exclusion of the Public and Press

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded the (unanimous) **Decision 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.**

#### 21.C.65 Tatton Gardens

The Executive Leader, Councillor Alistair Bradley, presented the report of the Director of Commercial which details the cost increase on the Tatton Gardens project. The report requests an increase in the approved budget to cover the additional expenditure, whilst acknowledging the positive commercial return.

Whilst every effort was made at design stage and prior to entering into Contract with the Contractor to capture all costs associated with the development, it is highlighted that the design period was expedited to ensure that the timescales for the getting building funding were achieved.

A provision was included for any anticipated additional costs and the risks that remained with the Council, however some costs have been significantly higher than anticipated and some design issues have been identified that were not anticipated.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Leader, Councillor Peter Wilson seconded the (unanimous) **Decision**

1. **To approve an increase in the budget from £15,740,000 to £16,150,000, an increase of £410,000. £170k relating to cost reviews and additional £240k contingency.**
2. **To acknowledge that the additional expenditure is offset by the Getting Building Fund grant of £5.2m secured in November 2020.**

Mayor

Date

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## **Executive Cabinet**

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

### **General Report of the Meeting Held on 16 September 2021**

#### **Revenue and Capital Budget Monitoring**

2. Councillor Peter Wilson, Executive Member (Resources), presented the reports of the Director of Finance which set out the revenue and reserves forecast for 2021/22 for the Council, based on the position as at 31 July 2021 and reports on the overall financial position of the Council in respect of the capital programme as at 31 July 2021, highlighting key issues and explaining key variances over the first four months of the year, and to provide an overview of various elements of the Council's Balance Sheet as at 31 July 2021.
3. In summary, there is a forecast underspend against the budget for 2021/22 of £126k. We noted that the Council's Medium-Term Financial Strategy reported that the minimum level of general fund reserves should be maintained at £4.0m to cushion against any potential, future financial risks that may face the Council. The forecast level of general fund balances as at 31 March 2022 will be £4.183m. Based on the position as at 31st July 2021, there is a forecast change to the Capital Programme of £350k in terms of slippage across years and £699k increase in programme budgets. We approved the recommendations within the report.

#### **Quarter 1 Performance Monitoring Report 2021-22**

4. Councillor Peter Wilson, Executive Member (Resources), presented the report of the Deputy Chief Executive which sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the first quarter of 2021/22, covering the 1st April to the 30th June 2021.
5. The overall performance of key projects is good, with 92% of projects rated green and 8% rated amber. Action plans for those projects rated amber are contained within this report.
6. Performance of the Corporate Strategy indicators and key service delivery measures continue to be closely monitored, with 70% of Corporate Strategy measures and 67% of key service delivery measures performing on or above target, or within the 5% threshold. Performance against the agreed measures remains positive, with the Council continuing to work proactively to support local residents and communities. Where indicators are performing below target, action plans are in place to improve performance.

7. We discussed the reasons why the processing of major planning applications was below target as well as querying the current vacancies in the ICT Team in relation to the workplace strategy. We noted the report.

### **Shared Consultation Framework**

8. Councillor Peter Wilson, Executive Member (Resources), presented the report of the Deputy Chief Executive which sets out the Shared Consultation framework for approval.
9. In November 2020, a review was launched to produce a shared consultation policy with South Ribble Borough Council, seeking to harmonise and strengthen the approach to consulting across Chorley Council. This forms part of the wider implementation of shared services Phase 1.
10. This resulted in the creation of the Consultation Framework, which is shared between Chorley and South Ribble Councils. The purpose of the framework is to ensure that the council has a clear statement of the approach it will take to consultation, supporting all officers to apply a consistent approach. The framework also provides staff with a straightforward guide on how to conduct consultations, outlining the overall approach and presenting a step-by-step toolkit on how to conduct consultation activities. We approved the recommendation within the report.

### **Workplace Strategy**

11. Councillor Peter Wilson, Executive Member (Resources), presented the report of the Deputy Chief Executive which sets out the Workplace Strategy 2021-2024 for consideration and approval.
12. The Workplace Strategy is the beginning of an ambitious plan and programme of works to transform where and how the council will work over the next three years. The strategy has been developed based on the experience of working through the Covid- 19 pandemic, best practice, and feedback from staff. It aims to achieve flexibility and efficiency while maintaining productivity and performance. It sets out the vision, priorities, objectives, principles, and approach to developing our working places and practices for the future.
13. We welcomed the report and discussed the Workplace Strategy and flexible working, in particular the wellbeing of staff, Members interconnectivity with officers, the impact on the local economy and how to manage the impact on the Town Centre, as well as requesting a detailed cost-benefit analysis.
14. We recognised the possibility that more than 50% of office-based staff would need to be accommodated for at any one time and discussed how to overcome this. Utilising alternate council offices as part of the shared service and alternative town centre offices were suggested. We also focused on reaching

out to staff in the villages by creating offices in the community through partnership working and providing office drop-in centres, such as libraries in rural areas. We requested that the report be amended to make reference to consultation with Councillors and proposed that updates on the Workplace Strategy be regularly reported back to Members. We noted the recommendation in the report.

### **Museum, Culture and Tourism Team Review**

15. Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Deputy Chief Executive which sets out the new structure for the shared museum, culture and tourism team following a period of formal consultation. We approved the recommendations within the report.

### **Procurement of Handyperson and Affordable Warmth Assistance Service**

16. Councillor Peter Gabbott, Executive Member (Homes and Housing) presented the confidential report of the Director of Communities which outlines the proposed arrangements for the procurement of the Handyperson and Affordable Warmth Assistance service, to ensure that a new contract to deliver the service commences on 1 April 2022, and seeks Executive Cabinet approval to delegate the decision to appoint a Service Provider, following a procurement exercise, to the Executive Member (Homes and Housing). We approved the recommendations within the report.

### **Recommendations**

17. To note the report.

Councillor Alistair Bradley  
Executive Leader

NN

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Report of	Meeting	Date
Director (Finance) (Introduced by Executive Member (Resources))	Executive Cabinet  Council	Thursday, 16 September 2021  Tuesday, 28 <sup>th</sup> September 2021

Is this report confidential?	No
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Is this decision key?	Yes
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Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards
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## **2021/22 Corporate Capital Programme and Balance Sheet Monitoring Report position as at 31st July 2021**

### **Purpose of the Report**

1. To report the overall financial position of the Council in respect of the capital programme as at 31<sup>st</sup> July 2021, highlighting key issues and explaining key variances over the first four months of the year, and to provide an overview of various elements of the Council's Balance Sheet as at 31<sup>st</sup> July 2021

### **Recommendations to Cabinet**

2. To approve the revised capital programme as attached at **Appendix A**, which reflects all approved amendments to the programme over the four months to 31<sup>st</sup> July 2021 as detailed in section 11 of this report.
3. To approve the following variation to the programme (which has been included in **Appendix B**)
  - a. £100,000 increase to the Whittle GP Surgery programme due to telecommunications and car parking work to be funded from an increase in borrowing.

All other approvals are within existing delegated limits as detailed in section 11.

4. To note the position in the Balance Sheet monitoring section of the report in respect of cash, investment and loan balances and debtors, as at 31<sup>st</sup> July 2021.

**Recommendations to Council**

5. To approve the following variation to the programme (which has been included in **Appendix B**)
  - b. £150,000 budget to be funded from reserves for capital works to upgrade and unify the network to include access points for improved Wi-Fi coverage

**Reasons for recommendations**

6. To ensure the Council’s Capital Programme is monitored effectively.

**Other options considered and rejected**

7. None

**Executive summary**

8. Based on the position as at 31<sup>st</sup> July 2021, there is a forecast change to the Capital Programme of £350k in terms of slippage across years and £699k increase in programme budgets as detailed in **Appendix B**.

**Corporate priorities**

9. The report relates to the following corporate priorities: (please bold all those applicable):

Involving residents in improving their local area and equality of access for all	✓	A strong local economy	✓
Clean, safe and healthy communities	✓	An ambitious council that does more to meet the needs of residents and the local area	✓

**Background to the report**

10. The capital budget for 2021/22 was set at £38.1m at Council in February 2021. This was increased following approval of the outturn to £46.2m and following the changes detailed in this report now stands at £46.6m the detail of which is shown in **Appendix B**.

**Capital programme**

**Key issues**



11. The total cost of the Council's capital investment programme for 2020/21 has increased over the quarter from **£46.2 million**, as approved by Cabinet in the 2020/21 Outturn Report on 17th June 2021, **to £46.6 million** at 31<sup>st</sup> July 2021; this includes the variations approved over the last 4 months and those contained within this report. A summary of the total costs of the programme, and the funding of this, is detailed at **Appendix A**.
12. The net increase in the programme of £0.349 million is detailed in **Appendix B**.
13. Variations made in respect of schemes that have been approved over the four months to 31<sup>st</sup> July have resulted in an increase of £0.699 million to the capital programme as follows:

<b>Scheme</b>	<b>Increase (Reduction) 2021/22  £'000</b>	<b>Increase (Reduction) 2022/23 and future years  £'000</b>		<b>Approved by</b>	<b>Date approved</b>
<b>Planning and Development</b>					
Yarrow Meadows / The Willows / Various Play and Open Space Minor adjustments	(12)			Chief Executive/ Director of Finance	25 <sup>th</sup> August 2021
West Way	75 (note – of which 25 is a movement from below*)			Chief Executive/ Director of Finance	25th August 2021
<b>Customer and Digital</b>					
ICT Modernisation	150			Executive Cabinet / Council	This report
<b>Commercial and Property</b>					
Asset Improvements	(25*)			Chief Executive/ Director of Finance	25th August 2021
Tatton Gardens	410			Council	20 <sup>th</sup> July 2021
Whittle GP Surgery	100			Executive Cabinet	This Report

14. Slippage and re-profiling of budgets during the first four months of the year from 2021/22 to 2022/23 of £0.350 million.
15. As at 31<sup>st</sup> July 2021 the actual capital expenditure across the programme was £7.89 million, which represents 17% of the current, revised projected capital spend for the year.

### **Major variations in the 2021/22 Capital Programme in the four months to 31<sup>st</sup> July 2021**

Major variations to note during the period are;

#### **Planning and Development**

16. There have been some minor changes to remove schemes that have now been completed and to apply S.106 receipts, where possible, on Play and Open Space projects.
17. On the West Way scheme, £25k has been vired from the Asset Improvements budgets to cover CCTV costs. A further £50k has been approved to bring the project to completion including signage and final landscaping.
18. The Chorley Health Centre - this is a scheme fully funded by CIL to be paid by way of grant and has been slipped from the 2021/22 programme to 2022/23 when payment is anticipated on completion of the scheme.
19. £100k of the Green Agenda programme budget has been slipped into 2021/22. Work is currently being undertaken on the allocation of this budget.

#### **Customer and Digital**

20. Approval is requested in this report for a scheme budget of £150k, funded from revenue reserves, for capital works to upgrade and unify the IT network, to include access points for improved Wi-Fi coverage. The total cost of this work is £300k which is to be split between the Chorley and South Ribble councils as this forms part of the wider strategy to develop and improve the joint infrastructure.

#### **Commercial and Property**

21. A report to full Council in July authorised an increase of £410k to the Tatton programme. Within the schemes in the directorate, a capital budget virement has also been approved from the Asset Improvements programme budget to the West Way scheme, as detailed above.
22. An increase of £100k is requested within this report to the Whittle GP scheme. As the scheme approaches completion costs have been identified in addition to existing budget to be funded from an increase in borrowing.

#### **Balance Sheet Monitoring**

#### **Overview**

22. Strong balance sheet management assists in the effective use and control over the Council's asset and liabilities. Key assets comprise of the Council's tangible fixed assets, debtors, investments and bank balances, and key liabilities include long and short-term borrowing, creditors and reserves.

**Non-current Assets**

23. Tangible, non-current assets include property, plant and equipment held by the Council for use in the production or supply of goods and services, for rental to others or for administrative purposes. One fifth of all assets are re-valued every year, and annual reviews are undertaken to establish whether any impairment or other adjustments need to be applied. New assets and enhancements to existing assets are managed through the Capital Programme as reported in **Appendices A and B**.

**Borrowing and Investments**

24. Long-term borrowing requirements flow from the capital programme. Regular dialogue and meetings take place between the Director of Finance, her staff and the Council's independent Treasury Consultants, Link Treasury Services, and options for optimising treasury management activities are actively reviewed.
25. Both short and long-term borrowing interest rates were at very low levels at the end of the period, having remained stable over the course of the first four months of the year. Interest rates on investments have remained negligible throughout the period. To date, it is projected that debt interest payable will be £405k lower than the 2021/22 Budget, as there has been no need to borrow as yet, due to the timing of cashflows within the capital programme and the level of cash balances held. This is partially offset by an overspend on the MRP budget of £133k due to the mix of funding used to fund the capital programme at outturn for 20/21.

	<b>Original Budget 2021/22 £000s</b>	<b>Forecast as at 31<sup>st</sup> July 2021/22 £000s</b>
Interest and Investment Income	3	3
Debt Interest Payable	1,795	1,390
Minimum Revenue Provision (MRP)	1,252	1,385
<b>TOTAL</b>	<b>3,050</b>	<b>2,778</b>

26. The current borrowing and investment position, compared to the position at the same point last year, is as follows;

	<b>As at 31<sup>st</sup> July 2021</b>	<b>As at 31<sup>st</sup> July 2020</b>
Short term borrowing	£1.904m	£1.875m
Long term borrowing	£59.758m	£61.662m
<b>Total Borrowing</b>	<b>£61.662m</b>	<b>£63.537m</b>

Investments made by the Council	Zero	Zero
Cash Balances Held	£11.351m	£9.053m

### Debtors

27. The Council has a corporate debt policy as well as other specific policies for the management of debt in the key areas of council tax, business rates and housing benefit overpayments. The table below summarises the collection performance of the various debts and the total outstanding debt in the respective areas as at 31<sup>st</sup> July 2021. The table also shows the corresponding level of debt at the same point in the last financial year.

	Position as at 31 <sup>st</sup> July 2021 £000s	Position as at 31 <sup>st</sup> July 2020 £000s
<b>Council Tax</b>		
Expected Council Tax 21/22	75,455	71,725
Current year balance outstanding	44,949	43,499
Previous years balance outstanding	4,110	2,888
<b>Total Council Tax balance outstanding</b>	49,059	46,387
Collection Rates	37.10%	36.20%
<b>Business Rates</b>		
Expected Business Rates 21/22	21,615	15,643
Current year balance outstanding	14,927	10,224
Previous years balance outstanding	1,290	922
<b>Total Business Rates balance outstanding</b>	16,217	11,146
Collection Rates	30.94%	34.68%
<b>Housing Benefit</b>		
Overpayment balances outstanding	1,107	1,224
<b>Sundry Debtors</b>	<b>31<sup>st</sup> July 2021</b>	<b>31<sup>st</sup> March 2021</b>
Balance Outstanding - General	422	242
Balance Outstanding - Commercial	2,072	1,333

28. Business rates collection can fluctuate month on month but collection is currently broadly in line with expectations. Expected Business Rates for 2021/22 are much higher compared to those for last year due to the Covid reliefs applied in 2020/21 which are no longer applicable in 2021/22.
29. In respect of the figures above the Council's share represents 9.7% of Council Tax income and 23% of Business Rates income.
30. The Sundry Debtors figure reflects the position compared to outturn. It is common for debts to be higher at this point in the financial year, as annual bills are issued, then reduce as the year progresses as customers make payment. However, given the economic climate the Council continues to temporarily support its tenants with debt

repayments. In addition there are also limitations on how we are able to chase and enforce debt recovery as a landlord. Increased levels of monitoring will be undertaken throughout this financial year

### **Climate change and air quality**

23. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

### **Equality and diversity**

24. N/A

### **Risk**

25. As detailed in the report

### **Comments of the Statutory Finance Officer**

26. The financial implications are contained within this report.

### **Comments of the Monitoring Officer**

27. No Comment.

### **Background documents**

There are no background papers to this report.

### **Appendices**

Appendix A

Appendix B

Report Author:	Email:	Telephone:	Date:
Neil Halton	Neil.Halton@chorley.gov.uk	n/a	3/9/21

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**Capital Programme 2021/22 - position as at the end of Period 1 - 31st July 2021**

Scheme Name	Capital Programme 2021/22 Approved at Finance Council Feb 2021	Capital Programme 2021/22 Approved by Cabinet at June 2021	Slippage and reprofiling of budget (to)/from future years	Period 1 2021/22 Variations	Revised Capital Programme as at Period 1 2021/22
	£000s	£000s	£000s	£000s	£000s

**COSTS**

Planning and Development	2,675	4,750	(350)	64	4,464
Communities	1,375	1,245	-	-	1,245
Policy and Governance	550	1,346	-	-	1,346
Customer and Digital	-	-	-	150	150
Commercial and Property	33,516	38,889	-	485	39,374
<b>Total Forecast Expenditure</b>	<b>38,116</b>	<b>46,230</b>	<b>(350)</b>	<b>699</b>	<b>46,579</b>

**RESOURCES**

Disabled Facilities Grants	925	795			795
Homes England Grants	3,720	1,682			1,682
LEP Grants	5,200	7,450			7,450
Football Foundation Grants	-	299			299
Other Grants	150	234		(10)	224
<b>Grants</b>	<b>9,995</b>	<b>10,461</b>	<b>-</b>	<b>(10)</b>	<b>10,451</b>
S.106	3,064	2,822		0	2,823
Community Infrastructure Levy	2,531	2,946	(250)		2,696
Capital Receipts	5,166	9,184		(2)	9,183
New Homes Bonus	240	279			279
Reserves and Revenue	885	1,131	(100)	201	1,232
Unsupported Borrowing	16,235	19,405		510	19,915
<b>Total Forecast Resources</b>	<b>38,116</b>	<b>46,230</b>	<b>(350)</b>	<b>699</b>	<b>46,579</b>

Note: Some projects have moved departmental classifications so budgets reflect where projects are currently managed.

Capital Programme 2022/23 and Future Years Approved by Finance Council Feb 2021	Capital Programme 2022/23 and Future Years Approved by Cabinet at June 2021	Slippage and reprofiling of budgets (to)/from 2021/22	Period 1 2021/22 Variations	Revised Capital Programme 2022/23 and Future Years as at Period 1 2021/22
£000s	£000s	£000s	£000s	£000s

-	-	-	350	-	350
-	1,550	1,549	-	-	1,549
-	-	-	-	-	-
-	-	-	-	-	-
-	2,800	2,800	-	-	2,800
<b>4,350</b>	<b>4,349</b>	<b>350</b>	<b>-</b>	<b>4,699</b>	

	1,550	1,550			1,550
	-	-			-
	-	-			-
	-	-			-
	-	-			-
	<b>1,550</b>	<b>1,550</b>	<b>-</b>	<b>-</b>	<b>1,550</b>
	-	-			-
	-	-	250		250
	-	-			-
	-	-	100		100
	2,800	2,799			2,799
<b>4,350</b>	<b>4,349</b>	<b>350</b>	<b>-</b>	<b>4,699</b>	

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## APPENDIX B

### 2021/22 Capital Programme - Scheme Variations - position as at the end of Period 1 - 31st July 2021

Scheme Name	Capital Programme 2021/22 Approved at Finance Council Feb 2021	Capital Programme 2021/22 Approved by Cabinet at June 2021	Slippage and reprofiling of budget (to)/from future years	Period 1 2021/22 Variations	Revised Capital Programme as at Period 1 2021/22
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#### Communities

Chorley Adaptation Grant (Formerly DFG)	925	795			795
Duxburry Park Site	450	450			450
<b>Communities</b>	<b>1,375</b>	<b>1,245</b>	<b>-</b>	<b>-</b>	<b>1,245</b>

#### Policy and Governance

Astley	550	1,346			1,346
<b>Policy and Governance</b>	<b>550</b>	<b>1,346</b>	<b>-</b>	<b>-</b>	<b>1,346</b>

#### Planning and Development

Chorley Health Centre		250	(250)		-
Yarrow Meadows	-	12		(12)	-
The Willows	-	4		(4)	-
Play, Recreation and Open Space Projects	2,222	2,809		4	2,813
Bank Hall Restoration	-	112			112
Delivering Green Agenda	453	496	(100)		396
Westway Playing Fields Sports Campus	-	1,068		76	1,144
<b>Planning and Development</b>	<b>2,675</b>	<b>4,750</b>	<b>(350)</b>	<b>64</b>	<b>4,464</b>

#### Customer and Digital

ICT Modernisation	-			150	150
<b>Customer and Digital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150</b>	<b>150</b>

#### Commercial and Property

Asset Improvements	674	669		(25)	644
--------------------	-----	-----	--	------	-----

Capital Programme 2022/23 and Future Years Approved by Finance Council Feb 2021	Capital Programme 2022/23 and Future Years Approved by Cabinet at Sept 2021	Slippage and reprofiling of budgets (to)/from 2021/22	Period 1 2021/22 Variations	Revised Capital Programme 2022/23 and Future Years as at Period 1 2021/22
---	---	---	-----------------------------	---

1,550	1,549			1,549
-				-
<b>1,550</b>	<b>1,549</b>	<b>-</b>	<b>-</b>	<b>1,549</b>

-				-
-	-	-	-	-

-		250		250
-				-
-				-
-				-
-		100		100
-				-
<b>-</b>	<b>-</b>	<b>350</b>	<b>-</b>	<b>350</b>

-				-
-	-	-	-	-

600	600			600
-----	-----	--	--	-----

**2021/22 Capital Programme - Scheme Variations - position as at the end of Period 1 - 31st July 2021**

Scheme Name	Capital Programme 2021/22 Approved at Finance Council Feb 2021	Capital Programme 2021/22 Approved by Cabinet at June 2021	Slippage and reprofiling of budget (to)/from future years	Period 1 2021/22 Variations	Revised Capital Programme as at Period 1 2021/22
Leisure Centres Improvements	100	100			100
Leisure Centres Improvements - New Contract	2,000	2,000			2,000
Leisure Centre Transfer	150	244			244
Health Hub - Whittle Surgery	2,044	2,209		100	2,309
Market Walk Extension & Public Realm Works	-	252			252
Buckshaw Village Rail Station	696	696			696
Digital Office Park	-	222			222
Park Rd Car Parking	-	9			9
Works to Union Street	1,000	1,000			1,000
Town Hall Mezzanine	300	300			300
Unit Above Iceland	485	200			200
Public Realm Town Centre	1,500	1,803			1,803
Works to Existing Markets	-	494			494
Chapel St and Surrounding Public Realm	2,800	2,800			2,800
Purchase of Affordable Housing	-	878			878
Chorley Borough Service Centres	500	500			500
Alker Lane Development	7,268	10,810			10,810
Tatton	13,999	13,702		410	14,112
					-
Commercial and Property	33,516	38,889	-	485	39,374
<b>Total</b>	<b>38,116</b>	<b>46,230</b>	<b>(350)</b>	<b>699</b>	<b>46,579</b>

Capital Programme 2022/23 and Future Years Approved by Finance Council Feb 2021	Capital Programme 2022/23 and Future Years Approved by Cabinet at Sept 2021	Slippage and reprofiling of budgets (to)/from 2021/22	Period 1 2021/22 Variations	Revised Capital Programme 2022/23 and Future Years as at Period 1 2021/22
200	200			200
-				-
-				-
-				-
-				-
-				-
-				-
-				-
-				-
2,000	2,000			2,000
-				-
-				-
-				-
-				-
-				-
-				-
2,800	2,800	-	-	2,800
<b>4,350</b>	<b>4,349</b>	<b>350</b>	<b>-</b>	<b>4,699</b>

**Report of the Governance Committee**

1. This report summarises the business undertaken at the Governance Committee meeting held on 28 July 2021.

**2019/20 Audit Findings Report**

2. We welcomed Michael Green, Grant Thornton to present the finding following the audit of the 2019/20 financial statements. The audit was performed against the backdrop of the Covid-19 pandemic.
3. The delivery of the Audit Opinion is imminent and is anticipated to be an unqualified opinion on the statement with an emphasis of matter paragraph. This directs attention to certain aspects of the financial statements to ensure full understanding of the issues and circumstances around the valuation of land and buildings.
4. A Value for Money Audit was performed. In 2019/20, two significant risk areas identified, which are financial sustainability and the purchase of Logistics House.
5. The work on financial sustainability has concluded and there are no findings or issues to report. The work on the purchase of Logistics House is ongoing. No statutory duties have been exercised by the auditor.
6. The audit performed to a materiality level of over £1,000,000, no errors were identified.
7. The significant audit risk identified as affecting the Council in 2019/20 is Covid-19. The impact of the pandemic is detailed within the reports, with an outline of the response.
8. A standard risk that features in all audits is that of management override of controls, which are adjustments made by management that could potentially manipulate the financial statements. Numerous tests against the risk performed and no matters or concerns were raised to Committee.
9. A further standard risk is around improper revenue recognition. Due to the income stream of the Council, it is easy to verify and difficult to manipulate in a fraudulent manner. No issues or matters were raised to Committee.
10. The delay in the production of the Financial Statements for 2019/20 is due to delays and issues with valuation of land and buildings. On receipt of the valuations, some adjustments were identified which resulted in the reduction in value of some of the properties in the accounts by approximately £10 million. The properties had been valued at cost rather than applying the CIPFA code of guidance which advises the valuations are based on 'assets in use'.
11. The auditor explained that there is significant risk around the valuation of the net pension liability; this valuation is underpinned by numerous estimates, judgments and assumptions. Due to this, there is a greater risk of error than in other areas of the Financial Statements. Assurances have however been received from the Lancashire Pension Fund and the pension fund actuary on the assumptions used. No issues or misstatements were identified other than the material uncertainty.
12. Logistics House was originally classified as an operational asset, this was challenged on the basis that the asset was purchased to secure future income revenue and was more appropriately observed as an investment property and therefore was reclassified in the financial statements.
13. Value for money audit work is ongoing.
14. The fees for the 2019/20 audit will be finalised in due course as work is ongoing. Discussions with management will take place on the value of the fee before returning the figure to the Committee for formal approval.
15. We noted the report.

**2019/20 Statutory Accounts**

16. We welcomed Louise Mattinson, Director of Finance to present the Statement of Accounts for 2019/20.
17. The accounts were expected to be published 30 November 2020; this was not achieved due to the delays outlined in the previous report from Grant Thornton.
18. It is a legal requirement to produce, present and approve the accounts to demonstrate accountability and transparency.
19. One adjustment to be made to the financial statements relates to the rental income through to 31 March 2020 in respect to Logistics House.
20. We decided that:
21. The Committee should approve the audited Statement of Accounts for 2019/20 (Appendix A), subject to any amendments which in the opinion of the Director of Finance (Section 151 Officer) are minor in nature, such minor amendments to be defined as non-material to the financial position of the authority. The Director of Finance will exercise this delegation in consultation with the Chair of Governance Committee. In the event that the Director of Finance is of the opinion the amendments are material to the financial position of the authority, Governance Committee will be reconvened to approve the new Statement of Accounts.
22. That the Committee should authorise the Chief Executive and Chair of Governance Committee to sign the Letter of Representation (Appendix B).

**Charity and Trust Account**

23. The Council is responsible for five Charity and Trust Accounts. Four have a small balance with minimum assets, with the lowest at £1,700, and the highest at £5,400. One exception is the account 'proceeds of sale from the Free Library, with assets of £130,000. Very few transactions took place during the year.
24. We approved the accounts presented in Appendices A to E.

**Management Responses to the External Auditors Planning Inquiries**

25. Director of Finance, Louise Mattinson, explained that the Council was asked a series of questions to inform the development of the Audit Plan produced by Grant Thornton for 2020/21.
26. Questions covered areas such as events, issues, transactions, or circumstances that would impact on the accounts for 20/21. Covid-19 has had a significant impact, not just financially but on the entire operation and governance of the Council.
27. We reviewed and approved the management responses to the auditor's inquiries.

**2020/21 Audit Plan**

28. We welcomed Georgia Jones, Grant Thornton the Engagement Lead for 2020/21 to present the Audit Plan.
29. The risks and work proposed to mitigate the risks were identified and outlined.
30. It is possible that the Council will have to prepare group accounts due to the ownership of the property company. An assessment of the transactions will be completed to assess the effect on Council accounts. If the impact is material, group accounts will be necessary.

31. Risks identified are similar to 2019/20. These include management override of controls, valuation of land and buildings including investment properties, and the valuation of net pension fund liability.
32. The materiality levels are similar to the previous year.
33. 2020/21 includes a new auditing standard with a focus on accounting estimates to gain assurance that all estimates and assessments are based on evidence.
34. The Value for Money audit work is incomplete for 19/20 but once completed, an updated risk assessment will take place for 2020/21. If any significant weakness is discovered, the Committee will be informed.
35. We noted the report.

#### **Treasury Management Annual Report 2020/21 and Quarter One Monitoring 2021/22**

36. We welcomed Tony Furber, Principal Financial Account, who explained that the Treasury Management and cash flow in 2020/21 was unique. The base interest rate was historically low at 0.1%, and the cash flow patterns of the Council were unusual due to the significant sums that were paid to the Council for onward payment as Business Support Grants.
37. With the unusual cash flow and low interest rates, the Council possessed higher cash balances than usual, however there were fewer investment opportunities as more councils were competing to invest their surplus balances with greater competition.
38. Chorley Council typically retains money for a short period of time which added to the difficulty to meet the interest earnings target. In 2019/20, the target was 0.75% with an actual result of 0.63%. The target for 2020/21 was 0.1% and the Council achieved 0.09%. The average daily balance was £30.8million with a total of £12,740 interest earned. Base interest rates are unlikely to be changed for the foreseeable future.
39. The pandemic impacted upon other areas within the report. The Capital Programme was significantly impacted with a total spend of £9 million for the year and did not reach the levels expected. Of the £9 million, £7 million was directly financed from capital receipts, grants and revenue contributions, leaving £2 million of underlying borrowing requirement. The Council did not enter into any further external long-term borrowing.
40. We noted the report.

#### **Strategic Risk Update 2021-22**

41. We welcomed Howard Anthony, Performance and Partnerships Team Leader to present the Strategic Risk Update. The updated document contained the latest assessment of risk. The revised document totaled 19 high risks and 7 medium risks. Of the 19 high level risks, 3 were new.
42. We noted the report

#### **RIPA Application Update**

43. No RIPA Applications were made

#### **Recommendation**

44. To note the report.

Councillor Debra Platt

Chair of Governance Committee

MP

Report of	Meeting	Date
(Introduced by Executive Member Public Sector Reform & Economic Development)	Council	Tuesday, 28 September 2021

Is this report confidential?	No
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Is this decision key?	Not applicable
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## Update on Temporary Civic Square Proposals

### Purpose of the Report

1. A brief overview of the civic square temporary proposals for members to consider

### Recommendations to Council

2. To note the temporary proposals for the civic square.

### Executive summary

3. It has been an aspiration of the Council to bring forward a Civic Square on the site opposite the Town Hall on Market Street since the proposal in the 2016 Public Realm and Town Centre Masterplan. The former Oak House and Royal Oak site (and associated shops along Cleveland Street) were acquired in March 2016. The Buzz Bingo site was surrendered back to the Council in July 2020.
4. The Oak House and Royal Oak site was developed into a temporary car park as part of the enabling works for Market Walk Extension in 2018. Negotiations were held with Buzz Bingo in attempts to relocate them off the civic square site, but no other town centre sites matched their needs or rent expectations.
5. A Future High Street Fund bid, centred around developing the Civic Square, was submitted by Chorley Council in June 2020.
6. In July 2020 Buzz Bingo entered a CVA and surrendered their lease to Chorley as part of their site rationalisation programme due to the impact Covid had on their business.

7. Works began on site clearance at the earliest opportunity in October 2020 to show intent to the MHCLG bid team. This presented the opportunity for the civic square development to be progressed through the Future High Street Fund bidding process in 2020 as a cleared site in full council control.
8. Chorley Council were informed by MHCLG their bid had failed on 26<sup>th</sup> December 2020.
9. Works continued to clear the site during 2021 so that an “oven-ready” scheme could be developed for the next round of government funding made available. Chorley was put in tier 2 for the Levelling Up fund and that round of funding has yet to be released.
10. Once the building is cleared from the site late September 2020 there are a number of options on what to do next:
  - a. Hoard around an empty site
  - b. Create a temporary car park until government funding is forthcoming for further development
  - c. Continue to prepare the site for redevelopment through a reduce level dig
11. The Town Centre Masterplan is currently being refreshed and updated with the recently completed schemes such as Youth Zone, Primrose Gardens, Market Walk Extension and Friday Street decked car park before being presented to members for approval of the next phases.
12. Outline schemes will then be developed for the next phases in order to be ready for future funding opportunities when they arise.

**Corporate priorities**

13. The report relates to the following corporate priorities: (please bold all those applicable):

Involving residents in improving their local area and equality of access for all		<b>A strong local economy</b>	X
Clean, safe and healthy communities		An ambitious council that does more to meet the needs of residents and the local area	

**Background to the report**

14. The Civic Square site was identified as a development site in the 2013 Town Centre Masterplan with various options for built form and landscaping.
15. A proposal for the Civic Square was put forward in the 2016 Public Realm and Town Centre Masterplan with a towns square for hosting events and utilised as car parking at other times.
16. The Oak House and Royal Oak site was developed into a temporary car park as part of the enabling works for Market Walk Extension in 2018 to provide 44 parking spaces in close proximity to the retail core to partially replace those lost on the Flat Iron.



17. Negotiations were held with Buzz Bingo in attempts to relocate them off the civic square site so that the full civic square proposals could be progressed ahead of the Market Walk development, but no other town centre sites matched their needs or rent expectations.
18. In April 2020 Council approved a capital budget for Town Centre Public Realm improvements of £4,060,000.
19. A Future High Street Fund bid, centred around developing the Civic Square, was submitted by Chorley Council in June 2020. This bid sought £12m of government funding to allow the demolition of the bingo hall and site development.
20. In July 2020 Buzz Bingo entered a CVA and surrendered their lease to Chorley as part of their site rationalisation programme due to the impact Covid had on their business. This was at no cost to the council other than acquiring a poorly maintained building not fit for purpose.
21. Works began on site clearance at the earliest opportunity in October 2020 to show intent to the MHCLG bid team.
22. The preparation of the Civic Square site had an initial budget of £371,000 for the demolition works.
23. This presented the opportunity for the civic square development to be progressed through the Future High Street Fund bidding process in 2020 as a cleared site in full council control.
24. Chorley Council were informed by MHCLG their bid had failed on 26<sup>th</sup> December 2020. The bid failed because it was felt that the target Benefit Cost Ratio (BCR) was not met. This was disputed with MHCLG but there was no formal appeals process following their decision. Many other Lancashire bids were also unsuccessful for the same reason.
25. Works continued to clear the site so that an oven-ready scheme could be developed for the next round of government funding. Chorley was put in tier 2 for the Levelling Up fund and that round has yet to be released.
26. Following the internal strip, further asbestos was found in the ceiling which presented a delay to progression and increased costs before the building could be raised to the ground. This increased the budget from £371,000 to £560,000.

### **Budgets**

27. The budget reported to the Wholly Owned Company and Projects Working Group on 8<sup>th</sup> September reflected a position on 24<sup>th</sup> August where the overall expected expenditure would be £659k against a budget of £560k demolition with a provisional sum of £150k for the car park plus a potential extra £70k expense identified since the budget was prepared.
28. The budget position on 20<sup>th</sup> September is that total demolition costs stand at £591k and provisional temporary car park costs are currently £142k giving an overall site budget of £733k which is comparable with the £729k (£659+£70k) previously reported as shown in the table below:

	<b>Demolition</b>	<b>Temporary parking</b>	<b>Estimated Extra Required</b>	<b>Total Budget</b>
Budget	£ 560,000	£ 150,000		£ 710,000
Reported position on 24th August	£ 509,000	£ 150,000		£ 659,000
Reported position on 8th September	£ 509,000	£ 150,000	£ 70,000	£ 729,000
Current position on 20th September	£ 591,000	£ 142,000		£ 733,000

### Temporary Works

29. Once the building is cleared from the site late September there are options on what to do next:
- Hoard around an empty site
  - Create a temporary car park until government funding is forthcoming for further development
  - Reduce level dig on the site in preparation for future development
30. A lined-out car park will provide a revenue stream whilst the site is in a temporary state. The Cleveland Street short stay parking tariffs will be extended to cover the whole site.
31. The addition of temporary parking will free up the existing surfaced Cleveland St side to be utilised for events with less impact on central parking provision.
32. The budget estimate for creating a temporary surfaced car park after demolition is £150,000 which includes, tarmac surface, drainage, lighting and boundary treatments.

### Next Phases

33. The Town Centre Masterplan is currently being refreshed and updated with the recently completed schemes such as Youth Zone, Primrose Gardens, Market Walk Extension and Friday Street decked car park before being presented to members for approval of the next phases later this year.
34. Outline schemes will then be developed for the civic square in order to be ready for future funding opportunities as and when they arise.
35. Once the town centre car park capacity has been increased with temporary provision work can commence to upgrade Queens Road car park in early 2022.

### Climate change and air quality

36. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

### Risk

37. Risk of not receiving any government funding meaning Chorley Council will have to self-fund any development

### Comments of the Statutory Finance Officer

38. These works are contained within the overall Public Realm Town Centre capital budget of £4.06m. The costs are monitored via the capital programme and reported collectively under this heading so as a result we are within the existing budget approval.

**Comments of the Monitoring Officer**

39. As this is an update report there are no legal comments save that the temporary car park should be established in line with legislation.

Report Author:	Email:	Telephone:	Date:
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