

## Overview and Scrutiny Committee

Thursday, 30th September 2021, 6.30 pm

Council Chamber, Town Hall, Chorley and YouTube

### Agenda

#### Apologies

#### Minutes

1 **Minutes of meeting Thursday, 1 July 2021 of Overview and Scrutiny Committee**

(Pages 5 - 10)

2 **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.

3 **Public Questions**

Members of the public who have requested the opportunity to ask a question(s) on an item on the agenda will be asked to put their question(s) to the Committee. Each member of the public will be allowed to ask one supplementary question within his/her allocated 3 minutes.

#### Scrutiny of the Executive Cabinet

4 **Executive Cabinet Minutes**

a **Minutes of Meeting Thursday, 16 September 2021 of Executive Cabinet**

(Pages 11 - 16)

To consider the Executive Cabinet minutes of the meeting held on Thursday, 16 September 2021.

5 **Notice of Executive Decisions**

(Pages 17 - 74)

To view the latest notice of Executive Decisions click here: [Browse plans - Executive Cabinet, 2021 \(chorley.gov.uk\)](https://www.chorley.gov.uk/Executive-Cabinet-2021).

The document is also attached and correct as of 22 September 2021

6	<b>Customer and Digital Directorate Update</b>	(Pages 75 - 76)
	To note the update from the Executive Member (Customer and Streetscene Services).	
7	<b>Health Scrutiny</b>	(Pages 77 - 82)
	To consider the Work Plan of Lancashire County Council's Health Scrutiny Committee and to note the written update from the Council's representative on the Committee, Councillor Alex Hilton.	
8	<b>First Aid at Chorley Council</b>	(Pages 83 - 88)
	To receive and consider the presentation of the Director of Governance.	
9	<b>Sustainable Public Transport Monitoring Report</b>	(Pages 89 - 98)
	To receive and consider the report of the Director of Planning and Development.	
10	<b>Developing the Councils Green Agenda - Monitoring Report 2</b>	(Pages 99 - 110)
	To receive and consider the report of the Director of Planning and Development.	
11	<b>Select Move Review</b>	(To follow)
	To receive and consider the report of the Director of Communities	
12	<b>Overview and Scrutiny Work Programme</b>	(Pages 111 - 112)
	To consider the Scrutiny Work Programme for 2021/22, and to confirm the first Task Group topic.	
13	<b>Any urgent business previously agreed with the Chair</b>	

Gary Hall  
Chief Executive

Electronic agendas sent to Members of the Overview and Scrutiny Committee Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Julia Berry, John Dalton, Terry Howarth, Hasina Khan, Samir Khan, June Molyneaux, James Nevett, Aidy Riggott, William Simmance, Kim Snape and Jenny Whiffen.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or [chorley.gov.uk](http://chorley.gov.uk)

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



**Minutes of** Overview and Scrutiny Committee

**Meeting date** Thursday, 1 July 2021

**Members present:** Councillor John Walker (Chair), Councillor Roy Lees (Vice-Chair) and Councillors Sarah Ainsworth, Julia Berry, John Dalton, Terry Howarth, Hasina Khan, Samir Khan, June Molyneaux, James Nevett, Aidy Riggott, William Simmance, Kim Snape and Jenny Whiffen

**Officers:** Chris Sinnott (Deputy Chief Executive), Ruth Rimmington (Democratic Services Team Leader), and Matthew Pawlyszyn (Democratic and Member Services Officer).

**Other Members:** Councillor Alex Hilton

**20.OS.24 Minutes of Meeting Thursday, 18 March 2021 of Overview and Scrutiny Committee**

**Decision:** The minutes of the meeting Thursday, 18 March 2021 were approved as a correct record.

**20.OS.25 Declarations of Any Interests**

There were no declarations of interest.

**20.OS.26 Public Questions**

There were no public questions.

**20.OS.27 Executive Cabinet Minutes**

**a Minutes of Meeting Thursday, 25 March 2021 of Executive Cabinet**

**Decision:** The minutes of the meeting Thursday, 25 March 2021 were noted.

**b Minutes of Meeting Thursday, 17 June 2021 of Executive Cabinet**

**Decision:** The minutes of the meeting Thursday, 17 June 2021 were noted.

**20.OS.28 Notice of Executive Decisions**

In response to a question relating to the Leisure Centre contract, Chris Sinnott, Deputy Chief Executive told that the procurement process resulted in the preferred bidder to withdraw due to the impact of Covid-19 in August 2020. The Council took the decision to take over direct management, this happened 30<sup>th</sup> September 2020, and all employees were now under Council employment. Options for the management was presented to full Council in April 2021 and the decision made was for the council to establish a Wholly Owned Company to manage the leisure centre.

It was recommended that September or October was a good time to explore the Wholly Owned Company to allow time for it establish and begin operation.

**Decision: The notice of Executive Decisions was noted.**

## **20.OS.29 Health Scrutiny**

The Committee welcomed Councillor Alex Hilton who attended via Microsoft Teams.

Councillor Hilton introduced himself to the new members of the committee and explained his background within the NHS and summarised the content and presentations of the Lancashire County Council's Health Scrutiny.

There were significant changes occurring to the National Health Service. The Our Health Our Care had been discontinued in favour of Integrated Care Systems.

Healthier Lancashire and South Cumbria partnership of health care organisations provided a presentation and explained the white paper for NHS reform that was expected to have a second reading in parliament in July. The process to start in October and be completed by April 2022. The Integrated Care Systems in Lancashire and South Cumbria was to be split into five sub regions, with Chorley part of Central Lancashire. Covid-19 was acknowledged to be potential issue to the roll out of the programme.

This decision was made to slow the process and reverse the competitive nature between NHS Foundation Trusts and private sector providers and to encourage collaboration. With the Integrated Care Systems, the Third Sector – voluntary and community groups would play a partner role.

The Health Scrutiny Committee were able to use National NHS waiting list figures as part of their programme to measure improvements.

The Lancashire Health Scrutiny Committee received a presentation from the Lancashire County Council's Director of Adult Services in relation to collaborating with neighboring councils to form hospital alliances, similar to Manchester.

It was understood that Covid-19 had a significant impact on social care, but the full extent was still unknown.

Work was outlined to be completed around inequalities for those with learning difficulties, and legislation was expected in April 2022.

There were concerns with the workload of the Health Scrutiny Committee and a shortlist of work was to be created.

Abdul Razaq spoke about public health, Covid-19 and vaccination response.

There was questions and concerns about winter planning set for October rather than sooner, especially with the need for potential Covid-19 boosters, and flu vaccines. There were concerns that the needs of high intensity users were not being met.

Members asked if the move from Clinical Commissioning Groups (CCG's) to Integrated Care Systems would lead to regionalisation of services and if there was a risk that accountability would be lost. Members followed up and felt that there was also a risk of regional based hospitals, many from more deprived areas would not be able to access.

Councillor Hilton was uncertain at present but it was possible, but he would ensure that the views of Chorley were represented throughout the process.

Councillor Hilton added that Covid-19 had been a predominant feature of the health landscape, the aim was to get as many vaccinated as possible, but there were concerns about the backlog of routine care since Covid-19 started.

**Decision: The update was noted.**

#### **20.OS.30 Chorley Council's Response to Covid-19**

The Overview and Scrutiny Committee welcomed Chris Sinnott, Deputy Chief Executive to give a presentation highlighting the efforts of the Council during the Covid-19 pandemic.

(Councillor Kim Snape joined 19:01)

Programmes were developed and rolled out to ensure those shielding were given the support needed. Staff accepted additional responsibilities to support residents.

(Councillor June Molyneux joined 19:03)

A significant amount of planning, effort and focused work went into the Lancashire Resilience Forum (LRF), a partnership made up of organisations that work together to prepare and respond to emergencies in Lancashire. The LRF involved the emergency services; local authorities; health agencies; Environment Agency; voluntary groups; transport providers; utility providers and local businesses to ensure resources were effectively used.

The initial response was to keep staff safe and service running effectively, ensuing the workplace was Covid-19 secure and that staff were able and confidently work from home.

Democratic Services ensured that Councillors were up to date and work could continue safely.

Over 3000 households were supported by volunteers within the Council and the Community. 4700 calls were made to those on the shielding list and 1100 food parcels were delivered to the community. Many residents reported a positive change of perspective in how they viewed the Council.

Businesses in the Borough were significantly impacted, over £40m was processed in grants, 4000 businesses were supported directly, over 70 businesses attended

webinars, and 40 booked appointments with advisors to receive help and support throughout the pandemic.

A new team was established and became one of the first to take on the Zero Covid-19 Programme. The team took over the role of track and trace with a success rate of 95% which was greater than the national average. The team assisted the local primary care network with the roll out of lateral flow testing and now the vaccination bus.

The Council's core services, and projects have been ongoing. The process of shared services continued with reviews conducted of terms and conditions, pay grades, and agreed expansion.

Challenges included the quarter four performance with indicators off track. There had been an increase of 16-17-year old's not in employment, education, or training (NEET). Ongoing work was required to support the recovery of the local economy. There was an increased number of young people reporting concerns with their mental health with an increase in reported self-harm.

Council staff to begin a phased return scheme from the 19 July, but there was uncertainty around the lifting of restrictions. A workplace strategy had been developed exploring how staff could adapt post Covid-19 and work in patterns that fit with the shared services agenda across Chorley and South Ribble. An emphasis was placed on ensuring staff felt that they were receiving the right amount of support, while maintaining the flexibility and balance within the organisation.

Members thanked Chris Sinnott for attending and presenting to the Committee, an issue was raised about the conflict between resolving issues inside the homes of residents and policies of keeping staff safe. It was acknowledged that there had been challenges but efforts have been made to adapt work to ensure all issues were attended to, support had been given but further issues could be raised with relevant directors.

Members with experience of the LRF praised the positives for Lancashire and there was optimism that there would be further cooperation between organisations. Chris Sinnott agreed and felt that at the executive level of the council, there was a desire for further cooperation. In response to a question about some volunteers failing to be communicated with, overall, there were high levels of positive feedback from both volunteers and those supported.

Members praised and acknowledged that the different diverse communities of Chorley came together to help each other throughout the pandemic.

There was not a precise vaccine figure for Chorley. But the Borough was doing better than the rest of Lancashire, although the more deprived areas such as Chorley East had fallen behind, work was ongoing with the NHS to encourage people from these communities to access the vaccine.

Chorley Council wanted to maximise the amount of money out the door to support local business and into the local economy, but it was noted that many grants have criteria that needed to be met. Once the grants close, the Council will need to report back to the Government and undertake post grant assurance to ensure that the correct grants were processed correctly to the right recipient. The understanding had

been that those chasing the grants were chasing their livelihoods and the Council wanted to process each claim as efficiently as possible but done the right way.

**Decision: The presentation was noted.**

**20.OS.31 Scrutiny Reporting Back: Chorley Council's Annual Report on Overview and Scrutiny in 2020/21**

Members acknowledged the work that scrutiny completed in the previous year and thanked officers for their assistance.

**Decision: The report was noted.**

**20.OS.32 Overview and Scrutiny Work Programme**

The Chair updated Members of the Committee following the Overview and Scrutiny Performance Panel, he acknowledged the questions and format of the Panel but told that following a meeting with Officers, no changes would be made, but apologised for not bringing in Councillor Lowe to give the report.

Members agreed that the following topics would be considered for the Work Programme.

- Enforcement
  - o Planning,
  - o Environmental Health with noise or litter
  - o Staffing, targets, and performance indicators
- Cycling, pathways, and routes.
- Review of Select Move
- Chorley Magistrates Court
- Local level health provisions

It was acknowledged that members would like to explore cardboard recycling but agreed that the Committee would wait for the next Quarter Report.

**Decision: The Work Programme was noted.**

Chair

Date

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**Minutes of** Executive Cabinet

**Meeting date** Thursday, 16 September 2021

**Members present:** Councillor Alistair Bradley (Chair) and Councillors Beverley Murray, Peter Gabbott, Alistair Morwood and Adrian Lowe

**Officers:** Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Chris Moister (Director of Governance), Asim Khan (Director of Customer and Digital), Louise Mattinson (Director of Finance), Jennifer Mullin (Director of Communities), Jonathan Noad (Director of Planning and Development), Andrew Daniels (Shared Service Lead – Communications and Visitor Economy), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Nina Neisser (Democratic and Member Services Officer)

**Apologies:** Councillor Peter Wilson

**Other Members:** Councillor Aaron Beaver, Sam Chapman, Alan Cullens, Danny Gee, Harold Heaton, Hasina Khan, Christine Turner and John Walker

**21.EC.46 Minutes of meeting Thursday, 17 June 2021 of Executive Cabinet**

**Decision: That the minutes of the Executive Cabinet meeting held on 17 June 2021 be confirmed as a correct record for signature by the Executive Leader.**

**21.EC.47 Declarations of Any Interests**

There were no declarations of interest.

**21.EC.48 Public Questions**

There were no public questions.

**21.EC.49 Revenue and Capital Budget Monitoring Report 1**

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), 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. They also report 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 provides an overview of various elements of the Council's Balance Sheet as at 31 July 2021.

In summary, there is a forecast underspend against the budget for 2021/22 of £126k. Members 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.

### **Revenue Budget Monitoring**

#### **Decision:**

- 1. To note the forecast outturn for revenue and the level of reserves based on the position as at 31st July 2021.**
- 2. To note the virements to the revenue budget made during the period, as detailed in Appendix 2 of the report.**

#### **Reasons for recommendations:**

To ensure the Council's budgetary targets are achieved.

#### **Alternative options considered and rejected:**

None

### **Capital Budget Monitoring**

#### **Resolved:**

- 1. To approve the revised capital programme as attached at Appendix A, which reflects all approved amendments to the programme over the four months to 31st July 2021 as detailed in section 11 of this report.**
- 2. To approve the following variations to the programme (which have been included in Appendix B)**
  - a) £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.**
  - b) £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.**
- 3. 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 31st July 2021.**

#### **Reasons for recommendations:**

To ensure the Council's Capital Programme is monitored effectively.

#### **Alternative options considered and rejected:**

None

## **21.EC.50 Quarter 1 Performance Monitoring Report 2021-22**

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), 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.

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.

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.

Members 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.

**Decision:**

**That the report be noted.**

**Reasons for recommendation(s):**

The Council's performance framework sets out the process for reporting progress against the objectives of the Corporate Strategy. Robust monitoring ensures that the council continues to deliver its priorities and achieves the best outcomes for residents.

**Alternative options considered and rejected:**

None

**21.EC.51 Shared Consultation Framework**

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), presented the report of the Deputy Chief Executive which sets out the Shared Consultation framework for approval.

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.

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.

**Decision:**

**To approve the Consultation Framework in Appendix A.**

**Reasons for recommendation(s):**

1. The Consultation Framework sets out how Chorley Council undertakes consultations.
2. Without a framework, consultations may not be consistently planned and undertaken in the proper way across the council. This can lead to poor consultations and consequently poor decision making. This framework is a shared approach across Chorley and South Ribble Councils which will provide a consistent approach for staff to work too.
3. Consultation is also a way for communities, residents and businesses to engage with the Council and shape their local area. Without a framework key features that promote inclusivity and accessibility may not be routinely applied, inadvertently leaving some voices unheard.
4. The framework provides officers across Chorley Council with the guidance and tools to undertake high quality consultations as and when needed.

**Alternative options considered and rejected:**

To not have a framework. As shared services continues to develop consultations could continue to be undertaken unilaterally by services, however the quality may be inconsistent. Further to this, different processes across shared teams could lead to confusion or misapplication, whereas a single shared framework will provide consistency.

**21.EC.52 Workplace Strategy**

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), presented the report of the Deputy Chief Executive which sets out the Workplace Strategy 2021-2024 for consideration and approval.

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.

Members 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.

Members 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. Members 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.

It was 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.

**Decision:**

**That the Workplace Strategy is approved and progressed to support the future efficient operation of the organisation.**

**Reasons for recommendation(s):**

To realise the social, economic, and environmental benefits of new ways of working in line with the changing operating context and workforce expectations.

**Alternative options considered and rejected:**

To revert back to pre-Covid-19 working practices. This option has been rejected based on the opportunities presented to modernise our approach and in line with feedback from staff.

**21.EC.53 Exclusion of the Public and Press**

**Decision: To exclude the press and public for the following items of business on the grounds 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 1972.**

**21.EC.54 Museum, Culture and Tourism Team Review**

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), 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.

**Decision:**

**To agree the proposals for the new structure as set out in Appendix A.**

**Reasons for recommendation(s):**

To complete the creation of a shared communications and visitor economy service with a new team that will take on the tourism function and the operation of the Astley Hall and Coach House complex.

**Alternative options considered and rejected:**

It has been considered to not share the museum, culture and tourism team but this was rejected due to the desire to establish an events team at South Ribble and the benefits the extra resilience would bring to the already established team at Chorley.

**21.EC.55 Procurement of Handyperson & Affordable Warmth Assistance service**

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).

**Decision:**

- 1. To approve the proposed arrangements for the procurement of the Handyperson and Affordable Warmth Service.**

2. To approve the proposed assessment methodology and evaluation criteria outlined in this report: 65% Quality weighting and 35% Pricing weighting.
3. To approve the proposal to apply Procurement Policy Note (PPN) 11/20, published in December 2020 and effective from 1st January 2021, which allows Local Authorities to reserve this procurement for Small and Medium Enterprises (SMEs) and Voluntary, Community and Social Enterprises (VCSEs).
4. That approval for the contract award decision is to be delegated to the Executive Member (Homes and Housing) once a preferred Service Provider has been identified following a tendering exercise to be conducted by means of 'The Chest' procurement portal.

**Reasons for recommendation(s):**

1. At the meeting on 17th June 2021, Executive Cabinet gave in-principle approval to allow a procurement exercise during the current financial year, in order to appoint a Service Provider to deliver the Handyperson and Affordable Warmth Assistance service, on an initial two year contract, from 1st April 2022, with an option to extend for a further year. Therefore, the recommendation in this report is consistent with the previously agreed course of action.
2. The retention of Handyperson and Affordable Warmth Services will enable the Council to continue to offer a broad range of appropriate assistance to Chorley residents.
3. Longer term funding commitment will enable consistency in terms of service planning and service delivery as well as being a more attractive proposition for potential Service Providers, thereby making it more likely to create competition in the market.

**Alternative options considered and rejected:**

Alternative options were presented to Members in the 16th June Executive Cabinet report, including ending the funding of the service, but it was recognised that the service is valuable to customers and is an important part of the overall 'offering' from the Council's Home Improvement Agency.

Chair

Date

## Chorley Council – Notice of Executive Decisions

1. This document gives 28 days notice of ‘key’ and other major decisions which the Executive Cabinet and Executive Members expect to take. The document is updated as required and is available to the public on the Council’s website at [www.chorley.gov.uk](http://www.chorley.gov.uk) or from the Town Hall, Market Street, Chorley, PR7 1DP.
  
2. A ‘Key’ Decision is defined as:
  - a) Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
    - a change in service provision that impacts upon the service revenue budget by £100,000 or more; or
    - a contract worth £100,000 or more; or
    - a new or unprogrammed capital scheme of £100,000 or more.
  - b) Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council’s Policy Framework set out in Article 4 of the Council’s Constitution.
  - c) Under the Access to Information Procedure Rules set out in the Council’s Constitution, a ‘Key’ Decision may not be taken, unless 28 days notice have been given in this document;
  - d) The law and the Council’s Constitution provide for urgent key decisions to be made, even though they have not been included in this document in accordance with General Exception and Special Urgency provisions.
  
3. The Executive Cabinet is made up of the Executive Leader, Deputy Leader and four Executive Members with the following portfolios:
 

Executive Leader and Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley
Deputy Executive Leader and Executive Member (Resources)	Councillor Peter Wilson
Executive Member (Early Intervention)	Councillor Beverley Murray
Executive Member (Homes and Housing)	Councillor Peter Gabbott
Executive Member (Planning and Development)	Councillor Alistair Morwood
Executive Member (Customer and Streetscene Services)	Councillor Adrian Lowe
  
4. Copies of the Council’s Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council’s website: [www.chorley.gov.uk](http://www.chorley.gov.uk). If there are any queries, including objections to items being considered in private, please contact the Council on 01257 515151 or email [contact@chorley.gov.uk](mailto:contact@chorley.gov.uk). Please note representations should be received 14 days before the date the decision is due to be taken.

**Gary Hall, Chief Executive**

**Last updated: 22 September 2021**

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
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Future meetings of the Executive Cabinet where there is an intention to hold part of a meeting in private: 16 September, 14 October, 11 November, 9 December 2021, 20 January, 24 February and 24 March 2022

October

King George V Playing Fields, Adlington	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	14 Oct 2021	No	No	Report of the Director (Commercial Services)
Strawberry Meadows Development Update	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)		14 Oct 2021	No	No	Report of the Director (Commercial Services)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval of revised terms for the Lease of Whittle Surgery - Site of 239 Preston Road Whittle le Woods	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	14 Oct 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Renewal of Lease - Coach House - Astley Hall - Cafe Ambio	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	14 Oct 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Lease of Clayton-Le-Woods Parish Rooms	Executive Cabinet	Executive Member (Resources)	A contract worth £100,000 or more	14 Oct 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Future meetings							
Revenue and Capital Budget Monitoring	Executive Cabinet	Executive Member (Resources)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	11 Nov 2021	No	No	Report of the Director (Finance)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Bengal Street Feasibility Update	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	11 Nov 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Wigan Lane Sports Facility	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	9 Dec 2021	No	No	Report of the Director (Planning and Development)
Wigan Lane Playing Field Facility	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	20 Jan 2022	No	No	Report of the Director (Planning and Development)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Queens Road Car Park Resurfacing - Contract award	Executive Cabinet	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	24 Feb 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Leisure Contract Update	Executive Cabinet	Executive Member (Early Intervention)	A significant impact in environmental, social or physical terms in two or more wards		Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Deputy Chief Executive

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member Decisions							
Executive Leader and Executive Member (Economic Development and Public Services Reform)							
Strawberry Fields Grant Programme Amendment	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2020	No	No	Report of the Director (Commercial Services)
Milestone Meadow Play Area, Euxton	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2020	No	Open Space, Sport & Recreation Strategy Summary and Action Plan - <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=71337&amp;PlanId=909&amp;RPID=7050336">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=71337&amp;PlanId=909&amp;RPID=7050336</a>	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Lancashire Woodland Connect	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		August 2020	No	No	Report of the Deputy Chief Executive
Mawdesley Millenium Green Play Area S106 transfer	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		November 2020	No	Play, Open Space and Playing Pitches – Financial Transfers of S106 to Parish Councils and Organisations for Project Delivery - <a href="https://democracy.chorley.gov.uk/documents/s96662/Report.pdf">https://democracy.chorley.gov.uk/documents/s96662/Report.pdf</a>	Report of the Deputy Chief Executive

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Cripplegate Lane Pond	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		November 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Deputy Chief Executive
Westway Operator Procurement	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Alker Lane Development - Appointment of PM/EA/QS Support	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		January 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
BAE Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		December 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Network Rail Agreement - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		December 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Agreement GA Pet Foods - Alker Lane Bridge	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		17 Dec 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Approval to Agree Steelwork Modification on Market Walk Extension	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Tatton Second Stage Fee Expenditure	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	19 Nov 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Westway Football Foundation Submission	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Commercial Acquisition Opportunities	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A new or unprogrammed capital scheme of £100,000 or more	July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Rent Relief for Council Commercial Tenants	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A change in service provision that impacts upon the service revenue budget by £100,000 or more	January 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Choose Chorley Grant (Ipsium Group)	Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley		2 Sep 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Planning and Development)
Chorley BIG Grant - Froogle Media Limited	Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley		5 Aug 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Chorley BIG Grant (Aesthetics Training Group Ltd)	Executive Member (Economic Development and Public Service Reform)	Councillor Alistair Bradley		2 Sep 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Planning and Development)
Climate Change Update and Approval of Expenditure	Leader and Deputy Leader/Director Briefing  Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A significant impact in environmental, social or physical terms in two or more wards	16 Feb 2021	No	No	Report of the Director (Planning and Development)
Mass Tree Planting for Woodland Creation on Council Owned Land	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)		21 May 2021	No	To Follow	Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Clean Air Strategy	Executive Member (Economic Development and Public Service Reform)	Executive Member (Economic Development and Public Service Reform)	A significant impact in environmental, social or physical terms in two or more wards	May 2021	No	<a href="http://mod/documents/s122080/Clean%20Air%20Strategy%20enc.%202.pdf?LO\$=1">http://mod/documents/s122080/Clean%20Air%20Strategy%20enc.%202.pdf?LO\$=1</a>	Report of the Director (Communities)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Deputy Executive Leader and Executive Member (Resources)							
Approval for the contact award procedure for the procurement of asset management software for streetscene services	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Customer and Digital)
Approval for the Contract Award Procedure for Electrical Contractor to Undertake Planned and Reactive Maintenance	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	16 Apr 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)



Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Accessibility Software	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	5 Apr 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	<a href="http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf">http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf</a>	Report of the Director (Customer and Digital)
Approval for the Contract Award for the Procurement of Microsoft	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	26 Mar 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	<a href="http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf">http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval of Contract - ICT Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	<a href="http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf">http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf</a>	Report of the Director (Customer and Digital)
Approval of Contract - ICT Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	<a href="http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf">http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf</a>	Report of the Director (Customer and Digital)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract - ICT Services	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	<a href="http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf">http://mod/documents/s119847/Approval%20for%20the%20contract%20award%20procedure%20and%20evaluation%20criteria%20for%20ICT%20hardware%20and%20software.%20enc.pdf</a>	Report of the Director (Customer and Digital)
Award of Contract - Electrical repairs & maintenance	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	9 Aug 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	To Follow	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval for the Contract Award for King Georges Playing Fields Pavilion	Executive Member (Economic Development and Public Service Reform)	Executive Member (Resources)	A contract worth £100,000 or more	May 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	<a href="http://mod/documents/s122070/King%20Georges%20Playing%20Fields%20Pavilion%20-%20Proposed%20Contract%20Award%20Procedure%20enc.%202.pdf?LO\$=1">http://mod/documents/s122070/King%20Georges%20Playing%20Fields%20Pavilion%20-%20Proposed%20Contract%20Award%20Procedure%20enc.%202.pdf?LO\$=1</a>	Report of the Director (Planning and Development)
NSL Enforcement & Cash Collection Contract Extension	Executive Member (Resources)	Executive Member (Resources)		September 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

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Procurement of Electrical Contractor to undertake planned and reactive maintenance	Executive Member (Resources)	Councillor Peter Wilson	A contract worth £100,000 or more	March 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Applications to waive Council Tax Long-Term Empty Premium	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Customer and Digital)
Application to Waive Council Tax Long Term Empty Premium - Andertons School House	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Customer and Digital)

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Applications for Hardship Relief	Executive Member (Resources)	Executive Member (Resources)		October 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Customer and Digital)
Harrisons Farm Adlington - Notification of United Utilities Works under S159 of the Water Industry Act 1991	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial Services)
Approval For Car Park Barrier Bengal Street	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial Services)
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Deputy Chief Executive

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Deputy Chief Executive
HR Policy Framework	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Mutual Agreement	Executive Member (Resources)	Executive Member (Resources)		September 2021	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Shared HR Policy Framework - Benefits Policy Family	Executive Member (Resources)	Executive Member (Resources)		28 May 2021	No	No	Report of the Deputy Chief Executive
Health and Safety Service Review Update	Executive Member (Resources)	Executive Member (Resources)		24 Sep 2021	Paragraph 1: Information relating to any individual. Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	To Follow	Report of the Director (Governance)
Settlement Agreement for Senior Management Accountant	Executive Member (Resources)	Executive Member (Resources)		7 Sep 2021	Paragraph 1: Information relating to any individual.	No	Report of the Director (Finance)



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Alker Lane - Appointment of ecological consultants	Executive Member (Resources)	Executive Member (Resources)		June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Alker Lane Sale/Leasing Approval	Executive Member (Resources)	Executive Member (Customer and Streetscene Services)	A contract worth £100,000 or more	8 Apr 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

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Alker and Tatton Funding	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	30 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Chorley Council Corporate Strategy 2019/20-2021/22 - <a href="https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf">https://democracy.chorley.gov.uk/documents/s105131/Chorley%20Council%20Corporate%20Strategy%20201920-202122.pdf</a>	Report of the Director (Commercial Services)
Croft Lodge, Lodge Bank, Brinscall - Fishing Lease	Executive Member (Resources)	Executive Member (Resources)		June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Common Bank Lane Disposal	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial Services)

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Replacement of the Mayoral Car	Executive Member (Resources)	Executive Member (Resources)		May 2021	No	No	Report of the Director (Governance)
Disposal of 3 Parking Spaces at Farrington Street Car Park Chorley	Executive Member (Resources)	Executive Member (Resources)		June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Land Rear of 50 and 52 Fairview Drive Adlington	Executive Member (Resources)	Executive Member (Resources)		June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

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Land At Foxhole Road Chorley	Executive Member (Resources)	Executive Member (Resources)		Before 3 Aug 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Approval to Agree Heads of Terms for Unit 2, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

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Approval to Agree Heads of Terms for Unit 3, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Approval to Agree Heads of Terms for Unit 4, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Approval to Agree Heads of Terms for Unit 5, Market Walk Extension	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Approval to Acquire Individual Homes for Affordable Rent	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	December 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Buzz Bingo	Executive Member (Resources)	Executive Member (Resources)		28 Aug 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Grant of a lease - Unit 3, Flat Iron Parade, Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 30 Apr 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Unit 6 Flat Iron Parade- Renewal of Lease	Executive Member (Resources)	Executive Member (Resources)		14 May 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Amendment of Lease Terms - Unit 9a Market Walk	Executive Member (Resources)	Executive Member (Resources)		Before 10 Sep 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Unit 25 Market Walk - Renewal of Lease	Executive Member (Resources)	Executive Member (Resources)		30 Jul 2021			Report of the Director (Commercial Services)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Grant of a Lease - 37 New Market Street - First Floor Above Iceland - Market Walk	Executive Member (Resources)	Executive Member (Resources)		June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
57 Market Street Chorley	Executive Member (Resources)	Executive Member (Resources)		Before 23 Jul 2021	<a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=81142&amp;PlanId=914&amp;RPID=7913723">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=81142&amp;PlanId=914&amp;RPID=7913723</a>	No	Report of the Director (Commercial Services)
98 Market Street Chorley - Grant of Lease	Executive Member (Resources)	Executive Member (Resources)		Before 5 Aug 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 2	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 3	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 4	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services), Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 5	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Grant of a Lease - Office 6 - Strawberry Fields Digital Office Hub	Executive Member (Resources)	Executive Member (Resources)		15 Oct 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 10	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 14	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 15	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 18	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 20	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Strawberry Fields Digital Office Hub - Grant of a Lease - Office No 27	Executive Member (Resources)	Executive Member (Resources)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Strawberry Fields - Grant of a lease - Offices 33a 34 and 35	Executive Member (Resources)	Executive Member (Resources)		Before 23 Sep 2021			Report of the Director (Commercial Services)
Grant of a Lease - Cafe - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Grant of a Lease - Cafe - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		Before 27 Aug 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Exclusec Security Contract for Strawberry Fields Digital Office Park	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	February 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
UPDATE - Kiosk/Cafe Coronation Recreation Ground Chorley	Executive Member (Resources)	Executive Member (Resources)		4 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Letting Arrangements - Hair Salon - Primrose Gardens	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Business Grant Programme Budgets	Executive Member (Resources)	Executive Member (Resources)		June 2020	No	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Business Financial Support Budget Approval	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)		July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Lease of Cafe Coach House Astley Park	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Proposed Wayleave Agreement: Harrisons Farm, Old School Lane, Adlington	Executive Member (Resources)	Executive Member (Resources)		September 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Shop Front Grant	Executive Member (Resources)	Executive Member (Resources)		December 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Vacant Property and Shop Front Grants - Programme Evaluation - <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900</a>	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Shop Front Grant - 8 Chapel Street	Executive Member (Resources)	Councillor Peter Wilson, Executive Member (Resources)		17 Sep 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Vacant Property and Shop Front Grants - Programme Evaluation - <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900</a>	Report of the Director (Commercial Services)
Shop Front Grant - 109 Market Street	Executive Member (Resources)	Councillor Peter Wilson, Executive Member (Resources)		4 Nov 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Vacant Property and Shop Front Grants - Programme Evaluation - <a href="https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900">https://democracy.chorley.gov.uk/mgIssueHistoryHome.aspx?IId=44900</a>	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Chorley BIG Grant - BVS Ltdsd T/A Tunit	Executive Member (Resources)	Executive Member (Resources)		16 Sep 2021	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Planning and Development)
Whittle Surgery Procurement	Executive Member (Resources)	Executive Member (Resources)	A new or unprogrammed capital scheme of £100,000 or more	June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Whittle GP Surgery Contractor Procurement	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Whittle Surgery HoT's	Executive Member (Resources)	Executive Member (Economic Development and Public Service Reform)	A contract worth £100,000 or more	July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Council Tax Long-Term Empty Premium	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 1: Information relating to any individual.	No	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Request to release restrictive covenant	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Covid 19 Measures	Executive Member (Resources)	Executive Member (Resources)		August 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
COVID-19 Local Restrictions Support Grant	Executive Member (Resources)	Executive Member (Resources)		October 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)
Approve an application for ERVS	Executive Member (Resources)	Executive Member (Resources)		16 Jul 2021	Paragraph 1: Information relating to any individual.	No	Report of the Deputy Chief Executive
Town Hall Boiler Replacement	Executive Member (Resources)	Executive Member (Resources)		June 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Commercial Services)



<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Website Review Contract Award	Executive Member (Resources)	Executive Member (Resources)	A contract worth £100,000 or more	September 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Customer and Digital)
Insurance Portfolio contract award	Executive Member (Resources)	Executive Member (Resources)		September 2021		No	Report of the Director (Governance)
Chorley Schools Digital Deficit Response	Executive Member (Resources)	Councillor Beverley Murray		5 Apr 2021	No	No	Report of the Director (Communities)
Approval for Exhibitions Policy	Executive Member (Resources)	Executive Member (Resources)		25 Jun 2021	No	No	Report of the Deputy Chief Executive

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Early Intervention)							
Review of Neighbourhood Working following the Boundary Review	Executive Member (Early Intervention)	Executive Member (Early Intervention)		June 2020	No	Details can be found here: <a href="https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=117&amp;MId=8153">https://democracy.chorley.gov.uk/ieListDocuments.aspx?CId=117&amp;MId=8153</a>	Report of the Director (Early Intervention and Support)
Investment and improvements at Duxbury Park Community Facilities	Executive Member (Early Intervention)	Executive Member (Early Intervention)	A new or unprogrammed capital scheme of £100,000 or more	July 2020	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	No	Report of the Director (Early Intervention and Support)
Approval for the scope of development projects at Leisure Centres	Executive Member (Early Intervention)	Executive Member (Early Intervention)	A contract worth £100,000 or more	January 2021		To Follow	Report of the Deputy Chief Executive

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Leisure Management - Wholly Owned Company Implementation - Fee's, charges and concessions	Executive Member (Early Intervention)	Executive Member (Early Intervention)		Before 30 Apr 2021	No	<a href="https://democracy.chorley.gov.uk/documents/g8128/Public%20reports%20pack%2013th-Apr-2021%2018.30%20Council.pdf?T=10">https://democracy.chorley.gov.uk/documents/g8128/Public%20reports%20pack%2013th-Apr-2021%2018.30%20Council.pdf?T=10</a>	Report of the Deputy Chief Executive
Allocation of Small Community Grant Funding 20/21	Executive Member (Early Intervention)	Executive Member (Early Intervention)		October 2020	No	Small Community Grant Funding - process <a href="https://democracy.chorley.gov.uk/mglsueHistoryHome.aspx?Id=41824&amp;Opt=0">https://democracy.chorley.gov.uk/mglsueHistoryHome.aspx?Id=41824&amp;Opt=0</a>	Report of the Director (Early Intervention and Support)
Lancashire Domestic Abuse Services - Chorley Contribution	Leader and Deputy Leader/Director Briefing  Executive Member (Early Intervention)	Executive Member (Early Intervention)		March 2021	No	To Follow	Report of the Director (Communities)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Beaconsfield Terrace	Executive Member (Early Intervention)	Executive Member (Early Intervention)		13 May 2021	Paragraph 1: Information relating to any individual.	No	Report of the Director (Communities)
Stray Dog Collection Service - Fees	Executive Member (Early Intervention)	Executive Member (Early Intervention)		10 Jun 2021	No	No	Report of the Director (Communities)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Customer and Streetscene Services)							
Recycling Strategy	Executive Member (Customer and Streetscene Services)	Executive Member (Customer and Streetscene Services)		July 2020	No	No	Report of the Director (Customer and Digital)
ICT Service Review	Executive Member (Customer and Streetscene Services)	Executive Member (Customer and Streetscene Services)		September 2021	Paragraph 1: Information relating to any individual.	No	Report of the Director (Customer and Digital)
Customer Services and Revenue & Benefits Review	Executive Member (Customer and Streetscene Services)	Executive Member (Customer and Streetscene Services)		October 2021	Paragraph 1: Information relating to any individual.	<a href="http://mod/documents/s128764/Customer%20Services.pdf">http://mod/documents/s128764/Customer%20Services.pdf</a>	Report of the Director (Customer and Digital)

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Reason the decision is key</b>	<b>Earliest Date decision can be taken</b>	<b>Will the public be excluded?</b>	<b>Are there any background papers?</b>	<b>Documents to be considered by Decision taker</b>
Executive Member (Homes and Housing)							
Tatton Gardens Policies	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		14 Oct 2021	No	No	Report of the Director (Commercial Services)
Houses in Multiple Occupation	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		29 Jul 2021	No	No	Report of the Director (Planning and Development)
Low Cost Home Ownership Scheme - Removal of Eligibility Restrictions for 41 Poplar Drive, Coppull	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)		29 Sep 2021	Paragraph 1: Information relating to any individual.	No	Report of the Director (Planning and Development)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Appointment of Handyperson & Affordable Warmth Assistance Service Provider	Executive Member (Homes and Housing)	Executive Member (Homes and Housing)	A contract worth £100,000 or more	10 Jan 2022	Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	<a href="http://mod/documents/s128532/Handyperson%20Service%20request%20for%20funding%20and%20contract%20extension%20for%20the%20period%201st%20July%202021%20to%2031st.pdf">http://mod/documents/s128532/Handyperson%20Service%20request%20for%20funding%20and%20contract%20extension%20for%20the%20period%201st%20July%202021%20to%2031st.pdf</a> <a href="http://mod/documents/s132792/Procurement%20of%20Handyperson%20Affordable%20Warmth%20Service.pdf">http://mod/documents/s132792/Procurement%20of%20Handyperson%20Affordable%20Warmth%20Service.pdf</a>	Report of the Director (Communities)

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Executive Member (Planning and Development)							



## Overview and Scrutiny: Customer and Digital Directorate Update

At a recent Executive Member Briefing, Cllr Adrian Lowe, Executive Member (Customer and Streetscene Services) requested that a note be presented to Overview and Scrutiny to outline the revenues recovery action being taken following a temporary hold on action as a result of the Covid-19 pandemic and also an update on the review of Streetscene targets.

### Revenues recovery action

Following national lockdown in March 2020, it was agreed that recovery action be suspended for council tax, business rates, housing benefit overpayments, miscellaneous payments and fixed penalty notices.

This coincided with the cessation of court hearings and the introduction of temporary legislation preventing the use of enforcement in respect of debt recovery.

In August 2020, after an easing of restrictions and following further discussion, member agreement was given to send soft reminders for council tax and business rates followed by statutory reminders.

Statutory reminders then continued for council tax and business rates, however further stages of recovery such as enforcement action and attachment of earnings remained on hold.

In view of the uncertainty around local and national lockdowns and the impact on the economy and individuals and the government grant and support schemes it was considered prudent to delay the commencement of significant recovery action until the new financial year.

In June of this year it was agreed that an engagement letter be sent in respect of all outstanding sums which had not been sent any kind of reminder this financial year. This included a soft reminder from the enforcement agents to all their outstanding cases.

Recovery for all revenue streams has continued as normal from July, including reminders, final notices, summonses, liability orders, enforcement, attachment of earnings and benefit orders.

Council tax collection rates are down on 2019-20, however, not significantly so and as would be expected considering the circumstances of the last eighteen months.

Business rates (NNDR) collection has been impacted by an increase of £3.4m in the net collectable debit. This is because Expanded Retail Discount relief reduced from 100% to 66% from 1 July 2021. Performance should improve as monthly instalments are paid until March. Also, anticipated recovery in the local economy should also support an improvement.

The table below shows collection as at the end of July 2021 compared to the two previous years:

Council tax*			NNDR**		
19-20	20-21	21-22	19-20	20-21	21-22
37.50%	36.20%	37.10%	39.36%	34.68%	30.94%

\*The net collectable Council Tax debit for 2021/22 is £ 75,454,685

\*\*The net collectable NNDR debit for 2021/22 is £ 21,614,819

**Streetscene performance targets**

The targets for Streetscene performance have been increased from 80% to 85% from July 2021.

Performance across these services is affected by inclement weather and machinery performance. So although targets have been increased to be more challenging, they take into account some the associated and unpredictable challenges with service delivery.

## Health Scrutiny Committee Work Programme 2021/22

The Health Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session carried out by the Steering Group at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Council's Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Health Scrutiny Committee will:

- To scrutinise matters relating to health and adult social care delivered by the authority, the National Health Service and other relevant partners.
- In reviewing any matter relating to the planning, provision and operation of the health service in the area, to invite interested parties to comment on the matter and take account of relevant information available, particularly that provided by the Local Healthwatch
- In the case of contested NHS proposals for substantial service changes, to take steps to reach agreement with the NHS body
- In the case of contested NHS proposals for substantial service changes where agreement cannot be reached with the NHS, to refer the matter to the relevant Secretary of State.
- To refer to the relevant Secretary of State any NHS proposal which the Committee feels has been the subject of inadequate consultation.
- To scrutinise the social care services provided or commissioned by NHS bodies exercising local authority functions under the Health and Social Care Act 2012.

- To request that the Internal Scrutiny Committee establish as necessary joint working arrangements with district councils and other neighbouring authorities.
- To draw up a forward programme of health scrutiny in consultation with other local authorities, NHS partners, the Local Healthwatch and other key stakeholders.
- To acknowledge within 20 working days to referrals on relevant matters from the Local Healthwatch or Local Healthwatch contractor, and to keep the referrer informed of any action taken in relation to the matter.
- To require the Chief Executives of local NHS bodies to attend before the Committee to answer questions, and to invite the chairs and non-executive directors of local NHS bodies to appear before the Committee to give evidence.
- To invite any officer of any NHS body to attend before the Committee to answer questions or give evidence.
- To recommend the Full Council to co-opt on to the Committee persons with appropriate expertise in relevant health matters, without voting rights.
- To establish and make arrangements for a Health Steering Group the main purpose of which to be to manage the workload of the full Committee more effectively in the light of the increasing number of changes to health services.

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda.

The dates are indicative of when the Health Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

### Health Scrutiny Committee work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/organisations	Proposed Date(s)
Lancashire & South Cumbria Pathology Collaboration	Seek assurances from the patient's perspective, impact on workforce; service provision in west Lancashire.	LSCFT	14 September 2021
Community Mental Health Transformation programme	Early engagement on the programme - background/case for change; how this will affect methods of service delivery; changes to accessibility and pathways including urgent; which partners involved, next steps and timescales	LSCFT	
Increasing vaccination uptake and addressing inequalities	Joint report from the NHS, the council for voluntary services, and the borough councils delivering the local vaccination programme.	LCC Public Health, Lancashire & South Cumbria ICS, CVS and borough councils	2 November
Workforce GP shortage	Progress made in relation to recommendations of the 2017 scrutiny inquiry report	NHS England North West and Lancashire & South Cumbria ICS	
Early intervention and social prescribing	Review of development and effectiveness	LCC Public Health, Lancashire & South Cumbria ICS	14 December
Housing with Care and Support Strategy	Progress on the implementation of the strategy	LCC Adult Services	1 February 2022
Disabled facilities Grants	Report on the differing allocations of Disabled Facilities Grants to district councils in Lancashire with a focus on discretionary grants	LCC Public Health	22 March

#### Other topics to be moved on to the work programme at the appropriate time:

- New Hospitals programme
- Shaping Care Together programme
- Lancashire & South Cumbria - Enhanced Acute Stroke Services programme

## Health Scrutiny Steering Group work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/partners	Proposed Date(s)
Lancashire & South Cumbria Stroke services Briefing	Update on Acute stroke centres (previously referred to as Hyper Acute Stroke Services)	Jack Smith, Elaine Day, NHS England and Improvement	22 September 2021
New Hospitals Programme Briefing	Tbc – update on the programme	Jerry Hawker and Rebecca Malin, New Hospitals Programme	
Substantial variation protocol for Lancashire	Consider the implementation of a written protocol for Lancashire.	Gary Halsall, LCC	
Healthwatch	Identifying collaborative ways of working	David Blacklock, Healthwatch (People First)	13 October
Continuing Healthcare assessments	Focus on county council resources, understanding the delay to finalising policies, and the effect on wider health outcomes	LCC Adult Social Care	
Quality Surveillance Group	Introduction and identifying collaborative ways of working	Tbc	
Outbreak management and infection control – adult social care	Report on the key issues	Louise Taylor, Tony Pounder, LCC Adult Social Care	10 November
Workforce resilience, wellbeing, sufficiency – adults social care	Report on the key issues	Louise Taylor, Tony Pounder, LCC Adult Social Care	
NHS 111	Findings and evaluation of the new NHS 111 First programme (resolution from committee's meeting held on 15 September 2020)	NWAS and Lancashire & South Cumbria ICS	

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/partners	Proposed Date(s)
Preventative healthcare – healthy weight and obesity; NHS Health Checks (Healthy Hearts) Emotional and Mental Health – substance misuse and alcohol services	Overarching report identifying the key issues.	LCC Public Health	1 December
High intensity user programme	Report on the programme	Healthwatch, NWAS, and relevant/specific NHS Trust	
Building and enduring health protection function beyond covid	Initial report on plans	LCC Public Health	5 January 2022
Intermediate Care Services	Report on the key issues	LCC and Lancashire & South Cumbria ICS	
Health inequalities – people with learning disabilities	Report on the key issues	LCC Learning disabilities, autism and mental health	9 February
Annual health checks and LeDeR programme	Written report and action plan on performance against the trajectory for discharge rates, annual health checks (AHC) and Learning Disabilities Mortality Reviews (LeDeR) targets.	Lancashire and Midlands Commissioning Support Unit/Lancashire & South Cumbria ICS	
NHS Trust Quality Accounts	Review of NHS Trust Quality Accounts – formulating comments	Healthwatch Lancashire	10 March
NHS Trust Quality Accounts	Review of NHS Trust Quality Accounts – formulating comments	Healthwatch Lancashire	6 April

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/partners	Proposed Date(s)
			4 May

#### Other topics to be scheduled:

- Liberty Protection Safeguards – review of preparations before go live (April/October 2022?)
- Update on appointing joint health scrutiny committees with neighbouring local authorities
- Strengthening health scrutiny arrangements
- Health and Care Bill 2021 – implications for health scrutiny
- Vascular Service improvement and new model of care and Head and Neck programme
- Healthwatch reports:
  - Covid recovery and restoration - primary and elective care
  - Primary care - face to face engagement
  - Dental service shortage
  - Day Care Service improvement (LCC)
  - Community Diagnostic hubs

#### Rapporteur activity

- CC D Westley - Ian Barber, Lancashire Armed Forces Covenant Hub, ex-service personnel programme of engagement with GPs and health services

#### Briefing notes and bite size briefings to be requested

- January 2022 - CQC Assurance of Local Authority Adult Social Care (CQC report to be presented to committee) – briefing note to Steering Group and bite size briefing for all members?
- Health and Care Bill – opportunities for population health – bite size briefing



# First Aid Overview

D. Fisher

Updated  
V1of1 - 08/09/2021



# Introduction

## Background Requirements

- The Health and Safety (First-Aid) Regulations 1981 require employers to provide adequate and appropriate equipment, facilities and personnel to ensure their employees receive immediate attention if they are injured or taken ill at work. These Regulations apply to all workplaces including those with less than five employees and to the self-employed
- What is 'adequate and appropriate' will depend on the circumstances in the workplace. This includes whether trained first-aiders are needed, what should be included in a first-aid box and if a first-aid room is required. Employers should carry out an assessment of first-aid needs to determine what to provide
- The Regulations do not place a legal duty on employers to make first-aid provision for non-employees such as the public. However, HSE strongly recommends that non-employees are included in an assessment of first-aid needs and that provision is made for them

# Risk Assessment

## Considerations

- **Tasks**
  - Risk of injury
  - Likelihood & Severity
- **Footfall**
  - Numbers
  - Staff & Public
  - Demographic
- **Response**
  - Remote location
  - Shifts & timing
- **Reference to HSE First Aid provision calculator tool**

# Provision

Premise / Team	EFAW / FAW	AED
Town Hall inc. Civics	13 (6 regular attendees re. blended working)	2
Union Street inc. Civics	13 (6 regular attendees re. blended working)	1
Bengal Depot / Offices	5 ( 3 regular attendees re. blended working)	1
Strawberry Fields	4 + Concierge	1
Markets / Town Centre	8	1
Astley Hall	4	1 @ Astley Pavilion 1@ Astley CC
Bengal Teams	17 (attempt to ensure 2 trained per team)	Rely on community
Rangers	3	1
Cotswold	3 + Concierge	None
Primrose	2 + Concierge + carer on site	1
Lancastrian team	4	Use TH mobile
Leisure	All lifeguards + Additional provision per site	1
Events	Events team undertake a RA and implement provision	
Community Centres & Westway	Kit provided by CC. Facility users make their own arrangements Property Services have oversight	
Community AED initiatives	Community teams have oversight	

# Challenges / Solutions

## **First / Emergency Aiders personal safety during COVID**

- *Revised risk assessment*
- *Enhanced PPE issued and briefing notes re. change to protocols*

## **Blended working at some sites - Unpredictable footfall**

- *Unknown no. of trained first / emergency aiders*
- *Emphasis placed on Civics responders for civic buildings*
- *Regular review of coverage in line with return to office arrangements*
- *PPE kit pick up points established in landing areas / receptions*

## **Staff turnover**

- *Regular review of coverage*

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Report of	Meeting	Date
Director of Planning and Development	Overview and Scrutiny Committee (Please list any other meetings this report is going to i.e. Leader Brief, Cabinet with the date in the next column)	Thursday, 30 September 2021

Is this report confidential?	No
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Is this decision key?	No
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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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## Sustainable Public Transport Monitoring Report

### Purpose of the Report

- To provide the first update of the work undertaken to deliver the recommendations of the Sustainable Public Transport Task Group.

### Recommendations to Scrutiny Committee (change committee name if not applicable)

- That the report is noted.

### Reasons for recommendations

- No further actions are required at this stage.

### Other options considered and rejected

- Not applicable.

### Corporate priorities

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

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

**Background to the report**

6. The final report of the Task Group for Sustainable Public Transport was presented to Executive Cabinet in March 2021 and it was agreed that these recommendations be accepted.

**Recommendations and Progress to Date**

7. The recommendations focussed on the objectives the task group were asked to investigate which comprised of:
  - The difficulty the council has enforcing on public transport particularly bus and train
  - To examine all public transport routes and any changes required due to demographic needs
  - To tackle social isolation (public transport) in all areas of the borough
  - The opportunities for sustainable funding for buses
  - To engage with different stakeholders to understand what steps they are taking to provide sustainable public transport and understand how the council can help them.
8. The 21 recommendations made by the task group were presented to Executive Cabinet on 17<sup>th</sup> June 2021 and these were endorsed for action.
9. The table 1 below sets out the 21 recommendations, with the second column providing a little more detail as to the actions required to deliver the recommendation and the third column providing the latest update on progress.
10. The original lead officer for the Sustainable Public Transport Task Group retired in June 2021 and therefore there has been some staffing changes in the team. The Service Lead for Spatial Planning will now lead on this work going forward.
11. There is a brief update on progress of all actions below however there are a couple which are more advanced and worthy of more detailed update.

**Canal and Rivers Trust**

12. A series of meetings have taken place with colleagues from the Canal and Rivers Trust to discuss opportunities to improve the towpaths in Chorley. An initial programme of proposals has been provided by the trust. These comprise of 4 schemes along the section of towpath between Bridge 84 and Bridge 75A Cowling which is in a poor condition, vulnerable to becoming muddy and pooling, particularly in the winter.
13. The schemes total just under £1M and therefore will need to be funded for a mix of sources. The next steps will be to explore these in more detail, develop a plan for how



they may be funded and identify what match funding is sought from the Council, with a report to SMT and the Executive Member with further details and options.

**Chorley Highways and Transport Strategy**

14. Linked to this work programme (recommendations 10, 11 and 12) although not a recommendation in itself, is the emerging Chorley Highways and Transport Strategy. This is a piece of work which external consultants Tetra Tek are producing which will provide a thorough assessment of the transport issues in Chorley, based both on ‘as is’ scenario and also assessing future growth options, not only ours but also those of neighbouring authorities. For example, the consultation, Places for Everyone, sets out the plans for growth in Greater Manchester (excluding Rochdale) and some of which may impact on areas of Chorley around the M61 and M6 junctions. The consultants will assess the impacts of these, and those findings will be fed into our consultation response as well as informing our options going forward.

15. Crucially, this work will set out the mitigation required to enable future growth, identifying necessary infrastructure as well as informing our local plan policies for future development on issues around cycling, walking, parking, and public transport.

**Table 1 Recommendations and Updates**

No	Recommendation	Action	Latest Update
1	Chorley Council to proactively lobby and engage with Lancashire County Council to encourage a greater role on bus route tendering, service enhancement and communication between all parties.	Letter to be sent to LCC on behalf of the Chair requesting engagement	Started. Letter sent to LCC on 9 <sup>th</sup> August 2021, receipt confirmed, await further engagement from Andrew Varley, Public Transport Manager.
2	Chorley Council to lobby Ministers and the government in cooperation with our Member of Parliament to raise regulation of the buses to obtain local delegated powers.	Letter to be sent to Rt Hon Grant Shapps MP Secretary of State for Transport on behalf of the Chair copied to the Rt. Hon Sir Lindsay Hoyle MP Speaker of the House of Commons	Started Draft letter- awaiting update from LCC Public Transport Manager as to latest proposals to inform drafting.
3	Spatial Planning to invite Lancashire County Council to participate in a Member Learning session on the Central Lancashire Highways and Transport	Email to LCC transport planning team inviting participation in a Member Learning Session	Started. Initial request for engagement to LCC and initial meeting complete to discuss next steps on 6.9.21. New Central Lancashire Highways and

	Masterplan draft proposals.		Transport Masterplan expected Spring 2022.
4	Routine consultation with Northern Rail and Lancashire County Council be requested with Chorley Council over changes or reductions in rail service.	Email to be sent to Owain Roberts, Regional Stakeholder Manager, Northern Trains requesting engagement with Chorley Council (i.e. districts) and not just upper tier in consultations regarding train service changes.  Comms to publicise consultations and changes on social media to encourage public engagement and ensure local users aware of changes	Complete. Chorley Council now added to Northern Rail Consultation database.
5	To publicise all the railway stations through communications including “Check out Chorley” and its immediate area to get more people into the borough for social and economic activities and to use the train service	Use of social media and other channels to promote rail use.	In progress (business as usual)  The Council have been publicising the public transport options as part of our event publicity – examples include the flower show and picnic in the park.
6	Undertake regular communications activity to educate residents about the bus services, bus routes and ticketing options in the borough to encourage increased bus usage when it is safe to do so. The Council undertakes a borough wide public transport survey using social media & other technology to engage with residents, businesses and employers about bus services and public transport.	Use of communications channels to promote bus use  Incorporate into next Resident Survey	Not started due to Covid pandemic and restrictions.  Will be progressed once restrictions on busy indoor spaces eases. This will include contact with the dial-a-ride team.  Residents survey scoping is now underway to take place later in the year, relevant climate change questions will be considered/developed for inclusion

7	<p>The Council engage with Greater Manchester Combined Authority /Lancashire County Council on cross boundary routes should the Greater Manchester Combined Authorities instigate franchising and request to be consulted on how bus services are run across cross boundary routes and be included in their integrated ticketing scheme.</p>	<p>Letter to be sent to addressed both Public Transport Manager at LCC and TFGM requesting engagement</p>	<p>In Progress. Issue raised under Duty to Cooperate in a meeting with Transport for Greater Manchester on 29/7/21 and detailed in response. It will also be incorporated into the Councils' response to 'Places for Everyone' – Greater Manchester Proposed Development plan.</p> <p>Letter summarising the Councils' response and requesting ongoing engagement to be sent following submission of Places for Everyone consultation response. Links to emerging Chorley Transport and Highways Strategy.</p>
8	<p>Chorley Council will engage with all bus operators to determine and recommend which bus routes are viably operable.</p>	<p>Workshop to be arranged as part of emerging Local plan and transport infrastructure planning</p>	<p>Not started due to impact on Covid on bus travel and ability to meet in person.</p>
9	<p>The Council continues to progress discussions with Lancashire County Council to take over the Chorley Interchange.</p>	<p>Progress Commercial negotiations</p>	<p>In progress, some issues identified around viability.</p>
10	<p>The Climate Change Working Group to further investigate bus routes for new developments in conjunction with the preparation of the Central Lancashire Local Plan.</p>	<p>Workshop to be arranged as part of emerging Local plan and transport infrastructure planning and reported back to the CCWG.</p>	<p>In progress – Transport consultants have undertaken initial assessed impact of proposed sites. Workshop not started as proposed sites still being assessed/finalised as part of local plan process. Once agreed in principle, work can begin to map infrastructure needs.</p>

11	The Council (Spatial planning) will use reasonable endeavours to safeguard a site for the reopening of the Coppull rail station in the Central Lancashire Local Plan, include the project in the Central Lancashire Highways and Transport Masterplan and engage with Lancashire County Council and relevant partners to bring this forward.	Initial scoping meeting to be arranged to identify necessary feasibility and business case work required.	In progress. Discussions with LCC and Transport Consultants. Will be linked to emerging Local Plan and location of growth.
12	The Council to lobby for improved railway services across the borough at stations such as Adlington.	Email to be sent to Owain Roberts, Regional Stakeholder Manager, Northern Trains requesting engagement with Chorley Council (i.e. districts) and not just upper tier in consultations regarding train service changes.	Chorley Council now on the Consultation database (Commercial Directorate) and representations to be made in future consultations
13	The Council to lobby to improve our rail connections to the airport at stations in addition to Chorley	Email to be sent to Owain Roberts, Regional Stakeholder Manager, Northern Trains requesting engagement with Chorley Council (i.e. districts) and not just upper tier in consultations regarding train service changes.	Chorley Council now on the Consultation database (Commercial Directorate) and representations to be made in future consultations
14 a)	Undertake communications activity to highlight the work of Dial-a-Ride including the community car scheme, how it can assist the community and dispel the myth the service is just for the elderly and publicise their need for volunteers.	Engage with Manager, Central Lancs Dial-a-Ride to develop marketing strategy	Not started due to Covid and regulations around social distancing etc. Will start during next quarter.
14 b)	Dial-a-Ride be invited to attend a Chorley Liaison meeting to raise awareness of the service for both	DAR to attend future Parish Liaison Meeting	In progress. Dial a Ride have been invited to attend but have not yet taken up

	users and volunteers.		the offer.
14 c)	Dial-a-Ride be invited to contact the Parish Council clerks as there was significant interest from Members to have a Dial-a-Ride service in their Wards and Parishes. This should include regular articles IntheBoro and InTheKnow and notice board communications.	DAR to attend future Parish Liaison Meeting  Regular articles for IntheBoro and IntheKnow to Democratic Services	Not started due to Covid, now regulations eased will be progressed.
14 d)	In addition to funding, the Council explores how it can work with Dial-a- Ride to develop its offer to residents by working with local VCFS partners and the health community e.g. hospital appointments, vaccination appointments etc.	Regular engagement to take place with DAR manager to identify ways to increase uptake.	Central Lancashire DAR provide regular updates to the Council on key outcomes as a result of funding that is provided to them. The annual review of their progress is currently under way with outcomes to be agreed on developing its offer
15	Chorley Council to lobby Lancashire County Council to create a Public Transport Task Group to scrutinise transport routes and opportunities across Lancashire	Letter to be sent on behalf of the Chair to Head of Planning at LCC to request establishment of a task group.	Letter sent seeking engagement.
16	The Council should explore the feasibility of attracting a community car share club to the borough.	Initial engagement to be undertaken with providers.	To be considered as part of the sustainable transport element of the HR policy review.
17	When appropriate, the Council to actively promote car sharing for staff at both Town Hall and Union Street, using methods including but not limited to IntheKnow, IntheBoro, and Lancashire	To be raised at Staff Matters and the Loop to explore appetite and rolled out if feasible.	To be considered as part of the sustainable transport element of the HR policy review

	Shared Wheels		
18	The Council will work with all transport partners to improve accessibility, timetable and facility provision across the borough including an Oyster card for all journeys.	Initial invitation for expressions of interest in developing a scheme, in partnership with LCC.	Letter sent seeking engagement
19	Chorley Council to work with Lancashire County Council, the Canal and River Trust and other organizations to identify cycle opportunities, and plan for the implementation of cycle routes and cycle hubss	Engagement to be undertaken and schemes and opportunities to be progressed	In progress. Series of meetings have taken place. Canal and Rivers trust have provided a list of schemes for consideration.
20	Establish a Cycle Task Group to look at cycle opportunities, and cycle routes in the borough	Request for a Scrutiny Task Group.	The next task group is cycling and should be ongoing by September.
21	The Council should explore the possibility of electric charging points on council buildings to allow people to charge their electric bikes.	Feasibility and demand study to be undertaken	In progress. Focus has been ensuring that the council has secure bike shelters for council employees. Charging ports for electric bikes will become more feasible and at a lower cost as the councils electric vehicle charging infrastructure is expanded. The demand for bike shelters and electric bike charging points will be determined during an internal commuter survey of staff which is currently being drafted for release on the staff intranet.

**Climate change and air quality**

- 16. 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**

17. Not applicable.

**Risk**

18. There are no risks associated with this work at present.

**Comments of the Statutory Finance Officer**

19. The report is for noting and therefore there is no comments from the Chief Finance Officer.

**Comments of the Monitoring Officer**

20. The report is for noting and therefore there is no comments from the Monitoring Officer.

**Background documents**

Final Report of Overview and Scrutiny Task Group Sustainable Public Transport

[http://mod/mgConvert2PDF.aspx?ID=123236&ISATT=1&\\$LO\\$=1#search=%22sustainable%20transport%20%22](http://mod/mgConvert2PDF.aspx?ID=123236&ISATT=1&$LO$=1#search=%22sustainable%20transport%20%22)

Report Author:	Email:	Telephone:	Date:
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Report of	Meeting	Date
Director of Planning and Development	Overview and Scrutiny Committee	Thursday, 30 September 2021

Is this report confidential?	No Delete as applicable. If confidential please give a short explanation as to why
Is this decision key?	No Delete as applicable and bold the reason below if key
Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards

## Developing the Councils Green Agenda - Monitoring Report Number 2

### Purpose of the Report

1. To update members on progress made on the recommendations of the Task Group on Developing the Council's Green Agenda.

### Recommendations to Scrutiny Committee (change committee name if not applicable)

2. To note the contents of the report.

### Reasons for recommendations

3. None, for information only.

### Other options considered and rejected

4. NA, report is an update report on project progress only.

### Executive summary

5. A total of 24 recommendations have been finalised. Over the last period (March 2021 – September 2021) all recommendations have been progressed and 5 have been completed.
6. While most recommendations are led by the Climate Change Programme Officer, there is cross collaboration efforts through the entire council which has ensured the progression of the recommendations.

**Corporate priorities**

7. 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	X	An ambitious council that does more to meet the needs of residents and the local area	X

**Background to the report**

8. The final report of the Task Group for the Green Agenda was presented to Executive Cabinet in March 2020 and it was agreed that an action plan be developed to expedite the green agenda as a corporate priority which was first reported to Overview and Scrutiny in March 2021.
9. Funding was allocated to the project and following transfer of the project to Spatial Planning in September 2020, a plan was devised to develop a programme which pulled together all of the Councils strands of activity relating to the green agenda.

**Climate Change Programme Update**

10. Following the commencement of the Climate Change Programme Officer in March 2021, climate change work, including all recommendations from the Green Agenda Task Group, have progressed substantially. The Climate Change Working Group and the Climate Change Officer Working Group provides an opportunity to report on progress and work solutions on a monthly basis as a cross council effort.
11. The majority of climate change actions and programme work is divided into 10 strategic themes of work. These themes are displayed within the task group recommendations and the expected reporting methods from the upcoming Environment Bill 2020. The themes are as follows:
  - a. resourcing, governance, and baseline
  - b. (clean) air quality
  - c. sustainable transport
  - d. community (the built environment)
  - e. water (management and flood risk)
  - f. nature and biodiversity

- g. energy
- h. communications (and influencing behaviours)
- i. waste and recycling
- j. planning and policy

12. The table below lists all the 24 recommendations made by the Task Group. For clarity, these have been extracted from the overall programme of activity for Climate Change, to ensure that this committee can clearly see where these recommendations have been progressed. The programme as a whole includes additional strands of work.

13. Progress to-date is detailed in the update column and it is worth noting that since many of these are being delivered or led by the Climate Change Programme Officer, who commenced March 2021, momentum of the recommendations have been progressed significantly since the last Overview and Scrutiny report in March 2021.

**Summary Table of Recommendations and Progress**

Recommendation/ Action	Lead	Update
Undertake work to map and calculate the council's current carbon footprint	Climate Change Programme Officer (working with LCC and internal depts)	<p>The determination of what is included within and outside of scope has been agreed upon, and we are following the approach of Dr John Hindley of the NW Energy Hub, who has developed a calculation workbook to determine the councils carbon footprint and actions including timeframes.</p> <p>The Asset team are currently completing fabrication work on all council assets and sourcing electricity and gas bills from the reporting period of March 2019 to March 2020 (to prevent the skew of data due to covid). This data will then be added to workbook for calculation. This work will be completed annually internally by the asset team and the (upcoming) Carbon &amp; Air Quality Officer</p> <p>Lancashire County Council are leading on a Lancashire Wide Project to</p> <ul style="list-style-type: none"> <li>a) Calculate the baseline carbon footprint of each of the councils' assets</li> <li>b) Commission external consultants to calculate the baseline carbon footprint of all boroughs.</li> </ul> <p>Lancashire County Councils work will be completed by end of year and borough specific data will be provided to each council.</p>
Commission work to develop a roadmap and	Climate Change Programme	Gap analysis complete but still further work to develop SMART action plan to achieve

Recommendation/ Action	Lead	Update
<p>action plan towards achieving carbon neutrality by 2030 including targets, actions, and measures</p>	<p>Officer</p>	<p>2030 net zero. The upcoming targets will be more specific and achievable being based on in-depth carbon footprint data</p> <p>LCC are currently drafting action plans surrounding decarbonisation routes, offsetting, and biodiversity amongst others. This work has been presented to the climate officers for comment and will be presented to Council Leaders for final approval and comment. This work will be provided to us at district level upon completion.</p> <p>The upcoming carbon and air quality officer will support this action plan by completing the carbon production calculations annually to analyse decreases and areas for improvement.</p> <p>The climate change strategy and action plan is currently being drafted with a full council member workshop in planning to be held before Christmas break.</p>
<p>Set up a council-led climate change steering group to oversee activity and provide direction</p>	<p>Service Lead Spatial Planning /Climate Change Programme Officer</p>	<p>Completed</p>
<p>Embed green considerations in all decision making by including a space for an environmental impact comment on all committee reports. Also review the sustainability element of the existing Integrated Impact Assessment</p>	<p>Democratic Services Team Lead Climate Change Programme Officer /</p>	<p>Completed</p>
<p>Produce regular monitoring reports to track progress against key objectives and measures</p>	<p>Climate Change Programme Officer</p>	<p>All work is reported to the Climate Change Working Groups. The working group meets approximately 10 times a year.</p> <p>The carbon baselining will be completed annually which will include the fleet, commuter miles, and building electricity. This will inform any changes in carbon production and areas for improvement. These will inform the KPI's from the upcoming climate change strategy. A generic climate change email has been set up and promoted on the website to allow for residents to email in questions, requests, and information.</p>

Recommendation/ Action	Lead	Update
		<p>Spatial analysis of green spaces, tree planting and nesting boxes will ensure that the borough promotes optimal bird and insect migration – this work is first being input into excel and then into GIS for annual renew and optimal analysis.</p> <p>The following areas are all monitored either as statutory functions or climate monitoring work:</p> <ul style="list-style-type: none"> <li>• Electricity and carbon production by council</li> <li>• Air Quality</li> <li>• Waste and recycling</li> <li>• Fleet and commuting carbon production</li> <li>• Green spaces and nesting locations</li> <li>• Green accredited business numbers and forum involvement</li> <li>• Community satisfaction and community requests</li> </ul>
<p>Identify dedicated officer resource to coordinate development of the council's green agenda and roadmap to becoming carbon neutral</p>	<p>Service Lead Spatial Planning /Local Plan Coordinator</p>	<p>Completed</p>
<p>Consider the additional resources needed to deliver the action plan which could include funding for specialist knowledge, additional expertise, or specific projects</p>	<p>Climate Change Programme Officer</p>	<p>There are multiple networking groups between councils and other organisations within Lancashire which allows for information sharing and support.</p> <p>Gary Hall has approved the appointment of a new Carbon and Air Quality Monitoring officer. This officer will aid in the delivery of the Green Agenda. This role will be funded from climate pot for a 2 year period.</p>
<p>As part of developing road map to 2030, key priorities should include investigation of renewable energy sources for the council as well as sustainable transport options and air quality monitoring</p>	<p>Service Lead Communities /Private Sector Housing Team Leader/Public Protection/Street scene</p>	<p>Air Quality – Work has commenced on a 12-month case study with the real time monitoring equipment and the additionally fitted Noxx tubes – the data from the tubes can only be analysed annually.</p> <p>Work on the delivery of the recommendations of the O&amp;S Task Group for Sustainable Transport are underway which include promoting greener travel options and engaging with key partners to improve bus, train and walking and cycling option's.</p>

Recommendation/ Action	Lead	Update
		<p>Funding for renewables and other decarbonisation work can be applied for following carbon calculations as these calculations are a requirement of the funding applications. Funding avenues includes the Public Sector Decarbonisation Fund</p>
<p>Through the council's role as a Licensing Authority, investigate and develop an action plan for electric or hybrid Hackney Carriage and Private Hire vehicles</p>	<p>Customer Services Manager enforcement</p>	<p>The Council currently licenses 10 hybrid vehicles as private hire vehicles. The Council's current policy allows only vehicles which comply with Euro 5 Emissions standards to be granted a new licence (with effect from 2017) and that all existing vehicles must comply with this policy by 1st January 2024. The overarching Taxi Licensing Policy is due for review this year and so further work into hybrid/EVs will be put into the formulation of this policy.</p>
<p>Establish a dialogue with Lancashire County Council to consider the opportunity for sustainable transport schemes including commercial models</p>	<p>Climate Change Programme Officer</p>	<p>Task group has been set up with LCC authorities for a county wide funding bid for EV ChargePoint's</p> <p>Procurement is currently out for new ChargePoint installation partner to complete scope and installation work throughout county to apply for the On-Street Residential Parking Scheme. This work will also be completed in Chorley.</p> <p>Change in Lancashire County Council electric vehicle charging policy is expected for end 2021. It is expected that more powers will be passed to tier 2 authorities.</p>
<p>As part of developing road map to 2030, key priorities should include investigation of sustainable transport options</p>	<p>Climate Change Programme Officer/Street scene Manager/HR Manager</p>	<p>Work on the delivery of the recommendations of the O&amp;S Task Group for Sustainable Transport are underway which include promoting greener travel options and engaging with key partners to improve bus, train and walking and cycling options</p> <p>The Council have taken steps to acquire electric fleet vehicles and put in place electrical charging facilities at Bengal street, &amp; Flat Iron carpark. There are 6 electric vehicle charging bays available on the Flat Iron car park and 2 on Cleveland Streetcar park.</p> <p>Locations for bicycle centres are being</p>

Recommendation/ Action	Lead	Update
		<p>investigated and priced up for feasibility in areas surrounding the town centre. This work correlates to the feasibility and pricing work that is currently being undertaken between the Canal and Rivers Trust with Chorley Council to improve the paths along the canal in the borough. Improvements such as these will promote increased cycling to the Town Centre from outer areas.</p>
<p>Investigate green burial sites in Chorley, including council-owned cemeteries</p>	<p>Street scene Manager/Asset Manager /Open Space Strategy Officer</p>	<p>Various sites of Council owned land have been put forward for woodland creation. One site in particular would be suitable to create a memorial woodland should the Council want to take forward this option.</p>
<p>Promote sustainable developments and the council's contribution by developing a 'green plaque' scheme as a visible way to identify buildings that have strong green credentials.</p>	<p>Climate Change Programme Officer</p>	<p>This work is being completed to coincide with the green accreditation for businesses which was recommended by the climate change working group. Along with the town centre team and business engagement team drafts of the criteria are currently being developed.</p> <p>The project has been initially slowed from immediate release due to businesses current struggles following COVID-19 lockdowns. A business green networking event is currently being planned to coincide with COP26 which will provide businesses with starting points and advice on sustainable practices and applying for grants.</p>
<p>Work with local housing providers to ensure that Chorley's housing stock is as efficient as possible and to ensure that opportunities are not being missed to save energy e.g. boiler replacements, insulation, and recycling facilities.</p>	<p>Service Lead Communities / Climate Change Programme Officer/</p>	<p>Increased funding opportunity available through the Local Authority Green Home's grant to help those in fuel poverty. Housing team has been working on this long term.</p> <p>All local housing providers have been contacted. All local housing providers in the area are committed to meeting the council targets. Changes to the fuel poverty strategy this year have meant that all homes must have improved fabrication in the next 5 years to meet EPC band C by 2030. All companies are working on, or have released, a climate emergency strategy to include scope 1,2 and 3 emissions. The initial focus of housing providers is currently meeting the EPC Band C 2030 requirement.</p> <p>Currently exploring additional funding</p>

Recommendation/ Action	Lead	Update
		options such as the social housing decarbonisation fund. The fund is being applied for as a consortium of all Lancashire councils. This work is also being applied for internally on Chorley Council Assets as an opportunity to display the options and discuss the work with the local housing providers.
Develop a 10-year tree planting strategy for Chorley to coordinate the planting of trees and hedgerows across the borough, taking a partnership approach including workshops, species management and maintenance	Open Space Strategy Officer	Completed
Investigation of renewable energy sources for the council	Climate Change Programme Officer	<p>Council has installed energy efficient lighting in all Council buildings. The Town Hall roof has had solar panels installed. The new Digital Office Park has a BREEAM level of 26. This indicates that the development has scored highly in BREEAM's evaluation of sustainability across the procurement, design, construction, and operation of the Digital Office Park buildings and developments</p> <p>As with recommendation 1, the work being completed to measure the council carbon footprint this will identify which assets and areas which require correction first. There are funding options available including the public sector decarbonisation fund, these applications focus on buildings where boilers and heating systems are at 'the end of life' thus on some of the council's buildings can be improved at a time.</p>
Develop a communications and engagement campaign via social media and other outlets to educate residents about the green agenda and encourage small behaviour changes that will collectively add up to a more significant impact. Include information about sustainable living and sources of advice and support.	Climate Change Programme Officer/Service Lead Communications	<p>A communication plan is being developed for the green agenda, which will include using a range of channels to communicate our messages, and this is reviewed and updated regularly as a live document. We have started to share some climate change related content on the Chorley Council Facebook page so we can monitor engagement they receive, which may help inform best uses of social media in the future. The below are examples of this</p> <ul style="list-style-type: none"> <li>- Clean Air Strategy launched &amp; Promoted</li> <li>- School Uniform swap engagement</li> </ul>



Recommendation/ Action	Lead	Update
		<p>and supporting materials launched</p> <p>Events, webpage, comms plan, resident survey (commuting, sustainable, climate considerations, green spaces) are all plans to be included.</p>
<p>Immediately establish a networking group to consider environmental issues, meeting regularly to act as a group of community leaders for the green agenda, engaging wider stakeholders and utilising local expertise. Incorporate a youth element by working with local schools and the Youth Zone. Deliver a networking launch event in Spring 2020.</p>	<p>Climate Change Programme Officer</p>	<p>Based on the feedback from the Climate Change Members Working Group meeting, we continue to work on developing ideas and plans for a climate change event to engage with residents, businesses and groups. The event will include resident specific engagement opportunities. A school and church working group has been established alongside the Catholic Justice and Peace group and Inspire Youth Zone regarding events and initiatives. St Laurence school has engaged with the members to organise visiting the school and speaking to the students regarding the decarbonisation work that the school has conducted.</p> <p>The goal for an event in spring 2020 was postponed due to COVID-19. An event is now planned to occur during COP26 2021 at the start of November.</p>
<p>Support local businesses to be more environmentally friendly by promoting best practice and demonstrating the business benefits. For example, GA Pet Foods offered to act as an ambassador for the green agenda, advising other businesses and sharing their knowledge/experience</p>	<p>Climate Change Programme Officer</p>	<p>Contact information for CCPO has been provided to several businesses through the Development and Business team, businesses such as PVS, GA Pet foods and Freedom Heat Pumps have all reached out for advice thus far.</p> <p>Useful links for businesses added to climate change section of website which include grant opportunities and carbon footprint reduction support.</p>
<p>Establish a staff working group as a sub-group of Staff Matters to consider how the council can support and encourage a more environmentally friendly workplace including the further developing of initiatives like Sustainable September.</p>	<p>Climate Change Programme Officer</p>	<p>Completed</p>
<p>Develop an accreditation scheme for 'green' traders and businesses operating in the town centre and demonstrating commitment</p>	<p>Service Lead (Development and Business) /Climate Change Programme</p>	<p>It has been decided local businesses will be given time to re-establish themselves before a green-accreditation system is rolled out.</p>

Recommendation/ Action	Lead	Update
<p>to a set of specific green principles such as minimising waste and cutting out single use plastics by providing reusable or recyclable containers.</p>	<p>Officer</p>	<p>First draft of the scheme is currently being devised with town centre team to ensure function and feasibility.</p> <p>Event workshop with COP26 and engagement with businesses planned. This will provide an opportunity for people to re-establish themselves as the impact of covid has slowed work.</p>
<p>Adopt a clear set of principles for our approach to planning policy in relation to the green agenda such as those recommend by the Royal Town Planning Institute and apply this throughout the preparation of the local plan including public transport, green spaces and sustainable development.</p>	<p>Local Plan Coordinator</p>	<p>Work on the Local Plan is continuing. The Local Plan team are working closely with County colleagues to ensure the outcomes from the environment work commissioned to support the Greater Lancashire Plan is accounted for. The team are also working with other Lancashire Councils to ensure there is a consistency in climate change policies developed across the region to enable effective delivery of change in this area.</p> <p>Climate change and the build back greener promise following covid are key areas of focus for the new plan.</p>
<p>That the Leader of the Council be requested to write to the Secretaries of State for Business, Energy &amp; Industrial Strategy; Transport; Environment, Food and Rural Affairs; and Housing, Communities and Local Government calling for the creation, provision or devolution of powers and resources to make achievement of the 2030 target possible in Chorley; council specifically calls on government to:</p> <p>Ensure the electricity grid is equipped to cope with a higher percentage of renewable and electric cars</p> <p>Increase minimum energy efficiency standards in the private rented sector (to at least a minimum EPC band C rating in 2030) and empower local authorities to ensure compliance</p> <p>Deliver a major investment in public transport, walking and cycling including bus</p>	<p>Climate Change Programme Officer</p>	<p>This letter is currently being drafted ensuring that it is relevant to the newly updated documents and funding stream for community groups and the council. Such as the update the minimum energy efficiency in the private rented sector which has increased the required EPC band to a C by 2030 where practical with larger contributions where not.</p>

Recommendation/ Action	Lead	Update
services		

### Climate change and air quality

14. The work noted in this report promotes the climate change and sustainability targets of the Councils Green Agenda and provides positive steps to ensuring they are delivered. All environmental considerations are in place.

### Equality and diversity

15. No impact, this programme is accessible to all and is looking to improve equality and diversity across the borough by addressing the impacts of climate change and promoting sustainability.

### Risk

16. The risks associated with this work are concerning the failure to mitigate the impact of climate change locally, and the challenge to achieve the targets and ambitions of the Council to deliver on the net zero carbon emissions goal of 2030. Possible delays in delivering the actions relating to nature recovery and sustainability in the environment when working with external stakeholders.

### Comments of the Statutory Finance Officer

17. There are no direct financial implications of this report.

### Comments of the Monitoring Officer

18. This section is to be completed by the Monitoring Officer (or by the Deputy Monitoring Officer if not available) and will include any legal implications for the Council.

### Background documents

Developing the Councils Green Agenda Monitoring Report Number 1

<https://democracy.chorley.gov.uk/documents/s123548/Developing%20the%20Councils%20Green%20Agenda%20Monitoring%20Report.pdf>

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**Task Group Reviews:**

S Scoping of the review  
C Collecting and considering the evidence  
FR Final report of the review

R Feedback/response from the Exec Cab  
M Monitoring Reports, 1 2 and 3 (if required)  
V Verbal update from the Chair