

DECLARATION OF INTEREST - CHECKLIST FOR ASSISTANCE OF MEMBERS – 2007 OVERVIEW AND SCRUTINY

Name: Councillor

Overview and Scrutiny Committee:

Date:

Item No:           Item Title:

Nature of Interest:

**A Member with a personal interest in any business of the Council must disclose the existence and nature of that interest at commencement or when interest apparent except:**

- Where it relates to or is likely to affect a person described in 8(1)(a)(i) or 8(1)(a)(ii)(aa), you need only disclose the existence and nature when you address the meeting on that business.
- Where it is a personal interest of the type mentioned in 8(1)(a)(viii), you need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
- Where sensitive information relating to it is not registered in the register, you must indicate that you have a personal interest, but need not disclose the sensitive information.

A Member with a prejudicial interest must withdraw, **either** immediately after making representations, answering questions or giving evidence where 4 or 6 below applies **or** when business is considered and must not exercise executive functions in relation to that business and must not seek to improperly influence a decision.

Please tick relevant boxes

Notes

	<b>Overview and Scrutiny only</b>		Notes
1.	I have a personal interest* but it is not prejudicial.	<input type="checkbox"/>	<i>You may speak and vote</i>
2.	I have a personal interest* but do <u>not</u> have a prejudicial interest in the business as it relates to the functions of my Council in respect of:		
(i)	Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease.	<input type="checkbox"/>	<i>You may speak and vote</i>
(ii)	school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends.	<input type="checkbox"/>	<i>You may speak and vote</i>
(iii)	Statutory sick pay where I am in receipt or entitled to receipt of such pay.	<input type="checkbox"/>	<i>You may speak and vote</i>
(iv)	An allowance, payment or indemnity given to Members	<input type="checkbox"/>	<i>You may speak and vote</i>
(v)	Any ceremonial honour given to Members	<input type="checkbox"/>	<i>You may speak and vote</i>
(vi)	Setting Council tax or a precept under the LGFA 1992	<input type="checkbox"/>	<i>You may speak and vote</i>
3.	I have a personal interest* and it is prejudicial <b>because</b> it affects my financial position or the financial position of a person or body described in 8 overleaf <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest  <b>or</b> it relates to the determining of any approval consent, licence, permission or registration in relation to me or any person or body described in 8 overleaf <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest	<input type="checkbox"/>  <input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 4 or 7 below</i>  <i>You cannot speak or vote and must withdraw unless you have also ticked 4 or 7 below</i>
4.	I have a personal and prejudicial interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose	<input type="checkbox"/>	<i>You may speak but must leave the room once you have finished and cannot vote</i>
5.	I must regard myself as having a personal and prejudicial interest in the business because it relates to a decision made (whether implemented or not) or action taken by the Cabinet or another of the Council's committees or sub-committees and, at the time the decision was made or action was taken, I was a member of the Cabinet, committee or sub-committee and I was present when that decision was made or action was taken	<input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you are a Cabinet member attending under section 21(13) of the LGA 2000 when you may speak to answer questions</i>

6.	I must regard myself as having a personal and prejudicial interest in the business because it relates to a decision made (whether implemented or not) or action taken by the Cabinet or another of the Council's committees or sub-committees and, at the time the decision was made or action was taken, I was a member of the Cabinet, committee or sub-committee and I was present when that decision was made or action was taken, <b>however</b> I am attending the meeting for the purpose of making representations, answering questions or giving evidence relating to the business as the public are also allowed to attend the meeting for this purpose, whether under a statutory right or otherwise	<input type="checkbox"/>	<i>You may make representations, answer questions or give evidence but must leave the room once you have finished and cannot vote</i>
7.	A Standards Committee dispensation applies.	<input type="checkbox"/>	<i>See the terms of the dispensation</i>

\* **“Personal Interest”** in the business of the Council means either it relates to or is likely to affect:

- 8(1)(a)(i) any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) any body -
- (aa) exercising functions of a public nature;
  - (bb) directed to charitable purposes; or
  - (cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),
- of which you are a member or in a position of general control or management;
- (iii) any employment or business carried on by you;
- (iv) any person or body who employs or has appointed you;
- (v) any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties;
- (vi) any person or body who has a place of business or land in your authority's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower);
- (vii) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi);
- (viii) the interests of any person from whom you have received a gift or hospitality with an estimated value of at least £25;
- (ix) any land in your authority's area in which you have a beneficial interest;
- (x) any land where the landlord is your authority and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi) is, the tenant;
- (xi) any land in the authority's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer.

**or**

A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

**“a relevant person”** means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 8(1)(a)(i) or (ii).

**“body exercising functions of a public nature”** means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

NB Section 21(13)(b) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

## EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

**AGENDA ITEM: 6**  
**HELD 4 FEBRUARY 2010**

Start: 7.30pm  
Finish: 9.25pm

### PRESENT:

Councillor	Bailey (Chairman) Hammond (Vice Chairman)	
Councillors	Baldock Mrs. Blake Cotterill Cropper Mrs. Evans Gartside Grice	Griffiths McKay R.A. Pendleton Pope Pratt J. Roberts Vickers
In Attendance Councillor:	Grant Forshaw Westley	Leader Portfolio Holder (Planning & Transportation) Portfolio Holder (Finance & Performance Management)
Officers	Executive Manager Housing and Property Maintenance Services (Mr B Livermore) Head of Leisure & Cultural Services (Mr J Nelson) Access to Services & Performance Manager (Mr S Walsh) LDF, Strategy & Environment Manager (Mr I Gill) Strategic Housing Manager (Mr S Jones) Refuse and Recycling Manager (Mrs P Burgess) Group Accountant (Mr M Kostrzewski) Group Accountant (Mr D McCulloch) Property Services Manager (Mr P Holland) Business Development Manager (Mr W Berkley) Response Maintenance Manager (Mr M Dutton) Principal Partnership & Performance Manager (Ms C McNamara) Legal Services Manager (Mr T Broderick) Principal Member Services Officer (Mrs S Griffiths)	

### 50. APOLOGIES

Apologies for absence were submitted on behalf of Councillor W.G. Roberts.

### 51. MEMBERSHIP OF THE COMMITTEE

In accordance with Council Procedure Rule 4, Members noted the termination of membership of Councillor O'Toole and the appointment of Councillor Pratt for this meeting only, thereby giving effect to the wishes of the Political Groups.

**52. URGENT BUSINESS**

There were no items of urgent business.

**53. DECLARATIONS OF INTEREST**

It is noted that the Code of Conduct in relation to personal and prejudicial interests of Cabinet Members when they have taken a decision is overridden by Section 21(13) of the Local Government Act 2000.

1. Councillors Bailey, Baldock, Mrs. Blake, Cropper, Mrs. Evans, Grant, Pope, Pratt, Vickers and Westley declared personal interests in Agenda item 15 (Medium Term Capital Programme), in view of their membership of Parish Councils.
2. Councillor Cotterill declared a personal interest in Agenda item 15 (Medium Term Capital Programme) in view of his wife's membership of Bickerstaffe Parish Council.
3. Councillors Bailey, Cropper and Westley declared personal interests in relation to item 7(b) (Joint Lancashire Minerals and Waste Development Framework Site Allocations and Development Management Development Plans Document Consultation) and item 9 (KDFP – A Revitalised Demand-responsive Transport System for Skelmersdale) as members of Lancashire County Council.
4. Councillor J. Roberts declared a personal interest in relation to item 7(b) (Called in item – Joint Lancashire Minerals and Waste Development Framework Site Allocations and Development Management Development Plans Document Consultation) in view of her employment at Knowsley Metropolitan Borough Council.
5. Councillor Westley declared a personal and prejudicial interest in item 8(b) (Cabinet minutes – 94 Ormskirk Model Boating Lake) as a trustee of the Comrades Club, which is a neighbouring property to the site.
6. Councillor Grice declared a personal and prejudicial interest in item 10 (West Lancashire Community Trust – Charitable Status) in view of him being appointed by Council to serve on the Leisure Trust Board and left the Chamber during the discussion thereon.

**54. DECLARATIONS OF PARTY WHIP**

There were no declarations of a party whip.

**55. MINUTES**

RESOLVED: That the minutes of the last meeting of the Committee held on 3 December 2009 be approved as a correct record and signed by the Chairman.

**56. CALLED IN ITEMS**

Consideration was given to the following called in items, as circulated and contained on pages 487 – 506 and 701 - 749 of the Book of Reports.

**56. HOME CARE LINK: INVESTMENT OPTIONS FOR THE CONTROL CENTRE (SEE PART 2 - PRIVATE AND CONFIDENTIAL)**

This item was considered at agenda item no. 21 within part 2 (Private and Confidential) of the meeting.

**57. JOINT LANCASHIRE MINERALS AND WASTE DEVELOPMENT FRAMEWORK SITE ALLOCATIONS AND DEVELOPMENT MANAGEMENT DEVELOPMENT PLANS DOCUMENT CONSULTATION**

Consideration was given to the report of the Council Secretary and Solicitor advising that a decision of Cabinet in relation to the above item (minute 97 refers) had received a call in requisition signed by five Members of the Committee. The report set out the reason given for the call in, together with the alternative decision put forward by the 5 Members concerned on the requisition notice.

A Member sought comments to the views expressed within paragraph 6 of the report considered at Cabinet, particularly in relation to the wider waste management issues, including sites other than White Moss, together with the relationship to the emerging Local Plan for West Lancashire and transport issues relating to transporting waste.

The LDF, Strategy & Environment Manager responded to questions and following an invitation from the Chairman the Portfolio Holder for Planning & Transportation reported that comments were sought prior to the consultation deadline of 19 February 2010.

RESOLVED: That this Committee does not wish to ask for a different decision in relation to this item.

Note

Councillor Pendleton voted against the above resolution and requested that his vote be recorded.

**58. RELEVANT MINUTES OF CABINET**

Consideration was given to the minutes of the meeting of Cabinet held on 16 December 2009 and 19 January 2010.

**59. 16 DECEMBER 2009**

Consideration was given to the minutes of Cabinet held on 16 December 2009.

RESOLVED: That the minutes of Cabinet held on 16 December 2009 be noted.

**60. 19 JANUARY 2010**

Consideration was given to the minutes of the meeting of Cabinet held on 19 January 2010. Members raised questions/comments upon the following minute:-

Min. 94 – Ormskirk Model Boating Lake – highlight link road

RESOLVED: That the minutes of the meeting of Cabinet held on 19 January 2010 be noted.

**61. KEY DECISION FORWARD PLANS 1 JANUARY - 30 APRIL AND 1 FEBRUARY - 31 MAY 2010**

In accordance with the mechanism for scrutinising the Key Decision Forward Plan by Members of the Executive Overview and Scrutiny Committee, an item appearing on the above Key Decision Forward Plan, namely A Revitalised Demand-Responsive Transport System for Skelmersdale was placed on the agenda for pre-decision scrutiny by a Member of the Committee.

In particular, the Member sought further information in relation to the production of the business plan and timescales for its submission for funding. He expressed his desire to see this scheme move forward as it was vitally important to the people of Skelmersdale.

At the invitation of the Chairman, the Portfolio Holder reported that the main problem was the acquisition of funding and he expressed his support to the scheme if it was viable.

RESOLVED That the position be noted.

**62. WEST LANCASHIRE COMMUNITY TRUST**

Further to minute no. 24(C ) of the meeting of the Committee held on 1 October 2009 the Head of Leisure and Cultural Services provided an update on the progress of the West Lancashire Community Leisure Trust being registered with the charities commission.

RESOLVED: That the report be noted.

**63. DRAFT HOUSING REVENUE ACCOUNT ESTIMATES 2010-11**

Consideration was given to the above-mentioned report of the Executive Manager Housing & Property Maintenance Services as circulated and contained on pages 525 – 552 of the Book of Reports and sought agreed comments/views for consideration by Council on 24 February 2010. He further circulated comments received from the Tenants and Residents Forum on the proposals contained within the report.

RESOLVED That the Draft HRA estimates set out in the attached report be noted and no comments be made.

**64. A NEW REGULATORY FRAMEWORK FOR SOCIAL HOUSING IN ENGLAND - A STATUTORY CONSULTATION**

Consideration was given to the report of the Executive Manager Housing and Property Maintenance Services as circulated and contained on pages 553 – 588 of the Book of Reports in which he outlined a draft response on the consultation paper issued by the Tenant Services Authority on a new regulatory framework for social housing in England. He reported that the Committee's comments would be taken into account, in consultation with the Portfolio Holder, when responding to the Consultation Paper.

RESOLVED: That the comments on the draft response, attached at Appendix B to this report, be agreed.

**65. PUBLIC SECTOR HOUSING CAPITAL INVESTMENT SCHEMES AND PROGRAMMED WORKS PROJECTS - 2010/11 - INCORPORATING DECENT HOMES UPDATE**

Consideration was given to the above-mentioned report of the Executive Manager Housing and Property Maintenance Services as circulated and contained on pages 589 – 602 of the Book of Reports which outlined the proposed Public Sector Housing Capital Investment and Programmed Works Projects for 2010-2011 and included the decision of Cabinet on 19 January 2010 (minute 92 refers) on this item. He sought the Committee's comments upon the proposals and requested that they be forwarded to the Portfolio Holder prior to the meeting of Council on 25 February 2009. He further circulated comments received from the Tenants and Residents Forum on the proposals contained within the report.

Members raised question/comments in relation to the following items:-

- Redirection of sums identified for roofing and kitchens to energy efficiency
- Future of properties at Findon and Firbeck

At the invitation of the Chairman the Portfolio Holder for Finance & Performance Management indicated that the proposals referred to investment for the forthcoming financial year only and not for future years.

RESOLVED: That the proposed Public Sector Housing Capital Investment and Programmed Works Projects for 2010-11, incorporating the Decent Homes Update as set out in the attached report be noted and no comments be made.

**66. REVENUE ESTIMATES 2010 - 2011**

Consideration was given to the report of the Council Secretary and Solicitor as circulated and contained on pages 603 – 622 of the Book of Reports in which she sought agreed comments/views from the Committee on the summary on the current 2010-2011 budget position for consideration by the Portfolio Holder for Finance prior to the meeting of Council on 24 February 2010.

RESOLVED: That the budget position be noted.

**67. MEDIUM TERM CAPITAL PROGRAMME**

Consideration was given to the above-mentioned report of the Council Secretary and Solicitor as circulated and contained on pages 623 - 630 of the Book of Reports in which she sought agreed comments/views of the Committee on options for determining the medium term capital programme for consideration by the Portfolio Holder for Finance prior to the meeting of Council on 24 February 2010.-

RESOLVED: That the report be noted and no comments be made.

**68. INTERIM HOUSING POLICY FOR WEST LANCASHIRE**

Consideration was given to the above-mentioned report of the Executive Manager, Planning, Regeneration and Estates (Interim) as circulated and contained on pages 631 – 652 of the Book of Reports in which she sought agreed comments on, or proposed changes to, the interim policy prior to her publishing the document for public consultation.

RESOLVED: That the report be noted and no comments made.

**69. STATEMENT OF CORPORATE PRIORITIES 2010/11**

Consideration was given to the report of the Assistant Chief Executive as circulated and contained on pages 653 - 660 of the Book of Reports on the draft Corporate Priorities Statement 2010/11 on which she sought the comments of the Committee on Appendix A to the report for consideration by Council on 24 February 2010.

During the ensuing discussion Members raised comments/questions in relation to:-

- Delivery of leisure/sports development
- Reducing the amount of areas of unwanted communal space
- Defensible space creation

RESOLVED: That the report be noted and no comments made.

**70. CORPORATE SUITE OF PERFORMANCE INDICATORS 2010/11**

Consideration was given to the above-mentioned report of the Assistant Chief Executive as circulated and contained on pages 661 - 682 of the Book of Reports on which she sought the comments of the Committee to be submitted to Council for consideration on 24 February 2010.

RESOLVED: That the report be noted and no comments made.



**71. PROPOSED COLLECTION CHANGES RESULTING FROM THE ALTERNATE WEEKLY COLLECTION PILOT SCHEME ON WINDROWS AND WILLOW HEY, SKELMERSDALE**

Consideration was given to the report of the Executive Manager Street Scene as circulated and contained on pages 683 – 700 of the Book of Reports which outlined the results of the alternate weekly collection wheeled bin pilot scheme at Windrows and Willow Hey, New Church Farm, Skelmersdale. He sought comments from the Committee for consideration at Council on 24 February 2010.

RESOLVED: That the report be noted and no comments made.

**72. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 4 of part 1 of Schedule 12A of the Act and as, in all circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

**73. CALLED IN ITEM – HOME CARE LINK CONTROL CENTRE**

Consideration was given to the report of the Council Secretary and Solicitor advising that a decision of Cabinet in relation to the above item (minute 84 refers) had received a call in requisition signed by five Members of the Committee. The report set out the reason given for the call in, together with the alternative decision put forward by the 5 Members concerned on the requisition notice.

RESOLVED: That this Committee does not wish to ask for a different decision in relation to this item

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CHAIRMAN



**CABINET**

**HELD:**

**AGENDA ITEM: 8**

**16 MARCH 2010**

Start:

7.30pm

Finish:

8.20pm

**PRESENT:**

Councillor Grant (Leader of the Council, in the Chair)

Councillors		<u>Portfolio</u>
I Ashcroft		Human Resources
M Forshaw		Planning and Transportation
A Fowler		Community Services and Health
P Greenall		Street Scene Management
Mrs V Hopley		Housing
A Owens		Deputy Leader & Regeneration and Planning
D Westley		Finance and Performance Management

In attendance Councillors: P Cotterill R Pendleton

Officers

- Chief Executive (Mr W Taylor)
- Deputy Chief Executive (Mr L Abernethy)
- Council Secretary and Solicitor (Mrs G Rowe)
- Assistant Chief Executive (Ms K Webber)
- Executive Manager Housing & Property Maintenance Services (Mr R Livermore)
- Executive Manager Community Services (Mr D Tilleray)
- Treasurer (Mr M Taylor)
- Estates and Valuation Manager (Ms R Kneale)
- Economic Regeneration Manager (Ms P Huber)
- Heritage and Environment Manager (Mr I Bond)
- Assistant Member Services Manager (Mrs J Denning)

**96. APOLOGIES**

There were no apologies for absence.

**97. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS**

There were no items of urgent business,

**98. DECLARATIONS OF INTEREST**

The following declarations were received:

1. Councillors Owens and Westley declared a personal interest in agenda item 5(i) 'Conservation Area Enhancement Grants' as they live in conservation areas.

2. Councillors Grant, Westley, Ashcroft, Owens, Fowler, Cotterill and Greenall declared a personal interest in agenda item 5(f) 'Neighbourhood Management – Costs and Benefits – Final Report of the Corporate Overview and Scrutiny Committee' as members of the Local Strategic Partnership (LSP).
3. Councillors Westley, Fowler, Ashcroft and Grant declared a personal interest in agenda item 5(b) 'Capital Monitoring 2009/2010' as Members of Halsall, Scarisbrick, Hesketh with Beconsall and Aughton Parish Councils respectively.
4. Councillor Westley declared a personal interest in item 5(e) 'Car Parking in West Lancashire – Final Report of the Environmental Overview and Scrutiny Committee' and item 5(h) 'Locality Plans' as a Member of Lancashire County Council.

**99. MINUTES**

RESOLVED: That the minutes of the meeting of Cabinet held on 19 January 2010 be received as a correct record and signed by the Leader.

**100. MATTERS REQUIRING DECISIONS**

Consideration was given to reports relating to the following matters requiring decisions, as contained on pages 1223 to 1360 of the Book of Reports:

**101. REVENUE BUDGET MONITORING**

Councillor Westley introduced the report of the Council Secretary and Solicitor which provided a projection on the financial position on the General and Housing Revenue Accounts to the end of the financial year.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: A. That the financial position of the Revenue Accounts be noted.

- B. That call in is not appropriate for this item as the report is to be submitted to the next meeting of the Executive Overview and Scrutiny Committee on 31 March 2010.

**102. CAPITAL MONITORING 2009/2010**

Councillor Westley introduced the report of the Council Secretary and Solicitor which detailed the current position in respect of the 2009/2010 Capital Programme.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: A. That the current position in respect of the 2009/2010 Capital Programme be noted.

- B. That call in is not appropriate for this item as the report is being referred to the next meeting of the Executive Overview and Scrutiny Committee on 31 March 2010.

### 103. RISK MANAGEMENT

Councillor Westley introduced the report of the Council Secretary and Solicitor which detailed the Key Risks facing the Council and how they are being managed.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the progress made in relation to the management of the risks shown in the Key Risks Register at Appendix A to the report be noted and endorsed.
  - B. That the revised Risk Management Policy and Strategy at Appendix B to the report be approved.

### 104. OFF-STREET CAR PARKING

Councillor Forshaw introduced the report of the Executive Manager Community Services which detailed arrangements that need to be put in place to continue the delivery of off-street parking enforcement and cash collection services from June 2010.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the Executive Manager Community Services, in consultation with the Portfolio Holders for Planning & Transportation and Finance & Performance Management, be given delegated authority to accept the lowest suitable tender for the provision of off-street parking enforcement and cash collection arrangements within the Borough to run from 6 June 2010.
  - B. That the Executive Manager Community Services, in consultation with the Executive Manager Regeneration and Estates, the Council Secretary and Solicitor and the Portfolio Holders for Planning & Transportation and Finance & Performance Management, be given delegated authority to enter into a licence/lease agreement, as appropriate, in relation to the successful tenderers' occupation of Council premises if required.
  - C. That in view of the deadline for the implementation of the arrangements this matter shall not be available for call in.

**105. CAR PARKING IN WEST LANCASHIRE - FINAL REPORT OF THE ENVIRONMENTAL OVERVIEW & SCRUTINY COMMITTEE**

Councillor Forshaw introduced the joint report of the Council Secretary and Solicitor and the Executive Manager Regeneration and Estates which set out the final report and recommendations of the Environmental Overview and Scrutiny Committee following an in-depth review conducted entitled 'Car Parking in West Lancashire' and referred to recent work undertaken by Lancashire County Council on car parking in the Borough and the need to consider the same.

In reaching the decision below, Cabinet considered the details set out in the report before it and the further information provided by the Portfolio Holder and accepted his reasoning.

- RESOLVED:
- A. That the Committee be thanked for their work on the final report on "Car Parking in West Lancashire", attached at Appendix A to the report.
  - B. That the Report be referred back to the Committee with a request that they consider the recent work done by Lancashire County Council in the Borough on car parking and update their Report as appropriate and bring it back to Cabinet when convenient.
  - C. That the report be not considered by Council at this stage
  - D. That call in is not appropriate as the matter is being referred to the Environmental Overview and Scrutiny Committee on 8 July 2010.

**106. NEIGHBOURHOOD MANAGEMENT - COSTS AND BENEFITS - FINAL REPORT OF THE CORPORATE OVERVIEW & SCRUTINY COMMITTEE**

Councillor Fowler introduced the joint report of the Council Secretary and Solicitor and the Assistant Chief Executive which detailed the final report and recommendations of the Corporate Overview and Scrutiny Committee following an in-depth review conducted entitled 'Neighbourhood Management – Costs and Benefits'.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the final report on 'Neighbourhood Management – Costs and Benefits', attached at Appendix A to the report, be received and the Committee be thanked for their work.
  - B. That Recommendations (1) to (4)(a) contained in the final report be referred to the LSP for consideration as follows:

- (1) That consideration be given by the LSP to the provision of our own model for Neighbourhood Management building on the principles of the West Lancashire SSCF Project that will enable local communities to work with the providers of neighbourhood services more effectively to meet local needs and expectations.
- (2) That in consideration of (1) above, that it be recommended that a “pilot” of the ‘West Lancashire Neighbourhood Management Model’ be undertaken in a designated locality in the Borough.
- (3) That in consideration of the provision of a “West Lancashire Neighbourhood Management Model”, that the following findings are taken into account when evaluating the approach and location of the “pilot” study:
  - (a) That the model recognises the range of diverse circumstances (rural and urban), existing and potential community engagement structures and availability of neighbourhood services and facilities across the Borough.
  - (b) That the fundamental concept of the model is to develop a “Local Board” taken from a cross-section of the community, with a significant involvement of local democratically-elected Members.
  - (c) A key role for the Board is to develop meaningful links with public agencies, services providers and members of their community (particularly to include residents, local businesses, youth groups, etc).
  - (d) That a further role of the Board be to include the promotion of volunteering, community engagement and empowerment.
  - (e) That the Neighbourhood Manager’s role be to focus on specific neighbourhoods around the Borough, according to need and opportunity, using a two stage approach on two neighbourhoods at a time, (with the Digmaor Project continuing to be ‘managed’ as one of those neighbourhoods, but with Stage 2 support for one year, as described at (g) below).

- (f) That the first stage (being the more intensive 'development stage') be to include working with various agencies, locally elected Members and community representatives to develop the Local Board. The Board would then oversee the development of a practical Action Plan for improvement of their area based upon voluntary contributions, business contributions and the actions of public agencies (within existing resources). Consideration should be given to providing the Board with a small budget for promoting community activities in that area. This stage to take approximately one year, before moving on to Stage 2.
  - (g) That the second stage (the less intensive 'sustainability stage') be to develop the Board such that it is self-sustaining, with minimum support from the Neighbourhood Manager. Again, this support would last for approximately one year.
- (4) (a) That, given this is a multi-agency and community engagement approach to improving the communities of West Lancashire, that the Local Strategic Partnership be asked to fund the post of Neighbourhood Manager, along with some administrative support.
- C. That in respect of Recommendation (4)(b) Cabinet determine its recommendations to Council at a future date (if applicable) once the LSP's response to the earlier recommendations has been received.
  - D. That in respect of Recommendation (4)(c) Cabinet determine its approach (if applicable) at a future date once the LSP's response to the earlier recommendations has been received.
  - E. That Call In is not appropriate as the matter has already been considered by the Corporate Overview and Scrutiny Committee and will be considered at Council on 14 April 2010.

#### **107. QUARTERLY PERFORMANCE INDICATORS (OCTOBER 2009 TO DECEMBER 2009)**

Councillor Westley introduced the report of the Assistant Chief Executive which presented the quarterly performance monitoring data for the quarter ended 31 December 2010.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.



- RESOLVED: A. That the overall trend of improvement shown by the performance indicator data for the quarter ended 31 December 2009 be noted.
- B. That call in is not appropriate, as the report has previously been considered by the Corporate Overview and Scrutiny Committee on 3 March 2010.

**108. LOCALITY PLANS**

Councillor Grant introduced the report of the Assistant Chief Executive which detailed the current position regarding locality plans and sought approval for a suggested approach to be adopted in respect of producing a locality plan for the Borough.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That a locality plan be developed in accordance with the arrangements set out at Section 7 of the report and in this respect the Assistant Chief Executive be given delegated authority, in consultation with the Portfolio Holder, to commence the process after taking account of any comments agreed by the Executive Overview and Scrutiny Committee, following that Committee's consideration of this report.
- B. That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 31 March 2010.

**109. CONSERVATION AREA ENHANCEMENT GRANTS**

Councillor Forshaw introduced the report of the Acting Executive Manager Planning which sought approval to implement a Borough wide strategy for the enhancement of conservation area in line with the West Lancashire Heritage Strategy.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the revisions to the existing conservation area enhancement programme as detailed in the report be approved.
- B. That delegated authority be given to the Acting Executive Manager Planning, in consultation with the Portfolio Holder for Planning and Transportation, to make the necessary arrangements to implement the enhancement programme as set out in the Appendix the report.

**110. DATA SHARING - BUSINESS INFORMATION**

Councillor Owens introduced the report of the Executive Manager Regeneration and Estates which sought authority to enter into data sharing agreements (or similar) with external organisations, i.e. Business Link Northwest (BLNW) and to share data with partner organisations.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: That the Executive Manager Regeneration and Estates, in consultation with the Council Secretary & Solicitor and Portfolio Holder Regeneration and Estates, be authorised to negotiate and enter into necessary agreement(s), and share data, with Business Link Northwest and other partners and stakeholders for the economic benefit of the Borough of West Lancashire.

**111. OPERATIONAL COMMUNITY ASSETS - MANAGED ALLOTMENT SITES**

Councillor Fowler introduced the joint report of the Executive Manager Community Services and the Executive Manager Regeneration and Estates which proposed revised arrangements for the management of the Council's allotments.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: A. That the new asset management arrangements for community assets as set out in the report be applied to the Council's allotment holdings.

B. That the Executive Manager Community Services, in consultation with the Executive Manager Regeneration and Estates and the Council Secretary and Solicitor, be authorised to take all necessary steps to give effect to the revised management arrangements sanctioned at A. above, including putting in place suitable agreements and leases and the obtaining of all necessary consents.

**112. SOCIAL ENTERPRISE AND EMPLOYMENT INITIATIVE**

Councillor Owens introduced the report of the Executive Manager Regeneration and Estates which detailed a potential new Social Enterprise and Employment Initiative, which would help to support employment and the social enterprise sector in West Lancashire, and sought approval to investigate appropriate funding sources, including external, towards its establishment.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: That the Executive Manager Regeneration and Estates, in consultation with the Portfolio Holder Regeneration and Estates, investigate funding in respect of a social enterprise and employment initiative and fully investigate the options available through the Lancashire County Council HR workforce solutions to secure suitable placement opportunities.

### **113. REGULATION OF INVESTIGATORY POWERS ACT PART 2 ORDERS AND CODES OF PRACTICE**

Councillor Grant introduced the report of the Council Secretary and Solicitor which provided details of the new Regulation of Investigatory Powers Codes and Orders which come into force on 6 April 2010 and sought approval for implementing relevant requirements.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED:
- A. That the contents of the report be noted and the Council Secretary and Solicitor be authorised to undertake the role of Senior Responsible Officer ("SRO") in accordance with the relevant Code of Practice.
  - B. That the Council Secretary and Solicitor be required to bring an annual report to Cabinet seeking approval of the Policy on the use of the Regulation of Investigatory Powers Act 2000 ("RIPA") powers and reviewing the use of these powers.
  - C. That the quarterly monitoring of the use of RIPA powers be carried out by the Audit and Governance Committee.
  - D. That it be noted in the Council's Scheme of Delegation that the Chief Executive should authorise relevant surveillance activity when knowledge of confidential information is likely to be acquired or when a vulnerable individual or juvenile is to be used as a source.
  - E. That in view of the Codes and the Order being set to take effect from 6 April 2010 the matter shall not be available for call in.

### **114. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item 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 of that Act and as, in all the circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

**115. PROPOSED SALE OF LAND AT PINGWOOD LANE, SIMONSWOOD, KIRKBY**

Councillor Owens introduced the report of the Executive Manager Regeneration and Estates which sought authority to dispose of land at Pingwood Lane, Simonswood, Kirkby.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: That delegated authority be given to the Executive Manager, Regeneration and Estates in consultation with the Council Secretary and Solicitor, Portfolio Holder for Regeneration and Estates and the Leader to:

- A. Dispose of the land shown hatched on the plan attached as an appendix to the report, subject to the negotiation and agreement of Terms.
- B. Enter into all necessary documentation and to take all other necessary steps to facilitate the disposal.
- C. Obtain, where necessary, all other appropriate consents.

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THE LEADER



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**Report of: Executive Manager Community Services**

**Relevant Portfolio Holder: Councillor A Fowler**

**Contact for further information: John Nelson (Extn 5157).  
(E-mail: john.nelson@westlancs.gov.uk)**

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**SUBJECT: NEIGHBOURHOOD MANAGEMENT UPDATE.**

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The following wards are affected: Borough wide interest

## **1.0 PURPOSE OF THE REPORT**

1.1 Following a presentation at the October Executive O&S committee from West Lancashire Community Leisure Trust, Overview and Scrutiny requested information relating to the implications to leisure services arrangements with West Lancashire Community Leisure following cessation of the SSCF funding.

## **2.0 RECOMMENDATIONS**

2.1 That members note the report.

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## **3.0 BACKGROUND**

3.1 Members will be aware of the Safer Stronger Communities Fund (SSCF), which provided both capital and revenue funding to a defined area in Skelmersdale.

3.2 The Councils Corporate Overview and Scrutiny Committee have taken the lead in relation to the appraisal of the Neighbourhood Management process and the costs and benefits from the SSCF scheme. A copy of the committees report is attached, appendix 1.

3.3 The SSCF board commission services from a number of providers including the Leisure Trust, West Lancashire Community Leisure Ltd.

- 3.4 The sessions commissioned by the SSCF board from the Leisure Trust was for access to swim and gym sessions on Saturday evenings at Nye Bevan Pool and in partnership with Young Peoples Service and the Police funding for 2 x 1 hour five-a-side football sessions at Skelmersdale Sports Centre during school holidays.
- 3.5 The Leisure Trust has advised that they are able to facilitate the sessions provided funding is available to cover the costs.
- 3.6 The swim and gym session have been well attended with over 80 young people taking part every week. The five-a-side session has been actively support by the police community group, with regular reported attendance. Reports from the police have shown a reduction in nuisance problems reported on Friday and Saturday evening. It is believed that this is a result of the positive activities that are available.

#### **4.0 CURRENT POSITION**

- 4.1 The Safer Stronger Communities funding was due to finish on the 31<sup>st</sup> March 2010.
- 4.2 Arrangements have been agreed to carry over a small amount of SSCF project under spend to the financial year April 2010 to March 2011.
- 4.3 The board have agreed to maintain the Neighbourhood Manager in position until December 2010. The board have also agreed to a limited, small grant funding pot for community bids, approximately £12,000 is available.
- 4.4 The County Council Young Peoples Service (YPS) have, from January 2010, continued to fund and support the Swim and Gym sessions at Nye Bevan. YPS have indicated, but not yet confirmed, that they will continue the Swim and Gym sessions in the next financial year. The Leisure Trust also believes that the police will continue to fund the five-a-side football sessions.
- 4.5 While an option is available to bid for funds from the small grants pot remaining as part of the SSCF funding, it is hoped that alternative funding will be secured from YPS and the police community group to continue the sessions at Nye Bevan and Skelmersdale Sports Centre.

#### **5.0 ISSUES**

- 5.1 Funding for continuation and development of sessions is an ongoing problem, where there are direct benefits in terms of youth engagement or ongoing reductions in anti-social behaviour then it is easier, but not guaranteed, to attract ongoing funding.

#### **6.0 FINANCIAL AND RESOURCE IMPLICATIONS**

6.1 There are no financial resource commitments as a result of this report.

## **7.0 CONCLUSION**

7.1 The activity sessions developed and funded by the SSCF board, together with the positive partnerships and outcomes has resulted in engagement with a number of youths in the target area. The positive benefits to the local community and the benefits to agencies as a result of the SSCF board decisions should be recognised.

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### **Background Documents**

None

### **Equality Impact Assessment**

\*There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

**Appendix 1**: Neighbourhood Management Costs and Benefits Review (Report of the Corporate Overview and Scrutiny Committee)







# West Lancashire Borough Council

Report of the Corporate Overview & Scrutiny Committee  
**'Neighbourhood Management – Costs and Benefits Review'**







# NEIGHBOURHOOD MANAGEMENT – COSTS AND BENEFITS REVIEW

## Report of the Corporate Overview & Scrutiny Committee



### FOREWORD by the Chairman Councillor James Kay

“The Corporate Overview and Scrutiny Committee at West Lancashire Borough Council carried out a review on ‘Neighbourhood Management – Costs and Benefits’ the purpose of which was to examine the costs and benefits from adopting a Neighbourhood Management approach.

We started the scrutiny project in June 2009 and have learned much from the contributors.

In addition to the information provided by Officers of the Council, we would like to thank Chorley Borough Council, Halton Borough Council and Newcastle under Lyme Borough Council for the information they provided in relation to the case studies undertaken in those authorities and the Local Improvement Advisor, who provided valuable information through his presentation in relation to the evaluation work he had undertaken on the West Lancashire Neighbourhood Management Project. All of this has assisted us to explore the issues of the review topic.

A special thanks goes Members of the West Lancashire SSCF Board who accommodated our request to visit with them during the course of the review and provided invaluable information on the experiences and tangible results of the work undertaken within the communities of Digmaor, Tanhouse and Moorside in relation to the Neighbourhood Management Project.

I would like to thank Members and Officers and the following for their contribution to the review:

Mrs Margaret Highton  
Mrs Joanne Harrison  
Mrs Gail Mason  
Miss Rebecca Carson  
Mrs Lisa Larson  
Mr Chris Allen

Chairman, West Lancashire SSCF Board  
SSCF Board Member  
SSCF Board Member  
Young Persons’ Representative – SSCF Board  
Young People’s Service – SSCF Board  
Local Improvement Advisor (West Lancashire  
Neighbourhood Management Evaluation)

*“We are proud of what has been achieved. It has taught us a lot about our own community.” (West Lancashire SSCF – Board Member)*



## **MEMBERSHIP OF THE COMMITTEE**

The Review was undertaken by the Committee between June 2009 and March 2010.

### **MEMBERS**

**Chairman:** Councillor Kay

**Vice Chairman:** Councillor Ms Melling

#### **2009/2010**

Councillors: Mrs Atherley, Collinson, Grice, Hennessy, Jones, Lea, Meadows, Mee, M Pendleton, R A Pendleton, Mrs Pollock, Mrs Stephenson, Saxon, Swiffen, Tattersall and West.

#### **Substitute Members**

The following Members acted as substitute Members for one or more of the meetings held when considering the review:

Councillors: Cotterill, Griffiths, McKay, Pratt

# **THE REVIEW AND RECOMMENDATIONS**

## **BACKGROUND**

Following the submission of topics by the public, Members and OMB, subsequent scoring exercise on submitted topics, at a meeting of the Corporate Overview and Scrutiny Committee held on 24 June 2009 that Committee agreed to undertake a review on the topic 'Neighbourhood Management – Costs and Benefits'.

## **TERMS OF REFERENCE**

Members of the Committee agreed to conduct the review in order to:

1. Examine the costs and benefits from adopting a Neighbourhood Management approach.
2. Compare alternative and best practice approaches to Neighbourhood Management from comparable authorities.
3. Present a report of the Committee's findings and recommendations to Cabinet and Council.

## **Objectives**

### **The present –**

1. To evaluate the existing Safer Stronger Community's Fund Neighbourhood Management Project and its impact in Digmoor, Claybrow and Tanhouse.
2. To examine the potential of implementing the Neighbourhood Management approach across Skelmersdale and potentially the whole of the West Lancashire Borough.

### **The future –**

1. To identify the associated costs and benefits of implementing a Neighbourhood Management style within West Lancashire.
2. To consider the opportunities for enhancing community empowerment.

## RECOMMENDATIONS

As a result of the Committee's enquiries and in identifying the recommendations appended below the Committee concluded that the approach of neighbourhood management based on a practical framework of engagement and support achieves significant benefits within those communities.

The Corporate Overview and Scrutiny Committee make the following recommendations:

- (1) That consideration be given by the LSP to the provision of our own model for Neighbourhood Management building on the principles of the West Lancashire SSCF Project that will enable local communities to work with the providers of neighbourhood services more effectively to meet local needs and expectations.
- (2) That in consideration of (1) above, that it be recommended that a "pilot" of the 'West Lancashire Neighbourhood Management Model' be undertaken in a designated locality in the Borough.
- (3) That in consideration of the provision of a "West Lancashire Neighbourhood Management Model", that the following findings are taken into account when evaluating the approach and location of the "pilot" study:
  - (a) That the model recognises the range of diverse circumstances (rural and urban), existing and potential community engagement structures and availability of neighbourhood services and facilities across the Borough.
  - (b) That the fundamental concept of the model is to develop a "Local Board" taken from a cross-section of the community, with a significant involvement of local democratically-elected Members.
  - (c) A key role for the Board is to develop meaningful links with public agencies, services providers and members of their community (particularly to include residents, local businesses, youth groups, etc).
  - (d) That a further role of the Board be to include the promotion of volunteering, community engagement and empowerment.
  - (e) That the Neighbourhood Manager's role be to focus on specific neighbourhoods around the Borough, according to need and opportunity, using a two stage approach on two neighbourhoods at a time, (with the Digmoor Project continuing to be 'managed' as one of those neighbourhoods, but with Stage 2 support for one year, as described at (g) below).
  - (f) That the first stage (being the more intensive 'development stage') be to include working with various agencies, locally elected Members and community representatives to develop the Local Board. The Board would then oversee the development of a practical Action Plan for improvement of their area based upon voluntary contributions, business contributions and the actions of public agencies (within existing resources).

Consideration should be given to providing the Board with a small budget for promoting community activities in that area. This stage to take approximately one year, before moving on to Stage 2.

- (g) That the second stage (the less intensive 'sustainability stage') be to develop the Board such that it is self-sustaining, with minimum support from the Neighbourhood Manager. Again, this support would last for approximately one year.
- (4)**
- (a) That, given this is a multi-agency and community engagement approach to improving the communities of West Lancashire, that the Local Strategic Partnership be asked to fund the post of Neighbourhood Manager, along with some administrative support.
  - (b) That this Authority consider whether it wishes to act as Employer of these posts and thereby become responsible for all on-costs including management, human resources, financial management and legal cost liabilities (as it currently does for the SSCF Project).
  - (c) That this Authority considers whether it wishes to allocate a small budget for local projects, possibly through the 'Community Chest' grant allocation mechanism.
- (5)** That the Corporate Overview and Scrutiny Committee review its recommendations in December 2010.



## **METHODS OF ENQUIRY**

### **MEETINGS**

Meetings were held on the following dates:

- A.** 24 June 2009
- B.** 23 September 2009
- C.** 2 December 2009
- D.** 3 March 2010

### **WORKSHOP SESSION**

A dedicated workshop session was held on 27 January 2010.

### **SITE VISITS**

26 January 2010 – Visit to meet Members of the Board of the West Lancashire SSCF Project held at Digmoor Community Centre.

### **SEMINARS**

- (1) 13 January 2010 – ‘Neighbourhood Charters: urban and rural’ – Learning Exchange Seminar facilitated by North West Together We Can Network
- (2) 24 February 2010 – ‘Better Outcomes for People and Places’ – Beacon Open Day facilitated by Chorley Borough Council.

## **INFORMATION GATHERED**

**Meeting held on 24 June 2009 in the Council Chamber, 52 Derby Street, Ormskirk.**

### **Presentation 1**

Members received a presentation from Brian Lussey, the Council's Strategy and Project Development Manager. The presentation 'Safer, Stronger Communities Fund Neighbourhood Management Project' was supported by slides<sup>(1)</sup>.

Members heard about the work of the four-year Project, that had commenced in 2006, which had received funding through the Safer Stronger Communities Fund (SSCF) and in partnership with the Local Strategic Partnership (LSP) and Neighbourhood Boards, worked with the communities of Digmaor, Tanhouse and Moorside to "make a difference."

He explained that the four key outcomes for the Safer, Stronger Communities Neighbourhood Area were to:

- Reduce crime and fear of crime, perceptions of anti-social behaviour and harm by illegal drugs.
- Create cleaner, safer, greener public spaces
- Increase capacity of local communities to participate in local decision-making and influence service delivery
- Improvement quality of life in most disadvantaged neighbourhoods

The Strategy and Project Development Manager then went on to explain the structure of the SSCF Project and the processes involved and highlighted some of the success stories showing, through photographic evidence, some of improvements that had already been implemented within the communities participating in the Project.

Mr Lussey concluded his presentation by drawing attention to some of the issues that had come through during the course of the Project in particular, how to manage the particular needs of communities locally by recognising that one size does not fit all and the importance of multi-agency partnership with and in those communities.

In discussion Members raised questions and comments in respect of the following:

- The upgraded Play Areas and how they attracted groups of teenagers.
- The use of the funding to improve some areas, yet the lack of funding to make repairs to existing community facilities, for example, Quarry Bank Community Centre.
- The importance of the sustainability and exit strategy of the Project.

Mr Lussey explained that the creation of multi-use play areas had assisted in containing physical activities to those areas and that the multi-agency approach and use of CCTV had also been effective in discouraging anti-social behaviour.

In general discussion the following views/comments were put forward in relation to the topic area:

- Sustainability and looking beyond 2010 when the Neighbourhood Management Project had concluded.
- The area of concentration of the existing initiative and how this could be extended.
- The devolvement of powers to local communities to assist in the decisions that affect them.
- Good neighbourhood management practice in other areas both locally and nationally.
- Multi-agency working.

### **Meeting held on 23 September 2009 in Committee Rooms 2/3, 52 Derby Street, Ormskirk**

Members agreed the lines of enquiry and identified the next stages of the project.

In general discussion the following views/comments were put forward in relation to the topic area:

- The benefits of visiting or receiving a presentation from an existing Neighbourhood Management project in a neighbouring authority.
- Identifying the costs and benefits of introducing a neighbourhood management style Borough wide.
- Future sustainability of any neighbourhood management model proposed.
- Partnership working, including the sharing of resources.
- Links to others bodies working within the communities.
- The lessons to be learned from existing projects which have had a beneficial impact within those communities.

To assist with their enquiries Members identified the value of a site visit to meet with representatives of the existing Neighbourhood Management Project based in Skelmersdale currently funded through the Safer Strong Communities Fund (SSCF).

### **Meeting held on 2 December 2009 in the Council Chamber, 52 Derby Street, Ormskirk**

#### **Presentation 2**

Members considered information provided by the Neighbourhood Manager in relation to visits to Chorley Borough Council, Halton Borough Council and Newcastle-under-Lyme Borough Council<sup>(2)</sup> and also information on the Cost of Fire – Moorside, Digmaor and Tanhouse 2003-2006<sup>(3)</sup> and 2006-2009 and a sample of outcomes from the Halton Neighbourhood Management Project<sup>(4)</sup>.

In relation to the site visits the following information was provided:

- Structure of Neighbourhoods
- Size of the population of each Neighbourhood

- Neighbourhood Board, if any
- Structure of Neighbourhood Board
- Neighbourhood Management Team
- Previous Government Funding Streams
- Existing Funding Arrangements
- Proposed Funding Arrangements

Comments and questions were raised in relation to:

- The costs of providing a good neighbourhood management scheme at minimal cost.
- The long-term benefits of schemes to the community.
- The Safer, Stronger Communities Neighbourhood Management Project Crime reduction percentages in Moorside, Digmoor and Tanhouse from 2006-2009.
- The funding options being explored by neighbouring authorities of the schemes identified.
- The differences between and responsibilities of, “Estates Management” and “Neighbourhood Management.”
- Identifying the cost and practicalities of joint ward neighbourhood ventures.
- Devolvement of neighbourhood responsibilities to communities and the aspirations of those communities
- Further opportunities to visit other Neighbourhood Management projects.

The Neighbourhood Manager reported that arrangements were being made for Members to attend a meeting of the SSCF Board and for a presentation of the Commissioned Independent Evaluation Report in January 2010.

### **Visit to meet with Members of the West Lancashire SSCF Board at Digmoor Community Centre – 26 January 2010**

Members took the up to opportunity to meet with Members of the SCCF Board at a meeting held at Digmoor Community Centre, Skelmersdale.

In discussion comments and questions were raised in respect of the following:

- The positive results from the Project
- The feeling of “Neighbourhood spirit”
- The notable improvements in the area through participation in the Project.
- The interaction between the community and the various agencies involved.
- The effect on community members, and individuals, particularly young people, accessing the facilities at the Centre.
- The improvement in crime figures and anti-social behaviour.
- The role of volunteers.
- Sustainability, particularly of personnel, beyond March 2010.

Members enquired about the events that had inspired community spirit and encouraged engagement within the communities. Those highlighted included:

- A mobile “ice-rink” set up at the Fold, Tanhouse and Digmoor Community Centre. It was explained that for many youngsters this was their first experience of such an

activity. The Digmaor event had attracted over 1,000 people and the use of “the rink” had resulted in more people using, and being aware of what was on offer, at the Community Centre.

- “Fun Days” and “Information Days”, where members of the community had had an opportunity to try out a “club” at, or something “educational” run through, the Centre.
- Participation and attendance at a “Snooker Exhibition”, attended by snooker professional, Steve Davies.
- “Your Community Matters Events”. A fortnight of activities aimed at addressing priorities raised by both Partners delivering a service in the area and the residents living in the area. Some of the activities which took place during the weeks were to encourage the community to take pride in the area they live in by cleaning it up, through, for example, litter collecting and then improving the area for the future, for example, by planting bulbs.

Members enquired about the notable differences and improvements within the community from the start of the project in 2006 and the wider community’s perception of the improvements.

Improvements/initiatives highlighted included:

- The creation of a recycling point in the void garages in the Blackwell area. It was explained that this had been a site that had in past had attracted anti-social behaviour and was “an eye-sore”.
- Funding of a Neighbourhood Sergeant and Community Beat Officer for three years in the SSCF area. It was reported that as a result of the success and improved crime prevention of this police presence that the Constabulary would continue funding these posts at the conclusion of the project period.
- Improvements in the working relationships across the agencies including the Police, Fire and Rescue Service, the Youth Service and other stakeholders. Initiatives cited that have seen all the agencies, Members of the Board and volunteers working together included “Your Community Matters Events” and “Beat Sweep”.

Reference was made to the notable downturn in crime in the area, for example, automobile thefts (down by 25%) and anti-social behaviour (recorded as being down by 35%).

Members heard about the expectations of those involved beyond the completion of the SSCF Project in terms of sustainability of the work undertaken in the communities. Whilst it was well received that the Police would continue to fund the Neighbourhood Sergeant and Beat P.C., the importance of other professionals working with the young people was also highlighted. One suggestion was that the training of voluntary youth workers could assist.

The role of the volunteers beyond March 2010 was highlighted as was the devolvement as well as involvement of the Community once the Project had completed.

Reference was also made to the layout of the estates that had in the past precluded a sense of community spirit because of the division of the roads and layout of “the squares”. It was reported that the SSCF Project had assisted in breaking down a lot of

the “mental barriers” created by the Estates layout and through the dedication of those involved the intimidation issues were starting to disappear.

In conclusion, it was reiterated that the work of the Centre would carry on beyond March 2010, even without funding, as a lot could be done without a huge financial resource, for example, “Community Days” where the resource required was the time of volunteers. However, it was stated that without the smaller amounts of funding from the Small Voluntary Grants Pot, which for example had allocated a grant to a small group church group who provide a meeting place for people with disabilities, to purchase musical instruments. This type of assistance did not affect the whole community, but made a huge difference to a few families living in the area and could be lost. On a larger scale, the loss of Youth Workers, who had assisted and put on events in the school holidays, for example, may have to be undertaken by volunteers.

The impact on individuals and their achievements through attendance at the Centre was also referred to as was the continuance of long term Government funding for projects by the Young Persons’ representative .

In a final personal comment from an SSCF Board Member it was noted - “We are proud of what has been achieved. It has taught us a lot about our own community.”

## **West Lancashire Neighbourhood Management Evaluation Presentation – 27 January 2010**

### **Presentation 3**

Members received a presentation from Mr Chris Allen, Local Improvement Advisor. The presentation ‘West Lancashire Neighbourhood Management Evaluation’ was supported by a series of slides.<sup>(6)</sup>

In his opening to the presentation The Local Improvement Advisor highlighted the five key points used to describe what neighbourhood management is, as defined by the Neighbourhood Management Policy Action Team (PAT 4):

- (1) Someone with overall responsibility for service delivery at neighbourhood level (*coordination*)
- (2) Genuine community involvement and leadership (*customer insight and ownership*)
- (3) Systematic planned approach tackling local problems (*intelligence drive*)
- (4) Resources for delivery (*using money better*)
- (5) Effective mechanisms for delivery (*appropriate interventions*)

He then went on to explain the criteria sent to authorities and the process of assessment for participation in the SSCF Projects countrywide.

Members heard about the ethos of neighbourhood management and how by improvement and efficiency services could get better and savings could be achieved. Mr Allen explained the SSCF Outcomes, including the impact in the identified areas on reducing crime, fear of crime and perceptions of anti-social behaviour, developing cleaner, safer and greener public spaces, increasing the capacity of the community in decision-making and influencing service delivery and improving the quality of life in

those areas and making service providers more responsive. He then went on to explain the methodology used for the evaluation of the Project.

The presentation included an overview of what could and had been achieved through assessing

- the Strengths - to celebrate and promote
- the Weaknesses - in order improve
- the Opportunities - to develop in the future
- and the Threats - risks

The accompanying slides evidenced the above and in discussion during the course of the presentation particularly reference was made to:

### **Strengths**

- The Strong and effective engagement and empowerment of dedicated community members – evidenced by the passion and confidence gained.
- The tackling of local ‘eye sores’ and environmental change, changing perceptions of safety – evidenced by the affect on people’s response to the physical changes in their communities.
- Increased and positive relationships between local people and statutory agencies (especially young people and the Youth Services, Police and Fire and Rescue Service) – evidenced by the changes of attitude from young people, “trust” with uniforms and the “domino” effect.
- Initiatives that bring the community and stakeholders together to focus on joint problem solving – evidenced by the “Beat Sweeps” and engendering a culture to solve “our” problems.
- Confidence raised amongst community members as individuals and in groups – evidenced by neighbourhood management sowing the seeds of a “culture change” – to change communities.

### **Weaknesses**

- Project centre rather than process centred programme – opportunity to “roll-out” to another area, for example, using a neighbourhood management model within a current “set-up”, for example through a Parish Council.
- Lack of local data and baseline information – evidenced by the “barriers” where there can be a lack of willingness to share information, but experience had shown that agencies will “back track”.
- Limited community engagement – evidenced by the use of a dedicated “team member” that may have assisted.

### **Opportunities**

- Recognition of value by service providers (evidenced by Police continuation of posts). Good practice to build on (eg youth interventions, ‘Your Community Matters’, confidence raising initiatives, theme groups etc.) – engendering the response of taking ownership and the invaluable contribution of the volunteers.
- Development of Tenants’ and Residents’ Associations as hubs for building on NM – evidencing the need to create an infrastructure
- Mitigation against possible public service cuts via a ‘Total Place’ approach - to build on NM principles.

## Threats

- End of government funding period
- Loss of key staff across a range of providers
- Remaining negative perceptions of the “council”
- Remaining negative perceptions of area and residents – sometimes “historical”.
- Fragility of some working relationships.

Evidence of cost-savings and value for money were also presented and examples included the reduction in vehicle crime, criminal damage and deliberate fires. The latter resulting in the downturn of “call-outs” for tenders for more serious incidents.

In conclusion it was stated that the evaluation was seen as an assessment of the lessons learned to enable improvement and not an end of programme report and that the Board event scheduled for 10 February 2010 would be used as a development workshop.

In the discussion session at the conclusion of the presentation the following issues, comments and questions were referred to:

- The breakdown of the crime reduction figures and the possibility of “hot-spot” tasking to deploy resources.
- Additional police presence in an area can deter perpetrators, but displaces them elsewhere.
- Examples of how early intervention and building-up relationships is a key element to crime reduction.
- The provision of positive activities to deter misbehaviour.
- Stakeholders working together to common goals to bring about positive outcomes.
- The importance of Youth Inclusion Projects/Panels.
- Neighbourhood Management as a catalyst to help bring about a culture change.
- Sustainability once change has happened. Only those committed to change will remain.
- Becoming less dependent.

In a general discussion additional comments and questions were raised in respect of the following:

- Neighbourhood Charters and their role in encouraging communities to become less dependent.
- The parameters of a Neighbourhood Management approach and Neighbourhood Charters.
- Change of ethos to include the devolvement of powers to neighbourhoods.
- The process of establishing Charter ownership and using them for community engagement to achieve improvement and ownership.
- The boundaries of a Neighbourhood “scheme”. For example, could it be on “Ward” boundaries or a cluster across 3 or 4 areas.
- Input through the Market Town Initiatives.
- The service provision of statutory bodies and the devolvement of services not only from the Borough Council but other service providers too.

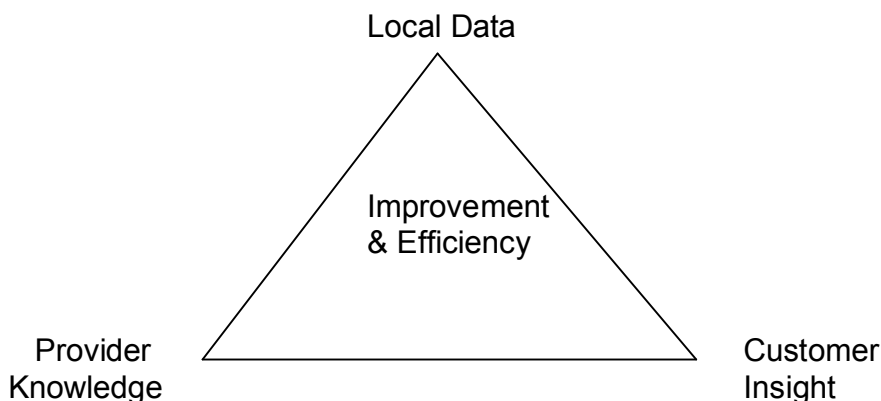


On behalf of Members the Chairman thanked Mr Allen for his attendance and contribution to the topic under review.

## **Workshop Session – 27 January 2010**

A dedicated workshop session was held towards the end of the review. Working in groups Members addressed a series of questions. The questions and summary of the group work is appended below:

### **What is Neighbourhood Management?**



- Bringing Partners, Community, Residents together
- Including Youth Organisations and Small Clubs
- Existing activities and provide what's missing
- Needs to be focussed
- Charters provide a structure for NW (Neighbourhood Working)
- Individual Responsibility for the area you live in
- Community Pride
- Develops Communities

### **What are the benefits?**

- Improved services
- Improved efficiency
- Cleaner, Safer, Greener
- Partnership Working
- Cost Savings
- Improved relationships with agencies
- Community confidence and empowerment
- Reduction in crime
- Raising community confidence
- Access to participation
- Pride and Respect for Neighbourhood
- Close the gap between older and younger people
- Shaping and Influencing decision-making
- Develops more volunteers
- Better understanding of services

- Names to faces
- More Pro-active
- Joined up working approach

### What are the costs and risks?

Incorrect personnel involved  
Sustainability  
Staff wages

COSTS	RISKS
<ul style="list-style-type: none"> <li>• Need Neighbourhood Manager</li> <li>• Shared Costs</li> <li>• Are savings, but difficult to quantify (business involvement too)</li> <li>• Re-skilling and re-engineering of staff and services</li> </ul>	<ul style="list-style-type: none"> <li>• People losing interest</li> <li>• Sustainability</li> <li>• One size does not fit all</li> <li>• Failure to deliver</li> <li>• Raising expectations</li> <li>• Loss of staff</li> </ul>

### What approach should we take going forward?

- Trial – minimum cost
- Based around a Parish
- Small enough to have local pride and be involved
- Big enough for agencies to change services
- Burscough?
- Self-sustaining
- Identify local groups to become “hubs”
- Plan and pick project areas
- NM areas to be manageable size
- Democratic accountability

### Staff resource

- Minimum 1 person to liaise with all agencies
  - Neighbourhood Manager to “kick-start”
  - Act as a catalyst
- + identify additional funding  
+develop volunteers

Following conclusion of feedback from the group work, the workshop session concluded and final comments noted included:

- Location of a proposed “pilot” West Lancashire Neighbourhood Management scheme, referred to as the ‘West Lancashire Neighbourhood Management model.’ (*“the model”*)
- Feasibility and structure of “the model”.
- Idea of “the model” being rolled-out throughout the Borough.
- Suggested locations for the “pilot” (*Burscough, Halsall or another area within Skelmersdale*).
- Building on from the existing Neighbourhood Management programme.

- A trial that can be undertaken at “minimum cost”.
- Existing PACT meetings as a source of interaction with other service providers.
- A model that is flexible to recognise the particular needs of individual communities – “one size does not fit all”.
- The need for a change of ethos that allows “services” to be devolved to the community.

### **Meeting held on 3 March 2010 in the Council Chamber, 52 Derby Street, Ormskirk**

The Committee considered the notes<sup>(5)</sup> emanating from the Visit with Members of the SSCF Board on 26 January and the Workshop Session<sup>(7)</sup> held on 27 January 2010.

The Committee also considered the draft of the final report, and recommendations, of its in-depth review ‘Neighbourhood Management – Costs and Benefits’ and agreed a series of recommendations to Cabinet and Council.

## SEMINARS

### Neighbourhood Charters – Urban and Rural Learning Exchange Seminar – 13 January 2010

#### Seminar 1

The Chairman, accompanied by the Assistant Chief Executive had attended this event facilitated by North West 'Together We Can Network' to hear about "neighbourhood" approaches across the country and provided feedback at the Workshop session held on 27 January 2010.

It was explained that the event, hosted by Lancashire County Council, included contributions from three authorities – Oldham MBC, King's Lynn & West Norfolk BC and Staffordshire Moorlands DC as well as contribution from Manchester University who spoke on the study of the "national picture" and community contracts. The event concentrated, in the main, on the theoretical approaches local authorities had taken, and advice on the framework to produce Neighbourhood Charters for their communities. In contrast to the practical methods highlighted at the meeting with SSCF Board Members on 26 January 2010.

It was stated that the representative from Manchester University had spoken of the evidence of the study (*that had evaluated 11 areas across the country who had piloted community contracts*) which showed that community contracts can help local people to understand the services they are entitled too, build better relationships with their councils and other agencies with a view to securing improvements to services and neighbourhoods. Also evidenced were samples of community agreements already available in communities, for example the "Community Pride Charter" produced by Biddulph East Neighbourhood Partnership.

Neighbourhood working was explained in a similar way to the West Lancs. SSCF Project, in terms of shifting from a dependency culture on agencies, helping communities to understand local services better and building up trust amongst agencies and residents, although the practical examples were not highlighted, but costs and resources was certainly a consideration, as evidenced by the example that one neighbourhood management scheme had a virtual team of 8 and another the equivalent of 1.5 Neighbourhood Manager.

In considering producing "Charters", themes picked-out included the involvement of partner agencies, principal and borough council (*and parish councils also*), other stakeholders, for example social landlords, police and the back-up of good enforcement.

In compiling the "Charters", the importance of a "neighbourhood footprint" and the legacy of a "feel good factor" to be left behind within those Communities was also referred to.

It was summarised that the Charters offered a different approach from the SSCF Project which is more "action- based" than "paper-based."

## **Better Outcomes for People and Places’ – Beacon Open Day facilitated by Chorley Council – 24 February 2010**

### **Seminar 2**

An opportunity was taken to participate in the event. The Chairman, accompanied by the Assistant Chief Executive and Executive Manager Community Services attended the Beacon Open Day facilitated by Chorley Council to hear about partnership working in relation to community activities, the civic pride campaign and the Chorley Smile Weeks of Action.

Of particular interest was the roll out of a borough-wide approach to neighbourhood working. It was explained that seven Neighbourhood Areas had been set up using a multi-agency approach. The “neighbourhood team” was supported by a virtual team.

In explaining their approach to neighbourhood working, representatives of the Chorley model had been keen to stress that they were not fully dependent on budgets, but encouraged voluntary activities. Examples of community activities undertaken included Chorley Smile Weeks of Action, “Skip Days” and the Civic Pride Campaign that encouraged residents to get involved and take on some of the responsibility for making a difference to their area.

It was explained that a number of Community Centres in the Chorley area had managed to gain charitable status allowing access to funding that was not available to the Council.

The Executive Manager Community Services further explained initiatives undertaken in the Chorley borough in relation to enforcement, including a successful cross boundary “all vehicles” exercise which had taken an intensive approach to the issue by involving most of the enforcement agencies, including Customs & Excise, the Police as well as the Council’s own enforcement officers.

### **Project Plan**

The Project Plan was reviewed at each meeting of the Committee and is attached as Appendix 1.

## Other Information

Referenced material information that has assisted the work of the review and compilation of this report:

- (1) 'Safer, Stronger Communities Fund Neighbourhood Management Project' - (Presentation 1: Brian Lussey, Strategy and Project Development Manager, West Lancashire Borough Council)
- (2) 'Neighbourhood Working Case Study Visits to Chorley Borough Council; Halton Borough Council and Newcastle under Lyme) - (Presentation 2: Karen Warmington, Neighbourhood Manager, West Lancashire Borough Council)
- (3) 'Cost of Fire – Moorside, Digmoor and Tanhouse 2003-2006 & 2006-2009'
- (4) 'Halton Neighbourhood Management Project Outcomes'
- (5) Notes of the visit to meet with Members of the SSCF Board 26 January 2010
- (6) West Lancashire Neighbourhood Management Evaluation (Presentation 3: Chris Allen, Local Improvement Advisor)
- (7) Notes of the Workshop Session held on 27 January 2010

Other material information that has also assisted the review and compilation of this report:

- Minutes of the Meetings of the Corporate Overview and Scrutiny Committee held on 24 June 2009, 23 September 2009, 2 December 2009 and 3 March 2010.

Supplementary Information:

- Neighbourhood Charters – Urban & Rural – Learning Exchange Seminar – 13 January 2010
- Better Outcomes for People and Places – Beacon Open Day – 24 February 2010

Documents:

- 'LSP Executive Report [www.westlancslsp.org](http://www.westlancslsp.org)
- 'Commissioned Independent Evaluation Report – when available
- 'Neighbourhood Management Pathfinders: Final Evaluation Report (The case for Neighbourhood Management and key 'how to' lessons sections). [www.communities.gov.uk](http://www.communities.gov.uk)
- 'Lancashire Local Area Agreement. [www.lancashirepartnership.co.uk](http://www.lancashirepartnership.co.uk)
- West Lancashire Borough Council's Sustainable Community Strategy for 2007-2017. [www.westlancs.gov.uk](http://www.westlancs.gov.uk)

Note: The documents listed are not attached to the report but are available through the web links above or, on request, from Member Services.

## **OFFICER SUPPORT**

Lead Officer: Kim Webber, Assistant Chief Executive  
Officers Reporting: Dave Tilleray, Executive Manager Community Services  
Karen Warmington, Neighbourhood Manager  
Andrew Hill, Environmental Protection & Community Safety  
Manager  
Brian Lussey, Strategy & Project Development Manager

Scrutiny Support Officer: Cathryn Jackson, Principal Overview & Scrutiny Officer

Legal Officer:  
(Corporate Overview & Scrutiny Committee): Mike Hynes, Assistant Solicitor

## **SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

It is envisaged that a Neighbourhood Management Project, were it to be implemented within the Borough, would have a possible impact on the economic, social and environmental well-being of the area thereby contributing to the sustainability/community strategy aims.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Implementing a neighbourhood management approach carries costs and benefits. Should Members be of the view that a neighbourhood management approach should be approved sufficient resources would need to be identified from partnership and other resources in order to ensure the initiative was a success.

## **RISK ASSESSMENT**

There is a risk that given the tight financial climate facing public services that resources to implement a neighbourhood management approach will either not be forthcoming or may be found at the detriment of another service area. In a tight financial situation there is a risk that embarking on a Neighbourhood Management Project would raise residents aspirations to a unrealistic level.

### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of a significant impact on equality in relation to the equality target groups.

### **Appendices**

(1) Project Plan (*not attached*)







**AGENDA ITEM: 11**

**CABINET: 16 March 2010**

**EXECUTIVE OVERVIEW AND  
SCRUTINY: 31 March 2010**

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**Report of: Council Secretary and Solicitor**

**Relevant Portfolio Holder: Councillor D. Westley**

**Contact for further information: Marc Taylor (Extn. 5092)  
(E-mail: Marc.Taylor@westlancs.gov.uk)**

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**SUBJECT: REVENUE BUDGET MONITORING**

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Borough wide interest

**1.0 PURPOSE OF THE REPORT**

1.1 This report provides a projection on the financial position on the General and Housing Revenue Accounts to the end of the financial year.

**2.0 RECOMMENDATIONS TO CABINET**

2.1 That the financial position of the Revenue Accounts be considered and noted.

2.2 That call in is not appropriate for this item as the report is to be submitted to the next meeting of the Executive Overview and Scrutiny Committee.

**3.0 RECOMMENDATION TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That the financial position of the Revenue Accounts be noted.

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**4.0 BACKGROUND**

4.1 In February 2009 the Council approved budgets for the Housing and General Revenue Accounts for the 2009-2010 financial year. It is good practice that monitoring reports are produced on a regular basis to ensure that Members are kept informed of the financial position of these accounts. This is the third monitoring report for the year and is based on information available in February 2010.

## **5.0 GENERAL REVENUE ACCOUNT**

- 5.1 The Council has set a revenue budget of £16.322m for the financial year. In total current projections forecast that net expenditure will be around £225,000 below this target, which represents a small variance of around 1.4%.
- 5.2 The projections have been calculated on a prudent basis based on information available at the current time, and experience from past years suggests that the overall position may improve further. Consequently it can be confidently expected that the Council will achieve a surplus by the year end. This will continue our strong track record of managing our financial performance to ensure that the outturn position is in line with the budget. This managed under spend has been taken into account in setting next year's Budget and will help to fund a number of anticipated income reductions and spending pressures.
- 5.3 Employee costs are a significant element of the total budget and so can have a major impact on the final outturn position. The difference between the actual and budgeted pay awards for 2008-09 and 2009-10 was 1.25%. This reduction in the cost of the pay award will produce a saving in the order of £200,000 for the year, and this is the main reason for the overall favourable variance on the GRA.
- 5.4 The budget contains a corporate target for staff efficiency savings of £251,000. The active management of staffing levels by divisional managers combined with savings on senior management restructuring agreed in July will mean that this target will be significantly exceeded. Steady progress has also been made in implementing the OD initiative over the course of the year and as a consequence the part year savings target of £0.2m will be exceeded, and the Council is on course to achieve its full year savings target of £1.25m in 2010-11.
- 5.5 There remains an element of uncertainty over the potential cost of any equal pay claims that are submitted by staff, and consequently this area will be kept under close scrutiny.
- 5.6 The external income that the Council generates can be one of the most volatile areas of the budget, with income going up and down due to factors outside our direct control. This area is particularly volatile at the moment given the state of the economy. However at the current time income levels, while under pressure, are currently performing close to budget in most areas.
- 5.7 The main exception to this position is in relation to planning application income which is significantly below budget. Projected income levels on the Community Related Assets (CRA) portfolio are also below budget as a result of the recession. Occupancy levels have reduced and despite every effort being made it has proved difficult to attract new tenants. The CRA reserve can however be used to manage the outturn position for this service area.
- 5.8 There is a considerable amount of uncertainty at the current time over the legal framework for charging for land searches. This issue affects all local authorities and will continue to be monitored as new information becomes available.

- 5.9 The Appendix to this report provides further details on the performance of individual divisions.

## **6.0 HOUSING REVENUE ACCOUNT**

- 6.1 The Council set a gross expenditure budget for the Housing Revenue Account (HRA) of £21.093m.
- 6.2 Members will be aware that following the agreement of the Budget the Government introduced a scheme to reduce the average rent increase from 6.2% to 3.1% in return for a compensating reduction in our HRA subsidy contribution. Following assurances from the Government that there would be no cost impact to the HRA, the rents were reduced retrospectively on 5<sup>th</sup> October, and the benefit of this reduction has been passed on to our tenants.
- 6.3 An actuarial review of the contributions needed to be made by the HRA to the Council's Insurance Fund has now been completed and has established that a significant reduction in costs can be achieved. In addition there will also be favourable variances as a result of the stagnation in Council House Right to Buy Sales, a reduced pay award settlement and continued active management of staffing levels and vacancies.
- 6.4 Due to the severe weather experienced over the last couple of months the call on the day-to day response repairs budget has been high. In addition the need to carry out essential health and safety work in respect of our heating equipment means that these budget heads will exceed the original estimated budget provision. Savings identified elsewhere in the HRA will mitigate the impact of these unforeseen circumstances and allow us to the deliver the overall HRA budget on target.

## **7.0 RESERVES AND BALANCES**

- 7.1 The Council is facing a very challenging medium term financial position as are most other local authorities. Consequently there is a pressing need to manage reserves to enable this financial situation to be dealt with effectively.
- 7.2 While the Council had £22.6m in reserves at the start of 2009/10, only £8.2m of this was available to support the General Revenue Account budget. Other reserves related to capital spending, the Housing Revenue Account and other specialist types of funding. This money cannot be used for general services, or to help keep the Council Tax down.
- 7.3 As a result of Council decisions, £2.8m of these reserves will be used in 2009/10, leaving around £5.4m in GRA reserves at the current time. It should be noted though that a significant proportion of these reserves are either committed or earmarked for specific purposes and so are not available for general use. The level of reserves remains healthy, and at an adequate level for prudent financial management.

- 7.4 Over 12 months ago the Council lodged claims with Revenues and Customs in relation to the VAT charged on certain income in the early 1990s. Recent case law (the Fleming case) had established that the Council could have retained this income rather than accounting for it as VAT. After pursuing this case vigorously a settlement has been reached with Revenues and Customs for £0.885m including interest and net of fees. This funding has now been fully allocated to capital schemes including the purchase of wheelie bins to introduce alternate weekly collection in Skelmersdale and a programme of play area and park improvements.

## **8.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 8.1 There are no direct sustainability implications arising from this report.

## **9.0 RISK ASSESSMENT**

- 9.1 The formal reporting of performance on the General and Housing Revenue Accounts is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council.
- 9.2 The projected variances contained in this report reflect current estimates of the likely difference between spending / income and budget for the full financial year. These estimates are based on current data and are subject to change during the remainder of the year as new information becomes available. In particular external income levels are at risk from any further down turn in the economy.

## **10.0 CONCLUSIONS**

- 10.1 Both the GRA and the HRA are on course to achieve their budget targets. The level of reserves and balances also continues to be satisfactory and above the minimum levels required for prudent financial management. This continues the trend of strong financial performance achieved by the Council over many years.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

Appendix 1 – General Revenue Account Projected Outturn Position

Appendix 2 – Minute of Cabinet – 16 March 2010 (*Executive Overview & Scrutiny Committee Only*)

## GENERAL REVENUE ACCOUNT PROJECTED OUTFURN POSITION

Budget area	Net Budget £000	Variance from Budget £000	Variance %
Assistant Chief Executive	2,908	-150	-5.2%
Community Services	5,031	-80	-1.6%
Housing and Property Maintenance	864	-25	-2.9%
Human Resources	-3	-10	See note
Legal Democracy & Financial Management	2,898	-70	-2.4%
Planning, Regeneration & Estates	1,584	0	0.0%
Street Scene	5,943	-60	-1.0%
Divisional Subtotal	19,225	-395	-2.1%
Central Budget Items	-2,903	170	5.9%
<b>TOTAL BUDGET REQUIREMENT</b>	<b>16,322</b>	<b>-225</b>	<b>-1.4%</b>

Table Notes

The budget figures for each Division have been updated to include capital accounting adjustments and the allocation of central budget items to divisions. These are technical accounting adjustments that do not affect the bottom line budget requirement, which has remained unchanged during the year at £16.322m.

The Human Resources division has a relatively small net budget requirement because it is a support service and consequently recharges most of its costs to other service areas.

General

It should be recognised that some areas of the budget are within the Council's control, for example the filling of vacant posts to achieve salary savings. However other areas such as external income can be volatile where we are exposed to market forces. In addition some service areas are demand led where it can be difficult to directly control expenditure.

Assistant Chief Executive – Favourable variance £150,000

The main variance for the division relates to savings on salary costs from the lower than expected pay award and the active management of staff vacancies. There is also expected to be a further full year's savings effect from the closure of the cash offices. It is anticipated that there will be an adverse variance in IT as a result of a number of factors including increased costs for software licences, printer consumables and internet costs, however it is likely that this will be partially offset by reduced telephone costs.

Since the economic downturn started during the course of last year there has been a considerable increase in benefits expenditure, and payments are continuing to rise at the current time. Over £30m in Benefits will be paid out this year, and this is a demand led service that is not within the direct control of the Council. While the majority of this expenditure is funded by government grant a small element of these payments must be picked up by the Council and consequently this budget heading is likely to be over spent at the year end.

The Council participates in the Lancashire wide travel concession scheme for the elderly and disabled. A new set of County wide reimbursement rates were introduced this year to pay bus operators for the cost of concessionary journeys. However these rates have been legally challenged by the bus operators and it is consequently not possible to forecast with certainty the outcome in this area.

#### Community Services – Favourable variance £80,000

There is projected to be a significant favourable variance for the division, and the largest single contributory factor to this position is managed savings on staffing and savings on the pay award.

The budget for off street car park income was raised this year and while actual income levels have increased they are currently not fully achieving the target level. The recent adverse weather conditions have exacerbated this position. Income levels for parking charge notices are also below target. However a saving is now being made following the transfer of responsibility for on street parking back to the County Council.

Income from regular stallholders on Ormskirk Market is less than anticipated. The shortfall is due to the level of holidays, sickness and closures due to inclement weather. The reduction is partially offset by additional income from casual traders.

There are a number of projected variances in other service areas but these will not have a significant net effect on the bottom line for the division.

#### Housing and Property Maintenance – Favourable variance £25,000

The active management of staffing levels and vacancies has generated a significant favourable budget variance within the division.

However there is an adverse variance on repairs and maintenance costs for some of the Council's buildings that reflect their poor condition and ongoing maintenance issues. Water rates costs have also increased as a result of a change in billing practices by the water company although these bills are now being checked to ensure that they have been calculated correctly.

#### Human Resources – Favourable variance £10,000

The HR team has a number of critical work issues to contend with this year including JE and OD. However financial performance is being managed stringently and a small favourable overall variance is anticipated.

### Legal Democracy and Financial Management – Favourable variance £70,000

The division has achieved an overall favourable variance through making savings on employee costs through senior management restructuring and the active management of staff vacancies. Various other minor net savings are anticipated based on current levels of expenditure

Income from Local Searches, which had been reducing in previous years, has now stabilised and is on course to achieve its budget target for the year.

### Planning, Regeneration and Estates – Net nil variance

Commercial rent income has shown some improvement since the mid year projections but the climate for planning income remains challenging. Officers continue to work hard to mitigate the position and are looking to manage the situation within the overall budget resources. Savings are being generated most notably on the staffing side from the non filling of posts, external funding of posts and lower than budgeted pay award.

### Street Scene – Favourable variance £60,000

The division is performing within its budget targets and going forward it is anticipated that the overall financial performance will be favourable. Recycling income budgets are under pressure as a result of market conditions but the position on the fuel budget is broadly in line with the target for the year. The divisional financial performance has improved since the mid year position. A number of grounds maintenance valuations tend to be completed towards the back end of the financial year which may improve the situation further.

### Central budget items

This heading covers a range of corporate budgets including savings targets, treasury management, and capital charges. Central savings targets for staff efficiency, Gershon efficiency improvements and savings from Organisational Re-engineering are all held in this area. The actual savings that are made in relation to these items are contained within Divisions. Consequently savings made elsewhere will help to offset the adverse variances on these budget items.

Interest rates have fallen significantly over the last 12 months and there has been an unprecedented level of uncertainty in the financial markets which has had an adverse impact on treasury management income. However treasury management performance continues to be strong given the market conditions and the target interest rate of 3 month LIBID has been exceeded.





## **APPENDIX 2**

### **101. REVENUE BUDGET MONITORING**

Councillor Westley introduced the report of the Council Secretary and Solicitor which provided a projection on the financial position on the General and Housing Revenue Accounts to the end of the financial year.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the financial position of the Revenue Accounts be noted.
- B. That call in is not appropriate for this item as the report is to be submitted to the next meeting of the Executive Overview and Scrutiny Committee on 31 March 2010.





**AGENDA ITEM:12**

**CABINET: 16 March 2010**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE:  
31 March 2010**

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**Report of: Council Secretary and Solicitor**

**Relevant Portfolio Holder: Councillor D Westley**

**Contact for further information: Mrs K Samosa (Ext. 5038)  
(E-mail: karen.samosa@westlancs.gov.uk)**

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**SUBJECT: CAPITAL MONITORING 2009/2010**

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Wards Affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To update Members on the current position in respect of the 2009/2010 Capital Programme.

**2.0 RECOMMENDATIONS TO CABINET**

- 2.1 That the current position in respect of the 2009/2010 Capital Programme be noted.
- 2.2 That call in is not appropriate for this item as the report is being referred to the next meeting of the Executive Overview and Scrutiny Committee.

**3.0 RECOMMENDATION TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE**

3.1 That Members note the current position in respect of the 2009/2010 Capital Programme.

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**4.0 BACKGROUND**

4.1 The Capital Programme is set on a three-year rolling basis. This is updated regularly and Members are updated cyclically on the progress against it. The revised programme of £12.413m for 2009/2010 was presented to Members in November/December 2009. Council subsequently approved the new Medium Term Programme on 24<sup>th</sup> February 2010. This has not been incorporated into this report but Cabinet will be updated verbally at their meeting of the impact of this.

## 5.0 CAPITAL EXPENDITURE

- 5.1 Generally, capital schemes are profiled with relatively low spending compared to budget in the early part of the financial year with increased spending as the year progresses. This reflects the fact that many new schemes have considerable lead in times, for example, because of the need to undertake the tendering process and award contracts at the start of the scheme. Some schemes are dependant on external partner funding and schemes can only begin once their funding details have been finalised. Other schemes include contract retentions or contingencies that will only be spent some time after completion of the contract. Most schemes then progress and spend in line with their approval by the year-end.
- 5.2 This pattern has been repeated in the current year with £5.106m (41%) of expenditure having been incurred by the end of January. Although this is lower than at the same point in the previous two years, the programme for 2009/2010 is larger than both previous programmes as indicated in Table 1:

Year	Expenditure £m	Budget £m	% Spend against Budget
2009/2010	5.106	12.413	41%
2008/2009	5.470	10.502	52%
2007/2008	6.557	11.938	55%

- 5.3 Members are reminded that the 2009/2010 programme includes an additional £1m of MRA funding that has been brought forward from the 2010/2011 Programme and needs to be spent in the current financial year along with £0.407m of additional Regional Housing Allocation funding. Expenditure plans are in place for both and it is expected that this funding will be spent before the year end.
- 5.4 There is also currently around £1.159m of other committed expenditure due to take place over the coming months. Taking this into account would show an increase in the percentage spend against the revised programme to 50%.
- 5.5 Appendix B provides the Divisional Managers' comments on the progress of schemes against the Programme. Housing Public and Private Sector schemes represent 73% of the overall programme and consequently progress in these areas will largely determine the overall spending position at the year end.

## 6.0 CAPITAL RESOURCES

- 6.1 Sufficient resources have been identified to fund the Capital Programme as shown in Appendix A.
- 6.2 A proportion of the resources to fund capital expenditure are based on government allocations that have been confirmed. Other resources come from external funding and schemes that are heavily dependent on this source are not able to start until after the funding has been confirmed. A further source of funding is capital receipts.

- 6.3 Capital receipts are the main area of the capital resources budget that is subject to variation. They are the useable proceeds from the sale of Council assets (mainly houses under Right to Buy legislation) that are available to fund capital expenditure and can vary significantly depending on the number and value of assets sold.
- 6.4 The Mid Year Review report identified that, due to reasons beyond the control of the Council, only 2 sales had been achieved against the target of 30 for the year. This target was subsequently revised to 10 in the February Council report and to date 10 sales have been achieved.
- 6.5 This income position is being closely monitored and income variations will be managed over a medium term timescale.

## **7.0 SUSTAINABILITY AND COMMUNITY STRATEGY LINKS**

- 7.1 The Capital Programme includes schemes that the Council plans to implement to enhance service delivery and assets. Individual project plans address sustainability and Community Strategy issues and links to Corporate Priorities. The Capital Programme also achieves the objectives of the Prudential Code for Capital Finance in Local Authorities by ensuring capital investment plans are affordable, prudent, and sustainable. This report provides an updated position and progress against project plans.

## **8.0 RISK ASSESSMENT**

- 8.1 Capital assets shape the way services are delivered for the long term and, as a result, create financial commitments. The formal reporting of performance against the Capital Programme is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council. Schemes within the Programme that are reliant on external contributions or decisions are not started until funding is secured and other resources that are subject to fluctuation are monitored closely to ensure availability. The capital receipts position is scrutinized on a regular basis and managed over the medium term to mitigate the risk of unfunded capital expenditure.

## **9.0 CONCLUSIONS**

- 9.1 The Capital Programme for 2009/2010 totals £12.413m. Expenditure at the end of January is £5.106m which represents 41% of the Programme. It is expected that sufficient capital resources will be available to fund the current year's programme.

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### **Background Documents:**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

## **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices:**

- A Capital Programme Expenditure and Resource Budgets
- B Divisional Manager Comments
- C Minute of Cabinet – 16 March 2010 (Executive Overview & Scrutiny Committee only)

**CAPITAL PROGRAMME 2009/2010**  
**EXPENDITURE AND RESOURCES BUDGET**  
**AS AT JANUARY 2010**

	Budget Approval	Actual		Variance	
	£'000	£'000	%	£'000	%
<b><u>Divisional Expenditure</u></b>					
Parish Capital Schemes	64	32	50%	32	50%
Assistant Chief Executive	281	107	38%	174	62%
Property Management	909	341	38%	568	62%
Street Scene	40	37	93%	3	8%
Planning, Regeneration and Estates	679	414	61%	265	39%
Community Services	1,433	449	31%	984	69%
Private Sector Housing	1,641	435	27%	1,206	73%
Public Sector Housing	7,366	3,291	45%	4,075	55%
<b><u>Expenditure Total</u></b>	<b>12,413</b>	<b>5,106</b>	<b>41%</b>	<b>7,307</b>	<b>59%</b>
<b><u>Financed by:</u></b>					
Capital Receipts					
General	2,039				
Transitional Pooling	1,089				
Specific Capital Grants	864				
Housing Allocation	959				
Major Repairs Allowance	5,757				
Internal Contributions					
Housing Revenue Account	819				
General Revenue Account	736				
Land Sales	150				
<b><u>Resources Total</u></b>	<b>12,413</b>				





**CAPITAL PROGRAMME 2009/2010**  
**DIVISIONAL MANAGER COMMENTS AT JANUARY 2010**

**Parish Capital Schemes**

The spending on grants to Parishes is determined by the progress that Parishes make on individual schemes and is not within the direct control of the Council. In future, grant terms and conditions will require that Parishes complete schemes within 2 years of being approved to encourage faster progress.

**Assistant Chief Executive**

There are commitments against the rollout of Electronic Document Management although expenditure is dependent of the outcome of Organisational Re-engineering projects. There are also commitments on the ICT Infrastructure Scheme and expenditure is dependent upon the demand for replacement and upgrade.

The E-Government Programme is progressing with the Server Virtualisation project underway and planned to continue into the next financial year. The implementation of the Wireless Network for the Council Chamber, committee and meeting rooms is on schedule to be completed before the end of March 2010. The ongoing Website Improvement Programme and integration of the website with the GIS Mapping System and the Customer Services' CRM System has made good progress throughout the year, with further developments planned for 2010/11.

**Street Scene**

The Vehicle Tracker System is complete and starting to bring benefits on the operational front.

**CAPITAL PROGRAMME 2009/2010**  
**DIVISIONAL MANAGER COMMENTS AT JANUARY 2010**

**Planning, Regeneration and Estates**

Expenditure against both Investing in Business and Inspire budgets is demand led and continues to be incurred. Inspire is due for completion by the end of the financial year but it is likely that IIB will continue into 2010/2011. Whilst the European Objective 2 scheme has ended and been successfully audited by CLG, a final audit by the European Commission is expected in 2013 or 2014.

There is likely to be at least £65,000 slippage on the Abbotsford Regeneration Scheme due to delays in preparatory works, but the Burscough Town Centre scheme is complete as is the Re-Roofing at Gorsey Place. Works on the Investment Centre Car Park are progressing and will be completed by the end of the year.

An expanded cycle route at Whitemoss has been completed and the Free Tree Scheme budget has been spent. The remaining budget for the Preservation of Buildings at Risk is committed and there is a separate report elsewhere on this agenda detailing a revised grant strategy and priorities for Conservation Area Enhancement Grants

**Community Services**

Works are ongoing on the Contaminated Land, Environmental Health System, Play Engagement, and Community Environmental Action schemes. Works are progressing and budgets have been committed for Richmond Park and Coronation Park. There is likely to be around £220,000 slippage for Play Area Improvements and Big Lottery funding is awaited for the Beacon Park Play Area scheme.

The Leisure Trust contract is continuing and outstanding refurbishment works at the Gallery are still to be finalised. Plans are progressing for new schemes added to the Revised Programme from the VAT windfall and there may be some slippage at Stanley Park, Skelmersdale, Manor Road Park, and Halsall Lane Park due to the tendering process and consultation.

Works are nearing completion at the Clock Tower and Aughton street and an under spend is anticipated. Anticipated overspends on Liverpool Road Playing Pitch, Ormskirk Market, and the Nye Bevan Roofing scheme will be funded from underspends on other schemes at the end of the year when slippage balances are reviewed.

**CAPITAL PROGRAMME 2009/2010**  
**DIVISIONAL MANAGER COMMENTS AT JANUARY 2010**

**Housing Private Sector**

The Disabled Facility Grants are on target to deliver the full Programme for the year. Renovation Grant approvals are committed and the backlog on the Loans Scheme is being cleared and loans will now start to be processed. The timing of expenditure on the Clearance Programme is uncertain due to the need to complete legal procedures and may need to be slipped. Plans for the Affordable Housing budget have been delayed pending the outcome of the Elmstead regeneration and the budget will slip into the next financial year. Preliminary works are progressing on the Elmstead Regeneration project.

**Housing Public Sector**

The Heating Upgrades, Kitchen and Bathroom Programme, Binstores, and Electrical Upgrades are completed. The Window Replacement Programme, Disabled Adaptations, Improvements to Communal Areas of Flats, T V Aerials, and Professional and Design Fees are all on target for completion by the end of the financial year.

The Energy Efficiency and Structural Works budgets are fully committed although there has been a delay on individual schemes due to tendering difficulties and there may be an element of slippage. Adverse weather caused a delay to the start of the re-roofing Scheme and this may run over into mid-April and there is also likely to be an element of slippage on Sheltered Upgrades due to tendering difficulties and late commencement on site.

The new Housing Computer System is progressing and, with a completion date of October 2010, some of the budget will slip into next year. The Decent Homes budget is for miscellaneous schemes that will complete by the end of the year.

**Corporate Property**

Tenders for Public conveniences were higher than anticipated. Specifications have, therefore, been revised and re-tendered meaning there may be some slippage in this area. Works at the Bus/Rail Interchange have also had to be re-tendered due to a contractor going into liquidation. Slippage may also be incurred in this area. Prices are awaited for works at Beacon Park, St Helens Road Park, and Chapel Gallery. Other schemes are progressing and the Office Refurbishment is nearing completion.



## **APPENDIX C**

### **102. CAPITAL MONITORING 2009/2010**

Councillor Westley introduced the report of the Council Secretary and Solicitor which detailed the current position in respect of the 2009/2010 Capital Programme.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the current position in respect of the 2009/2010 Capital Programme be noted.
- B. That call in is not appropriate for this item as the report is being referred to the next meeting of the Executive Overview and Scrutiny Committee on 31 March 2010.





**CABINET: 16 March 2010**

**EXECUTIVE OVERVIEW &  
SCRUTINY COMMITTEE: 31 March 2010**

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**Report of:** Assistant Chief Executive

**Relevant Portfolio Holder:** Councillor I Grant

**Contact for further information:** Shaun Walsh (Extn. 5262)  
(E-mail: [Shaun.walsh@westlancs.gov.uk](mailto:Shaun.walsh@westlancs.gov.uk) )

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**SUBJECT: LOCALITY PLANS**

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Borough wide interest

**1.0 PURPOSE OF THE REPORT**

- 1.1 To provide an update on the current position regarding locality plans.
- 1.2 To suggest and agree the approach to be adopted in respect of producing a locality plan for the Borough.

**2.0 RECOMMENDATIONS TO CABINET**

- 2.1 That a locality plan be developed in accordance with the arrangements set out at Section 7 of the report and in this respect the Assistant Chief Executive be given delegated authority, in consultation with the Portfolio Holder, to commence the process after taking account of any comments agreed by the Executive Overview and Scrutiny Committee, following that Committee's consideration of this report.
- 2.2 That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 31 March 2010.

**3.0 RECOMMENDATION TO EXECUTIVE OVERVIEW & SCRUTINY COMMITTEE**

- 3.1 That the Committee consider the proposals outlined in this report and submit agreed comments for consideration by the Assistant Chief Executive prior to her exercising the delegated authority referred to at paragraph 2.1 above.
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## **4.0 BACKGROUND**

- 4.1 The suggestion for two tier authorities to adopt locality plans was created by the DCLG as part of their white paper published in 2006 entitled *Strong and Prosperous communities*. This paper asserted that if local government was to deliver the best possible outcomes within two-tier areas in terms of place shaping, together with meeting the objectives contained within Community Strategies (for example centring around service delivery), then a closer and perhaps clearer, more co-ordinated approach between districts and counties would need to be adopted.
- 4.2 The initiative to form locality plans was spearheaded by Chorley BC (a copy of the Chorley model is appended for further information) as part of the Transforming Lancashire work, subsequently subsumed within the Team Lancashire approach. The fundamental aim of a locality plan was/is to promote further and/or more effective joint working by local government across the county in order to secure better outcomes for local people.

## **5.0 CURRENT POSITION**

- 5.1 The development of Team Lancashire (which the Council has “signed up” to), and subsequent acceleration of the local government efficiencies and improvement agenda has highlighted the benefit of having a single reference point for what the county council and respective districts are committed to doing together, for the benefit of local residents.
- 5.2 The development of a locality plan is voluntary and, to date, seven of the districts in Lancashire have published one, with a further two in the development stage and the remainder deciding not to create one at present.
- 5.3 The Borough and County Council have a strong track record of joint working, including for example, work on the joint transfer station; work on Cohesion, including the migrant workers pack; highways arrangements; and the recent HR Management Services agreement.
- 5.4 Clearly, Parish Councils are also an important third tier stakeholder and this Council already has in effect a ‘locality plan’, in existence in respect of joint working arrangements with them via the Parish Council Charter. It therefore remains appropriate to build these groups into a wider consultation exercise, perhaps via the parish clerks’ liaison meetings, currently chaired by the Assistant Chief Executive.
- 5.5 Whilst the production of a locality plan is optional, the Council has not previously seen this as a priority task. However, given the changes at County level, including the proposed dissolution of Lancashire Locals and indications of a new, and perhaps more focused approach by LCC from April 2010 regarding partnership working at local level (for example involving greater devolution of resource and budgets), it is now perhaps more timely to undertake more detailed exploratory work as to how collaborative working can be further improved.



## **6.0 ISSUES**

- 6.1 The content of a locality plan should confirm/summarise the major areas of work being undertaken and/or planned for the future within the Borough and, equally importantly, who is responsible for completing this work i.e. the Borough Council; the County Council; or whether the work is one of joint responsibility.
- 6.2 However, it is also important to note that the production of a locality plan should bring something new to the table and should not therefore be seen as merely a duplication of existing projects, responsibilities or initiatives, unless of course the new approach to the service/task brings added value, for example through securing greater efficiency and/or improving outcomes. In short it provides an opportunity for the development/delivery of new ideas and initiatives locally.
- 6.3 There does not appear to be any fundamental restrictions in terms of the nature of work that may be suggested/commissioned, provided the joint working achieves greater benefits for the local community as a direct result.

## **7.0 PROPOSALS**

- 7.1 In terms of producing a locality plan for West Lancashire, it is suggested that the following approach be adopted:-
- An initial scoping exercise be undertaken to record areas of current partnership working between the Borough and County Councils, together with possible new initiatives/themes identified (these being defined as having the potential to improve efficiencies/outcomes in respect of service delivery).
  - A report be compiled for Cabinet comment/approval summarising the information gathered during the initial scoping/recording process.
  - The results/aspirations are communicated to the county council via the District Partnership Officer.
  - A brief consultation exercise be carried out with the LSP and parish councils in order to further assess their views so that any wider ideas/suggestions may be obtained.
  - A joint Senior Member/Chief Officer workshop between the Borough and County Councils should then be organised/facilitated in order to obtain consensus.
  - The draft locality plan is subsequently prepared for Member approval detailing the joint areas of work, together with any new projects agreed in respect of future two-tier working arrangements.
- 7.2 It is difficult at this stage to predict the likely timescales for the final production of the locality plan, as this will be driven fundamentally by the content and outcomes of the initial discussions, together with the subsequent research and consultation then required. However, it is suggested that a progress report be brought back to Members when appropriate outlining the firm proposals and likely date for production of the document.

## **8.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

- 8.1 In terms of discussing potential areas of work between the Borough and County Councils, it is essential that those projects subsequently agreed are consistent with those related parts of the Sustainable Community Strategy (which incidentally is due to be updated later this year).
- 8.2 The adoption of a locality plan for West Lancashire has the potential to improve efficiency and create more effective working between the county council and the borough council and therefore has the ability to contribute directly to the quality of life for local residents.

## **9.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 9.1 There are no financial or resource implications at this stage, other than the process described involving Member and officer time. However, any future reports will detail any additional cost/resource implications identified.

## **10.0 RISK ASSESSMENT**

- 10.1 This item makes no firm recommendations at this stage and does not therefore require a formal risk assessment. Therefore no subsequent changes have been made to risk registers as a result of this report. However, the creation of a locality plan provides the opportunity to secure improved partnership working and greater efficiencies and effectiveness of service delivery and therefore there is potentially an adverse risk in not producing one.

## **11.0 CONCLUSIONS**

- 11.1 Although the authority has not previously considered the production of a locality plan as high priority, it is now appropriate for further research and consultation to take place with a view to producing one for the Borough, in conjunction with the County Council.

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### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

### **Appendices**

1. Locality Plan – Chorley BC
2. Minute of Cabinet – 16 March 2010 (*Executive Overview & Scrutiny Committee only*)

**OUR VISION** Chorley Council and Lancashire County Council want to deliver the best standard of local government to Chorley. We believe that by working together, we can achieve more for Chorley. This locality plan sets out just some of the things that will be achieved in the next 12 months.

## In Chorley this year your Councils will...

OUR AIMS	Ensuring that Chorley is the pulse of a thriving central Lancashire economy	Improving life chances for all	Building Stronger Communities with improved access to public services	Developing the character and feel of Chorley as a good place to live, work and play
<b>CHORLEY COUNCIL WILL</b>	<p>Undertake the second phase of the Market Walk redevelopment in Chorley Town Centre, developing the range and quality of the shopping experience in Chorley.</p> <p>Undertake improvements of the markets. For example, improving the roof of the covered market.</p> <p>Upgrade the street furniture and work to improve shop fronts on Market Street.</p> <p>Encourage investment and job creation at the regional strategic site at Buckshaw and develop a plan for the future.</p> <p>Encourage medium size business growth in the Buckshaw Link.</p> <p>Create niche workspace in the Enterprise Village to encourage new business growth.</p>	<p>Continue to develop the highly successful Get Up and Go programme, offering 3,000 free places to young people for activities throughout the summer.</p> <p>Introduce Play Rangers to play areas to ensure that children can get the most from the play areas in a safe environment.</p> <p>Adopt new sports pitches: Fairview in Adlington and Gillibrands in Chorley.</p> <p>Help more people become more involved in regular physical activity by implementing the play strategy, the local sport and physical activity alliance and introducing more activities for older people.</p>	<p>Run a series of community skip days, to help people dispose of bulky waste who would not otherwise be able to organise removal.</p> <p>Learn more about our customers to make sure that we offer everyone the best service possible and tailor our services to respond to and meet people's needs.</p>	<p>Invest in upgrading the facilities in Astley Park.</p> <p>Improve the facilities at Duxbury Golf Club, including a new club house.</p> <p>Deliver a programme of alley gate installations to increase residents' feelings of safety in their neighbourhoods.</p> <p>Collect recycling in a different way from apartments and housing with central bin stores to help residents recycle more. This is currently being piloted in Buckshaw Village.</p> <p>Improve the facilities at Brinscall Swimming Pool.</p> <p>Improve the facilities at Clayton Green Leisure Centre.</p>
<b>LANCASHIRE COUNTY COUNCIL WILL</b>	<p>Support Chorley Town Centre Regeneration Improvements. For example, by reviewing our maintenance practices in accordance with the urban design and finishes plan.</p> <p>Work with our partners to provide resources to help all learners (aged 14-19) to progress to further learning, training or employment. This will include innovative approaches to delivery which will inspire our young people to achieve and equip them with the skills, qualifications and experiences required to meet the challenges of the 21st Century. This will include:</p> <ul style="list-style-type: none"> <li>Vocational learning opportunities</li> <li>Access to 'construction' training</li> <li>A new Diploma in Engineering</li> <li>A range of Young Apprenticeship programmes and activities</li> <li>A new vocational centre at Albany Science College</li> <li>A construction training centre at the Eric Wright Learning Centre for 14 - 16 year olds</li> </ul>	<p>Make available a climate change fund to support community projects on climate change.</p> <p>We will provide support to schools in Chorley to help them provide extended school services. These will ensure access to a range of further services and activities beyond the school day, to help meet the needs of pupils, their families and the wider community.</p> <p>Work with partners to develop high quality services to serve the whole community, but mainly families with children under the age of 5, from newly designated children's centres at Buckshaw Primary School, Clayton Brook Primary School, Coppull Primary School, and Duke Street Nursery School. This includes the provision of services targeted at those who require them most.</p> <p>Make funding available, through the Youth Opportunity Fund, to support Chorley Schools develop ways to encourage sustainable and healthier ways to travel to school, particularly walking and cycling, and help to reduce car use by parents, pupils and staff.</p>	<p>Implement our Customer Access Strategy, to provide improved ways for our customers to access all the services provided by Lancashire County Council.</p> <p>Work with young people in Chorley to provide opportunities for them to be involved in projects to improve their local area. A special fund will be available to young people in Chorley to support this work.</p> <p>Support the Chorley Youth Council – a group of young people in Chorley who meet together to ensure young people's opinions are heard.</p> <p>Build a new Chorley Register Office with improved facilities and public access. Building works expected to begin in February/March 2008.</p> <p>Carry out refurbishments to Chorley Town Centre Library, including disabled toilet facilities.</p> <p>Carry out a refurbishment to improve facilities and accessibility to the Bankside Learning Disability Day Centre.</p> <p>Support the local Voluntary, Community and Faith Sector groups in Chorley through the allocation of grants through the Chorley Lancashire Local Committee.</p> <p>Continue to build on the Parish and Town Council Charter – developing the way we work with Parish and Town Councils across Chorley.</p>	<p>Provide a roadside footway between Bretherton and Croston.</p> <p>Provide a further 10 Mobile Safety Traffic Camera sites across Chorley.</p> <p>Install traffic calming measures to:</p> <ul style="list-style-type: none"> <li>Wood End, Clayton-le-Woods</li> <li>Collingwood Road, (design in progress, on site mid 2008)</li> <li>Eaves Green Home Zone (following a new housing development) work to start March 2008</li> </ul> <p>Carry out improvements to signs and road markings, along with speed limit reductions to:</p> <ul style="list-style-type: none"> <li>A675 south of Abbey Village</li> <li>A675 from Hoghton Bridge to M65 Riley Green</li> </ul> <p>Look to provide new traffic signals to Wheulton Bypass/Blackburn Road junction.</p> <p>As part of the West Pennine Moors partnership projects programme, improve Healey Nab Woodland, including increasing biodiversity and the development of a new mountain bike trail.</p> <p>Promote cycling in the Borough through a series of new cycle paths and improvements to existing paths around the Borough. In addition, publish a cycle map of Chorley in summer 2008.</p>
<b>TOGETHER WE WILL</b>	<p>Continue to work together on the opening of Buckshaw Railway Station – anticipated for March 2009.</p> <p>Develop with our partners proposals for a Green Technology Centre at the Regional Investment Site, Buckshaw Village. The Centre will provide advice and support to existing and new businesses across Central Lancashire who specialise in environmental technologies.</p>	<p>Work with other key partners to ensure that there is a coordinated response to problems faced by some of the most vulnerable households in Chorley.</p> <p>Work together, and with partners, to increase access to young people's sexual health services and workers to help reduce teenage pregnancy rates in Chorley.</p> <p>Support the development of District Children's Trust Arrangements. This will bring together organisations so they can place the needs of children, young people and their families at the centre of what they do, and improve the way that they work together.</p> <p>Work together, and with partners, to provide information, advice and practical help to people who need extra help so they can stay at home and retain independence.</p> <p>Implement the Chorley Transport and Service Accessibility Plan – to make sure that people can reach services they need, such as education, healthcare, employment and leisure facilities.</p> <p>Work together to create more opportunities for children and young people. For example, in the development of youth provision at Applejax.</p>	<p>Our local councillors will work together on the Chorley Lancashire Local Committee influencing local county council services in Chorley. Members of the public, are invited to attend these meetings and share their views.</p> <p>Chorley Council, with financial support from Lancashire County Council, will improve access to Yarrow Valley Country Park. This will enable wheelchair access from the car park to the lodges and the base of the Weir.</p> <p>Develop the Chorley Older People's Strategic Partnership Board - bringing together older people and other organisations - to give older people the opportunity to shape the services that most affect them.</p> <p>Continue to develop a Shared Services Contact Centre, improving customer access to Chorley Council and Lancashire County Council services.</p> <p>Work together to develop provision for a community facility at Buckshaw Village.</p> <p>Investigate options for the future viability of the Information and Advice centre on Market Street, Chorley.</p>	<p>Make improvements in the Big Wood / Copperworks Wood areas, as part of a Reclamation and Management of Derelict Land (ReMADE) project, which will improve public safety, access and enjoyment, as well as provide an extension of Yarrow Valley Country Park and footpath between Yarrow Valley Country Park and Astley Park in Chorley.</p> <p>Develop a strategy that will help Chorley respond to the challenges posed by Climate Change.</p> <p>Develop a framework to encourage the growth of affordable housing stock in Chorley.</p> <p>Identify opportunities for young people to become involved in local arts/creative projects.</p> <p>Work with the police and other key agencies to improve Community Safety. For example, by organising 'action weeks' to target particular areas.</p>



## **APPENDIX B**

### **108. LOCALITY PLANS**

Councillor Grant introduced the report of the Assistant Chief Executive which detailed the current position regarding locality plans and sought approval for a suggested approach to be adopted in respect of producing a locality plan for the Borough.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That a locality plan be developed in accordance with the arrangements set out at Section 7 of the report and in this respect the Assistant Chief Executive be given delegated authority, in consultation with the Portfolio Holder, to commence the process after taking account of any comments agreed by the Executive Overview and Scrutiny Committee, following that Committee's consideration of this report.
- B. That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 31 March 2010.