

Lancashire County Council

Chorley Three Tier Forum

**Tuesday, 8th April, 2014 at 6.00 pm in Committee Room 1 at the Town Hall,
Market Street, Chorley**

Agenda

No.	Item	
------------	-------------	--

- | | | |
|-----------|--|------------------------|
| 1. | Protocol on Public Speaking | (Pages 1 - 2) |
| | A copy of the agreed Protocol in relation to public speaking at meetings of the Forum is attached for information. | |
| 2. | Apologies. | |
| 3. | Note of the Last Meeting. | (Pages 3 - 12) |
| 4. | Action Sheet update from the last meeting. | (Pages 13 - 28) |
| 5. | Developing the 3 Tier Forum | (Pages 29 - 32) |
| | An update on the current position in relation to the review of 3 Tier Forums will be presented at the meeting. | |
| | <p>The current draft Terms of Reference for the Chorley pilot proposal are attached for your information. They are subject to agreement by the Leader of the County Council and Lancashire County Council's Cabinet. Chorley Council shared the proposals with their Cabinet on 20th March. These draft Terms of Reference will form part of the report on the review of the Three Tier Forum that will be presented to the County Councils Cabinet in May.</p> | |
| 6. | Quarter 3 Environment Directorate Performance Dashboard. | (Pages 33 - 34) |
| | The Dashboard details the performance of the County Council's Environment Directorate between October and December, 2013, in relation to delivery of the approved Chorley Commissioning Plan for 2013/14. | |
| 7. | 2014/15 Environment Capital Programme. | (Pages 35 - 36) |
| | A list of capital schemes to be delivered in Chorley District in 2014/15 is attached. | |

No. Item

8. Neighbourhood working (Pages 37 - 40)

9. Items raised by members of the Forum.

a) **Sustainable food** - opportunities for the three tiers of government in Chorley to engage with this agenda (County Councillor Holgate). (Pages 41 - 64)

b) **The allocation of the Disabled Facilities Grant for 2015/16** – an update on the establishment of a County Council Overview and Scrutiny Task Group (County Councillor Holgate). Oral report

10. 2014/15 programme of meetings.

As this is the last scheduled meeting of the Forum consideration has been given to potential dates for a programme of meetings for 2014/15. Using the existing programme as a starting point potential dates have been discussed with Officers in the Environment Directorate and at the Borough Council and the following dates are suggested for consideration.

Wednesday 16th July 2014
Wednesday 17th September 2014
Wednesday 21st January 2015
Wednesday 15th April 2015

All meetings to be held at 6.00pm at the Town Hall, Market Street, Chorley.

11. Themes for future meetings.

Any suggestions for themes to be discussed at future meetings should be forwarded to the Chair and Sarah Palmer, Localities Officer, Environment Directorate, Strategy and Policy on 07766 991872 or by email to sarah.palmer@lancashire.gov.uk

12. Urgent Business.

An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency

No. Item

13. Date of Next Meeting .

Subject to the agreement of the Forum the next meeting will be held at 6.00pm on the 16th July 2014 at the Town Hall, Market Street, Chorley.

I M Fisher
County Secretary and Solicitor

County Hall
Preston

Agenda Item 1

Protocol for Public Speaking at Chorley Three Tier Forum

For the purpose of this protocol, "members of the public" includes members of the press and parish and district councillors who are not members of the Forum. It does not include officers of county or district authorities who are in attendance to support and advise the meeting.

Each Forum will agree at what points of the meeting members of the public will be entitled to speak. **On the 18th November 2013 the Forum agreed that the public could speak during the discussion of each item on the agenda.**

Each Forum may also set a maximum length of time for any individual speech from a member of the public. **On the 18th November 2013 the Forum agreed that each speaker would have up to 3 minutes per person, to be managed by the Chair at their discretion.**

Public speaking must be on topics included on the agenda for the meeting

Whilst a member of the public is speaking, no interruption shall be allowed from either a member of the Forum or another member of the public.

However, the Chair of the meeting may intervene in the speech of a member of the public. This includes the right of the Chair to terminate a speech if it is felt appropriate to do so. The Chair's judgement will be informed by the following provision:

Members of the public must not

- Speak at a point in the meeting other than those specified
- Interrupt another speaker
- Speak for longer than the allotted time
- Reveal personal information about another individual
- Make a personal complaint about a service provided by County, District or Town / Parish Councils in the area
- Make individual or personal complaints against any member of the authority
- Reveal information which they know or believe to be confidential
- Use offensive, abusive or threatening language
- Ignore the ruling of the Chair of the meeting

Members of the public who breach these guidelines may, following a warning, be asked to leave the meeting. If a person refuses to leave the room, the chair shall adjourn the meeting for a short period of time and if necessary to a later date

Speeches by members of the public are not expected to be the subject of a debate, nor are any questions raised expected to be answered. The Chair may, at his or her discretion, invite a response or comment from an appropriate officer or Forum member, but it is anticipated that this will be the exception rather than the rule.

The contents of any speech by a member of the public will be noted by officers supporting the Forum and will be dealt with via the appropriate mechanism.

Agenda Item 3

Chorley Three Tier Forum

Note of the Meeting held on Monday, 18th November, 2013 at 6.00 pm in Committee Room 1, Town Hall, Chorley.

Present:

Chair

County Councillor S Holgate, Lancashire County Council

Forum Members

County Councillor T Brown, Lancashire County Council
County Councillor M Devaney, Lancashire County Council
County Councillor K Iddon, Lancashire County Council
County Councillor B Murray, Lancashire County Council
County Councillor Miss K Snape, Lancashire County Council
Councillor J Cronshaw, Chorley Borough Council
Councillor D Dickinson, Chorley Borough Council
Councillor A Gee, Chorley Borough Council
Councillor M Gray, Chorley Borough Council
Councillor A Hansford, Chorley Borough Council
Councillor H Khan, Chorley Borough Council
Councillor J Molyneaux, Chorley Borough Council
Parish Councillor M Miller, Parish and Town Councils on the Chorley 3TF

Also in attendance

Mr J Carson, Director for People and Places, Chorley Borough Council.
Mr G Graham, Deputy County Treasurer, Lancashire County Council.
Ms S Palmer, Locality Officer, Lancashire County Council, Environment Directorate.
Mr M Neville, Senior Committee Support Officer, Lancashire County Council, Office of the Chief Executive.

1. Appointment of Chair

Agreed: That County Councillor S Holgate is appointed as Chair of the Forum.

2. Appointment of Deputy Chair

Agreed: That Councillor J Molyneaux is appointed as Deputy Chair of the Forum.

3. Membership and Terms of Reference of the Forum

Mr Neville presented a report regarding the above and informed the members of the Forum that the Terms of Reference had been amended in order to enable public participation in accordance with the wishes expressed at the previous meeting in connection with the future development of the Forum.

The proposed Protocol in relation to public speaking was noted and the Forum agreed that speaking at meetings would be permitted on the basis of during each agenda item, for up to 3 minutes per person, to be managed by the Chair at their discretion. In response to a query it was reported that whilst speeches by members of the public were not expected to be the subject of debate or that any questions raised would necessarily be answered at the meeting, it was possible for the Chair, at his discretion, to invite a response or comment from an appropriate officer or Forum member.

Engagement with Parish and Town Councils was also discussed and whilst it was noted that the Borough Council did engage with Parish and Town Councils and had an established Liaison Committee several members of the Forum suggested that consideration be given to including additional representatives from such Councils on the Forum. In response Ms Palmer reported that opening meetings to the public was the first step in the process of developing the Forums and the County Council was still considering various other suggestions (including greater representation for Parish and Town Councils) which had been received during the consultation on the future development of Forums.

It was also noted that under the Protocol members of Parish and Town Councils would be able to attend future meetings and speak on items on the agenda.

Agreed:

1. That the current membership of the Forum, as set out below, is noted.

Lancashire County Council	Chorley Borough Council
County Councillor T Brown	Councillor J Cronshaw
County Councillor Miss K Snape	Councillor D Dickinson
County Councillor B Murray	Councillor A Gee
County Councillor M Devaney	Councillor M Gray
County Councillor K Iddon	Councillor A Hansford
County Councillor S Holgate	Councillor H Khan
County Councillor M Perks	Councillor J Molyneaux

The Parish and Town Councils representative - Councillor M Miller from Ecclestone Parish Council

2. That public speaking at the Chorley Three Tier Forum is permitted on the following basis – on each agenda item, for up to 3 minutes per person, to be managed by the Chair at their discretion and in accordance with the 'Protocol on Public Speaking' a copy of which is attached as an Annex to this Note.
3. That the decision set out at 2 above be incorporated into the Terms of Reference for the Chorley Three Tier Forum as set out below.
 - a) The Forum is a joint business meeting of County, District, and Town and Parish Councillors, open to the public.
 - b) The membership of the Forum will be all local County Councillors with an Electoral Division within the District and an equal number of District Councillors

appointed by the District Council, and one Parish/Town Council representative nominated from the Parish Councils within the District area.

District Councils and the Parish/Town Councils can nominate deputies or replacements in accordance with their own procedures. The officer(s) supporting the meeting must be notified of any changes prior to a meeting. Political balance rules do not apply to the Three Tier Forum, although districts may follow these for their nominations.

- c) The Forum will discuss issues that are of joint interest across the three levels of local government in the area. Agenda items will focus on strategic issues relating to all local councils in the area.
- d) Any member of the Forum can request that an item is considered at a future meeting of the Forum. The Chair is responsible for agreeing the agenda and deciding whether an issue raised by a member will appear on an agenda. Where issues are raised that do not fall within the remit of the Forum these will be dealt with via the appropriate mechanism.
- e) *Public speaking is permitted on the following basis - on each agenda item, for up to 3 minutes per person, to be managed by the Chair at their discretion.*
- f) The Chair of the meeting is responsible for managing the debate at meetings. The Chair's ruling on any aspect of a member of the Forum's right to speak will be final. Members who persistently ignore the ruling of the Chair may, after being warned, be asked to leave the room for the duration of the meeting.
- g) Decisions of the Forum should be by consensus wherever possible. In the event that a consensus cannot be reached, decisions are by simple 'show of hands' majority with the Chair having a casting vote.
- h) The Forum is not a formal committee of County, District or Parish Councils, therefore Access to Information provisions do not apply. However, as they are public meetings, agendas and minutes will be available on the County Council's website and by request can be obtained in person at County Hall, Preston.
- i) The Chair and Deputy will be elected at the Annual Meeting from amongst the membership of the Forum. Should a vacancy arise during the year, a new Chair or Deputy will be elected. A Chair or Deputy may be removed from their position by a vote of the Forum.
- j) The Forum will meet 3 times a year, one of which will be the Annual Meeting. From April 2014, the Annual Meeting will be the first meeting of the Forum after the County Council's AGM. The Forum does not have the authority to establish sub groups or working groups.

- k) Urgent business is allowed, with the consent of the Chair. Any member wishing to raise a matter of urgent business should advise the Chair via the officer support for the Forum as soon as possible.
- l) The "Protocol on Public Speaking" will apply to meetings of the Forum.

4. Apologies.

It was reported that apologies for absence had been received from County Councillor M Perks.

5. Lancashire County Council Budget

Mr Graham presented a detailed report regarding the nature of the financial challenge facing the County Council over the next few years and informed the meeting that the County Council was faced with making savings of around £300m over the next few years which was the equivalent of 38% of its current budget.

It was reported that in response to the increasing financial constraints the County Council had adopted a number of approaches, including a review of planning assumptions and forecasts which had led to a reduction of £17.4m in the level of savings required over the next four years. In addition a further £19.1m of efficiency savings had been identified over the next two years through a range of measures such as reducing supplies, squeezing costs, removing vacancies or reducing hours.

In considering the report the following issues were discussed by members of the Forum and the public.

- In response to a query regarding street lighting it was reported that a programme of replacing existing lighting with the more efficient LED lighting was included in the capital programme. In addition it was proposed to dim or switch off street lighting in certain locations in order to reduce costs, though this would be in line with the requirements to maintain safety.
- The efficiency savings which had been made via the 10% challenge were noted though there was some concern that such savings could have an impact on certain vulnerable groups. The effectiveness of a recently introduced scheme of signing connected with parking restrictions in Charnock Richard was also questioned.
- It was suggested that in view of the unprecedented financial situation over the next few years it was vital that all political parties work together to find viable solutions. In response Mr Graham reported that the County Council had a cross party scrutiny task group in place which would look at any budget proposals before they were presented to the County Council.
- Whilst it was recognised that Directorates had been asked to identify savings it was suggested that they should also consider ways of raising additional revenue, for example by having advertising at Household Waste Recycling Centres. Mr Graham

reported that there had already been a number of suggestions made which would result in some revenue being raised. However, he added that in many cases charges were already made for services and care needed to be taken that any increase to charges or introduction of new charges did not have a detrimental effect on use of those services. It was also noted that the current financial climate was having an impact on the individuals/organisations which the County Council could sell services to and that demand in certain markets was reduced.

- The need to avoid duplication of effort was discussed and it was noted that the County Council and District Councils did have a number of shared services.

It was reported that the comments of Forums would be taken into consideration when developing further proposals to meet the remainder of the savings requirement in 2014/15 which would be presented to the County Councils Cabinet in December and January and would be the subject of further consultation.

Agreed:

1. That the comments set out above be forwarded to the County Treasurer for consideration by the County Council's Cabinet as part of the process for finalising the 2014/15 budget proposals.
2. That any additional comments members of the Forum may have regarding the budget are forwarded to the Locality Officer for submission to the County Treasurer.

6. Note of the Last Meeting.

In response to a query regarding the removal of the 125 bus service which had provided a direct route to Chorley Hospital, Ms Palmer undertook to raise the matter with the Traffic Commissioner and seek clarification on the reasoning behind the decision.

Concern was also expressed in relation to the lack of bus timetable information that was available in the Chorley East Ward and a request made for information regarding the use of telematics systems to monitor bus services in Lancashire.

Agreed:

1. That the Note of the meeting held on the 10th September 2013 is confirmed as an accurate record and signed by the Chair.
2. That the Locality Officer seek clarification from the Traffic Commissioner in connection with the reasoning behind the removal of the 125 bus service and update members of the Forum via the Action Sheet.
3. That the Locality Officer investigate the availability of bus timetable information in Chorley East Ward and the use of telematics on bus services in Lancashire and report back to the Forum in due course.

7. Action Sheet update from the last meeting.

The following points were raised during consideration of the updates set out in the Action Sheet.

With regard to the roll out of Superfast Broadband clarification was requested in relation to when the Adlington and Brinscall exchange was to be upgraded and also why residents in parts of Heath Charnock were on the Chorley exchange (instead of the closer Adlington exchange) which appeared to be unable to provide them with Superfast Broadband.

It was reported that County Councillors were due to meet with representatives of Network Rail the following week to discuss the electrification of the Manchester to Preston railway line and a further meeting involving representatives from all tiers of local government would be held in the future.

A request was made for parents and the Parents Partnership to be included in any discussions regarding proposals to restructure the Lancashire Residential Overnight Break Service by replacing the current provision with 4 purpose built units across Lancashire.

With regard to the distribution of leaflets during Rogue Trader Week it was noted that all the locations mentioned in the report were in Chorley Town Centre and it was suggested that residents of rural communities would also benefit from receiving similar leaflets. It was also suggested that in future Officers should consult with local councillors when planning similar leaflet drops, both to inform the Councillor of what was planned and also so that Officers could make use of local knowledge and ensure that publicity was delivered on a more targeted basis.

Agreed: That the comments set out above are noted and where appropriate further responses be provided via the Action Sheet or outside of the meeting.

8. 2013/14 Quarter 2 Environment Directorate Performance Dashboard

The Chair invited the members of the Forum to comment on the updates set out in the Dashboard and the following points were made.

- The performance figures regarding potholes were discussed and Mr Neville clarified that the figure of 90% of potholes repaired within the target period during Quarter 1 only related to those potholes which had been identified via highway safety inspections. Several members of the Forum suggested that it would be more meaningful if in future information was presented in terms of absolute numbers of potholes that were reported/fixed within a given period and the Chair asked for such information to be presented to the next meeting.
- In response to a query regarding repair/maintenance work on certain footpaths it was suggested that any specific issues be forwarded to the County Councils Public Rights of Way Manager, though it was recognised that there was a limited budget for works associated with the footpath network.

Agreed: That the comments set out above be noted and where appropriate further updates be provided in due course either via the Action Sheet or outside of the meeting.

Councillor Dickinson left the meeting at this point.

9. 2014/15 Environment Directorate Commissioning Plan for Chorley.

The following points were raised by members of the Forum and the public in relation to the list of suggested schemes for the 2014/15 capital programme which would be funded from the Local Priorities Response Fund.

- Concern was expressed that a scheme for the reconstruction of footways in The Warings which had previously been put forward for consideration but was not mentioned in either the Dashboard or the list of schemes under consideration for 2014/15. In response Ms Palmer asked to be provided with details of the scheme so that she could make further enquiries.
- With regard to the two schemes which were considered to be high priority it was recognised that whilst the estimated cost of the schemes (£149, 375) would be able to finance a number of smaller schemes across the Borough it was recognised that the proposed works were significant and should therefore be pursued.
- It was noted that three schemes (totalling £233,025) had been identified for possible funding from the main capital programme.
- There was general agreement amongst the members of the Forum that proposals to resurface the Park Road entrance to Astley Park and resurface sections of footpaths along the A674 at Wheelton should also be put forward for possible inclusion in the programme.
- A request for the provision of a zebra crossing off the Southport Road junction in the vicinity of a skate park was discussed and whilst recognising that the scheme was currently given a lower priority there was agreement that it should be nevertheless be recommended for further investigation with a view to possible inclusion in a future programme.

Agreed: That the following recommendations from the Chorley 3 Tier Forum are forwarded to the Cabinet Member for Highways and Transportation for consideration in relation to the 2014/15 capital programme.

1. That the schemes to top dress pavements along Pear Tree Road in Clayton le Woods and resurface the footpath and carriageway along Pilling Lane are considered as top priorities for funding from the Local Priorities Response Fund.
2. That proposals to resurface Park Road at the entrance to Astley Park and resurface sections of footpaths along the A674 at Wheelton be considered as secondary priorities and any remaining allocation, or surplus resulting from the schemes listed at 1 above not being implemented or being completed for less than the estimated cost, be allocated towards implementing these schemes.
3. That further investigations be made in relation to the provision of a zebra crossing off the Southport Road junction in Euxton, in the vicinity of a skate park, with a view to a scheme being considered for inclusion in a future programme.

10. Update from the Borough Council on Neighbourhood Working.

Agreed: That the update regarding the Borough Council's Neighbourhood Working initiative is noted and the Forum continue to be kept informed of further developments.

11. Items raised by members of the Forum.

Ms Palmer referred members of the Forum to the response from the County Councils Director of Lancashire Highways Services, which was generally supportive of the recommendations of the Borough Councils Task Group in relation to the adoption of estates.

There was general agreement amongst the members of the Forum that the current situation was unsatisfactory and it was suggested that there was reluctance on the County Councils part to adopt roads, even when local residents had offered to pay for works to bring a road up to standard, due to the long term maintenance implications.

With regard to the future the Chair suggested that the County Council should take a more aspirational view and seek to work with developers to adopt roads within 10 months of the construction works being completed.

It was also suggested that the Forum request the County Councils Cabinet Member and all Leaders of District Councils to lobby the Government for a change in legislation to give local authorities more influence over developers in order to ensure that roads are completed within a defined timescale and up to a standard so that they can be formally adopted.

Agreed:

1. That the response from the Director of Lancashire Highways Services to the recommendations of the Borough Councils Task Group on the adoption of estates is noted.
2. That the Forum receives updates in the future regarding all unadopted highways across the Borough.
3. That the County Councils Cabinet Member for Highways and Transportation, together with all Leaders of District Councils in Lancashire, be recommended to lobby the Government for a change in legislation to give local authorities more influence over developers in order to ensure that highways are completed to the required standard in a timely fashion so that they can be formally adopted.

12. Themes for future meetings.

It was noted that members of the Forum should forward any suggestions for future items of business to the Chair and Ms Palmer for consideration.

13. Urgent Business.

There were no items of urgent business for discussion at the meeting.

14. Date of Next Meeting.

It was noted that the next meeting of the Forum would be held at 6pm on the 8th April 2014 in Committee Room 1 at the Town Hall, Market Street, Chorley.

Ian Fisher
County Secretary and Solicitor

County Hall
PRESTON

ANNEX

Protocol for Public Speaking at the Chorley Three Tier Forum

For the purpose of this protocol, "members of the public" includes members of the press and parish and district councillors who are not members of the Forum. It does not include officers of county or district authorities who are in attendance to support and advise the meeting.

Each Forum will agree at what points of the meeting members of the public will be entitled to speak. **On the 18th November 2013 the Forum agreed that the public could speak during the discussion of each item on the agenda.**

Each Forum may also set a maximum length of time for any individual speech from a member of the public. **On the 18th November 2013 the Forum agreed that each speaker would have up to 3 minutes per person, to be managed by the Chair at their discretion.**

Public speaking must be on topics included on the agenda for the meeting

Whilst a member of the public is speaking, no interruption shall be allowed from either a member of the Forum or another member of the public.

However, the Chair of the meeting may intervene in the speech of a member of the public. This includes the right of the Chair to terminate a speech if it is felt appropriate to do so. The Chair's judgement will be informed by the following provision:

Members of the public must not

- Speak at a point in the meeting other than those specified.
- Interrupt another speaker.
- Speak for longer than the allotted time.
- Reveal personal information about another individual.
- Make a personal complaint about a service provided by County, District or Town/Parish Councils in the area.
- Make individual or personal complaints against any member of the authority.

- Reveal information which they know or believe to be confidential.
- Use offensive, abusive or threatening language.
- Ignore the ruling of the Chair of the meeting.

Members of the public who breach these guidelines may, following a warning, be asked to leave the meeting. If a person refuses to leave the room, the chair shall adjourn the meeting for a short period of time and if necessary to a later date

Speeches by members of the public are not expected to be the subject of a debate, nor are any questions raised expected to be answered. The Chair may, at his or her discretion, invite a response or comment from an appropriate officer or Forum member, but it is anticipated that this will be the exception rather than the rule.

The contents of any speech by a member of the public will be noted by officers supporting the Forum and will be dealt with via the appropriate mechanism.

Chorley Three Tier Forum: Action Sheet

Meeting Date: 18 November 2013

Item / Action	Lead Officer(s)	Action Needed / Action Taken	Target Date for Completion
Superfast Broadband	Hannah Wignall LCCSFBB Project Manager	<p>In November 2013 members received an update on the roll out of superfast broadband in Lancashire.</p> <p>Members requested clarification in relation to when the Adlington and Brinscall exchange was to be upgraded. They also requested clarification on why residents in parts of Heath Charnock were on the Chorley exchange (instead of the closer Adlington exchange) which appeared to be unable to provide them with superfast broadband.</p> <p>Officers have confirmed that:</p> <ul style="list-style-type: none"> • As part of the Superfast Lancashire Programme, we are planning to start work in Adlington and Brinscall exchanges in the autumn of next year. • The majority of Heath Charnock is served from Adlington Exchange, with the remainder on Chorley exchange. • Chorley exchange is now enabled for Superfast Fibre under BT's commercial rollout. • Residents are requested to ring their service provider to see which exchange they are on and to see if this service is available to order on their lines. • The availability checker on our website below can be used to check progress using a postcode or telephone number and this is updated as we progress throughout the county. <p>https://www.superfastlancashire.com/check-availability</p>	Ongoing

Respite Care for Children and Parents from November 2013 Three Tier Forum	Audrey Swann	<p>At the November Chorley Three Tier Forum meeting members considered an interim progress update on the restructuring of Lancashire Residential Overnight Break Service.</p> <p>Members requested details of whether parents and the Parents Partnership were being included in discussions regarding the proposals. An update on the consultation process is attached in Appendix A.</p>	See Appendix A
125 Bus Service	Ashley Weir	<p>In response to a query regarding the removal of the 125 bus service which had provided a direct route to Chorley Hospital, Sarah Palmer undertook to seek clarification on the reasoning behind the decision.</p> <p>Officers have confirmed that Stagecoach who run the 125 bus service took a commercial decision to change the route as the service was getting severely delayed by going in and out of the hospital site. County Council officers are aware of members concerns and have made representations to Stagecoach.</p>	Complete
Bus Time Information	Ashley Weir VIP 6437	<p>Concern was expressed in relation to the lack of bus timetable information that was available in the Chorley East Ward and a request made for information regarding the use of telematics systems to monitor bus services in Lancashire. An update was requested on the availability of bus timetable information in Chorley East Ward and the use of telematics on bus services in Lancashire.</p> <p>An update is attached at Appendix B.</p>	See Appendix B
Adoption of Estates Task Group	Rachel Crompton	<p>The Forum requested a further update on the work being undertaken by officers surrounding highway adoptions and a progress update regarding the letter lobbying the government.</p> <ul style="list-style-type: none"> The matter of delays to highway adoption and the information available to interested parties has received wider attention through a recent corporate review of the Customer Experience. As an output of the review, we are now creating a central register of development sites, to record progress with sites and to identify any barriers to adoption of new estate roads so that the 	See Appendix C TO FOLLOW

		<p>Highways Developer Support service can assist in managing/minimising them. The intention is for this to be available for internal use from April 2014 then for selected elements of the information to be made readily available to interested parties once we have ironed out any early glitches. First draft of information is attached as Appendix C. (TO FOLLOW)</p> <ul style="list-style-type: none"> The Department for Transport has invited Lancashire County Council to send representation to a national Working Group, set up specifically to advise Ministers about the adoption of new highways and ways to improve the associated legal processes. Rachel Crompton, Development Support Manager, has been nominated. The DfT is still consulting on the use of the new planning conditions it is promoting to help improve understanding and management of highway adoption issues at the earliest stages of development. A copy of the model conditions is attached as Appendix D. They are now being used selectively by Chorley BC with LCC's support, and because of this experience Chorley BC is another invitee to the Working Group. 	See Appendix D
Nationwide Rogue Trader week leaflets delivered to a number of 'hotspot' areas Lancashire	Paul Noone VIP 6440	<p>At the November 3TF meeting members considered the report re Nationwide Rogue Trader week. They noted that all the locations mentioned in the leaflet distribution were in the Town Centre and it was suggested that residents of rural communities would also benefit from receiving similar leaflets. It was also suggested that in future officers should consult with local councillors when planning similar leaflet drops, both to inform the councillor of what was planned and also so that officers could make use of councillors local knowledge to ensure that publicity was delivered on a more targeted basis.</p> <p>An update is attached at Appendix E.</p>	See Appendix E
Commissioning Plan Q2 Dashboard Pothole Performance Figures	Sarah Palmer	<p>Several members of the Forum suggested that it would be more meaningful if in future information was presented in terms of absolute numbers of potholes that were reported/fixed within a given period and the Chair asked for such information to be presented to the next meeting.</p> <p>Officers have confirmed that a new system is being developed which will provide statistical information on reported potholes.</p>	Ongoing

Commissioning Plan Q2 Dashboard The Warings	Sarah Palmer / Joanne Reed	<p>Concern was expressed that a scheme for the reconstruction of footways in 'The Warings' which had previously been put forward was not mentioned in either the Dashboard or the list of schemes under consideration for 2014/15.</p> <p>This scheme is on the capital programme for 2014/15.</p>	Complete
Developing the Commissioning Plan for 2014/15	Sarah Palmer / Joanne Reed	<p>The following recommendations from the Chorley 3TF are forwarded to the Cabinet member for Highways and Transportation for consideration in relation to the 2014/15 capital programme</p> <ol style="list-style-type: none"> 1. That the schemes to top dress pavements along Pear Tree Road in Clayton le Woods and resurface the footpath and carriageway along Pilling Lane are considered a stop priorities for funding from the Local Priorities Response Fund. 2. That proposals to resurface Park Road at the entrance to Astley Park and resurface sections of footpaths along the A674 at Wheelton be considered as secondary priorities and any remaining allocation, or surplus resulting from the schemes listed at 1 above not being implemented or being completed for less than the estimated cost, be allocated towards implementing these schemes. 3. That further investigations be made in relation to the provision of a zebra crossing off the Southport Road junction in Euxton, in the vicinity of a skate park, with a view to a scheme being considered for inclusion in a future programme. 	Agenda item
Future Agenda Items		Neighbourhood Working – Forum continue to be kept informed of further developments.	Agenda item

Update on restructuring of Lancashire Residential Overnight Break Service November 2013

Background

The Overnight Residential Short Break Service provides overnight breaks and day activities for children with disabilities across Lancashire. Currently there are 8 units, some of which have limited accommodation and capacity to meet the needs of all children. There are also some buildings which require significant refurbishment. Following a review of buildings and the changing demands on the service a proposal to restructure the service was developed with the involvement of parents and other interested parties. Following a period of consultation Cabinet approved the proposal in March 2013. Part of the proposal involved the replacement of the current provision with 3 or 4 purpose built units. The approval was made for the building of 4 units.

Current Situation.

The process to take the new builds forward is being led by ACERS service with support from Property Services, Estates and Inclusion and Disability Support Service. It has been proposed to phase the building of the units in order to evaluate and learn from the process of building the first unit to inform any future changes or improvements.

- The current consultation is the first phase of the implementation of the decision to modernise the short break provision and build 4 new units. The current consultation was agreed by Cabinet in October, with the consultation running for 8 weeks from 4th November 2013 to 6th January 2014. This consultation is to identify the site of the first build (2 options) and the current units that will merge into the first build.
- The consultation is open to all and details are available on LCC 'Have your Say website' as well as ACERS and IDSS websites. The consultation response form is available on the ACERS website http://www.lancsngfl.ac.uk/projects/aces/index.php?category_id=1429 and consists of a short questionnaire and requests for comments. There is also background information and details of the possible sites of the first build.
- Meetings have been held for those parents/families who are service users of the 3 units to merge and staff of these units. Parent Partnership were contacted, prior to the start of the consultation to inform them of the consultation and encouraged to contribute to via the on line process.

Bus stop information and telematics

Response to enquiry via Chorley 3TF regarding bus stop information in the Chorley East Ward and also the use of telematic systems to monitor bus services in Lancashire.

In Chorley East Ward there are currently 15 bus stops, of which 6 have timetable information. There are currently no proposals to increase the number of stops with information in this area, following the budget reduction in 2011. Following an agreement with commercial bus operators in July 2012 operators now pay LCC for most bus stop information in their operating areas. They have also prioritised the location of the information's provision, according to their local operating knowledge and customer requirements.

With regards to telematics systems to monitor bus services in Lancashire there are currently no plans to introduce this on vehicles in the county, this follows budget reductions in 2011 and the withdrawal of funding for the previous real time system.

A number of bus operators have retained telematics for their own use and at their own cost, these are Preston Bus, John Fishwick and Sons and Transdev Lancashire United and Burnley and Pendle.

Draft Planning Conditions (and notes) for adoption of new roads

The purpose of these draft conditions is to ensure that arrangements for the future management and maintenance of new roads within developments, is confirmed at the planning stage. In addition that roads are then completed to an appropriate level and maintained in an appropriate way in advance of public adoption via agreements under Section 38 of the Highways Act 1980 or until a suitable private management and Maintenance Company / Agreement is in place.

The conditions are set out as general guidance only and any local planning authority should give proper consideration to:

- ❖ The appropriateness of using these or any other conditions having regard to the detailed policy and guidance set out in DoE Circular 11/95 'The Use of Planning Conditions in Planning Permissions' (in particular the '6 tests' therein), and within the relevant legislative framework.
- ❖ Where any local planning authority are in any doubt in seeking to use these or any other conditions they should take their own legal advice.
- ❖ When using these draft conditions clear, precise and full reasons must be given (in decision notices) for each condition used. This is a requirement of legislation. See Article 31(1) (a) (iii) of the Town and Country Planning (Development Management Procedure) (England) (Order) 2010. The suggested reasons stated below, should be considered along with any others pertinent to each case.

1 Completion of Streets / Estate Street Phasing Plan - Conditions

- 1.1 No development shall be commenced until an Estate Street Phasing and Completion Plan has been submitted to and approved in writing by the Local Planning Authority. The Estate Street Phasing and Completion Plan shall set out the development phases and the standards that estate streets serving each phase of the development will be completed.

Reason: - To ensure that the estate streets serving the development are completed and thereafter maintained to an acceptable standard in the interest of residential / highway safety; to ensure a satisfactory appearance to the highways infrastructure serving the development; and to safeguard the visual amenities of the locality and users of the highway, in accordance with Policies [X, Y and Z] of the Development Plan.

- 1.2 *[No dwelling or dwellings / No dwelling or dwellings within phase 1 / No more than X number of dwellings]** shall be occupied until the estate street(s) affording access to those dwelling(s) has been completed in accordance with the Estate Street Development Plan.

** delete as applicable*

Reasons:- To ensure that the estate streets serving the development are completed and maintained to the approved standard, and are available for use by the occupants, and other users of the development, in the interest of highway safety; to ensure a satisfactory appearance to the highways infrastructure serving the approved development; and to safeguard the visual amenities of the locality and users of the highway, in accordance with Policies X, Y and Z of the Development Plan.

Completion of Streets / Estate Street Phasing Plan – Note

The Applicant is advised to obtain the written approval of the Local Highway Authority for the details required under Condition **X**, prior to the submission of such details to the Local Planning Authority in seeking to discharge the said condition. Such details, as may be submitted to the Local Highway Authority, could be subject to technical and safety assessments / audits, which may result in changes to the layouts and alignments as shown on any indicative layout(s) approved by virtue of the planning permission. The applicant is advised that the Local Planning Authority may reject details submitted to them for the discharge of the condition without evidence of technical approval from the Local Highway Authority.

2 Management and Maintenance of Estate Streets – Condition

- 2.1 No development shall be commenced until details of the proposed arrangements for future management and maintenance of the proposed streets within the development have been submitted to and approved by the local planning authority. [The streets shall thereafter be maintained in accordance with the approved management and maintenance details until such time as an agreement has been entered into under section 38 of the Highways Act 1980 or a private management and maintenance company has been established].

Management and Maintenance of Estate Streets – Note

The applicant is advised that to discharge condition **X** that the local planning authority requires a copy of a completed agreement between the applicant and the local highway authority under Section 38 of the Highways Act 1980 or the constitution and details of a Private Management and Maintenance Company confirming funding, management and maintenance regimes.

3 Submission of Details – Adoptable Streets – Condition

- 3.1 No development shall be commenced until full engineering, drainage, street lighting and constructional details of the streets proposed for adoption have been submitted to and approved in writing by the Local Planning Authority. The development shall, thereafter, be constructed in accordance with the approved details, unless otherwise agreed in writing with the Local Planning Authority.

Reason: In the interest of highway safety; to ensure a satisfactory appearance to the highways infrastructure serving the approved development; and to safeguard the visual amenities of the locality and users of the highway in accordance with Policies [X, Y and Z] of the Development Plan.

Submission of Details – Adoptable Streets – Note

The applicant is advised to obtain a technical approval for all estate street details from the Local Highway Authority prior to the submission of such approved details to the Local Planning Authority to discharge Condition **X** of this consent.

Addendum A

Response Sheet - for use by local authority planning officers for preliminary comments on the use of the draft planning conditions. Please return comments to the Working Group as below – by April 2014

We are not seeking comments and views on the applicability of any individual condition, but on the overall effectiveness of the draft planning conditions as an additional tool in alleviating the problems faced.

PART 1 - Information about you

Name		
Email		
Telephone		
Address		
Postcode		
Return to:	Chris Bond Team Leader - Development Management Highways, Transport and Infrastructure Northamptonshire County Council Riverside House Riverside Way Northampton NN1 5NX 01604 364317 CBond@mgwsp.co.uk	Ann Morley Department for Transport Great Minster House 33 Horseferry Road London SW1P 4DR 020 7944 2298 Ann.morley@dft.gsi.gov.uk

QUESTION	RESPONDENT'S COMMENT
Please describe the circumstances and timing of your use of any of the draft planning conditions.	

Please describe the applicability of the conditions to your particular circumstances.	
Please describe preliminary outcomes / effectiveness of their use.	
Do you consider any further action is needed in this area and in what form?	
And finally.....	
If you have any views / comments you wish to provide in relation to use of the conditions not covered above.	

Annual Rogue Trader Week

Leaflet drops during the annual rogue trader week are carefully coordinated with the local police using intelligence about doorstep crime and distraction burglary incidents and/or an older and vulnerable population. Whilst the exact timing of rogue trader week is under a nationally agreed embargo until the actual week, it is publicised to councillors in the Environment bulletins which are circulated prior to each quarter. Trading Standards would welcome input from councillors regarding doorstep crime incidents or other local concerns, which would warrant the circulation of publicity and warnings to residents.

Other leaflet drops, for example where the Trading Standards Service receives a report of bogus trader activity in a particular locality, are reactive and take place within a very short space of time from receiving the report to the leaflets being distributed in order that residents receive a timely warning and can be on their guard, should they receive a cold call.

The service would be very keen to hear from councillors who know of a particular problem within their ward, and leaflet drops can be arranged if needed. Leaflet drops are most successful when in response to a specific incident in a small localised area, as they then resonate in a more meaningful way with residents.

If councillors wish to let Trading Standards know of incidents which would warrant a leaflet drop to residents they are invited to contact the Head of Trading Standards Paul Noone or one of the Trading Standards Managers Mandy Maxim or David Scott with details.

Proposed Terms of Reference for the 'Chorley Three Tier Liaison Forum'

Role and Purpose

The Chorley Three Tier Liaison Forum is a joint meeting of the County Council, Chorley Borough Council, and the Parish and Town Councils in the Chorley district area.

The Forum will be a consultative meeting held in public at which the three tiers of local government in the Chorley area consider issues of shared priority and concern, and through which all three tiers can seek the views of others on strategic issues which impact on the local community.

Functions

The key functions of the Chorley Three Tier Liaison Forum are:-

- To allow elected representatives to have an overview of Borough and County strategic priorities
- To enable Parish and Town Councils to engage with the County and Borough Council on issues of strategic importance which impact on the local community within the Chorley borough area.
- To provide a forum for significant issue facing all three tiers of government to be raised and debated in advance of decisions being made

Membership

The membership of the Chorley Three Tier Liaison Forum shall be

- All seven Chorley County Councillors.
- One Borough Councillor from each of the eight Neighbourhood Areas.
- One additional Borough Councillor to represent Chorley town area
- One Parish/Town Councillor from each of the 22 Parish/Town Councils in Chorley Borough

Any County Council or Borough Council Executive Member may attend and speak at any meeting of the Forum, at the invitation of the Chair.

The officer(s) supporting the meeting must be notified of any changes in membership, prior to a meeting. Political balance rules do not apply to the Forum

Meetings

The Chorley Three Tier Liaison Forum shall meet four times a year at Chorley Town Hall, unless otherwise agreed by the Chair of the Forum.

Agendas

- The Forum will discuss issues that are of joint interest across the three levels of local government in the area. Agenda items will focus on strategic matters that impact on the local community.
- Any member of the Forum can request that an item is considered at a future meeting of the Forum. The Chair and Deputy Chair are jointly responsible for agreeing the agenda and deciding whether an issue raised by a member will appear on an agenda. Where an issue raised does not fall within the remit of the Forum these will be dealt with via the appropriate mechanism and the member advised accordingly.
- Urgent business is allowed in exceptional circumstances and with the consent of the Chair and Deputy Chair. Any member wishing to raise a matter of urgent business should advise the Chair via the officer support for the Forum as soon as possible.

Officer Support

Secretarial support to the Chorley Three Tier Forum will be provided by an officer nominated by the Chief Executive of Chorley Borough Council.

Officers of the County Council and the Borough Council may attend the Forum if appropriate.

Public Speaking (or Public Questions – to be determined)

The Protocol for public speaking/public questions is below.

Debate

The Chair of the meeting is responsible for managing the debate at the Forum. The Chair's ruling on any aspect of a member of the committee's right to speak will be final. Members who persistently ignore the ruling of the Chair may be asked to leave the meeting.

Voting

As a Consultative Forum it is expected that decisions will be taken mainly by consensus, however where a vote is required, decisions are by simple 'show of hands' majority with the chair having a casting vote.

Access to Information

The Forum is not a formal committee of the County, District or Parish Councils, therefore Access to Information provisions do not apply. However, as it is a public meeting, agendas and minutes will be available on the website of the County Council and the Borough Council and by request can be obtained in person at County Hall, Preston and Chorley Town Hall.

Chair and Deputy Chair

The Chair and Deputy Chair will be elected at the first meeting in the Council year from amongst the membership of the Forum. Should a vacancy arise during the year, a new Chair or Deputy will be elected. A Chair or Deputy may be removed from their position by a vote of the Forum.

The Chair shall alternate each year between the County Council and the Borough Council. The Deputy Chair will always be from the County or Borough Council not represented by the Chair.

The Chair shall preside at all meetings of the Forum. In the absence of the Chair, the Deputy Chair shall preside. In the absence of both the Chair and Deputy, the members present, as the first item of business, appoint one of their number to be Chair of the meeting.

Protocol for Public Speaking (please note that an alternative approach being considered is public questions on notice – the views of the existing forum will be sought in which case the detail below may change)

In order to allow members of the Forum and members of the public to raise issues of local concern, a period of 20 minutes has been set aside at the beginning of the meeting.

For the purpose of this protocol, "members of the public" includes members of the press and parish and district councillors who are not members of the Forum. It does not include officers of county or district authorities who are in attendance to support and advise the meeting.

A member of the public may speak for no more than 3 minutes. Members of the public are not required to give notice of the issue they intend to raise, although it is expected in the case of service issues that the appropriate mechanisms for resolving the issue have been explored. Where a question is raised which cannot be answered at the Forum, a record will be kept by officers supporting the Forum and it will be responded to via the appropriate mechanism.

Whilst a member of the public is speaking, no interruption shall be allowed from either a member of the Forum or another member of the public.

However, the Chair of the meeting may intervene in the speech of a member of the public. This includes the right of the Chair to terminate a speech if it is felt appropriate to do so. The Chair's judgement will be informed by the following provision:

Members of the public must not

- Speak at a point in the meeting other than those specified
- Interrupt another speaker
- Speak for longer than the allotted time
- Reveal personal information about another individual
- Make a personal complaint about a service provided by County, District or Town/ Parish Councils in the area
- Make individual or personal complaints against any member of the authority
- Reveal information which they know or believe to be confidential
- Use offensive, abusive or threatening language
- Ignore the ruling of the Chair of the meeting

Members of the public who breach these guidelines may, following a warning, be asked to leave the meeting.

CAPITAL PROGRAMME UPDATE

PROGRESS AS EXPECTED

2013/14 Capital schemes programmed for delivery in quarter 3

27 out of 31 capital schemes, due for delivery in quarter 3, have either been completed or are progressing as planned, and are detailed below. For details of the remaining schemes please see the 'Progress not as Expected' section adjacent.

Bridges

- **Old Shaw Green Footbridge in Euxton (Chorley Rural West)** – LCC are currently developing detailed construction proposals and are negotiating with the Environment Agency and land owners for consent to undertake the works. The progress of this scheme will be reviewed in quarter 4 2013/14.

A, B and C Roads

- **Carriageway resurfacing works have been completed in the following locations** – Tithe Barn Lane, 120m south from Phillipsons Barn in Heapey (Chorley Rural East); Tithe Barn Lane (on the bend of the road for 60m north) in Heapey (Chorley Rural East); Chapel Lane from Higher Garstang Farm in Wheelton (Chorley Rural East); A6 Commercial Road from Junction Park Road to Water Street (Chorley East); A581 Southport Road from New Lane to Lydiate Lane (Chorley Rural West), and Highfield Road from Highfield House Farm to Sun Dial in Croston (Chorley Rural West).
- **Carriageway surface dressing works have been completed in the following locations** – Blackburn Road from the M61 roundabout east approach (Chorley East); Riley Green Switch Road from Bolton Road to house number 39 (Chorley Rural North); Bolton Road from Railway Road to house number 34 (Chorley Rural East); Sandy Lane from M61 bridge to 100m east of Holt Lane in Brindle (Chorley Rural North); Bentley Lane from Barmskin Lane to West Lancashire Boundary (Chorley West), and Millennium Way from eastbound approach to M61 roundabout (Chorley East).

Rural Unclassified

- **Carriageway surface dressing works have been completed in the following locations** – Runshaw Hall Lane from Runshaw Lane to South Ribble boundary in Euxton (Chorley North); Brook Lane from A49 to the end in Charnock Richard (Chorley West), and Pincock Street, from Pincock Brow in Euxton (Chorley Rural West).

Urban Unclassified

- **The Farthings estate in Astley Village (Chorley North)** – permanent carriageway patching works have been completed.

Road Safety

- **Seymour Street (Chorley East)** – works to allow cyclists access through a road closure near the railway station have been completed.

Footways

- **Footway resurfacing and slurry sealing works have started on site and are due to be completed during quarter 4 in the following locations** - A6 Preston Road from Euxton Lane to Harpers Lane (Chorley West/Chorley East); Carlton Avenue from Back Lane to the end (Chorley North); Stonehouse Green/Meadway for the full length of the estate (Chorley Rural North), and Highfield Road North from house number 1 to 35 (Chorley West).

Capital schemes carried over from previous quarters for delivery in quarter 3 2013/14

A, B and C Roads

- **Moor Road from Knowsley Lane in Anglezarke (Chorley Rural East)** – carriageway surface dressing works have been completed.

Footways

- **Footway resurfacing and slurry sealing works have been completed in the following locations** – A6 Preston Road from Euxton Lane to Harpers Lane (Chorley West/Chorley East); Town Lane from A49 Preston Road Junction to outside house number 67 in Charnock Richard (Chorley West), and Bankside from the A6 to the end of the road (Chorley North).

Urban Unclassified

- **Carr Lane from house number 147 to the end (Chorley South)** – carriageway resurfacing and micro asphalt work has been completed.

PROGRESS NOT AS EXPECTED

2013/14 Capital schemes programmed for delivery in quarter 3 which have now been delayed

Road Safety

- **A6 Hartwood Roundabout (Chorley East)** – cycle path works have been reprogrammed to August 2014/15 due to a delay in completing the scheme design.

Footways

- **Back Lane from the A6 to Carlton Avenue (Chorley North)** – footway resurfacing and slurry sealing works have been delayed due to a housing development requiring a gas main line beneath the footpath. The progress of the scheme will be reviewed in quarter 4 2013/14.

Capital schemes carried over from previous quarters for delivery in quarter 3 2013/14 which have now been delayed

Bridges

- **Charnocks Railway Bridge on Church Lane in Charnock Richard (Chorley West)** – this will involve LCC funding a scheme which will be delivered by Network Rail. Negotiations with Network Rail to discuss the programme and progress of the scheme will be reviewed in quarter 4 2013/14.

- **Houghton New Railway Bridge on Houghton Road in Houghton** – problems with buried utilities have severely held back the progress of this scheme. The cost of re-locating the utilities is excessive; therefore an alternative strategy is being developed to safeguard traffic using this bridge. We have cancelled the proposal to extend the existing crash barriers and are now evaluating proposals to construct either stone walls or metal crash barriers at the back of the verges. The progress of this scheme will be reviewed in quarter 4 2013/14.

SERVICE UPDATE

Road and Street Maintenance: Pothole Repair

2013/14	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	13/14 Target
Chorley										
Monthly % of potholes filled within 30 days	100%	99%	100%	100%	100%	97%	83%	98%	98%	90%
Cumulative % of potholes filled within 30 days	100%	99%	99%	99%	99%	99%	97%	97%	97%	
Lancashire										
Cumulative % of potholes filled within 30 days	99%	98%	98%	98%	98%	98%	97%	94%	93%	90%

In 2013/14 the directorate has a yearend target of fixing 90% of potholes identified through Highway Safety Inspections (HSI) within a 30 day period. In Chorley 2,002 potholes were identified through HSIs between April and December 2013, of which 1,944 (97%) were repaired within 30 days, although all of the 2,002 potholes identified have been repaired.

Following the implementation of this new way of working, proposals for the revision of the defect maintenance indicator will be taken to the Cabinet Committee for Performance Improvement (CCPI) for approval in June following the end of quarter 4 in March.

Environment and Community Projects

Chorley Circular Walk

In late November 2013, the conservation volunteers started practical improvement works on the Chorley Circular Walk. The contractor, Conservation Contractors North West installed 30 steps down to Duxbury Wood and replaced a stile with a user friendly kissing gate. An artist was also commissioned to carry out sculpture works within Duxbury wood.

Chorley Borough Council and Lancashire County Council have agreed on four interpretation boards for the Chorley Circular Walk for the following areas; Leeds and Liverpool Canal, Duxbury Wood, Yarrow Valley Park and Chorley town centre.

Central Lancashire Highways and Transport Masterplan

Work is continuing on the programme to deliver the Master Plan and four of the schemes on the A582 corridor will start in 2014/15. In quarter 1 improvements to the Chain House Lane junction to increase capacity will be completed, and the conversion to dual carriageway of Golden Way from Cop Lane to the Ribble Bridge (partially funded by Department for Transport Pinch Point funding), will be undertaken. Following satisfactory progress and completion, the junction at Stanfield Lane will be signalised, and the remainder of Golden Way, south of Cop Lane, will be converted into a dual carriageway.

Trading Standards

Doorstep crime

Trading Standards officers prevented a vulnerable 89 year old man in Chorley in handing over £5,000 in cash to a rogue roofer. Ongoing work has safeguarded his remaining bank accounts from the various scam merchants who have been targeting him for the past year. Three mails sacks of scam mail have been removed from his house.

Appendix H
2014/15 Chorley Capital Programme

Maintenance of Highway Assets

Project Name	Divisions	Project Description	Location of Scheme	Total Cost	Quarter
Programme: A, B & C Roads			Capital Allocation	£486,245	
B5252 Gillibrand and Miles Standish Way Link Road	Chorley South	Surface Dressing	A581 Foxhole Road to A6 Bolton Road	£133,980	Q2
Preston Road	Chorley West	Low skid resistance and preventative maintenance	Chorley Hall Road to Clifford Street - Southbound Dual	£24,360	Q2
A6 Preston Road	Chorley North	Surface Dressing	Hartwood Hall roundabout to Clayton Green Road	£143,724	Q2
B6227 Railway Road, Adlington	Chorley Rural East	Surface Dressing	A6 Church Street to A673 Chorley Road	£24,360	Q2
B5256 Sandy Lane	Chorley Rural North	Surface Dressing	B5256 Westwood Road to A675 Hoghton Road	£112,056	Q2
A6061 Riley Green Switch Road, Hoghton	Chorley Rural North	Surface Dressing	South Ribble boundary to A674 Finnington Lane	£48,720	Q2
			Forecast Outturn Capital Expenditure	£487,200	

Programme: Urban Unclassified			Capital Allocation	£113,846	
Belmont Road, Adlington	Chorley Rural East	Carriageway Resurfacing, Micro Asphalt	Peel Street to Mayfield Drive	£22,046	Q3
Mayfield Drive, Adlington	Chorley Rural East	Carriageway Resurfacing, Micro Asphalt	Railway Road to Belmont Road	£8,282	Q3
Highfield Road, Adlington	Chorley Rural East	Carriageway resurfacing	Railway Road to Chester Place	£45,919	Q1
Park Road, Adlington	Chorley Rural East	Surface Dressing	Chapel Street to Castle Drive	£24,360	Q2
Highfield Road North, Adlington	Chorley Rural East	Surface Dressing	Chester Place to Fairview	£6,091	Q2
			Forecast Outturn Capital Expenditure	£106,698	

Programme: Rural Unclassified			Capital Allocation	£86,715	
Town Lane, Heskin	Chorley West	Footway Resurfacing	Wood Lane to Barmskin Lane	£22,001	Q3
Bradley Lane, Eccleston	Chorley Rural West	Footway Resurfacing	The Green to Entrance New Bradley Hall Farm	£24,360	Q1
Red Lane/Back Lane, Eccleston	Chorley Rural West	Footway Resurfacing	Near Alder Hall	£22,001	Q3
Whinney Lane, Euxton	Chorley Rural West	Surface Dressing	Washington Lane to Euxton Lane	£22,001	Q2
			Forecast Outturn Capital Expenditure	£90,363	

Programme: Footways			Capital Allocation	£99,479	
The warings, Heskin	Chorley West	Footway Resurfacing	Full length	£53,714	Q4
Smithy Close, Brindle	Chorley Rural North	Footway Resurfacing	No.17 to No.43	£18,271	Q1
Letchworth Drive	Chorley South	Footway Resurfacing	Collingwood Road to Lightfield Drive	£27,405	Q1
			Forecast Outturn Capital Expenditure	£99,390	

Local Priorities Response Fund			Capital Allocation	£153,216	
Footpaths A674 Wheelton	Chorley Rural East	Footways improvement	Sections along the southern side	£24,360	Q3
Southdowns Road	Chorley South	Footways improvement	Full length	£29,232	Q3
Furness Close	Chorley South	Footways improvement	Full length	£6,091	Q3
Pilling Lane	Chorley South	Footways improvement	Full length	£88,500	Q4
Park Road	Chorley East/Chorley West	Red Slurry Seal	Entrance to Astley Park	£5,900	Q3
			Forecast Outturn Capital Expenditure	£154,083	

Programme: Lighting Column Replacement			Capital Allocation	£62,725	
Chorley Col Replace	Various as necessary	Column Replacement	Chorley	£62,725	Q4
			Forecast Outturn Capital Expenditure	£62,725	

Programme: Flood Risk Management & Drainage			Capital Allocation	£90,417	
Spendmore Lane	Chorley West	Drainage improvements/flood relief	Spendmore Lane	£30,030	Q3
Nell Lane, Clayton Le Woods	Chorley Rural North	Investigation and remedial works	Nell Lane, Claton Le Woods	£15,015	Q3
Town Lane, Heskin	Chorley West	New surface water drainage system	Town Lane, Heskin	£15,015	Q3
Chapel Lane, Coppull	Chorley West	Investigation works	Chapel Lane, Coppull	£22,523	Q3
Various in Chorley	various as necessary	CCTV works in various locations	Chorley District	£7,508	Q2
			Forecast Outturn Capital Expenditure	£90,091	

Programme: Traffic Signals			Capital Allocation	£19,414	
Bolton Road/Bolton Street/Pilling Lane, Chorley	Chorley South	Site equipment refurbishments	Bolton Road/Bolton Street/Pilling Lane, Chorley	£23,100	Q4
			Forecast Outturn Capital Expenditure	£23,100	

Programme: Bridges			Capital Allocation	£182,300	
1207b1 Yarrow Principal Bridge Inspection	Chorley South	Principal bridge inspection	1207b1 Yarrow, A6 Bolton Road	£6,400	Q4
1516B1 Three Arches Railway (Charnocks)	Chorley West	Contribution to funding for Network Rail strengthening scheme design only	1516B1 Three Arches Railway (Charnocks), U8884 Church Lane	£50,000	Q4

Appendix H
2014/15 Chorley Capital Programme

Footbridges Structural Maintenance	Divisions as necessary	Footbridge repairs/replacements which are works that are generated from members of the public complaints, and bridge inspections on the larger footbridges	Various Chorley District	£11,800	Q4
Bridge Structural Maintenance	Divisions as necessary	Structural maintenance works to bridges	Various Chorley District	£25,100	Q4
Retaining Wall Structural Maintenance	Divisions as necessary	Structural maintenance works to retaining walls	Various Chorley District	£14,000	Q4
Parapet Risk Ranking and Programme Investigation	Divisions as necessary	Parapet risk ranking and programme investigation	Various Chorley District	£1,000	Q4
Hoghton New Railway 1219B1	Chorley Rural	Priority parapet scheme	Hoghton New Railway Bridge A675 Hoghton Lane	£42,000	Q3
Old Shaw Green Footbridge 9489F1	Chorley North	Footbridge replacement scheme	Old Shaw Green Footbridge Footpath 12 Euxton	£32,000	Q3
Forecast Outturn Capital Expenditure				£182,300	
Reserve Bridge Schemes					
Strategic Route Principal Bridge Inspections	Various in Chorley	Strategic route principal bridge inspections	Various Chorley District	£9,000	
Structural Reviews	Various in Chorley	Structural reviews and assessments	Various Chorley District	£4,000	
Reserve Bridges Schemes Total				£13,000	

Improving the Safety of Streets for Vulnerable People

Project Name	Divisions	Project description	Location of Scheme	Total Cost	Quarter
Programme: Road Safety			Capital Allocation	£39,333	
Gillibrands Estate	Chorley South	Signing of cycle/pedestrian route	Gillibrands Estate to Chorley Town Centre, Chorley South	£6,000	Q4
Dawson Lane	Chorley North	Surfacing of cycle path	Dawson Lane to Old Worden Avenue, Buckshaw Village, Chorley North	£24,874	Q4
Forecast Outturn Capital Expenditure				£30,874	

Report of	Meeting	Date
Director of People and Places (Introduced by the Executive Member for Places)	Executive Cabinet	20 March 2014

NEIGHBOURHOOD PRIORITIES

PURPOSE OF REPORT

1. To update Members on the delivery of the 24 neighbourhood priorities in 2013/14 and seek approval for the new 24 neighbourhood priorities to be delivered in 2014/15.

RECOMMENDATION(S)

2. Members are asked to approve the 24 priorities and actions identified through the recent round of Neighbourhood Area meetings and for delivery in 2014/15 as listed in Appendix 1 to this report.
3. Members are asked to note the successful delivery of neighbourhood priorities in 2013/14 as listed in Appendix 2 to this report.

EXECUTIVE SUMMARY OF REPORT

4. The recent round of Neighbourhood Area meetings in January and February 2014 has determined a total of 24 priorities across the eight neighbourhood areas.
5. The table attached as Appendix 1 to this report summarises the priorities and provides an indication of actions, resource and lead service area required for each priority.
6. It is recognised that there is a diverse range priorities and that some will require further consultation to fully understand and determine community needs.
7. Funding for the delivery of the priorities will be through existing budgets, business as usual resources, leveraging in partner resources and approaching Parish Councils to release a proportion of their precept.
8. The priorities cover a range of issues, however some priorities do have similarities across neighbourhoods and some also fall within programmes of work planned for 2014/15. Where this is the case the particular programmes of work will take into account the respective priorities and seek to deliver them in those terms.
9. Appendix 2 to this report outlines the neighbourhood priorities delivered in 2013/14.

Confidential report Please bold as appropriate	Yes	No
--	-----	----

Key Decision? Please bold as appropriate	Yes	No
--	-----	----

Reason Please bold as appropriate	1, a change in service provision that impacts upon the service revenue budget by £100,000 or more	2, a contract worth £100,000 or more
	3, a new or unprogrammed capital scheme of £100,000 or more	4, Significant impact in environmental, social or physical terms in two or more wards

REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

10. To progress the priorities determined by the neighbourhood area representatives for the benefit of the communities within their respective neighbourhood areas during 2014/15.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

11. None

CORPORATE PRIORITIES

12. This report relates to the following Strategic Objectives:

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

BACKGROUND

13. Neighbourhood Areas were invited to submit three key priorities or actions for their areas during the round of neighbourhood area meetings in January/February 2014.
14. The 24 neighbourhood area priorities have been collated into a table and are attached as Appendix 1 to this report together with an indication of what actions might be required to deliver each priority, which service areas, partners and agencies might be involved in that delivery and an indicative cost. The table also indicates the service area best placed to lead on each priority.
15. Members will note that there is a range of priorities submitted by the neighbourhood areas from discrete work packages involving the installation of infrastructure to more developmental priorities involving engagement and support for communities. In addition some of the priorities identified are an extension of neighbourhood priority work begun on 2013/14.
16. It is believed that all the priorities are deliverable to a greater or lesser extent during 2014/15, although some will require a level of local consultation to establish exactly what the communities needs are. This may delay the ultimate delivery or even change the focus of the priority but it is anticipated that the priorities will be delivered in a phased approach during 2013/14 to ensure the best use of officer time and partner resources.
17. Participation at the neighbourhood meetings has continued to ensure engagement with parish councils, county council members and registered social landlords as well as Ward Councillors. The table below provides a summary of levels of attendance at each of the neighbourhood area meetings in Jan/Feb 2014.

<u>Neighbourhood Area</u>	<u>Ward Members</u>	<u>Parish Councils</u>	<u>County Councillors</u>	<u>Others</u>
Chorley Town East	8 of 9	n/a	2 of 2	CCH
Chorley Town West	5 of 6	n/a	1 of 2	CCH
Southern Parishes	4 of 5	0 of 3	none	CCH
Eastern Parishes	1 of 4	3 of 6	none	CCH
Western Parishes	3 of 5	2 of 5	1 of 1	CCH
Southeast Parishes	3 of 4	2 of 4	1 of 1	CCH
Clayton and Whittle	6 of 8	1 of 3	1 of 2	none
Euxton Astley and Buckshaw	5 of 6	2 of 2	1 of 2	CCH
Totals	35 of 47	10 of 23		

18. Officers will continue to work to encourage the widest engagement from these groups to ensure full representation.

DELIVERY OF 2014/15 PRIORITIES

19. Each neighbourhood area meeting has a nominated chairperson for the meetings and each priority has a lead service assigned to it. For a number of priorities the lead service will need to liaise closely with the chairperson of the neighbourhood area in order to properly scope the priority.
20. Each priority will be managed through the Councils internal project management process with a set of objectives and tasks against which the successful delivery of the priority can be measured.
21. There is currently a base budget of £50K in the Neighbourhoods budget to contribute to delivery.
22. Members will note that there are similarities and themes emerging across neighbourhood areas with respect to the 24 priorities as follows:
23. Alley gate provision – 3 schemes across 3 neighbourhood areas.
24. Allotments and community food schemes – figures in 5 priorities identified across 3 neighbourhood areas.
25. Footpaths and walks – figures in 6 priorities across 5 neighbourhood areas.
26. Play provision – figures in 3 priorities across 3 neighbourhood areas.
27. Car parking – figures in 3 priorities across 2 neighbourhood areas.
28. Enhanced planting schemes – figures in 4 priorities across 3 neighbourhood areas.

2013/14 NEIGHBOURHOOD PRIORITIES

29. Appendix 2 to this report tabulates the 24 neighbourhood priorities determined by the neighbourhood area meetings in January 2013 and agreed by the Executive Cabinet in March 2013.

30. Delivery of these priorities commenced in April 2013 with a lead office nominated to take the priority forward.
31. Of the original twenty four priorities twenty one have been delivered to the satisfaction of the neighbourhood area meetings held in January/February 2014.
32. One priority relating to the provision of a Youth Shelter in Whittle le Woods has not been delivered due to an apparent lack of demand by youths identified in the area. However at the recent Clayton and Whittle neighbourhood area meeting it was agreed that the Communities Team would explore the delivery of targeted activities for young people in the area as part of business as usual service delivery in 2014/15.
33. One priority expressed by Eastern Parishes neighbourhood area related to the repair and upgrade of a cobbled walkway in the Wheelton area. This priority was amended part way through the year to the repair and upgrade of infrastructure around a play/picnic area in Wheelton. This will be delivered within the 2013/14 priorities and the original cobbled walkway priority has been deferred to a future neighbourhood priority year.
34. A further priority relating to enhancement of land to create a public open space in Hoghton has been delayed whilst agreement with landowners is reached. This priority will continue to be pursued to the satisfaction of the Eastern neighbourhood area group.

IMPLICATIONS OF REPORT

35. This report has implications in the following areas and the relevant Directors' comments are included:

Finance	√	Customer Services	
Human Resources		Equality and Diversity	
Legal	√	Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

COMMENTS OF THE STATUTORY FINANCE OFFICER

36. The programme listed within Appendix 1 can be financed from the base budget provision in 2014/15 plus underspend carried over from 2013/14 estimated to be circa. £40k. Should this programme of spend continue after 2014/15 then budget virements from other existing budgetary resources will need to be identified.

COMMENTS OF THE MONITORING OFFICER

37. The statutory authority to proceed with these scheme rests within the General Wellbeing Powers and General Power of Competence provided by legislation

DIRECTOR JAMIE CARSON
DIRECTOR OF PEOPLE AND PLACES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Simon Clark	5732	21 Feb 2014	N'hood Priorities 2014

Sustainable Food Bite Size Session!!! 6th March 2014



Gulab Singh MBE, Specialist in Public Health Central Locality

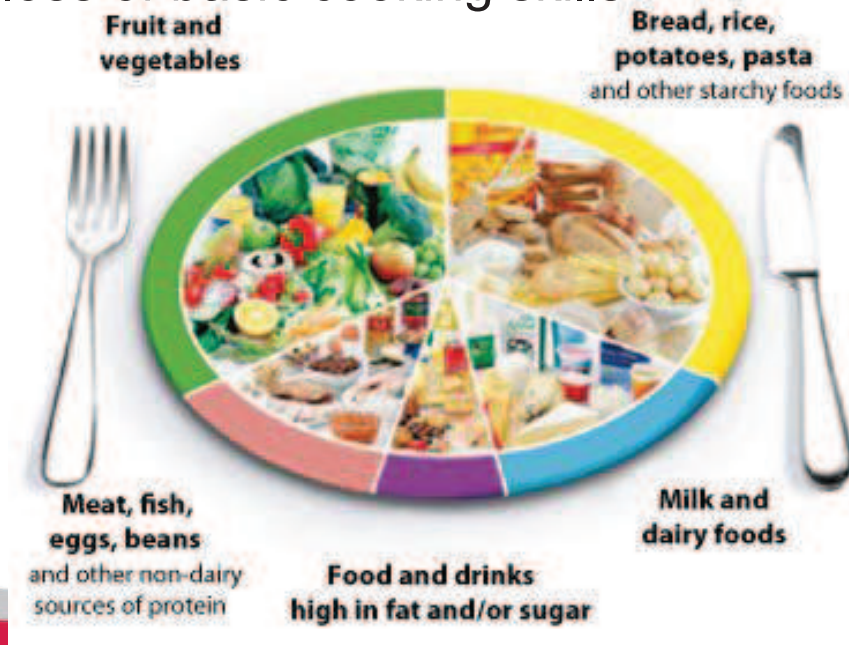
Amanda Donnelly, Soil Association – Food For Life Partnership

Kay Johnson, Foodlink North West

Dianne Gardiner, Specialist in Public Health East Locality

Why is Food Important for Good Health & Wellbeing?

- Diet is important for both preventing some and effectively managing long term conditions
- An increase in and accessibility to fast food outlets is contributing to poor diet and loss of basic cooking skills



... Continued.

Adult Obesity: (*Health Survey for England 2010-2012*)

One out of **four** men is obese (24.7%)

One out of **four** women is obese (25.7%)



Prevalence by income (*Health Survey for England 2007-2011*)

- **Men** in the **2nd** lowest quintile have higher rates of obesity compared to men in the highest quintile by 4.3%.
- **Women** in the **1st & 2nd** lowest quintile have higher rates of obesity compared to women in the highest quintile by 11.8%.

... Continued.

The cost to the NHS of diet and overweight / obesity related diseases amounts to almost £11 billion



Prevalence of obesity among children (*National Child Measurement Programme 2012/13*):

- Around **one** in **ten** children in Reception (4-5 yrs) is obese (boys 9.7%, girls 8.8%)
- Around **one** in **five** children in Year 6 (10-11 yrs) is obese (boys 20.4%, girls 17.4%)
- Number of children regularly missing breakfast is increasing: **more than a-tenth** of 0 to 10 year olds and **almost one-fifth** of 11 to 16 year olds (*Defeyter MA et al., 2010*)
- 7 tonnes of food and drink is thrown away by UK households each year
- Lancashire has food deserts where access to fresh and affordable food is limited



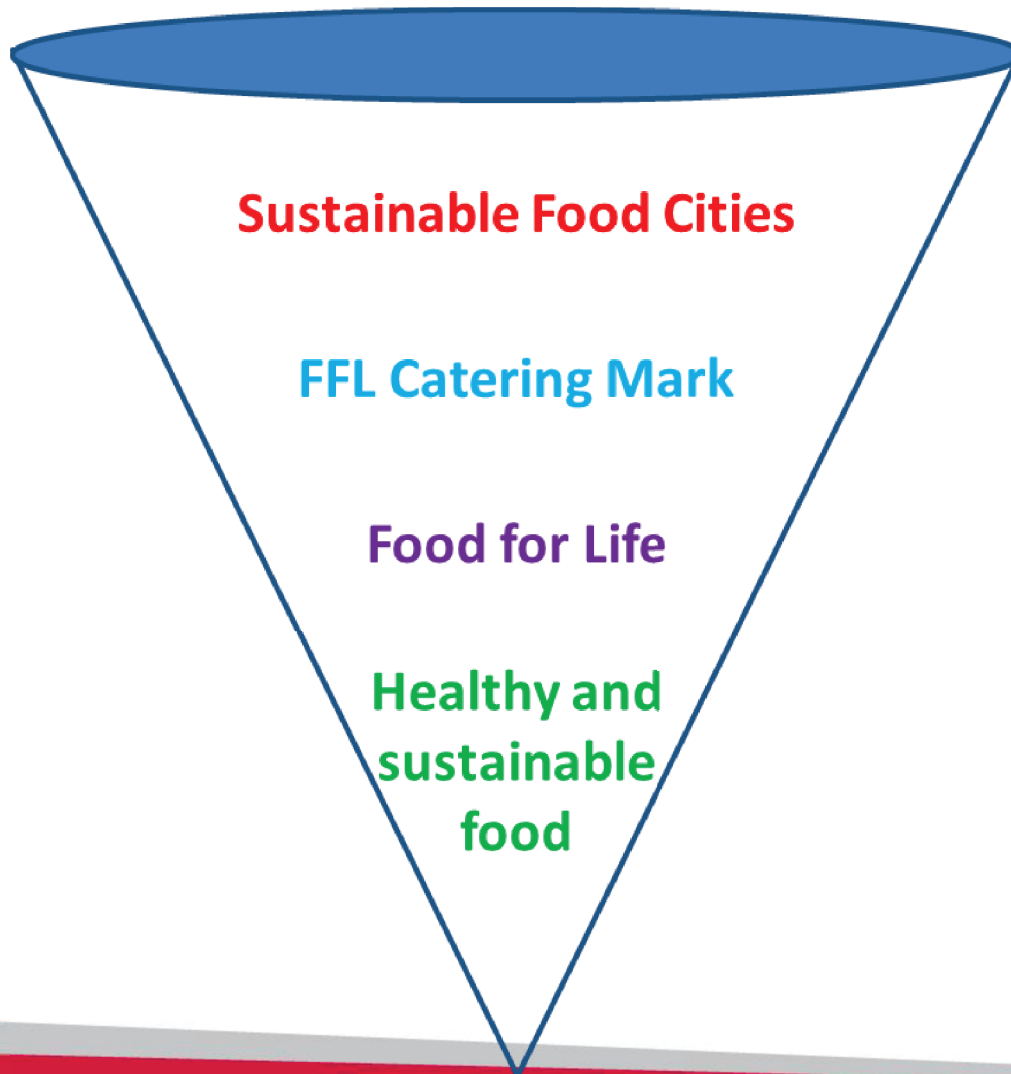
Sustainable Food Journey so far

- Sustainable food cities is a holistic approach to accommodate the multiple and complex issues emerging from relationship with food and health & wellbeing
- Opportunities to put food at the heart of local policy developments
- Sustainable Food conference held in partnership with UCLan in June 2013 to gauge districts uptake on sustainable food approaches
- Preston, Chorley, Lancaster, Wyre, Fylde, Burnley all committed and involved in some aspects of sustainable food work, which is uncoordinated
- LCC seeking Catering Mark Award as part of new free school meal entitlement (September 2014)

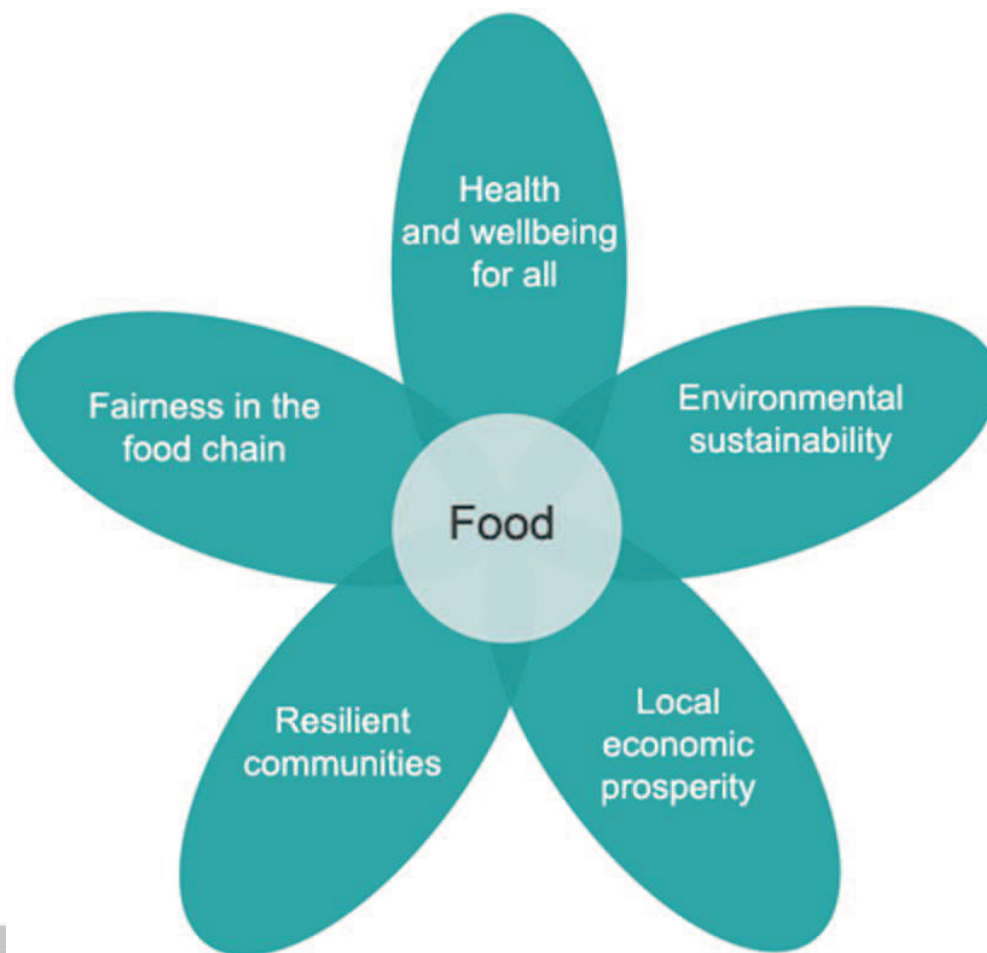
Food Link North West

Kay Johnson

Normalising 'good' food



Food as the vehicle for driving positive change



What is a Sustainable Food City?

Direction of travel not a destination

Process not prescription

Cross-sector collaboration around a joint vision

Working on all aspects of food health and sustainability

With six guiding principles

- 1. Promoting healthy and sustainable food to the public.
- 2. Building community food knowledge, skills, resources and projects.
- 3. Tackling food poverty and increasing access to affordable healthy food.
- 4. Promoting a vibrant and diverse sustainable food economy.
- 5. Transforming catering and food procurement.
- 6. Reducing waste and the ecological footprint of the food system.

Soil Association Food for Life Partnership and the Food for Life Catering Mark



Amanda Donnelly

FFLP National Development Manager-Public Health

The Food for Life Partnership (FFLP)

...is a **complex community initiative** with **multiple outcomes** that **uses food to engage** young people and their families, and nudge them towards the **behaviours that matter** for public health, sustainability and education.



An holistic approach to food

- **Great school food:**
 - Provide fresh, well-sourced and nutritious meals
 - Minimum 75% unprocessed and all meat from assured farms
 - Improve overall lunchtime experience
- **Education**
 - Practical cooking and growing
 - Farm visits
 - Pupil voice
- **Extending reach**
 - Engaging parents
 - Sharing with the local community



Expert partners



Sustainable Food Cities

- Alliance of public, private and third sector organisations that believe in the power of food as a vehicle for driving positive change and that are committed to promoting sustainable food for the benefit of people and the planet.
- £1 million from the Esmée Fairbairn Foundation to promote Sustainable Food Cities across the UK.
- SFC is managed and delivered by three partner organisations: Soil Association, Sustain: the alliance for better food and farming and Food Matters.



Food for Life Catering Mark

- Rigorous, independent catering industry standard
- A step by step award scheme that provides a framework to source good quality food:
 - Freshly prepared, using seasonal, local and organic ingredients where possible
 - Free from undesirable additives and GM ingredients
 - Meat produced to British welfare and quality requirements
- Accredited meals served in 5,146 schools through the UK
- Over 700,000 Catering Mark school meals per day



The next step into new settings

Hospitals

with the cost of diet and overweight/obesity related disease to the NHS at almost £11 billion, hospitals should lead by example and promote a positive food culture



Care homes

many older people in residential care homes are not supported to meet their nutritional needs



Universities

developing a healthy food culture for life in and beyond further education

Early years

early years award is in development

Workplaces

food as a key part of workplace wellbeing

FFLP schools...

4,700 enrolled in England

93 enrolled in Lancashire

7 Lancashire schools with the FFLP Bronze Award

Lancashire school meals service working towards the Food for Life Catering Mark



Evaluating impact

- 3-year programme evaluation by the University of the West of England (UWE) and Cardiff University
- Supporting studies by New Economics Foundation (NEF), National Foundation for Educational Research (NFER) and Centre for Research in Education and the Environment (CREE)



University of the
West of England



The impact

45%

of parents report eating more vegetables as a result of the Food for Life Partnership programme.

The number of children eating five or more portions of fruit and veg increased by

28%

in Food for Life Partnership Primary Schools



For every £1 invested in Food for Life menus, the social, economic and environmental return on investment for the local authority is

£3



twice

as many primary schools received an Outstanding Ofsted rating after working with the Food for Life Partnership.

Free school meal take-up increased by an average of

13%

 points in Food for Life Partnership Schools

Fruit and veg

Fruit and veg intake

An increase in the number of primary school-age children reporting eating:

- 5 pieces of fruit and veg a day went up 5% points to 21%
- 4 pieces of fruit and veg a day went up 12% points to 49%

Significant positive associations between pupil participation in cooking, growing, farm visits and these reported increases.



Social Return On Investment

- **NEF:** for every £1 invested in FFLP menus, there is a return of over £3 in value to the local economy and society.
- Most of this value lies in local economic opportunities around supplying local, seasonal food, and resulting employment.



What the schools say

“Being part of the Food for Life Partnership is the best initiative that we as a school have undertaken in the last 10 years. It isn’t about ticking boxes, it’s about hands on experiences for the children which will stay with them for life.”

Page 62

“It gives the children skills which have disappeared over the last generation and prepares them for their future.”

- Penny Wetton, Headteacher
Helpringham Primary, Lincolnshire



Commissioned local FFLP programmes

FFLP projects have been commissioned in 11 local areas across England since the start of 2012

Lincolnshire, Calderdale,
Devon, B&NES, Warwickshire,
Kirklees, Cornwall, Derbyshire,
Cambridgeshire,
Leicestershire, Rutland



Thank you!



Amanda Donnelly
Food for Life Partnership
adonnelly@soilassociation.org