

Lancashire County Council

Pendle Three Tier Forum

Monday, 8th December, 2014 at 6.30 pm in Nelson Town Hall

Agenda

No. Item

- 1. Questions from members of the public (limited to 15 minutes)** (Pages 1 - 2)

A copy of the agreed Protocol in relation to public participation at meetings of the Forum is attached for information.
- 2. Apologies**
- 3. Note of the meeting held on 16 September 2014** (Pages 3 - 8)
- 4. Action sheet update from last meeting** (Pages 9 - 10)
- 5. 2014/15 Quarter 2 Environment Directorate Performance Dashboard** (Pages 11 - 12)

The attached Dashboard details the performance of the Environment Directorate between July and September 2014 in relation to the delivery of the approved Pendle Commissioning Plan for 2014/15.
- 6. Environment Directorate Capital Programme 2015/16** (Pages 13 - 24)

A, B & C Roads and Footway Schemes update for consideration.
- 7. Flagged Footways Policy** (Pages 25 - 26)
- 8. Management of Road Works in Pendle**
Oral report.
- 9. Pendle Countryside Access Service Update**
Oral report.
- 10. Transfer of Services and Facilities to Parish and Town Councils** (Pages 27 - 32)

11. Themes for Future Meetings

Any suggestions for themes to be discussed at future meetings should be forwarded to the Chair and Harry Ballantyne, Localities Officer, Environment Directorate, Strategy and Policy, Lancashire County Council, Mobile 07717 423903 harry.ballantyne@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.

13. Date of Next Meeting

The next scheduled meeting of the Forum will be held at 6.30pm on Monday 18 May 2015 at a venue to be decided at this meeting.

I Young
County Secretary and Solicitor

County Hall
Preston

Agenda Item 1

Protocol for Public Speaking at the Pendle 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.

On 9 December, 2013 the Forum agreed that members of the public would be allowed to speak for 15 minutes at the beginning of the meeting and on every item, to be managed by the Chair at his/her discretion.

Public speaking must be on matters which are the functions of the County, District or Parish Council.

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

Pendle Three Tier Forum

Note of the Meeting held on Tuesday, 16th September, 2014 at 6.30 pm in Colne Town Hall, Albert Road, Colne

Present:

Chair

County Councillor David Whipp

Forum Members

County Councillor Dorothy Lord
County Councillor Christian Wakeford
County Councillor Paul White
Councillor Tommy Cooney
Councillor Ken Hartley
Councillor Graham Roach
Councillor Richard Smith

The following officers were also in attendance:

H Ballantyne, Localities Officer, Lancashire County Council
C Mather, Democratic Services, Lancashire County Council
P Mousdale, Pendle Borough Council

1. Appointment of Chair

County Councillor David Whipp was appointed chair of the Forum for the ensuing year.

2. Appointment of Deputy Chair

Councillor Tommy Cooney was appointed deputy chair of the Forum for the ensuing year.

3. Questions from members of the public (limited to 15 minutes)

None.

4. Apologies

Apologies for absence were received from Councillors T Beckett and A Mahmood.

5. Membership and Terms of Reference

The Forum's membership and terms of reference were noted.

6. Note of the meeting held on 7 April 2014

The note of the meeting held on 1 April 2014 was presented and agreed.

7. Action sheet update from last meeting

Members received and noted an update on the action taken in response to issues raised at the previous meeting.

The followings were raised at the meeting:

It was noted that officers were still investigating members' concerns about the delay in responding to complaints about potholes and other issues relating to repair works. It was hoped that a further report would be presented to the next meeting of the Forum.

Concerns were expressed about the census which had been carried out on the A56 and on adjacent backgrounds around Earby this morning. Members and local employers had not received any notification about the census and it was felt that the census had resulted in many people arriving late for work. It was agreed that the County Council should be asked to give advance publicity of any plans to undertake a census so people could allow for possible delays in their journey time.

It was noted that the proposed works on Birtwistle Avenue was about to commence.

It was reported that Pendle Borough Council had considered the campaign for the introduction of a minimum unit price for alcohol for Lancashire. The Council felt that this should be pursued via national legislation rather than a local by-law.

8. 2014/15 Quarter 1 Environment Directorate Performance Dashboard

The Environment Directorate's 'dashboard' performance for the first quarter of 2014/15 was presented:

The following comments were made:

- 8 out of 9 capital schemes had been completed.
- The road and street maintenance section now included highway defects identified by highways safety inspections and those reported by the public. (8% of the defects reported between April and May had been repaired within 20 working days.
- It was reported that work on a number of bridges on or over the M65 was on schedule to be completed in 3 weeks. Some work on over bridges would still need to be undertaken but this would not affect traffic on the motorway.
- Concerns were again expressed about councillors not being kept informed of delays to highway works. It was agreed that the County Council should be asked to take steps to improve communications with councillors.
- Officers agreed to circulate a briefing note about the recent flooding incident in Barnoldswick including the County Council's role and response in dealing with such incidents.

9. Developing the Three Tier Forums - feedback on the review

It was reported that a review of the Three Tier Forums had been completed and that the County Council's Cabinet in May 2014 had agreed to develop two different test models in

Lancaster and Chorley. The Lancaster model involved some devolved decision making powers and the Chorley model involved the participation of all 22 of its parish councils. It was also reported that 9 of the 12 Forums were now open to the public.

10. Events on the Highway, Policy and Procedures for Highway Management

The Forum considered a draft protocol and outline for the management of road closures for events, parades and other activities that affect the highway.

Members were informed that the protocol had been produced in response to Lancashire Constabulary's adoption of national guidance issued by the Association of Chief Police Officers. The Constabulary's decision meant that the police would not undertake any traffic management for an event on the highway other than those events that were deemed to be of national importance e.g. a Remembrance Day parade.

The Forum agreed that there needed to be a clear separation and understanding of the roles and responsibilities of the county and borough councils.

The Forum's attention was drawn to the proposed accredited training programme for marshalls that would allow county and district employees to be empowered to control traffic when required to do so.

It was noted that the County Council could supply road closure signs and barriers to assist events on the highway.

A member believed that the police would continue to have a presence at events on the highway until March 2015. Whilst the protocol appeared to be a way forward, it was agreed that the Constabulary should be urged to reconsider its decision and to provide support beyond March 2015.

11. Tour de France Review

The Forum was informed that the Tour de France had gone well and the effect on the highway had been minimal.

Officers were asked to explore the possibility of Lancashire hosting part of next year's tour of Britain race.

12. Lancashire Growth Deal

A report was presented on the Lancashire Growth deal. Members felt that the Growth Deal would not result in any great benefit to Pendle and that was extremely disappointing.

13. Arrangements for the delivery of the countryside access service in Pendle

A member of the public, as well as several members of the Forum expressed concern that the County Council proposed to end its public rights of way agency agreement with the Borough Council on 31 March 2015.

Whilst it was recognised that the County Council had to make significant budget reductions, members felt that the withdrawal of the agency agreement would have a significant and detrimental effect on the high standard of public rights of way in Pendle. It was also felt that any deterioration in the quality of the public rights of way network would have an adverse effect on tourism across the borough.

The Forum agreed that that the County Council should be strongly urged to review its decision to withdraw the public rights of way service level agreement and to take whatever steps it can to ensure that the current high standards across the network are maintained.

14. Transport Asset Management Plan (TAMP)

The Forum considered the County Council's approved Transport Asset Management Plan (TAMP) and investment strategy which identified key strategic priorities for the highway authority during the period 2015-2030.

The TAMP represented a fundamental change in approach with the authority moving away from tackling what was perceived as the worst areas first towards one aligned to the Department for Transport's philosophy that, 'prevention is better than cure' with resources being used to reduce key maintenance backlogs through preventative methods.

It was reported that analysis indicated the County Council required approximately £35m per annum to maintain all of its transport assets at their 2013 levels. However, the direct allocation likely to be received from central government, via the Department for Transport would only be £25m per annum and so the resulting shortfall provided a real challenge to do more, or even the same, with less.

Preventative intervention works, involving treatments that were generally carried out at an earlier critical stage in an asset's life-cycle and are usually less expensive and less intrusive, were proposed to reduce maintenance backlogs. Key maintenance backlogs would be reduced over a ten to fifteen year period which would mean that the level of available funding broadly matched the amount needed to maintain all assets.

It was noted that a phased approach, based on the county council's priorities and affordability, would be adopted in relation to works and that investment in A, B and C roads and the footway network would be prioritised. The Forum was informed that the county's bridge structures were in excellent condition and it was noted investment in the bridge stock would happen in phase 3 (2026-2030). This would allow money that would normally have been spent on bridge works to be diverted to proposed highways works planned in phases 1 and 2.

Members were assured that notwithstanding the new approach any roads that became unsafe would continue to be repaired immediately.

Members welcomed the TAMP including the brief summary of the condition of each asset group covered by the TAMP. Reference was made to the summary of A, B and C Roads (TAMP, page 26) and officers were asked to provide comparative information from 2009.

It was noted that any suggestions for the replacement of crossings should be made to the Public Realm Manager for assessment and prioritisation.

Members discussed the need for proper 'long lasting' pot hole repairs to be undertaken. It was felt that many repairs were often a quick fix which deteriorated very soon afterwards.

It was noted that the Pendle patching programme would commence in January 2015. Members expressed concerns that the works had been scheduled for the winter months when adverse weather conditions were likely. It was felt that the timetable of works should have had a greater regard to climatic conditions around the county and members agreed that the County Council should be requested to defer the proposed works until later in the year.

15. Proposed new recycling facility for Colne and Nelson

It was reported that the County Council was looking at various options and potential sites for the provision of a new recycling for Colne and Nelson. It was noted that the former site had been ruled out.

It was suggested that the County Council might wish to consider the feasibility of using the United Utilities, Colne site that was about to close.

16. Themes for Future Meetings

Members of the Forum were asked to submit items for the next Pendle 3 Tier forum to the Chair and Harry Ballantyne, Localities Officer, Environment Directorate, Strategy and Policy, Lancashire County Council, Mobile 07717 423903
harry.ballantyne@lancashire.gov.uk

17. Urgent Business

None.

18. Future meetings

It was noted the next scheduled meeting would be held on Monday 8 December 2014 at 6.30pm at Nelson Town Hall.

I Young
County Secretary and Solicitor

County Hall
Preston

Pendle Three Tier Forum: Action Sheet

Meeting Date: 16/09/2014

Action	Lead Officer	Lead Officer Comments (Including Action Taken)
Officers agreed to circulate a briefing note about the recent flooding incident in Barnoldswick including the County Council's role and response in dealing with such incidents.	Harry Ballantyne	The briefing note was circulated on 18 th September.
Arrangements for the delivery of the countryside access service in Pendle. The Forum agreed that that the County Council should be strongly urged to review its decision to withdraw the public rights of way service level agreement and to take whatever steps it can to ensure that the current high standards across the network are maintained.	Mike Kirby Andrew Mullaney	The comments and observations from the 3TF have been passed to Mike Kirby and Andrew Mullaney for consideration by the Cabinet Member.
It was noted that the Pendle patching programme would commence in January 2015. Members expressed concerns that the works had been scheduled for the winter months when adverse weather conditions were likely. It was felt that the timetable of works should have had a greater regard to climatic conditions around the county and members agreed that the County Council should be requested to defer the proposed works until later in the year.	Duncan Reeve	A response is being prepared and will be circulated as soon as possible to members of the 3TF.
It was suggested that the County Council might wish to consider the feasibility of using the United Utilities, Colne site that was about to close.	Steve Scott	The suggested site has been forwarded to the Waste section for consideration as a potential site.

Actions raised by Parish & Town Councils which have been deal with outside of the meeting

Action	Lead Officer	Lead Officer Comments (Including Action Taken)
None were received before, during or after the meeting.		

Summary: Environment Directorate progress against delivery of the Commissioning Plan for Pendle in the second quarter of 2014/15

Assistant Director of Commissioning: Joanne Reed

✉: joanne.reed@lancashire.gov.uk

☎: 01772 530897

🟢 = Progress as expected
🟡 = Progress not as expected
🔴 = Issues identified
⚪ = Information

CAPITAL PROGRAMME UPDATE

18 out of **19** capital schemes, due for delivery in quarter 2, have either been completed or are progressing as planned, and are detailed below. For the details of the remaining schemes, please see the 'Progress not as expected' section.

PROGRESS AS EXPECTED

2014/15 Capital schemes programmed for delivery in quarter 2

A, B and C Roads

- **Surface dressing works have been carried out in the following locations:**
 - Lancashire Moor Road from Keighley Road to the boundary (Pendle East)
 - Skipton Road from Green Fell Cottage to West Cliff (Pendle Central)
- **Junction 12 at the M65 Roundabout (Brierfield and Nelson North)** – carriageway resurfacing works have been completed in the area.

Urban Unclassified

- **Surface dressing works have been carried out in the following locations:**
 - Chapel House Road from Beaufort Street to Bracewell Street (Nelson South)
 - Avon Drive from Coates Avenue to the end (West Craven)
 - Beaufort Street from Hibson Road to Waidhouse Road (Nelson South)
 - Percy Street from Hibson Road to Chapel House Road (Nelson South)
 - St Marys Avenue from Coates Avenue to Ben Lane (West Craven)
 - Fenton Avenue from Kirkstall Drive to St Marys Avenue (West Craven)

Rural Unclassified

- **Surface dressing works have been carried out in the following locations:**
 - Brogden Lane from Gisburn Road to Stocks Lane (West Craven)
 - Wheatley Lane Road from Noggarth Road to house number 386 (Pendle West)
 - Back Lane from Delves Lane to Sheffield Lane (Pendle Central)

Traffic Signals

- **Albert Road/Lord Street (Pendle Central)** – this area has been investigated and works to refurbish the traffic signal equipment has been programmed for quarter 3 2014/15

Capital schemes carried over from previous quarters for delivery in quarter 2 2014/15

A, B and C Roads

- **Clitheroe Road from the level crossing to the M65 bridge (Brierfield and Nelson North)** – carriageway resurfacing works have been completed in the area.

Flood Risk Management and Drainage

- **20 The Meadows, Colne (Pendle Central)** – drainage system repair works have been completed in the area.
- **Woodend Bungalow, Salterforth (West Craven)** – flood mitigation works have been completed on site which will reduce flood risk to the properties.

Road Safety

- **Kelbrook Road, Barnoldswick (West Craven)** – works to provide two toucan crossings in the area have been completed.

Progress update on previously delayed schemes which are now progressing as planned

Road Safety

- **New Scotland Road, Nelson (Brierfield and Nelson North)** – designs for the scheme have been completed and works to convert a footway into a cycle path have been programmed for quarter 3 2014/15. This has been programmed to coincide with maintenance works taking place in the area to ensure minimum disruption is caused.

PROGRESS NOT AS EXPECTED

Capital schemes carried over from previous quarters for deliver in quarter 2 2014/15 which are have been delayed

Flood Risk Management and Drainage

- **Gaylands Lane, Earby (West Craven)** – flood mitigation investigations are currently on hold as the scope of works is being finalised. The progress of this scheme will be reviewed at the end of quarter 3 2014/15 once the full extent of the work has been scoped out.

SERVICE UPDATE

Trading Standards

Door Step Crime - A Pendle trader pleaded guilty to not providing cancellation rights to an 86 year old customer after entering into a contract for gutter clearing and roof repairs. The customer was very vulnerable and had very poor recollection of what had been agreed, and as such had to be video interviewed under specially controlled "Achieving Best Evidence" conditions. He had clearly been taken advantage of, and a successful prosecution in such circumstances sends out an important message to rogue traders who deliberately target consumers which they consider would be unable to provide evidence against them in court. The trader received a conditional discharge for 12 months resulting in a criminal record and if they were to re-offend the trader would be sentenced for the new offence and any previous offences.

Hajj Project – Hajj pilgrimage took place between 1 and 7 October 2014. Trading Standards are aware that some travellers pay money to operators, who then fail to deliver on bookings, or travel and accommodation arrangements. Therefore this year Trading Standards worked with councillors, the community, the police and reputable businesses to ensure that those undertaking Hajj have access to information to help them make the best choices, and avoid the pitfalls and problems we have previously seen. Advisory leaflets and posters were produced and distributed to shops and mosques around Pendle, articles were placed in relevant publications, and several press releases were issued. Publicity included radio interviews (including the Breakfast Slot on Radio Lancashire), and a TV appearance by a Trading Standards Manager on the TV programme 'Look North West'.

A survey by Trading Standards found that just 6 of the 22 online and high street travel agencies offering pilgrimage packages to Lancashire residents were compliant with travel regulations. Two websites were taking deposits while advertising bogus addresses, while some online agencies provided no contact details other than a mobile number and first name. Issues found included travel providers with no protection for payments; not giving essential information such as flight, itinerary and hotel details in writing; and not providing the full contact details. In some cases pilgrimages were sold through a network of people, with no information as to who would take ultimate liability for problems. Some agents also appeared unaware of the necessity to inform travelers of health requirements for entry to Saudi Arabia. A press release, twitter feeds and facebook postings, together with a number of media interviews were undertaken to raise awareness of consumers in the run up to Hajj regarding potential problems with Hajj package suppliers. Businesses concerned were advised and follow up checks will be made with businesses who fail to comply following this, and they will be considered for prosecution if they continue to trade in this manner.

Road and Street Maintenance

2014/15	Apr	May	Jun	Jul	Aug	14/15 Overall (Apr - Aug)	14/15 Target
Pendle							
Monthly % of potholes filled within 20 days	96%	100%	100%	100%	100%	99%	90%
Cumulative % of potholes filled within 20 days	98%	99%	99%	99%	99%	Found 1960 Fixed 1932	90%
Lancashire							
Cumulative % of potholes filled within 20 days	94%	95%	98%	99%	99%	97% Found 31728 Fixed 30670	90%

Between April and August 2014/15, a total of 1,960 highway defects were identified by regular Highway Safety Inspections (HSI) or reported by the public in Pendle. 1,932 (99%) of these defects were repaired within 20 working days. 100% of defects have been repaired within 20 working days throughout May, June, July and August.

M65 Bridge Barrier Replacement

In quarter 2 2014/15, a scheme started between junctions 10 and 12 of the M65 motorway to replace some sub-standard fixings to the safety fences along the edge of some bridges on this stretch. These works are required because when the bridges were first constructed the fixings incorporated a rubber element which, over time deteriorates, and could potentially loosen the safety fence that prevents errant vehicles falling off the edge of the bridge. Work is progressing well, and is scheduled to be completed during quarter 3 2014/15 as planned.

Environment and Community Projects

Funding Workshop - Following a request from the Pendle Borough Council Parks Department and their Parks Forum, LCC ran a morning workshop. The workshop for the 'Friends of Parks' groups and voluntary groups involved in Local Nature Reserves, demonstrated and advised on how to apply for external funding. This included advice on researching what grant funding is available, and identifying what funders are looking for in projects. The event was attended by 15 people from groups around Pendle, and should enable them to apply for funding with minimal support from LCC.

Marsden Community Primary School - Improvement works to the playground at Marsden Community Primary School in Nelson were completed in September 2014. The project has created new seating, play facilities and growing beds, and has provided opportunities for outdoor learning. The design is based on a pirate theme and includes a blue 'river', a play ship and 'look out' areas for the pupils to use and explore. The improvements have been designed by a company called Newground, and the main funders of the project are the school and the National Lottery through an "Award for All" grant. LCC commissioned and contributed towards the design of the scheme.

Environment Directorate Capital Programme 2015-16
A, B & C Roads and Footway schemes for consideration
- Pendle

The current position for the 2015/16 capital programme

The Environment Directorate is currently preparing its capital programme for 2015/16; however the final allocation of the total amount of funding for 2015/16 will not be announced by central government until the New Year. Therefore it is not currently possible to present members with a full list of schemes planned for delivery in 2015/16 as yet. In anticipation of this, the directorate is currently preparing a draft list of schemes that will be finalised when the full allocation of funding is confirmed; this information will be shared with members before the start of the new financial year.

Members will recall from the last meeting of the 3 Tier Forum that the county council has adopted a Transport Asset Management Plan (TAMP), which sets out priorities for funding over a 15 year period. The directorate is currently preparing draft lists of schemes in line with the principles set out in the TAMP.

For the 2015/16 financial year the TAMP prioritises the ABC and footway networks. With that in mind, the directorate has prepared a draft list of schemes for ABC roads and footways. These will be funded and delivered in 2015/16, unless in the very unlikely event the final settlement is much less than anticipated.

The draft lists of ABC road and footway schemes are overleaf for your information, they are based on the 'long lists' of countywide schemes we currently have.

2015/16 A, B and C Road Schemes

The schemes planned for delivery in your district next year are highlighted in grey within the first table (in which the schemes are prioritised by the TAMP). The district's schemes are then summarised for you in the second table below.

The TAMP supports a preventative approach to maintenance and recommends the use of surface dressing to prolong the life of the asset. Many of the ABC schemes on the list have been identified for surface dressing in 2015/16. These roads have been pre patched in 2014/15 in preparation for surface dressing, and will be inspected shortly before the start of the surface dressing programme to ensure the sites remain suitable for the treatment. In addition the list includes a number of sites which require more significant and costly treatments, such as resurfacing, due to deterioration of the road surface beyond a condition which will allow surface dressing. These schemes will be addressing the parts of the network in the poorest condition.

The schemes are shown in priority ranking which will allow us to reduce the scheme list accordingly from the bottom depending on the amount of funding received.

2015/16 Footway Schemes

The list of footways schemes on page 11 is a list of those footway sites which are a priority in your district in 2015/16. They form the second year of a three year programme intended to significantly reduce the numbers of safety defects in the footway network. Further condition information relating to the footway network will be gathered by video survey over the next six months, and this information will form the basis of future programmes.

In anticipation of this survey information, the proposed footway programme has been developed on a district by district basis. Firstly, by assigning a condition rating for the road, using a 1 – 6 condition rating framework, and then by the local technical engineers using their local knowledge and experience to determine the priority of those classed as 6 (poorest condition requiring extensive major work). The engineers have also considered the schemes based on the number of reported defects, the number of enquiries they have had to deal with on a particular section of the network, and also taking into account input from members.

Countywide A, B & C Road schemes as prioritised by the TAMP

Ranking	District	Project Name	Project description	Location of Scheme	Total Cost
1	West Lancashire	A5209 Parbold Hill/Crow Orchard Road	Surface Dressing and significant patching	Lancaster Lane to Moss Lane	£62,832
1	Ribble Valley	A59 Longsite Road	Surface Dressing	Ribchester Road to New resurfacing at A666 roundabout	£101,473
1	Chorley	A673 Bolton Road, Anderton	Surface Dressing	Scholes Bank to 675m West	£17,537
1	Lancaster	Anyon Lane	Surface Dressing (Pre-patch)	C447 Hollins Lane to Chipping Lane	£32,477
1	Chorley	Back Lane	Surface Dressing	Flag Lane - South Road	£17,988
1	Wyre	Back Lane	Surface Dressing	Grange Lane - Park Lane	£25,925
1	Rossendale	Bacup Road	Surface Dressing (Pre-patch)	Burnley Road East to Booth Road	£71,040
1	Preston	Barton Lane	Surface Dressing (Pre-patch)	Jepps Lane to Langley Lane	£32,696
1	South Ribble	Bee Lane	Surface Dressing	Leyland Road - Lords Lane	£6,250
1	Fylde	Beech Road	Surface Dressing (Pre-patch)	From B5269 Thistleton Road to C309 High Street	£13,199
1	Burnley	Belvedere Road	Surface Dressing (Pre-patch)	Yorkshire Street to Eastern Avenue	£61,109
1	West Lancashire	Ben Lane	Surface Dressing (Pre-patch)	Coach Road Slack House	£7,197
1	Hyndburn	Blackburn Road	Surface Dressing (Pre-patch)	Dunkenhalgh Way to Whalley Road	£28,388
1	Preston	Blackpool Road	Prepatch and Surface Dress	Tulketh Brow to Pedders Lane	£20,233
1	Pendle	Bleara Road	Surface Dressing (Pre-patch)	U40006 Chapel Street to boundary	£56,276
1	Wyre	Bleasdale Lane	Surface Dressing	Gonder Lane - Delph Lane	£27,313
1	Lancaster	Borwick Road	Surface Dressing (Pre-patch)	B6254 Kirby Lonsdale Road to junction with Melling road	£73,566
1	Rossendale	Bury Road/Burnley Road	Surface Dressing (Pre-patch)	LC 27 to East Street	£28,693
1	Wyre	Butt Hill Lane	Surface Dressing (Pre-patch)	Smithy Lane to Butt Hill	£29,930
1	South Ribble	C256 Leyland Lane	Patch and surface dress	Dunkirk Lane to Junction with Golden Hill Lane	£25,076
1	Wyre	C400 Bull park lane/Whin Lane	Surface Dressing	A588 Shard Road to C403 Chapel Lane	£87,351
1	Lancaster	C470 Regent Road	Prepatch and Surface dress	Westcliffe to Marine Road West	£27,153
1	Ribble Valley	C553 Sabden Rd/Padiham Rd Simonstone/ Sabden	surface Dress	Simonstone Road to Whins Lane	£53,908
1	Burnley	C650 Manchester Road	Surface Dressing (Pre-patch)	Green Lane to A56	£100,881
1	Pendle	C658 Halifax Rd	Surface Dressing	Chapel House Road U20123 to Boundary	£44,572

Ranking	District	Project Name	Project description	Location of Scheme	Total Cost
1	West Lancashire	Chorley Road	Surface Dressing (Pre-patch)	Robin Lane to Bentley Lane	£44,525
1	Rossendale	Church Street/High Street/Hud Rake	Surface Dressing (Pre-patch)	Regent Street to Blackburn Road, Haslingden	£22,286
1	Ribble Valley	Clitheroe Bypass	Surface Dressing (Pre-patch)	Sawley Road to Sawley Old Road	£77,093
1	South Ribble	Cocker Lane	Surface Dressing	Birchwood - Adoption Point	£2,280
1	Burnley	Cog Lane	Surface Dressing (Pre-patch)	Accrington Road to Rossendale Road	£44,280
1	South Ribble	Croston Road	Surface Dressing	Watkin Lane to Church Lane (miss middle section)	£23,654
1	Burnley	Crown Point Road	Surface Dressing (Pre-patch)	Manchester Road to Second Cattle Grid	£55,432
1	Chorley	Dawbers Lane	Surface Dressing (Pre-patch)	A49 to Lydiate Lane	£66,283
1	South Ribble	Dawson Lane	Surface Dressing (Pre-patch)	Junction of Wigan Road to Boundary except from roundabout to Central Avenue	£20,132
1	Fylde	Division Lane	Surface Dressing	Midgeland Road - Northhouses Lane	£4,564
1	Fylde	Division Lane	Surface Dressing	590m West - Queensway	£10,925
1	Fylde	Division Lane	Surface Dressing	Midgeland Road for 590m West	£8,980
1	Wyre	Ducketts Lane	Surface Dressing (Pre-patch)	New Lane to Bilsborrow Lane	£48,647
1	Wyre	Eidisforth Lane	Surface Dressing	Delph Lane - Burns Farm	£14,850
1	Chorley	Euxton Lane	Surface Dressing (Pre-patch)	Hospital Traffic Lights to Westway Roundabout	£30,803
1	Chorley	Eyes Lane	Surface Dressing	Back Lane - River Douglas	£18,270
1	Ribble Valley	Fell Road	Surface Dressing (Pre-patch)	Waddington Fell Quarry to Back Lane North West	£74,738
1	Preston	Garstang Road	Surface Dressing (Pre-patch)	From outside 218 to Lightfoot Lane	£79,384
1	Wyre	Garstang Road	Surface Dressing (Pre-patch)	Boundary to Joe Lane	£94,299
1	West Lancashire	Gorsuch Lane/Delph Lane/Mairscough Lane	Surface Dressing (Pre-patch)	A570 to Sefton boundary	£173,578
1	Preston	Haighton Green Lane	Surface Dressing (Pre-patch)	Brabiner lane to Eastway	£79,195
1	Fylde	High Street	Surface Dressing (Pre-patch)	Thistleton Road to entrance to Ash Road	£48,260
1	Wyre	Higher Lane	Surface Dressing	Keepers Lane - Brewers Lane	£8,750
1	Wyre	Higher Lane	Surface Dressing	Eidisforth Lane - Brewers Lane	£11,075
1	Wyre	Highgate Lane	Surface Dressing	Staynall Lane - Grange Lane	£12,890

Ranking	District	Project Name	Project description	Location of Scheme	Total Cost
1	Rossendale	Holcombe Road	Surface Dressing	Station Road to Grane Road	£54,299
1	Wyre	Hollins Lane	Surface Dressing (Pre-patch)	Lancaster Boundary to A6 Lancaster Road	£45,768
1	West Lancashire	Hunters Lane	Surface Dressing	Blackgate Lane - Legh Lane	£11,775
1	Wyre	Keepers Lane	Surface Dressing	Delph Lane - Higher Lane	£17,375
1	Pendle	Keighley Road	Surface Dressing (Pre-patch)	A56 Skipton Rd to A6068 Byron Road	£28,340
1	Pendle	Keighley Road	Surface Dressing (Pre-patch)	B6250 Cotton Tree Lane to X2791 Spring Grove	£42,786
1	Lancaster	Kirby Lonsdale Road	Surface Dressing (Pre-patch)	Rabbit Lane to Main Street	£135,216
1	Ribble Valley	Knowles Brow	Surface Dressing (Pre-patch)	Whalley Road to Birdy Brow	£68,725
1	Chorley	Leyland Lane	Surface Dressing (Pre-patch)	South Ribble Boundary to A581	£32,315
1	South Ribble	Leyland Lane	Surface Dressing (Pre-patch)	Boundary to Schleswig Way Roundabout	£29,276
1	Wyre	Longhouses Lane	Surface Dressing	Delph Lane - End	£8,750
1	Preston	Longridge Road	Surface Dressing (Pre-patch)	Roundabout at Bluebell Way B6242 to Ribblesdale Drive U12319	£77,063
1	Fylde	Lytham Road	Surface Dressing (Pre-patch)	Approximately 250m west of Lodge Lane	£71,839
1	Hyndburn	Manchester Road	Surface Dressing (Pre-patch)	Boundary at Baxenden to Grange Lane	£79,288
1	Rossendale	Manchester Road	Surface Dressing (Pre-patch)	Regent Street to Tesco Roundabouts	£58,451
1	Lancaster	Marine Road East	Surface Dressing (Pre-patch)	Lord Street to Broadway	£37,019
1	South Ribble	Marsh Lane	Surface Dressing	Greystones to End	£4,250
1	West Lancashire	Meadow Lane	Surface Dressing	Bleak Lane - Prescott Bridge	£24,638
1	Lancaster	Melling Road	Surface Dressing (Pre-patch)	Holly Bank to U49044 Vicar Lane	£13,442
1	Ribble Valley	Mitton Road	Surface Dressing (Pre-patch)	Clitheroe Road to Birdy Brow	£32,546
1	Burnley	Nelson Road	Surface Dressing (Pre-patch)	Boundary to Burnley Road	£13,210
1	Hyndburn	New Lane	Surface Dressing (Pre-patch)	Haslingden Old Road to Union Road	£40,082
1	Chorley	Odd House Lane	Surface Dressing	Back Lane - End	£1,328
1	West Lancashire	Old Moss Lane	Surface Dressing	School Lane - Sefton Boundary	£63,275
1	South Ribble	Old Pope Lane	Surface Dressing	Full Length	£2,250
1	West Lancashire	Ormskirk Road	Surface Dressing (Pre-patch)	Lathom Road to Scarth Hill Lane	£46,104
1	Wyre	Park Lane	Surface Dressing (Pre-patch)	Snapewood Bridge to Ratcliffe Wharfe Lane	£64,920

Ranking	District	Project Name	Project description	Location of Scheme	Total Cost
1	Preston	Plungington Road	Surface Dressing (Pre-patch)	Lytham Road to Blackpool Road	£8,456
1	Fylde	Preston New Road	Surface Dressing (Pre-patch)	Freckleton Bypass Roundabout to Clifton Business park	£113,219
1	Fylde	Preston New Road	Surface Dressing (Pre-patch)	where the old HRA is starting to go to	£83,576
1	Hyndburn	Queens Road/Pennyhouse Lane	Surface Dressing (Pre-patch)	Whalley Road to Burnley Road	£18,762
1	Chorley	Railway Road	Surface Dressing	Church Street to Chorley Road	£11,828
1	West Lancashire	Red Cat Lane/Fish Lane/Tarlescough Lane	Surface Dressing (Pre-patch)	A59 to B5246	£120,459
1	Pendle	Red Lane	Surface Dressing (Pre-patch)	U20907 Barnoldswick road to U20850 Langroyd Road	£49,212
1	Chorley	Red Lane	Surface Dressing	Bradley Lane - Alder Hall	£8,338
1	Burnley	Red Lees Road	Surface Dressing (Pre-patch)	Ridge Avenue to Junction of Hill Crest Avenue	£44,080
1	West Lancashire	Renacres Lane	Surface Dressing	New Cut Lane - Heathey Lane	£14,700
1	Ribble Valley	Ribchester Road	Surface Dressing (Pre-patch)	Longsight road A59 to Hollow Head Lane C544/Wilpshire	£54,903
1	Chorley	Ridley Lane	Surface Dressing	Moor Road - River Lostock	£4,750
1	Pendle	Skipton Road	Surface Dressing (Pre-patch)	Gisburn Road B6252 to Boundary	£57,198
1	Chorley	Southport Road	Surface Dressing (Pre-patch)	Southport Road Roundabout to Park Road	£39,678
1	West Lancashire	Southport Road	Surface Dressing (Pre-patch)	Scarisbrick Bridge to Snape Green	£82,149
1	West Lancashire	Square House Lane	Surface Dressing	Full Length	£4,485
1	West Lancashire	Straight Up Lane	Surface Dressing	Wyke Lane - New Lane	£13,710
1	Burnley	The Long Causeway	Surface Dressing (Pre-patch)	Full Length	£113,232
1	South Ribble	Todd Lane North	Surface Dressing (Pre-patch)	Brownedge road to just past Lyndale Avenue	£18,224
1	Rosendale	Todmorden Road	Surface Dressing (Pre-patch)	Todmorden Road	£68,235
1	Chorley	Town Lane	Surface Dressing	Wood Lane - Barmskin Lane	£4,000
1	Ribble Valley	Trough Road	Surface Dressing (Pre-patch)	Dunsop To Sykes Farm	£56,051
1	Lancaster	Tunstall Road	Surface Dressing (Pre-patch)	Greta Bridge to Cant Bridge	£24,141
1	Rosendale	Turnpike	Surface Dressing (Pre-patch)	Church Street/Turnpike. Priory Close to Burnley Road East	£28,458

Ranking	District	Project Name	Project description	Location of Scheme	Total Cost
1	Chorley	Ulmes Walton Lane	Surface Dressing (Pre-patch)	Southport Road to South Ribble Boundary	£62,123
1	Preston	Walker Lane/Bleasdale Lane	Surface Dressing (Pre-patch)	Boundary to Boundary	£26,465
1	Pendle	Walverden Road/Hibson Road	Surface Dressing (Pre-patch)	Bentley Street U20059 to Halifax Rd U19670	£24,166
1	Chorley	Westway	Surface Dressing (Pre-patch)	Euxton Lane Roundabout to Southport road Roundabout	£41,370
1	Hyndburn	Whalley Road	Surface Dressing (Pre-patch)	From Hyndburn Bridge to Boundary	£63,811
1	Hyndburn	Whalley Road	Surface Dressing (Pre-patch)	Queens Road to Sparth Road	£50,341
1	Hyndburn	Whinney Hill Road	Surface Dressing (Pre-patch)	Lower Gate Road for a distance of 1740 metres in a westerly direction.	£16,387
1	Chorley	Whinney Lane	Surface Dressing	Washington Lane - Euxton St	£8,125
1	Fylde	Whitehill Road	Prepatch and Surface Dress	Full Length	£23,252
1	Chorley	Wigan Road	Surface Dressing (Pre-patch)	Runshaw Lane to New Surfacing at the roundabout with Balshaw Lane	£27,325
1	West Lancashire	Woodmoss Lane	Surface Dressing	Various sections No 45 - Wyke Cop Rd	£19,250
1	West Lancashire	Wyke Cop Road	Surface Dressing	Pool Hey Lane - Woodmoss Lane	£9,375
2	Wyre	C386 Queens Terrace	Carriageway Resurfacing	Bold Street to Lower Lighthouse	£130,190
3	South Ribble	C256 Croston Road	Inlay	Farington Road to St Paul's Park	£75,504
4	Fylde	C282 Church Road	Inlay	Seafield Rd to market Square (incl Market Square & Park St, red asphalt area) - conservation area	£142,025
5	Ribble Valley	C571 Birdy Brow	Carriageway Resurfacing	C573 Clitheroe Road to C574 Clitheroe Road	£75,915
6	Lancaster	A589 Middleton Way	Inlay	From Heysham Rd to Old Middleton Rd	£113,873
7	Burnley	A682 Colne Road	Inlay	From Casterton Avenue to Disraeli Street	£100,000
8	Pendle	A56 Leeds Road	Inlay	Reedyford Road to Burnley Road	£139,684
9	Rosendale	A671 Burnley Road	Carriageway Resurfacing	Burnley Road, Bacup	£259,041
10	West Lancashire	C157 Chequer Lane	Carriageway Resurfacing	Ravenhead Way to 103	£77,978
11	Lancaster	A588 Ashton Road	Carriageway Resurfacing	Ashton Road	£147,943
12	Ribble Valley	B6478 Well Terrace	Inlay	Pimlico Road to Chatburn Rd	£45,549

Ranking	District	Project Name	Project description	Location of Scheme	Total Cost
13	Hyndburn	C639 Blackburn Road	Inlay	Willows Lane to A679 Blackburn Road	£281,536
14	Chorley	C197 Runshaw Lane	Inlay	A49 to M6 Bridge	£95,000
15	Ribble Valley	A682 Burnley Road, Gisburn	Carriageway Resurfacing	A59 to Blind Lane	£75,915
16	Preston	B5269 Woodplumpton Lane	Inlay	Garstang Road to Sandygate Lane	£95,674
17	Preston	B5269 Whittingham Lane	Inlay	Between the Methodist Church and the 30mph signs as you are entering the village of Goosnargh from Broughton.	£26,083

2015/16 A, B & C Roads Schemes for Pendle

Ranking	Divison	Project Name	Project Description	Location of Treatment	Estimate
Surface Dressing schemes that were pre patched in 2014/15					
1	Pendle West	C658 Halifax Road	Surface Dressing	Chapel House Road to Boundary	£44,572
1	West Craven	Bleara Road	Surface Dressing (Pre-patch)	Chapel Street to boundary	£56,276
1	Pendle East	Keighley Road	Surface Dressing (Pre-patch)	A56 Skipton Road to A6068 Byron Road	£28,340
1	Pendle East	Keighly Road	Surface Dressing (Pre-patch)	B6250 Cotton Tree Lane to Spring Grove	£42,786
1	Pendle Central	Red Lane	Surface Dressing (Pre-patch)	U20907 Barnoldswick road to Landgroyd Road	£49,212
1	West Craven	Skipton Road	Surface Dressing (Pre-patch)	Gisburn Road to Boundary	£57,198
1	Brierfield And Nelson South	Walverden Road/ Hibson Road	Surface Dressing (Pre-patch)	Bentley Street to Halifax Road	£24,166
Surface Dressing schemes that were pre patched in 2014/15 total:					£302,550
Carriageway Inlay Programme					
8	Brierfield And Nelson North	A56 Leeds Road	Inlay	Reedyford Road to Burnley Road	£139,684
Carriageway Inlay Total:					£139,684
Pre Patching Programme					
Programme of works to be determined					

2015/16 Footway Schemes for Pendle

Ranking	Divison	Project Name	Project Description	Location of Treatment	Estimate
1	Nelson South	Howgill Close	Footway Reconstruction	Kelswick Drive to End	£24,293
2	Brierfield & Nelson North	Stanley Street	Replace flags with bitmac	Halifax Road to Chapel Street	£10,932
3	West Craven	Harrison Street	Replace flags with bitmac	Opposite No. 57 to No. 28	£7,287
4	Pendle East	Keighley Road	Replace flags with bitmac	Spring Row to Kingsley Road	£37,653
5	Brierfield & Nelson North	Bradley Hall Road	Footway Reconstruction	May Street to opposite Priory Street	£12,146
6	Pendle Central	Queen Street	Replace flags with bitmac	Albert Road to Rigby Street	£24,293
7	West Craven	Rainhall Crescent	Footway Reconstruction	Opposite flats	£7,287
8	Nelson South	Hallam Road	Replace flags with bitmac and improve kerbs	In front of Mill	£12,146
9	Brierfield & Nelson North	Albert Street	Resurface	Manchester Road to Every Street	£14,348
10	Brierfield & Nelson North	Moseley Street	Resurface	Manchester Road to Every Street	£12,601
11	Nelson South	Romney Street	Resurface & improve kerbs	Beaufort Street to side of No 84	£3,622
12	Nelson South	Westcliffe Walk	Resurface	Romney Street to Avondale Road	£6,493
13	Brierfield & Nelson North	Taylor Street	Replace flags with bitmac	Hardy Street to Woodville Road	£14,192
14	Brierfield & Nelson North	Castle Street	Replace flags with bitmac	Stanley Street to Beatie Street	£11,506
15	Pendle West	Spenbrook Road	Resurface	Gorrell Close to St Mary's Primary School	£15,974
16	West Craven	Rook Street	Slurry Seal	47 to 71 & 20 to 60	£1,124
17	West Craven	Fountain Street	Take up flags and replace with bitmac	Lower Rook Street to Rainhall Road	£7,001
18	West Craven	Clifford Street	Slurry Seal	Side 1 Myrtle Grove to Rear 62 Rook Street	£626
19	West Craven	Coates Avenue	Slurry Seal	Skipton Road to Rainhall Road	£6,695
20	West Craven	Avon Drive	Slurry Seal	Coates Avenue to end	£2,936
21	West Craven	Conway Crescent	Slurry Seal	Coates Avenue to Coates Avenue	£3,992
22	Pendle West	Hoarstones Avenue	Slurry Seal	Wheatley Lane to St Annes Drive	£846
23	Pendle West	Wheatley Lane Road	Slurry Seal	598 to 3 Cuckstool Lane	£4,179
24	Nelson South	1-69/2-70 Tavistock Street	Take up flags and replace with bitmac	Woodlands Road to Hallam Road	£22,668

25	Nelson South	Earl Street Gable, 37 Tavistock Street	Take up flags and replace with bitmac	Gable 37 Tavistock Street	£1,045
26	Nelson South	Earl Street, Hendon Road to Lonsdale Street	Slurry Seal	Hendon Road to Lonsdale Street	£3,767
27	Brierfield and Nelson North	Westmorland Street	Take up flags and replace with bitmac	2 to 50 & 19 to 43	£16,422
28	Brierfield and Nelson North	Macleod Street	Take up flags and replace with bitmac	3 to 79 & 20 to 48	£21,688
29	Nelson South	Lomeshaye Road	Take up flags and replace with bitmac	17 to 57 & 40 to 70	£14,286
30	Pendle West	St Annes Drive	Slurry Seal	Fence	£3,280
Estimated Cost of Schemes: £325,328					

Summary of Current Policy (Highways Maintenance Plan)

Background

Flagged footways are a serious long-term maintenance liability. Where vehicles drive onto footways flags become broken and trip hazards occur. In other areas settlement can occur; particularly after utilities excavations.

Summary of Existing Policy

Flags will be replaced like for like in:

- In designated Conservation Areas
- In town centre areas of high pedestrian activity such as shopping centres

Outside these areas the normal standard will be bituminous surfacing. Flagged footways will only be retained where they remain in good condition with a low number of defects as set out below.

Stone flags

The cost of relaying stone flags is high, and replacements for broken flags need to be procured to match existing flags and often need to be cut to size.

Where relaying is necessary and more than 5% (1 in 20) of the flags need to be replaced, or where matching second hand flags are not available, then the damaged area will be renewed in bituminous materials.

Concrete flags

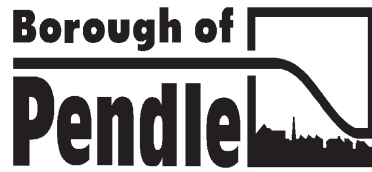
Where more than 10% (1 in 10) of the flags need be replaced, then the flags will be replaced by bituminous materials.

Clarification of use of the Policy in relation to defects which meet prescribed intervention levels

The Highway Operations service will determine on the grounds of cost effectiveness and efficiency, on a case by case basis, whether to rectify a defect by replacing or reinstating a flag or by removing it and replacing with bituminous material.

Subsequent reinstatement following defect rectification

Other than in designated conservation areas and in town centre areas of high pedestrian activity such as shopping centres, there will not be an automatic follow up reinstatement to match the existing modular paving. The trigger points identified above will be used as a 'rule of thumb' to determine how reinstatement will ultimately be implemented unless there are special circumstances which would be considered on a case by case basis.



REPORT FROM: DEPUTY CHIEF EXECUTIVE
TO: RESTRUCTURING COMMITTEE
DATE: 30th SEPTEMBER, 2014

Report Author: Philip Mousdale
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TRANSFER of SERVICES/FACILITIES to TOWN and PARISH COUNCILS

PURPOSE OF REPORT:

To review the approach to town and parish councils on the potential for the transfer to them of services and facilities.

RECOMMENDATION

That the approach, programme and timetable in the report be approved.

Background

1. The Council is keen to engage with parish and town councils for them to take over certain services and facilities. There are essentially three reasons for this.
2. Firstly with the severe financial constraints the Council is facing there is increasing pressure on these services and facilities; at the same time there is more flexibility for town and parish councils to increase their resources by raising their precepts whereas the Council's scope for increasing Council Tax is severely limited. This is likely to continue for some time.
3. Secondly with the possibility of a move to larger unitary councils on the horizon passing these facilities and services to town and parish councils should help in keeping them in local control.
4. Thirdly it is apparent that some town and parish councils have increased appetite to take on more services and facilities.
5. There has already been some engagement with town and parish councils around this. A meeting of Executive members with all town and parish councils was held in July 2013. Subsequently there were meetings with individual town councils (Nelson, Colne, Barnoldswick, Brierfield and Earby).

6. There were also more specific meetings and discussions involving those councils with community centres in their area (Barnoldswick, Trawden, Brierfield and Colne) and public conveniences (Colne, Barnoldswick, Earby, Brierfield, Barrowford, Laneshaw Bridge, Trawden, Barley, Salterforth, Kelbrook and Sough and Newchurch). Finally there have been discussions concerning miscellaneous issues eg Earby taking over the Council offices and Barnoldswick taking over its Memorial Gardens and Town Square.
7. There is now a need to put all this process on a firmer footing with a more comprehensive and coordinated approach so that both the Council and town and parish councils can understand and agree the future direction and expectations of each other and make the necessary plans.

What is already underway

8. Town Councils are now taking on responsibility for local events.
9. Funding for Festive Decorations is now split between area committees and town and parish councils).
10. Since 1st April this year public conveniences have become the responsibility of some town and parish councils with transfer documentation to be completed shortly.
11. Approval has been given for the transfers of Barnoldswick Civic Hall, Brierfield Community and Brierfield Town Hall with a target date of 30th September for handovers.

What could be the future programme?

2015/16

Play areas and MUGAs not located in Parks (an internal review of these already underway).
 Bus shelters (those owned by PBC).
 Town Centre CCTV

2016/17

Markets Indoor and Outdoor
 Car parks (existing example of Barley)
 Town centre sweeping
 Miscellaneous (eg. Picnic sites, Colne Council Shop, Discover Pendle, Fence Village Hall)

2017/18

Leisure sports facilities, eg. Pendle Leisure Centre
 Leisure arts facilities, eg. Municipal Hall
 Parks and recreation grounds
 Cemeteries

12. It will be apparent that the programme becomes progressively more complex. For example a play area is very local in character and clearly defined. It would be a comparatively simple matter for a town or parish council either to take over the facility and/or contribute to the Council's costs of maintenance and management of it.

13. A market or car park operation is more problematic. Taking over what is currently a Leisure Trust facility is even more so both in the nature of its operation and the potential models for doing so.
14. Alongside this is the issue of the capacity and resources of town or parish councils. Their councillors are volunteers. Most simply employ a part time clerk and financial officer and may have a handyman or lengthsman. Inevitably they need some time to build up their manpower and financial resources with some difficult decisions along the way.
15. There will be a need for the Council to provide practical support and assistance at various levels throughout discussions and handover and Senior Management needs to ensure that this needs is recognised by staff involved in the process.
16. The Council will need to work hard to maintain the momentum and the pace of the programme giving it the required priority.
17. The all out town and parish elections in May 2015 may have an impact on town and parish councils' considerations and on the pace of the programme.

Equity

18. There may be concerns about the equity and fairness of the programme and process.
19. For example a facility may be located in a particular town or parish council area but residents from other areas clearly benefit from it with a feeling that they should take on a share of the burden. This throws up the possibility and desirability of neighbouring councils forming partnerships to take over the running of a facility with agreements as to the financial commitments.
20. Similarly there may be concerns if some town and parish councils do not take on the programme with its additional commitments either at all or at differing paces.
21. Nevertheless despite the above difficulties the development of a clearly understood three year programme would enable future planning for both the Council and the town and parish councils. Each town and parish council would need to take its own decisions but the aim would be that with a clearly articulated programme and the thinking behind it a reasonably common approach would be adopted by them.

Process of Communication and Consultation

22. Communication and consultation will be of key importance.
23. The first step would be for the Council to undertake detailed work to clarify exactly what is its offer in each case. In doing so it needs to understand what the impacts are likely to be on its own service delivery arrangements including its staffing levels and allocations.
24. It then needs to communicated clearly the offer to the town and parish councils with the necessary supporting information.
25. Decisions by town and parish councils would be needed in time for precepts and budgets to be finalised. Detailed work would then be needed to finalise

agreements/transfers and the practicalities of hand over where appropriate.

26. For the items in 2015/16 this would seem relatively simple. The experience gained would then help in dealing with the later, more complex items.
27. It will be apparent that not all the town and parish councils will be involved in each and every part of the programme. Indeed it will generally speaking be the larger more urban councils who will be most involved.
28. It would seem advisable however to start by explaining the programme to all of them and getting an in principle "sign up" at a meeting similar to that in July last year. A standing forum could be set up with say 6-monthly meetings on progress. The aim would be to generate consensus and as equitable an approach as possible.
29. Separate meetings would then be required with those councils who are involved with each part of the programme. These may then need to be followed up with more informal meetings with individual councils.
30. All this will mean a considerable commitment of time and effort for town and parish councillors and their clerks and for Pendle Members and Lead officers.
31. There are differing influences on town and parish councils (including political influences in some cases) and an all party approach from the Council's side may be useful. It may also be useful to involve say Area Committee chairmen as well as Executive members bearing in mind the existing involvement of Area Committees in some of the services and facilities in the programme.
32. At the same time care needs to be taken that the process does not become unwieldy or too time consuming.

Suggested Timetable

Early October - Meeting with all town and parish councils
Mid October to end November - Meetings with those town and parish councils involved in 2015/16 programme
End January – decisions taken by town and parish councils
End February – Council budget agreed
April - handover
June – Meeting with all town and parish councils and commencement of process for 2016/17 programme

IMPLICATIONS

Policy: The Council's emerging policy is to seek to pass to town and parish councils facilities and services where appropriate and possible.

Financial: Transfer of facilities and services to town and parish councils is part of the wider process of achieving savings in the Council's revenue budget.

Legal: None arising directly from the report.

Risk Management: None arising directly from the report.

Health and Safety: None arising directly from the report.

Sustainability: None arising directly from the report.

Community Safety: None arising directly from the report.

Equality and Diversity: None arising directly from the report.

