

REPORT TO	ON
CABINET	11 April 2018



September 2017

TITLE	PORTFOLIO	REPORT OF
My Neighbourhood Approach - 2018/19	Regeneration & Leisure	Director of Planning & Property

Is this report a KEY DECISION ?	Yes
Is this report on the Statutory Cabinet Forward Plan ?	Yes
Is the request outside the policy and budgetary framework and therefore subject to confirmation at full Council?	No
Is this report confidential?	No

1. PURPOSE OF THE REPORT

- 1.1 To seek Cabinet approval of 2018/19 Neighbourhood Plans.
- 1.2 To update Cabinet on developments in the Council's My Neighbourhood approach

2. PORTFOLIO RECOMMENDATIONS

- 2.1 That Cabinet approves 2018/19 Neighbourhood Plans.

3. CORPORATE PRIORITIES

The report relates to the following corporate priorities

Excellence and Financial Sustainability	✓
Health and Wellbeing	✓
Place	✓

4. BACKGROUND TO THE REPORT

- 4.1 The Council has five My Neighbourhood Forums across the Borough, each with its own My Neighbourhood Plan, containing projects to deliver local priorities. Plans contain a mixture of projects - high and low cost, long and short term delivery, and a mix of capital works and community based schemes.
- 4.2 A range of projects have been delivered in all of the My Neighbourhood areas. The plans remain 'live' and have been updated as projects are completed. Reserve projects, i.e. ideas for inclusion on My Neighbourhood plans are continually sought via members and residents.

5. PROPOSALS

5.1 My Neighbourhood Plans

My Neighbourhood Plans have been revisited and worked through. It remains important that each plan carries a balance of projects. Usually one or more large scale / long term schemes, which are linked to the corporate priorities found in the Corporate Plan, complemented by a measured number of operational initiatives which can progress concurrently. Presently, each forum has a 'reserve' list of projects, awaiting inclusion on the plan. These vary significantly in scale; going forward, suggested projects will be viability checked before being adopted as 'reserve' schemes.

- 5.2 Proposed My Neighbourhood Plans for 2018/19 are attached to this report. Focus has been given to consistency across areas and clarity of message, which will allow officers and members to manage workload and expectations.

5.3 Nominations for Forum Chairs and Vice Chairs

In line with the Constitution, Chairs and Vice Chairs of Neighbourhood Forums are nominated annually by political groups. This is based on the group with the majority of seats in respective My Neighbourhood areas.

- 5.4 Nominations received for 2018/19 will be presented to Council at the first business meeting in May 2018.

5.5 Developments in the My Neighbourhood Approach

In agreement with the Portfolio Holder and Forum Chairs and Vice Chairs, there will be a renewed focus on communication of progress and outcomes throughout 2018/19 and beyond.

- 5.6 A My Neighbourhoods Annual Report will be published, with highlights of work and feedback from residents and community groups. This will be made available in hard copy and online, to be accessible to all.
- 5.7 A biannual newsletter will be produced for each of the My Neighbourhood Forums, containing projects updates, opportunities for involvement, consultations, and contact details for local ward members.
- 5.8 All forums will continue to evolve and respond to their local communities. Examples include trading standards officers attending forums to talk to concerned residents about scams / rogue traders, or using community venues to generate income for fundraising groups.

6. CONSULTATION CARRIED OUT AND OUTCOME OF CONSULTATION

- 6.1 Consultation in relation to the My Neighbourhood approach is ongoing, with feedback sought continually via forums, social media and events. Strong working relationships with many

community groups, including schools, churches, businesses, county and parish councils also provide effective channels of consultation around local needs and potential improvement projects.

- 6.2 At regular planning meetings, elected members report on and discuss local issues, which in turn informs the projects contained in My Neighbourhood plans, and their subsequent outcomes.

7. OTHER OPTIONS CONSIDERED

- 7.1 Each project contained in the My Neighbourhood Plans is subject to options appraisal to assess value for money, delivery method and fit with the Corporate Plan.

8. FINANCIAL IMPLICATIONS

- 8.1 Each My Neighbourhood Forum has an annual allocation of core revenue funds, calculated proportionately on the number of members. The collective total of £25,000 for 2018/19 was approved as part of the Council's overall budget on 28 February.

- 8.2 2018/19 core funds for forums are:

Area	Members	Annual Budget
Central	7	£3500
Eastern	12	£6000
Leyland	14	£7000
Penwortham	10	£5000
Western Parishes	7	£3500
TOTAL	50	£25,000

- 8.3 Neighbourhood Plans, and associated major capital projects, are aligned with the Medium Term Financial Strategy and Corporate Plan. The existing approach of seeking external monies at every opportunity will continue; ensuring the Council levers in funding to make our own resources stretch further.

9. HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT IMPLICATIONS

- 9.1 At this stage, it is anticipated that plans will be delivered within existing resources. Any potential changes or additional needs will be subject to further discussion and decision making.

10. ICT/TECHNOLOGY IMPLICATIONS

- 10.1 At this time there are no specific ICT implications.

11. PROPERTY AND ASSET MANAGEMENT IMPLICATIONS

- 11.1 At this time there are no specific property & asset implications.

12. RISK MANAGEMENT

- 12.1 Each of the projects contained in the Neighbourhood Plans has an element of risk; through the scoping process and discussions with Forum Chairs and Responsible Members (who sponsor projects), an assessment is carried out as to the level of risk and potential mitigation.
- 12.2 A scoring matrix which each project is assessed against measures viability, value for money, impact and community involvement.

12.3 For projects with higher risk, e.g. community events, a full risk assessment is carried out as part of the event management plan. Where appropriate, this is carried out with partners as a multi-agency approach. Borough wide, support given through Neighbourhood Forums with event management enables community groups to successfully deliver local events.

13. EQUALITY AND DIVERSITY IMPACT

13.1 Projects contained within the Neighbourhood Plans are designed to be inclusive, accessible and bring communities together.

13.2 An Equality Impact Assessment has been carried out for each of the plans; there are no potential negative impacts on any of the protected groups.

14. RELEVANT DIRECTORS RECOMMENDATIONS

14.1 That Cabinet approves 2018/19 Neighbourhood Plans.

15. COMMENTS OF THE STATUTORY FINANCE OFFICER

15.1 The Council's medium-term financial strategy and budget plan includes a total annual 'core fund' budget of £25,000 for the five My Neighbourhood Forums. Where projects contained in My Neighbourhood Plans are appropriate, Section 106 funding from developments can be used as part of the capital programme. Any S106 allocations recommended by the five My Neighbourhood Forums for inclusion in the capital programme are subject to checks by financial and legal services.

15.2 The total capital project costs may be higher than the Council's allocations as they may include additional third party contributions. The capital projects included in the Plans will be subject to the Council's procedures for approval. The revenue implications will need to be identified for these capital projects and the funding of any future revenue costs identified before they can be approved.

16. COMMENTS OF THE MONITORING OFFICER

16.1 As the projects addressing the priorities evolve, if it is proposed to use section 106 monies to fund a particular scheme then the Legal services team will need to check whether the terms of the relevant section 106 agreement would permit such use.

16.2 The vast majority of the section 106 monies we have should only be used for providing – or improving/enhancing – open space facilities within reasonable proximity to the planning site in question.

17. BACKGROUND DOCUMENTS

17.1 Appendix A – My Neighbourhood Plans 2018/19 (attached)

17.2 My Neighbourhood Annual Report 2017/18

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