

<b>Minutes of</b>	<b>Cabinet</b>
<b>Meeting date</b>	<b>Wednesday, 18 January 2023</b>
<b>Committee members present:</b>	Councillors Paul Foster (Chair), Mick Titherington (Vice-Chair), Aniela Bylinski Gelder, James Flannery and Matthew Tomlinson
<b>Officers present:</b>	Asim Khan (Director of Customer and Digital), Louise Mattinson (Director of Finance and Section 151 Officer), Jennifer Mullin (Director of Communities), Victoria Willett (Director of Change and Delivery), Dave Whelan (Head of Legal and Procurement), Darren Cranshaw (Head of Democratic Services) and Coral Astbury (Democratic and Member Services Officer)
<b>Other attendees:</b>	Councillors Mary Green, Michael Green, Colin Sharples, Phil Smith, Kath Unsworth, Karen Walton and Ian Watkinson and Damian Bretherton, Carol Chisholm, Harry Hancock, Clare Hunter, Lou Jackson, Margaret Smith, Angela Turner, Carol Wooldridge and Laura Barton-Williams (attended virtually)
<b>Public:</b>	0

A video recording of the public session of this meeting is available to view on [YouTube here](#)

#### **65 Apologies for Absence**

No apologies were received.

#### **66 Declarations of Interest**

No declarations of interest.

#### **67 Minutes of the Last Meeting**

##### **Resolved: (Unanimously)**

That the minutes of the last meeting were agreed as a correct record for signing by the Chair.

#### **68 Notice of Executive Decisions / Cabinet Forward Plan**

##### **Resolved: (Unanimously)**

The latest published Notice of Executive Decisions/Cabinet Forward Plan for 1 January 2023 – 31 December 2023 be noted.

## **69 Nomination of Mayor-elect and Deputy Mayor-elect 2023/2024**

The Leader of the Council and Cabinet Member (Strategy and Reform) Councillor Foster, presented a report of the Director of Governance that sought nominations for the Mayor-elect and Deputy Mayor-elect (with a view to becoming Mayor 2024/2025) for submission to Full Council.

Councillor Foster explained that he was happy to nominate Councillor Chris Lomax as Mayor-elect for 2023/2024 and referred to the nomination for Deputy Mayor-elect that had been submitted by the Conservative Group. Councillor Foster explained that a policy had been adopted in which the Mayoralty would be given to the Member who had served the longest on the Council, however it had been agreed to allow the Conservative Group the nomination for 2024/2025.

Councillor Foster asked the Chief Executive to write to Councillors Colin Coulton, Michael Green and Peter Mullineaux, as they were the longest serving Conservative councillors who had not yet been Mayor, to confirm their position on being nominated as Deputy Mayor-elect for 2023/2024.

### **Resolved: (Unanimously)**

1. Cabinet agrees that Councillor Chris Lomax be nominated as Mayor-elect for 2023/2024;
2. Cabinet asks the Chief Executive to write to Councillors Colin Coulton, Michael Green and Peter Mullineaux to confirm their position on being nominated as Deputy Mayor-elect for 2023/24. Should none of these members wish to be put forward, nominations from other groups will be invited at the next Full Council.

### **Reasons for recommendations:**

To ensure that the Mayor is appointed by the Council for the next municipal year.

### **Other options considered and rejected:**

This is not applicable as legally we must appoint a Mayor to chair Council meetings and undertake the required duties within the Council's constitution.

## **70 Lancashire 2050 Framework**

The Leader of the Council and Cabinet Member (Strategy and Reform) Councillor Paul Foster presented a report of the Chief Executive that sought to present to Cabinet the work undertaken towards the development of strengthened joint working across Lancashire, a long-term strategic framework, and to seek agreement on the adoption of collective priority areas.

Councillor Foster explained that he had worked closely with other Lancashire leaders to develop the framework. Lancashire was missing out on funding as they were not in a combined authority, as a couple of authorities did not want to enter into

such an agreement, it was agreed that all Lancashire authorities would continue to work closely together.

Members commented on the difficulties faced when trying to get all Lancashire authorities to work together and commented that combined authorities had seen more investment and had a stronger national voice.

Members welcomed the plan and hoped it would bring more strategic opportunities.

**Resolved: (Unanimously)**

1. Cabinet endorses the outline Lancashire 2050 strategic framework as the framework that will guide further development of shared detailed priorities and actions.
2. Cabinet agrees that the Leader of Council continues to work with Lancashire Leaders in line with the principles already agreed by the Council in January 2022, including that the Leader will make representations to that forum on any matters arising from Full Council's consideration of this report.
3. Note that any additional proposals will require further approval by Full Council at the appropriate time.

**Reasons for recommendations:**

To support the long term strategic framework for Lancashire and further joint working to develop shared priorities and actions.

**Other options considered and rejected:**

To not support the framework, it is proposed that this should be rejected as it would prevent the development of strengthened joint working across Lancashire.

**71 Mental Health Action Plan**

The Deputy Leader and Cabinet Member (Health and Wellbeing) Councillor Mick Titherington presented a report of the Director of Communities that sought to provide Cabinet with an update on the work that has been carried out to improve mental health across South Ribble. The report also sought to present Cabinet with proposed plans to be delivered over the next two years, starting from the 2023/2024 financial year.

Councillor Titherington stated that although the authority did not have a statutory duty to provide any services they had a moral duty and were filling a gap that had been left by other services. Whilst the authority could not solve the problem, they were doing their best to mitigate the impact that mental health has on individuals and residents. Councillor Titherington explained the results of the pandemic and the cost of living crisis had contributed to individuals deteriorating mental health.

Councillor Titherington explained that warm welcome spaces, community groups and religious organisations had offered spaces where individuals could congregate and come together to discuss issues affecting them. The Neighbourhood Hubs had

also facilitated this and members were now looking to enhance the provision and provide funding for these areas.

The Youth Council had also made mental health one of their priorities and the action plan requested that members work closely with them. Councillor Titherington also referred to the other successes of the action plan, in particular the mental health first aid training sessions.

Members of the Cabinet also thanked the Lead Member for Youth, Councillor Sharples and the Lead Member for Mental Health Awareness, Councillor Ian Watkinson for the work they had both done on the project.

**Resolved: (Unanimously)**

1. Cabinet approves the proposed projects in the Mental Health Action Plan.
2. Cabinet approves the requested budget of £45,000 to deliver the action plan.

**Reasons for decision:**

Projects contained in the action plan have been discussed and decided upon with the Lead Member for Mental Health Awareness and Portfolio Holder for Health and Wellbeing

**Other options considered and rejected:**

The Council is committed to providing a range of support mechanisms to promote good mental health. Issues which potentially challenge the mental wellbeing of residents have grown in recent years, from both the COVID19 pandemic, and more recently the cost of living crisis. Without an allocated budget or clear action plan, the positive impact created by the Council will be limited.

**72 Select Move allocations policy**

The Deputy Leader and Cabinet Member (Health and Wellbeing) Councillor Mick Titherington presented a report of the Director of Communities that informed members of the reviewed Select Move allocations policy and sought permission to consult on the new draft policy.

Councillor Titherington explained that the policy was presented against rising demand for housing against a diminishing supply. The housing team were currently dealing with a multitude of different and complex cases and should be commended for their work. The policy presented was not designed to solve current issues but it is required to be reviewed on a timely basis.

The Select Move Steering Group had tried to rectify issues when revising the policy, the amended policy had made a number of proposals such as strengthening the local connection and simplifying the banding systems which should help in some way.

**Resolved: (Unanimously)**

1. Cabinet approves the policy enabling the Select Move partnership to consult on the policy.
2. Any changes following the consultation are delegated for approval to the Cabinet Member for Health and Wellbeing.

**Reasons for decision:**

To fulfil the Council's Part VI statutory duties and review the Housing Allocation policy by maximising the allocation of properties to households who are in the most need and to those that can demonstrate a local connection to the borough.

**Other options considered and rejected:**

The policy could remain unchanged, however, there is a requirement to keep the policy under review and ensure that it is fit for purpose and meets the Council's statutory duties.

### **73 Customer Access Charter**

The Cabinet Member (Communities, Social Justice and Wealth Building) Councillor Aniela Bylinski Gelder presented a report of the Director of Customer and Digital that asked Cabinet to consider the Customer Access Charter and Feedback Policy.

Councillor Bylinski Gelder explained the report was welcome as members wanted to ensure the delivery of an excellent standard of customer care. The Charter would be looking to the future and encouraging more access from home for residents. The abandoned call rate had now been removed as a local indicator as it was not an accurate performance indicator.

Councillor Bylinski Gelder explained that some of the telephony queries would be sent to back office staff and it might be useful to ask for a detailed report on which jobs are going to back office, how long they take and if they could be done by Gateway.

In response to a question from Councillor Karen Walton, Councillor Bylinski Gelder encouraged Councillor Walton to write to her with a list of potential KPI's that could be implemented to replace the abandoned call rate.

**Resolved: (Unanimously)**

1. Cabinet approves the Customer Access Charter including:
  - a) Customer access standards
  - b) Feedback policy
  - c) Improvements to general online contact and customer processes
  - d) Uniforms
  - e) Performance measures

**Reasons for decision:**

To ensure that we continue to deliver an excellent standard of customer care in line with the model agreed by both councils as part of Shared Customer Services.

**Other options considered and rejected:**

To not approve the proposed Charter and associated recommendations. This option is not recommended as it would prevent the delivery of a clear customer services approach across the shared service and wider organisation.

**74 Fees and Charges 2023-24**

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson presented a report that set out the current position around fees and charges and proposals for 2023/24.

Councillor Tomlinson advised the next year would be financially challenging with inflation pressures and staff pay rises with no increase in government funding. Members of the administration had made commitment that they would be freezing council tax so the other way income could be generated is through fees and charges. Some fees are set nationally and cannot be changed, however it was proposed to freeze the fees that were under the control of the local authority.

**Resolved: (Unanimously)**

1. To note the current levels of budgeted fees and charges and issues specific to these.
2. Cabinet agrees to freeze those fees and charges detailed in Appendix 1 for the 2023.24 financial year.
3. Cabinet approves the full list of fees and charges to be uploaded to the Council's website.

**Reasons for decision:**

To ensure that fees and charges are set at appropriate levels and are publicly available.

**Alternative options considered and rejected:**

No other options were considered as we are required to review fees and charges every year.

**75 Exclusion of Press and Public****Resolved: (Unanimously)**

That the press and public be excluded for the following items of business on the grounds that it involves likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

**76 Leyland Town Deal - Land Acquisitions**

The Leader of the Council and Cabinet Member (Strategy and Reform), Councillor Paul Foster presented a report of the Director of Commercial that provided an

update in relation to the land acquisitions associated with the Leyland Town Deal Project.

**Resolved: (Unanimously)**

1. Cabinet consider and approves the heads of terms for the purchase to enable delivery of the Leyland Town Deal project.
2. Cabinet agrees to delegate any amendments to the heads of terms to the Director of Commercial Services and/or the Monitoring Officer, in conjunction with the Leader of the Council.
3. Cabinet agrees that the reasonable surveyors and legal fees be met by the Council in relation to a further three acquisitions should it become necessary.

**Reasons for decision:**

4. To ensure the Council achieves the outputs and commercial development project as detailed within the business cases for the Leyland Town Deal Project.
5. To ensure that the overall delivery programme completion date of 31 March 2026 is achieved.

**Other options considered and rejected:**

Presenting this report and recommendations at a later date has been rejected as this does not align with the pressing delivery programme associated with the Leyland Town Deal project as a result of the funding.

The report 'Leyland Town Deal Land Acquisitions' presented at Council in May 2022 along with the report 'Leyland Town Deal Land Acquisitions presented at Cabinet in June 2022, provided advance notice of the intention of the Council and proposed methods of purchase.

**77 Shared Services Review- Property and Assets**

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson presented a report of the Director of Change and Delivery that requested Cabinet to consider the shared services review for Property and Assets and to approve the structure.

**Resolved: (Unanimously)**

1. Cabinet approves the shared services review for Property and Assets, including proposals for the shared services structure and service development plan.

**Reasons for decision:**

To support the further development of phase 3 of shared services as agreed by both councils in February 2022.

**Other options considered and rejected:**

Other options have been considered within the report.

Chair

Date