

Minutes of	Cabinet
Meeting date	Wednesday, 19 January 2022
Members present::	Councillors Paul Foster (Chair), Mick Titherington (Vice-Chair), Aniel Bylinski Gelder, Bill Evans and Matthew Tomlinson
Officers:	Gary Hall (Chief Executive), Chris Moister (Director of Governance), Asim Khan (Director of Customer and Digital), Mark Lester (Director of Commercial), Louise Mattinson (Director of Finance and Section 151 Officer) and Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services)
Other members and officers:	Councillors Bretherton, P Smith, Walton, Hunter, Martin and Unsworth (in person); Councillors Adams, Alty, Bell, Coulton, Mary Green, Michael Green, Hancock, Hesketh, Lomax, Ogilvie, Moon, Mort, C Tomlinson, Sharples and Mrs Smith (via Microsoft TEAMS).
Public:	1

75 Apologies for Absence

There were none.

76 Declarations of Interest

There were none.

77 Minutes of the Last Meeting

The minutes of the meeting held on Wednesday, 15 December 2021 were presented for consideration and approval.

Councillor Ogilvie referred to Minute 69 – Communities Services Update, where it was agreed that he receive a written update on progress regarding the Youth Council. Councillor Ogilvie indicated that he had yet to receive this. The Leader of the Council, Councillor Foster stressed that work on this topic was still in progress, however he assured Councillor Ogilvie that an update would be provided.

Councillor Walton referred to Minute 72 – Delivery of Improvement Works at Vernon Carus Sports Club and the concerns she raised about the lack of notice for the urgent decision. She indicated that she had subsequently requested information about the number of decisions taken under urgency procedures since May 2019. The Leader of the Council confirmed that the information would be provided.

Decision made (unanimously):-

That the minutes of the meeting held on 15 December 2021 be noted and signed as a correct record.

78 Notice of Executive Decisions / Cabinet Forward Plan

The latest Notice of Executive Decisions / Cabinet Forward Plan for the period 1 January 2022 – 30 December 2022 was presented for information.

Councillor Walton highlighted the large number of items which had been listed as containing exempt information. The Leader of the Council, Councillor Foster, responded that the reason for this was that many of the items related to contract awards, and in particular there were a number of ICT hardware and software contract awards arising from the decision made at Cabinet 15 December 2021. He stressed that all councillors have access to the reports once published.

Decision made

That the Notice of Executive Decisions / Cabinet Forward Plan for the period 1 January 2022 – 30 December 2022 be noted.

79 Nomination of Mayor-elect and Deputy Mayor-elect for 2022/2023

The Leader of the Council presented a report of the Director of Governance and Monitoring Officer to allow Cabinet to nominate the Mayor-elect and Deputy Mayor-elect for 2022/2023 (with a view to becoming Mayor 2023/2024) and to put forward a protocol for the selection of future Mayors based on length of service and political rotation to Full Council.

Decision made (unanimously):-

That the following recommendations be made to Council:

1. That Councillor David Howarth be nominated as Mayor-elect for 2022-2023.
2. That Councillor Chris Lomax be nominated Deputy Mayor for 2022-2023 with a view to becoming Mayor in 2023-2024.
3. That from 2024-25 the Mayor be nominated on the basis of length of service and being a member of the Conservative Group as outlined in this report.

Reasons for decision

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

Other options considered and rejected

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

80 Fees and Charges 2022/23

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Finance and S151 Officer setting out the current position around fees and charges and proposals for 2022/23.

Decision made (unanimously):-

1. To note the current levels of budgeted fees and charges and issues specific to these.
2. To agree a freeze in fees and charges for the 22/23 financial year.
3. To approve the full list of fees and charges for upload to the Council website.

Reasons for decision

To note the levels of budgeted fees and charges and information surrounding these.

Having reviewed those categories of fees and charges that have generally been increased by a given percentage, or through an inflationary uplift, (Table 3), it was not proposed to make any changes to the fees and charges at this time given the financial impact of the pandemic on many of our residents and businesses.

Alternative options considered and rejected

None.

81 Birch Avenue Playground Refurbishment Budget

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Customer and Digital indicating that Birch Avenue Playground is one of the borough's playground sites identified for improvement this financial year. The report explained that a budget of £75,000 had been included in the approved capital programme however, as a result of public consultation feedback and an updated survey of the site's condition, a budget uplift of £70,000 was requested providing a total budget of £145,000.

During discussions on this matter it was agreed that Councillor Walton be provided with full details of the consultation responses received.

Decision made (unanimously):-

1. That, subject to Council approving the changes to the capital programme, the changes to the refurbishment works detailed in the body of the report be approved.
2. That Council be recommended to approve an increase of £70,000 in the capital programme in respect of this scheme.

Reasons for decision

Birch Avenue Playground was the 10th playground site identified for refurbishment under the current capital improvement programme. The sites refurbished up to now were generally last improved in the late 1990's and were not upgraded under the previous improvement programme requiring a complete re-build to bring them in line with contemporary standards and best practise. The scope of required works has generally required budgets of £175,000 - £225,000 per site.

Alternative options considered and rejected

The option of sticking with the originally suggested replacement equipment was considered and rejected as this would go against much of the consultation feedback received and potentially undermine the feeling of community ownership in the site and may undermine confidence in future public consultation exercises.

The option of patching the worst areas of the bitmac surfacing for now was not proposed as, although this would initially cost much less, the majority of the surface area is now rapidly deteriorating and therefore regular patching will be needed over the next five years, requiring temporary closures of the play area and potential damage to adjacent surfacing and equipment. Although the resurfacing of the whole area is more costly, doing it in a single operation during the refurbishment while the playground is already closed is considered to maximise efficiencies and get the best rates for bitmac laying.

82 Shared Customer Services and Revenue & Benefits Review

The Cabinet Member (Communities, Social Justice and Wealth Building) presented a report of the Director of Customer and Digital outlining the background, approach and findings of the service review for Chorley and South Ribble Councils' Customer Services, Revenues and Benefits, and setting out recommendations for the service restructure and service development plan.

Decision made (unanimously):-

That Cabinet approves the following:-

1. The proposed shared Customer Services restructure including ERVS requests;
2. The development of the shared service as set out in the service development plan;
3. The principles for:
 - i. Flexible and multi-channel working
 - ii. Making best use of technology and automation
 - iii. Waste services

Reasons for decision

The decision will enable Customer Services and Revenues and Benefits service to develop into a shared service with a single operating model, as previously agreed by the both Councils.

Alternative options considered and rejected

Alternative options for the Customer Services & Revenues and Benefits structure have been considered in the production of the report and the final proposal is considered to be the most effective approach to achieving a single operating model as previously agreed by the councils.

83 Exclusion of Press and Public

Decision made (unanimously):-

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

84 Shared Customer Services and Revenues and Benefits Review - Appendix

Decision made

That the appendix to the report Shared Customer Services and Revenues and Benefits Review, which contained exempt information by virtue of paragraph 1 of Part 1 to Schedule 12A of the Local Government Act 1972, be noted.

85 Extra Care (West Paddock) Project Update

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Commercial advising members on the general progress on the Extra Care Scheme, seeking approval on the Stage 2 design development and providing an update on the cost estimate to deliver the scheme and the financial model.

During the meeting, members discussed the impact of the scheme in terms of cost savings to the NHS / Social Care system. It was agreed that it would be useful to have a cost analysis provided.

Arising from page 87 of the report, it was agreed that Cllr Ogilvie be provided with further information to clarify the figures on Figure 1, i.e. as to why the annual running costs inflation had been set at 1% and also regarding S106 funding referenced on the same page.

Decision made (unanimously):-

1. To approve Stage 2 design;
2. To approve the progression onto the next stage of the design development (Stage 3);
3. To acknowledge that the cost estimate is currently £15,854,139 which exceeds the approved capital budget of £10 million;
4. To note that the proposed funding intervention from Homes England and the additional Section 106 monies addresses the increased delivery costs to ensure that the additional Council contribution is kept to a minimum;
5. To acknowledge that a further report will be submitted to Council in April 2022 to approve the budget;

6. To acknowledge that the proposed stage works will be undertaken within the current approved budget; and
7. That a savings analysis (i.e. in terms of the effect on costs and resources for the NHS and Health and Social Care system) as a result of the scheme be provided to members.

Reasons for decision

The reasons for the decision were to ensure continued progress of the design development and that the associated corporate priorities will be delivered; to deliver a larger facility (72 bed scheme) which will contribute towards meeting the local authority extra care housing demand and generate a better return on investment; and that the Council's Corporate Strategy includes the ambition to deliver additional Council owned affordable housing within the borough to meet housing demand.

Alternative options considered and rejected

- 1) Do nothing – this option was rejected as it would not deliver the Council's corporate objectives and leave the site underutilised.
- 2) To deliver a smaller scheme of 50 units was also rejected. Whilst it is acknowledged that a smaller scheme would align with the approved capital budget. It would be beneficial to maximise the development site in order to deliver more units (whilst maintaining adequate public open space for the community). This will address the demand for extra care and reduce the need for alternative sites in the future. By progressing a larger development there will be efficiency savings to be gained through construction and the future operation of a single extra care facility. The 72-bed scheme also offers a better revenue.

86 Leyland Town Deal - Procurement Strategy

The Cabinet Member (Planning Business Support and Regeneration) presented a report of the Director of Commercial and the Director of Planning and Development requesting approval for the Procurement Strategy for the construction phase of the Leyland Town Deal.

Decision made (unanimously):-

1. To approve the Procurement Strategy for Leyland Town Deal that will be followed to appoint construction partners for delivery of the Town Deal scheme.
2. To acknowledge that contractor appointments will only be made within the approved budget, any further appointments will be made when the Town Deal funding has been secured.
3. To delegate the contract awards for each procurement to Cabinet Member for Finance, Property and Assets.
4. To delegate any future updates to the procurement strategy which may be necessary to align with the progressing Town Deal project to the Cabinet Member for Finance, Property and Assets.

Reasons for decision

Approving the Procurement Strategy now aligns with the pressing delivery programme involved for the town deal funding project (completion date of March 2026) alongside other reporting requirements.

Future milestones, as detailed in the report, included procuring a contractor for the demolition and site preparation works January 2022. Therefore, it was necessary to take the decision at this point to enable this project milestone delivery output.

Alternative options considered and rejected

An option of submitting the report to a later Cabinet would not be feasible as this would not align with the pressing pre-delivery programme involved for the town deal funding business case submission, alongside other reporting requirements.

Additionally, future milestones, as detailed in the report, includes procuring a contractor for the demolition and site preparation works January 2022 therefore submitting a later report to Cabinet would not enable this project milestone delivery output.

Chair

Date