

<b>Minutes of</b>	<b>Cabinet</b>
<b>Meeting date</b>	<b>Wednesday, 14 September 2022</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>	Gary Hall (Chief Executive), Chris Moister (Director of Governance), Louise Mattinson (Director of Finance and Section 151 Officer), Mark Lester (Director of Commercial), Andrew Daniels (Shared Service Lead - Communications and Visitor Economy), Jonathan Noad (Director of Planning and Development), Emma Marshall (Service Lead - ICT), Howard Anthony (Interim Shared Services Lead - Transformation and Partnerships), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Clare Gornall (Democratic and Member Services Officer)
<b>Other attendees:</b>	Councillors Jacky Alty, Clare Hunter, Keith Martin, Kath Unsworth and Paul Wharton-Hardman (attended in person); and Councillors Damien Bretherton, Phil Smith and Karen Walton (attended virtually).
<b>Public:</b>	0

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

### **30 Apologies for Absence**

There were none.

### **31 Declarations of Interest**

There were no declarations of interest from members of the Cabinet.

Councillor Jacky Alty (although she was not involved in taking the decision) in the interests of openness and transparency declared a pecuniary interest in relation to the item “Worden Hall – Leases”, insofar as she was one of the owners of a preferred business as detailed in the report’s recommendations.

### **32 Minutes of the Last Meeting**

#### **Decision made (unanimously):**

That the minutes of the meeting of the Cabinet held on Wednesday, 14 July 2022 be signed as a correct record.

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

#### **Decision made (unanimously):**

That the latest published Notice of Executive Decisions/Cabinet Forward Plan for 1 September 2022 – 31 August 2023 be noted.

### **34 Quarter One Performance Monitoring Report 2022-2023**

The Leader of the Council and Cabinet Member (Strategy and Reform), Councillor Paul Foster, presented a report of the Deputy Chief Executive providing Cabinet with a position statement for the Corporate Strategy for quarter one (April – June) 2022/23.

Councillor Foster referred to performance targets in relation the Town Deal being marked amber in the report. He explained that this was due to the delay in feedback from the Government and assured members that the Council would be pursuing this with the new Secretary of State.

He also referred to the performance figures in relation to answering telephone calls from the public. He indicated that the issue was being addressed and expected an improvement in the next quarterly performance report.

Councillor Foster also highlighted concern that the Council was not meeting its targets in relation to homelessness both in terms of number of people in temporary accommodation and their length of stay in temporary accommodation. He explained that this was particularly challenging as there had been a substantial increase in the numbers of people declaring themselves homeless. It was a Cabinet priority and they would be seeking Government intervention.

The Deputy Leader and Cabinet Member (Health and Wellbeing), Councillor Mick Titherington, also expressed concern and stressed that while everything would be done to support vulnerable people, sadly homelessness figures were expected to increase due to increased demand and fewer properties which would make it more difficult to meet performance targets.

#### **Decision made (unanimously):**

That the report be noted.

#### **Reasons for decision**

The Council's performance framework sets out the process for reporting progress against the objectives of the Corporate Strategy. Robust monitoring ensures that the council continues to deliver its priorities and achieves the best outcomes for residents.

#### **Alternative options considered and rejected**

None, for the reasons given above.

### 35 Capital and Balance Sheet Monitoring Report Q1

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, presented a report of the Director of Finance and Section 151 officer which outlined the financial position of the Council in respect of the capital programme as at 31 July 2022, highlighting key issues and explaining key variances, and providing an overview of various elements of the Council's Balance Sheet as at 31st July 2022.

#### Decision made (unanimously):

1. To approve the revised capital programme as attached at **Appendix A** which includes approved amendments to the programme, as detailed at point 11 of the report, since the last Capital Monitoring report was approved by Cabinet in June 2022;
2. To note the variations to the programme, (which are detailed, by scheme, at **Appendix B** and referenced within the body of the report);
3. To note the position in the Balance Sheet Monitoring section of the report in respect of cash, investment and loan balances and debtors as at 31<sup>st</sup> July 2022.

#### Reasons for decision

To ensure the Council's Capital Programme is monitored effectively.

#### Alternative Options Considered and Rejected

None, for the reasons given above.

### 36 Revenue Budget Monitoring Q1

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, presented a report of the Director of Finance and Section 151 officer setting out the revenue and reserves forecast for 2022/23 for the Council, based on the position as at 31 July 2022.

During Cabinet discussion of the report a number of factors were highlighted, such as staff pay increases and utility bill costs, which would increase cost pressures on the Council.

#### Decision made (unanimously):

1. To note the forecast outturn for revenue and the level of reserves based on the position as at 31<sup>st</sup> July 2022.
2. To note the virements made to and from the revenue budget during the period, as detailed in **Appendix 2** of the report.

**Reasons for decision**

To ensure the Council's budgetary targets are achieved.

**Alternative options considered and rejected**

None.

**37 Worden Park Improvement Plan**

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, presented a report of the Director of Commercial to consider the Draft Improvement Masterplan for Worden Park.

The report also requested approval for a public consultation event to canvass the views of the public on the proposed Masterplan.

Arising from discussions the Leader of the Council referred to the long standing Green Flag status of Worden Park and also announced that the Council would be applying for Green Flag status for Withy Grove Park, Bamber Bridge and Farington Park.

**Decision made (unanimously):-**

1. That Cabinet reviews the attached plan and agrees the proposed scope of the project and outline proposals.
2. That Cabinet agrees for a public consultation event to be held within the park to canvass views of the public on the proposed Masterplan.

**Reasons for decision**

Agreement of the outline proposals was sought to allow the project scope to be defined prior to the start of the detailed design phase, public consultation and application for planning consent.

**Other options considered and rejected**

The option of progressing the detailed design stage prior to consultation with Cabinet was rejected to allow Members visibility of the early proposals.

**38 Exclusion of Press and Public****Decision made (unanimously):-**

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

**(Councillor Alty declared a pecuniary interest in the following item insofar as she was one of the owners of a preferred business as detailed in the recommendations and left the meeting at this point).**

### **39 Worden Hall - Leases**

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Planning and Development to consider the expressions of interest received for the retail and office spaces at Worden Hall and to determine the preferred bidders.

#### **Decision taken**

1. To note the expressions of interest for the single retail unit and two office units.
2. To agree the preferred choice for the retail unit as detailed in recommendation 2 of the report.
3. To agree the preferred bidders for the two office units as detailed in recommendation 3 of the report.
4. To delegate the final decisions over the terms of the three units (and any subsequent letting space that may become available) to the Director of Commercial Services, in conjunction with the Leader of the Council.

#### **Reasons for decision**

To enable the lease of the new retail and office spaces within Worden Hall.

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

There is the option of not agreeing the preferred bidders for the spaces. However, this will cause further delays to securing leases for the premises.

**(Councillor Alty returned to the meeting at this point).**

### **40 Approval for the Contract Procedure and Award for the Procurement of an Asset Management System**

The Cabinet Member (Communities, Social Justice and Wealth Building) presented a report of the Director of Customer and Digital seeking approval for the contract award of an asset management system and associated workflows for the management of the Councils assets.

#### **Decision made (unanimously):**

That the Cabinet Member (Communities, Social Justice and Wealth Building) approves the direct award as per recommendation 1 in the report.

#### **Reasons for decision**

The award of this contract demonstrates best value for money for both South Ribble

and Chorley Councils.

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

The opportunity could be openly advertised, but the Council is confident the final commercial position represents best value for money.

## **41 Procurement Strategy - Jubilee Gardens Construction Phase Contract Administration**

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report to consider the procurement strategy to appoint a NEC (4) Project Manager and cost consultant for RIBA Stages 5-7 of the Jubilee Gardens Extra Care Development and to note the progress on the scheme to date.

### **Decision made**

1. To approve the procurement strategy to appoint a NEC (4) Project Manager and cost consultant via Open Tender through the Chest.
2. To approve the tender evaluation criterion of 60% cost and 40% quality.
3. To approve the delegation of the contract award to Leader of the Council and Cabinet Member (Strategy and Reform).
4. To acknowledge that no formal appointment will be made until the final budget approval of the scheme is achieved, scheduled for Council meeting in November 2022.

### **Reasons for decision**

To ensure robust administration of the construction contract.

To ensure best value is achieved for the Council.

### **Alternative options considered and rejected**

To undertake the role internally was dismissed because the Council does not have sufficient resources.

To directly appoint the incumbent cost consultant to deliver the services, this option has been rejected as it would not allow best value to be demonstrated.

## **42 Leyland Town Deal - Site Investigation Procurement**

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Director of Commercial informing Members of the proposed Site Investigation Procurement associated with the Leyland Town Deal project.

The Leader of the Council expressed concern regarding the lack of information from the Government so far and indicated that the MP for South Ribble had also sent a letter expressing her concern.

**Decision made (unanimously):**

1. To approve carrying out appropriate tender exercise via the Councils' e-procurement portal (The Chest) or alternatively the use of existing procurement frameworks or similar for this High Value Procurement;
2. To approve the proposed procurement strategy and evaluation criteria and that officers use their best endeavours to include consideration of the standard weighting criteria for social value as per the Council's policy. Any issues to be reported to the Leader and Cabinet Member (Strategy and Reform) at the delegated decision contract award stage;
3. To delegate the contract award to the Leader of the Council and Cabinet Member (Strategy and Reform).

**Reasons for decision**

This decision enables the design development; in particular concluding the site investigation strategy to inform the remediation strategy associated with these sites.

It ensures that the project is aligning with the pressing design and delivery programme as a result of the funding requirements.

Cabinet made the decision that officers use their best endeavours to include consideration of the standard weighting criteria for social value as this was the Council's policy. Any issues would be reported to the Leader and Cabinet Member (Strategy and Reform) at the delegated decision contract award stage.

**Other options considered and rejected**

To delay this report until the next Cabinet meeting in October 2022 was rejected given this now aligns with the pressing design and delivery programme associated with Leyland Town Deal.

Chair

Date