

MINUTES OF CABINET

MEETING DATE **Wednesday, 14 October 2020**

MEMBERS PRESENT: Councillors Michael Titherington (Vice-Chair, in the Chair), Bill Evans, Paul Foster, Aniela Bylinski Gelder, Susan Jones and Matthew Tomlinson

OFFICERS: Gary Hall (Interim Chief Executive), Chris Moister (Director of Governance), Chris Sinnott (Deputy Chief Executive), Jennifer Mullin (Director of Neighbourhoods and Development), Andrew Daniels (Shared Service Lead - Communications and Visitor Economy), James Thomson (Deputy Director of Finance), Neil Anderson (Assistant Director of Projects and Development), Darren Cranshaw (Assistant Director of Scrutiny & Democratic Services) and Clare Gornall (Democratic and Member Services Officer)

OTHER MEMBERS: Councillors Alty, Bell, Bretherton, Chisholm, Clark, Forrest, Mary Green, Michael Green, Hancock, Howarth, Lomax, Martin, Melia, Ogilvie, Rainsbury, Mrs Smith, Phil Smith, Sharples, Caleb Tomlinson, Turner, Walton, Watkinson and Wooldridge.

PUBLIC: 0

Councillor Michael Titherington, as Vice Chair, took the Chair.

137 Apologies for Absence

The Chair reported that Councillor Foster, Leader of the Council and the Interim Chief Executive would be delayed due to an urgent meeting.

138 Declarations of Interest

There were none.

139 Minutes of the Last Meeting

The minutes of the last meeting of the Cabinet held on Wednesday, 16 September 2020 were agreed.

140 Cabinet Forward Plan

The Chair presented the twelve month Cabinet Forward Plan for the period 1 October 2020 – 30 September 2020 for information.

Decision made (unanimously):

That the Cabinet Forward Plan for the period 1 October 2020 – 30 September 2020 be noted.

141 Proposed Leisure Facilities Strategy for South Ribble

The Cabinet Member for Health, Wellbeing and Leisure presented a report of the Director of Neighbourhoods and Development bringing forward a proposed new Leisure Facilities Strategy for South Ribble. The report outlined a vision for future Leisure Facilities in the borough that was sustainable and fully contributed to the wider aspirations and ambitions of the Council's Corporate Plan, notably in the areas of Health and Wellbeing, tackling Health Inequalities and Community Development.

A number of questions and comments were made on the document, including some suggested minor amendments. Reference was made to accessibility issues (in terms of access via public transport or walking) to existing leisure centres, which was acknowledged by the 'leisure local' concept.

Decision made (unanimously):

1. That Cabinet welcomes and adopts the new South Ribble Leisure Facilities Strategy as set out in Appendix A to the report as a key document that will help deliver a sustainable future for public Leisure Facilities in the Borough.
2. That Officers be requested to bring back to Cabinet and Council further reports outlining in detail how the new Leisure Facilities Strategy will be delivered including future management arrangements for the Leisure Centres.

Reasons for decision

South Ribble Borough Council has lacked a Leisure Facilities Strategy for some time that sets out a clear vision of what the Leisure Facilities offer will look like in the future. The decision to adopt the proposed new Leisure Facilities Strategy will ensure the future sustainability of Leisure Facilities, improve their quality and maximise their contribution to Health and Wellbeing, reducing Health inequalities and building local communities.

Alternative options considered and rejected

The alternative option was not to have a Leisure Facilities Strategy in place, but this would make progress in developing Leisure Facilities in the Borough very difficult going forward as has been shown in recent years.

142 South Ribble Playing Pitch Hub

The Cabinet Member for Health, Wellbeing and Leisure presented a report of the Director of Neighbourhoods and Development setting out the Playing Pitch Hub project. The report outlined the scope, location, cost and timeframe for the project and sought permission to develop the project to the point of achieving full planning permission and tendering the project. The report also sought approval to submit an application to the Football Foundation in January or April 2021 for funding towards the overall cost of the project.

There were a number of questions and comments on the report. Concern was expressed regarding pollution levels due to proximity to the M6 motorway. It was

agreed Cllr Mrs Smith to be provided with relevant information obtained from Lancashire County Council Highways Department.

Decision made (unanimously):

1. That Cabinet approves the development of the Playing Pitch Hub project to be located at Bamber Bridge Leisure Centre in line with the budget allocated within the Council's Capital programme.
2. That Cabinet approves the submission of a Football Foundation bid for the Playing Pitch Hub project in January or April 2021 with the objective of obtaining partnership funding for the project.
3. That Cabinet authorises Officers to carry out an appropriate procurement exercise to seek a suitable Contractor to carry out the work of building the new Playing Pitch Hub.
4. That Officers will bring back to Cabinet the final business plan for the Playing Pitch Hub project along with final costings and site plan of the proposed Playing Pitch Hub pitches.
5. That Cabinet requests that Officers bring back the Sports Playing Pitch Hub project to a further Cabinet to award the construction contract in line with the procurement rules of the Authority.

Reasons for decision

In 2019 the findings of a refreshed Playing Pitch Strategy were adopted as part of the Council's overall planning framework. The Playing Pitch Strategy outlines a strategic approach to ensuring the future provision of outdoor playing pitches meets local community needs against a background of projected housing growth. The Playing Pitch Strategy has identified a shortfall of two full size 3rd Generation (3G) football pitches in the Borough. This decision is about developing a project to provide those two 3G pitches, along with the refurbishment of Bamber Bridge Leisure Centre and building the necessary ancillary facilities to support the project.

Alternative options considered and rejected

Alternative options were to do-nothing or to do the project without doing a funding application to the Football Foundation. The do-nothing option would not realise a recommendation of the formally adopted Playing Fields Strategy and one of the projects identified in the Corporate Plan. The do-nothing option would also fail to deliver on a key plank of the Council's newly emerging Leisure Facilities Strategy. To not do a Football Foundation application would miss out on the opportunity of bringing external funding into the Borough. Therefore, these options were rejected.

143 Refurbishment of Hurst Grange Park Coach House, Penwortham

The Cabinet Member for Finance, Property and Assets presented a report of the Director of Neighbourhoods and Development which brought back before members the Hurst Grange Coach House refurbishment and improvement project, following an

open tender process to seek permission to spend the allocated capital budget and to award the contract to the Preferred Bidder identified by the procurement process.

Councillor P Smith made reference to Page 105 of the report, Table 2 - Building Works Contingency, which he would expect to form part of the overall bid. The Director of Neighbourhoods and Development explained that it was a requirement of the National Lottery Heritage Fund for the contingency to be separated and that she would provide him with detailed information following the meeting.

Decision made (unanimously):

That Cabinet agrees to:

1. Grant permission to spend the allocated capital budget of £732,732 for the Refurbishment of Hurst Grange Coach House and the associated project activities; and
2. Award the contract for the building works to Bidder 8 in Table 1, Appendix 1 of the report.

Reasons for decision

The Hurst Grange Coach House project has been progressing over a number of years and was considered at Full Council in July 2020 where the go ahead was given for the acceptance of the grant from the National Lottery Heritage Fund and to progress an open tender process to identify a preferred bidder. Now the tender process has been carried out formal approval was required to spend the allocated capital budget and award the contract to allow improvement works to begin.

Alternative options considered and rejected

A range of options were considered for the future of the building and a preferred way forward was chosen and developed following consultation. Options of 'do nothing', residential conversion, commercial use and were rejected at an early stage of the process as a result of consultation feedback.

There has always been the option of not taking the Coach House refurbishment and Heritage Fund application forward. However, at every stage through Cabinet reports or delegated decisions, it was agreed to continue the project and associated Lottery bidding process until this point whereby the project can be delivered if given final approval.

Councillor Foster, Leader of the Council and the Interim Chief Executive joined the meeting at this point. Councillor Titherington remained in the Chair for the duration of the meeting.

144 Refurbishment of Playgrounds at Hurst Grange Park, Penwortham & Bellis Way, Walton-Le-Dale

The Cabinet Member for Environment presented a report of the Director of Neighbourhoods and Development setting out the refurbishment projects for the playgrounds at Hurst Grange Park, Penwortham and Bellis Way, Walton-Le-Dale before members and seeking permission to spend the allocated capital budgets and

award the contract to the Preferred Bidder for Hurst Grange Playground identified by the procurement processes.

Councillor Howarth stressed the need for consultation with local ward members and to have sight of the site plans once they were available. The Cabinet Member for Environment indicated that she was committed to ongoing consultation with ward members and agreed to meet with Councillor Howarth. She also confirmed that project designs would be circulated to all members once the capital budget spend had been formally approved.

Decision made (unanimously):

That Cabinet grants permission for the following:

1. To spend the allocated £225,000 capital budget for the Refurbishment of Hurst Grange Park Playground
2. To award the contract for the refurbishment of Hurst Grange Park Playground to Bidder 1 in Table 1
3. To spend the allocated £30,000 capital budget for the refurbishment of Bellis Way Playground, increased to a maximum of £60,000 subject to a successful external funding bid by the Friends of Bellis Way Playground.

Reasons for decision

The current capital programme includes a number of play areas identified for improvement. Hurst Grange Park and Bellis Way Playgrounds have funds allocated in this financial year and bids have been invited on a design and build basis.

Alternative options considered and rejected

The option of doing nothing and leaving the sites in their current condition was rejected as both sites are now in need of refurbishment to provide quality facilities.

The option of providing junior equipment at Bellis Way and teen/adult equipment within the playground at Hurst Grange Park was rejected due to limitations on space and the proximity of surrounding houses.

145 Volunteering Policy and Framework

The Cabinet Member (Community, Social Justice and Wealth Building) presented a report of the Director of Neighbourhoods and Development detailing a policy which provides a standard and clear framework to recruit, retain and support volunteering with the Council. The report also included a second policy setting out the framework for how the Council will enable its own employees to volunteer.

Decision made (unanimously):

That Cabinet agrees:

1. To approve and implement the policy for 'Volunteering with the Council'.
2. To approve and implement the policy for 'Employee Volunteering'.

Reasons for decision

The development of a volunteer framework and policy was identified within the Corporate Plan, under the theme of People and Communities. The decision will enable the council to develop a consistent approach to volunteering for the Council.

Alternative options considered and rejected

1. The current position is inconsistent and ad-hoc, with no structure or corporate influence to identify volunteer opportunities within services. There is neither a consistent way in which volunteers are recruited or inducted into the organisation, presenting risk and potential to not get the best experience for both volunteer and officer. To continue is not feasible, if the Council wishes to develop how it works with and engages in a cooperative way with communities and individuals who want to get involved in their communities.
2. Employee volunteering and the level of paid leave has been considered in terms of either 1, 2 or 3 days. In 2016, the government had proposed 3 days paid volunteering leave for any organisation over 250 employees. Whilst this has not been taken forward, it set a standard target to aim for. In providing 3 days, it would enable a short and focused volunteering period for an employee to take part in a local project or it can provide sufficient hours to take part in a longer-term development process such as professional development through serving as a trustee.

146 Parks Capital Projects

The Cabinet Member for Environment presented a report of the Director of Neighbourhoods and Development detailing capital improvement projects for the Icehouse and new Arboretum at Worden Park Leyland and drainage replacements at Hurst Grange Park, Penwortham and seeking permission to spend the allocated capital budgets. The report also advised members of an offer of funding from the Trustees of the Worden Estate to contribute toward the cost of a new door for the icehouse.

Decision made (unanimously):

That Cabinet agrees to:

1. Grant permission to spend the allocated capital budget of £10,000 for building conservation works to the icehouse front facade.
2. Thank the Trustees of the Worden Estate for their kind offer of funding towards the cost of a new icehouse door and their continuing interest in the park
3. Grant permission to spend the allocated capital budget of £30,000 for the completion of the new Arboretum
4. Grant permission to spend the allocated capital budget of £25,000 for the replacement of a drainage culvert at Hurst Grange Park, Penwortham

Reasons for decision

The current capital programme includes a number of improvements within the borough's parks and open spaces to maintain their quality and safety. The proposed improvements are included in the programme for this financial year and therefore quotes will be invited to progress the works.

Alternative options considered and rejected

1. The option of doing nothing with each of these works has been rejected as each are required for the proper management of the parks or as part a pre-planned improvement project.
2. The option of removing the culvert at Hurst Grange Park and forming an open watercourse was rejected due to the depth of the existing culvert and the amount of excavation that would be required to create sufficiently safe and shallow banks.

147 Extension of Public Space Protection Orders

The Cabinet Member for Environment presented a report of the Director of Neighbourhoods and Development seeking delegated authority to renew Public Spaces Protection Orders (PSPOs) relating to the control of dogs for a further three years. The report explained that in November 2017 the Council adopted a series of PSPOs which replaced the Dog Control Orders previously adopted by the Council in September 2009 and that there is a legal requirement for the Council to renew the PSPOs every three years.

Decision made (unanimously):

That Cabinet delegates authority to the Director of Neighbourhoods & Development in consultation with the portfolio holder for the Environment to decide whether to renew the PSPOs listed below for a further three years, subject to consideration of the consultation responses received:

- The Dog Exclusion in the Borough Council of South Ribble Public Space Protection Order 2020.
- The Fouling of Land by Dogs in the Borough Council of South Ribble Public Space Protection Order 2020.
- The Dogs on Leads by Direction in the Borough Council of South Ribble Public Space Protection Order 2020.
- The Dogs on Leads in the Borough Council of South Ribble Public Space Protection Order 2020.
- The Means to Pick Up Foul by Dogs in the Borough Council of South Ribble Public Space Protection Order 20

Reasons for Decision

In order to enable the Council to continue to enforce against the offences identified in the named orders, reducing the detrimental effect such offences have on the quality of life of those in the local community.

Alternative Options considered and rejected

Consideration was be given to not extending the PSPOs, however this is not a viable option as it would mean the Council would not be able to enforce and deal with dog related issues on the borough's public areas.

148 Urgent Decisions Taken Due to COVID-19 Pandemic

The Leader presented a report of the Assistant Director of Scrutiny and Democratic Services informing the Cabinet of the urgent decisions taken in accordance with the Council's Constitution due to the CO-VID19 pandemic.

Decision made (unanimously):

That the report be noted.

149 South Ribble Prevention Zone Framework

The Leader of the Council presented a report of the Director of Neighbourhoods and Development seeking approval for the updated South Ribble Local Prevention Zone framework. The Leader took the opportunity to thank all staff for their ongoing hard work during the pandemic.

Councillor Clark referred to the five posts to be funded by Lancashire County Council until March 2022. The Director of Neighbourhoods and Development agreed to provide further information to Councillor Clark following the meeting.

Decision made (unanimously):

That Cabinet approves the South Ribble updated local prevention zone framework and notes that this is a dynamic document that will be amended on a frequent basis in line with dynamic risk-based response.

Reasons for Decision

The South Ribble Local Prevention Zone Framework sets out how the Council will work with partners, businesses and the public at a local level to prevent, contain and manage outbreaks. Successful local management will break the chains of COVID-19 transmission to enable people to return to and maintain a more normal way of life.

Alternative options considered and rejected

The alternative option would be to continue with the status quo. However, If the status quo was to be maintained, it is likely that the Council would not have an agreed framework to clarify responsibilities and empower the Council to take preventative action and make strong decisions locally.

150 Options for council rebrand

The Leader of the Council presented a report of the Deputy Chief Executive updating the Cabinet as to progress with the rebrand of the Council.

Arising from discussions on the report, it was agreed that the Deputy Director of Finance write to Councillor Michael Green to confirm which area of the budget had been identified for the £20,000 rebranding exercise.

Decision made (unanimously):

1. That Cabinet agrees the logo options for consultation as set out in appendix A of the report; and
2. That the feedback and any amendments to the logo options be brought back to Cabinet for final approval.

Reasons for decision

The principle of refreshing the council's logo had already been agreed. It was determined that the Cabinet would consider options for what this could look like following the Residents' Survey that took place earlier this year.

Work was undertaken to look at options for the new logo and these were presented for consideration.

Given the changes that were being proposed it was felt it was important to get further feedback from residents, staff and members on the changes to inform the final design of the corporate logo.

Alternative options considered and rejected

The alternative was to retain the existing logo, but given the need to modernise and feedback from the resident survey, this option was rejected.

151 Corporate Performance Framework Review

The Leader of the Council presented a report of the Shared Service Lead – Transformation and Partnerships setting out the revised Corporate Performance Framework.

Arising from discussions on the report the Leader confirmed that the quarterly performance monitoring report would be discussed at the Scrutiny Budget and Performance Panel.

Decision made (unanimously):

That Cabinet approves the Corporate Performance Framework as a shared policy document.

Reasons for Decision

To ensure that the Council has an up-to-date and robust approach to performance management that can consistently and effectively respond to the needs of each authority across shared services. Effective performance management is vital for improving outcomes for our communities as it provides a key mechanism for continuous service improvement and excellence.

Alternative options considered and rejected

The alternative option was not to adopt the revised Corporate Performance Framework. This was rejected because it would maintain current inconsistencies and limit the effective management of performance for both Councils.

152 Exclusion of Press and Public

Decision made (unanimously):

That the press and public be excluded from this meeting.

153 Shared Services Phase 1 Service Reviews

The Leader of the Council presented a report of the Deputy Chief Executive outlining the findings of the service reviews for phase 1 of shared services and setting out the recommendations for each service. He also presented details of the consultation feedback which had been circulated to members following the publication on the agenda.

Decision made (unanimously):

That Cabinet approves recommendations 3 and 4 of the confidential report.

Reasons for decision

The implementation of the reviews and the associated action plans will allow the new teams to effectively provide services across both sovereign councils as well as moving employees onto the new terms and conditions agreed by the councils in July.

The recommendations for the review included proposals for restructures, alongside action plans focusing on aligning key systems and processes.

Alternative options considered and rejected

Not to review the services would restrict integration and limit effective joint working.

Chair

Date