

Report of Cabinet

1. Any Cabinet recommendations on the reports that require a decision by full Council appear as separate items on the agenda.

General Report of the Cabinet for the meeting held on Wednesday 24 March 2021

Cabinet Forward Plan 1 March 2021 – 28 February 2022

2. When considering the statutory Cabinet Forward Plan which had been submitted for information, reference was made to the three Lead Members appointed at Council on 27 January 2021 – Lead Member for Youth and Mental Health Awareness; Lead Member for Social Equality and Justice; and Lead Member for Climate Change who would be supporting Cabinet Members in their work.
3. It was therefore agreed that the new Lead Members be invited to speak at Cabinet about their remit, make regular reports on their work and that this be incorporated in the Cabinet Forward Plan.

Quarter 3 (October - December) Performance Monitoring Report 2020-21

4. Cabinet considered a report of the Deputy Chief Executive which provided members with a position statement for the Corporate Strategy for Quarter 3 (October – December) 2020/21. Cabinet also gave consideration to the recommendations of the Scrutiny Budget and Performance Panel made at its meeting on 22 March 2021, as follows:

The Scrutiny Panel:

- 1) thanks the Leader and Shared Services Lead for attending and answering its questions;
 - 2) commends the council's performance at the end of Quarter 3;
 - 3) asks for consistency in the future use of the name and description of the Community Hubs;
 - 4) asks that further information be provided on the key performance information definition on the number of residents benefiting from opportunities created by the communities team;
 - 5) asks that the costs associated with refurbishing Penwortham Leisure Centre be provided to the Panel; and
 - 6) welcomes the commitment to review the methodology for collecting customer satisfaction data.
5. 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.
 6. Cabinet noted the report and accepted the recommendations of the Scrutiny Budget and Performance Panel made on 22 March 2021.

Community Hubs Update and Action Plans

7. The Cabinet considered a report of the Director of Communities giving details of the 2021/22 Community Hub Action Plans and Area Profiles. There was a substantial amount of data provided in the area profiles which could be used to inform the further development of action plans.
8. The Leader noted the lack of specific projects within the action plans relating to local issues identified by the data (e.g. fuel poverty in the Western Parishes) and referred to lack of community engagement (e.g. with parish and town councils).
9. In response to an enquiry as to how recently the data had been collected, the Director of Communities indicated that the data represented the latest available to the Council, however it may have been collected recently or several years ago depending on the source (e.g. previous census data). It was also reported that the data was to be reviewed over the next few weeks.
10. Other comments and points raised included:
 - the difficulties presented by the current pandemic, which may be reflected in the progress made by Community Hubs over the twelve month period;
 - The Cabinet Member (Communities, Social Justice and Wealth Building) providing progress updates to Cabinet on the work of Community Hubs.
11. Cabinet therefore made the following decisions:
 - 1) That the 2021/22 Community Hub Action Plans and Area Profiles be noted;
 - 2) That the Cabinet Member (Communities, Social Justice and Wealth Building) write to the Chairs and Vice Chairs of the Community Hubs regarding the need for specific projects in response to local issues and priorities identified for each area and to report back to the Cabinet at its next meeting on 16 June 2021; and
 - 3) That with regard to the data and intelligence collected for each area profile, where possible officers will baseline the report data to include when it was collected.

Refurbishment of Playground at Haig Avenue, Leyland

12. The Cabinet considered a report of the Director of Communities bringing the refurbishment project for the playground at Haig Avenue, Leyland before members and seeking permission to spend the allocated capital budget and award the contract to the Preferred Bidder identified by the procurement processes.
13. The current capital programme included a number of play areas identified for improvement. Haig Avenue Playground had funds allocated in this financial year and bids had been invited on a design and build basis.

14. A number of alternative options were considered. The option of doing nothing and leaving the site in the current condition was rejected as the site was now in need of refurbishment to provide quality facilities.
15. The option of providing teen/adult equipment over and above the ball court was rejected due to limitations on space and the proximity of surrounding houses.
16. Finally, the option of providing parking spaces for traffic associated with the school opposite Haig Green was considered having been requested by a number of residents during the consultation. The option was rejected due to a lack of space on site, insufficient budget, difficulties of forming a new access onto the highway, safety concerns for pedestrian and cyclists by increasing vehicle movements in and around the open space and potential negative air quality implications for the locality.
17. That Cabinet therefore gave approval to
 - 1) Spend the allocated £175,000 capital budget for the refurbishment of Haig Avenue Playground; and
 - 2) award the contract for the refurbishment of Haig Avenue Playground to Bidder 3 in Table 1 of the report.

Budget Monitoring 2020-21 Quarter 3

18. The Cabinet considered a report of the Deputy Director of Finance (Section 151 officer) explaining the Council's overall financial position for quarter 3 of the financial year.
19. The report outlined the impact Covid-19 has had on the budget in 2020/21 including the additional grant funding received and the management of the business grant schemes.
20. The total capital spend including commitments in 2020/21 was £5.380m, which is 62% of the current 2020/21 capital budget of £8.737m. Appendix C to the report provided the details for individual schemes and the revised forecasts, both for 2020/21 and the following 3 years.
21. The Cabinet also considered the recommendations of the Scrutiny Budget and Performance Panel made on 22 March 2021, as follows:

The Scrutiny Panel:

- 1) thanks the Cabinet Member and Deputy Director of Finance for attending and answering its questions;
 - 2) commends the inclusion of staff vacancy information within the report;
 - 3) welcomes the reassurance that the capacity and skills required for the future delivery of the capital programme is now in place; and
 - 4) asks that further information on the Community Infrastructure Levy (CIL) payments to parish/town councils over the last seven years be provided to Members.
22. In response to questions from members regarding outstanding vacancies e.g. Assistant Director of Housing and Property and apprentice posts, the Chief Executive indicated that the senior post was intentionally left vacant due to the implementation of Shared Services and the appointment of apprentices was put on hold by the pandemic, however this would be restarting shortly.

23. Cabinet made the decision to:

- 1) To note the contents of the report;
- 2) To accept the recommendations of the Scrutiny Budget and Performance Panel made on 22 March 2021; and
- 3) To approve the re-profiled budgets for the capital programme, which reflects forecasted underspend against the existing budgets, as detailed in Appendix C to the report.

Shared Services Events Team Review

24. The Leader of the Council presented a report outlining proposals to create a shared events team from 1 April 2021. The principle of creating a shared events team has already been agreed and the report brought forward a proposal to complete that action as part of the shared services phase one service reviews

25. The Leader gave assurances that the Council would support all schemes as required e.g. the Lostock Hall lights even if they were not specifically identified in the report.

26. The Cabinet agreed to:

- 1) To approve the proposed structure for the events team outlined in the report.
- 2) To approve the action plan included in Appendix 1 to the report.

Leisure Centres Booking / Direct Debit Collection System

27. The Cabinet Member (Communities, Social Justice and Wealth Building) presented a report requesting permission to procure a Booking System and payments for the Leisure Centres, and to procure a system to collect direct debits for membership.

28. The Cabinet agrees to waive procurement rules to allow the Council to enter into 2 separate contracts for 3 years as follows:

Contract 1 – Leisure management Software
Contract 2 – Direct Debit bureau and Contact Centre,

as detailed in the confidential report.

Decisions taken under the General Exception Procedure in accordance with Paragraph 17 of Part 4C of the Council's Constitution

29. Paragraph 19.2 of the Council Constitution states that “the Cabinet must prepare a report to the next available Council meeting setting out the details of any executive decision taken without giving 28 days’ notice under the procedure set out in Rule 17 (Key Decision – General Exception)”.

30. Please see below a list of executive key decisions, decisions which were exempt or confidential and decisions taken by the Cabinet in private for which it was impracticable to give 28 days’ notice on the Cabinet Forward Plan.

Decision	Date and Decision Maker	Reasons for giving less than 28 days' notice on the Cabinet Forward Plan
<p>Worden Hall and McKenzie Arms - Procurement of Project Management and Quantity Surveying Support (contains exempt information)</p>	<p>21 January 2021 Cabinet Member (Finance, Property and Assets)</p>	<p>It was impracticable to give 28 days' notice of this decision on the Forward Plan due to the need to award the contract at the earliest opportunity to ensure both schemes are delivered on time and on budget to an acceptable standard.</p> <p>South Ribble Borough Council did not have the internal resource capacity to progress the design for each scheme and to prepare documentation to progress the key works packages such as the procurement of contractors to deliver the schemes and the ongoing contract administration. It was also critically important that cost was managed as the project progresses to ensure the budget was maintained. Given the key dates that needed to be achieved it did not allow sufficient time to deliver complete a competitive tender exercise for these activities.</p>
<p>Provision of a Loan and Grant to facilitate a works project to the Hoole Village Memorial Hall (Key decision)</p>	<p>29 January 2021 Cabinet</p>	<p>This key decision had not been published on the Forward Plan because the original intention was for this to be an Executive Member decision later in February. However, the Director of Governance and Monitoring Officer determined that the matter was more appropriate to go to Cabinet the next meeting of which was on 10 Feb.</p>

Decision	Date and Decision Maker	Reasons for giving less than 28 days' notice on the Cabinet Forward Plan
<p>OLEV, On-street Residential Chargepoint Scheme (ORCS) Grant Bid Application (key decision)</p>	<p>4 March 2021 Deputy Leader and Cabinet Member (Health and Wellbeing)</p>	<p>It was impracticable to give 28 days' notice on the Forward Plan, the reason being due to the time frame of submitting the funding bid. It could not wait until the next Cabinet 24 March and therefore needed to be taken as an Executive Member Decision.</p>
<p>National Leisure Recovery Fund (Key Decision and contains exempt information)</p> <p>That the figure specified in the report awarded to the Council to support Leisure Centres between December to March 2021 is paid across to the Trust in the form of a grant agreement.</p>	<p>5 March 2021 Cabinet Member (Finance, Property and Assets)</p>	<p>It was impracticable to give 28 days' notice of this key decision on the Forward Plan because this funding was released to urgently support the Leisure sector following the impact of Covid 19. It was to support providers for the period Dec 20-March 21 and the intention was for the funding to be paid over as soon as possible</p>

Recommendation(s)

31. That Council note the report.

Councillor Paul Foster
Leader of the Council

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