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| Minutes of | Cabinet |
| Meeting date | Wednesday, 14 July 2021 |
| Members present:: | Councillors Paul Foster (Chair), Michael Titherington (Vice-Chair), Aniela Bylinski Gelder, Bill Evans and Matthew Tomlinson |
| Officers: | Gary Hall (Chief Executive), Chris Moister (Director of Governance), Louise Mattinson (Director of Finance and Section 151 Officer), Jennifer Mullin (Shared Director of Communities), Rachel Salter (Service Lead (Development and Business)), Howard Anthony (South Ribble Partnership Manager), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Clare Gornall (Democratic and Member Services Officer) |
| Other members and officers: | Councillors Hancock, Michael Green, Bretherton, Ogilvie, Mort, Martin, P Smith, Mrs Smith, Sharples, Walton, Watkinson and Wooldridge |
| Public: | 0 |

17 Apologies for Absence

There were none.

18 Declarations of Interest

There were none.

19 Minutes of the Last Meeting

The minutes of 16 June 2021 were presented for approval.

Councillor Ogilvie referred to Minute 11 - Revenue and Capital Budget Monitoring 20-21 Outturn. He enquired as to whether the Leader had written to the residents of Buckshaw Village explaining the reasons for the decision concerning S106 funding and also if the developer had been written to. The Leader indicated that he would be contacting residents of Buckshaw Village in the form of a newsletter which would be sent out in the next 2-3 weeks. The Chief Executive confirmed that a letter had been sent to the developer but no response as yet had been received.

RESOLVED:-

That the minutes of the meeting of Cabinet held on 16 June 2021 be approved and signed as a correct record.

20 Cabinet Forward Plan (Notice of Executive Decisions)

The Cabinet Forward Plan (Notice of Executive Decisions) for the period 1 July 2021 – 30 June 2022 was presented for information. Members noted the “Council Housing Delivery Programme” scheduled to be brought before Cabinet in September 2021.

Decision made

That the Cabinet Forward Plan (Notice of Executive Decisions) for the period 1 July 2021 – 30 June 2022 be noted.

Reasons for Decision

The Plan was presented for information only.

21 Award of Contract(s) to progress Town Deal Projects - Design Services

Decision made

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Director of Planning and Development informing and updating members on the detail and outcome from the Town Deal Design Team procurement process.

The report requested approval to appoint and award contracts to the winning bidders on the design team disciplines listed below to progress the design development on the Leyland Town Deal project to RIBA Stage 3:

- a) Mechanical, Electrical and Plumbing Services
- b) Architect Services
- c) Structural and Drainage Services
- d) Landscape Architect and Public Realm Design Services.

A question was asked about the apparently large variances in scoring in the Design Disciplines, for example in Landscape and Public Realm Design Services one bidder's score on cost was 10.38. The Leader indicated that the largest variance in scores was on price, which had a weighting of 60% and therefore the cheapest bid scored the full 60%. The scores on quality were much closer, however the cheapest bidders mostly achieved the highest score in that regard too.

He also indicated that the actual figures received from bidders who were not successful in the process were not disclosed in the report in order that the matter could be considered in public.

Decision made

That the award of contracts to the winning bidders across the various design specialisms in order to progress the design works on the Leyland Town Deal project, be approved as follows:-

Design discipline – Mechanical, Electrical and Plumbing Services:-

Steven A Hunt & Associates Ltd - **£91,975.00**

Design discipline –Structural & Drainage:-

Woolgar Hunter Ltd - **£134,772.00**

Design discipline – Architect:-

Wilson Mason LLP - **£139,256.25**

Design discipline – Landscape & Public Realm Services:-

Lanpro Services Ltd - **£39,250.00.**

Reasons for decision

The work on the Leyland Town Deal project is extremely urgent and progressing the design works will enable the project to progress in line with the delivery programme mitigating any risk to funding and supporting the business case development process.

Progressing the design works to RIBA Stage 3 will ensure that the project is able to demonstrate a 'shovel ready' proposal to the funding body and allow the project to proceed with the submission of a planning application process.

Alternative options considered and rejected

Alternative options considered include delaying the recruitment of the design disciplines and not progressing the design works until the conclusion of the business case development process which is currently set for March 2022.

This was rejected as this would put the project under significant pressure to deliver on both the design and development of a number of capital projects as detailed within the Town Centre Investment Plan in a short timeframe.

The delivery programme timescales have been dictated by central government and in order to mitigate any risk to meeting programme timescales, it was necessary to progress the design works in line with the business case development process.

22 Climate Emergency Strategy Review

The Deputy Leader and Cabinet Member (Health and Wellbeing) presented a report of the Director of Communities updating members on the work undertaken on this hugely important issue and seeking approval to a revised Climate Emergency Strategy and updated Carbon footprint for the Council operations and the Borough.

A question was asked about whether the "One Carbon World" report had yet to be received and with regard to the accuracy of the data, given the accuracies in 2018/19. Councillor Titherington indicated that the report had yet to be received and he would expect that any data produced by consultants would be accurate. Neil Martin, Senior Environmental Health Officer clarified that council officers would now

be calculating the figures and therefore ensure the figures presented will be accurate.

Decision made

1. That members note the work undertaken by the cross-party Climate Emergency Task Group;
2. That members note the current carbon footprint of both the Council and the borough; and
3. That Council be recommended to approve and adopt the revised Climate Emergency Strategy.

Reasons for decision

In July 2019 the Council declared that the effect of climate change within the borough poses an immediate danger to the Health and Wellbeing of our residents. To combat this threat the Council set a goal of rendering the borough carbon neutral by the year 2030.

A cross-party Climate Emergency Task Group was formed to work with officers to achieve this goal. The Task Group have met regularly to move this agenda forward.

In July 2020 members approved and adopted a Climate Emergency Strategy. The Strategy provided background to the Climate Emergency issue, our current position in terms of the Council and the borough and identified categories of areas to concentrate on to achieve the overall goal of net-carbon neutral by 2030. Members were also given a commitment by the Task Group that the Strategy would be reviewed and revised each year, including an update on the current carbon footprint and work undertaken.

Alternative options considered and rejected

None, because a commitment was given by the Task Group and accepted by Full Council that the Strategy would be reviewed, and an update given.

23 Climate Emergency Action Plan

The Deputy Leader and Cabinet Member (Health and Wellbeing) presented a report of the Director of Communities providing details of a draft Climate Emergency Action Plan, setting out the initial actions that the Council will undertake towards achieving the corporate goal of net-carbon neutral by 2030.

A question was asked about whether the Cabinet were in discussions with Lancashire County Council (LCC) as a crucial partner on many of the proposed actions, and also quantifying the data in respect of how the actions will reduce the 700,000 kilotonnes of carbon. The Cabinet Member (Health and Wellbeing) indicated that regular talks were being held with LCC and that although no quantifiable data in respect of the actions was yet available, the Plan represented the commitment of the Council to addressing the climate emergency and establishes the actions which

inform the Strategy. The Chief Executive also indicated that similar points were made at Scrutiny Committee and that detailed work on the Plan would now be taken forward.

Decision made

1. That, having considered the report, the draft Climate Emergency Action Plan be endorsed by the Cabinet.
2. That Council be recommended to formally adopt the draft Climate Emergency Action Plan.

Reasons for decision

In July 2019 the Council declared a Climate Emergency, with a goal of achieving net carbon neutral by 2030 for the Council operations and the borough.

In July 2020 the Council approved and adopted a Climate Emergency Strategy which identified the current carbon footprint for the Council operations and the borough and determined that a Climate Emergency Action Plan was required to achieve the net carbon neutral goal.

The draft Climate Emergency Action Plan is a cumulation of work that fulfils the above requirement and sets out the initial measures to move South Ribble towards a net carbon neutral status.

Alternative options considered and rejected

The option of not developing an action plan was discounted.

Members had made a commitment to developing an action plan and achieving the target of net zero carbon emissions by 2030. The Climate Emergency Strategy sets out the scope of what is and is not to be included within the calculation of the carbon footprint for both the Council and the borough as a whole. This scope has directed the formation of the action plan.

24 Approval of Decarbonisation Plans for Civic Centre, Moss Side and Leisure Centres

The Deputy Leader and Cabinet Member (Health and Wellbeing) presented a report of the Director of Communities advising members, through the commissioned Decarbonisation Plans, on the level of, and potential cost of, work required to the main Council owned buildings in order to achieve the Council's goal of net carbon neutral by 2030.

In relation specifically to the Civic Centre decarbonisation plan, the report requested approval to the document so that it may be submitted to Salix Finance on behalf of the Department for Business, Energy and Industrial Strategy (BEIS) as a condition on the recent grant funding of £145,004 awarded to make energy efficiency improvements to the Civic Centre.

The report also requested approval to the other five Decarbonisation Plans to so that they can be utilised in future grant bids through the Public Sector Decarbonisation Scheme or equivalent when they become available.

A question was asked whether any companies other than Leisure Energy were considered. It was reported that approximately 8 companies were approached and 5 responded. The Chief Executive confirmed that the requisite number of quotes were obtained in accordance with financial regulations.

A question was asked as to how the of £4.138 million referenced in paragraph 34 would be financed. The Cabinet Member (Finance, Property and Assets) indicated that hopefully Government funding could be obtained to contribute to this figure.

Decision made

1. That the decarbonisation plans attached to the report be noted.
2. That the decarbonisation plans be approved, allowing their submission as part of current and future grant applications for funding to assist in the carbon neutral goal.
3. That future sources of funding be considered and programming of works identified to achieve the net-carbon zero by 2030 target.

Reasons for decision

In July 2019 Full Council passed a motion which declared a Climate Emergency with the overarching goal of “rendering the borough carbon neutral by the year 2030”. This goal means the borough shall produce no net carbon emissions by this date, taking account of actions that have the effect of removing carbon from the environment. Following this declaration, a cross party working group was established to move forward the agenda towards a carbon neutral borough.

Part of this work involves rendering all council operations net carbon neutral by 2030. This includes looking at the Council owned buildings. A systematic strategy ss required when considering the Council buildings given the size, complexity and general cost of any works required to move towards a carbon neutral status. Consideration must also be given to the timing of these works allowing for the age of the buildings, current infrastructure and life span, current and future technologies and costs of implementation. This systematic approach is referred to as a Decarbonisation Plan.

Alternative options considered and rejected

Following a successful grant application to the Public Sector Decarbonisation Scheme an award of £145,004 has been made for energy efficiency improvements to the Civic Centre, West Paddock. One of the conditions of this grant award is to have a Decarbonisation Plan completed, approved by Members and submitted to the grant administrators by September 2021.

Failure to meet this deadline would result in the Council being in breach of the grant conditions and potentially having to repay the full £145,004, most of which has

already been allocated. It would also be detrimental to any future grant bids made by the Council.

Therefore, for the reasons outlined above, no alternative options were appropriate.

25 Key Contracts and Partnerships Framework

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Deputy Chief Executive present for approval the Key Partnerships and Contracts Framework (included at appendix A).

Decision made

That the framework be approved and adopted.

Reasons for decision

As part of the South Ribble Annual Governance Statement, there is an action to develop a Key Contracts and Partnerships Framework to ensure effective monitoring of key contracts and partnerships to demonstrate and evidence that they are delivering effective, efficient and economic services providing best value for the Council.

Alternative options considered and rejected

The alternative is the Council does not have a Key Contracts and Partnerships Framework in place. This was rejected on the basis that there are key contracts and partnerships within the Council which would benefit from additional effective monitoring to demonstrate and evidence that they are delivering effective, efficient and economic services providing best value for the Council.

26 Exclusion of Press and Public

Decision made

That the press and public for be excluded for the following items of business on the grounds 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.

27 Key Contracts and Partnership Framework - Appendix B

Members considered an initial update on performance contained in Appendix B to the report, which contained restricted information.

Decision made

That the updated performance contained in Appendix B to the report be noted.

Reasons for decision

This was presented for information only.

28 South Ribble Extra Care Scheme – West Paddock

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Commercial which presented 3 options for the proposed extra care scheme at West Paddock supported by financial models. The report sought approval of a preferred delivery option to enable the scheme design to be developed and a more detailed project budget prepared.

Decision made

1. To approve the progression of design option 3 outlined in the report.
2. To note that £200k of the allocated £10 million budget will be drawn upon to deliver the next stage of the design (RIBA Stage 2 and 3) and contractor procurement process.
3. To note the current estimated project cost to deliver the 72 unit scheme is £14.260 million.
4. To acknowledge that the further design works set out in paragraph 4 are required to verify the projected project cost of £14,260 million, and that further updates on the costs will be brought back when the next stage of design work has been progressed.

Reasons for decision

The decision will enable the progression of the Council's Corporate Strategy objective to deliver affordable housing within the borough with, the delivery of a 72-bed development. The development of the design work will enable a more detailed project budget to be prepared and progression of the project will support the progression of a funding bid with Homes England through their affordable homes programme.

Alternative options considered and rejected

The alternative option would be to deliver a smaller scheme of 50 units. The estimated construction costs of this scheme would align with the currently allocated capital budget of £10 million. This option was rejected as it will be beneficial to maximise the development site and deliver as many units as possible (while 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 for the construction and the future operation of a single extra care facility.

Delivery of a smaller scheme would not provide maximum opportunity to meet the policy objective for increasing affordable rents.

Chair

Date