

<b>Minutes of</b>	<b>Cabinet</b>
<b>Meeting date</b>	<b>Wednesday, 15 September 2021</b>
<b>Members present::</b>	Councillors Paul Foster (Chair), Michael Titherington (Vice-Chair), Aniela Bylinski Gelder, Bill Evans and Matthew Tomlinson
<b>Officers:</b>	Gary Hall (Chief Executive), Louise Mattinson (Director of Finance and Section 151 Officer), Neil Anderson (Assistant Director of Projects and Development), Howard Anthony (South Ribble Partnership Manager), Dave Whelan (Shared Services Lead - Legal & Deputy Monitoring Officer), Darren Cranshaw (Democratic, Scrutiny & Electoral Services) and Clare Gornall (Democratic and Member Services Officer)
<b>Other members and officers:</b>	Councillors Adams, Alty, Bretherton, Campbell, Coulton, Forrest, Mary Green, Michael Green, Lomax, Martin, Ogilvie, Rainsbury, Sharples, Mrs Smith, P Smith, Walton, and Wooldridge.
<b>Public:</b>	1

**(Prior to the commencement of the meeting, a minutes' silence was held for Councillor Christine Melia who had recently passed away).**

## **29 Apologies for Absence**

There were none.

## **30 Declarations of Interest**

Councillor Foster announced that he had been appointed to the North West Employers' Organisation Board and his Register of Interests would be updated accordingly.

There were no declarations pertaining to the items on the agenda.

## **31 Minutes of the Last Meeting**

### **Decision made**

That the minutes of the meeting held on 14 July 2021 be approved and signed as a correct record.

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

The Cabinet considered its Forward Plan / Notice of Executive Decisions for the period 1 September 2021 – 31 August 2022.

One member drew attention to a number of items listed as likely to contain exempt information. The Leader indicated that the items would be reviewed and where possible, reports would be considered in public.

### **Decision made**

The Cabinet Forward Plan / Notice of Executive Decisions for the period 1 September 2021 – 31 August 2022 be noted.

## **33 Shared Consultation Framework**

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Deputy Chief Executive presenting the consultation framework for approval.

A member of the public asked a question in relation to the equality monitoring questions, querying the need for such personal information to be gathered. The Leader strongly disagreed, arguing that the information supplied is optional and the data assists the Council in improving its services to residents.

### **Decision made**

1. That the Consultation Framework in Appendix A be approved;
2. That a “Consultation Checklist” be developed complementary to the list produced as part of the Community Involvement Review.

### **Reasons for decision**

The Consultation Framework set out how South Ribble Borough Council undertakes consultations.

Without a framework, consultations may not be consistently planned and undertaken in the proper way across the council. This can lead to poor consultations and consequently poor decision making. This framework is a shared approach across Chorley and South Ribble Councils which will provide a consistent approach for staff to work too.

Consultation is also a way for communities, residents and businesses to engage with the Council and shape their local area. Without a framework key features that promote inclusivity and accessibility may not be routinely applied, inadvertently leaving some voices unheard.

The framework provides officers across South Ribble Borough Council with the guidance and tools to undertake high quality consultations as and when needed.

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

To not have a framework. As shared services continues to develop consultations could continue to be undertaken unilaterally by services, however the quality may be inconsistent. Further to this, different processes across shared teams could lead to

confusion or misapplication, whereas a single shared framework will provide consistency.

#### **34 Quarter 1 Performance Monitoring Report 2021-22**

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Deputy Chief Executive providing Cabinet with a position statement for the Corporate Strategy for quarter one (April – June) 2021/22.

The Cabinet considered the recommendations of the Scrutiny Budget and Performance Panel held on 13 September 2021 which were as follows:

The Panel:

1. thanks the Leader and Chief Executive for attending and for their detailed report;
2. welcomes the performance report and progress made in the first quarter of the year;
3. is grateful for the commitment for the new single strategic partnership to be scrutinised in the future and potential for joint scrutiny;
4. asks that the key performance indicator for fuel poverty be reviewed as part of the next refresh of the corporate strategy;
5. looks forward to receiving further information on the number of young people engaged in the community conversations and the link being made with mental health;
6. welcomes the offer of further examples of the outcome from the community hubs in future reports and the proposed evaluation;
7. looks forward to future reports including information on credit union take-up rates; and
8. is grateful for the offer of an update on the pre-planning advice services resuming and customer service response times.

Arising from members' questions on this item concern was expressed about the cost of building affordable homes in the borough, particularly the McKenzie Arms project which may require redesign. The Leader of the Council stressed that the Council was committed to investment in building affordable homes particularly in terms of social value to the borough.

A question was asked by a member of the public relating to the tree planting figures and regarding the percentage of trees which had not survived. The Leader of the Council disputed the figures quoted, added that the trees are planted by Lancashire County Council and that South Ribble's tree officers are aware that not all trees planted are expected to survive.

## **Decision made**

1. That the report be noted.
2. The recommendations of the Scrutiny Budget and Performance Panel be accepted.

## **Reasons for recommendations**

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

## **35 Workplace Strategy**

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Deputy Chief Executive requesting approval for the Workplace Strategy 2021-24.

Arising from questions from members regarding balancing flexibility with consistency, the Chief Executive gave assurances that the needs of the service would be prioritised.

## **Decision made**

That the Workplace Strategy be approved and progressed to support the future efficient operation of the organisation.

## **Reasons for decision**

To realise the social, economic, and environmental benefits of new ways of working in line with the changing operating context and workforce expectations.

## **Alternative options considered and rejected**

To revert back to pre-Covid-19 working practices. This option has been rejected based on the opportunities presented to modernise our approach and in line with feedback from staff.

## **36 Revenue and Capital Budget Monitoring Report 1**

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Finance with 2 elements:

- 1) setting out the revenue and reserves forecast for the Council as at 31<sup>st</sup> July 2021 and
- 2) overall financial position of the Council in respect of the capital programme as at 31<sup>st</sup> July 2021.

Arising from discussions a question was asked by a member concerning pension costs. A response was provided by the Director of Finance.

A member of the public referred to allocation within the capital programme for both leisure facilities in 2023/24 and the Decarbonisation Scheme and enquired which was the priority.

The Deputy Leader and Cabinet Member (Health and Wellbeing) indicated that both were important priorities. He stressed that ageing leisure centre stock needs investment but there is no set date on when this will happen.

### **Decision made**

**a) 2021/22 Corporate Revenue Budget Monitoring Report - position as at 31st July 2021**

1. To note the forecast position for revenue and reserves as at 31<sup>st</sup> July 2021.
2. To note the virements to the revenue budget made during the period, as detailed in Appendix 2 of the report.

**b) 2021/22 Corporate Capital Programme and Balance Sheet Monitoring Report – position as at 32st July 2021**

1. To approve the revised capital programme as attached at Appendix A which reflects all amendments to the programme that have been approved in the 4 months to 31<sup>st</sup> July 2021, as detailed in paragraph 11.
2. 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 2021.
- c) That the comments of the Scrutiny Budget and Performance Panel be welcomed and accepted.

### **Reasons for decision**

There is a forecast break-even position against the budget at 31<sup>st</sup> July 2021 as detailed in Appendix 1 of the report.

The Council's Medium-Term Financial Strategy reported that working balances were to be maintained at existing levels due to the financial risks facing the Council. The balance at the last reporting period (2020/21 Outturn) was £4.141m. The forecast level of general fund balances as at 31<sup>st</sup> March 2022 remains at £4.141m.

The decision ensures that the Council's budgetary targets are achieved, and the Council's Capital Programme is monitored effectively.

### **Alternative Options Considered and Rejected**

None.

## **37 Land Transfer at Vernon Carus**

The Cabinet Member (Finance, Property and Finance) presented a report of the Director of Commercial taking forward the ambitions of the Council's Leisure Facilities Strategy which has the key ambition of developing local Sport and Community hubs across the Borough as a means of widening access to Leisure Facilities and promoting the concept of Leisure Local.

The report also builds on a report taken to Cabinet on 20<sup>th</sup> June 2020 which gave permission for officers to commence negotiations on the transfer of the land at the Vernon Carus Site. The new report sought a final decision on agreeing a transfer of land at the Vernon Carus Sports Club, Factory Lane, Penwortham and Penwortham Reservoir (see Appendix A - Plan of sites) to South Ribble Borough Council from Lane End Developments Construction Ltd.

Arising from member question regarding risk, the Chief Executive indicated that a substantial amount of risk had been mitigated by completing all backlog of maintenance. It was confirmed that the annual inspection would be carried out by an accredited inspector.

### **Decision made**

1. That Cabinet approves the transfer of the land and reservoir to South Ribble Borough Council and the receipt of the sum of £500,000
2. That Cabinet approves the principles of the outline Master Plan. Further reports will come back through Cabinet and Council around the phasing of delivery and funding options for the component parts.
3. That Cabinet approves the funding of £150,000 plus a £25,000 contingency for the refurbishment of the existing Sports Club and Changing Rooms as phase 1A of the prosed Master Plan. The £150,000 is to be funded from s106 and £25,000 from the new Leisure Local budget.

### **Reasons for decision**

The Transfer of the land in question is linked to a wider Housing development being driven by Trafford Housing Trust. The transfer of the site to the Council is an

opportunity to take forward the new concept of Leisure Local as put forward in the Leisure Facilities Strategy adopted by the Council in October 2020.

Strategically, the Council has adopted a new Leisure Facilities Strategy through Cabinet. This highlights an ambition to develop leisure and community hubs across the borough as part of the concept of Leisure local.

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

The Council could choose not to accept the transfer of the land to South Ribble Borough Council. This would represent a missed opportunity in terms of developing a local Sports and Community Hub in-line with the objectives of the Leisure Facilities Strategy.

**[Following the above item, the Chair announced that the next meeting of the Cabinet would be held on Wednesday, 13 October 2021 at 6.00pm at Bamber Bridge Methodist Church, Station Road, Bamber Bridge].**

## **38 Exclusion of Press and Public**

### **Decision made**

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.

## **39 Museum, culture and tourism team review**

The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Deputy Chief Executive requesting approval for the new structure for the shared museum, culture and tourism team following a period of formal consultation.

### **Decision made**

To agree the proposals for the new structure as set out in Appendix A.

### **Reasons for decision**

To complete the creation of a shared communications and visitor economy service with a new team that will take on the tourism function and the operation of the South Ribble Museum and Exhibition Centre and Worden Hall.

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

The preferred option does focus on a wholly shared team and the only realistic alternative is to keep the team working separately for Chorley and South Ribble, which would not deliver the benefits outlined above and is not in line with the previously agreed aspiration to have a shared team in this part of the organisation.

If we kept the team operating each site separately there would still be a cost increase to South Ribble to operate the Worden Hall site, manage the museum and create a tourism role that is focussed on bringing visitors into the borough to support the local economy.

#### **40 Award of contract for work on South Ribble Tennis Centre car park**

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Commercial concerning the award of contract to the successful contractor for the work to extend the Car park at South Ribble Tennis and Fitness Centre as part of a wider refurbishment programme at the Council's Leisure Centres.

##### **Decision made**

1. That Cabinet agrees to the spending of up to £180k on the car park at South Ribble Tennis Centre to be funded from the Capital programme sum earmarked for the refurbishment of the Council's Leisure Centres.
2. That Cabinet delegates responsibility to the Cabinet Member for Finance, Property and Assets in liaison with the Director of Commercial Services for the awarding of the contact to the successful bidder to complete the extension to the car park at South Ribble Tennis and Fitness Centre following a procurement exercise underway which is being carried out under the Council's procurement rules.

##### **Reasons for recommendations**

This is a long-standing project that has been discussed for a number of years whilst SERCO managed the Leisure Centres. This decision is about taking this project forward to relieve the congestion experienced at the South Ribble Tennis and Fitness Centre car park at peak time use within the Leisure Centre and allow for increased use of the facilities.

This decision will also allow the Council to take forward a key aspect of the Council's Leisure Facilities Strategy which is to widen access to its Leisure Centres.

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

There was always the option of not doing this project. This would mean that the car park would continue to be congested at South Ribble Tennis and Fitness Centre car park and therefore the Centre would struggle to develop into the future.

Chair

Date