

<b>Minutes of</b>	<b>Cabinet</b>
<b>Meeting date</b>	<b>Wednesday, 15 December 2021</b>
<b>Members present::</b>	Councillors Paul Foster (Chair), Mick Titherington (Vice-Chair), Aniela Bylinski Gelder, Bill Evans and Matthew Tomlinson
<b>Officers:</b>	Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Jennifer Mullin (Director of Communities), Asim Khan (Director of Customer and Digital), Louise Mattinson (Director of Finance and Section 151 Officer), Mark Lester (Director of Commercial Services), Andrew Daniels (Shared Service Lead - Communications and Visitor Economy), Dave Whelan (Shared Services Lead - Legal & Deputy Monitoring Officer) and Clare Gornall (Democratic and Member Services Officer)
<b>Other members and officers:</b>	Councillors Alty, Bretherton, Hesketh, Mary Green, Michael Green, Ogilvie, Martin, Trafford, Walton, Wooldridge.
<b>Public:</b>	0

## **65 Apologies for Absence**

There were none.

**The Leader of the Council announced that he had agreed to the inclusion of a late item to the agenda - Award of Contract for Vernon Carus Sports Club. The urgency of the decision had been agreed by the Mayor in accordance with accordance with paragraph 5.5 of Part 4C of the Council's Constitution.**

## **66 Minutes of the Last Meeting**

The minutes of 17 November 2021 were presented for approval.

Councillor Ogilvie referred to Minute 62 – Refurbishment of the Holme Playground, Bamber Bridge and confirmed that he had received a written response.

### **Decision made**

That the minutes of the meeting held on 17 November 2021 be noted and signed as a correct record.

## **67 Declarations of Interest**

There were none.

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

The latest Notice of Executive Decisions / Cabinet Forward Plan for the period 1 December 2021 – 30 November 2022 was presented for information.

### **Decision made**

That the Notice of Executive Decisions / Cabinet Forward Plan for the period 1 December 2021 – 30 November 2022 be noted.

## **69 Communities Service Update**

The Cabinet Member (Social Justice, Communities and Wealth Building) presented a report of the Director of Communities providing an update on the work of the Communities Service, including progress on the Review of Community Involvement.

In response to an issue raised in relation Community Hubs i.e. negative comments in the questionnaire, the Cabinet Member indicated that she had discussed them with officers, however ultimately it was a matter for the Community Hub Chairs to address.

A question was asked about progress regarding the Youth Council. The Cabinet Member (Social Justice, Communities and Wealth Building) indicated that a report was being prepared and would be submitted to Cabinet, however in the meantime a written update would be provided to Councillor Ogilvie. Councillor Trafford, Leader Member for Youth and Mental Health Awareness gave verbal update including the priorities identified such as period poverty and knife crime. He was happy to be contacted for further information.

An enquiry was made about a Community Hub project. The Cabinet Member indicated that the Chairs and Vice Chairs of Community Hubs meet on a monthly basis and that members should approach the Chair of their Community Hub to discuss suggestions.

### **Decision made**

1. That the work of the Communities Service be noted.
2. That the evaluation of Community Hubs be noted and that the continuation of the current model be agreed.

### **Reasons for recommendations**

This report is for information and follows on from the update provided to Cabinet in June this year.

In addition to providing a position statement on the progress of Community Hubs in relation to the cross-party review of community involvement, a snapshot of wider work across the Communities Service was provided.  
Other options considered and rejected

None.

## **70 Moss Side Community Centre Update**

The Cabinet Member (Social Justice, Communities and Wealth Building) presented a report of the Director of Communities informing Cabinet of the findings and recommendations of the Moss Side Community Centre Task Group. The report sought approval on resource and management arrangements for the Centre going forward.

### **Decision made**

1. To approve the proposals of the task group, as listed in paragraphs 25 to 34.
2. To approve the creation of a new £16,000 revenue budget, to support the operational management of the community centre.
3. To agree to give delegated authority to the Cabinet Member (Finance, Property and Assets) to create a charging structure, general conditions for community use and determine staffing requirements.

### **Reasons for Decision**

Recommendations were made following a robust public consultation exercise and appraisal by a member task group. The task group was satisfied that the proposals in the report are in the best interests of both existing centre users, and the wider community who are potential users.

Creation of a new revenue budget, a charging structure, usage conditions and staffing requirements are key to the effective management of the community centre, and its ongoing sustainability.

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

The task group has considered and rejected a number of alternative options, including external management of the community centre, and revocation of existing user licences to create a 'clean slate' for provision in the centre. By discussion and consensus, task group members have rejected alternatives, as not being in the best interests of the local community at the current time.

## **71 Leyland Town Deal - Stage 2 Designs**

The Cabinet Member (Planning, Business Support and Regeneration) presented a report of the Director of Planning and Development giving details of the Stage 2 designs for the Leyland Town Deal.

### **Decision made**

That the Stage 2 designs for the Leyland Town Deal be noted.

### **Reasons for decision**

The initial concept design (stage 2) has been produced in line with the design brief established in stage 1, which has now been presented to the client and appended for consideration by Members.

A series of stakeholder consultation events were undertaken week commencing 22 November 2021, with a project staff and members consultation on 11 November 2021. The various stakeholder consultation events were scheduled with various stakeholder groups and provided an opportunity for these stakeholders to see and learn more about the designs and provide feedback via an online survey.

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

Other options considered and rejected were not applicable. A formal stakeholder engagement plan had been established and agreed at the Leyland Town Deal Board. This plan comprised a pressing pre-delivery programme related to internal governance, stakeholder engagement and feedback, all in line with the RIBA work stages.

The option of submitting this decision to a later Cabinet would not be feasible as this would not align with the pressing pre-delivery programme involved for the town deal funding business case submission, alongside other reporting requirements.

## **72 Urgent Item - Delivery of Improvement works at Vernon Carus Sports Club**

**In accordance with paragraph 5.5 of Part 4C of the Council's Constitution, the Mayor agreed that the following be considered as a matter of urgency for the reasons that the Council has only just received the cost information to allow the contract to be awarded and contract procedure rules need to be waived for the project to deliver to the set timescales.**

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Commercial Services seeking approval to depart from Contract Procedure rules and to delegate the award of a contract to undertake refurbishment works at Vernon Carus Sports Club.

Councillor Walton, Leader of the Opposition, expressed concerns about the lack of notice given for this proposed decision. She made a comment about the use of urgency procedures, which the Leader disputed. Councillor Walton was invited to put her views in writing.

The Cabinet Member (Finance, Property and Assets) confirmed that when the Executive Member Decision was approved, information would be accessible to members.

### **Decision made**

1. That a waiver of relevant contract procedure rules is granted in line with the South Ribble Borough Council Constitution.
2. That any changes to the scope of works or spend within the approved budget levels are delegated to the Director of Commercial Services in consultation with the Cabinet Member (Finance, Property and Assets)
3. That approval of the contract award is delegated to the Cabinet Member (Finance, Property and Assets).

### **Reasons for decision**

To meet the small window of opportunity for refurbishment of the club between January and April, following commitments to venue hire and prior to the start of the cricket season.

To reflect the current market conditions in the construction industry and the limited availability of contractors to undertake the works in the required timescale, which have been particularly exacerbated by the Covid pandemic.

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

A formal tender process was considered but not pursued as this would not enable the works to be completed in the required closed season period.

## **73 Exclusion of Press and Public**

### **Decision made**

That the press and public be excluded from the following items of business on the grounds of the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

## **74 Approval for Contract Procedure and Award for the Procurement of ICT hardware and software support**

The Cabinet Member (Social Justice, Communities and Wealth Building) presented a report of the Director of Customer and Digital informing members of the proposed shared procurement for ICT hardware, software and support to seek agreement to the sharing of costs and assessment criteria. The report followed on from a report to Cabinet on 10 February 2021 requesting approval for a number of joint procurements for hardware, software and support services.

An addendum to the report was also presented, seeking approval for the direct contract award for use across South Ribble and Chorley Council for time management and door access. The addendum proposed that the contracts will not be joint but will be separate for each Council; that capital costs are funded from Facilities, and software costs are funded from ICT; and explained the procurement route.

### **Decision made**

That with regard to the addendum to the main report:-

1. Cabinet approves the direct award for the delivery of a time management and door access system and associated implementation as detailed in the addendum to the report;

That with regard to the main report, Cabinet agrees to:-

2. With the exception of the contract referred to above at (1), approve the contract award procedure for a number of further joint procurements outlined at Appendix 1 for software, hardware and support services;

3. To approve carrying out appropriate tender exercises via the councils' e-procurement portal (The Chest) or alternatively the use of existing procurement frameworks such as Crown Commercial Services or similar;
4. To approve evaluation criteria of 80% cost and 20% quality where appropriate;
5. To waive the requirement to use the Social Value Portal;
6. That the decision to award the contracts is delegated to the Cabinet Member (Communities, Social Justice and Wealth Building).

**Reasons for decision**

With regard to the decision at (1), the Councils wished to award a door access and time management solution via a direct award. Following negotiations directly with the current provider the Council had reached a compelling commercial position as detailed in the report.

With regard to decisions at (2 – 6), by jointly procuring the remaining contracts it ensures alignment of software and hardware across both Authorities supporting Shared Services.

**Other options considered and rejected**

With regard to the decision at (1), the Cabinet was comfortable procuring this directly as it demonstrated best value for money.

With regard to the decisions at (2 – 6), each Council could procure software independently, but this would make it very difficult to align software or services in future.

Chair

Date