

<b>Minutes of</b>	<b>Cabinet</b>
<b>Meeting date</b>	<b>Monday, 20 June 2022</b>
<b>Members present::</b>	Councillors Paul Foster (Chair), Mick Titherington (Vice-Chair), Aniela Bylinski Gelder and James Flannery
<b>Officers:</b>	Gary Hall (Chief Executive), Asim Khan (Director of Customer and Digital), Mark Lester (Director of Commercial), Louise Mattinson (Director of Finance and Section 151 Officer), Jennifer Mullin (Director of Communities), Dave Whelan (Shared Services Lead - Legal & Deputy Monitoring Officer) and Clare Gornall (Democratic and Member Services Officer)
<b>Other attendees (in person):</b>	Councillor Will Adams, Councillor Jacky Alty, Councillor Damian Bretherton, Councillor Mary Green, Councillor Michael Green, Councillor Phil Smith (Deputy Leader of the Opposition and Deputy Leader of the Conservative Group), Councillor Angela Turner (Leader of the Liberal Democrats Group) and Councillor Kath Unsworth and Councillor Karen Walton (Leader of the Opposition and Leader of the Conservative Group).
<b>Attended virtually:-</b>	Councillor Jane Bell, Councillor Matt Campbell, Councillor Colin Coulton, Councillor Harold Hancock, Councillor Clare Hunter, Councillor Keith Martin, Councillor Jacqui Mort, Councillor Mrs Smith, Councillor Ian Watkinson.
<b>Public:</b>	15

### **1 Apologies for Absence**

Apologies were received from Councillor Matthew Tomlinson, Cabinet Member (Finance, Property and Assets).

### **2 Declarations of Interest**

There were none.

### **3 Minutes of the Last Meeting**

#### **Decision made**

That the minutes of the meeting held on 23 March 2022 be approved and signed as a correct record.

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

##### **Decision made**

That the Notice of Executive Decisions / Cabinet Forward Plan for the period 1 June 2022 – 31 May 2023 be noted.

#### **5 Leisure Local Community Fund**

The Deputy Leader and Cabinet Member (Health and Wellbeing), Councillor Mick Titherington, presented a report of the Director of Communities providing members with a series of Leisure Local Community Fund bids for approval.

Councillor Titherington welcomed a number of representatives from community organisations which had applied for the funding who were present at the meeting. He then publicly announced the grant funding proposals detailed in the appendix to the report.

##### **Decision made**

To approve the grant funding proposals for the Leisure Local Community Fund as detailed in Appendix A to the report.

##### **Reasons for decision**

Applications to the Leisure Local Community Fund were invited until 22 May 2022. The Leader and Deputy Leader and Cabinet Member (Health and Wellbeing) considered all bids, and made appropriate recommendations for funding.

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

Leisure Local Community Fund bids were received from a wide range of applicants for a wide range of initiatives. Applicants of the bids which were not successful were notified, with a full explanation of why funding was not awarded to them as part of this scheme.

#### **6 Boost Fund Plus 2022**

The Cabinet Member (Communities, Social Justice and Wealth Building), Councillor Aniela Bylinski Gelder, presented a report of the Director of Communities which brings together the outcomes of Round 3 of the Boost Fund and a series of grant proposals for Boost Fund Plus.

##### **Decision made**

1. To note the decisions of the Leader and Cabinet Member for Communities, Social Justice and Wealth Building in Round 3 of the Boost Fund.
2. To approve grant funding proposals for Boost Fund Plus.

3. To approve retention of unallocated budget for further community projects in 2022/23.

### **Reasons for decision**

Boost Fund Plus closed on 9 May 2022. Community hubs then met to triage and shortlist bids before the Leader and Cabinet Member for Communities, Social Justice and Wealth Building considered those bids endorsed by the community hubs.

Scoring matrices were used to ensure that all applications were scored fairly, assessing project outcomes, demonstratable need, community involvement, target demographic, alignment with Council priorities, timescale, social justice, feasibility, sustainability/legacy, and community wealth building.

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

Boost Fund Round 3 received bids from all community hubs which were discussed and considered.

Boost Fund Plus bids were received from a wide range of applicants and triaged by community hubs. Only those endorsed by the hubs were then considered by the Leader and Cabinet Member for Communities, Social Justice and Wealth Building.

Boost Fund Plus bids which related to leisure and sport were redirected to the Leisure Local Community Fund, for consideration by the Leader and Cabinet Member for Health and Wellbeing.

## **7 Community Hub Action Plans 2022-23**

The Cabinet Member (Communities, Social Justice and Wealth Building), Councillor Aniela Bylinski Gelder, presented a report of the Director of Communities providing an update on the 2022/23 Community Hub Action Plans.

### **Decision made**

To note the 2022/23 Community Hub Action Plans.

### **Reasons for recommendations**

Projects contained in the action plans have been discussed and decided upon with members from each of the community hubs at planning meetings.

### **Other options considered and rejected**

The Community Hub model continued to be reviewed and evaluated throughout 2021, which informed a report to Cabinet in December. This concluded that the existing model and the use of action plans continue to be an effective delivery mechanism for community priorities.

## 8 Equality Framework

The Cabinet Member (Communities, Social Justice and Wealth Building), Councillor Aniela Bylinski Gelder, presented a report of the Director of Change and Delivery detailing the Equality Framework for approval.

### Decision made

To approve the Equality Framework as a shared policy document.

### Reasons for decision

The reasons for the decision include:

- a. To ensure we continue to meet our statutory duties under the Equality Act 2010 as a local authority,
- b. To update and set out a clear equality framework that reflects the development of shared services enabling a consistent approach,
- c. To continue to strengthen the Council's commitment and advancement of equality.

### Alternative options considered and rejected

The current equality policy is defined by the Equality and Diversity Objectives published in 2018. Continuing with this policy has been rejected on the basis that it does not reflect our most up to date approach towards equality and diversity as an organisation as well as best practice for local authorities.

## 9 Neighbourhood Services Strategy 2022-2025

The Cabinet Member (Communities, Social Justice and Wealth Building), presented a report of the Director of Customer and Digital requesting approval of the Neighbourhood Services Strategy 2022-2025 for consultation.

Arising from a query in relation to the biodiversity aspect of the Strategy such as tree planting and wild flower meadows Councillor Bylinski Gelder indicated that applications for potential projects would be welcomed through the community hubs.

Some members stressed the importance of communications with regard to rewilding, in order to educate the public as to why the Council may not be grass cutting in certain areas. The Cabinet Member confirmed that relevant ward councillors would be consulted on such proposals.

### Decision made

1. That the report is noted; and

2. That the new Neighbourhood Services Strategy 2022-2025 is approved for consultation with community hubs and the Climate Emergency Working Group prior to Executive Member Decision.

### **Reasons for Decision**

To ensure that the Neighbourhood service is fit for purpose, making best use of resources, and managing and meeting customer expectations.

Other options considered and rejected

To not develop a strategy for the delivery of the Neighbourhood service. This has been rejected as it would mean that the opportunities for the development and improvement of the service and its future direction would not be set out and agreed.

## **10 Capital and Balance Sheet Outturn 2021/22**

The Leader of the Council, Councillor Paul Foster, presented a report of the Director of Finance and Section 151 officer outlining the outturn financial position of the Council in respect of the capital programme at 31st March 2022, highlighting key issues and explaining key variances, and providing an overview of various elements of the Council's Balance Sheet as at 31st March 2022.

The Leader of the Council related the recommendations of the Scrutiny Budget and Performance Panel made at its meeting prior to the meeting of Cabinet, which were as follows:-

The Panel:

1. Thanks the Leader and Director for presenting the detailed report and answering questions.
2. Asks that the capital programme be carefully monitored to ensure delivery of the planned schemes.

### **Decision made**

1. To approve the revised capital programme as attached at **Appendix A** which includes approved amendments to the programme, as detailed at point 11 of this report, since the last Capital Monitoring report was approved by Cabinet in March 2022;
2. To note the variations to the programme, (which are detailed, by scheme, at **Appendix B** and referenced within the body of the report);
3. 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> March 2022.

4. To note and accept the recommendations of the Scrutiny Budget and Performance Panel.

### **Reasons for decision**

To ensure the Council's Capital Programme is monitored effectively.

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

None, for the reasons given above.

## **11 Revenue Budget Outturn 2021/22**

The Leader of the Council and Cabinet Member (Strategy and Reform), Councillor Paul Foster, presented a report of the Director of Finance and Section 151 officer setting out the revenue and reserves provisional outturn for the council as at 31<sup>st</sup> March 2022.

The Leader of the Council related the recommendations of the Scrutiny Budget and Performance Panel as follows:-

The Panel:

1. Thanks the Leader and Director for presenting the detailed report and answering questions.
2. Looks forward to the quarter 1 performance report updating on the impact of increased costs and cost of living crisis is having on our residents.
3. Asks that the level of reserves for planning appeals and inquiries be reviewed in the future.

### **Decision made**

1. To note the provisional outturn position for revenue and reserves as at 31<sup>st</sup> March 2022.
2. To approve the creation of the following reserves from the in-year underspend:
  - o £92k for the creation of a reserve for the costs of Planning Appeals and inquiries.
3. To note and accept the recommendations of the Scrutiny Budget and Performance Panel.

### **Reasons for decision**

To ensure the Council's budgetary targets are achieved.

### **Alternative options considered**

None, for the reasons given above.

## **12 Quarter Four Performance Monitoring Report 2021-2022**

The Leader of the Council and Cabinet Member (Strategy and Reform), Councillor Paul Foster, presented a report of the Deputy Chief Executive providing members with a position statement for the Corporate Strategy for quarter four (January – March) 2021/22.

Councillor Foster related the recommendations of the Scrutiny Budget and Performance Panel which were as follows:-

The Panel:

1. Thanks the Leader and Director for their detailed report and answering questions.
2. Looks forward to the Chorley and South Ribble Partnership presenting its draft action plan to the Scrutiny Committee later in the year.
3. Asks for more information on the number of credit union members and amount saved and loaned.
4. Welcomes the commitment to take the credit union out to local communities across the Borough linked to community hubs.
5. Expresses concern at the customer service wait times and acknowledges the steps being taken to improve the situation and learn for the future.

### **Decision made**

1. That the report be noted;
2. To note and accept the recommendations of the Scrutiny Budget and Performance Panel.

### **Reasons for decision**

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, for the reasons given above.

## **13 Vehicle Procurement Programme**

The Leader of the Council and Cabinet Member (Strategy and Reform), Councillor Paul Foster, presented a report of the Director of Customer and Digital requesting approval for the procurement of vehicle replacements and agreement to the procurement methods and evaluation.

The report also requested approval for the award of contracts to be delegated to the Leader and Cabinet Member (Strategy and Reform).

### **Decision made**

1. That Cabinet notes the potential capital expenditure of up to £575,000 on vehicle replacement. The capital programme includes a budget of £1,253,000 for 2022/23 for vehicle replacement.
2. That Cabinet approves contract procurement methods and the tender evaluation criteria.
3. That the final award of contracts be delegated to the Leader and Cabinet Member (Strategy and Reform) for approval following procurement.

### **Reasons for decision**

To enable the continued delivery of services to residents of the borough through the provision of efficient and suitable vehicles.

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

As part of the development of these proposals the following options were considered.

**Purchase of replacement vehicles from within the borough** – the Council has expressed the desire to whenever possible procure goods and services from companies based within the borough, this is not possible on this occasion due to the specialist nature of the equipment and a lack of suitable suppliers and manufacturers within the borough.

**Retention of existing vehicles** – consideration was given to the retention of the existing vehicles and equipment. Assets are already overdue for replacement and over time vehicles have and will become unreliable leading to increased maintenance costs, downtime and a deterioration in the delivery of services. Retention of the existing vehicles would also remove the opportunity to reduce the



current levels of particulates released into the atmosphere and reduce air pollution within the borough.

#### **14 Exclusion of Press and Public**

##### **Decision made**

That the press and public be excluded from the meeting pursuant to paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

#### **15 Vehicle Procurement Programme - Appendix**

##### **Decision made**

That the appendix to the report be noted.

#### **16 Leyland Town Deal Land Acquisitions**

The Leader and Cabinet Member (Strategy and Reform), Councillor Paul Foster, presented a report of the Director of Commercial requesting approval for the acquisitions and Heads of Terms as detailed within this report.

##### **Decision made**

To approve the recommendations with regard to acquisitions and Heads of Terms as detailed at paragraphs 2 – 13 of the report.

##### **Reasons for decision**

To ensure the Council achieves the outputs and commercial development project as detailed within the Business Cases for Leyland Town Deal project.

To ensure that the overall delivery programme completion date of 31 March 2026 is achieved.

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

Presenting this report and recommendations at a later date has been rejected as this does not align with the pressing delivery programme associated with the Leyland Town Deal project as a result of the funding. The report 'Leyland Town Deal Land Acquisitions' presented at Council 18 May 2022, provided advance notice of the intention of the Council and proposed methods of purchase.

**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 Cabinet requested greater detail around the procurement options and contract forms to enable a fully informed decision to be made by them. Therefore, the report was only finalised ready for publication on 16 June 2022.**

## 17 Procurement Strategy for Leisure Centre Investment Work

The Leader of the Council and Cabinet Member (Strategy and Reform), Councillor Paul Foster, presented a report of the Director of Commercial seeking to outline the procurement strategy options for delivering the investment programme of works for the Council's 4 Leisure Centres.

A detailed discussion was held by the Cabinet concerning the procurement options presented in the report.

### Decision made

1. That the preferred options for the undertaking of procurement for this work are as follows:-

- a) That the procurement route for procuring the professional design team is Design and Build (Two Stage)
  - b) That the forms of contract for contractor appointment is JCT
  - c) That the Project Management and Quantity Surveyor Appointment be via Direct Award using the Rise framework
  - d) That the main contractor procurement be via Direct Award (mini competition) using the Rise framework
  - e) That the capital works programme to be delivered as one works package for all four centres – the main contractors to bid on basis of delivering both single or multiple / all sites
  - f) That a decision on the procurement of gym equipment be deferred to later date.
2. To delegate the contract awards for each procurement to the Cabinet Member ( Finance, Property and Assets) in consultation with the Leader and Chief Executive.
  3. To delegate any future updates to the procurement strategy which may be necessary to align with progressing Leisure Centre improvement projects to Cabinet Member (Finance, Property and Assets) in consultation with the Leader and Chief Executive.

### Reasons for decision

The Cabinet felt strongly that the procurement strategy options represented the most appropriate route and best value for delivering the Leisure Investment Project.

The decision to delegate contract award decisions to the Cabinet Member ensures progress can be maintained on delivery programme.

### Alternative options considered and rejected

The report identified a number of procurement options that had been considered in developing the procurement strategy. The Cabinet gave careful consideration to each and the options rejected were for the reasons given above.

Chair

Date