

DRAFT

MINUTES OF CABINET

MEETING DATE **Wednesday, 11 April 2018**

MEMBERS PRESENT: Councillors Peter Mullineaux (Chair), Colin Clark (Vice-Chair), Cliff Hughes, Phil Smith, Susan Snape and Graham Walton

OFFICERS: Heather McManus (Chief Executive), Lisa Kitto (DCE (Resources & Transformation)), Dave Whelan (Legal Services Manager/Interim Monitoring Officer), Andrew Richardson (Assistant Director of Neighbourhoods), Rebecca Heap (Senior Community Works Officer), Jennifer Clough (Principal Economic Development Officer), Bernie Markham (Human Resources Advisor), Keith Molloy (Enterprise Manager), Mark Hodges (Partnership Development Manager) and Dianne Scambler (Governance and Member Services Team Leader)

OTHER MEMBERS AND OFFICERS: Councillor Mary Green, Councillor Michael Green, Councillor Alan Ogilvie, Councillor Margaret Smith, Councillor Jane Bell, Councillor William Evans, Councillor Derek Forrest, Councillor Paul Foster (Leader of the Opposition), Councillor Susan Jones JP, Councillor Keith Martin, Councillor Matthew Tomlinson and Councillor David Watts

PUBLIC: 0

89 Apologies for Absence

An apology for absence was received from Councillor Jacqui Mort.

90 Minutes of the Last Meeting

RESOLVED (Unanimously):

That the minutes of the meeting held on 1 March 2018 be approved and signed as a correct record.

91 Declarations of Interest

There were no declarations of any interests.

92 Apprenticeship Factory Proposals

The Cabinet considered a presentation and the report of Director of Planning and Property which provided details of the proposals and phasing programme for the development of South Ribble Apprentice Factory, which was a key project within the Corporate Plan 2018 – 2023 to support economic growth and skills development within the council and across the borough and an important part of the City Deal. A copy of the development plan for the project was appended to the report.

The Cabinet discussed how the first phase of the scheme was also available to anyone currently working at the Council and that nominations would be identified through the performance appraisal process. This was an exciting project and was the next stepping stone in upskilling the workforce to meet market demands. The scheme had the capacity to grow and the Cabinet may have to consider a commitment for additional resources in the future.

Decision Made:

That:

- (1) the South Ribble Apprentice Factory Development Plan be approved;
- (2) the Apprentice Factory delivery timescale be aligned with the 'South Ribble Conference and Business Centre' development and future plans for Worden Arts Centre; and
- (3) the Chief Executive be granted delegated authority in consultation with the Cabinet Member for Regeneration and Leisure to implement phase 2 of the development programme.

Reasons for Decision:

The Apprentice Factory brokerage service would provide impartial, specialist support to employers, residents and young people planning their future careers by providing a comprehensive and complete range of skills interventions in a one-stop-shop. It would minimise duplication and address gaps in support. Internally, the Apprentice Factory will be a key component of the Organisational Development Strategy and implementation. It would provide a conduit for blended learning, supporting blended working.

Alternative Options Considered and Rejected:

The option to do nothing was considered. However, when the existing provision was mapped, it became obvious that there were gaps in provision, which needed to be addressed and opportunities to deliver skills targets within South Ribble in a new and innovative way. The 'do nothing' option would also fail to up-skill and develop staff within the council to meet the future challenges and needs of the organisation.

93 Housing Framework Delivery

Further to Minute No. 65 of the meeting held on 25 January 2018, the Cabinet considered the report of the Director of Planning and Property which provided details of the Housing Framework Delivery Plan following the recent approval of the South Ribble Housing Framework 2017-20.

The Cabinet discussed how the key actions identified within the Plan would help the Council to focus its resources and deliver increased housing numbers against the growth agenda.

Decision Made:

That the Housing Framework delivery plan be noted in accordance with the approved South Ribble Housing Framework 2017-20.

Reasons for Decision:

The Housing Framework Delivery Plan details how key actions within the recently approved South Ribble Housing Framework 2017-20 would be delivered reflecting current and future work streams. The Housing Framework reflected the Corporate Priorities in line with the Corporate Plan.

Alternative Options Considered and Rejected:

None. The Housing Framework identifies the actions to be undertaken during the period.

94 My Neighbourhood - Approach 2018/19

The Cabinet considered the report of the Director of Planning and Property which provided details of the proposed My Neighbourhood Plans for 2018/19 and an update on developments in the Council's My Neighbourhood approach.

The Cabinet thanked Rebecca Heap (Senior Community Works Officer) and her team for all their hard work in this process. There had been an acceptance that communications needed to improve to ensure consistency of the approach across the borough. This was being addressed with the production of Annual Reports and Bi-annual newsletters for each of the five Neighbourhood Areas that would keep everyone engaged and informed. The new approach would also better support councillor involvement in the community.

Decision Made:

That the My Neighbourhood Plans for 2018/19 be approved.

Reasons for Decision:

The Council had five My Neighbourhood Forums across the Borough, each with its own My Neighbourhood Plan, containing projects to deliver local priorities. The Plans contain a mixture of projects - high and low cost, long and short term delivery, and a mix of capital works and community based schemes.

A range of projects had been delivered in all of the My Neighbourhood areas. The Plans remain 'live' and have been updated as projects are completed. Reserve projects, i.e. ideas for inclusion on My Neighbourhood plans are continually sought via members and residents.

Alternative Options Considered and Rejected:

Each project contained in the My Neighbourhood Plans was subject to an options appraisal to assess value for money, delivery method and fit with the Corporate Plan.

95 The Leyland Truck Trail - 2017 Review/Evaluation and consideration of a Leyland Truck Trail 2

The Cabinet considered the report of the Director of Planning and Property which provided details of the Leyland Truck Trail project undertaken in 2017 and sought the views of the Cabinet Members on supporting a second Leyland Truck Trail, in the light of the success of the Initial Leyland Truck Trail installation and the Place Promotion Marketing and Skills and Education programme.

Although it was accepted that the Truck Trail had been immensely successful particularly around engagement with schools across the borough to raise awareness of skill requirement in this sector, the Cabinet considered that a second truck trail would not have the same impact at this stage. Consultation with local businesses had been undertaken and feedback received had indicated that the new Apprenticeship Factory would address any future need.

Decision Made:

That the provision of Council support for a Leyland Truck Trail II in 2018 be refused as it is not considered to be the best use of Council resources at this time.

Reasons for Decision:

The Leyland Truck Trail as delivered in 2017 was a one off 'event' but the Council had consequently been approached for support in 2018 of a Truck Trail 2.

The Truck Trail 2017 delivered a successful and unique Place Promotion project that attracted a significant level of media coverage and helped focus attention on our local Truck building heritage and engineering capabilities. Beyond the value of the Truck Trail 2017 as a Place Promotion initiative, the schools skills programme linked to the project was very well received, engaged a large number of pupils and provided a genuine legacy to the project providing a basis for future related Stem (Science, Engineering Technology and Maths) work in South Ribble Schools.

Other Place Promotion opportunities are now our priority and in particular, promoting the delivery of major Projects in the Borough such as the Cuerden Strategic Site – Lancashire Central. The current focus on skills for the Council rests in further developing the Apprentice Factory project and this is now our priority, supporting skills development for existing and inward investing businesses in South Ribble.

Alternative Options Considered and Rejected:

The Promotion of South Ribble as the Best Place in the UK is now a Corporate Priority for the Council and in addition to this and associated marketing of the Borough as part of routine business, a further programme of Place Promotion activity is in development based on the provision of budget for this work in 2018/19 and related Corporate Priorities.

Further support for Stem based work with our local schools may become a feature of work associated with the recently approved central Lancashire Supplementary Planning Document for Employment and Skills and in addition the Cuerden Employment and Skills Plan as these emerge over the coming months.

96 Cabinet Response to the Scrutiny Review of the Business & Conference Centre (formerly the Banqueting Suite)

Further to Minute No. 49a of the meeting of the Scrutiny Committee held on 8 March 2018, the Cabinet considered the report of the Director of Planning and Property which presented to the Cabinet the draft response to the recommendations of the Scrutiny Task Group's Review of the Business and Conference Centre (formerly the Banqueting Suite).

The Cabinet thanked the Chair Councillor Susan Jones and the rest of the Task Group and apologised for the lateness of their reply. It was also acknowledged that more detailed would be given in future when responding to recommendations made.

Decision Made:

That the draft response to the recommendations made by the Scrutiny Task Group and adopted by Scrutiny Committee, set out in Appendix A to the report be approved subject to the following amendments:

Recommendation 5:

Before any projects are approved. Cabinet requires assurance that adequate and appropriate resources, internally and/or externally, are identified and that sufficient funds are available, to meet stipulated delivery timescales.

Recommendation 9:

It is important that sufficient refreshments are available for those unable to visit their normal eating establishment.

Options for supplying and maintaining these services are already under consideration by officers, in the light of current contractual arrangements, and a report will be produced shortly to aid a decision on the best solution.

At this stage, re-constituting the Independent Member Remuneration Panel for the sole purpose, is considered unnecessary and premature until decisions have been made and there are other matters to address.

Reasons for Decision:

Following the Scrutiny review, it was the role of the Cabinet to consider the recommendations made and implement any action plan approved by them.

Alternative Options Considered and Rejected:

As part of the Scrutiny Task Group review, options had been considered and are detailed within the Business Plan, appended to the report.

97 Cabinet Forward Plan

The Cabinet considered its Forward Plan for the four month period from 1 May to 31 August 2018.

Decision Made (Unanimously):

That the Cabinet's Forward Plan be approved.

Reasons for the Decision:

To enable the Cabinet to consider and amend as appropriate its statutory forward plan.

Alternative Options Considered and Rejected:

There was no alternative as Section 22 of the Local Government Act 2000 required the Cabinet to set out its programme of work and key decisions in the coming months, as far as it was known, in a forward plan.

98 Exclusion of Press and Public

RESOLVED (Unanimously):

That the press and public be excluded from the meeting during the consideration of the following item of business as it involved the discussion of information defined as exempt from publication under paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, 'Information relating to the financial or business affairs of any particular person (including the authority holding that information) ' and in which the public interest in maintaining the exemption outweighed the public interest in disclosing it.

99 Business & Conference Centre (Formerly the Banqueting Suite)

Further to Minute No. 96 above, the Cabinet considered the report of the Director of Planning and Property which provided details of proposals to drive forward the development of the Civic Centre's commerciality, with particular focus on the existing 'Banqueting Suite', which includes the main meeting and function rooms, the onsite commercial kitchen and the former Coppice restaurant. A copy of the Business Plan for the commercialisation of the Civic Centre was appended to the report.

During the debate, the Cabinet discussed the merits of separating the work being undertaken at the Civic Centre and Worden Hall, as both projects were at different stages, the details of the soft marketing engagement process that would be undertaken and a commitment to the installation of a Hearing Loop within the new Business and Conference Centre.

Decision Made:

That:

- (1) the vision for the Civic Centre commercialisation and Phase 1 proposals, set out in the report be approved:
- (2) the name 'South Ribble Conference and Business Centre' be formally adopted;

- (3) That the business plan set in the appendix to the report be noted and approval be given to the recommended approach and the expenditure 2018/19 Capital Budget 2018/19 of £80,000;
- (4) the Capital Budget for 2018/19 be increased by £40,000 to fund the projected additional costs of the AV equipment and that this be funded from the projected underspend on the ICT budget for 17/18. Should this be insufficient to cover the full amount, the remaining costs will be funded from the 2018/19 ICT budget that has been approved within the Council's Capital Strategy; and
- (5) it be noted that the Cabinet will receive future reports on Fees and Charges, Business Plan and Phase 2 proposals.

Reasons for Decision:

To ensure that any adopted commercial model is sustainable and as a minimum can meet its operating costs (whilst acknowledging wider social value) and mitigate the revenue liability for the Council.

Alternative Options Considered and Rejected:

Details of two options to continue with current operation with no change or improvements to structure (status quo) and modernise the existing rooms to improve the environment and infrastructure; but seek a third party to operate the function suite and kitchen in entirety are set out in the report

Chair

Date