

Minutes of **Executive Cabinet**

Meeting date **Thursday, 13 February 2025**

Members present: Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Terry Howarth, Margaret France and Adrian Lowe

Officers: Chris Sinnott (Chief Executive), Chris Moister (Director of Governance), Neil Halton (Director of Finance), Asim Khan (Director of Customer and Digital), Jennifer Mullin (Director of Communities and Leisure), Darren Cranshaw (Head of Democratic Services), Hollie Walmsley (Head of People, Policy and Partnerships) and Nina Neisser-Burke (Democratic and Member Services Officer)

Apologies: Councillor Alistair Morwood

Other Members: Councillor Michelle Beach, Mark Clifford, Gordon France, Danny Gee, Tommy Gray, Russ Green, Alex Hilton, Hasina Khan, June Molyneaux, Debra Platt, Arjun Singh, Craige Southern and Alan Whittaker

59 Declarations of Any Interests

There were no declarations of any interests.

60 Minutes of meeting Thursday, 23 January 2025 of Executive Cabinet

Resolved: that the minutes of the Executive Cabinet meeting held on 23 January 2025 be confirmed as a correct record for signing by the Executive Leader.

61 Public Questions

There were no public questions.

62 Report of the Overview and Scrutiny Task Group - Suicide Bereavement and Prevention

Councillor Debra Platt, Chair of the Overview and Scrutiny Committee and Arjun Singh, Vice Chair of the Task Group presented the final report of the Overview and Scrutiny Task Group on Suicide Bereavement and Prevention.

Members discussed whether access to a 24-hour A&E department would help address suicide rates. Members recognised this was a complex matter which would include partnership working with the police and first responders.

Resolved:

To receive the report of the Overview and Scrutiny Task Group and accept it for consideration, with a view to the Executive Cabinet's recommended response to the recommendations being reported at a future meeting.

63 Revenue Budget Monitoring Report Q3

Councillor Peter Wilson, Executive Member for Resources, presented the report of the Director of Finance which set out the provisional outturn for revenue and reserves forecast for 2024/25 for the Council, based on the position as at 31 December 2024.

In summary, the forecast outturn was for an overspend of £32k (month six overspend of £209k). The most significant factor within this overspend was related to the ongoing income pressures at Market Walk and Property Services which would be monitored throughout the year. This had been offset by significant underspends around the pay award and treasury management.

The Council's Medium-Term Financial Strategy approved in February 2024, reported that the minimum level of General Fund Reserves should be maintained at £4.0m to cushion against any potential, future financial risks that may face the Council. Based on the above forecast outturn overspend, the level of General Fund balances as at 31 March 2025 was expected to be £4.060m, however Officers would monitor the position during the year and report to Members accordingly.

Resolved:

- 1. To note the 2024/25 forecast outturn for revenue and reserves, based on the position at 31st December 2024.**
- 2. To note the virements made to and from the revenue budget during the period, as detailed in Appendix 2 of the report.**

Reasons for recommendations:

To ensure the Council's budgetary targets are achieved.

Other options considered and rejected:

None, it is a requirement to report quarterly on the Revenue Budget monitoring and Reserves.

64 Capital and Balance Sheet Monitoring Report Q3

Councillor Peter Wilson, Executive Member for Resources, presented the report of the Director of Finance which outlined the financial position of the Council in respect of the Capital Programme as at 31 December 2024, highlighting key issues and explaining key variances, and to provide an overview of various elements of the Council's Balance Sheet as at 31 December 2024.

The Capital Programme for 2024/25 was set at £19.448m in February 2024. This was decreased to £15.253m following approval of the 2024/25 outturn position, and then increased to £16.152m following Executive Cabinet approval in October 2024. The Executive Cabinet approved in November 2024 to decrease the Capital Programme to £13.343m. Following the changes detailed in the report, Members noted that the total programme for 2024/25 was £11.192m.

Members noted the breakdown of the net decrease in the programme of £2.151m. Budget variations approved since the last Capital Monitoring report in respect of the re-profiling of budgets within the existing programme resulted in a total decrease of £0.806m in the programme.

Resolved:

- 1. To approve the revised Capital Programme, as attached at Appendix A, which includes approved amendments to the programme of £0.070m decrease as detailed at point 12 of this report.**
- 2. To consider 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 December 2024.**

Reasons for recommendations:

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

Other options considered and rejected:

None, as it is good practice to report regularly on the Capital Programme and the monitoring of the Balance Sheet.

65 Chorley Quarter Three Performance Monitoring Report 2024-25

Councillor Peter Wilson, Executive Member for Resources, presented the report of the Director of Change and Delivery which set out the performance against the delivery of the Corporate Strategy during the third quarter of 2024/25, covering 1 October 2024 to 31 December 2024.

Members noted that overall performance of the Corporate Strategy projects was good, with three projects (16%) complete and 15 projects (79%) rated green, meaning they were progressing according to schedule. One project (5%) had been rated amber, which provided an early warning sign of potential delays, and action plans for these projects were detailed within the report.

Performance of the Corporate Strategy indicators and key service delivery measures continued to be closely monitored, with 93% of Corporate Strategy measures and 100% of key service delivery measures performing on or above target or within the 5% threshold.

The performance indicator for the percentage of 16-17 year olds who are not in education, employment, or training (NEET) was performing below target and outside the 5% threshold. Members noted the action plan for this and were advised that the council

was working with the Youth Zone and young children to bring these numbers down. It was also reported that progress was being made through partnership working with the police to tackle anti-social behaviour in the town centre.

Resolved:

That the report be noted.

Reasons for recommendations:

To ensure the effective performance monitoring of the Corporate Strategy and safeguard its delivery across 2024/25.

Other options considered and rejected:

No other options have been considered or rejected. This is because the report does not present any items for decision.

66 Exclusion of the Public and Press

Resolved: that the press and public be excluded from the meeting for the following item of business on the grounds that it involves the disclosure of exempt information as defined by paragraph 3 of Part 1 of schedule 12A to the Local Government Act 1972.

67 Microsoft Enterprise Agreement Contract Approval

Councillor Adrian Lowe, Executive Member for Customer, Environment and Streetscene, presented the confidential report of the Director of Customer and Digital which sought approval to carry out a direct award to the incumbent supplier, or via an established framework for the renewal of the Microsoft Enterprise Agreement due 1 April 2025.

Resolved:

To approve the direct award for the renewal of the Microsoft Enterprise Agreement to the incumbent supplier, or via an established framework.

Reasons for recommendations:

1. It is proposed to use the following hierarchy to determine the most suitable procurement route:
 - a) Where the incumbent supplier is able to continue to provide the functionality needed and the correct commercial offer, the contract will be awarded to the incumbent supplier via a framework, via a Direct Award on a suitable framework, or where this is not possible, via a waiver.
 - b) If Government Digital Services (GDS) platform offers a suitable solution, the GDS platform will be procured via a Direct Award on a suitable framework or where this is not possible, via a waiver.
2. As recommended by the Procurement team, the framework to be used is the NHS SBS Framework. The current incumbent, Phoenix Software Limited are registered on this framework

Other options considered and rejected:

1. There is an opportunity to carry out a tender exercise for the contract with the assistance of the Procurement Team.

2. Indicative quotes are being sought from other resellers however at this point, the current incumbent is delivering the lowest price for the equivalent licencing provision.

Chair

Date