

# Executive Cabinet

## Minutes of meeting held on Thursday, 12 December 2013

**Present:** Councillor Alistair Bradley (Executive Leader in the Chair), Councillor Peter Wilson (Deputy Leader of the Council) and Councillors Beverley Murray, Terry Brown, Dennis Edgerley and Adrian Lowe

### **Also in attendance**

**Lead Members:** Councillors June Molyneaux and Julia Berry

**Other Members:** Councillors Eric Bell, Henry Counce, John Dalton, Alison Hansford, Harold Heaton, Paul Leadbetter, Marion Lowe, Greg Morgan, Mick Muncaster and John Walker

**Officers:** Gary Hall (Chief Executive), Lesley-Ann Fenton (Director of Partnerships, Planning and Policy), Jamie Carson (Director of People and Places), Susan Guinness (Head of Shared Financial Services), Simon Clark (Head of Health, Environment and Neighbourhoods), Jamie Dixon (Head of Streetscene & Leisure Contracts), Asim Khan (Head of Customer, ICT and Transactional Services), Chris Moister (Head of Governance), Chris Sinnott (Head of Policy and Communications) and Ruth Rimmington (Democratic and Member Services Officer)

**Members of the public:** None.

### **13.EC.115 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### **13.EC.116 MINUTES**

**RESOLVED - The minutes of the meeting of the Executive Cabinet held on 21 November 2013 be confirmed as a correct record and signed by the Executive Leader.**

### **13.EC.117 DECLARATIONS OF ANY INTERESTS**

No Members declared an interest in respect of items on the agenda.

### **13.EC.118 PUBLIC QUESTIONS**

The Executive Leader reported that there had been no requests from members of the public to speak on any of the meeting's agenda items.

### **13.EC.119 CHANGING PLACES TOILET PROPOSAL**

The Executive Member for Resources, Policy and Performance presented the report, enclosed separately to the main agenda, which sought authority to site a Changing Places Toilet within the Town Hall reception area.

The Council were a supporter of the Changing Places Toilet Campaign to promote the provision of toilets that were accessible to all, including those who could not use standard accessible toilets. The Council became aware that LCC were providing grants for the provision of such facilities and secured funding of up to £50'000.00.

The Council considered the provision in Council owned buildings and identified the reception area of the Town Hall as having the necessary space and accessibility to the public, as being a suitable location. The Council undertook some design work and had an estimate of £35'000.00 to deliver this, which was well within the budget set by LCC.

Members noted that the Council would be working with ASDA to facilitate a similar provision within their new development. There were currently Changing Places Toilets at All Seasons Leisure Centre and at the Arts Partnership.

**Decision made**

1. **Authorisation granted to the building of a Changing Places Toilet within the Town Hall reception area.**
2. **Agreement to the budget provision at £50'000.00 to build the toilet facility and remodel the reception area.**

**Reason(s) for decision**

The provision of this facility will enhance the quality of life for people who are unable to use standard accessible toilets. There will be little cost to the Council and the on-going maintenance and cleaning will be absorbed in to Council budgets. It is also in line with the intention of the Council to increase the use of Council buildings and accessibility by the public.

**Alternative option(s) considered and rejected**

None.

**13.EC.120 REVIEW OF CHORLEY COUNCIL CORE FUNDING AND PROCESS FOR 2014/15**

The Executive Member for People advised that core funding was allocated to voluntary, community and faith sector organisations within Chorley. In order to ensure that the Council were achieving the maximum impact with the core funding budget, as well as supporting the voluntary community and faith sector, a review had been undertaken.

The review drew a number of conclusions, ensuring funding meets needs, issues with the project funding and lengths of contracts. Based on the conclusions within the review, it was recommended the Council move towards a commissioning model, which would enable Members to decide which were the areas of greatest need within Chorley, and prepare invites to tender for organisations to deliver services to meet these needs.

The benefit of this approach was to direct funding towards services that meet the needs of the community, whilst continuing to support the whole of the vcf sector. This would be done both through the combination of commissioning and small community funding, and through the Council's on-going commitment to support the VCFS Network.

Members noted that the funding would include the entire Borough, not just the Town Centre, in respect of Community Safety. It was noted that where there were problems these would be targeted, including alcohol admissions and domestic violence, suffered by both women and men.

It was noted that the amount of money set aside for core funding was set each year, rather than being linked to inflation.

**Decision made**

1. **Authorisation granted to change the process of allocating the core funding budget to a commissioning model as outlined in paragraph 14 of the report.**
2. **Authorisation granted to distribute the budget in the service areas as outlined in paragraph 21 and 26 of the report.**
3. **Authorisation granted to give the Executive Member for Resources, Policy and Performance and the Executive Member for People the delegated**

**authority to approve the preferred provider for each service following a commissioning process**

**Reason(s) for decision**

The recommendations are proposed to maximise the impact of the core funding budget to ensure that it is allocated where needs are greatest. Providing a similar level of budget is allocated at Council, the recommendations ensure that the same level of investment will be made in the voluntary, community and faith sector but with greater influence by the Council to choose the services provided by the investment. This will ensure these services complement the current offer provided in the borough.

**Alternative option(s) considered and rejected**

The alternative option would be to make no changes to the current process. This has been rejected on the basis that the Council currently has little ability to direct the funding to the areas where the needs are greatest and to ensure services complement current provision.

**13.EC.121 EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED – To exclude the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Schedule 12A to the Local Government Act 1972.**

**13.EC.122 INSOURCING PROPERTY SERVICES - PROPOSAL**

The Executive Member for Resources, Policy and Performance presented the confidential report which updated Members on and sought approval of the proposed structure of a Property Services team within the Council following the termination of the contract with Liberata Property Services.

**Decision made**

- 1. Authorisation granted to the outline proposal for the staffing of an insourced property services contract at paragraphs 17-23 of the report.**
- 2. Authorisation granted to the further investigation of the proposed structure at paragraphs 24 and 25 of the report.**

**Reason(s) for decision**

The proposal will provide a fit for purpose property service and greater flexibility and resilience in service provision across the council.

**Alternative option(s) considered and rejected**

1. It continues to be an option to extend the existing contract with Liberata for a further 2 years. However, this is not being pursued unless greater savings can be offered by Liberata.
2. Collaborative or shared working is not being completely discounted and may form part of any final proposal brought to Council for the establishment of this service. However there would need to be demonstrable benefits in terms of cost, efficiency and service improvement in order for this to be considered as a viable option.

**13.EC.123 APPROVAL TO PURCHASE ONE LARGE (15T) AND TWO COMPACT MECHANICAL SWEEPERS**

The Executive Member for Resources, Policy and Performance presented the confidential report which recommended approval to the purchase of one large (15 tonne) and two compact mechanical sweepers for Chorley Council following a joint procurement process with South Ribble Borough Council.

### **Decision made**

**Authorisation granted to place an order for one large (15 tonne) and two compact mechanical sweepers for Chorley Council.**

### **Reason(s) for decision**

Under the Council's contract procedure rules approval by the Executive Cabinet of contract award procedure and evaluation criteria for tenders greater than £75,000 in value is required.

### **Alternative option(s) considered and rejected**

To not approve the purchase of the replacement sweepers and incur additional cost through higher rental charges.

## **13.EC.124 ICT TEAM - RESTRUCTURE**

The Executive Member for Resources, Policy and Performance presented the confidential report which sought approval for the restructure of the ICT team within the Customer, ICT and Transactional Service.

Members noted this restructure was the first step in ensuring that the service had the right skills and capacity in place to deliver the ICT Strategy over the next three years.

### **Decision made**

- 1. Authorisation granted to the proposed staffing structure detailed in the report, for formal consultation.**
- 2. Authorisation granted to delegate authority for approval of the final structure to the Executive Member for Resources, Policy and Performance.**

### **Reason(s) for decision**

To ensure the service has a fit for purpose staffing structure with the right capacity and skills to deliver the ICT and associated GIS and Digital Strategies over the next three years.

### **Alternative option(s) considered and rejected**

- 1. To not change the staffing structure and compromise the effective delivery of the ICT strategy.**
- 2. Attracting and retaining the skills needed to deliver the service and the ICT strategy may not be without challenges and outsourcing some of the more complex aspects of the Council's technical infrastructure goes some way to transferring the risk to a third party. In addition a number of alternative options have been considered, including shared services with South Ribble Borough Council and outsourcing parts of the service to LCC's one connect service. At this time neither has been found to be a suitable alternative.**

## **13.EC.125 APPROVAL FOR WORK TO ASTLEY FARMHOUSE**

The Executive Member for People presented the confidential report which sought approval to appointment Speakman Contractors to undertake work to modernise and refurbish Astley Farmhouse and create an exhibition space.

During the detailed design and specification stage additional work was identified to bring the building up to modern standards and meet current building legislation. This included mechanical and engineering work to fit a steel frame internally to provide structural stability and new electrics, lighting and heating systems.

**Decision made**

**Authorisation granted to the appointment of Speakman Contractors to undertake work to modernise and refurbish Astley Farmhouse and create an exhibition space as detailed in the report.**

**Reason(s) for decision**

To create a new exhibition space and to bring the whole farmhouse building up to a modern standards. It is more cost effective to undertake all of the work together and it would also ensure the building was ready to be utilised for other potential purposes in the future.

**Alternative option(s) considered and rejected**

None.

**13.EC.126 UPDATE ON THE WASTE MANAGEMENT CONTRACT**

The Executive Member for Places presented the confidential report which provided an update on the performance of the waste contract and plans for future service improvement and efficiencies. The report sought approval from Members for an extension of the existing waste management contract by a further two years in order to realise a saving of £ 400,000 over the remainder of the contract.

**Decision made**

- 1. The continuing good performance of the waste contract and the plans for future service improvements and efficiencies be noted.**
- 2. Authorisation granted to the two year contract extension so the contract would now end on 31 March 2021.**

**Reason(s) for decision**

To ensure the Council benefits from the £ 400,000 contract saving offered by Veolia over the remaining years of the contract.

**Alternative option(s) considered and rejected**

To not agree the contract extension means the Council would not achieve this saving.

Executive Leader