



MINUTES OF EXECUTIVE CABINET

MEETING DATE Thursday, 15 March 2018

MEMBERS PRESENT: Councillor (Chair), Councillor (Vice-Chair) and Councillors Alistair Bradley, Peter Wilson, Beverley Murray, Paul Walmsley, Adrian Lowe and Graham Dunn

OFFICERS: Gary Hall (Chief Executive), Chris Sinnott (Director (Early Intervention and Support)), Asim Khan (Director (Customer and Digital)), Mark Lester (Director (Business, Economic and Growth)), Chris Moister (Head of Legal, Democratic & HR Services), Angela Barrago (Health and Wellbeing Manager), Dianne Scambler (Democratic and Member Services Officer) and Riley (Communications)

APOLOGIES: None.

OTHER MEMBERS: Councillor Aaron Beaver, Gordon France, Margaret France, Danny Gee, Tom Gray, Marion Lowe, Matthew Lynch, June Molyneaux, Alistair Morwood, Alan Cullens and John Walker

18.EC.20 Minutes of meeting Thursday, 15 February 2018 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 15 February 2018 be confirmed as a correct record for signing by the Executive Leader.

18.EC.21 Declarations of Any Interests

There were no declarations of any interests.

18.EC.22 Public Questions

There were no public questions received.

18.EC.23 Coronation Recreation Ground Phase 2 Approval and Phase 1 Update

The Executive Leader presented the report of the Director (Business, Development and Growth) that sought approval for the tender process for Phase two works at Coronation and Harpers Recreation Grounds. The report also provided an update on the Phase one tender process.

Following Executive Cabinet approval in November 2017 it was agreed that £449,000 be allocated to Coronation Recreation Ground and £207,000 be allocated to Harpers Lane Recreation Ground, funded by existing Council reserves and capital receipts, already committed to play and open development, along with S106 developer contributions and external funding bids.

As the total value for the phase 2 procurement was unknown owing to the tendering of phase 1, the procurement approach of phase 2 was agreed to be determined by Executive Cabinet once grant funding had been confirmed and the total cost of phase 1 was fixed.

Funding bids have been successful, providing £88,000 towards the project at Coronation Recreation Ground and the pre-tender estimate for delivery of phase 1 on both sites was £150,000 which will carry out essential maintenance works that have been agreed through member engagement. The appointed contractor following tender evaluation quoted £162,000 (including contingency) resulting in budgets needing to be realigned.

Phase 2 works at Coronation Recreation Ground will consist of a play area for 2-8 ages to the value of £150,000 and a MUGA, fitness zone and play equipment for 8+ to a contract value of £170,000. It was proposed to tender the two Design and Build contracts separately that would run concurrently. The Council's procurement team have been engaged in this decision and endorsed the approach being taken.

It was noted that the provision of CCTV was planned for the next phase, although the Leader informed the meeting that they would try to bring his forward to afford protection of the newly installed equipment.

Decision: Approval granted for:

- 1. The procurement approach for phase two at Coronation Recreation Ground.**
- 2. Delegated Authority to the Executive Leader and Executive Member (Economic Development and Public Service Reform) for the awarding of the phase two contract.**
- 3. Submission of a funding bid to Fields in Trust for £5k active Spaces Funding for the provision of finance to deliver structured sessions to engage the community to use the new facilities at Harpers Lane Recreational Ground.**

Reasons for recommendation(s)

1. To deliver the commitments to improve Coronation recreation and Harpers Recreation Grounds as included in the Play, Open Spaces and Playing Pitch Strategy. This work is proposed to be carried out in phases to keep the recreation grounds open for use throughout the enhancement.
2. To spend the Section 106 developer contributions and external funding which has been collected for these improvements.
3. To maintain the assets and ensure they remain in good repair and therefore reduce any health and safety risk to the public and encourage inward investment in the Borough.
4. To promote the use of the space by the community and contribute to the health and wellbeing of the community.

Alternative options considered and rejected:

To do no improvements. This is rejected because it would result in the loss of the section 106 developer contributions, external funding and increase the risk of those assets falling into serious disrepair which is a reputational health and safety risk.

18.EC.24 Neighbourhood Priorities 2018/19

The Executive Member (Early Intervention and Support) presented the report of the Director (Early Intervention and Support) that provided a summary of the decision making processes that had taken place to determine the neighbourhood priorities for 2018/19. The proposed priorities that had been agreed by each of the eight Neighbourhood Area Meetings were presented in the report.

Once agreed, a Lead Officer would be allocated to each of the priorities who would then liaise with the relevant members to scope out the project.

It was also noted that the Electoral Review currently taking place may alter some of the Neighbourhood boundaries and that the Council needed to work more closely with Parish Council's and other organisations regarding project funding.

Decision: Approval granted for:

- 1. The neighbourhood priorities agreed at each of the eight Neighbourhood Area Meetings.**
- 2. That when scoping out the detail and financial resources required for each priority, financial or in kind contributions will be sought from partners within the neighbourhood including parish councils, Lancashire County Council, voluntary sector and other stakeholders.**
- 3. Delegated Authority to be given to the Executive Member (Early Intervention and Support) for the approval of additional funding for those projects subsequently scoped out as requiring increased financial resources beyond £2k, to be phased, or developed further as an individual corporate project.**

Reasons for recommendation(s)

Neighbourhood working and associated projects is key priority with the council's corporate strategy and encourages the improvement of environmental, health and social features within the eight neighbourhoods of Chorley.

Alternative options considered and rejected:

To not support the continuation and development of neighbourhood priorities across the borough and not make the £50,000 funding available.

18.EC.25 Streetscene Modernisation Strategy 2018-2020

The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) that informed of progress made during the implementation of the Streetscene Modernisation Strategy and to present and updated Strategy for 2018-20.

The Strategy includes:

- Six key areas of focus for 2018/19
- Key performance measures

- A high level action plan
- Updated information in respect of council related assets

Key areas of focus for 2018/19 are:

- Corporate Strategy project
- Key policies – operational procedures
- Quality Control
- Technology – Phase 2
- Resources: Budget and staffing
- Internal and External asset Management

Decision:

- 1. That the report be noted.**
- 2. Approval of the Streetscene Modernisation Strategy 2018-2020**

Reasons for recommendation(s):

To ensure that the streetscene service is fit for purpose, utilising resources appropriately and managing and meeting customer expectations.

Alternative options considered and rejected:

To curtail the successful programme of review and change initiated in 2017/18 that is essential for the successful modernisation and development of service.

18.EC.26 Exclusion of the Public and Press

Decision: 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 Part 1 of Schedule 12A to the Local Government Act 1972.

18.EC.27 Acquisition of Former Hyatt Restaurant, Dole Lane and Proposed Lease to Chorley Little Theatre

The Executive Member (Resources) presented the report of the Director (Business, Development and Growth) that sought approval to purchase the building known as the Hyatt Restaurant premises on the terms indicated in the report and shown, edged in red on the attached plan.

The report also sought approval of a new lease to be granted to Chorley Little Theatre for the Hyatt premises to be able to be occupied in connection with their use of the Chorley Little Theatre for studio space, rehearsals and storage.

The expansion of the rehearsal rooms would allow the theatre to work with more young people and encourage more volunteering in this field. It was also noted that this area of Chorley was designated as an entertainment area on the Town Centre Masterplan.

Decision:

- 1. Approval for the Council to proceed with the freehold purchase of the Hyatt premises, 1 Dole Lane, Chorley PR7 2RL by the 31 March 2018 so that preparations can be implemented by the Chorley Little Theatre for its expansion and rehearsal rooms.**

2. **Delegated authority granted to the Executive Member (Resources) to negotiate the terms of the lease with the Chorley Little Theatre in accordance with those provisionally agreed and contained at paragraph 17 of the report.**
3. **Delegated authority granted to the Head of Legal, Democratic and HR to complete the documentation for both purchase of the freehold from the existing vendor and complete the documentation for a Lease on terms to be negotiated with Chorley Little Theatre.**

Reasons for recommendation(s)

1. The Council will secure the delivery of a valuable historic community asset to the Chorley Borough, enabling theatre goers to continue to enjoy the community benefits that this theatre currently brings including plays, comedy acts, musical events, historical events and other community groups. The additional space should encourage other volunteers and give more scope for several productions and volunteers at the same time.
2. The addition of the Hyatt Premises will also encourage future generations to develop skills in theatre and production work by continuing to provide these opportunities to the Chorley Youth Theatre. The inclusion of the subject building with the existing theatre will also assist with disabled access and older generations to volunteer as the premises are not accessed by steps. Long term the buildings may be merged and developed to provide the Box Office.

Alternative options considered and rejected:

To not proceed with the purchase of the Hyatt Premises would mean that the Council and the Chorley Little Theatre miss out on a valuable opportunity to acquire adjoining premises in the right location and a building that is suitable for future adaptation and merging with the existing theatre. This is of benefit to all the community and theatre goers which will result in the continued successful delivery of the Chorley Little Theatre.

18.EC.28 Restructure of the Health and Wellbeing Team

The Executive Member (Early Intervention and Support) presented the report of the Director (Early Intervention and Support) that sought approval to make changes to the Health and Wellbeing team.

The overarching principle of future working for the Health and Wellbeing Team will be to guide and support communities to become more resilient by; being better connected and informed, being encouraged and given permission to be take the lead in their communities and to contribute more broadly to the shaping of future services, with those closest to the issues faced in communities properly involved throughout all stages of redesign and delivery.

The proposed structure seeks respond to the council's focus on developing more resilient communities, the development of the Youth Zone, the leisure contract review and the partnership of the Integrated Community Wellbeing Service.

The review proposed to increase the capacity for delivery of community-led community development and health awareness projects and creates a dedicated role to project manage the delivery of the council's neighbourhood priorities.

It also considers the increase in younger people's activities that will be available through the opening of the Youth Zone and the potential to better utilise the skills in our communities and resources at our leisure centres to deliver physical activities for both adults and children.

The aim of the restructure will allow for a focus on prevention by addressing existing need and improving outcomes for the broad community as well as the most vulnerable.

Decision:

- 1. Approval of the proposed restructure for formal consultation**
- 2. Delegated authority granted to the Executive Member (Early Intervention and Support) to approve the final structure subject to there being no significant changes to what is proposed within the report.**

Reasons for recommendation(s):

To respond to the need to increase capacity within the health and Wellbeing Team to focus on the delivery of community development and resilience projects and incorporate the responsibility for neighbourhood priorities.

Alternative options considered and rejected:

To continue with the current structure - This was rejected because the structure and the capacity in the team does not support the need to increase resilience in communities or respond to developments of new assets in the community.

18.EC.29 Approval for procurement for Microsoft licensing

The Executive Leader accepted the item of urgent business as the award of the contract is necessary for the continuing operation of the Council.

The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) that sought approval for the procurement of a new three year Microsoft enterprise Service Agreement (ESA) via the Crown Commercial Services (CCS) Framework.

The Council's current ESA is due to expire at the end of April and agreement of a new three year ESA would avoid a price increase that is expected to be introduced by Microsoft in May 2018, thus enabling the Council to benefit from a significant (circa 40%) discount in pricing. All costs for the initial licensing requirements will be contained within existing budget provision.

Decision:

Approval granted to procure Microsoft ESA for a 3 year term via the CCS framework and:

- a. Agreement to the scoring criteria of 90% cost and 10% quality for this procurement.**
- b. Delegated authority to the Executive Member (Resources) for the awarding of the contract.**
- c. Agreement to seek to waive the mandatory 5 day call-in for the Executive Member Decision**

Reasons for recommendation(s)

To achieve value for money prior to the increase in the licensing cost effective from May 2018.

Alternative options considered and rejected:

1. Do nothing but negotiate a new agreement when the current agreement expires. This option has been rejected due to increased cost during the life of any new contract.
2. Whilst there may be other products available on the market which the council has considered since 2013 the Council has invested significantly in Microsoft products (circa. £200,000). Consequently, employee skill sets and development have all been in the use of Microsoft products.

Chair

Date