



MINUTES OF

EXECUTIVE CABINET

MEETING DATE

Thursday, 17 October 2019

MEMBERS PRESENT:

Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Graham Dunn, Alistair Morwood and Adrian Lowe

OFFICERS:

Gary Hall (Chief Executive), Chris Sinnott (Deputy Chief Executive), Asim Khan (Director (Customer and Digital)), Mark Lester (Director (Business, Economic and Growth)), Chris Moister (Head of Legal, Democratic & HR Services), Philippa Braithwaite (Democratic and Member Services Officer), Simon Charnock (Digital Transformation and Information Officer) and Andrew Daniels (Service Lead - Communications and Visitor Economy)

OTHER MEMBERS:

Councillors Aaron Beaver, Mark Clifford, Gordon France, Roy Lees, Matthew Lynch, June Molyneaux, John Walker and Neville Whitham

19.EC.135 Minutes of meeting Thursday, 1 August 2019 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 20 June 2019 be confirmed as a correct record for signature by the Executive Leader.

19.EC.136 Declarations of Any Interests

There were no declarations of interest.

19.EC.137 Public Questions

There were no public questions.

19.EC.138 Exclusion of the Public and Press

Decision: To exclude the press and public for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

19.EC.139 Alker Lane Development

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), presented the confidential report of the Director (Business

Development and Growth) which provides a general update on the Alker Lane Development, a general programme of works, and to seeks approval to undertake a competitive procurement exercise to appoint a consultant/contractor to design and undertake an intrusive site investigation.

Decision:

1. To approve the procurement of a consultant/contractor team to design and undertake an intrusive site investigation.
2. To approve the use of the Chest portal inviting up to four bidders to procure the site investigation.
3. Agree that the tender submissions for the site investigation will be evaluated on a 70% price/30% quality matrix.
4. That the site investigation contract award be delegated to the Executive Member (Resources).
5. Acknowledge the proposed timeline for the bringing forward of the site development.

Reasons for Recommendation(s):

To progress the delivery of the Alker Lane Development.

Alternative Options Considered and Rejected:

To leave the requirements to undertake a site investigation to the contractor who undertakes the detailed design and build for the development. This would not expedite the delivery of this site. Completing the site investigation now will also assist with the works associated with the relocation of the watermain.

19.EC.140 Central Lancashire Local Plan Approval to Consult Issues and Options

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), presented the confidential report of the Deputy Chief Executive which presents the Central Lancashire Local Plan Issues and Options Consultation Paper for approval alongside details of the consultation methods and programme.

Decision:

1. To approve the Central Lancashire Issues and Options Paper in Appendix One as written, as the first stage in the preparation of the new Central Lancashire Local Plan, in accordance with Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012.
2. To approve for publication and consultation Annex 1 (relevant to Chorley Borough) 'Site Suggestions Proposed by Chorley Council'.
3. To approve for publication and consultation Annex 2 (relevant to Chorley Borough) 'Chorley Council Elected Members Comments on Site Suggestions'.
4. To approve for publication and consultation Annex 5 (relevant to Chorley Borough) 'All Site Submissions Received for Chorley'.
5. To approve for publication and consultation Annex 6 (relevant to Chorley Borough) - 'Proposed Changes to Town, District and Local Centre Boundaries'.
6. To approve Annex 7 (relevant to Chorley Borough) 'Strategic Housing and Economic Land Availability Assessment Methodology Statement Iteration 1 - April 2019'.
7. To accept and approve the document as drafted (subject to any misinformation or fundamental errors) recognising that to make any changes at this stage would delay the subsequent approval of the final version as the same version must be approved by all three councils.

8. To approve the proposed methods of consultation including the online portal Citizenspace, and the programme for drop-in events and elected member learning sessions.
9. To approve the key timetable for the consultation commencing on Monday 18th November 2019 at 12.01am and closing at 11.59pm on Friday 14th February 2020.
10. To agree to the commencement of the consultation upon the approval by all three Central Lancashire councils including Preston and South Ribble (subject to any call-in period).
11. To delegate responsibility for agreeing any format and layout changes and minor amends to the Portfolio Holder and Deputy Chief Executive/Director of Early Intervention and Support.

Reasons for Recommendation(s):

1. The preparation of a new Local (Development) Plan is now required across Central Lancashire as the existing Core Strategy adopted in 2012, is more than five years old. This Issues and Options consultation is the first stage towards the preparation of a new Local Plan, which considers the challenges and opportunities arising from the evidence collected to inform the new Local Plan, whilst also taking account of wider national policy objectives, priorities and strategy.
2. This new Local Plan must be prepared in accordance with The Town and County Planning (Local Planning) (England) Regulations 2012 and the first stage is referred to as Regulation 18 under which, we will be preparing the Issues and Options Document, and the next planned consultation which will be the Preferred Options, expected in late 2020/21.
3. There is a strategic rationale for the three councils of Preston, Chorley and South Ribble working collaboratively to produce a single Local Plan, as a single housing market area, and functional economic market area with evidence to support high levels of spatial self - containment.
4. There are efficiencies to be gained by working collectively as plan-making is resource intensive and the MHCLG have provided funding to Central Lancs to work together in plan preparation.

Alternative Options Considered and Rejected:

None.

19.EC.141 Allocation of Community Infrastructure Levy Funds - Whittle GP Surgery Development

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), presented the confidential report of the Director (Business Development and Growth) which seeks approval for the allocation of Strategic CIL monies to develop the proposed Whittle GP Surgery at 239 Preston Road, Clayton-Le-Woods.

Decision:

1. To approve the allocation of community infrastructure levy monies (50% of the build cost) to the Whittle GP surgery development project.
2. To note the total cost of construction (including PCSA costs). More detailed costings will be available in the coming weeks and a request will be made to Full Council on 19 November to increase the current budget already included in the approved capital programme.

Reasons for Recommendation(s):

1. To allocate the CIL infrastructure fund in the way it is intended and ensure the methodology of how it is allocated is transparent.
2. To support the delivery of the Whittle GP Surgery development to allow the relocation of staff and patients from the current Whittle Surgery.

Alternative Options Considered and Rejected:

The full development be funded through public loan monies. This would require a borrowing schedule over a minimum of 25 years and would not make allowance for any maintenance costs for the life of the building, when calculated against the rent to be paid by the NHS. The development supports the intended use of CIL allocation.

19.EC.142 112-114 Market Street, Chorley

Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform), presented the confidential report of the Director (Business Development and Growth) concerning the provision of a discount on long stay parking permits for 112-113 Market Street.

Decision:

1. To approve a discount on long stay parking permits.
2. To approve delegated authority to the Director (Business Development and Growth) be given to finalise details of the agreement.

Reasons for Recommendation(s):

The provision of this support will retain the business within the borough of Chorley. It will also increase town centre footfall, bring a prominent vacant building back into use.

Alternative Options Considered and Rejected:

Not recommending this support could see them leave Chorley for another borough.

19.EC.143 Website Review and Refresh

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director (Policy and Governance) which provides an overview of work that has taken place so far on the website refresh project as well as outlining options to progress the project.

Decision:

1. Review options put forward for the website refresh project and approve the scope of works.
2. Agree to a joint procurement process for a Content Management System (CMS) with South Ribble Borough Council with SRBC acting as the lead body.
3. Agree the procurement route for the project, namely for the lead body to request and obtain a waiver of Contract Procedure Rules to allow a direct award to the provider offering the most economically advantageous solution following completion of market engagement, as opposed to carrying out a procurement exercise through the chest.
4. Agree budget for the project based on indicative costings already received from various platform providers. Indicative costs for the CMS license, implementation, ongoing hosting, maintenance, and training range from £100,000 - £229,900 over 3 years and £160,000 to £320,700 over 5 years.

These figures will be split across Chorley Council and South Ribble Council 50/50.

5. Note the intention to review and the potential financial implications of resolving issues with self-service portals for specified services with a view to integrating them into our current in house developed MyAccount solution to resolve issues with single sign on and multiple account requirements for users.

Reasons for Recommendation(s):

1. A new Content Management System will be the enabler for further change and transformation, allowing our users to access information and online services at a time and place that suits them, allowing for efficiency savings to be made by the reduction in the more expensive channels of face to face and telephone contact.
2. A new website and review of our online services will support the delivery of the Council's Digital and ICT strategies and will help to improve the services we offer to customers as well as allowing for the aspiration of channel shift to be achieved.
3. A shared platform and procurement with SRBC will be a financial benefit for both authorities by sharing the cost of a solution, as well as being part of future aspirations for further shared services.

Alternative Options Considered and Rejected:

1. On commencement of the project we carried out user research with Internal users to understand our current solution capabilities to consider if our current solution could be retained. From the user research we rejected the retention of our current CMS solution due to its capability restrictions.
2. Replacement of the internally developed MyAccount solution was also considered. However, similar to the above, user research allowed us to gain an understanding that the MyAccount solution is fully customisable and Chorley Council ICT developers have full control over the system, meaning it can be amended as required to meet user needs.
3. Indicative costs from CMS providers have been received by Chorley Council individually. There was initially consideration of a sole Chorley Council platform and procurement. However, understanding that SRBC are undertaking the same work with the same scope it became clear it was a financial benefit to each authority to share a platform and procurement.

19.EC.144 Approval to Procure Grounds Maintenance Plant & Equipment

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director (Customer & Digital) which seeks approval for the procurement of grounds maintenance equipment at the most economically advantageous option for the council.

Decision:

1. To approve the procurement of four mowers. Tenders will be evaluated to establish the most economically advantageous tender based on 75% cost, 25% quality.
2. That the award of the contract be delegated to the Executive Member for Resources for approval based on the evaluation criteria.

Reasons for Recommendation(s):

Under the council's contract procedure rules approval by the Executive Cabinet of contract award procedures and evaluation criteria for tenders greater than £100,000 in value is required.

Alternative Options Considered and Rejected:

1. To extend the current lease arrangements during 2020/21, likely to cause additional costs for maintenance and repair and issues with reliability.
2. To not agree the contract award procedure would fail to comply with the Council's Procurement rules.

19.EC.145 90 Railway Road Adlington Chorley PR6 9RB

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director (Business Development and Growth) which seeks approval of the provisionally agreed terms for the grant of a new 25-year lease of 90 Railway Road Adlington to Buckshaw Bunnies Childcare Ltd.

Decision:

1. To grant a 25-year lease to Buckshaw Bunnies Childcare Ltd. on the terms set out in the report.
2. To seek authority to issue instructions to the Chief Legal Officer for the completion of a Lease.

Reasons for Recommendation(s):

1. The grant of the lease will bring the premises back into economic use and provide nursery provision for the local residents
2. The responsibility for the refurbishment, repair and ongoing maintenance liability will rest with the tenant

Alternative Options Considered and Rejected:

None.

19.EC.146 Any urgent business previously agreed with the Chair

Chair

Date