



Minutes of **Executive Cabinet**

Meeting date **Thursday, 11 November 2021**

Members present: Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Peter Gabbott, Alistair Morwood and Adrian Lowe

Officers: Gary Hall (Chief Executive), Dave Whelan (Shared Service Lead - Legal), Louise Mattinson (Director of Finance), Asim Khan (Director (Customer and Digital)), Jennifer Mullin (Director of Communities), Jonathan Noad (Director of Planning and Development), Jon-James Martin (Performance and Transformation Officer) and Nina Neisser (Democratic and Member Services Officer)

Other Members: Councillors Aaron Beaver, Sam Chapman, Mark Clifford, Alan Cullens, Gordon France, Danny Gee, Tom Gray, Harold Heaton, Steve Holgate, Hasina Khan and John Walker

21.EC.56 Minutes of meeting Thursday, 16 September 2021 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 16 September 2021 be confirmed as a correct record for signature by the Executive Leader.

21.EC.57 Declarations of Any Interests

There were no declarations of interest.

21.EC.58 Public Questions

There were no public questions.

21.EC.59 Revenue and Capital Budget Monitoring

Councillor Peter Wilson, Executive Member (Resources), presented the reports of the Director of Finance which sets out the revenue and reserves forecast for 2021/22 for the Council, based on the position as at 30 September 2021. They also report the overall financial position of the Council in respect of the capital programme, highlighting key issues and explaining key variances over the first six months of the year, and to provide an overview of various elements of the Council's Balance Sheet as at 30 September 2021.

In summary, there is a forecast underspend against the budget for 2021/22 of £350k. Members noted that the Council's Medium-Term Financial Strategy 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. The forecast level of general fund balances as at 31 March 2022 will be £4.407m. Based on the position as at 30th September 2021, there is a forecast decrease in the overall Capital Programme of £4.026m relating to the reprofiling of spend on some of the projects from 2021/22 to 2022/23, and a £50k increase in the IT budget.

Members welcomed the proposed free parking as outlined in the report, subject to usual parking restrictions, to help traders and local businesses at Christmas.

Revenue Budget Monitoring Report

Decision:

- 1. To note the forecast outturn for revenue and the level of reserves based on the position as at 30th September 2021.**
- 2. To note the virements to the revenue budget made during the period, as detailed in Appendix 2 of the report.**
- 3. To support our businesses and to give a boost to the Town Centre following a difficult year, it is recommended to introduce free parking in the Town Centre from 1st December to 24th December at a cost of approximately £25k.**

Reasons for recommendations:

To ensure the Council's budgetary targets are achieved.

Alternative options considered and rejected:

None

Capital Budget Monitoring Report

Decision:

- 1. To approve the revised capital programme as attached at Appendix A, which includes approved amendments to the programme, detailed at point 12 of this report, since the last Capital Monitoring report was approved by Cabinet in September;**
- 2. To note 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 30th September 2021.**

Reasons for recommendations:

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

Alternative options considered and rejected:

None

21.EC.60 Quarter Two Performance Monitoring Report 2021/22

Councillor Peter Wilson, Executive Member (Resources), presented the report of the Deputy Chief Executive which sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the second quarter of 2021/22, covering the 1 July 2021 to 30 September 2021.

The overall performance of key projects is excellent, with 11 (85%) of projects rated green, 1 (8%) rated amber, and 1 (8%) classified as completed. Action plans for those projects rated amber.

Performance of the Corporate Strategy indicators and key service delivery measures continues to be closely monitored, with 10 (67%) performing on or above target, or within the 5% threshold. 5 (33%) are performing below target and outside of the 5% threshold. Performance against the agreed measures remains positive, with the Council continuing to work proactively to support local residents and communities. Where indicators are performing below target, action plans are in place to improve performance.

Members discussed the performance indicators in relation to the digital strategy and affordable housing, in particular plans to increase the delivery of affordable housing going forward.

Decision:
That the report be noted.

Reasons for recommendation(s):
To ensure the effective monitoring of the Council's performance and delivery of the Corporate Strategy.

Alternative options considered and rejected:
No other options have been considered.

21.EC.61 Neighbourhood Priorities Delivery 2021-22

Councillor Bev Murray, Executive Member (Early Intervention), presented the report of the Director of Communities which provides a summary of the decision-making process which has taken place (September / October 2021) to agree this current year's neighbourhood priorities 2021/22. It also presents the proposed neighbourhood priorities that have been agreed within each neighbourhood management group.

Due to the timings of the Neighbourhood Area meetings this year, Members recognised there were more projects to be delivered in a shorter period of time before the next round of meetings in the new year. Reassurances were provided that there was enough capacity for officers to deliver these within the timescales.

- Decision:**
- 1. To agree the neighbourhood priorities proposed within each neighbourhood management meeting. (paragraph 19)**
 - 2. When scoping out the detail and financial resources required for each priority, financial or in-kind contributions should be sought from partners within the neighbourhood including parish councils, County Council, voluntary sector, and other stakeholders.**
 - 3. Where a priority is subsequently scoped out as requiring increased financial resources, consideration will be made in consultation with the Executive Member (Early Intervention) for this neighbourhood priority to be carried out at additional cost, phased, or developed further as an individual corporate project.**

Reasons for recommendation(s):

1. Neighbourhood working and associated projects is a key priority within the council's corporate strategy and encourages the improvement of environmental, health, and social features within the identified neighbourhoods of Chorley.
2. The council is committed to supporting projects and partnership delivery that focuses on the wider determinants of health as these issues impact on the daily lives of our residents, how happy and healthy they feel living in their community and in turn their individual life choices and outcomes.

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.

21.EC.62 Exclusion of the Public and Press

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

21.EC.63 Insurance Portfolio Contract Award

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director of Governance which provides a summary of the detailed tender evaluation results and seeks agreement to proceed to award based on the outcome.

Decision:

1. **To agree the appointment of the insurance companies identified for the respective classes of insurance from the 01 January 2022.**
2. **To approve the further expenditure to obtain the Terrorism policy, this will be in the region of £10k.**

Reasons for recommendation(s):

1. A comprehensive and fair evaluation of the price and quality aspect of all received bids has been undertaken, clarification has been sought where appropriate and the findings provide like for like cover based on existing policies.
2. It is essential that the Council has quality, cost effective insurance cover in place beyond 31 December 2021 when the current LTA's lapse.

Alternative options considered and rejected:

This exercise involved the use of a procurement framework, Member agreement has previously been sought to undertake this approach over a more traditional tendering method.

21.EC.64 Approval to Procure Replacement Small Vans

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director of Customer and Digital which seeks approval for the procurement of seven electric small vans to replace the current fleet of three electric and five diesel powered vans.

Decision:

1. **Approval to enter a further competition exercise using Crown Commercial Services (CCS) or equivalent framework provider to lease seven electric vehicles.**
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):

1. The council supports the green agenda and clean air ambitions, and this seems the ideal time and opportunity to move to electric powered vehicles for the most appropriate section of the fleet.
2. Leasing the vehicles inclusive of repair and maintenance costs will offer cost certainty to the council for the next four years.
3. 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 outright purchase the vans and pay ongoing costs for maintenance and repair.
2. To direct award a contract which would not offer the potential savings of further competition.
3. To renew the fleet with non-electric or hybrid vehicles which would not support the green agenda and clean air ambitions of the council.

21.EC.65 Purchase of Land Adjacent to Yarrow Valley Country Park

Councillor Peter Wilson, Executive Member (Resources), presented the confidential report of the Director Planning and Development which seeks approval to purchase land off Burgh Lane adjacent to Yarrow Valley Country Park for the purposes of biodiversity net gain and to increase the land mass of the Country Park.

Decision:

To approve the purchase of land off Burgh Lane to encompass it into Yarrow Valley Country Park for the purpose of tree planting and habitat protection at a cost of £288,500 funded through borrowing.

Reasons for recommendation(s):

1. To increase the land mass of Yarrow Valley Country Park for benefits to the residents of Chorley and contribute to local nature recovery
2. To facilitate the planting of 13000 trees
3. To contribute to Biodiversity Net Gain and Carbon offsetting using Council land assets.
4. To ensure that this land is maintained and protected by Chorley Council for the long-term future.

Alternative options considered and rejected:

To not submit an offer to acquire the land and allow a developer or other landowner to purchase the land. This was rejected as Chorley Council own the land adjacent and already play a role in the management and maintenance of this land asset owing to the proximity of adjoining land, path linkages and access. Chorley Council can utilise this land resource to contribute to biodiversity net gain to offset future long-term development plans elsewhere in the Borough.

Chair

Date