

**Minutes of Executive Cabinet**

**Meeting date Thursday, 21 March 2024**

**Committee Members present:** Councillor Alistair Bradley (Executive Leader), Councillor Peter Wilson (Deputy Leader) and Councillors Alistair Bradley, Peter Wilson, Beverley Murray, Terry Howarth, Alistair Morwood, Margaret France and Adrian Lowe

**Observers present:** Councillors Michelle Beach, Julia Berry, Mark Clifford, Gordon France, Tommy Gray, Alex Hilton and Aidy Riggott and Craige Southern (attended virtually)

**Officers:** Chris Sinnott (Chief Executive), Gayle Wootton (Director of Planning and Property), Dave Whelan (Head of Legal and Procurement), Asim Khan (Director of Customer and Digital) and Ruth Rimmington (Democratic Services Team Leader)

A video recording of the public session of this meeting is available to view on [YouTube here](#)

**66 Deputy Monitoring Officer**

The Executive Leader, Councillor Alistair Bradley, reminded members that this would be the last Executive Cabinet meeting for Dave Whelan, as he was due to retire the following month and thanked him for his service to the council.

**67 Declarations of Any Interests**

There were no declarations of any interests.

**68 Minutes of meeting Thursday, 22 February 2024 of Executive Cabinet**

**Resolved:** that the minutes of the Executive Cabinet meeting held on 22 February 2024 be confirmed as a correct record for signature by the Executive Leader.

**69 Public Questions**

There were no public questions.

## **70 Final Report of the Overview and Scrutiny Task Group - Recruitment and Staff Retention**

The Chair of the Overview and Scrutiny Committee, Councillor Aidy Riggott, thanked the members of the Task Group for their report and invited Councillor Michelle Beach to present the findings and recommendations.

Councillor Beach set out the aims and objectives of the inquiry and noted that no wider issues had been identified. She thanked the membership of the group for their input, and the officers who had supported or fed into the inquiry.

**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 to a future meeting.**

## **71 Procurement Strategy - Levelling Up Fund**

The Executive Leader, and Executive Member for Economic Development and Public Service Reform Councillor Alistair Bradley, presented the report of the Director of Planning and Property.

Following a bid submission in June 2022, the Council was successful in securing £20m from the Government's Levelling Up fund (third round) for the regeneration of Chorley Town Centre. Full details were awaited from the government, however, the report set out the detailed procurement strategy which would support the delivery of the Levelling Up Fund projects.

The three locations were Bengal Street Residential Development, Civic Square Mixed-Use Development and the Health and Wellbeing Hub. Members noted the challenging timescales, and the need to balance cost, quality and value for money throughout the procurement exercise.

**Resolved:**

- 1. To approve the procurement strategy.**
- 2. To delegate the contract award for consultants and main contractor(s) to Executive Member for Economic Development and Public Service Reform for sign off.**

**Reasons for recommendations**

1. To progress the delivery of the Levelling Up Fund project.
2. To mitigate any risk to £20m of Levelling Up Funding.

**Other options considered and rejected.**

Options considered with regards to procurement have been outlined within the body of the report

## **72 Water Safety Policy update**

The Executive Member (Customer, Streetscene and Environment), Councillor Adrian Lowe, presented the report of the Director (Customer and Digital).

The report presented the council's updated Water Safety Policy, which included a list of water bodies on council land.

Councillor Bradley noted the Overview and Scrutiny Committee had received a presentation regarding water safety the previous week and noted the importance of this issue.

**Resolved: To approve the updated Water Safety Policy.**

#### **Reasons for recommendations**

1. The revised policy is relevant, fit for purpose and meets legal and health and safety requirements as well as demonstrating our duty of care.
2. The policy better supports the effective management of these council assets and provides a greater degree of operational support.
3. The site assessment process has been reviewed and the risk scoring system amended to improve the risk assessments.

#### **Other options considered and rejected**

To not update the policy would potentially put the council at risk of breaching and/or failing to demonstrate our duty of care in relation to water bodies on council land.

### **73 Food waste collections**

The Executive Member (Customer, Streetscene and Environment), Councillor Adrian Lowe, presented the report of the Director (Customer and Digital).

The report requested approval for changes to support the introduction of new statutory food collections by 31 March 2026.

Funding had been confirmed by Defra for capital costs (for new vehicles and containers), and would be provided for transitional costs, resource costs and ongoing service revenue costs, subject to future spending reviews.

The detail of this was yet to be confirmed and the Lancashire Waste Partnership, on behalf of all district councils, would be writing to Defra to seek assurances that all reasonable capital costs would be funded in full by Government. The outcome of this would be shared with members.

Although a high value procurement usually required a standard weighting of 15% for social value to be included in the evaluation, it was proposed that this be exempted due to the nature of the assets (purchase of fleet and containers). The quality criteria would incorporate an evaluation of environmental benefits. Furthermore, the framework suppliers had already demonstrated elements of social value in order to be accepted onto the frameworks.

Officers would evaluate the feasibility and benefits of jointly procuring containers and vehicles with South Ribble Council and potentially other district councils with the same requirements.

Members noted the food waste containers would be lockable, the liners for the food waste would be provided by the council and that an appropriate communications plan would be carried out to ensure that residents were aware of the changes.

#### **Resolved:**

1. **To introduce statutory weekly food waste collections to all properties across Chorley by 31 March 2026.**

2. To proceed to procure non-vented food waste caddies and liners via public sector frameworks and further competition tender exercise.
3. To proceed to procure specialised food waste collection vehicles via public sector frameworks and further competition tender exercise.
4. To agree the tender evaluation criteria for food waste containers and collection vehicles, based on 80% cost and 20% quality ratio.
5. To delegate to the Executive Member for Resources the authority to approve the award of contracts to the winning bidders.
6. To undertake an options modelling exercise to ensure the waste and recycling service is fully reviewed and achieves the councils environmental and fiscal priorities through improvements to collection rounds and frequencies.
7. To present a further report for approval of capital budgets for this project including a decision on the operating model and any improvements to existing service delivery.

#### **Reasons for recommendations**

1. The Environment Act 2021 sets into legislation the requirement for waste collection authorities to provide weekly food waste collections to all households by 31 March 2026.
2. It is anticipated that large numbers of local authorities will implement new or extended food waste collection services between 2024 and 2026. There will be a very high demand for new vehicles, containers, and liners during this period and so an early decision on key service elements will confirm tender specifications and enable procurements via frameworks to proceed without delay.
3. Although a high value procurement usually requires a standard weighting of 15% for social value to be evaluated, it is proposed that this is exempted due to the nature of the assets to be procured.
4. Delegated approval for contract awards is requested to streamline the procurement process.

#### **Other options considered and rejected**

1. To not introduce separate weekly food waste collections would be in breach of statutory duties imposed by the Environmental Protection Act 1990.
2. To introduce co-collected food waste would undermine the financial integrity of services.

### **74 Exclusion of the Public and Press**

**Resolved: To exclude the public and press for the following item 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.**

### **75 New Letting - Unit 13 - Market Walk**

The Executive Member (Resources), Councillor Peter Wilson, presented the confidential report of the Director of Planning and Property which sought Member authorisation for the grant of a new lease of Unit 13 Market Walk.

#### **Resolved:**

1. To approve the terms outlined in this report.
2. To delegate authority to the Director of Governance to be authorised to complete the legal formalities in accordance with these terms.

### **Reasons for recommendations**

1. Following a recent marketing exercise and negotiations between the parties, the proposed terms have been provisionally agreed and recommended by the Council's Retail Consultants and reflect current market conditions within the Market Walk Centre in line with other leases which have been recently agreed / completed. This proposal is also seen as a good opportunity to attract a well-known local retailer into the Market Walk Shopping Centre and increase footfall within the Centre.
2. The operator currently operate a store in Chorley town centre, it has been confirmed that they will not close this store as they are looking to expand their operation.

### **Other options considered and rejected**

1. To continue with the occupation of the premises as a Vaccination Centre on a periodic licence basis.
2. To continue the marketing of the unit to achieve a slightly better rental outcome.

## **76 Allocation of Community Infrastructure Levy (CIL) Funds and Amendments to the Infrastructure Funding Statement (IFS)**

The Executive Member (Planning and Development), Councillor Alistair Morwood, presented the confidential report of the Director (Planning and Property) which sought approval for projects to be added to the Infrastructure Funding Statement (IFS), CIL funds to be allocated to projects and the removal of completed projects from the IFS.

### **Resolved:**

1. **To approve amendment of the IFS to include the following projects and approve the allocation of CIL funds to them totalling £1,226,388.20:**
  - **Improvements to Astley Village local shopping centre and community centre**
  - **Improvements to Chorley Bus Station**
  - **Improvements to Chapel Street, Chorley Town Centre**
  - **Improvements to Euxton local shopping centres (Runshaw Lane, Talbot Row and Talbot Drive)**
  - **Replacement of 83 bus shelters across the borough**
  - **Public EV charge points on Chorley Council long stay car parks**
  - **Gillett Playing Field Enhancements, Weavers Brow, Heath Charnock**
2. **To approve the allocation of £2 million additional funds to the following project which is already on the IFS:**
  - **Refurbishment of the Leisure Centres**
3. **To approve removal of the following projects from the IFS as they are now completed:**
  - **Car park to facilitate event parking for Astley Park and Westway on Westway, Euxton.**
  - **Highways and infrastructure (the provision of access to and within the site) and re-location of Eaves Lane GP Surgery and Community Centre development at Tatton, Chorley.**
  - **Refurbish market public toilets, Chorley.**
  - **Wigan Lane Archery Facility – new pavilion and associated infrastructure.**

**Reasons for recommendations**

To allocate CIL in the way it is intended and ensure the methodology of how it is allocated in transparent.

**Other options considered and rejected**

None.

Chair

Date