

**MINUTES OF**

**EXECUTIVE CABINET**

**MEETING DATE**

**Thursday, 10 December 2015**

**MEMBERS PRESENT:**

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

**MEMBER RESPONSIBLE:**

Councillors Danny Gee, Matthew Lynch and Alistair Morwood

**COUNCIL CHAMPIONS:**

Councillors Julia Berry, Jean Cronshaw and Gordon France

**OFFICERS:**

Gary Hall (Chief Executive), Lesley-Ann Fenton (Director of Customer and Advice Services), Chris Moister (Head of Governance and Property Services), Michael Coogan (Strategic Housing Officer), Asim Khan (Head of Customer, ICT and Transactional Services) and Ruth Rimmington (Democratic and Member Services Officer)

**OTHER MEMBERS:**

Councillors Charlie Bromilow, Margaret France, Tom Gray, Richard Toon, Greg Morgan, Mick Muncaster and John Walker

One member of the public.

**15.EC.172 Minutes of meeting Thursday, 19 November 2015 of Executive Cabinet**

The minutes of the meeting of the Executive Cabinet held on 19 November 2015 be confirmed as a correct record and signed by the Executive Leader.

**15.EC.173 Declarations of Any Interests**

There were no declarations of any interests.

**15.EC.174 Public Questions**

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

## **15.EC.175 Chorley Prevention of Homelessness Strategy and Review 2016-2019**

The report of the Director of Customer and Advice Services was presented by the Executive Member (Customer and Advice Services). The report set out the legal responsibility placed on the Council to carry out a review of homelessness in the borough and to publish a strategy. The report provided an overview of the draft strategy and sought approval for the consultation with partners and customers.

The Homelessness Act 2002 introduced a statutory duty on local authorities to formulate and publish local homelessness strategies. The review reflected a strong performance over the period of the previous strategy. Since 2012, homelessness presentations had reduced, homelessness preventions had increased and temporary accommodation use overall was on a downward trend, as well as the elimination of 'bed and breakfast use.

The strategy sought to sustain the high level of performance highlighted in the review, despite the challenges faced via continued welfare reform, the possible reduction in new social housing, and further significant spending cuts to Local Authorities at all levels affecting related services.

With regard to the review, and expected future challenges, the following priorities were devised for the strategy along with appropriate measures to achieve them:

- Priority 1: Working with all partners to ensure the offer of support, advice and assistance in Chorley best meets the needs of people who are homeless or threatened with homelessness;
- Priority 2: Ensure that housing supply best meets housing need;
- Priority 3: Enhance the depth and range of Housing Options services to meet current and future challenges;
- Priority 4: Employment, training and education related to homelessness.

Members supported the work the Council was doing with partners and the work undertaken with residents of Costwold House to assist them in future tenancies.

### **Decision:**

- 1. Approval granted that the draft Chorley Prevention of Homelessness Strategy and Review 2016-2019 be approved for consultation purposes.**
- 2. Approval granted that any minor changes to the Strategy following consultation be approved via an Executive Member Decision prior to publication.**

### **Reasons for recommendation(s)**

The publication of a Prevention of Homelessness Strategy is a statutory requirement and the previous strategy is in need of a refresh, alongside a renewed programme of prevention measures and interventions to improve performance and meet the Councils corporate objectives.

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

Due to the statutory nature of the Prevention of Homelessness Strategy no other options could be considered.

## **15.EC.176 Exclusion of the Public and Press**

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.

## **15.EC.177 Software and Postal Contracts**

The confidential report of the Director of Customer and Advice Services was presented by the Deputy Executive Leader and Executive Member (Resources).

The report sought approval to award software and postal contracts based on principles aimed at ensuring best value for money for the council. The report also sought authorisation to the Executive Member (Resources) to approve individual contract awards under delegated powers.

### **Decision:**

- 1. Approval granted that the principles for awarding contracts, outlined in the report, be agreed subject to compliance where necessary with European Procurement legislation.**
- 2. Approval granted that the Executive Member (Resources) be authorised to approve individual contract awards based on these principles.**

### **Reasons for recommendation(s)**

1. To ensure best value to the council in terms of both annual revenue and capital costs.
2. To simplify and expedite the decision making process as discussions with suppliers will complete at different times.

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

Submitting separate reports to Executive Cabinet for each contract, potentially losing time limited offers with suppliers.

*Councillor Bev Murray left the meeting at 6.30pm.*

## **15.EC.178 Shared Assurance Services**

The confidential report of the Chief Executive was presented by the Deputy Executive Leader and Executive Member (Resources).

The report sought approval for proposed staffing changes in Shared Assurance Services, which had already been considered by the Shared Services Joint Committee in October, and were now recommended for approval by both host authorities. South Ribble Council had already approved the recommendation.

**Decision: Approval granted for the staffing changes proposed within the report, subject to completion of relevant staff and trades union consultations.**

### **Reasons for recommendation(s)**

To present a quality, sustainable and cost effective service delivery model for members' approval.

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

The proposals contained within this report were subject to detailed examination and consultation at officer level and incorporate the requirements of both authorities' Chief Executives / S151 Officers.

## **15.EC.179 Acquisition of Land, former Apex House, Stump Lane, Chorley**

The confidential report of the Chief Executive was presented by the Deputy Executive Leader and Executive Member (Resources). The report sought approval to the acquisition of the freehold title to the above property on the terms provisionally agreed.

It was clarified that the approval for the financing of this had been agreed at Council on 22 September 2015. The purchase of the site, whilst supporting to the Market Walk extension scheme, was separate to it.

**Decision: Approval granted that the terms provisionally agreed be approved and authority granted to for the Head of Governance and Property Services to complete the acquisition of the freehold title of the former site of Apex house off Stump Lane, Chorley.**

### **Reasons for recommendation(s)**

The ownership of the site will not only increase the Council's land holding around the town centre but has the potential of increasing the number of car parking spaces for use by shoppers and visitors to Chorley.

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

Not acquiring the site will result in Council Staff being displaced to existing town centre long stay car parks and so reduce the number of spaces available to shoppers and visitors to Chorley.

## **15.EC.180 Re-tendering of Handyperson and Minor Adaptation contracts**

The confidential report of the Director of Customer and Advice Services was presented by the Executive Member (Customer and Advice Services).

The report set out the proposed arrangements to tender the Handyperson and Minor Adaptations services. Both services were provided as part of the Collaboration Agreement between the Council and Lancashire County Council (LCC) for the delivery of Integrated Home Improvement Services (IHIS) in Chorley.

### **Decision:**

- 1. Approval granted for the Council to tender the Handyperson and the Minor Adaptations service as two separate entities, with each contract to commence on 1st April 2016 for an initial two years, with an option to extend for a further two years to 31st March 2020.**
- 2. Approval granted for the contracts to be awarded by the Executive Member for Customer and Advice Services by means of an Executive Member Decision.**

### **Reasons for recommendation(s)**

1. The Council has a contractual obligation, through its Collaboration Agreement with LCC, to provide a Handyperson and Minor Adaptation service.

2. The proposed arrangement to tender these services will ensure that the Council fulfils its obligations.
3. Tendering the services separately is likely to encourage smaller social enterprises to submit tenders, the prospects of which would reduce if the services were tendered as a combined package.

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

1. The option of seeking a waiver to extend the existing delivery arrangements for the Handyperson and Minor Adaptation services was explored but rejected on the basis that there was no reasonable justification for doing this.
2. The option of bringing the services in-house was considered but ruled out due to lack of capacity within the present staffing structure to deliver the service. In addition there are concerns that if LCC were to withdraw funding in the future there could be significant staffing implications for the Council if the services were delivered in-house.
3. The option of tendering the services in a combined tender was also considered but rejected. The Council's research and past experience in tendering the Handyperson service has shown that this is a specialist sub-market which has a limited number of operators, and that a larger, combined tender would be likely to deter social enterprises from expressing an interest in these tender opportunities.

**15.EC.181 Integrated Home Improvement Services (IHIS) - Performance Update**

The confidential report of the Director of Customer and Advice Services was presented by the Executive Member (Customer and Advice Services). The report updated members on the performance of the IHIS service to date.

**Decision: Approval granted to note the contents of the report.**

**Reasons for recommendation(s)**

The report is a performance update.

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

None.

Chair

Date

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