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| <b>MINUTES OF</b>       | <b>EXECUTIVE CABINET</b>   |
| <b>MEETING DATE</b>     | <b>Thursday, 16 November 2017</b>  |
| <b>MEMBERS PRESENT:</b> | Councillor Alistair Bradley (Chair), Councillor Peter Wilson (Vice-Chair) and Councillors Beverley Murray, Paul Walmsley, Adrian Lowe and Graham Dunn  |
| <b>OFFICERS:</b>        | Gary Hall (Chief Executive), Chris Sinnott (Director (Early Intervention and Support)), Mark Lester (Director (Business, Economic and Growth)), Rebecca Huddleston (Director (Policy and Governance)), Chris Moister (Head of Legal, Democratic & HR Services), Ruth Rimmington (Democratic and Member Services Officer), Dianne Scambler (Democratic and Member Services Officer), Rebecca Aziz-Brook (Performance and Partnerships Officer) and Andrew Daniels (Communications and Events Manager) |
| <b>APOLOGIES:</b>       | None.  |
| <b>OTHER MEMBERS:</b>   | Councillor Tom Gray, Marion Lowe, June Molyneaux, Alistair Morwood, Alan Cullens, Greg Morgan, John Walker and Mick Muncaster  |

#### **17.EC.103 Welcome**

The Executive Leader welcomed Councillors from Wyre Council's Scrutiny Committee who were attending the meeting to observe the Council's use of tablets to facilitate paperless meetings.

#### **17.EC.104 Minutes of meeting Thursday, 5 October 2017 of Executive Cabinet**

**RESOLVED – That the minutes of the Executive Cabinet meeting held on 5 October be confirmed as a correct record for signing by the Chair.**

#### **17.EC.105 Declarations of Any Interests**

There were no declarations of any interests.

#### **17.EC.106 Public Questions**

There were no questions submitted by any members of the public.

### **17.EC.107 Executive Cabinet Response to the Overview and Scrutiny Task Group on the Rollout of Superfast Broadband**

The report of the Director (Business, Development and Growth) was presented by the Executive Leader and Executive Member (Economic Development and Public Services Reform).

An Overview and Scrutiny task group, chaired by Councillor Kim Snape, looked at the rollout of superfast broadband across the borough and their final report was presented to Executive Cabinet in August 2017. The report contained the Executive Cabinet's response to the recommendations within the report.

**Decision: Approval granted that the recommendations in section 8 of the report and completed actions be accepted.**

**Reasons for recommendation(s):**

To provide a response to the recommendations made by the Overview and Scrutiny Task Group's review of the current rollout and provision of superfast Broadband.

**Alternative options considered and rejected:**

None.

### **17.EC.108 Allocation of Community Infrastructure Levy Funds**

The report of the Director (Business, Development and Growth) was presented by the Executive Leader and Executive Member (Economic Development and Public Service Reform) and sought approval for the allocation of £365,000 capital infrastructure monies to be allocated to the Digital Office Park project for spend in 2017/18 and 2018/19.

The Community Infrastructure Levy (CIL) was introduced to simplify the process of calculating and collecting planning obligations and has to be spent on infrastructure needed to support development within the borough.

The report formalised the implementation of a system for allocating the main CIL monies to infrastructure projects that are on the CIL 123 list and detailed how the CIL expenditure was allocated including the methodology used for assessment and projects funded.

**Decision: Approval granted for the allocation of £365,000 capital infrastructure monies to the Digital Office Park project for spend in 2017/18 and 2018/19.**

**Reasons for recommendation(s):**

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

**Alternative options considered and rejected:**

None.

### **17.EC.109 Chorley Council Performance Monitoring Report - Quarter Two**

The report of the Director (Policy and Governance) was presented by the Executive Member (Resources). The report set out the Council's performance against the

Corporate Strategy and key performance indicators during the second quarter of 2017/18, 1 July to 30 September 2017.

Overall performance of the key projects was good with eight (57%) of the projects rated as green or complete and four (29%) rated as amber. Two (14%) projects had been closed and a full explanation given. Action plans for all of the projects were contained within the report.

Performance of the Corporate Strategy indicators and key service delivery measures was also good. 58% of Corporate Strategy measures and 70% of the key service delivery measures were performing on or above target or within the 5% threshold. Action plans were contained for those indicators performing below target that outlined the measures to be put in place to improve performance.

Following a discussion by Members it was explained that although the number of homelessness preventions and reliefs was underperforming against target the Executive were not unduly concerned as the indicator is demand driven.

The target for this measure had been set at a more challenging level for 2017/18 (800) compared to that of 2016/17 (600) in anticipation of increases due to a number of potential changes expected in 2017 that included, the impact of the Homelessness Reduction Bill, Supporting People changes and rollout of Universal Credit full digital. These changes had not yet happened and therefore the anticipated increase has not occurred.

The Housing Option teams would continue to monitor progress closely and the Council continues to provide comprehensive support and advice to those who need it.

During quarter two, a resident survey had been conducted to gather the views of residents about satisfaction with the Council, their local area and community involvement. Overall performance was good with five of the nine indicators performing above target or within the 5% tolerance.

Four of the nine indicators were performing under target, the percentage of people who feel they cannot influence decision making in their local area, satisfaction with street cleanliness, percentage of people who regular participate in volunteering and percentage of residents who feel that the Corley Council provides value for money. Although performance is on a par better than the average compared to national trends there was an acceptance by the Executive Cabinet that these targets needed to improve.

**Decision: The report be noted.**

**Reasons for recommendation(s):**

To facilitate the ongoing analysis and management of the Councils performance in delivering the Corporate Strategy

**Alternative options considered and rejected:**

None

**17.EC.110 Revenue and Capital Budget Monitoring Report 2017/18 Report 2 (end of September 2017)**

The report of the Chief Finance Officer was presented by the Executive Member (Resources) that set out the provisional revenue and capital outturn figures for the Council as compared against budgets and efficiency saving targets set for the financial year 2017/18.

The projected revenue outturns currently showed a forecast underspend of £392,000 against budget with no action being required at this stage in the year. The latest forecast excluded any variation in projected expenditure on investment items added to the budget in 2017/18.

In the 2017/18 budget the expected net income from Market Walk after deducting finance costs was £0.998m. The latest projection showed a break even position including £40k of revenue expenditure relating to the Market Walk Extension project. It was also reported that the forecast of capital expenditure in 2017/18 is £22.925m.

The Council's Medium Term Financial Strategy (MTFS) proposed that working balances are to reach £4.0m over the three year lifespan of the MTFS to 2018/19 due to the financial risks facing the Council. A budgeted contribution into General Balances of £500k is contained within the budget for 2017/18 and the current forecast to the end of September shows that the General Fund balance will be £4.004m by the end of the financial year, being on target to achieve £4m a year early.

A number of requests had been made to be funded from underspends that included the enabling of the Council to meet its requirements under the General Data Protection Regulation, the funding of an electoral review of Chorley Council, and allow the Council the flexibility to continue funding local bus services in 2017/18.

In response to Members questions, further explanation was given to the thought processes behind the request to create a temporary post at senior level with responsibility for delivering the Market Walk extension, Primrose Gardens and Digital Health Park. The Council was now reaching a critical stage in the delivery of a number of asset development activities that will require a significant amount of senior management overview all at the same time. The creation of this post would prevent progress being delayed on a number of other important activities including the development of the Council's employment land and the refreshing of the Council's local plan

#### **Decision:**

- 1. The full year forecast position for the 2017/18 revenue budget and capital investment programme was noted.**
- 2. The forecast position on the Council reserves was noted.**
- 3. That Council approve the use of "25,000 from in-year revenue underspends to enable the Council to meet the requirements of the General Data Protection Regulation.**
- 4. That Council approve the use of £50,000 from in-year revenue underspends to enable the Council to fund the Local Government Boundary Commission for England's electoral review of Chorley Council.**
- 5. That Council approve the use £120,000 from in-year revenue underspends to allow the Council the flexibility to continue funding local bus services in 2017/18.**
- 6. That Council approve the use of £30,000 from in-year revenue underspends to fund the revenue implications of recent planning appeals.**

7. That Council approve the use of £60,000 from in-year revenue underspends to create a post at a senior level with responsibility to deliver the Market Walk extension, Primrose Gardens and the Digital Health Park.
8. That Council note the capital programme to be delivered in 2017/18 to 2019/20.

**Reasons for recommendation(s):**

To ensure the Council's budgetary targets are achieved. Ensuring cash targets are met maintains the Council's financial standing,

**Alternative options considered and rejected:**

None.

**17.EC.111 Exclusion of the Public and Press**

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.

**17.EC.112 Coronation Recreation Ground and Harpers Lane Recreation Ground Update and Approval For Improvements**

The confidential report of the Director (Business, Development and Growth) was presented by the Executive Leader and Executive Member (Economic Development and Public Services Reform) that provided an update on the planned improvements for Coronation and Harpers Recreation Grounds and sought approval to commence the works.

**Decision:**

1. Approval granted for the proposed planned works and budget for Coronation Recreation Ground.
2. Approval granted for the proposed planned works and budget for Harpers Lane Recreation Ground.
3. Approval granted for the proposed procurement approach for phase one and delegated power granted to the Executive Leader to award the contract.
4. The Section 106 funding used to fund the works outlined in Appendix one of the confidential report be noted.
5. Approval granted for funding be allocated from Council resources to deliver CCTV installation on both recreation grounds, Should external grant funding bids be unsuccessful, the finance will be sought from Chorley Council to complete the full scheme as outlined.

**Reasons for recommendation(s):**

1. To deliver the commitments to improve Coronation and Harpers Recreation Grounds as included in the Play, Open Space and Playing Pitch Strategy.
2. To spend the Section 106 developer contributions which have 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:**

Not to do any improvements. This is rejected because it could result in the loss of Section 106 developer contributions and increase the risk of those assets falling into serious disrepair which is a reputational health and safety risk.

**17.EC.113 Enforcement restructure proposals**

The confidential report of the Director (Policy and Governance) was presented by the Executive Member (Public Protection) that proposed the creation of a new enforcement team aimed at strengthening and improving the Councils approach to enforcement by bringing different teams together into one team within the Customer and Digital directorate.

**Decision:**

1. **Approval of the proposed structure for formal consultation.**
2. **Approval of the request for Early Retirement Voluntary Severance application.**
3. **Delegated authority granted to the Executive Member (Public Protection) to approval the final structure following its consultation, subject to there being no significant changes to what is proposed within the report.**

**Reason for recommendation(s):**

To strengthen the Council's enforcement service and demonstrate the Council's commitment to delivering a professional, firm and fair service to act as a catalyst for further change.

**Alternative options considered and rejected:**

A number of alternative options and variations to the proposed structure were considered that included:

- a) Making no changes to the current structure, and instead making changes and improvements to processes and systems to drive change. This was rejected as it would still leave both building control and planning enforcement with temporary reporting arrangements and it is considered that creating a new team will act as a catalyst for process and system changes which may drive forward change and improvements quicker and more consistently: and
- b) Consideration was given to whether the service should fit within the Policy and Governance directorate and specifically form part of the Council's legal team due to the close working of some of the teams with Legal such as Licensing. However as the proposal developed and the remit of the proposed team expanded this option was also rejected.

Chair

Date