

MINUTES OF EXECUTIVE CABINET

MEETING DATE Thursday, 15 February 2018

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

OFFICERS: Gary Hall (Chief Executive), Asim Khan (Director (Customer and Digital)), Mark Lester (Director (Business, Economic and Growth)), Rebecca Huddleston (Director (Policy and Governance)), Chris Moister (Head of Legal, Democratic & HR Services), James Thomson (Principal Management Accountant), Catherine (Performance and Partnerships Manager), Rebecca Aziz-Brook (Performance and Partnerships Officer) and Dianne Scambler (Democratic and Member Services Officer)

APOLOGIES: None.

OTHER MEMBERS: Councillor Charlie Bromilow, Alan Cullens, Gordon France, Danny Gee, Tom Gray, Matthew Lynch, June Molyneaux, Alistair Morwood and Alan Whittaker

18.EC.10 Minutes of meeting Thursday, 18 January 2018 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 18 January 2018 be confirmed as a correct record for signing by the Executive Leader.

18.EC.11 Declarations of Any Interests

There were no declarations of any interests.

18.EC.12 Public Questions

There were no public questions received.

18.EC.13 Report of the Overview and Scrutiny Task Group - Council's Leisure Contract

The Chair of the Overview and Scrutiny Task Group, Councillor Alistair Morwood, presented the report.

The Task Group had agreed that the existing management contract was no longer fit for purpose and for the Council to realise its ambition to maximise its early intervention/prevention agenda, changes to managerial arrangements needed to be made.

The Task Group had considered five options and discussed the pros and cons for each. Options 3 and five were favoured; however members felt that a more detailed exercise needed to be undertaken before a decision was taken.

Councillor Morwood thanked the members of the Task Group and officers involved with the inquiry.

Decision: Approval granted for the Executive Cabinet to conduct more detailed analysis to determine the financial feasibility of contracting out or bringing back in house the Council's Leisure contract, by specifically focusing on:

- **Analysis and understanding of Active Nation central costs**
- **Conducting a detailed active market financial appraisal**
- **Determine actual anticipated impact of on-costs**
- **Analysis of control and efficiencies to be gained by bringing in-house in comparison with a contracted out model.**

Upon completion, this information will inform the decision required in readiness for the formal contract review period commencing in 2018.

18.EC.14 Yarrow Meadows - River Corridor Enhancement

The Executive Leader presented the report of the Director of Business, Development and Growth that provided an update on the delivery of the Yarrow Meadows Masterplan.

The River Yarrow Floodplain project is an ongoing project that seeks to deliver an aspirational 10 year vision focussing on Social, Economic and Environmental benefits. The project has developed following on from the Croston Flood alleviation Scheme that acted as a catalyst for change and brought together stakeholders and interested parties to identify what and how other improvements in the area could be realised.

A scoping exercise was carried out at Yarrow Meadows in partnership with Lancashire Wildlife Trust which also identified an opportunity to deliver social, economic and environmental outcomes on the council owned land. The Environment Agency, supported by the Douglas Catchment Partnership, had identified the opportunity to deliver Water Framework Directive (WFD) measures and National Flood Management (NFM) measures within the site combined with social and economic benefits. In 2017, the Environment Agency and Chorley Council worked in partnership to complete a Geomorphology Assessment and Biodiversity assessment to identify opportunities and constraints on the site. Chorley Council had produced a master plan that provided a vision for the site to deliver multiple benefits for people and wildlife.

The project will deliver natural flood management interventions on the site to slow the flow of water to communities at risk utilising the Geomorphology and biodiversity assessments. External funding has been awarded to the project which will aid the delivery of the masterplan over a three year period.

Members discussed the importance of this work and asked for its scope to be widened both upstream and downstream of the catchment area. Working with partner agencies to secure additional funding was paramount to its success, so that balsam bashing, reed growing and banking edging schemes could continue across the borough. It was agreed that there needed to be a more co-ordinated approach taken by those organisations that had a responsibility to protect our rivers and prevent flooding in the future rather than a reliance on voluntary groups and as such it will be useful to produce an action plan to demonstrate how this issue is being tackled across the borough.

Decision:

Approval of the masterplan for Yarrow Meadows.

- 1 Approval of the proposals for public and landowner engagement into the Yarrow Meadows project.**
- 2 Approval of the proposed planned works and budget for the delivery of the masterplan.**
- 3 Approval to support further external funding bids to be submitted to aid masterplan delivery.**

Reasons for recommendation(s):

The project enhances the flood plain of the River Yarrow within the Yarrow Valley Country Park and aids the management and improvement of Council assets for recreation and biodiversity.

The project builds on the good work already invested in the Croston Flood Alleviation Scheme and further strengthening flood defences for the residents of Chorley and beyond. The project also delivers key Social, Environmental and Economic benefits to the Borough and key benefits to the health and wellbeing of its residents.

Alternative options considered and rejected:

There are no alternative options. The project is externally funded and is being carried out for the benefit of the Borough.

18.EC.15 Revenue and Capital Budget Monitoring 2017/18 Report 3 (end of December 2017)

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

The projected revenue outturn shows a forecast underspend of £431,000 against budget although no action was required at this stage.

The latest forecast excluded any variation to projected expenditure on investment items added to the budget in 2017/18. These projects were forecast to expend in 2017/18 and any balances remaining at year end would be transferred into specific reserves and matched to expenditure in future years.

In the 2017/18 budget, the expected net income from Market Walk after deducting financing costs is £0.998m. The latest projection showed an overspend of £17K that included £117k of revenue expenditure relating to the Market Walk Extension project including £70k cost of the temporary parking arrangements at the Flat Iron Car Park.

The forecast of capital expenditure in 2017/18 is £18.715m.

The Council's Medium Term Financial strategy proposed that working balances were 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 was contained within the budget for 2017/18. The current forecast to the end of December shows that the General Fund balance will be £4.008m by the end of the financial year and be on target to achieve £4m a year early.

Members were pleased with the Council's current financial position.

Decision:

- 1. That the full year forecast position for the 2017/18 revenue budget and capital investment programme be noted.**
- 2. That the forecast position on the Council's reserves be noted.**
- 3. That Council be requested to approve the contribution of £60,000 from in-year revenue underspends to the Buildings Maintenance Reserve to finance one-off costs relating to the Council's maintenance of offices and buildings.**
- 4. That the Council be requested to approve the contribution of £100,000 from in-year revenue underspends to the Change Management Reserve to finance one-off redundancy and pension strain costs arising from transformation and shared services strategies.**
- 5. Approval for the contribution of £40,000 from in-year revenue underspends to fund the revenue implications of future planning appeals.**
- 6. Approval for the use of £40,000 from in-year revenue underspends to provide the council with external expertise for the furthering of income generation.**
- 7. That Council be requested to approve the contribution of £130,000 from in-year revenue underspends to enable the modernisation of the Council's ICT and Streetscene services.**
- 8. That Council be requested to approve the budget changes to the capital programme outlined in paragraph 70 of the report.**

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.

18.EC.16 Chorley Council Performance Monitoring Report - Quarter Three 2017/18

The Deputy Leader and Executive Member (Resources) presented the report of the Director (Policy and Governance) that set out performance against the delivery of the Corporate Strategy and key performance indicators during the third quarter of 2017/18, 1 October to 31 December 2017.

Overall, performance of key projects was good with eleven (78%) of projects rated as green, completed or closed. Only two (14%) projects were rated amber and one (8%) red; action plans for each of these projects were outlined within the report.

This was the final time that the 2016/17 Corporate Strategy projects would be report to Executive Cabinet although, those projects not yet completed would be would either be carried over for delivery through the 2017/18 Corporate Strategy, be completed in quarter four or be delivered through business as usual activity.

Performance of the Corporate Strategy indicators and key service delivery measures was also good with 835 of corporate strategy measures performing on or above target or within the 5% threshold and 80% of key service delivery measures performing on or above target or within the 5% threshold. Those indicators performing below target had action plans outlined with measures to improve performance.

Members discussed the difficulties in attaining the targets set for number of projected jobs through target interventions or creation through inward investment as despite promotion of the grants available, take up was poor.

There still appeared to be some confusion over bin collection days and actions have been put in place to improve communications.

Sickness absence levels continued to be monitored and Members were confident that the authority was doing all it could to improve on performance.

Decision:
The report was noted.

Reasons for recommendation(s):
To facilitate the on-going analysis and management of the Council's performance in delivering the Corporate Strategy.

Alternative options considered and rejected:
None.

18.EC.17 Exclusion of the Public and Press

Decision: 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.

18.EC.18 Approval for the Contract Award Procedure and Evaluation Criteria for Chorley Cemetery Paths and Associated Works

The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) informing of further capital works required at Chorley Cemetery to improve and standardise footpaths and drainage. The report also advised of the tender procedures being used to procure contracts for the work and sought authority for use of the criteria intended to award the contract.

The Council have facilitated a request by the Muslim community for the construction of a prayer shelter and burial chambers by agreeing to contribute £20k towards its cost and a draft Memorandum of Understanding (MOU) had been agreed with the Muslim community.

Decision:

- 1. Approval of a financial contribution towards the infrastructure/build costs of the prayer shelter in Section L.**
- 2. Approval of the tender process for the award of contracts and award criteria to be used.**
- 3. Delegated authority granted to the delegated Executive Member (Resources) for the award of the contracts.**

Reasons for recommendation(s):

The Council's contract procedure rules require the procurement process and assessment criteria to be approved by Executive Cabinet. The procedure provides an open and transparent process for the award of the contracts. The criteria are those suitable for those types of contracts.

Alternative options considered and rejected:

Not undertaking the works potentially leading to customer complaints, accident reports and loss of income.

18.EC.19 Restructure of Housing of Housing Options

The Executive Member (Homes and Housing) presented the report of the Director (Early Intervention and Support) that proposed the creation of a new structure for Housing Options and Support to implement and deliver the Homelessness Reduction Act 2017 (HRA) and to refocus and maximise the offer of housing related support following the ending of the Supported People funding arrangement with Lancashire County Council.

The proposed structure seeks to create a customer focussed, seamless pathway by providing a personalised housing plan (PHP) for all applicants approaching the council for housing advice and support which is a legal requirement of the HRA.

Members noted that the Council's practice has already consistently gone above and beyond that of what was expected in the past and that this new structure would reinforce those good practices and build on the successful delivery of the service. Additional duties contained within the new act, meant that additional resources are required within the team in anticipation of the expected demand.

Decision:

- 1. Approval of the proposed structure for formal consultation.**
- 2. Delegated authority granted to the Executive Member (Homes and Housing) for approval of the final structure following a period of formal consultation, subject to there being no significant changes to what is proposed within the report.**

Reasons for recommendation(s):

To respond to the introduction of the Homelessness Reduction Act and the ending of Supporting People funding arrangement to strengthen the council's approach to preventing and relieving homelessness, provision of housing related support and to be fully resourced to deliver a statutory compliant Housing Service.

Alternative options considered and rejected:

To continue with the current structure was rejected because the structure and the capacity in the team would not allow the service to be legally compliant or in a position

to offer meaningful PHP to customers which will undermine the council's homelessness prevention agenda.

Chair

Date

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