

EXECUTIVE CABINET

1. Any Cabinet recommendations on the reports that require Council decisions appear as separate items on the agenda.

GENERAL REPORT OF MEETING HELD ON 18 JANUARY 2018

Draft budget and summary position over the medium term 2017/18

2. The Executive Member (Resources) presented the report of the Chief Finance Officer which set out the budget position for 2018/19 including the forecast for the following two years to 2020/21, the relevant proposals in respect of the use of forecast resources identified in 2018/19 and budget consultation.
3. The budget forecasts over the next three years have been updated to take account of council tax to be increased by 2.99% in 2018/19, the equivalent of £5 increase per year for an average band D property or about 10p per week. In addition, the council will bring into its budget forecasts a 2.99% increase in 2019/20 and 3% increase in 2020/21. The final decisions on Council Tax increases will be made as part of the annual budget setting process.
4. A key influencing factor on the forthcoming budget is the effective management of the budget in the preceding financial year. The council recognised that reductions in funding and ongoing expenditure budget pressures have resulted in a gap of £0.87m in 2018/19. To bridge this immediate budget gap the Executive Cabinet has achieved and identified proposals for immediate budget savings in preparation and the report set out that through achieved savings to date, additional income identified, a review of net financing, the use of unutilised reserves and increases in council tax the council is able to set a balanced budget in 2018/19 with some resources available to invest.
5. Consideration was given to the estimated Medium Term Financial Strategy cumulative budget deficit and cumulative savings, which included the renegotiation of contracts, productivity gains and shared services, and income generation, via delivery of the Market walk extension, council owned housing stock and employment land.
6. Members discussed that the council is exploring the strategy of delivering and managing its own housing stock with a view to increasing and improving the quality of housing within Chorley Borough whilst generating a sustainable net income stream for the Council.
7. Approval was granted to start the budget consultation process on the proposals contained within the report, noting in particular, the increases in Council Tax, the resourcing of corporate priorities, the forecasted budget and budget position for 2018/19.

Allocation of Community Infrastructure Levy Funds

8. The Executive Leader presented the report of the Director (Business, Development and Growth) that sought approval for the allocation of main CIL monies to highways and infrastructure (the provision of access to and within the site) to support the delivery of the employment allocation at the Digital Health Park, Euxton Lane, Chorley was is on the Regulation 123 List.
9. A report approved by Executive Cabinet in November 2017 had allocated £365,000 community infrastructure monies to the Digital Health Park project for spend in 2017/18 and 2018/19 in accordance with the methodology for assessing projects. This project had now been superseded by a wider infrastructure scheme which would service the whole allocated Euxton Lane site including the Digital Health Park; with the wider village site now being sold on and being progressed to completion.
10. The project meets the criteria as set out in the policy for the Allocation of CIL Infrastructure as is it strategic, deliverable and has match funding. Members noted that there were issues with the topography of the land and that the provision of CIL will enable match funding. Approval was granted for the allocation of £900,000 capital infrastructure monies to the Digital Health Park project for spend in 2017/18 and 2018/19

Water Safety Policy Adoption

11. The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) which formalised the Council's procedures for risk management and water safety at council-owned water features (reservoirs, lodges and ponds).
12. At the request of Chorley Council, in September 2013 Zurich Risk Engineering UK presented an independent external assessment of pre-agreed water and open space site, with the purpose of providing risk management recommendations with regards to the Council's responsibilities under public and occupier's liability and relevant associated statutory duties.
13. The Council has undertaken the recommended improvement actions, which have been recorded on the internal audit system. This includes the creation of a water safety policy document based upon a detailed risk assessment process and sound risk management practices.
14. Members suggested that information be included on the noticeboards relating to the location and provision of first aid equipment and defibrillator at Birkacre Reservoir. Approval was granted of the new Water Safety Policy and would be circulated to Town and Parish Councils for their information.

Central Lancashire Local Plan Review Resourcing and Programme Proposals

15. The Executive Leader presented the confidential report of the Director (Business, Development and Growth) which sought approval for a review of the Central

Lancashire Local Development Plan (currently known as the 'Core Strategy' of the Local Development Framework) including the allocation of a budget and commitment to continue to work as part of Central Lancashire partnership.

16. Approval was granted to work in collaboration as Central Lancashire (Preston, Chorley and South Ribble) to develop and submit for approval to Secretary of State, a shared Central Lancashire Local Development Plan (or 'Local Plan'). Approval of the £234,000 budget for Chorley Council's share of the total anticipated costs was also granted along with Chorley being the lead of the three councils on the project including recruitment and management of temporary staff and coordination of overall programme and examination in public.

GENERAL REPORT OF MEETING HELD ON 15 FEBRUARY 2018

Report of the Overview and Scrutiny Task Group – Council's Leisure Contract

17. The Chair of the Task Group, Councillor Alistair Morwood presented the report on the review that had been undertaken on the Council's Leisure Contract. The Task Group had agreed that the existing management contract was no longer fit for purpose and that for the Council to realise its ambition to maximise its early intervention and prevention agenda, changes to managerial arrangements need to be made.
18. The Task Group had considered five options and discussed the pros and cons for each. Options three and five were favoured; however, members felt that a more detailed exercise needed to be undertaken before a decision is made. Councillor Morwood thanked the members of the Task Group and officers involved within the inquiry.
19. The Executive Cabinet granted approval to conduct a more detailed analysis to determine the feasibility of contracting out or bringing back in house the Council's Leisure contract, by specifically focusing on the analysis and understanding of active Nation central costs, conducting a detailed actives market financial appraisal, determining

Yarrow Meadows – River Corridor Enhancement

20. 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 seeks to deliver an aspirational 10 year vision focussing on Social, Economic and Environmental benefits.
21. A scoping exercise was carried out in partnership with Lancashire Wildlife Trust and a master plan produced that provides the vision for the site to deliver multiple benefits for people and wildlife. External funding has been awarded to the project which will aid delivery of the masterplan over a three year period.
22. It is extremely important for the Council to continue to work with partner agencies to secure additional funding so that initiatives such as balsam bashing, reed growing

and banking edging schemes can continue across the borough. It was agreed that there needed to be more of a coordinated approach by those organisations with a responsibility to protect our rivers and prevent future flooding, rather than a reliance on voluntary groups and as such was deemed useful to produce an action plan to demonstrate how this issue is being tackled.

23. The approval of the Yarrow Meadows Master Plan was granted along with proposals for public and landowner engagement, planned works and budget and support for further funding bids to be submitted.

Chorley Council Performance Monitoring Report – Quarter Three 2017/18

24. The Deputy Leader and Executive Member (Resources) presented the report of the Director (Policy and Governance) setting 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.
25. Overall performance of key projects was good with eleven (78%) of projects rated as green, completed or closed. Only two (14%) projects were rated as amber and one (8%) red; action plans for each of these projects were outlined within the report.
26. 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 allocated to improve performance.
27. Members discussed the difficulties in attaining target set for number of projected jobs through targeted interventions or creation through inward investment as despite extensive promotion of the grants available, take up was poor. There still appeared to be some confusion by residents over bin collection days and actions have been put in place to improve communications. Sickness absence levels amongst the staff continued to be monitored, although Members were confident that the authority was doing all it could to improve on performance. The report was noted.

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

28. 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 tender procedures being used to procure contracts for the work and sought authority for use of the criteria intended to award the contract.
29. The Council has 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) has been agreed with the Muslim community. Delegated authority to the Executive Member (Resources) was also approved for the awarding of the contracts.

Restructure of the Housing Options and Support Team

30. 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.
31. The proposed structure also sought to create a customer focussed, seamless pathway for providing a personalised housing plan (PHP) for all applicants approaching the Council for 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 the new structure would reinforce those good practices and build on the successful delivery of the service.
32. Approval of the proposed structure for formal consultation was approved along with delegated authority being granted to the Executive Member (Homes and Housing) for approval of the final structure, subject to there being no significant changes to what was proposed within the report.

GENERAL REPORT OF MEETING HELD ON 15 MARCH 2018

Coronation Recreation Ground Phase 2 approval and Phase 1 Update

33. The Executive Leader presented the report of the Director (Business, Development and Growth) seeking approval for the tender process for phase 2 works at Coronation and Harpers Recreation Grounds. The report also provided an update on the phase 1 tender process.
34. As the total value for phase 2 procurement was unknown owing to the tendering of phase 1, the procurement approach of phase 2 was agreed to be determined once grant funding had been confirmed and the total cost of phase 1 was fixed.
35. Funding bids have been successful, providing £88,000 towards the project at Coronation Recreation Ground and the pre-tender estimate for delivery of phase 1 on both sites was £150,000 which will carry out essential maintenance works that have been agreed through member engagement. The appointed contractor following tender evaluation quoted £162,000 (including contingency) resulting in budgets needing to be realigned.
36. Phase 2 works at Coronation Recreation Ground will consist of a play area for 2-8 ages to the value of £150,000 an a MUGA, fitness zone and play equipment for 8+ to

a contract value of £170,000. It was proposed to tender the two Design and Build contracts separately that would run concurrently. The Council's procurement team have been engaged in this decision and endorsed the approach being taken.

37. It was noted that the provision of CCTV was planned for the next phase, although the Leader informed the meeting that they would try to bring his forward to afford protection of the newly installed equipment.
38. Approval was granted for the procurement approach for phase 2 at Coronation Recreation Ground and Delegated Authority given to the Executive Leader for the awarding of the phase 2 contract. Approval was also granted for the submission of a funding bid to Fields in Trust for £5k Active Spaces Funding for the provision of financing to deliver structured sessions to engage the community to use the new facilities at Harpers Lane Recreation Ground.

Neighbourhood Priorities 2018/19

39. The Executive Member (Early Intervention) presented the report of the Director (Early Intervention and Support) that provided a summary of the decision making processes that had taken place to determine the neighbourhood priorities for 2018/19. The proposed priorities had been agreed at each of the eight Neighbourhood Area Meetings. Once agreed, a Lead Officer will be appointed to each of the priorities who will then liaise with the relevant members to scope out the project.
40. It was noted that the Electoral Review currently taking place may alter some of the Neighbourhood boundaries and that the Council need to work more closely with the Parish Councils and other organisations regarding project funding.
41. Approval of the neighbourhood priorities was granted and delegated authority given to the Executive Member (Early Intervention) for the approval of any additional funding for those projects subsequently scoped out as requiring increased financial resources beyond 2K, to be phased, or developed further as an individual corporate project. It was also agreed that when scoping out the detail and financial resources required for each priority, financial and in kind contributions would be sought from partners within each of the neighbourhoods.

Streetscene Modernisation Strategy 2018-2020

42. The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) that informed of progress made during the implementation of the Streetscene Modernisation Strategy and to present an updated Strategy for 2018-20. The Strategy included, six key areas of focus for 2018/19, key performance measures, a high level action plan and updated information in respect of Council related assets.
43. Key areas of focus for 2018/19 were the Corporate Strategy project, Key operational procedures. Quality control. Phase 2 technology, budget and staffing resources and internal and external asset management. The report was noted and the Streetscene Modernisation Strategy 2018/20 approved.

Restructure of the Health and wellbeing Team

44. The Executive Member (Early Intervention) presented the report of the Director (Early Intervention and Support) that sought approval to make changes to the Health and wellbeing team.
45. The overarching principle of future working for the Health and Wellbeing Team will be to guide and support communities to become more resilient by; being better connected and informed, being encouraged and given permission to be take the lead in their communities and to contribute more broadly to the shaping of future services, with those closest to the issues faced in communities properly involved throughout all stages of redesign and delivery.
46. Approval of the proposed restructure for consultation was granted along with delegated authority for the Executive Member (Early Intervention) to approve the final structure subject to there being no significant changes to what is proposed within the report.
47. The Executive Leader accepted the following item of urgent business as the award of the contract is necessary for the continuing operation of the Council. Under the Special Urgency procedure this needs to be reported to Council.

Approval for procurement for Microsoft licensing

51. The Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) that sought approval for the procurement of a new three year Mocrosoft Enterprise Service Agreement (ESA) via the Crown Commercial Services (CCS) Framework.
52. The Council's current ESA is due to expire at the end of April and agreement of a new three year ESA would avoid a price increase that is expected to be introduced by Microsoft in May 2018, thus enabling the Council to benefit from a significant (circa 40%) discount in pricing. All costs for the initial licensing requirements will be contained within existing budget provision.
53. Approval to procure the Microsoft ESA for a three year term vis the CCS framework was granted along with agreement of the scoring criteria of 90% cost and 10% quality for the procurement. Delegated authority was also granted to the Executive Member (Resources) for the award of the contract and agreement to seek to waive the mandatory 5 day call-in for the Executive Member Decsion.

Recommendation

54. To note the report.

COUNCILLOR ALISTAIR BRADLEY
EXECUTIVE LEADER AND EXECUTIVE MEMBER (ECONOMIC DEVELOPMENT AND
PUBLIC SERVICE REFORM)