Executive Cabinet

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

GENERAL REPORT OF THE MEETING HELD ON 15 NOVEMBER 2018

Update of Community Infrastructure Levy Regulation 123 List

2. Gary Hall, Chief Executive, presented the report of the Director (Business Development and Growth) which informs Members about the update of the Community Infrastructure Levy (CIL) Regulation 123 List.

3. The List specifies the infrastructure projects to be funded in part by CIL in Chorley and includes schemes such as transport improvements, health facilities and education provision. An 8 week consultation was held with appropriate stakeholders asking for expression of interests, and the list of schemes requested for inclusion is set out in the report.

4. We noted that the report is not asking for funding for projects, which will be proposed in future reports, and that information and guidance on CIL is circulated to Town and Parish Councils regularly. We approved the recommendations within the report.

Control of Invasive Non-Native Species in the Borough of Chorley

5. Mark Lester, Director (Business Development and Growth), presented the report which provides information about the control of Invasive Non-Native Species (INNS) in the Borough of Chorley and suggests action plans for a number of INNS. We approved the recommendations within the report.

Chorley Council Performance Monitoring - Second Quarter 2018/19

6. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director (Policy and Governance) which sets out performance against the Corporate Strategy and key service delivery measures for the second quarter of 2018/19, 1 July – 30 September 2018.

7. Overall performance of key projects is very good, with ten (83%) of the projects rated as green or complete and two (17%) of the projects currently rated amber.

8. Performance of the Corporate Strategy indicators and key service delivery measures is good, with 67% of Corporate Strategy measures performing on or above target or within the 5% threshold and 89% of key service delivery measures performing on or above target or within the 5% threshold. Those indicators performing below target have action plans outlined with measures to be put in place to improve performance. We noted the report.

Revenue and Capital Budget Monitoring 2018/19 Report 2 (end of September 2018)

9. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Chief Finance Officer which sets out the provisional revenue and capital outturn figures for the Council as compared against the budgets and efficiency savings targets set for the financial year 2018/19.

10. The Executive Member (Resources) confirmed that the proposed contribution of £50,000 to finance a procurement review of the Council's leisure contract was from in-year revenue underspends and not from the Council's reserves. We approved the recommendations within the report.

Deaccession of Stone Clock Face

11. Councillor Peter Wilson, Executive Member (Resources) presented the report of the Director (Policy and Governance) regarding the deaccession of a museum artefact from Astley Hall Museum and Art Gallery's permanent collection. We approved the recommendations within the report.

Adoption of Council's Revised Tree Policy

12. Councillor Adrian Lowe, Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) which seeks approval for the adoption of the Council's revised Tree Policy.

13. The Tree Policy sets out the Council's risk based approach to the inspection and maintenance of trees on Council-owned land. It has been revised following the internal audit report of May 2016 and appointment of a new tree officer, and reflects best practise in managing trees and better management of risk associated with trees on Council-owned land. We approved the recommendations within the report.

Adoption of Council's Memorial Stone Inspection Policy

14. Councillor Adrian Lowe, Executive Member (Customer, Advice and Streetscene Services) presented the report of the Director (Customer and Digital) which seeks approval for the adoption of the Council's memorial stone inspection policy.

15. The Stone Memorial Inspection policy sets out the Council's risk based approach to the inspection of stone memorials in the cemeteries it is responsible for, and reflects best practise in managing the risks arising from stone memorials. The policy contains details of the inspection and assessment process, which will be carried out in close liaison with Church authorities. We approved the recommendations within the report.

Central Lancashire Local Plan Review Evidence Base: Procurement of a Strategic Flood Risk Assessment (SFRA)

16. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the confidential report of the Director (Business Development and Growth). The report provides details of the procurement exercise associated with the appointment of consultants to undertake an update of the Central Lancashire Level 1 Strategic Flood Risk Assessment (SFRA) (2007) for the Central Lancashire Authorities, and explains the Evaluation Methodology criteria that will be used to award the contract.

17. We discussed whether this would include measures to mitigate surface water run-off, such as the planted areas damaged in the moorland fires, and noted that this will be included in future reports. We approved the recommendations within the report.

Procurement of a Highways and Transport Masterplan for Chorley

18. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the confidential report of the Director (Business Development and Growth), which informs Members of the proposed procurement of a Highways and Transport Masterplan for Chorley. We approved the recommendations within the report.

Approval for the Contract Award of Internet Connections for Strawberry Fields Digital Hub

19. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the confidential report of the Director (Customer and Digital), which seeks approval for the contract award for up two 10GB internet connections to provide connectivity to the Digital Hub. We approved the recommendations within the report.

Approval for the Contract Award Procedure for the Procurement of Internal Networking For Strawberry Fields Digital Hub

20. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the confidential report of the Director (Customer and Digital), which seeks approval for the contract award procedure for the internal networking for Strawberry Fields Digital Hub, advises of the tender procedures being used to procure the networking, and seeks to obtain authority for the use of the criteria intended to award the contract. We approved the recommendations within the report.

Council Tax Local Discounts & Exemptions Policy

21. Councillor Peter Wilson, Executive Member (Resources) presented the confidential report of the Director (Customer and Digital) which seeks approval to consult on the proposed changes to the Council Tax Local Discounts and

Exemptions Policy from 1 April 2019 outlined in the report. We approved the recommendations within the report.

Cotswold Supported Housing and Primrose Gardens Concierge Service Contract

22. Councillor Peter Wilson, Executive Member (Resources) presented the confidential report of the Director (Early Intervention and Support) which provides details of the procurement exercise being undertaken to renew the contract for the delivery of the concierge service for Cotswold Supported Housing and Primrose Gardens, including the evaluations criteria which will be used to award the contract. We approved the recommendations within the report along with an additional recommendation to grant the Executive Member for Resources delegated authority for awarding the contract in due course.

Review of Pest Control Services

23. Chris Sinnott, Director (Early Intervention and Support) presented the confidential report which outlines the options for the delivery of Pest Control Services within Chorley. We approved the recommendations within the report.

Dog Warden Service Review

24. Chris Sinnott, Director (Early Intervention and Support) presented the confidential report which outlines the review the Council's policy on the return of stray dogs, the transfer of ownership and rehoming policy, and the delivery of the out of hours stray dog collection service. We approved the recommendations within the report.

Regulatory Services Restructure Proposals

25. Chris Sinnott, Director (Early Intervention and Support) presented the confidential report which outlines the proposed changes to the structure and provision of services currently offered by the Regulatory Service Team alongside decisions specifically detailing the Pest Control and Stray Dogs Service. We approved the recommendations within the report.

Housing Solutions Restructure Proposals

26. Councillor Jane Fitzsimons, Executive Member (Homes and Housing) presented the confidential report of the Director (Early Intervention and Support) which presents a proposal to amend the structure for the Housing Solutions Team which aims to provide additional resources and align the existing structure to provide a staffing resource for Primrose Gardens Extra Care Scheme and 10 general needs properties. We approved the recommendations within the report.

GENERAL REPORT OF THE MEETING HELD ON 13 DECEMBER 2018

Market Walk Building Contract

27. Councillor Peter Wilson, Executive Member (Resources) presented the confidential report of the Chief Executive, which provides an update on the current status of the project and a proposed contract sum to carry out the works. We approved the recommendations within the report.

Alker Lane - Delivery Options

28. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the confidential report of the Director (Business Development and Growth), which informs Members of the delivery options, next steps and key issues available to the Council to bring forward employment premises on the Alker Lane site. We approved the recommendations within the report.

Approval for the Contract Award Procedure for the Procurement of Furniture Fit Out for the Strawberry Fields Digital Hub

29. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the confidential report of the Director (Business Development and Growth), which seeks approval for the contract award procedure, the tender procedures, and the criteria to award the contract for the furniture fit out for Strawberry Fields Digital Hub. We approved the recommendations within the report.

Approval for the Procurement of Consultants to Secure an Outline Planning Consent for the Shady Lane Site

30. Councillor Alistair Bradley, Executive Member (Economic Development and Public Service Reform) presented the confidential report of the Director (Business Development and Growth), which seeks approval for the procurement approach including the award procedure, evaluation methodology and criteria for the engagement of consultants for securing a deliverable outline planning consent for the Shady Lane site. We approved the recommendations within the report.

Approval for the contract award procedure and evaluation criteria for the provision of skips and removal of Streetscene waste from Bengal Street depot

31. Councillor Peter Wilson, Executive Member (Resources) presented the confidential report of the Director (Customer and Digital), which seeks approval for the contract award procedure and evaluation criteria for the two year contract to provide skips, remove and dispose of waste from the Bengal Street depot. We approved the recommendations within the report.

Approval for the contract award procedure and evaluation criteria for trade waste from council buildings

32. Councillor Peter Wilson, Executive Member (Resources) presented the confidential report of the Director (Customer and Digital), which seeks approval for the contract award procedure and evaluation criteria for the two year contract

to undertake trade waste collections from Council buildings. We approved the recommendations within the report.

Use of Special Urgency procedure

33. When the Council uses the Special Urgency procedure under Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 this must be reported to Council.

34. The Executive Member (Resources) took a decision on 25 September 2018 to agree Chorley Council should participate in the bid by Lancashire local authorities to be a 75% business rates retention pilot in 2019/20 and to confirm support for the three-stage approach to allocation of extra funding within the pool. The decision was taken following the consideration of a report of the Chief Finance Officer. Notice of this key decision was not published 28 days before the decision was expected to be made because the deadline for submitting an application from Lancashire councils to the Government is 25 September. The use of delegated powers to take this decision was approved at Council on 18 September.

Recommendation

35. To note the report.

COUNCILLOR ALISTAIR BRADLEY
EXECUTIVE LEADER

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