

Minutes of **Executive Cabinet**

Meeting date **Wednesday, 13 September 2023**

Members present: Councillor Alistair Bradley (Chair) and Councillors Beverley Murray, Terry Howarth, Alistair Morwood, Margaret France and Adrian Lowe

Members present Virtually (non-voting): Councillor Peter Wilson

Officers: Chris Moister (Director (Governance)), Asim Khan (Director (Customer and Digital)), Adam Nickson (Head of Property and Development), Hollie Walmsley (Head of HR), Sally Green (Climate Change Programme Officer), Laura Barton-Williams (Communications Manager), Nina Neisser-Burke (Democratic and Member Services Officer) and Matthew Pawlyszyn (Democratic and Member Services Officer)

Apologies: Councillor Craige Southern

Other Members: Councillor Alan Platt

23.EC.17 Minutes of meeting Thursday, 13 July 2023 of Executive Cabinet

Decision: That the minutes of the Executive Cabinet meeting held on 13 July 2023 be confirmed as a correct record for signature by the Executive Leader.

23.EC.18 Declarations of Any Interests

There were no declarations of any interests.

23.EC.19 Public Questions

There were no public questions.

23.EC.20 Revenue Budget Monitoring Q1

Councillor Peter Wilson, Executive Member for Resources presented the report of the Director of Finance which sets out the revenue and reserves forecast for 2023/24 for the Council, based on the position as at 31 July 2023.

In summary, there is a forecast overspend of £0.542m however based on the current position of the 2023/24 pay award negotiations, an unfunded budget pressure is anticipated of £0.146m; this has been built into the figures presented in the report and

as such the revised forecast outturn is for an overspend of £0.688m. The Council's Medium-Term Financial Strategy reported that the minimum level of general fund reserves should be maintained at £4.0m to cushion against any potential, future financial risks that may face the Council. Based on the above forecast overspend, the level of general fund balances as at 31 March 2024 will be £3.583m.

Members noted the challenges the council faces in relation to the 50% increase in utility costs and the overall implications of the pay award for 2023/24. Members queried the impact the additional support for Leisure Services could have on the general fund reserve if agreed at Council. It was agreed that this information would be provided to Members.

Decision:

- 1. To note the 2023/24 forecast outturn for revenue and the level of reserves, based on the position as at 31st July 2023.**
- 2. To note the virements made to and from the revenue budget during the period, as detailed in Appendix 2 of the report.**

Reasons for recommendations:

To ensure the Council's budgetary targets are achieved.

Other options considered and rejected:

None.

23.EC.21 Capital and Balance Sheet Monitoring Report Q1

Councillor Peter Wilson, Executive Member for Resources presented the report of the Director of Finance which outlines the outturn financial position of the Council in respect of the capital programme at 31 July 2023, highlighting key issues and explaining key variances, and to provide an overview of various elements of the Council's Balance Sheet at 31 July 2023.

The capital budget for 2023/24 was set at £21.103m at Council in February 2023. This was increased following approval of the 2022/23 outturn to £22.998m. Members noted the total cost of the Council's capital investment programme for 2023/24 has decreased since the 2022/23 outturn report approved by Executive Cabinet, from £22.998m to £18.191m as at 31st July 2023. Budgets variations approved since the last monitoring report have resulted in a total increase of £5.580m to the capital programme.

Decision:

- 1. To approve the revised capital programme as attached at Appendix A, which includes an amendment to the programme of £5.684m, as detailed at point 11 of this report.**
- 2. To note the variations to the programme (which are detailed by scheme at Appendix B and referenced within the body of the report);**
- 3. To note the position in the Balance Sheet monitoring section of the report, in respect of cash, investment and loan balances and debtors, at 31st July 2023.**

Reasons for recommendations:

To ensure the Council's Capital Programme is monitored effectively.

Other options considered and rejected:

None.

23.EC.22 Chorley Quarter One Performance Monitoring Report 2023-24

Councillor Peter Wilson, Executive Member for Resources presented the report of the Chief Executive which sets out the performance against the delivery of the Corporate Strategy and key performance indicators during the first quarter of 2023/24, covering 1 April 2023 to 30 June 2023.

The overall performance of the Corporate Strategy projects is excellent with 95% (18) classified as complete or green, meaning they are progressing according to schedule. One project (5%) has been rated amber, which provides an early warning sign of potential delays. An action plan for this project is contained within this report. Performance of the Corporate Strategy indicators and key service delivery measures continues to be closely monitored with 75% of Corporate Strategy measures and 100% of key service delivery measure performing on or above target within the 5% threshold.

With regards to the Leisure Centres, the Executive Cabinet recognised the work achieved by the council so far and were advised that the five-year plan was being reviewed given the significant challenges faced. Members welcomed proposals for the Overview and Scrutiny Committee to consider the Leisure Centres to ensure they are accessible and affordable for residents.

The Executive Cabinet also recognised the need to address issues with the number of young people not in education, employment, or training, which included working with partners.

Decision:

That the report be noted.

Reasons for recommendations:

To ensure the effective performance monitoring of the Corporate Strategy and safeguard its delivery across 2023/24.

Other options considered and rejected:

No other options have been considered or rejected. This is because the report does not present any items for decision.

23.EC.23 Queens Road Car Park Enhancement Scheme - Procurement Strategy

Councillor Peter Wilson, Executive Member for Resources presented the report of the Interim Deputy Chief Executive which seeks approval for the procurement strategy and delegate contract award for the Queens Road car park enhancement scheme.

Members noted that the procurement of the contract is being undertaken in accordance with Chorley Councils procurement regulations for high value contracts. The procurement and evaluation criteria proposed comprise a single stage open tender with suitability questionnaire 60% cost, 25% quality and 15% Social Value split.

Members welcomed the proposals and recognised the need for the improvement works to the car park, as well as protecting the local environment and enhancing the green space.

Decision:

- 1. To approve the procurement strategy and evaluation criteria for the enhancement works.**
- 2. To delegate the award of the contract for the Queens Road car park scheme to the Executive Member for Resources.**

Reasons for recommendations:

To provide a modern car parking facility for members of the public which maximises the use of space whilst providing an improved experience for visitors.

Other options considered and rejected:

To carry out no enhancement works and undertake essential maintenance such as patch repairing. This option was rejected due to the requirement for improved parking facilities, wider parking bays and current on-site hazards.

23.EC.24 Climate Change Business Accreditation

Councillor Adrian Lowe, Executive Member for Customer, Streetscene and Environment presented the report of the Interim Deputy Chief Executive which provides an overview of the proposed climate change business accreditation scheme, including information on the financial costs and the feedback provided by the Climate Change Working Group. The report also seeks approval of the climate change business and accreditation scheme for publication and execution.

Members noted that the formation of a Climate Change Business Accreditation Scheme was an original action from Overview and Scrutiny Task Group. The accreditation scheme, to be titled 'Chorley Business Pathway to Net-Zero Accreditation' has been devised to allow all businesses to enter without focus on specific sectors or business size.

To ensure the scheme remains competitive and meaningful, only ten accreditations will be awarded per year. These will be awarded by an independent panel of five judges from different sectors and locations of employment. The current proposal for the scheme will allow for annual release and is currently estimated to have a low expenditure cost of ~£2000 per scheme run. The Executive Cabinet welcomed the proposals.

Decision:

To approve the scheme for public release, associated spend and supported documentation.

Reasons for recommendations:

As an additional method for the Council to support and raise awareness of businesses in the borough who are working above the expectation of their field to support in the mitigation of climate change and thus the council's overall ambitious goal to be net zero by 2030.

Other options considered or rejected:

To reject the scheme as it stands for review and changes.

23.EC.25 Exclusion of the Public and Press

Decision: To exclude the press and public for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

23.EC.26 Bengal St Depot Relocation - Procurement Strategy

Councillor Peter Wilson, Executive Member for resources presented the confidential report of the Interim Deputy Chief Executive which provides an overview on the procurement requirements for enabling the progression of the Bengal Street Depot Relocation Project. The report also seeks approval of the procurement strategy and evaluation criteria and delegates the contract awards to the Executive Member for approval.

Decision:

- 1. To note and approve the procurement of the professional design team and contractor to deliver the new depot facility works at Common Bank (Ackhurst).**
- 2. To note and approve the procurement of demolition and remediation contractor for the Bengal Street Depot site.**
- 3. To delegate the approval of the procurement strategies to the Director of Governance for recommendation 2 & 3.**
- 4. To delegate the contract award decision for both the design team and contractors on both sites to the Executive Member for approval.**

Reasons for recommendations:

1. To ensure that the milestones and outputs on which the Brownfield Land Release Fund (BRLF) grant is secured are met.
2. To mitigate any risk to funding clawback on the Brownfield Land Release Fund.
3. To maintain progress with the development of the Bengal Street depot as a key gateway development site.
4. To future proof and provide an appropriate location for the Council's Streetscene depot.

Other options considered and rejected:

1. Do nothing – rejected as this will not deliver the Council's corporate objectives and put the BRLF funding to remediate the Bengal Street site for residential development at risk.
2. Several sites have been considered to re-locate the Bengal Street Depot site, but these have been dismissed on grounds that the sites are not suitable to facilitate all the requirements of a new facility.

Chair

Date