

CABINET

HELD: 16 SEPTEMBER 2014  
Start: 7.30pm  
Finish: 8.00pm

**PRESENT:**

Councillor: D Westley (Leader of the Council, in the Chair)

Portfolio

Councillors:	P Greenall	Deputy Leader & Street Scene
	M Forshaw	Planning and Development
	D Griffiths	Town and Village Centres
	Mrs J Houlgrave	Housing and Transformation
	D Sudworth	Health, Leisure and Community Safety
	D Whittington	Resources

In attendance: Councillors Oliver and Pendleton  
Councillors

In attendance: Director of Revenues & Benefits, BT Lancashire Services  
(Mr J Unsworth)

Officers:

- Managing Director (People and Places) (Mrs G Rowe)
- Managing Director (Transformation) (Ms K Webber)
- Assistant Director Housing & Regeneration (Mr B Livermore)
- Assistant Director Community Services (Mr D Tilleray)
- Assistant Director Planning (Mr J Harrison)
- Borough Treasurer (Mr M Taylor)
- Borough Solicitor (Mr T Broderick)
- Transformation Manager (Mr S Walsh)
- Strategic Planning & Implementation Manager (Mr P Richards)
- Organisational Re-Engineering Manager (Ms K Warmington)
- Principal Member Services Officer (Mrs S Griffiths)

**16. APOLOGIES**

There were no apologies for absence.

**17. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS**

There were no items of special urgency.

**18. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**19. MINUTES**

RESOLVED That the minutes of the meeting of Cabinet held on 1 July 2014 be approved as a correct record and signed by the Leader.

Note

During reference to minute no. 15 of the above-mentioned meeting (Council land at Whitemoss), Councillor Sudworth declared a pecuniary interest and left the meeting. A company he does part-time work for provides services to Whitemoss, he knows the site owners and is also a member of the Whitemoss Community Fund Advisory Group.

**20. HRA BORROWING - PILOT SCHEME - CABINET WORKING GROUP**

The Leader introduced the report of the Borough Solicitor which outlined the resolution of Council on 23 July 2014 which sought the establishment of a Cabinet Working Group to investigate the feasibility of incorporating a pilot scheme using offsite manufactured low-carbon homes.

RESOLVED That the resolution of Council on 23 July 2014, detailed in paragraph 4.1 of the report, be noted and it be noted that, for the reasons stated in paragraph 5 of the report, the Leader has asked the Findon/Firbeck Cabinet Working Group to look into this matter as described.

**21. MATTERS REQUIRING DECISIONS**

Consideration was given to the reports relating to the following matters requiring decisions as contained on pages 309-788 of the book of reports.

**22. STRATEGIC ASSET MANAGEMENT PROJECT**

Councillor Westley introduced the report of the Assistant Director Housing and Regeneration which updated Members on the progress of the Strategic Asset Management Project and advised on the outcomes of the Rufford and Aughton Park Ward.

The report went on to advise on the updated consultation process and sought authorisation to appraise the assets within the remainder of the wards and to dispose of a site located at Gillibrands Industrial Estate, Skelmersdale.

The Assistant Director Housing and Regeneration circulated revised recommendations at the meeting.

In reaching the decision below, Cabinet considered the revised recommendations and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the contents of the report, including the work undertaken by officers to date, and the progress on the assets previously identified for disposal be noted.
  - B. That the Ward Mapping Delivery Plan as set out in Appendix C be adopted and used by officers to map the remainder of the wards in the Borough.
  - C. That the Member consultation process illustrated in Appendix D be noted.
  - D. That the Assistant Director Housing and Regeneration be authorised to dispose of the land between Garnett Place and Greetby Place, Skelmersdale, which is an opportunity site as shown in Appendix E.

### **23. RISK MANAGEMENT**

Councillor Whittington introduced the report of the Borough Treasurer which set out details on the key risks facing the Council and how they are managed.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED
- That the progress made in relation to the management of the risks shown in the Key Risks Register (Appendix A) be noted and endorsed.

### **24. YEW TREE FARM DRAFT MASTERPLAN**

Councillor Forshaw introduced the report of the Assistant Director Planning which provided an update on the progress of the Yew Tree Farm Masterplan Supplementary Planning Document (SPD) and recommended that the “draft” version of the document be approved for public consultation.

The Assistant Director Planning circulated revised recommendations and additional appendices (E & F).

In reaching the decision below Cabinet considered the revised recommendations and additional appendices, and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the contents of the Yew Tree Farm Options Consultation Feedback Report set out at Appendix A of this report be noted.
  - B. That having had regard to the agreed comments of the Planning Committee (provided at Appendix C to the report) the Yew Tree Farm Draft Masterplan document (Appendix B to the report) be approved for public consultation from 9 October to 21 November 2014, subject to any amendments made by the Assistant Director Planning in consultation with the Portfolio Holder, following consideration of the Draft Masterplan Document by Executive Overview and Scrutiny Committee, as per recommendation C below
  - C. That the Assistant Director Planning, be authorised, in consultation with the Portfolio Holder, to make any necessary amendments to the Yew Tree Farm Draft Masterplan document, in the light of agreed comments from the Executive Overview and Scrutiny Committee, before the document is published for consultation.
  - D. That it be noted that Cabinet also had regard to the Sustainability Appraisal and Habitats Regulations Assessment provided as additional Appendices E and F in reaching their decision at B above, which will also be publicly available for comment as part of the consultation on the Yew Tree Farm Draft Masterplan document.
  - E. That call-in is not appropriate for this item as this report is being submitted to Executive Overview and Scrutiny Committee on 2 October 2014.

## **25. SKELMERSDALE & UP HOLLAND DEMAND RESPONSIVE TRANSPORT SYSTEM**

Councillor Forshaw introduced the report of the Assistant Director Planning which provided an update upon the performance of the pilot demand responsive transport service since the implementation of revised membership criteria in January 2014.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED
- A. That the success of the pilot scheme be noted and approval granted for the scheme to be continued.

- B. That delegated authority be granted to the Assistant Director Planning, in consultation with the Portfolio Holder for Planning & Development, to review and, if required, amend the terms and conditions of the scheme, including membership criteria and operational management.
- C. That the S106 money from the KRM (Pimbo) development continues to be used to support this service, with any further funding provided by the Walkers S106.

**26. ORGANISATIONAL RE-ENGINEERING (LANDLORD SERVICES (VOIDS & ALLOCATIONS, ESTATE MANAGEMENT & RENT AND MONEY ADVICE) MANAGEMENT REPORT**

Councillor Mrs. Houlgrave introduced the joint report of the Assistant Director Housing and Regeneration and Transformation Manager which presented the findings and recommendations for savings and service improvements contained within the Organisational Re-Engineering – Landlord Services Management Report and commented on project implementation staffing.

Minute no. 6 of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2014 was circulated at the meeting.

In reaching the decision below, Cabinet considered the comments of Councillor Mrs. Houlgrave, the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the recommendations for current/further service improvements contained within the Management Report at Section 5.0 be approved.
  - B. That the Assistant Director of Housing and Regeneration and Transformation Manager be given delegated authority to take action in connection with implementing the recommendations at Section 5.0 contained within the Management Report, subject to additional resource requirements being agreed in the future and to further discussions on project staffing.

**27. ANTI SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014**

Councillor Sudworth introduced the report of the Assistant Director Community Services which proposed an update of the Scheme of Delegation to Chief Officers in order to prepare the Council for the enactment of certain provisions of the Anti-Social Behaviour, Crime and Policing Act 2014 due to come into force on 20 October 2014.

Minute no. 7 of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2014 together with updated recommendations of the Assistant Director Community Services were circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group), the updated recommendations and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That it be noted that the Leader will delegate authority as set out in Annex 1 to the report and the Scheme of Delegation will be updated accordingly, with effect from 20 October 2014
  - B. That the initial Community Remedy thresholds detailed at paragraph 4.16 of the report be approved.
  - C. That a report be provided to Members in 12 months as detailed in paragraph 5.4 of the report.

## **28. REGULATION OF INVESTIGATORY POWERS ACT - ANNUAL SETTING OF POLICY AND REVIEW OF USE OF POWERS**

The Leader introduced the report of the Borough Solicitor which reviewed the policy for the Regulation of Investigatory Powers Act (RIPA) and the use of covert surveillance and communications data over the last year.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED
- A. That it be noted that for the period from the last annual report to date the Council has not authorised any relevant RIPA activity.
  - B. That the RIPA guide at Appendix 1 to the report be approved.

## **29. CAPITAL PROGRAMME OUTTURN 2013-2014**

Councillor Whittington introduced the report of the Borough Treasurer which provided a summary of the capital outturn position for the 2013/2014 financial year.

Minute no. 8 of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2014 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the final position, including slippage, on the Capital Programme for the 2013/2014 financial year be noted and endorsed.
  - B. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 2 October 2014.

### **30. CAPITAL PROGRAMME MONITORING 2014/2015**

Councillor Whittington introduced the report of the Borough Treasurer which provided an overview of the current progress on the Capital Programme.

Minute no. 9 of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2014 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That the progress on the Capital Programme as at the end of July 2014 be noted.
  - B. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 2 October 2014.

### **31. CORPORATE PERFORMANCE INDICATORS Q1 2014-2015**

Councillor Whittington introduced the report of the Transformation Manager which presented performance monitoring data for the quarter ended 30 June 2014.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons in it.

- RESOLVED
- A. That the Council's performance against the indicator set for the quarter ended 30 June 2014 be noted.
  - B. That the targets for the Revenues & Benefits and ICT Services proposed via the shared services contractual process be endorsed.
  - C. That the call-in procedure is not appropriate for this item as the report is being submitted to the next meeting of the Corporate & Environmental Overview & Scrutiny Committee on 23 October 2014

**32. UNIVERSAL CREDIT PARTNERSHIP DELIVERY AGREEMENT**

Councillor Mrs Houlgrave introduced the joint report of the Assistant Director Housing and Regeneration and Transformation Manager which set out the details on the introduction of Universal Credit in West Lancashire together with the Council's supporting role in this regard.

Minute no. 10 of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2014 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- A. That delegated authority be granted to the Transformation Manager to enter into a Delivery Partnership Agreement, and any subsequent agreements, with the Department of Work and Pensions (DWP) and other supporting third party organisations to support residents in West Lancashire who claim Universal Credit, including entering into all necessary documentation and obtaining all necessary consents.
  - B. That call-in is not appropriate for this item as this matter is one where urgent action is required because of the timescales involved.

**33. FINANCIAL REGULATIONS**

Councillor Whittington introduced the report of the Borough Treasurer which considered the revision and update of the Council's Financial Regulations within the Constitution.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED
- That the updated set of Financial Regulations attached at Appendix 1 be endorsed and the document reissued to all staff.

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LEADER