**EXECUTIVE COMMITTEE**

 Meeting: Wednesday 26th July, 2017

 at 2.00 p.m.

PRESENT:- Councillors Pidduck (Chairman), Sweeney (Vice-Chairman), Barlow, Biggins, Brook, Hamilton, Maddox, Pemberton and Williams.

Also Present:- Phil Huck (Executive Director), Sue Roberts (Director of Resources) and Jon Huck (Democratic Services Manager and Monitoring Officer).

**33 – Minutes**

The Minutes of the meeting held on 28th June, 2017 were agreed as a correct record.

**34 – Apologies for Absence**

Apologies for absence were received from Councillors R. McClure and D. Roberts.

**35 – Procurement of Services**

The Committee was informed that in order to operate a robust and smooth procurement process for outsourcing Leisure Services, Officers had retained the services of a Project Manager and separately, specialist leisure strategy and procurement services. These had been procured under the standard Purchasing Procedure.

The Project Manager had been secured through an employment agency and had now left to take up permanent employment elsewhere. To have the Leisure Services market-ready it was necessary to replace the Project Manager with additional services from the specialist leisure services previously retained on the basis of a smaller brief.

The Contract Standing Orders permitted the Executive Director and Director of Resources after consultation with the Chairman or Vice-Chairman of the Executive Committee to agree exceptions on the following bases:

The relevant goods, work or services are required so urgently as to justify a departure from the rules; or

The works, goods or services are of a specialised nature and it would not be practicable to go to more than one contractor or supplier, or this would result in no genuine competition.

The original procurement of specialist leisure strategy and procurement services had been a competitive process and the contract had been won by The Sport, Leisure and Culture Consultancy Ltd (SLC); the remit had been a smaller brief than was required now, but the market test had been carried out very recently. The services were not exclusively specialist; the exception had been agreed on the basis of urgency in order to meet the project timetable and also to continue the established working relationship with SLC through to project completion. The Project Manager role that was to run with the project was effectively replaced by the specialist leisure and procurement skills required to deliver the contract.

RESOLVED:- To note the procurement exception as permitted by the Council’s Contract Standing Orders.

**36 – Barrow – People in the Lead**

The Committee was informed that the Barrow and South Lakeland Council for Voluntary Service (CVS) had submitted an application to the Big Lottery to support community leaders and activists in the Borough which had been approved. The project had identified the need for training and encouragement for local community leaders and/or activists to improve their support for voluntary organisations in the Borough including bringing in new funding to support their activities.

The project would equip local community leaders and activists to engage with local community based services, identify sustainable partnerships and provide more effective services to meet the needs of vulnerable people.

The project would operate over a three year period to 30th April, 2020 and be locally based in the Barrow CVS offices. The project would operate through appointment of a Local Engagement Officer who would work 30 hours/week. The post was responsible for overseeing delivery of the project including direct support, organisation of training and events for the community leaders and activists.

Over the three year lifetime of the project 60 community leaders and/or activists would access training and support and have increased skills and knowledge to tackle issues within their own communities including improved access to finance from external funders.

The total costs of the project over three years was £156,992, 49% of the costs (£77,330) was to employ the Local Engagement Officer with a further 36% (£56,572) being spent on training, support and events. The project had been successful in obtaining funding from the Big Lottery of £126,992 based upon additional contributions from both the Council and Cumbria County Council of £5,000 pa £15,000 over the life of the project.

The project should be strongly supported as there was a lack of capacity within third sector organisations across the Borough. These groups offered support to meet a wide variety of needs across more vulnerable communities. The financial commitment from the Council was not budgeted but should be met from reserves.

RESOLVED:- To agree to provide £15,000 of match funding over the lifetime of Barrow – People in the Lead Project.

**37 – Outsourcing Leisure Provision**

The Executive Director informed the Committee that information provided by the Councils Consultants had identified significance differences in marketability of the Park Leisure Centre and Forum. That required a review of the Councils policy of outsourcing both facilities in a combined lot.

The under-mentioned options were considered by the Committee:-

1. Continue with the agreed policy – go to the market for a single leisure provider.
2. Have three tender lots – Park Leisure Centre only, Forum only, Park Leisure Centre and Forum combined. Potentially reducing the contract term for The Forum to 5+5.
3. Agree that the successful provider from either Options 1 or 2 above undertake a review of the purposes and use of The Forum with a view to reducing the subsidy significantly.
4. Agree to outsource Park Leisure Centre only and that the Council undertakes a review of the purposes and use of The Forum building with a view to reducing the subsidy significantly.

Members noted there was no option to continue to operate The Forum as now. Within the context of the financial challenge the Council faced it was unaffordable. It was also evident that priority outcomes for The Forum could be delivered through an alternative operating model.

RESOLVED:- To agree to outsource Park Leisure Centre only and that the Council undertakes a review of the purposes and use of The Forum building with a view to reduce the subsidy significantly.

**REFERRED ITEMS**

**THE FOLLOWING MATTERS ARE REFERRED TO COUNCIL FOR DECISION**

**38 – Grading Appeals Procedure**

The Committee was reminded that Paragraph 9 of the Grading Appeals Procedure currently stated:-

9. The decision of the Panel shall be conveyed to both parties orally or in writing by the Chairman. Any decision to re-grade will take effect from the original application date unless otherwise decided by the Panel. The appellant(s) shall be given written confirmation of the decision by the HR Manager (or Democratic Services Manager is acting as advisor) no later than ten working days after the hearing.

The proposed amended Paragraph 9 was set out below was considered by the Committee.

9. The decision of the Panel shall be conveyed to both parties in writing by the HR Manager (or Democratic Services Manager if acting as advisor) no later than ten working days after the hearing. Any decision to re-grade will take effect from the original application date unless otherwise decided by the Panel.

RECOMMENDED:- To recommend the Council to agree the amendment of Paragraph 9 of the Grading Appeals Procedure.

**39 – Annual Treasury Statement**

The Committee was reminded that the Council managed its cash and investments in-house during 2016-2017. The investments and debt items had complied with the Council’s Treasury Management Strategy for 2016-2017, which had been approved by Full Council on 22nd March, 2016.

The Council was required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2016-2017. The report met the requirements of both the Code of Practice for Treasury Management and the Prudential Code for Capital Finance in Local Authorities.

RECOMMENDED:- To recommend the Council receives the Annual Treasury Statement for 2016-2017.

**40 – Outturn 2016-2017**

The Director of Resources submitted a detailed report that contained the financial outturn for the year ended 31st March, 2017. The report included the Council’s service performance, corporate objectives and finances.

RECOMMENDED:- To recommend the Council:-

1. To note the outturn for 2016-2017;

2. To approve the reserves movements as set out in Section I; and

3. To note the amounts written off under delegation in 2016-2017.

**41 – Smoking Control Policy**

The Committee was informed that the Council’s Smoking Control Policy contained the following updated policy statement:

“Barrow Borough Council is committed to supporting the development of a healthy environment for all Members, employees, residents and visitors to the district. The Council will take all reasonable steps to reduce the effect of tobacco smoke in all Council buildings and workplaces.

Any reference to smoking or smokers within this policy expressly includes any form of e-cigarettes, vaping or similar”.

The principle of the policy was to completely ban smoking from Council owned and managed buildings and workplaces. That principle had not changed and had been updated to include e-cigarettes and vaping.

The updated policy was considered by the Committee.

RECOMMENDED:- To recommend the Council to approve the updated Smoking Control Policy.

**42 – Deaccessioning**

Members were reminded that at its meeting on 28th June, 2017 it had agreed to deaccession the Emily Barratt figurehead.

The Executive Director informed the Committee that objects that had been assessed by the Collections & Exhibitions Manager as candidates for deaccessioning had been set to one side; 564 objects at present (old invoices, coins from outside the UK, horseshoes and other items not related to the Borough).

Some items could be transferred to the Cumbria Records Office, some to other museums and some had no value and should go to a charity shop.

The delegation proposed was:-

1. Where the value was less than £1,500; and
2. The object was not related to the Borough of Barrow-in-Furness; and/or
3. Did not fit in the Collections Development Policy (which had been approved by the Executive Committee)

The Collections and Exhibitions Manager could deaccession the object and dispose of it; ideally by transfer. There was a further caveat to the delegation that where there was a distinct collection such as geology collection, archaeology collection or natural history collection, then that cannot be deaccessioned without the Committee's approval.

In addition to aligning the objects retained to the Collections Development Policy, objects which had been collected in error could free up resources for future objects of interest.

RECOMMENDED:- To recommend the Council to delegate the outlined deaccessioning to the Collections and Exhibitions Manager.

**43 – Morecambe Bay – Joint Statement of Intent to Collaborate on Economic Development Initiatives**

The Executive Director informed the Committee that the Council, Lancaster City Council and South Lakeland District Council had jointly commissioned consultants to report on economic interdependence between the three districts and how they might collaborate more effectively to secure economic development and growth.

The Committee considered a Statement of Intent in relation to Economic Development activity across the Morecambe Bay Area.

RECOMMENDED:- To recommend the Council to accept the Joint Statement of Intent to collaborate on economic development initiatives.

The meeting closed at 3.25 p.m.