

CABINET

10.00 A.M.

1ST SEPTEMBER 2009

PRESENT:- Councillors Stuart Langhorn (Chairman), Evelyn Archer, June Ashworth, Jon Barry, Eileen Blamire, Abbott Bryning, Jane Fletcher, David Kerr, Roger Mace and Malcolm Thomas.

Officers in attendance:-

Mark Cullinan	Chief Executive
Heather McManus	Corporate Director (Regeneration)
Roger Muckle	Corporate Director (Finance and Performance)
Nadine Muschamp	Head of Financial Services and Section 151 Officer
Steven Milce	Head of Council Housing Services
Debbie Chambers	Principal Democratic Services Officer

38 MINUTES

The minutes of the meeting held on Tuesday 28 July 2009 were approved as a correct record.

39 ITEMS OF URGENT BUSINESS AUTHORISED BY THE LEADER

The Chairman advised that there were no items of urgent business.

40 DECLARATIONS OF INTEREST

Councillors Archer, Ashworth and Kerr declared a personal interest with regard to the Urgent Business report on the Artificial Ice Rink, as members of the Morecambe Town Council. (Minute 49 refers).

41 PUBLIC SPEAKING

Members were advised that there had been no requests to speak at the meeting in accordance with the Cabinet's agreed procedure.

42 THE INTRODUCTION OF CHOICE BASED LETTINGS

(Cabinet Member with Special Responsibility Councillor Kerr)

The Corporate Director (Community Services) submitted a report seeking approval for officers to submit a bid for resources via the final round of the Fund for the Development of Regional and Sub Regional Choice Based Lettings (CBL) Schemes. If successful, the funding would assist the council in meeting a government target for all authorities to have introduced Choice Based Lettings by 2010.

The options, options analysis, including risk assessment and officer preferred option, were set out in the report as follows:

OPTION	ADVANTAGES	DISADVANTAGES	RISKS
<p>Option 1 Bid for resources via CBL Fund</p>	<ul style="list-style-type: none"> • The Government would potentially fund up to 60% of development and implementation costs • Applicants would be actively engaged in exercising choice • CBL's would provide a vehicle for promoting other affordable housing options • The housing needs of individual applicants would be better met • The council would meet a defined government target • Advertising vacancies would create increased demand for potentially hard to let properties 	<ul style="list-style-type: none"> • The council would need to identify at least 40% of development/ implementation costs plus any ongoing additional operational costs (if any) • Some applicants may have difficulties in engaging in the bidding process 	<ul style="list-style-type: none"> • The bid may be unsuccessful and, having raised expectations, implementation would be costly • At this stage, ongoing operational costs have not been quantified
<p>Option 2 Determine not to make a bid for resources</p>	<ul style="list-style-type: none"> • There would be no additional costs to the council • The existing Allocation Scheme, which is familiar to applicants would be retained • Once registered, applicants would not need to proactively bid for offers 	<ul style="list-style-type: none"> • The Government's 2010 target would not be met • The Audit Commission KLOE targets for Allocation Schemes would not be met. • A decision to introduce CBL's at a later date would be more costly • Applicants would not benefit from having a 	<ul style="list-style-type: none"> • The council could potentially be penalised for not achieving a government target • Some properties may become difficult to let if existing arrangements remain in place.

		greater choice • The opportunity to promote other housing options would be lost	
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Option 1 is the preferred option as this will ensure that the council meets the Government's 2010 target and will hopefully secure finance assistance towards the development and implementation of a local CBL Scheme. Having a single mechanism for bringing together and promoting all options for affordable housing will bring clear benefits to residents in housing need. Under existing arrangements, only a relatively small percentage of applicants registered for council housing actually receive an offer of accommodation. For those in need, a CBL Scheme will provide a real opportunity to secure suitable affordable housing. The development of a Housing Options Service would also provide an opportunity to deliver a comprehensive advice and assistance service from a single point of access.

Option 2 would result in the council failing to meet a specific Government target. It would also mean the continuation of a fragmented service to residents who are in housing need.

It was moved by Councillor Kerr and seconded by Councillor Ashworth:-

"That the recommendations, as set out in the report, be approved."

Members then voted:-

Resolved unanimously:

- (1) That officers be authorised to submit a bid for resources via the Fund for the Development of Regional and Sub Regional Choice Based Lettings Schemes.
- (2) That the bid for resources be on the basis of Lancaster District being a distinct housing market
- (3) That officers investigate the possible introduction of a Housing Options Service to run alongside a Choice Based Lettings Scheme.
- (4) That, once the outcome of the bid for funding is known, officers prepare a detailed report to Cabinet outlining the full financial implications of introducing Choice Based Lettings, together with the recommended scheme details.

Officers responsible for effecting the decision:

Corporate Director (Community Services)
 Head of Council Housing Services

Reasons for making the decision:

The decision will ensure that the Council will meet the Government's 2010 target and will hopefully secure finance assistance towards the development and implementation of a

local CBL Scheme.

43 FUTURE JOBS FUND

(Cabinet Member with Special Responsibility Councillor Bryning)

The Corporate Director (Regeneration) submitted a report informing Members about the Future Jobs Fund, a government initiative which aimed to create new, short term jobs for people approaching 12 months unemployment. The report outlined the background to the submission of a joint bid into the Fund by Mid-Lancashire local authorities, sought Cabinet endorsement of the bid and approval for the Council to support the scheme by identifying suitable job opportunities. The report also sought Cabinet approval to develop proposals regarding apprenticeships and work placements.

The options, options analysis, including risk assessment and officer preferred option, were set out in the report as follows:

Option	Advantages	Disadvantages	Risk
1. Do not support the bid and take no further action		Job opportunities for a vulnerable group in Lancaster District remain limited; Partnership based on Mid-Lancs grouping undermined	No financial risk Possible impact on fledgling Mid-Lancashire partnership
2. Support the bid and seek job creation proposals from local third sector organisations (eg social enterprises)	City Council seen as supporter of employment initiative; New job opportunities identified for (mainly) young disadvantaged jobseekers; Demonstrates support for cost-effective Mid-Lancashire partnership working	Economic Development staff time (estimated at 5% fte, mainly through Principal Economic Development Officer) required in programme development and implementation	No financial risk Risk of limited job opportunities being identified – current level of interest indicates this risk is low
3. Support the bid and: i) encourage participation in the programme by City Council Services ii) underpin work	As above plus: Identification of additional public sector job opportunities; City Council seen as active supporter of	As above plus: additional staff time in those Services creating additional jobs through proposal development and management of	See Financial Implications, as set out in the report, for details

with Jobcentre Plus through a Local Employment Partnership agreement iii) identify apprenticeship/work experience opportunities within City Council Services and develop joint proposals with Lancashire County Council	employment initiatives which complement its role in the LDLSP ESO Thematic Group and its LDLSP-funded worklessness project	the participants in the programme (value indeterminate at this stage but it should be noted that this 'cost' would be offset by the benefits arising from the additional jobs funded through the Future Jobs Fund).	
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Option 3 is the officer preferred option since this provides benefits by:

1. maintaining City Council support for the bid already submitted, enabling the earliest possible start in job availability
2. enhancing the number of job opportunities within the programme
3. enabling direct City Council involvement in the Scheme through the creation of additional jobs meeting the Scheme criteria
4. enabling, through centralised administration, the cost effective implementation of the Scheme
5. demonstrating the value of partnership working within the emergent Mid-Lancashire grouping

It was moved by Councillor Bryning and seconded by Councillor Ashworth:-

“That the recommendations, as set out in the report, be approved.”

Members then voted:-

Resolved unanimously:

- (1) That Cabinet notes the report.
- (2) That Cabinet endorses the Mid-Lancashire Future Jobs Fund bid, under which Lancashire County Council will act as Accountable Body, and the actions taken by officers to ensure the bid could meet the earliest deadline of 30th June 2009.
- (3) That Cabinet supports and encourages the active involvement of City Council Services in the Future Jobs Fund through identification of new job opportunities which meet Future Jobs Fund criteria on the basis that there is no net additional cost to the Council and authorise the Head of Financial Services to update the General Fund Revenue Budget as and when applicable.
- (4) That Cabinet supports and authorises officers:

- i) to develop and, if appropriate, finalise a Local Employment Partnership agreement with Jobcentre Plus
- ii) to develop joint proposals with Lancashire County Council regarding apprenticeships and work placements for consideration at a future Cabinet meeting.

Officers responsible for effecting the decision:

Corporate Director (Regeneration)
Head of Economic Development and Tourism
Head of Financial Services

Reasons for making the decision:

The decision allows Lancaster City Council to maintain its support for the bid already submitted, enabling the earliest possible start in job availability plus the other benefits outlined in option 3, above.

44 2010/11 REVENUE BUDGET UPDATE

(Cabinet Members with Special Responsibility Councillors Langhorn and Thomas)

The Corporate Director (Finance and Performance) and the Head of Financial Services submitted a joint report to note progress so far in identifying options for savings and efficiencies and to approve areas of service activity that should be pursued further. It also sought Cabinet's views on its preferred option for the agreed consultation exercise.

The options, options analysis, including risk assessments and officer preferred options, were set out in the report as follows:

Savings and Efficiency Strategy

- i. approve the draft Savings and Efficiency Strategy included at Appendix A
- ii. approve an amended Savings and Efficiency Strategy
- iii. that no strategy is approved at this stage and officers be asked to undertake further work on developing the strategy

Preferred Option

The preferred option is either 1 or 2 above. This will ensure that the council has an agreed framework in place to guide members bringing forward savings and efficiencies options.

Review of 2008/9 Outturn Variances

- i note the progress made to date and agree the on-going savings implications identified in Appendix B are built into the 2009/10 base revenue budget, when confirmed.
- ii note the progress made to date but agree an alternative course of action for any on-going budget implications.

Preferred Option

The preferred option is option 1. This will ensure that any identified on-going budget implications are correctly reflected in the base budget for future years.

Savings and Efficiency Options

- i consider the options included in Appendix B and determine which should be further developed for inclusion in Cabinet's preferred list of savings and efficiency options.
- ii consider the options but don't offer a view as to those that should be pursued at this stage.

Preferred Option

The preferred option is option 1. This will ensure that those service activities that Cabinet are minded to include in their preferred list of savings and efficiency options can be further developed.

Corporate Plan Priorities Spend Analysis

- i consider the information included in Appendix C and agree actions to refine and improve this information, to support future decision-making.
- ii consider the information without offering a view at this stage.

Preferred Option

The preferred option is option 1. This will ensure that any anomalies in current spend allocations are considered and addressed in the budget process and the appropriate recommendations made.

Consultation Exercise

- i consider the information included in Appendix D of the report (Appended to these minutes) and determine Cabinet's preference for undertaking a consultation exercise on the 2010/11 budget proposals
- ii consider the information but request further alternatives

Preferred Option

The preferred option is option 1. This will ensure that officers can prepare for the consultation exercise in good time.

It was moved by Councillor Langhorn and seconded by Councillor Thomas:-

- "(1) That the Savings and Efficiency Programme attached as Appendix A to the report be approved as the basis for identifying savings and efficiency options.
- (2) That Cabinet notes the outcomes to date in respect of the work undertaken by Cabinet Members in reviewing the 2008/9 revenue outturn variances and in

identifying savings and efficiencies options as set out in Appendix B to the report and further notes that Cabinet Members will continue to meet with senior officers to review these further.

- (3) That Cabinet meet informally with senior officers to consider further the information included in Appendix C of the report in respect of spending aligned to corporate priorities."

By way of amendments to (1) and (2), which were accepted as friendly amendments by the proposer and seconder of the original proposition, Councillor Mace proposed:-

- "(1) That the Savings and Efficiency Programme attached as Appendix A to the report, be approved as the basis for identifying savings and efficiency options and that Cabinet authorises officers to continue to progress options for developing shared services with other councils.
- (2) That Cabinet notes the outcomes to date in respect of the work undertaken by Cabinet Members in reviewing the 2008/9 revenue outturn variances and in identifying options as set out in Appendix B to the report and further notes that Cabinet Members will continue to meet with senior officers to review these further."

Regarding the budget public engagement exercise, with options set out in Appendix D to the report (also appended to these minutes) Councillor Langhorn then proposed, and Councillor Fletcher seconded:-

- "(4) That Cabinet approve option 4a in the report as the basis for undertaking the 2010/2011 budget public engagement exercise."

By way of amendment to (4) Councillor Barry proposed, and Councillor Mace seconded:-

- "(4) That Cabinet approve option 2 as the basis for undertaking the 2010/2011 budget public engagement exercise."

2 Members (Councillors Barry and Mace) voted in favour of the amendment to (4), 7 Members (Councillors Archer, Ashworth, Blamire, Fletcher, Kerr, Langhorn and Thomas) voted against and 1 Member (Councillor Bryning) abstained from voting, whereupon the Chairman declared the amendment to be lost.

Members then voted as follows:-

Resolved:

(8 Members (Councillors Ashworth, Barry, Blamire, Bryning, Fletcher, Langhorn, Mace and Thomas) voted in favour and 2 Members (Councillors Archer and Kerr) abstained)

- (1) That the Savings and Efficiency Programme attached as Appendix A to the report, be approved as the basis for identifying savings and efficiency options and that Cabinet authorises officers to continue to progress options for developing shared services with other councils.

- (2) That Cabinet notes the outcomes to date in respect of the work undertaken by Cabinet Members in reviewing the 2008/9 revenue outturn variances and in identifying options as set out in Appendix B to the report and further notes that Cabinet Members will continue to meet with senior officers to review these further.
- (3) That Cabinet meet informally with senior officers to consider further the information included in Appendix C of the report in respect of spending aligned to corporate priorities.

Resolved:

(8 Members (Councillors Archer, Ashworth, Blamire, Bryning, Fletcher, Kerr, Langhorn, and Thomas) voted in favour and 2 Members (Councillors Barry and Mace) voted against)

- (4) That Cabinet approve option 4a in the report as the basis for undertaking the 2010/2011 budget public engagement exercise.

Officers responsible for effecting the decision:

Corporate Director (Finance and Performance)
Head of Financial Services

Reasons for making the decision:

The decision ensures that the council has an agreed framework in place to guide members bringing forward savings and efficiencies options; that any identified on-going budget implications are correctly reflected in the base budget for future years; that those service activities that Cabinet are minded to include in their preferred list of savings and efficiency options can be further developed; that any anomalies in current spend allocations are considered and addressed in the budget process and the appropriate recommendations made. The decision determining Cabinet's preference for undertaking a consultation exercise on the 2010/11 budget proposals allows officers time to prepare for the consultation exercise.

45 2009/10 1ST QUARTER CORPORATE PERFORMANCE REVIEW

(Cabinet Member with Special Responsibility Councillor Langhorn)

The Corporate Director (Finance and Performance) submitted a report on the first quarter of Performance Review Team meetings for 2009/10. The report was for noting.

It was moved by Councillor Langhorn and seconded by Councillor Thomas:-

"That the report be noted."

Members then voted:-

Resolved unanimously:

- (1) That the report be noted.

Officer responsible for effecting the decision:

Corporate Director (Finance and Performance)

Reasons for making the decision:

The Council's Performance Management Framework requires the regular reporting of performance to Cabinet as part of the Performance Review Team cycle of meetings.

46 SHARED SERVICES PROGRAMME

The Corporate Director (Finance and Performance) submitted a report seeking Cabinet's approval to progress the development of a Shared Services Programme with other local authorities and authorise officers to research further opportunities for shared service options across the full range of council services. Cabinet was asked to note that resources of £50,000 from Team Lancashire have been made available to assist in the development of the Programme.

The options, options analysis, including risk assessment and officer preferred option, were set out in the report as follows:

1. To authorise officers to continue to work on developing opportunities for shared services as outlined in the report and to specifically develop options for a Revenues and Benefits shared service in partnership with Preston City Council co-ordinated by a project manager recruited from the monies allocated from Team Lancashire
2. Not to progress with the research to develop a programme of shared services

Preferred Option

The preferred option is option 1. This will ensure that the council has an agreed framework in place to research and bring forward potential options to generate savings and efficiencies through shared services with other local authorities. The recruitment of a dedicated project manager to co-ordinate the process, financed by Team Lancashire, would provide the resources and expertise to complete the project.

At this stage, the proposal is only to pursue an opportunity, although this will require input from other council services and as yet, the resource implications have not been identified. These will be identified in the development of the business case. Other risk considerations attached to actually implementing shared service would form a key part of any project work.

It was moved by Councillor Langhorn and seconded by Councillor Thomas:-

"That the recommendations, as set out in the report, be approved."

Members then voted:-

Resolved unanimously:

- (1) That Cabinet approves the development of a Shared Service Programme as outlined in the report and authorises officers to continue to research opportunities across the full range of council services, noting that initial work will concentrate on a shared service for the Revenues and Benefits service.
- (2) That Cabinet notes that the £50,000 of funding allocated from Team Lancashire will be used to recruit a project manager to co-ordinate the research and development of the options for inclusion in the Programme, and authorises the Head of Financial Services to update the budget accordingly.

Officers responsible for effecting the decision:

Corporate Director (Finance and Performance)
Head of Financial Services

Reasons for making the decision:

The decision will ensure that the Council has an agreed framework in place to research and bring forward potential options to generate savings and efficiencies through shared services with other local authorities.

47 GYPSY AND TRAVELLER CABINET LIAISON GROUP**(Cabinet Member with Special Responsibility Councillor Kerr)**

The Corporate Director (Community Services) submitted a report proposing an amendment to the Terms of Reference of this Cabinet Liaison Group.

It was moved by Councillor Kerr and seconded by Councillor Ashworth:-

“That the recommendations, as set out in the report, be approved.”

Members then voted:-

Resolved unanimously:

- (1) That Cabinet agree to extend paragraph 3 of the Gypsy and Traveller Cabinet Liaison Group Terms of Reference as follows:-
 - (3) To act as a forum to discuss the issues affecting caravan sites and Gypsy and Traveller issues with the District.

Officer responsible for effecting the decision:

Corporate Director (Community Services)

Reasons for making the decision:

The decision to widen the Group's terms of reference allows the wider issues associated

with caravan sites to be considered.

48 LANCASTER AND MORECAMBE CABINET LIAISON GROUPS - LIAISON ARRANGEMENTS

(Cabinet Member with Special Responsibility Councillor Archer)

The Head of Democratic Services submitted a report, prepared at the request of the Cabinet Member for the Economy, setting out options for Cabinet to consider for liaison arrangements between two Cabinet Liaison Groups, the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Liaison Group.

The options, options analysis, including risk assessment, were set out in the report as follows:

Option 1: Do nothing to change the present arrangements.

Option 2: To place the minutes of the last meeting of each group as a standing item on the agenda of the other group, to allow any issues to be raised and the Cabinet Member to feed back from one group to another.

This option would not encourage any direct dialogue between the two groups but would allow the members to keep up to date with the discussions at each group, with the Cabinet Member acting as a 'link' between the two.

Option 3: To merge the two groups to create one Cabinet Liaison Group with a larger membership, with representation from the Lancaster District Chamber of Commerce, Trade and Industry, the Morecambe Chamber of Trade and Commerce and the Morecambe Hotel and Tourism Association.

This option is likely to result in fewer meetings overall although each meeting is likely to last longer, as there could potentially be agenda items from several parties. It must also be recognised that the Lancaster and District Chamber considers that they already cover Morecambe issues.

Option 4: That the Morecambe Liaison Group is amended so that it becomes an officer group dealing with operational issues.

This option would mirror the current arrangements in Lancaster and Cabinet Members would still meet with the Lancaster and District Liaison Group on strategic matters.

It was moved by Councillor Archer and seconded by Councillor Kerr:-

- "(1) That Cabinet supports the option to merge the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Liaison Group to create one Cabinet Liaison Group with a larger membership, with representation from the Lancaster District Chamber of Commerce, Trade and Industry, the Morecambe Chamber of Trade and Commerce and the Morecambe Hotel and Tourism Association.
- (2) That the Head of Democratic Services be asked to carry out consultation with external members of the Groups and report the findings back to Cabinet at a

future meeting.”

Members then voted:-

Resolved unanimously:

- (1) That Cabinet supports the option to merge the Lancaster and District Chamber Liaison Group and the Morecambe Retail, Commercial and Tourism Liaison Group to create one Cabinet Liaison Group with a larger membership, with representation from the Lancaster District Chamber of Commerce, Trade and Industry, the Morecambe Chamber of Trade and Commerce and the Morecambe Hotel and Tourism Association.
- (2) That the Head of Democratic Services be asked to carry out consultation with external members of the Groups and report the findings back to Cabinet at a future meeting.

Officer responsible for effecting the decision:

Head of Democratic Services

Reasons for making the decision:

The decision to support the option to merge the two Cabinet Liaison Groups is likely to result in fewer meetings overall and will bring the two groups together to share information and consult with the Cabinet Member for the Economy.

49 URGENT BUSINESS REPORT

(It was noted that Councillors Archer, Ashworth and Kerr had previously declared a personal interest in this item as far as it related to the Artificial Ice Rink).

The Head of Democratic Services submitted a report informing Members of actions taken by the Chief Executive, in consultation with the relevant Cabinet Members and the Chairman of the Overview and Scrutiny Committee in accordance with the scheme of delegation.

It was moved by Councillor Langhorn and seconded by Councillor Archer:-

“That the recommendation, as set out in the report, be approved.”

Members then voted:-

Resolved unanimously:

- (1) That the actions taken by the Chief Executive, in consultation with the relevant Cabinet Members and the Chairman of the Overview and Scrutiny Committee in accordance with the Scheme of Delegation, in respect of the following, be noted:-
 - (a) Civil Parking Enforcement

- (b) Morecambe Townscape Heritage Initiative (THI) 2: A View for Eric
- (c) Artificial Ice Rink

Note: Councillor Kerr was not present for the vote.

Officer responsible for effecting the decision:

Chief Executive

Reasons for making the decision:

The decision fulfils the requirements of the City Council's Constitution in advising Cabinet of urgent decisions taken by the Chief Executive in accordance with the City Council's Scheme of Delegation.

50 EXTERNAL FUNDING AND PROGRAMME MANAGEMENT

(Cabinet Members with Special Responsibility Councillors Archer, Langhorn and Thomas)

The Corporate Director (Regeneration) submitted a report to update members on current arrangements for the two core teams managing the Council's external funding and programmes and delivering the economic regeneration agenda. The report recommended a way forward to secure these teams for the future to ensure that the Council could deliver against its key priorities, meet the accountable body obligations that accompany external funding and support internal investment decision making.

The options, options analysis, including risk assessment including officer preferred option, were set out in the report as follows:

Option	Advantages	Disadvantages	Key Risks
<p>Option 1</p> <p>Secure the core Programmes, Funding and Delivery structures by underwriting costs of externally funded posts but accessing maximum levels of external funds to offset these on an ongoing basis.</p>	<ul style="list-style-type: none"> • Enables the council to meet its Accountable Body requirements. • Enables the council to manage and deliver its existing projects. • Increases the opportunities to access to future funding. • Increases the likelihood of retaining skilled, experienced staff. • Saves the immediate cost of 	<ul style="list-style-type: none"> • Costs need to be underwritten until external funding is confirmed. 	<ul style="list-style-type: none"> • Risk of some council cost incurred if external funding is not confirmed. <p>Mitigation</p> <ul style="list-style-type: none"> • Annual review of workload and expected income to limit risk of incurring council costs.

	<p>redundancies and potential future recruitment costs.</p> <ul style="list-style-type: none"> • Allows the council to build upon its current best practice standards. 		
<p>Option 2</p> <p>Remove all current posts where external funding is required but not yet confirmed.</p>	<ul style="list-style-type: none"> • No requirement for the council to risk costs associated with the key posts. 	<ul style="list-style-type: none"> • Redundancy costs incurred. • Potential loss of significant external funding in the future, to support district priorities. • Loss of confidence of funders that the council can meet management and delivery standards required. • Loss of skills and experience in an area where recruitment is difficult. • Very reduced opportunity to build on the council's current and developing best practice. 	<ul style="list-style-type: none"> • Significant risk to the council's ability to meet accountable body requirements for existing funds. <p>Mitigation</p> <ul style="list-style-type: none"> • Not clear without staff resources. • Potential loss of external funding opportunities likely to lead to reduced opportunity to improve the district and its economy. <p>Mitigation</p> <ul style="list-style-type: none"> • Reduce local aspirations or delay progress. • Pass on development and delivery responsibilities to other organisations.

The officer preferred option is option 1.

It was moved by Councillor Archer and seconded by Councillor Blamire:-

"That the recommendations, as set out in the report, be approved."

Members then voted:-

Resolved unanimously:

- (1) That the council provides provisional allowance from existing council budgets to secure current management and delivery structures for the future, with the proviso that external funds are sought on an ongoing basis to offset the council's costs.
- (2) That the Head of Financial Services updates the revenue budget to reflect (1) above.

Officers responsible for effecting the decision:

Corporate Director (Regeneration)
Head of Planning Services
Head of Financial Services

Reasons for making the decision:

The decision enables the council to meet its Accountable Body requirements and manage and deliver its existing projects.

51 EXCLUSION OF THE PRESS AND PUBLIC

The Chairman asked for any further declarations of interest from Cabinet Members regarding the exempt reports.

It was moved by Councillor Langhorn and seconded by Councillor Archer:-

“That, in accordance with Section 100A(4) of the Local Government, 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the possible disclosure of exempt information as defined in paragraphs 3 and 5 of Schedule 12A of that Act.”

Members then voted as follows:-

Resolved unanimously:

- (1) That, in accordance with Section 100A(4) of the Local Government, 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the possible disclosure of exempt information as defined in paragraphs 3 and 5 of Schedule 12A of that Act.

52 EXPENDITURE FROM THE RESTRUCTURING RESERVE**(Cabinet Member with Special Responsibility Councillor Thomas)**

The Head of Democratic Services submitted a report requesting a change of the use of the restructuring reserve in order to be able to authorise funding from the reserve to meet consultancy costs which would arise as part of the senior management restructure.

The options, options analysis, including risk assessment including officer preferred option, were set out in the report as follows:

Option 1: to authorise funding of the expenditure from the restructuring reserve to allow work on the senior management restructure to continue in accordance with North West Employers Organisation (NWEO) project brief as agreed by the Personnel Committee on 30 July 2009. This would allow the project to be progressed in line with the aims set out in 1.1 of the report, which include a target saving of £50k in respect of senior management.

Option 2: not to authorise funding of the expenditure from the restructuring reserve. No alternative funding has been identified. Choosing option 2 would effectively halt the proposed restructure.

The officer preferred option is option 1, to progress the NWEO's project brief as agreed by the Personnel Committee.

It was moved by Councillor Mace and seconded by Councillor Thomas:-

“(1) That Cabinet agree to change the use of the restructuring reserve in order that funding can be authorised from the reserve to cover the costs (estimated to be between £8,250 and £13,500 plus VAT, plus expenses) of consultancy work on the council's senior management restructure, to be undertaken by the North West Employers Organisation as soon as possible and to see what time they can make up by reference to the draft timetable.

(2) That the 2009/10 revenue budget be updated accordingly.”

Members then voted:-

Resolved:

(9 Members (Councillors Archer, Ashworth, Barry, Blamire, Bryning, Kerr, Langhorn, Mace and Thomas) voted in favour and 1 Member (Councillor Fletcher) abstained)

(1) That Cabinet agree to change the use of the restructuring reserve in order that funding can be authorised from the reserve to cover the costs (estimated to be between £8,250 and £13,500 plus VAT, plus expenses) of consultancy work on the council's senior management restructure, to be undertaken by the North West Employers Organisation as soon as possible and to see what time they can make up by reference to the draft timetable.

(2) That the 2009/10 revenue budget be updated accordingly.

Officers responsible for effecting the decision:

Corporate Director (Finance and Performance)
Head of Legal and Human Resources
Head of Financial Services

Reasons for making the decision:

The decision allows the NWEO's project brief to be progressed, as agreed by the Personnel Committee.

53 LAND AT SCOTFORTH ROAD, LANCASTER

(Cabinet Member with Special Responsibility Councillor Thomas)

The Corporate Director (Regeneration) submitted an exempt report regarding Land at

Scotforth Road, Lancaster.

The options, options analysis, including risk assessment and officer preferred option, were set out in the exempt report.

It was moved by Councillor Thomas and seconded by Councillor Archer:-

“That the recommendations, as set out in the exempt report, be approved.”

Members then voted:-

Resolved:

(7 Members (Councillors Archer, Ashworth, Bryning, Kerr, Langhorn, Mace and Thomas) voted in favour and 3 Members (Councillors Barry, Blamire and Fletcher) abstained)

- (1) The resolutions are set out in a minute exempt from publication by virtue of paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.

Officers responsible for effecting the decision:

Corporate Director (Regeneration)
Head of Property Services

Reasons for making the decision:

The reasons for making the decision are set out in a minute exempt from publication by virtue of paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.

Chairman

(The meeting ended at 12.10 p.m.)

**Any queries regarding these Minutes, please contact
Debbie Chambers, Democratic Services, telephone 01524 582057 or email
dchambers@lancaster.gov.uk**

MINUTE PUBLISHED ON THURSDAY 3 SEPTEMBER 2009.

**EFFECTIVE DATE FOR IMPLEMENTING THE DECISIONS CONTAINED IN THESE MINUTES:
FRIDAY 11 SEPTEMBER 2009.**

BUDGET CONSULTATION OPTIONS

OPTIONS	PROPOSAL	COST	COMMENT
Option 1	<p>Prepare consultation documents in house or.... Using Professional Designer Similar to those prepared by Chorley considered by Cabinet at their last meeting.</p> <p>Electronic version at no cost A4 12 page colour document 500 copies per run</p> <p>Make the documents available via:-</p> <ul style="list-style-type: none"> • Website • Press Releases to Local Papers • November's "Your District Council Matters" • Notice to Parish Councils • LDLSP partners • Notices in Public Buildings • Members of public on Consultation database <p style="text-align: right;">TOTAL COST</p>	<p>Free £420</p> <p>Free £835</p> <p style="text-align: right;">£1,255</p>	<p>Largely information sharing exercise. Public able to access cabinet budget options and opportunities to leave written comments and preferences</p>

Option 2	<p>As Option 1 plus :-</p> <p>Town Centre Exhibitions:-</p> <ul style="list-style-type: none"> • Cost of Exhibition Materials • Hire of Venues <p>Carnforth Railway Station Morecambe Arndale Centre Lancaster St Nicholas Shopping Centre or Marketgate</p> <p style="text-align: center;">TOTAL</p>	<p>£1,255</p> <p>£600</p> <p>£120 per day</p> <p>Free</p> <p>Free</p> <p>Free</p> <p>£2,000 approx Plus staff time</p>	Largely information sharing exercise but also provides public interaction. Public able to access cabinet budget options and opportunities to ask questions and leave written comments and preferences
<p>Option 3</p> <p>Option 3a</p> <p>Option 3b</p>	<p>As Option 2 plus :-</p> <p>Focus Groups Invited from Community Organisations (groups of 8)</p> <ul style="list-style-type: none"> • Hire of Venues <p>Carnforth Railway Station Morecambe Town Hall or Poulton Children's Centre Lancaster Town Hall or City Lab</p> <ul style="list-style-type: none"> • Refreshments etc... <p style="text-align: center;">TOTAL</p> <p>Use External Facilitator at each Focus Group £900 per event</p> <p style="text-align: center;">TOTAL</p>	<p>£2,000</p> <p>£36 (3hrs)</p> <p>Free</p> <p>Free</p> <p>Free</p> <p>£50 (4hrs)</p> <p>£170</p> <p>£2,600 approx</p> <p>£2,700</p> <p>£5,300 approx</p>	Largely information sharing exercise but also provides public interaction. Public able to access cabinet budget options and opportunities to ask questions and leave written comments and preferences Could use pupil power and other tools to engage Focus Groups reaction

Option 4	As Option 2 plus :-	£2,000	Largely information sharing exercise but also provides public interaction. Public able to access cabinet budget options and opportunities to ask questions and leave written comments and preferences Could use Pupil power and other tools to engage public
Option 4a	Community Discussions (groups of 40) <ul style="list-style-type: none"> • Hire of Venues Carnforth Railway Station Morecambe Town Hall or Platform Lancaster Town Hall • Refreshments etc... <p style="text-align: center;">TOTAL</p>	£120 Free £100 Free £1000 £5,220 approx	
Option 4b	Use External Facilitator at each Discussion Group £900 per event <p style="text-align: center;">TOTAL</p>	£2,700 £7,920 approx	
Option 5	As Option 1 plus :- Hire of Mobile Unit for 3 weeks One week each at :- Carnforth Train Station or Tescos Morecambe Dome Lancaster Market Square <p style="text-align: center;">TOTAL</p>	£1,255 £32,000 to £39,000 £33k to £40k	Would provide maximum accessibility to the public and for recording their preferences and comments

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted