

## CABINET

5.00 P.M.

6TH OCTOBER 2020

**PRESENT:-** Councillors Erica Lewis (Chair), Kevin Frea (Vice-Chair), Dave Brookes, Tim Hamilton-Cox, Janice Hanson, Caroline Jackson, Jean Parr and Anne Whitehead

Apologies for Absence:

Councillor Alistair Sinclair

Officers in attendance:

Kieran Keane	Chief Executive
Mark Davies	Director for Communities and the Environment
Paul Thompson	Chief Financial Officer (Head of Finance & Section 151 Officer)
Debbie Chambers	Head of Democratic Services and Deputy Monitoring Officer
Liz Bateson	Principal Democratic Support Officer, Democratic Services

### 51 MINUTES

The minutes of the meeting held on Tuesday 15 September 2020 were approved as a correct record.

### 52 ITEMS OF URGENT BUSINESS AUTHORISED BY THE LEADER

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

### 53 DECLARATIONS OF INTEREST

Councillor Hanson sought clarification as to whether she needed to declare an interest in the report on the Installation of Solar PV Panels to sheltered scheme bungalows in view of her brother residing in sheltered accommodation although she was uncertain whether he would be directly affected by the decision at this point. Prior to consideration of the item the Deputy Monitoring Officer advised Councillor Hanson that whilst the interest was not a DPI it would be regarded as an 'other' interest. Councillor Hanson then advised the meeting that she would not participate in the discussion or vote on the item (Minute 57 refers.)

### 54 PUBLIC SPEAKING

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

At this point the Chair requested that standing order 17 (Cabinet Procedure Rule 17) be suspended to allow for questions to be taken from all members as the reports were introduced. The proposal was moved by Councillor Brookes, seconded by Councillor Frea and there was no dissent to the proposal.

**Resolved unanimously:**

- (1) That Standing Order 17 (Cabinet Procedure Rule 17) be suspended.

**55 COVID-19 PANDEMIC- POLICY FOR DECISION MAKING AND SPENDING DELEGATIONS WITHIN THE BUDGET AND POLICE FRAMEWORK - PUBLIC REALM**

**(Cabinet Members with Special Responsibility Councillors Brookes & Hanson)**

Cabinet received a report from the Director for Communities and Environment that sought authorisation to commit expenditure in accordance with the 'Covid-19 Pandemic Policy for decision making and spending delegations within the Budget and Policy Framework.' Approval was sought to spend on a Mini zoo upgrade at Williamson Park, Car Parking Machine replacement and a Footpath replacement at Happy Mount Park as appended to the report.

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

- Option 1- To support the spend for the outlined revenue and capital schemes  
Option 2 – Not support the spend for the outlined revenue and capital schemes

<b>Option 1: Support the spend</b>
<b>Advantages:</b>
Help to maintain and generate additional income
<b>Disadvantages:</b>
Additional spend of revenue during pandemic
<b>Risks:</b>
Levels of income estimates may not be achieved
<b>Option 2: Spend is not supported</b>
<b>Advantages:</b>
Finances can be reallocated to other areas
<b>Disadvantages:</b>
Income streams within the public realm will not be met
Standard of the public realm will deteriorate
<b>Risks:</b>
Levels of income estimates may not be achieved

The officer preferred option is Option1 on the basis that the outlined tasks need to be addressed to ensure facilities and operations can achieve income levels and corporate priorities.

Councillor Brookes proposed, seconded by Councillor Hanson:-

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

Councillors then voted:-

***Resolved unanimously:***

That officers be authorised to proceed with the following projects as detailed in the report:-

- The allocation of £24K to complete the mini-zoo project at Williamson Park.
- Approval to spend £85K to install 20 new pay and display car parking machines.
- The allocation of £112K to replace footpaths at Happy Mount Park.

**Officer responsible for effecting the decision:**

Director for Communities and the Environment

**Reasons for making the decision:**

The 'Covid-19 Pandemic- Policy' for decision making and spending delegations within the Budget and Policy Framework' states all decisions on the use of reserves, the commencement of new capital projects or re-commencement of capital projects halted by the pandemic will require approval of cabinet irrespective of the financial level. In the area of Public Realm the 3 projects considered at this meeting were previously agreed and budgeted for and now required Cabinet approval to commence or recommence.

The decision is consistent with the Council's priority of Healthy and Happy Communities: Keeping our districts neighbourhoods, parks, beaches and open space clean, well-maintained and safe.

56

**COVID-19 PANDEMIC- POLICY FOR DECISION MAKING AND SPENDING DELEGATIONS WITHIN THE BUDGET AND POLICE FRAMEWORK - AWARD OF CONTRACT- PURCHASE A TOTAL OF 14 ELECTRIC VANS**

**(Cabinet Member with Special Responsibility Councillor Frea)**

Cabinet received a report from the Director for Communities and the Environment which sought authorisation to complete an award of contract in accordance with the 'Covid-19 Pandemic- Policy for decision making and spending delegations within the Budget and Police Framework.' This was with regard to the purchase of electric vans.

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

The options are to either authorise completion of the award of contract or not. If not approved, it would conflict with the Council's climate change aspirations. The officer preferred option was to authorise officers to award the contract.

Councillor Frea proposed, seconded by Councillor Brookes:-

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

Councillors then voted:-

**Resolved unanimously:**

- (1) That Cabinet authorises officers to complete the award of contract for 14 electric vehicles.

**Officer responsible for effecting the decision:**

Director for Communities and the Environment

**Reasons for making the decision:**

The Council has a target to become carbon neutral by 2030. As part of the City Council's ongoing Fleet Replacement Programme, a selection of vehicles was identified that could be replaced with an electric alternative, without compromising either operating or service levels. The funding for the additional electric vans was approved in the Council's budget for 2020/21.

**57 INSTALLATION OF SOLAR PV PANELS TO SHELTERED SCHEME BUNGALOWS****(Cabinet Member with Special Responsibility Councillor Caroline Jackson)**

Cabinet received a report from the Director for Communities and the Environment that sought authorisation to redirect unspent HRA funds from the existing Capital Programme in accordance with the decision making and spending delegations within the Budget and Policy Framework.

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

The options are to either authorise the redirection of existing capital funds enabling the award of contract, or not. If not approved, it could potentially conflict with the Council's climate change aspirations and the need to improve the EPC rating of our homes.

The officer preferred option is to authorise officers to redirect capital funds and award a contract for the installation of Solar PV panels.

Councillor Jackson proposed, seconded by Councillor Brookes:-

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

Councillors then voted:-

*Having declared an interest Councillor Hanson did not take part in the discussions or vote on this item.*

**Resolved:**

That Cabinet authorises officers to redirect funds to procure and award a contract for the installation of Solar PV panels to 35 sheltered bungalows, which is estimated to deliver a CO2 saving of 35 tonnes per year.

**Officer responsible for effecting the decision:**

Director for Communities and the Environment

**Reasons for making the decision:**

The Council has a target to be Carbon Neutral by 2030. The installation of Solar PV panels is one of a range of measures designed to improve the thermal comfort of homes, lower customers energy bills and reduce the impact of harmful carbon dioxide into the atmosphere and thus increasing the overall EPC rating of these properties. A further benefit of this will be a reduction in energy bills for residents in our sheltered bungalows, supporting health and wellbeing.

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Chair

(The meeting ended at 5.42 p.m.)

**Any queries regarding these Minutes, please contact  
Liz Bateson, Democratic Services - email [ebateson@lancaster.gov.uk](mailto:ebateson@lancaster.gov.uk)**

**MINUTES PUBLISHED ON FRIDAY 9 OCTOBER, 2020**

**EFFECTIVE DATE FOR IMPLEMENTING THE DECISIONS CONTAINED IN THESE MINUTES:  
MONDAY 19 OCTOBER, 2020.**