

CABINET

6.00 P.M.

7TH MARCH 2024

PRESENT:- Councillors Phillip Black (Chair), Joanne Ainscough, Gina Dowding, Tim Hamilton-Cox, Peter Jackson, Jean Parr, Catherine Potter, Nick Wilkinson and Jason Wood

Apologies for Absence:-

Councillor Caroline Jackson

Officers in attendance:-

Mark Davies	Chief Executive
Luke Gorst	Chief Officer - Governance and Monitoring Officer
Paul Thompson	Chief Officer - Resources and Section 151 Officer
Jonathan Noad	Chief Officer - Sustainable Growth
Mark Cassidy	Chief Officer - Planning and Climate Change
Paul Rogers	Senior Regeneration Officer
Kathy Beaton	Housing Strategy Officer
Liz Bateson	Principal Democratic Support Officer

82 MINUTES

The minutes of the meeting held on Tuesday 20 February 2024 were approved as a correct record.

83 ITEMS OF URGENT BUSINESS AUTHORISED BY THE LEADER

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

84 DECLARATIONS OF INTEREST

No declarations were made at this point.

85 PUBLIC SPEAKING

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

86 JUBILEE COURT - OUTCOME OF HOMES ENGLAND AUDIT REPORT

(Cabinet Member with Special Responsibility Councillor Caroline Jackson)

Cabinet received a report from the Chief Officer – Housing and Property to update Cabinet members on the recent audit report and recommendation made by Homes England.

Following a successful bid under the Rough Sleeping Accommodation Programme the council acquired Jubilee Court with the scheme to provide apartments designated for rough sleepers completed in March 2023. To receive the funding the council had

entered into contract with Homes England agreeing to the full terms of its Capital Funding Guide. As part of the administration and monitoring arrangements, Homes England routinely undertook compliance audits to assess adherence with the Capital Funding Guide and Lancaster City Council was randomly selected for audit in 2023/24.

Homes England used a traffic light scoring system with Green indicating that the provider met the requirements. The awarded grade for Jubilee Court was Green and further details were provided in the report and confidential appendix.

As the report was for noting no options were provided.

Resolved unanimously:

That the report be noted.

Reasons for making the decision:

The adopted Homes Strategy 20-25 sets out the council's housing and regeneration priorities over the Strategy period. Section 13 sets out the council's ambitions priorities and actions to tackle homelessness and rough sleeping including a clear intention to bid for future revenue and capital funding to bring forward longer term move on accommodation for rough sleepers.

It is a requirement of Homes England to formally report the audit findings to Cabinet and within three months of receipt of the audit report, that the Provider inputs the date of the Cabinet meeting confirming acknowledgement of the audit report findings and recommendations.

87 DELIVERING OUR PRIORITIES Q3 2023/24

(Cabinet Member with Special Responsibility Councillor Hamilton-Cox)

Cabinet received a report from the Chief Officer Resources to provide members with an update on financial performance during the first three quarters of 2023/24 (April – December 2023). The report and appendices would be tabled at the Budget & Performance Panel meeting on 14 March 2024.

As the report was for commenting and noting no options were provided.

Resolved unanimously:

That the report be noted.

Reasons for making the decision:

Performance, project and resource monitoring provides a link between the Council plan and operational achievement by providing regular updates on the impact of operational initiatives against strategic aims.

88 STRATEGIC RISK MANAGEMENT

(Cabinet Member with Special Responsibility Councillor Phillip Black)

Cabinet received a report from the Chief Executive to provide Cabinet with an update on the authority's progress in updating the Strategic Risk Register.

The report contained appendices detailing changes to the Council's Strategic Risk Register since November 2023. The inclusion of links to the Council Plan Strategic Priorities within the Risk Register was welcomed.

As the report was for noting no options were provided.

Resolved unanimously:

That the updated Strategic Risk Register as shown in Appendix A & B to the report be noted.

Reasons for making the decision:

The Council have a Risk Management Policy, which is written to provide guidance on the management of risk. Risk Management is identified in the Council Plan 2024-27.

89 FLEXIBLE USE OF CAPITAL RECEIPTS STRATEGY 2024-25

(Cabinet Member with Special Responsibility Councillor Hamilton-Cox)

Cabinet received a report from the Chief Officer Resources that proposed a Flexible Use of Capital Receipts Strategy for 2024-25 to complement Phase 2 of the Council's Outcomes-Based Resourcing programme – Fit for the Future.

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

Option 1: Adopt the Strategy

Advantages

The Council will be able to make use of the Flexible Capital Receipts provision in delivering its Fit for the Future programme.

Disadvantages

None identified from this report.

Risks

Capital receipts, savings and transformation benefits may not be realised as anticipated in the Strategy; the associated risks will be mitigated through the implementation of the Fit for the Future programme.

Option 2: Do not adopt the Strategy

Advantages

None identified from this report.

Disadvantages

The Council will be unable to consider funding savings initiatives and service transformation through use of capital receipts, and may therefore be unable to achieve

the savings, outcomes and benefits anticipated from these projects.

Risks

Not adopting a Flexible Use of Capital Receipts Strategy at this point would severely constrain the Council's ability to deliver its Fit for the Future programme.

The officer preferred option is Option 1, to enable the Council to make use of the Flexible Capital Receipts provision in supporting its savings and service transformation initiatives over the coming years. This report, if approved, will enable the council to use capital receipts to fund savings and service transformation initiatives. Failure to adopt a Flexible Use of Capital Receipts Strategy will severely constrain the council's ability to pursue these initiatives.

Councillor Hamilton-Cox proposed, seconded by Councillor Wood:-

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

Councillors then voted:-

Resolved unanimously:

- (1) That Full Council be recommended to approve the Flexible Use of Capital Receipts Strategy 2024/25 as set out in the report, in accordance with the relevant statutory guidance.

Officer responsible for effecting the decision:

Chief Officer Resources

Reasons for making the decision:

Statutory guidance from the Department for Levelling Up, Homes and Communities (DLUHC) and the Chartered Institute of Public Finance and Accountancy (CIPFA) enables local authorities to make flexible use of capital receipts to fund projects which are likely to generate savings to the authority and / or other public bodies. To make use of this provision, authorities must submit to the Secretary of State a Flexible Use of Capital Receipts Strategy setting out how the provision will be applied in the next financial year.

If adopted by Council, the Flexible Use of Capital Receipts Strategy would form part of the council's Policy Framework. From a strategic perspective, enabling the use of capital receipts to deliver savings and service transformation initiatives will give the council scope to pursue its Outcomes-Based Resourcing programme with greater flexibility and effectiveness.

90 MEDIUM TERM FINANCIAL STRATEGY 2024/25 - 2028/29**(Cabinet Member with Special Responsibility Councillor Hamilton-Cox)**

Cabinet received a report from the Chief Officer Resources to provide Cabinet with an update final consolidated Medium Term Financial Strategy 2024/25 to 2028/29.

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

The risks to the Council are contained throughout the MTFS and support strategies a report seeks to consolidate these areas Cabinet may accept the consolidation or not.

The officer preferred option was that Cabinet accept the consolidated MTFS and refer Council. The report sought to consolidate the various existing documents into one strategy. The MTFS demonstrates the linkages between the Council Plan 2024 – 2027 supporting financial strategies and our monitoring processes which are key to its delivery.

Councillor Hamilton-Cox proposed, seconded by Councillor Wood:-

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

Councillors then voted:-

Resolved unanimously:

- (1) That Cabinet agrees that the Council’s consolidated Medium Term Financial Strategy 2024/25 to 2028/29 be referred on to Council 13 March 2024 for information.
- (2) That, subject to final approval by Council 13 March 2024 the Flexible Use of Capital Receipts Strategy be included within the Medium-Term Financial Strategy 2024/25 to 2028/29
- (3) That delegated authority be given to the Portfolio Holder and Chief Finance Officer to undertake any required amendments to reflect additional content and/or presentational adjustments.

Officer responsible for effecting the decision:

Chief Officer Resources

Reasons for making the decision:

Performance, project, and resource monitoring provides a link between the Council Plan and operational achievement, by providing regular updates on the impact of operational initiatives against strategic aims.

91 LANCASTER CITY CENTRE PARKING STRATEGY

(Cabinet Member with Special Responsibility Councillor Parr)

Cabinet received a report from the Chief Officer Sustainable Growth to consider the draft Lancaster City Centre Car Parking Strategy and Action Plan and the implications on achieving the city council’s objectives as set out in the recently approved Council Plan 2024-27.

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

	<p>Option 1: The draft Lancaster City Centre Car Parking Strategy and Action Plan is approved for consultation with statutory and community stakeholders.</p>	<p>Option 2: The draft Lancaster City Centre Car Parking Strategy and Action Plan is not approved for consultation with statutory and community stakeholders.</p>
<p>Advantages</p>	<p>Ensures that city centre parking and its long-term provision, location and typology forms an explicit part of the sustainable travel and transport policy discussion for the city as well as the council's OBR agenda.</p> <p>Provides comfort, in terms of the ongoing maintenance of city centre economic health, city centre accessibility and car user utility, for the release of the Nelson street car park for housing to be considered under the current live preferred developer tender process.</p> <p>Provides a benchmark and additional specific policy considerations to inform all future decisions regarding the city council's car parking portfolio.</p> <p>Provides a reasoned justification for the optimal number of city centre parking spaces provided by the city council to continue to meet general and peak demand periods for the immediate future.</p> <p>Provides comfort to business and community stakeholders that the council can mitigate any potential short-to medium impacts from any current and future proposed surface car park disposal policies.</p> <p>Provides impetus to improve and develop the council's</p>	<p>No advantages identified.</p>

	<p>asset management strategy around its current and future car parking portfolio within the OBR process.</p>	
<p>Disadvantages</p>	<p>Commits the city council to engaging in assessing the feasibility of and delivering new temporary parking provision and other actions which have future staff and budget implications.</p> <p>Requires the development and assessment of business cases, budget commitment to capital and revenue project development, particularly the investigation of temporary parking provision and car parking portfolio asset and other actions such as information improvements</p>	<p>Leaves the role of city council car parking assets, and car parking generally, in future travel and transport policy discussions both ambiguous and underserved.</p> <p>Provides no comfort to business and community stakeholders that accessibility and car user utility can be maintained under current and wider public policy imperatives.</p> <p>No agreed policy benchmark for decisions regarding the city council's car parking portfolio.</p> <p>No justification for the city council's role in car parking provision other than in consideration of its income providing imperative.</p> <p>Provides no comfort to business and community stakeholders that the council can mitigate any potential short1to medium impacts from any current proposed surface car park disposal policies.</p>
<p>Risks/ Mitigation</p>	<p>Officers are dealing with imperfect information and future demand and supply variables are hard to predict.</p> <p>Ongoing and improved monitoring of car park usage to inform future decisions is essential to mitigate and review any impacts on car parking portfolio decisions.</p> <p>Officers are experienced in the delivery of capital and revenue projects and will procure and manage the contract for abnormal works to the terms of</p>	<p>The issue of city centre car parking continues to be considered only in terms of its income and council budget imperative.</p> <p>No impetus to further consider current and future implications and issues arising within the council's car parking asset portfolio and as part of the council's OBR process.</p>

	the council's statutory procurement and project management requirements.	
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Following Members' consideration and confirmation the Strategy meets the council's objectives and its wider policy aspirations, Option 1 is preferred.

Concerns from the business community, about the long-term provision of public parking, and general parking are understood. Through the draft Lancaster City Centre Car Parking Strategy and Action Plan, alongside ongoing work with county council, the issue will be addressed at a strategic city-wide level, with appreciation of the statutory strategic policy imperatives the city council is working within.

Principally these are: its declared Climate Emergency, the Lancaster Highways and Transport Masterplan 2016, and the need to promote modal shift towards sustainable forms of transport such as cycling, walking and public transport. All of these matters have to be balanced pragmatically with the need to maintain sufficient car parking for general city centre economic health and accessibility.

The council recognises that having an appropriate level of car parking in the city is important to support the economy and provide a range and choice of transport options and to ensure accessibility for the less mobile and populations underserved by public transport. The draft Strategy and Action Plan is one element of the council's effort to continue to provide an appropriate number of parking spaces to support the local economy. This will include making best use of the spare capacity that already exists in other car parks within the city to reduce any potential impacts.

Councillor Parr proposed, seconded by Councillor Wood:-

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

Councillors then voted:-

Resolved unanimously:

- (1) That the draft Lancaster City Centre Car Parking Strategy and Action Plan is approved for consultation with statutory and community stakeholders and a report on consultation / final version is presented to Cabinet at a future meeting.
- (2) That maintaining an optimal and efficiently managed quantity of public car parking provision in and around Lancaster city centre is a key priority for the city council, and its long-term provision, location and typology should form an explicit part of the sustainable travel and transport policy agenda for the city.
- (3) That the draft strategy provides Cabinet with sufficient comfort, in terms of the ongoing maintenance of city centre economic health, city centre accessibility and car user utility, for the release of the Nelson streetcar park for housing to be considered under the current live preferred developer tender process (Agenda item 14 exempt report refers).
- (4) That the following specific outcomes and actions contained in the draft Strategy document are noted:

- The ongoing maintenance of between 1300 and 1400 physical council operated and publicly available off-street parking spaces is considered optimal in order to continue to meet general and peak demand periods for the immediate future.
 - The feasibility and implementation of temporary additional parking provision is undertaken at specific city council owned sites, including within the Canal Quarter and Kingsway, to mitigate any short to medium term impacts arising from the potential disposal of the Nelson Street car park.
- (5) That a request to utilise £15,000 of unallocated reserves is approved to fund the feasibility, design development and implementation of temporary car park provision and other short to medium term actions referred to in the Parking Strategy Action Plan.
- (6) That future proposed development/disposal of surface car parks for other use / development is considered against the objectives of the wider city council policy framework as well as the following specific matters:
- The aims and objectives of the Lancaster Parking Strategy and Action Plan.
 - The outcomes from the proposed Lancaster City Centre Strategy and district Sustainable Travel Strategy.
 - Ongoing and improved monitoring of car park usage.
 - Progress in design development and delivery of temporary and permanent parking provision.
- (7) That Officers prepare a business case for the introduction of Automatic Number Plate Recognition across the city council's parking portfolio to assist in developing the information base for future management and decisions.
- (8) That Officers prepare a report on actions required and timescale for the earliest possible reopening of the city council's Castle car park to be considered at a future Cabinet meeting.

Officer responsible for effecting the decision:

Chief Officer Sustainable Growth

Reasons for making the decision:

The decision is consistent with the Council Plan:

A Sustainable District – car parking provision and car use is a vital consideration in meeting the challenges of the council's declared Climate Emergency.

An Inclusive and Prosperous Local Economy – building a sustainable and just local economy that benefits people and organisations needs to consider car parking provision as a key feature of accessibility for certain groups and communities.

Healthy and Happy Communities – tackling car parking provision and some of the negative consequences inherent in the current portfolio will contribute to healthy and happy community objectives.

A Co-Operative, Kind and Responsible Council – further consultation and ongoing

discussion with stakeholders will achieve the best outcomes for in tandem with running efficient quality public services, of which car parking provision is a key service provision.

Balancing the need and demand for accessible parking with the city's goals for sustainable transportation is a complex and multifaceted challenge. The Lancaster City Centre Parking Strategy and Action Plan is a document which seeks to both address business concerns, enable progress on and facilitate city council and wider public policy objectives, and to move the issue of car parking provision to the centre of the sustainable transport and travel discussion.

92 EXCLUSION OF THE PRESS AND PUBLIC

It was moved by Councillor Wood and seconded by Councillor Hamilton-Cox:-

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

93 LANCASTER CANAL QUARTER EARLY PHASE HOUSING REGENERATION PROPOSALS: NELSON STREET PREFERRED DEVELOPER TENDER (Pages 12 - 16)

(Cabinet Member with Special Responsibility Councillor Wilkinson)

Cabinet received a report from the Chief Officer Sustainable Growth with regard to the early phase regeneration proposals : Nelson Street. The report was exempt from publication by virtue of Paragraph 3, Schedule 12A of the Local Government Act, 1972.

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

Councillor Wilkinson proposed, seconded by Councillor Wood:-

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

Councillors then voted:-

Resolved unanimously:

The resolution is set out in a minute exempt from publication by virtue of Paragraph 3 of Schedule 12A of the Local Government Act, 1972.

Officer responsible for effecting the decision:

Chief Officer Sustainable Growth

Reasons for making the decision:

The decision is consistent with the Council's priorities. Exactly how the decision fits with Council priorities is set out in the exempt minute.

Chair

(The meeting ended at 6.55 p.m.)

**Any queries regarding these Minutes, please contact
Liz Bateson, Democratic Support - email ebateson@lancaster.gov.uk**

MINUTES PUBLISHED ON TUESDAY 12 MARCH, 2024.

**EFFECTIVE DATE FOR IMPLEMENTING THE DECISIONS CONTAINED IN THESE MINUTES:
WEDNESDAY 20 MARCH, 2024.**

Document is Restricted