



Cabinet Minutes

Minutes of the Cabinet meeting of Wyre Borough Council held on Wednesday 30 July 2014 at the Civic Centre, Poulton-le-Fylde.

Cabinet members present:

Councillor Peter Gibson (The Leader of the Council)
Councillor Roger Berry (Neighbourhood Services Portfolio Holder)
Councillor Vivien Taylor (Street Scene Portfolio Holder)
Councillor Alan Vincent (Resources Portfolio Holder and Deputy Leader)

Apologies:

Councillor Lynne Bowen (Leisure and Culture Portfolio Holder)
Councillor Pete Murphy (Economy Portfolio Holder)
Garry Payne (Chief Executive)

Officers present:

Philippa Davies (Corporate Director of Resources)
Michael Ryan (Director of People and Places)
Steph Collinson (Communications Officer)
Peter Foulsham (Scrutiny Officer)
Duncan Jowitt (Democratic Services Officer)

Non-members of the Cabinet present:

Councillors Emma Anderton, Marge Anderton, Lady Dulcie Atkins, Tom Balmain, Lorraine Beavers, May Gandhi, Ramesh Gandhi, Kerry Jones, Don MacNaughton, Penny Martin, Terry Rogers, Ron Shewan, Paul Treece-Birch, David Williams, Val Wilson

Seven members of the public attended the meeting.

CAB.12 Declarations of interest

None

CAB.13 Minutes

The minutes of the Cabinet meeting held on 18 June 2014 were confirmed as a correct record.

CAB.14 Public questions

None

CAB.15 Volunteering Opportunities Task Group – Final Report

Councillor Val Wilson, the Chair of the Volunteering Opportunities Task Group and the Corporate Director of Resources submitted a report to Cabinet detailing the work of the Volunteering Opportunities Task Group including recommendations as follows:

1. To continue to develop the application process and the volunteer database that is already in place and to ensure that 'exit information' is gathered and recorded systematically wherever possible.
2. To ensure that the fine line between professionalism and destroying the spirit of volunteering is maintained.
3. To continue to encourage and promote volunteering to all residents in the borough.
4. We would like to see the council having a 'Volunteering Week', with a press and social media campaign, perhaps using the i-bus as the centre-piece.
5. To put in place a recognition scheme for volunteers, covering those who have given long service as well as those who would benefit from a certificate or other formal recognition in order to assist them when applying for paid work.
6. To ensure that accessibility issues such as time, day and location are taken into consideration when assessing all volunteering opportunities, in order that the number of potential volunteers is maximised, subject to the identified needs of the council.
7. To encourage Heads of Service to challenge their own views about the boundaries to volunteering and to think creatively about new opportunities that could be offered. We would like to see the use of volunteers considered in a number of new areas including meeting and greeting at Fleetwood and Poulton Markets, neighbourhood engagement, assisting with consultations, involvement in the council's work with sufferers of Alzheimer's and dementia to help reduce social isolation, as well as an extension of their use in Tourist Information Centres.

Councillor Wilson thanked the members of the Task Group and all the staff and volunteers who had contributed to its work. The Leader noted that from an operational point of view, some of the services provided by the council could not operate without its volunteers and thanked Councillor Wilson, her Group and Peter Foulsham for an excellent report.

Decision Taken

Cabinet accepted the recommendations of the Task Group and asked that the timing of a Volunteering Week, along with Wyre Together be set to coincide with the national Volunteers Week (1-7 June 2015).

CAB.16 Fleetwood Market Task Group – Final Report

Councillor Emma Anderton, the Chairman of the Fleetwood Market Task Group and the Corporate Director of Resources submitted a report to Cabinet detailing the work of the Fleetwood Market Task Group recommending that:

1. a thorough review of the management of Fleetwood Market be undertaken and that options for alternative management models be appraised, lines of communication and responsibility between the Market Manager and other departments (e.g. estates, asset management, and finance) within the council be redefined and, consequently significantly improved. Options for increasing the level of responsibility and authority held by the Market Manager would inevitably be part of such a review.
2. a suitable electronic management information system be obtained and implemented as a matter of urgency (for the benefit of Poulton Market as well) to ensure that timely management information is readily available to the Market Manager and the council.
3. the market has clear targets, including financial targets, to which it is working and upon which its performance will be measured. This should include targets for the reduction in arrears of 50% by 31 December 2015 and the remainder by 31 December 2016.
4. the council explore all options to extend the food offer at Fleetwood Market. This might include reviewing the opening days, working with an external partner or setting up a dedicated food hall.
5. consideration be given to reducing the total number of stalls at Fleetwood Market, and re-designing the layout to allow greater space between stalls.
6. options for developing a formal arrangement with a commercial estate agent be explored with the intention of reducing the number of vacant stalls at the market.
7. (a) a condition survey of Fleetwood Market be undertaken by 31 October 2014
b) a detailed Maintenance Schedule, including a schedule of priority repairs with timescales, be drawn up in order that improvements are made in a more planned and predictable way, and so that financial allocation can be made accordingly, ensuring that the market does not fall into any further state of disrepair.
8. a marketing strategy be prepared, detailing planned activity and goals, with a quarterly update on performance to be submitted as part of an Executive report to Full Council.
9. consideration be given to various options for improving communication with traders, which might include the re-establishment of a forum for regular discussion between traders and the council, which also involves the Economy Portfolio Holder, for example.

10. retail training be provided for stall holders in order to enhance the customer experience at the market.

Councillor Anderton thanked all the councillors, market traders and the wide range of officers who had taken part and gave special thanks to Peter Foulsham.

Councillor Vivien Taylor responded on behalf of the absent Economy Portfolio Holder informing councillors that that the Head of Culture, Leisure and Tourism would be looking at recommendations 1, 2, 4, 5 and 6 with a view to coming up with appropriate proposals in the next 4-8 months and ventured the following in respect of the Group's other recommendations:

7. Maintenance of the market would be considered along with all other council assets within the borough and spending prioritised accordingly.
8. There was now a Wyre Markets website, which was planned to be updated on an annual basis.
9. Councillor Murphy accepted the recommendation and was happy to meet with traders.
10. Retail training would be provided through Revive and Thrive and using the Coastal Communities Fund.

After establishing whether the arrears mentioned in recommendation 3 were historic or ongoing, the Resources Portfolio Holder said that a more determined effort would be made to recover arrears and that a report on progress would be brought to Cabinet in December 2015.

Councillor Gandhi, who as Chairman of Overview and Scrutiny had appointed the chairman of the Task Group, congratulated both Councillor Anderton and Vice Chairman Cllr Rogers on the splendid job they had done. Several councillors gave vocal support to the council providing encouragement to traders to open food stalls on the market.

Decision Taken

Cabinet endorsed and supported the recommendations of the report.

CAB.17 Shaping Your Neighbourhood – Funding for Community Projects 2014/15

The Leader of the Council and the Chief Executive submitted a report asking Cabinet to agree the award of Shaping Your Neighbourhood funding to support a number of community projects delivering priorities identified in the Locality Plans.

The Leader thanked the Lead Members in each area and all the officers, councillors, residents and other organisations that had been involved. Additionally, he said that a future report would confirm funding for a sign to be provided to Kenyon Gardens in Thornton.

Decision Taken

Cabinet agreed to the award of Shaping Your Neighbourhood funding as listed at Appendix 1 of the report.

CAB.18 CCF Leisure Hub – Proposed Water Park and Skate Park

The Street Scene Portfolio Holder and Corporate Director of People and Places submitted a report seeking Cabinet approval to deliver the water park and skate park projects of the Five For Fleetwood programme funded by the Coastal Communities Fund.

Councillor Rogers confirmed that there would be a £20,000 contribution towards the skate park from Fleetwood Town Council.

In response to a request from Councillor Beavers, the Leader affirmed that the council would continue its ongoing dialogue with Fleetwood Community Trust throughout the duration of the project.

Decision Taken

Cabinet gave approval to the delivery of the water park and skate park and delegated authority to the Corporate Director of People and Places to approve detailed proposals and the appointment of supplier(s), in compliance with the Financial Regulations and Financial Procedure Rules.

CAB.19 Capital Programme Review and Monitoring Report

The Resources Portfolio Holder and Corporate Director of Resources submitted a report asking Cabinet to consider the summary of the Spending Officers' (April to end June 2014) review of the 2014/15 Capital Budget and its impact on the Capital Programme thereafter.

Councillor Vincent informed Cabinet that the additional works to Poulton and Thornton Leisure Centres, which had been agreed at the meeting of 21 May 2014, were now to be awarded to another contractor, NCF Systems Ltd, as the original contractor, ISG Ltd was unable to complete an element of the works within the necessary timescales due to other commitments. As the work could be completed by NCF Systems Ltd within the estimated cost, at a lower price and within the timescales that had originally been envisaged, it would not impact on current income projections.

Decision Taken

Cabinet agreed that the Capital Programme and its funding be updated to reflect the changes indicated in the report and that the impact on the Revenue Budget be reflected in the Medium Term Financial Plan and future revisions of the Revenue Estimates.

The meeting began at 6.00 pm and concluded at 6.37 pm.

Date of Publication: 31 July 2014

Options considered but rejected

Any alternative options that were considered but rejected, in addition to the reasons for the recommendations that were made, are included in the full reports.

When will these decisions be implemented?

All decisions will be put into effect five working days from the date of publication, unless a decision is “called-in” by any four Members of the council within that period. The “call-in” procedure is set out in [Part 4 of the Council's Constitution](#) (Paragraph 16 of the Overview and Scrutiny Procedure Rules). If a decision is “called-in”, the Overview and Scrutiny Committee may decide that the original decision should be upheld or ask Cabinet to reconsider the decision.

arm/ex/cab/mi/300714