

Cabinet Minutes

The minutes of the Cabinet meeting of Wyre Borough Council held on Wednesday, 18 October 2023 at the Council Chamber, Civic Centre, Poulton-Le-Fylde.

Cabinet members present:

Councillors Berry, McKay, Bowen, Bridge and Le Marinel

Absent- apologies received:

Councillor Vincent

Officers present:

Rebecca Huddleston, Chief Executive

Mark Billington, Corporate Director Environment

Marianne Hesketh, Corporate Director Communities

Clare James, Corporate Director Resources and Section 151 Officer

Marianne Unwin, Democratic Services and Scrutiny Manager (Temporary)

Daphne Courtenage, Democratic Services Officer

No members of the public or press attended the meeting.

CAB.13 Declarations of interest

None.

CAB.14 Confirmation of minutes

The minutes of the meeting of Cabinet held on 6 September 2023 were **confirmed** as a correct record by those who were in attendance.

Rebecca Huddleston, Chief Executive made an announcement regarding the minutes of a Cabinet meeting held on 27 March 2019.

The Chief Executive announced that under the Council's Constitution, she was responsible, together with the Monitoring Officer, for a system of record keeping for all the Authority's decisions. At the 27th of March 2019 Cabinet meeting, the then Chief Executive and the then Resources Portfolio Holder took a report on the Appropriation of Land at Bourne Hill, Fleetwood. This was recorded as item CAB.53 in the Agenda.

It recently came to light that a Land Registry reference in the report was

incorrect and in an effort to clarify this, the following footnote was added to both the minutes of the meeting and the summary on the website on 4 October 2023. The footnote included the following wording:

“The minutes of this meeting were edited in October 2023 to acknowledge a typo in the land registry title number of the Land at Bourne Hill, Fleetwood. This was due to a typing error at the time. The correct title is LAN34532 as shown on the title plan, Appendix 1 attached to the report within the agenda pack.”

This wording had led to some confusion as it incorrectly states that the minutes of the meeting were edited, which implied a change to the contemporary narrative content approved by Cabinet at the time. Rebecca reassured Cabinet that ordinarily, any change to the body of the minutes themselves would require a resolution to be passed by Cabinet itself.

Rebecca confirmed that no change had been made to the contemporary narrative content of the minutes of the Cabinet meeting on 27 March 2019. However, a clarification footnote concerning a reference number in item CAB.53 had been added. This was made to address an inaccuracy which the council was made aware of by a member of the public. The action was taken in order to fulfil the responsibilities of the Monitoring Officer and Chief Executive to ensure accurate records were kept.

Acknowledging that although the intention was to be helpful to the reader and address the concern raised by a member of the public, the wording and resulting misunderstanding could have been avoided. As such a review of the process was undertaken. The review found that while there was no specific guidance of how inaccuracies within report should be noted, best practice would have been to report this matter back to Cabinet, before adding the footnote.

Decision

Cabinet **agreed**:

- To approve the removal of the footnote which has been added to the minutes and the landing page on the website;
- To note the correct land registry title number for the Land at Bourne Hill, Fleetwood of LAN34532; and
- To note that a link to a clarification footnote will be added against item CAB.53 of the 27 March 2019 agenda to note the inaccuracy in the Land Registration number.

It was added that approval by the relevant committee would always be sought for any changes to documents approved by the committee, in line with guidance, and for addition of any footnote or link to a footnote, even for a very minor factual correction.

CAB.15 Public questions

None received.

CAB.16 Wyre Moving More Strategy

The Leisure, Health and Community Engagement Portfolio Holder and the Corporate Director Communities submitted a report to seek Cabinet's approval and endorsement of the Wyre Moving More Strategy 2023-2028.

Decision

Cabinet **agreed**:

To approve and endorse the Wyre Moving More Strategy 2023-2028.

CAB.17 Medium Term Financial Plan (annual report)

The Resources Portfolio Holder and the Corporate Director Resources (and S.151 Officer) submitted a report seeking Cabinet to consider the council's Medium Term Financial Plan for the financial years 2023/24 to 2027/28.

Decisions

Cabinet **agreed**:

- To consider the attached Medium Term Financial Plan and the consequential action required in order to address the issues resulting from the five year Financial Forecast (current year plus four years);
- To note the revised expenditure projections incorporating the slippage from 2022/23, and the resulting impact on the level of the council's Reserves and Balances at 31 March 2023; and,
- The top-up and use of all Reserves and Balances as indicated in Appendix 3 to the Medium Term Financial Plan.

CAB.18 Capital Programme Review and Monitoring Report (mid-year annual report)

The Resources Portfolio Holder and the Corporate Director Resources (and S.151 Officer) submitted a report seeking Cabinet to consider the review of the 2023/24 Capital Programme and progress of schemes for the five month period covering the period from April 2023 to 31 August 2023, undertaken by spending officers. Noting amendments to the Capital Programme since it was last reported to Cabinet and the financial impact over the term of the Programme, through to the end of 2027/28.

Decisions

Cabinet **agreed**:

- That the 2023/24 Capital Programme, and its funding, totalling

£18,027,390 be noted.

- That re-profiling of multi-year schemes detailed below are approved.
- That additional funds allocated to the capital programme through Portfolio Holder reports be noted.
- That the progress of, and expenditure incurred on, capital schemes for the first five months of the 2023/24 financial year be noted.

CAB.19 The Promotion of Self-Care and Social Prescribing in Wyre task group (final report)

The Corporate Director Resources and the Chair of the Promotions of Self-Care and Social Prescribing in Wyre Task Group submitted a report detailing the work of the Promotion of Self-Care and Social Prescribing in Wyre Task Group.

Councillor Bowen, Leisure, Health and Community Engagement Portfolio Holder, discussed the council's position regarding self-care and social prescribing in Wyre. She mentioned the relationship between social prescribing and the Wyre Moving More Strategy.

Decisions

Speaking on behalf of Cabinet, Councillor Bowen confirmed that Cabinet **accepted** and made comments on the following recommendations (numbered as per the report):

3.1 That the council continues to promote its ongoing work with its primary care networks, local GP practices and other link/community organisations; that the council supports these groups by continuing to advertise its services via different methods.

She stated that the council would continue to work with the Primary Care Networks, GPs and the voluntary care sector. She informed members of the formation of a new Fylde and Wyre Health and Wellbeing Partnership. She assured that this effort would be supported and promoted in the future.

3.2 That the council should ensure that its health and wellbeing services and offers are well promoted on its website and social media. The council's services and offers should also be specifically promoted to local NHS social prescribing teams. If and when an opportunity to refresh a local directory of services presents itself, it is recommended that the council supports this work.

The Wyre website and social media accounts would be reviewed to ensure that officers promoted services as widely as possible. She informed members that conversations with the NHS were progressing to ensure that suitable Wyre Council services were included in the service directory.

3.3 That the work of the council in relation to social prescribing be monitored by the Overview and Scrutiny Committee and be made a strategic priority.

She suggested that a project aimed at reducing loneliness and isolation be included in the new Council Plan, and that any future project be monitored annually by the Overview and Scrutiny Committee.

Councillors Bowen and Berry praised the task group for their efforts, as well as the officers who assisted the task group.

The meeting started at 6.00 pm and finished at 6.14 pm.

Date of Publication: 19 October 2023.

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.