

**SOUTH RIBBLE BOROUGH COUNCIL
SCRUTINY COMMITTEE – 22 JUNE 2017
MATTERS ARISING FROM PREVIOUS MEETINGS**

ITEM 3

<i>Date of Meeting & Min. No.</i>	<i>Title and Recommendation</i>	<i>Portfolio Holder/ Responsible Officer</i>	<i>Accepted Yes/No</i>	<i>Implemented Yes/No</i>	<i>Explanation/Progress</i>
23/06/15 Min No.5	<p>Performance, Budget and Risk monitoring report – year end 2014/15 (April 2014 – March 2015)</p> <p>7. Requests an update be provided on the land acquisition at Wesley Street Mill</p>	Cllr Clark / Mark Gaffney	Yes	Yes	<p>An informal meeting has taken place by the previous Chief Executive and the then Scrutiny Chair and Vice-chair.</p> <p>Negotiations between a purchaser and the owners of the mill site have been ongoing for several years and their sale contract has now just recently been completed. Discussions have therefore now re-commenced with the owners of the mill site with a re-valuation exercise to be undertaken. This will enable the Council to progress and conclude the overage clause in the project which was part of the sale agreement with the original owner of the MacKenzie Arms.</p> <p>Reserved matters planning permission has been granted for the site.</p>
26/01/16 Min. No.43	<p>Worden Park Vision Plan – progress update</p> <p>3. the committee expresses concern about the feedback the council received following the Green Flag inspection and asks that a report be presented to a future meeting explaining what the council has and was doing to respond/address the feedback;</p>	Cllr G Walton / Mark Gaffney	Yes	Yes	<p>A report has been submitted to the committee detailing the specific actions taken to address the feedback from the inspection.</p>
08/03/16 Min. No.54	<p>Cabinet Member Update – Regeneration & Leisure</p> <p>4. the committee welcomes measurable outcomes of the Boost Programme and looks forward to being made aware of the second programme;</p>	Cllr P Smith / Denise Johnson	Yes	No	<p>Information due out June 2017</p>

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	7. the committee would like to see the business case for the efficiency savings proposals for environmental health;	Cllr Mrs Mort / Mark Gaffney	Yes	No	This project has been carried forward to 2017/18 and is currently underway. Details will be shared with the committee when the final proposals are available.
20/09/16 Min. No.	Performance, Budget and Risk monitoring report year end 2015/16 (April 2015 to March 2016) 1. recommends that the Cabinet ensures that the efficiency programme did not adversely affect frontline services and that any affects were effectively assessed;	Cllr Mullineaux / Jean Hunter	Yes	Yes	The range and quality of front line services have not been adversely impacted upon as a result of the Council's previous budget efficiency programme, a view that has been supported by the results of the latest residents' survey. The new MTFS, covering the next three years, contains projects that will review non-statutory front line services, however, priority is being given to income generation schemes, use of reserves and the revision of support services in the first instance. Should the need still arise for non-statutory front line services to be re-designed, this process will comply with the Council's formal decision making procedures which includes consultation. Again to re-iterate, changing services and reducing net costs does not automatically mean services will be 'adversely' affected, indeed the overarching aim will be to update services and although this may result in fundamental change, a negative outcome will be the last resort.
	2. looks forward to the Leader providing further information on the Town & Village Centre Plans;	Cllr P Smith / Denise Johnson	Yes	Yes	Work on the Town and Village improvements have been reported to Cabinet. In precis Bamber Bridge - significant work undertaken throughout the year on a

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	<p>4. requests that a report on the council's approach to risk management be presented to a future meeting of the committee;</p>	<p>Cllr Clark / Garry Barclay</p>	<p>Yes</p>	<p>Partially</p>	<p>regeneration and transport scheme (over £3 million). Gate way features and street art have helped transform the street scene/town centre. A memorial wall has been introduced and gardens created. Walmer Bridge - the village centre scheme is well underway and will be completed mid 2017/18 Longton centre scheme – completed</p> <p>The Council's Performance and Risk Management Frameworks are currently under review and a Core Managers' Tasks & Finish Group led by the Interim Corporate Improvement Manger has been established for that purpose.</p> <p>The format of the corporate risk register has been changed and this was endorsed by the Committee in January. Since then a new ICT based risk management system has been put in place which will enable more robust monitoring of risks and risk controls to take place in the future. The system is now being rolled out with training being provided to relevant managers and staff during May.</p> <p>This will be linked to the more fundamental review of the Council's approach to performance and risk management referred to above which has just begun. The outcome of this review will be reported to Scrutiny in September.</p>
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<p>25/10/16 Min No.</p>	<p>Performance, Budget and Risk monitoring report – mid year 2016/17 (April 2016 – September 2017)</p> <p>3. will closely monitor the council's efficiency target and asks that updates be provided in future reports, including new funding streams.</p> <p>4. future performance reports be clearer and concentrate on the period to which the report relates.</p> <p>5 a working plan for Worden Park be provided to the committee.</p> <p>6 the council learns from other councils in tackling litter and dog fouling, including increasing the amount of enforcement and fixed penalty notices issued.</p> <p>10. greater communication on the work and outcomes of the Health and Wellbeing Partnership be provided to members.</p>	<p>Cllr Snape / Susan Guinness</p> <p>Cllr Mullineaux / Darren Cranshaw</p> <p>Cllr G Walton / Mark Gaffney</p> <p>Cllr G Walton / Mark Gaffney</p> <p>Cllr Mrs Mort / Mark Gaffney</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Yes</p> <p>No</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>The Councils' budget efficiency targets are closely monitored throughout the year and reported in Budget Monitoring and Budget Setting Reports.</p> <p>This has been implemented in the year-end performance monitoring report being considered on the Scrutiny Committee agenda.</p> <p>The work plan for Worden park has been provided to the committee.</p> <p>The Council is now part of a Lancashire Officers Environmental Crime Forum which shares information and good practice. A number of initiatives that have been progressed include improved enforcement livery on vehicles, targeting hot spots using improved notices and additional training of officers through the Keep Britain Tidy Academy. Mobile technology is improving response times to incidents.</p> <p>The work of the partnership is currently focussed on the Our Health Our Care (OHOC) programme. Stakeholder briefings and engagement events have been and will continue to be communicated to members as they are arranged. The Cabinet Member requested a member learning hour to promote the OHOC programme which was held on the 9 February and was the best attended member event so far. A further member briefing was arranged for</p>
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					the 8 May but unfortunately this and some planned public engagement events were postponed due to Purdah. These will be rearranged again following the General Election. The Cabinet Member will now also be able to make use of the new Councillor Connect to share information that is received.
31/01/17 Min No. 34	<p>Corporate Plan 2017-18</p> <p>3. That consideration be given to including an action to deliver the Leyland Loop.</p> <p>5. That consideration be given to adding an action to continuing to monitor and ensure Licensing was fit for purpose.</p> <p>7. That consideration be given to adding an action on proactive environmental enforcement.</p> <p>8. That the plan be explicit on what was within the Council's control and accountable for.</p> <p>9. That the committee looked forward to receiving the outcomes of the strategic property and asset review.</p> <p>10. That the commitment to providing full impact assessments of the savings proposals be welcomed.</p>	<p>Cllr P Smith / Denise Johnson</p> <p>Cllr Mullineaux / Joanne Platt</p> <p>Cllr Mullineaux / Joanne Platt</p> <p>Cllr Mullineaux / Joanne Platt</p> <p>Cllr Clark / Mark Gaffney</p> <p>Cllr Mrs Snape / Susan Guinness</p>	<p>No</p> <p>No</p> <p>No</p> <p>Partially</p> <p>Yes</p> <p>Yes</p>	<p>Yes</p> <p>Yes</p>	<p>Deliver of the action plans for Licensing are included as milestones in the Corporate Improvement Plan</p> <p>Reference to delivery via key partnerships is made in the introductory narrative in the Corporate Plan for 2017-18</p> <p>The key outcomes were presented to the committee in December 2016. These will be delivered over a period of time and will feature in the current and future corporate plans. In the meantime a report is to be presented to the June Cabinet detailing the immediate priority of property and asset investment.</p> <p>The projects to deliver the efficiency savings will be conducted within a project</p>

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					management framework that requires the impact on the following implications: Financial Standing Legal Risk HR Equality
31/01/17 Min No. 35	Employee Survey Results 2. That the Leader develops a detailed plan of the steps that will be taken to respond to the issues identified in the survey and these be provided as a matter of urgency.	Cllr Mullineaux / Caroline Elwood	Yes	Partially	<p>The new OD strategy seeks to address: Leadership development, PDR process, Coaching and further employee surveys.</p> <p>Poor communications has been addressed by the roll out of the new Communications' Strategy agreed March 2017. This includes the launch of both Staff Connect and Councillor Connect both of which have been received well by staff and members alike.</p> <p>A staff panel has also been introduced to engage employees a range of issues – using staff as a sounding board on new developments and improvement activities.</p> <p>Member and officer relationships is being addressed in a number of ways. There are a number of externally facilitated workshops planned for members together with a programme of activity to address member conduct issues that is currently being developed by the Centre for Public Scrutiny following its report published in April.</p>

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	<p>4. That the all members and officers be encouraged to work together in “One Council, One Team” approach.</p> <p>5. That a 360 degree assessment process for members be introduced.</p> <p>6. That a review of the structure of the Council be welcomed.</p> <p>7. That a member Training and Development Plan be developed.</p>	<p>Cllr Mullineaux / Jean Hunter</p> <p>Cllr Mullineaux / Caroline Elwood</p> <p>Cllr Mullineaux / Jean Hunter</p> <p>Cllr Mullineaux / Caroline Elwood</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p> <p>No</p>	<p>This is still to be achieved through the Organisational Development Strategy as part of a cultural change programme, due to come to Scrutiny and Cabinet in the next cycle of meetings.</p> <p>This is included within the OD Strategy</p> <p>This is fully welcomed and forms part of the Council's Improvement Plan, with timing to be determined in consultation with the new Chief Executive.</p> <p>This is included in the draft OD strategy which is due to go to Cabinet in July 2017 and will be informed from the training needs identified from a member survey expected to be issued in the summer</p>
<p>16/02/17 Min No. 39</p>	<p>Councillor Call for Action</p> <p>1. a cross party Member Working Group is created to take a review of leisure forward and that Members be fully engaged in the review.</p> <p>2. the committee welcomes the Cabinet Member's commitment to fully consult and involve residents and stakeholders in shaping options for the future of leisure facilities in South Ribble.</p>	<p>Cllr P Smith / Denise Johnson</p> <p>Cllr P Smith / Denise Johnson</p>	<p>No</p> <p>Yes</p>	<p></p> <p>Yes</p>	<p>A Learning/Briefing Hour is scheduled for the 19th June.</p> <p>The Council is undertaking joint work with the South Ribble Leisure Trust to produce a Sport and Physical Activity Strategy and Action Plan. (in the Corporate Plan) This is an umbrella piece of work looking at Leisure across the Borough. There will be widespread consultation with stakeholders. This will include Members. The consultation started 5th June 2017 with Sports Clubs and was held in the Civic Centre. The work on the Leisure</p>

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	<p>3. a report is presented to a future meeting on the amount spent on the leisure review over the past five years and the procurement processes that were followed.</p> <p>4. the committee requests further information on the KKP external review of leisure in 2015, including the commissioning process, terms of reference, costs and outcomes.</p> <p>5. the committee asks for assurance that there will be full transparency in taking the review of leisure forward.</p> <p>6. the committee requests an action plan with timescales for how the leisure review will be taken forward for presentation to a future meeting.</p> <p>7. the committee is fully involved at the key stages of the leisure review.</p>	<p>Cllr P Smith / Denise Johnson</p> <p>Cllr P Smith / Denise Johnson</p> <p>Cllr P Smith / Denise Johnson</p> <p>Cllr P Smith / Denise Johnson</p> <p>Cllr P Smith / Denise Johnson</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p> <p>Yes</p>	<p>facilities will feed into this overarching strategy.</p> <p>Report provided to the Chair</p> <p>Report provided to the Chair</p> <p>See Point 2 above</p> <p>This will follow on from the consultation mentioned above</p> <p>The Committee and other Members will be included in the consultation that has started on the 5th June</p>
14/03/17 Min No. 43	<p>South Ribble Community Leisure Partnership Performance Update</p> <p>2. further consideration be given to more joint working with the Council's Sports Development Team.</p>	Cllr P Smith / Denise Johnson	Yes	No	Will form part of the forthcoming 2017/18 work programme (starts September 2017)
14/03/17 Min No. 44	<p>Safeguarding Update and Self-assessment</p> <p>2. Safeguarding Training be made mandatory for elected members.</p> <p>3. the Council be asked to look into making Safeguarding Training via MILO available to Parish and Town Councils.</p>	<p>Cllr Mullineaux / Denise Johnson</p> <p>Cllr Mullineaux / Caroline Elwood</p>	<p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p>	<p>To be programmed as part of the Organisational Development Strategy</p> <p>This is a feasible option as the MILO system is web based and therefore we would only be required to create user</p>

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	4. the committee be provided with anonymised case studies of where sharing of information protocols have been used.	Cllr Mullineaux / Denise Johnson	Yes	Yes	logins and provide some guidance on how to use the system. Information sent direct to the Scrutiny Member who requested the information
	5. the Members' Code of Conduct is reviewed to ensure safeguarding is effectively included.	Cllr Mullineaux / Caroline Elwood	Partially	No	The Code of Conduct and additional detailed guidance was only just reviewed by the Standards Committee at their last meeting. This will therefore be considered at a future review. However the Social Media Protocol will be considered at the next meeting with a strengthened section on Safeguarding.
	6. details of the Council's Employee Safeguarding Champions be made available to members.	Cllr Mullineaux / Denise Johnson	Yes	Yes	Information on Member Connect and in Group rooms.
	8. the committee reviews the safeguarding referral process.	Cllr Mullineaux / Denise Johnson	Yes	No	To be considered in the Scrutiny Committee Work programme
	9. six months review of progress be presented to the Scrutiny Committee.	Cllr Mullineaux / Denise Johnson	Yes	No	To be scheduled
	10. Safeguarding Training takes place on an annual basis.	Cllr Mullineaux / Denise Johnson	Yes	Yes	Training programme in place
14/03/17 Min No. 45	Communications Strategy 2017/19 2. a rigorous and evidence-based review of the Forward newspaper be carried out.	Cllr Mullineaux / Joanne Platt	Yes	Partially	Being looked at in light of the residents'' survey (see below)
	3. the committee looks forward to the resident survey results being made available to members.	Cllr Mullineaux / Joanne Platt	Yes	Yes	Shared with all members on 21 st March 2017

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	4. the committee welcomes the reassurance that there is sufficient capacity/resources to deliver the strategy.	Cllr Mullineaux / Joanne Platt	N/A	N/A	
	5. clarification be provided on the action around allowing employees to access social media at work.	Cllr Mullineaux / Joanne Platt	Yes	Yes	Strategy changed to reflect members' concerns
	6. a member survey on communications and wider issues be undertaken.	Cllr Mullineaux / Joanne Platt	Yes	No	To be delivered as part of the delivery of the strategy
	7. an improved website that meets the Society of IT Managers' ratings be prioritised higher on the action plan.	Cllr Mullineaux / Joanne Platt	Yes	No	In progress as part of Strategy action plan
	8. six months progress reports be provided to the committee.	Cllr Mullineaux / Joanne Platt	Yes	No	For October meeting
14/03/17 Min No. 46	Development of an Organisational Development Strategy 2. looks forward to the strategy being presented to the committee in June.	Cllr Mullineaux / Joanne Platt	Yes	No	June meeting
14/03/17 Min No. 47	Review of Scrutiny Procedure Rules in the Constitution 2. the section on the role of full Council with Scrutiny Reviews be clarified further with regards to voting. 3. the size of Task Groups to be a minimum of 4. 4. Scrutiny Reviews be more explicit in Section 1 of the Procedure Rules outlining the role of Scrutiny.	Cllr Mullineaux / Caroline Elwood Cllr Mullineaux / Caroline Elwood Cllr Mullineaux / Caroline Elwood	Yes Yes Yes	Yes Yes Yes	To be approved by full Council May 2017 To be approved by full Council May 2017 To be approved by full Council May 2017