

Council

Wednesday, 21st July, 2021, 6.00 pm

Shield Room, Civic Centre, West Paddock, Leyland, PR25 1DH

Supplementary Agenda

I am now able to enclose, for consideration at the above meeting of the Council, the following information:

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| <p>7 Cabinet</p> <p>To receive and consider the report of the Cabinet meetings held on and 16 June and 14 July 2021.</p> | <p>(Pages 3 - 12)</p> |
| <p>8a Holiday and Food (HAF) Programme Grant 2021</p> <p>To receive and consider the report of the Director of Communities.</p> | <p>(Pages 13 - 16)</p> |
| <p>15 Governance Committee</p> <p>To receive and consider the report of the Governance Committee meeting held on 25 May 2021.</p> | <p>(Pages 17 - 22)</p> |
| <p>16 Scrutiny Committee</p> <p>To receive and consider the report of the Scrutiny Committee meeting held on 13 July 2021, Scrutiny Budget and Performance Panel meeting held on 14 June 2021 and associated Task Groups.</p> | <p>(Pages 23 - 28)</p> |

Gary Hall
Chief Executive

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Agenda Item 7

Report of Cabinet

1. Any Cabinet recommendations on the reports that require a decision by full Council appear as separate items on the agenda.

General Report of the Cabinet for the meetings held on 16 June 2021 and 14 July 2021

Cabinet 16 June 2021

Lead Member Roles – Terms of Reference

1. The Leader of the Council presented a report of the Director of Governance and Monitoring Officer outlining the proposed terms of reference for Lead Members and Member Champions.
2. A query was made as to the potential for conflict of interest arising for Lead Members and Member Champions who may also sit on the Scrutiny Committee or Budget and Performance Panel when scrutinising a matter which relates to their remit. The Leader stressed that under such circumstances it was ultimately a matter for the individual member having regard to the advice of the Monitoring Officer.
3. The Cabinet approved the terms of reference for Lead Members and Member Champions as outlined in the report.

Quarter 4 (January - March) Performance Monitoring Report 2020-21

2. Cabinet considered a report of the Deputy Chief Executive which provided members with a position statement for the Corporate Strategy for Quarter 4 (Jan - Mar) 2020/21. The performance framework sets out the process for reporting progress against the objectives of the Corporate Strategy. Robust monitoring ensures that the council continues to deliver its priorities and achieves the best outcomes for residents.
3. Cabinet also gave consideration to the recommendations of the Scrutiny Budget and Performance Panel made at its meeting on 14 June 2021, as follows:

The Scrutiny Panel:

- Thanks the Leader, Chief Executive and Shared Service Lead for attending and their detailed report.
- Welcomes the Council's performance and the progress made in quarter 4.
- Commends the face to face community engagement planned for the Community Hubs when it is safe post-COVID.

-Looks forward to the long-term future strategy for the leisure centres being considered by the Council.

-Wishes the Council well in the partnership discussions to expedite disabled facilities grants and asks to be kept updated progress.

-Thanks all employees for the essential services they provide to the community.

4. Cabinet noted the report and accepted the recommendations of the Scrutiny Budget and Performance Panel made on 14 June 2021.

HR/Payroll System

5. The Cabinet considered a report of the Deputy Chief Executive seeking Cabinet approval to enter into a ten year agreement with Blackpool Council to provide a managed payroll service with integrated HR service and all associated implementation, support and maintenance services.
6. The Chief Executive confirmed the contracts of both South Ribble and Chorley Councils expire at the same time so will be aligned. With regard to the delegation to the Director of Governance, the financial limitations of the decision are as per the budget allocated in the report and therefore any requirement for a budget increase would come back to Cabinet for approval.
7. Cabinet agreed to approve the appointment of Blackpool Council for the provision of a managed payroll service with integrated HR system and all associated implementation, support and maintenance services; and to delegate the finalisation of the agreement with Blackpool Council to the Director of Governance.

Empty Property Policy

8. Cabinet considered a report of the Director of Communities seeking approval of a new Empty Properties Policy.
9. The Chief Executive explained that there was £39,000 in the Capital Programme none of which had been spent in the last 2 years. £4,500 would be available per bedroom. The Director of Communities confirmed that a property must be empty for twelve months to qualify.
10. The Chief Executive also stated that they would welcome information from ward councillors as a steer as regards prioritising issues.
11. That Cabinet approved the updated Empty Property Policy 2021 as detailed at Appendix A to the report. This decision enables the Council to maintain a robust Empty Property Policy which reflects the current market conditions.

12. The refreshed Empty Properties Policy builds on the work already carried out to manage empty homes which is based on impact, risk, and the public interest test but strengthens the current approach to address the demise of Methodist Action NW and details the Council's approach to providing informal advice and guidance before proceeding to formal enforcement.

Town Deal Professional Team Appointments

13. Cabinet considered a report to establish and identify the reasons for appointing the professional design team discipline – quantity surveying (QS) and procurement support via a delegated Executive Member Decision.
14. Cabinet agreed to the request to appoint the consultant on the Town Deal Project via a delegated Executive Member Decision to be made by the Leader; and noted the forecast expenditure of up to £200k against the £2.774m capital budget approved at Council on 19 May 2021.
15. This decision ensures the consultant appointment aligns with the business case development; supports the delivery of the Town Deal – business case development process; ensures the project is able to deliver detailed and comprehensive business cases in line with the Town Deal programme and to expedite the release of the capital funding; and allows for the project team to complete the delivery of Stage 2 business case development process for timely submission to the Town Deal Fund.

Community Hubs Update

16. Cabinet considered a report of the Director of Communities which provided members with an overview of activity in Community Hubs. Following on from the Cabinet approval of Community Hub Action Plans in March, this report provided a progress update on project delivery.
17. The Leader also stressed that any further ideas for community projects or initiatives are welcomed.
18. Cabinet noted the progress made by Community Hubs to date.
19. Cabinet formally resolved to support the development of the Community Hubs over coming months, as COVID restrictions are hopefully eased and public engagement is reinstated.

Revenue and Capital Budget Monitoring 20-21 Outturn

20. Cabinet considered a report of the Director of Finance explaining the Council's overall financial position at the end of the financial year 2020-21.
21. It also considered the recommendations of the Scrutiny Budget and Performance Panel made on 14 June 2021 which were as follows:

The Scrutiny Panel:

Thanks the Cabinet Member and Director for attending and their detailed report.

Notes the revenue and capital budget monitoring outturn.

Welcomes the reassurance that staff vacancies are not impacting on service delivery in key areas.

Asks the Cabinet Member to ensure the capital programme is deliverable in future years.

22. One member expressed concerns and queried the proposal to use S106 monies on projects throughout the borough when, as their ward councillor, she believed it was intended solely for the benefit of residents of Buckshaw Village. For clarity the Chief Executive confirmed the Council was legally entitled to enact the proposals, should they be approved. The Leader stressed that the proposals with regard to the spend of S106 monies represented the Cabinet's policy.

23. Cabinet agreed to:

1. To note the contents of the report;
2. To accept the recommendations of the Scrutiny Budget and Performance Panel made on 14 June 2021;
3. To approve the re-profiled budgets and use of S.106 funding for the capital programme, which reflects forecasted underspend against the existing budgets, as detailed in Appendix C – Capital Programme and in Appendix D – S.106 Summary of Usage of Receipts.
4. That the Leader of the Council write to the residents of Buckshaw Village explaining the reasons for the decision concerning S106 funding.

Land Remediation and Playground Refurbishment, Strawberry Valley, Bent Lane, Leyland

24. Cabinet considered a report of the Director of Customer and Digital bringing the refurbishment project for the playground at Strawberry Valley Park, Bent Lane, Leyland before members and to seek permission to spend the allocated capital budgets and award the contract to the Preferred Bidder identified by the procurement processes. The report sought to progress a way forward for the remediation of the site and associated costs.

25. Arising from a query regarding the £139k budget uplift, the Chief Executive clarified that it would be through the process of amortization over the period of land restoration.

26. Cabinet agreed to:

1. Spend the allocated £175,000 capital budget for the refurbishment of Strawberry Valley Park Playground;
2. To award the contract for the refurbishment of Strawberry Valley Park Playground to Bidder 2 in Table 1; and
3. Recommend to Council that the remediation works should be undertaken to enable the site improvements to be brought forward and progressed and that Council be asked to approve a budget of £200,000 to support these works.

Insurance Policy Procurement

27. Cabinet considered a report of the Director of Governance and Monitoring Officer seeking approval to engage in joint procurement with Chorley Council to procure all insurance policies with the Council's portfolio. The procurement will be a separate tender for each council's individual insurance portfolio however, running the tender process together will create efficiencies in the officer and broker time.

28. Cabinet agreed the following:

1. That Cabinet agrees to the procurement being collaborative with Chorley Council.
2. That Cabinet agrees to the use of the YPO Insurance Placement Dynamic Purchasing System 978.
3. That Cabinet agrees the approach to be taken for Evaluation Criteria and Weightings.

Key Partnerships and Contracts Framework

29. Cabinet considered a report of the Deputy Chief Executive seeking approval for the Key Partnerships and Contract Framework along with a position statement for the current partnerships and contracts.

30. Due to the omission of Appendix A the report was deferred until the next meeting of Cabinet on 14 July 2021. It was also requested, if possible, that the main body of the report be made public.

Sports Playing Pitch Hub

31. Cabinet considered a report seeking approval for a number of decisions to progress the Playing Pitch Hub project.
32. The recommendations outlined at paragraphs 2 – 7 of the confidential report were approved.
33. The decisions enable the Council to award the two construction contracts; continue using the current contractors as projects managers for the contract; and to vire £275k from the Playing pitch Hub project to support improvements at other Leisure Facilities across the Borough.

Cabinet 14 July 2021

Award of Contract(s) to progress Town Deal Projects - Design Services

34. Cabinet considered a report of the Director of Planning and Development informing and updating members on the detail and outcome from the Town Deal Design Team procurement process.
35. The report requested approval to appoint and award contracts to the winning bidders on the design team disciplines listed below to progress the design development on the Leyland Town Deal project to RIBA Stage 3:
 - a) Mechanical, Electrical and Plumbing Services
 - b) Architect Services
 - c) Structural and Drainage Services
 - d) Landscape Architect and Public Realm Design Services.
36. Cabinet agreed to the award of contracts to the winning bidders across the various design specialisms in order to progress the design works on the Leyland Town Deal project, as follows:

Design discipline – Mechanical, Electrical and Plumbing Services:-

Steven A Hunt & Associates Ltd - **£91,975.00**

Design discipline –Structural & Drainage:-

Woolgar Hunter Ltd - **£134,772.00**

Design discipline – Architect:-

Wilson Mason LLP - **£139,256.25**

Design discipline – Landscape & Public Realm Services:-

Lanpro Services Ltd - **£39,250.00**

37. The work on the Leyland Town Deal project is extremely urgent and progressing the design works will enable the project to progress in line with the delivery programme mitigating any risk to funding and supporting the business case development process.
38. Progressing the design works to RIBA Stage 3 will ensure that the project is able to demonstrate a 'shovel ready' proposal to the funding body and allow the project to proceed with the submission of a planning application process.

Climate Emergency Strategy Review

39. Cabinet considered a report of the Director of Communities updating members on the work undertaken on this hugely important issue and seeking approval to a revised Climate Emergency Strategy and updated Carbon footprint for the Council operations and the Borough.
40. In July 2019 the Council declared that the effect of climate change within the borough poses an immediate danger to the Health and Wellbeing of our residents. To combat this threat the Council set a goal of rendering the borough carbon neutral by the year 2030.
41. A cross-party Climate Emergency Task Group was formed to work with officers to achieve this goal. The Task Group have met regularly to move this agenda forward.
42. In July 2020 members approved and adopted a Climate Emergency Strategy. The Strategy provided background to the Climate Emergency issue, our current position in terms of the Council and the borough and identified categories of areas to concentrate on to achieve the overall goal of net-carbon neutral by 2030. Members were also given a commitment by the Task Group that the Strategy would be reviewed and revised each year, including an update on the current carbon footprint and work undertaken.
43. Cabinet noted the work undertaken by the cross-party Climate Emergency Task Group; noted the current carbon footprint of both the Council and the borough; and recommended that Council approve and adopt the revised Climate Emergency Strategy.

Climate Emergency Action Plan

44. Cabinet considered a report of the Director of Communities providing details of a draft Climate Emergency Action Plan, setting out the initial actions that the Council will undertake towards achieving the corporate goal of net-carbon neutral by 2030.

45. In July 2020 the Council approved and adopted a Climate Emergency Strategy which identified the current carbon footprint for the Council operations and the borough and determined that a Climate Emergency Action Plan was required to achieve the net carbon neutral goal.
46. The draft Climate Emergency Action Plan is a cumulation of work that fulfils the above requirement and sets out the initial measures to move South Ribble towards a net carbon neutral status.
47. Cabinet, having considered the report, endorsed the draft Climate Emergency Action Plan.
48. Cabinet recommended that Council formally adopt the draft Climate Emergency Action Plan.

Approval of Decarbonisation Plans for Civic Centre, Moss Side and Leisure Centres

49. Cabinet considered a report of the Director of Communities advising members, through the commissioned Decarbonisation Plans, on the level of, and potential cost of, work required to the main Council owned buildings in order to achieve the Council's goal of net carbon neutral by 2030.
50. In relation specifically to the Civic Centre decarbonisation plan, the report requested approval to the document so that it may be submitted to Salix Finance on behalf of the Department for Business, Energy and Industrial Strategy (BEIS) as a condition on the recent grant funding of £145,004 awarded to make energy efficiency improvements to the Civic Centre.
51. The report also requested approval to the other five Decarbonisation Plans to so that they can be utilised in future grant bids through the Public Sector Decarbonisation Scheme or equivalent when they become available.
52. Cabinet agreed:
1. That the decarbonisation plans attached to the report be noted.
 2. That the decarbonisation plans be approved, allowing their submission as part of current and future grant applications for funding to assist in the carbon neutral goal.
 3. That future sources of funding be considered and programming of works identified to achieve the net-carbon zero by 2030 target.

53. Part of this work involves rendering all council operations net carbon neutral by 2030. This includes looking at the Council owned buildings. A systematic strategy was required when considering the Council buildings given the size, complexity and general cost of any works required to move towards a carbon neutral status. Consideration must also be given to the timing of these works allowing for the age of the buildings, current infrastructure and life span, current and future technologies and costs of implementation. This systematic approach is referred to as a Decarbonisation Plan.
54. Following a successful grant application to the Public Sector Decarbonisation Scheme an award of £145,004 has been made for energy efficiency improvements to the Civic Centre, West Paddock. One of the conditions of this grant award is to have a Decarbonisation Plan completed, approved by Members and submitted to the grant administrators by September 2021.
55. Failure to meet this deadline would result in the Council being in breach of the grant conditions and potentially having to repay the full £145,004, most of which has already been allocated. It would also be detrimental to any future grant bids made by the Council.

Key Contracts and Partnerships Framework

56. Cabinet considered a report of the Deputy Chief Executive present for approval the Key Partnerships and Contracts Framework (included at appendix A).
57. As part of the South Ribble Annual Governance Statement, there is an action to develop a Key Contracts and Partnerships Framework to ensure effective monitoring of key contracts and partnerships to demonstrate and evidence that they are delivering effective, efficient and economic services providing best value for the Council.
58. Members also considered an initial update on performance contained in Appendix B to the report, which contained restricted information.
59. Cabinet agreed that the framework be approved and adopted. It also noted the updated performance.

South Ribble Extra Care Scheme – West Paddock

60. Cabinet considered a report of the Director of Commercial which presented 3 options for the proposed extra care scheme at West Paddock supported by financial models. The report sought approval of a preferred delivery option to enable the scheme design to be developed and a more detailed project budget prepared.

61. Cabinet agreed to:

1. To approve the progression of design option 3 outlined in the report.
2. To note that £200k of the allocated £10 million budget will be drawn upon to deliver the next stage of the design (RIBA Stage 2 and 3) and contractor procurement process.
3. To note the current estimated project cost to deliver the 72 unit scheme is £14.260 million.
4. To acknowledge that the further design works set out in paragraph 4 are required to verify the projected project cost of £14,260 million, and that further updates on the costs will be brought back when the next stage of design work has been progressed.

62. The decision will enable the progression of the Council's Corporate Strategy objective to deliver affordable housing within the borough with, the delivery of a 72-bed development. The development of the design work will enable a more detailed project budget to be prepared and progression of the project will support the progression of a funding bid with Homes England through their affordable homes programme.

COUNCILLOR PAUL FOSTER

LEADER OF THE COUNCIL

Agenda Item 8a

Report to	On
Council	21 July 2021



Title	Portfolio Holder	Report of
Holiday and Food (HAF) Programme Grant 2021	Communities, Social Justice & Wealth Building	Director of Communities

Is this report confidential?	No
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Purpose of the Report

- Members are asked to increase the revenue budget as a result of new external funding for the Holiday and Food Programme, in line with financial regulations.
- South Ribble's allocation of Holiday and Food (HAF) Grant for 2021 is £225,471.08. Funding comes from the Department for Education, administered by Lancashire County Council. This funding is ringfenced to delivery of a programme of school holiday activities in August and December 2021.

Recommendations

- Council is requested to:
 - Approve an increase to the Council's revenue budget of £225,471.08 to deliver the 2021 HAF Programme.
 - Agree that the above funding will be spent in accordance with Department for Education directives; targeting provision of enriching activities and healthy food to children who are in receipt of free school meals,

Reasons for recommendations

- Delivery of a positive activities programme for children supports the Council's corporate priorities of sustaining thriving communities and healthy places. It complements other schemes such as the holiday hunger programme and school uniform bank; supporting families who need a little additional help.

Other options considered and rejected

- No other options have been considered; this funding is part of a county wide grant with all councils working to a detailed service level agreement.

Corporate outcomes

- The report relates to the following corporate priorities:

An exemplary council	✓	Thriving communities	✓
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A fair local economy that works for everyone		Good homes, green spaces, healthy places	✓
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Background to the report

7. Lancashire County Council has approached all districts to deliver the Government's HAF programme for four weeks over the summer holidays and one week at Christmas.
8. The programme seeks to offer a range of 'enriching activities' and a meal each day to children aged between 4 and 16 who are eligible for free school meals.

Proposals

9. Officers are working to create a timetable of activities which will include a range of sports, dance, and arts and crafts events. Schools, parks and community venues have been identified across the borough to support delivery.
10. If funding is accepted, the terms of the programme are provision of four hours of activity per day, four days per week, for four weeks in summer holidays and one week at Christmas.
11. A food offer is part of the programme, with all children who participate receiving a healthy and balanced meal. Local suppliers will be used to deliver catering services.

Risk

12. The risk of declining the funding offer from LCC is that children would miss out on activities and meals which the scheme provides. In addition, there is potential for reputational risk if other Lancashire authorities are running the programme and South Ribble is not.

Equality and diversity

13. The HAF Programme is designed nationally to be inclusive and accessible to children in receipt of free school meals.
14. An Equality Impact Assessment will be completed as timetable of activities is finalised, however no negative impacts on any of the protected groups are anticipated.

Air quality implications

15. Relevant details to be inserted here following liaison with the appropriate Environmental Health Officer.

Comments of the Statutory Finance Officer

16. The costs of establishing and delivering the HAF programme for the four week summer holiday period and one week at Christmas, including food provision, will be fully covered by the grant funding offered of £225,471.

Comments of the Monitoring Officer

17. There are no concerns from a Monitoring Officer perspective.

Background documents

There are no background papers to this report

Jennifer Mullin
Director of Communities

Report Author:	Email:	Telephone:	Date:
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Agenda Item 15

Report of the Governance Committee

1. Any Governance recommendations on the reports that require a decision by full Council appear as separate items on the agenda.
2. Please note the following report may not reflect the wording used in the minutes, as they have yet to be formally agreed.

General report of the meeting held on 25 May 2021

Annual Review of the Council's Counter Fraud Policies

3. Committee considered a report for information giving details the revised Anti-Fraud, Bribery and Corruption Policy, the Fraud Response Plan and the Whistleblowing Policy.
4. In administering its responsibilities, the Council has a duty to protect public funds and to raise awareness in relation to any potential threats that may affect the financial and/or reputational position of the organisation. The suite of counter fraud policies reinforces the Council's commitment to the prevention and detection of fraudulent activity. They also support the Local Code of Governance in promoting values for the Council and demonstrating the values of good governance through upholding high standards of conduct and behaviour.
5. The general aim of all the Council's counter fraud policies is to reduce the occurrence and impact of fraud, corruption and bribery on the organisation and provide an effective channel of communication for anyone who has concerns or suspicions of malpractice.

South Ribble Borough Council Audit Progress Report and Sector Update

6. Matt Derrick, Senior Manager from Grant Thornton LLP presented a report for information providing the Committee with progress on delivering their responsibilities as the Council's external auditors.
7. A question was asked with regards to the external auditor approach to assessing value for money, in particular financial definition weighted against social definition of value for money. Mr Derrick indicated that this would fall under Improving Economy, Efficiency and Effectiveness. There is no requirement to prioritise one criterion over the other. The external auditor's role would be to assess risk from within the value for money framework, and any risks identified would be the focus of the auditor's work.

Internal Audit Annual Report

8. Committee considered a report for information summarising the work undertaken by the Internal Audit Service during 2020/2021 and giving an opinion as required by the Public Sector Internal Audit Standards on the adequacy and effectiveness of the Council's framework of governance, risk management and control.
9. The report also included the results of the Quality Assurance and Improvement Programme.
10. During discussions on this item Councillor Bretherton enquired as to the monitoring of fraudulent applications in respect of COVID Business Support Grants. Ms Highton responded that only 10 applications required further investigation, however this was not an indication of fraud, only that these applications warranted further review. The Chief Executive stressed that it was important to ensure that the necessary checks and balances were in place and that this was the Council's approach.
11. Dawn Highton indicated that she would share the Quality and Improvement Assurance Programme (QAIP) with members of the Committee.
12. Dawn Highton also confirmed that risk management will be included in each Interim Internal Audit Report brought before Committee.

Review of the Effectiveness of Internal Audit

13. Committee considered a report for information relating to the results of the self-assessment carried out by Internal Audit against the requirement of the Public Sector Internal Audit Standards and Local Government Application Note as a means of assessing the effectiveness of Internal Audit.
14. Cllr Turner referred to the recent Council decision to create a wholly Council owned Leisure Trading Company and asked for confirmation that the LATC would have no tax obligations as long as it fulfils criteria specified by the Government, including that it wholly owned and managed by the Council and has no involvement with private companies. The Director of Governance confirmed that this was the case and that there would be a single share owned by the Council and that would be the only shareholding.
15. In response to a member query Dawn Highton confirmed that the Quality Assurance and Improvement Programme would be featured in the Annual Report which will next be brought to Committee in May 2022.

Draft Annual Governance Statement

16. Committee considered a report outlining the Annual Governance Statement for the period 2020/21.
17. The Director of Governance confirmed that the environment is fully GDPR compliant and that policies are under constant review. He also indicated that the UK had to requalify for GDPR accredited status when it left EU.
18. The Shared Service Lead - Transformation and Partnerships indicated that there would be another formal Staff Satisfaction Survey towards the end of the summer.
19. -The Director of Governance explained that in reference to page 168, budget monitoring – previously monthly monitoring reports were run off for budget holders and their managers but this had stopped. He confirmed that monthly meetings with budget holders and management accountants were now being held.
20. Committee resolved that the Annual Governance Statement be approved as a correct statement of the Council's governance environment and be recommended to the Leader and Chief Executive for signature.

Review of Compliance with CIPFA Financial Management Code

21. Committee considered a report to present the review of the Council's compliance with CIPFA's Financial Management Code.
22. Arising from questions by members, the Director of Finance indicated that the internal self assessment was not statutory, however we are expected to comply with the CIPFA Code. As regards long term sustainability, therefore the 10 year financial plan was speculative; the Council receives a government settlement annually and there are other variables such as the review of Business Rates.
23. That Committee noted the following:
 1. The publication of the Financial Management Code and the requirement for its application from 1 April 2020.
 2. That 2020/21 was a shadow year during which all local authorities have been working towards full implementation for the first full year of compliance in 2021/22.
 3. That an initial assessment has been carried out at APPENDIX A of the Council's assessed level of compliance compared to the Standards contained in the Financial Management Code.
 4. The actions outlined in Appendix A of the report.

South Ribble Key Partnerships and Contracts Framework

24. Committee considered a report giving details of the Key Contracts and Partnerships Framework for South Ribble Borough Council.
25. As part of the South Ribble Annual Governance Statement there is an action to develop a Key Contracts and Partnerships Framework to ensure effective monitoring of key contracts and partnerships to demonstrate and evidence that they are delivering effective, efficient and economic services providing best value for the council.
26. Arising from member questions the following responses were given:
27. With regard to the considerations outlined at paragraph 8 – we don't need to fulfil all 6 bullet points. However, there is the opportunity to expand the list to include large scale contracts. This would be a decision for Cabinet.
28. We will be including the Leisure Trading Company (LATC) as a contractual relationship – the company and the Council are separate entities but not the traditional partnership the Council has with other partners.
29. -Regarding issues such as Modern Slavery – contracts are monitored via the Procurement Rules.
30. The Chair asked a question regarding ethical standards and partnerships. The Shared Service Lead - Transformation and Partnerships indicated this would be considered as part of the agreed values/behaviours of honesty, integrity, objectivity, openness etc. We will look at how to monitor this in relation to partnerships.
31. The Committee endorsed the Key Contracts and Partnerships Framework for approval by Cabinet.

Councillor Ian Watkinson
Chair of the Governance Committee

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Agenda Item 16

Report of Scrutiny Committee

1. This report summarises the business considered at the meetings of the Scrutiny Budget and Performance Panel held on 14 June 2021 and the Scrutiny Committee held on 13 July 2021.

Scrutiny Budget and Performance Panel – 14 June 2021

Quarter 4 (January-March 2021) Performance Monitoring Report 2020-21

2. The Leader of the Council presented a report on the Council's performance against the delivery of the Corporate Strategy projects and objectives during Quarter 4 (January-March 2021).
3. We queried the delay in the South Ribble Together Hubs project and were advised that this was due to the inability to engage with the public due to the pandemic. The Chief Executive indicated that the Council would follow Government guidance and progress the project as soon as possible.
4. We noted that there remained a high demand for food banks throughout the borough and welcomed work on the Food Bank Network which would promote partnership working to deliver resources through a variety of service outlets.
5. We welcomed progress on the Community Wealth Building Action Plan projects, especially the South Ribble Credit Union and the Social Value Portal. Further work would be done in embedding the social value element into the Leyland Town Deal.
6. We queried the 3 month delay of decarbonisation work at the borough's leisure centres and were advised that this revolved around funding opportunities with time needed to submit the bids.
7. We welcomed confirmation by the Leader that the long-term future strategy for the leisure centres would be considered by the Council.
8. We discussed the creation of more affordable housing and were informed that land and sustainability had presented issues regarding this. We were pleased to note that it was a top priority for the Cabinet and that new sites were being actively pursued.
9. We queried the length of time to approve Disabled Facilities Grants although one case had impacted the performance indicator. We acknowledged that partnership working would be required to reduce waiting times generally and we wished the Council well in the partnership discussions. We also asked to be kept updated on progress.
10. We welcomed the numerous ways in which the Council is being proactive to support the health and wellbeing of staff, particularly during the pandemic, including regular 1-2-1s with line managers, the staff wellbeing survey, and management development training for managers.

Revenue and Capital Budget Monitoring 2020-21 Outturn

11. The Cabinet Member (Finance, Property and Assets) and the Director of Finance presented an update on the Council's overall financial position at the end of Quarter 4 of the 2020-21 financial year.

12. We queried staff vacancies, particularly 2 engineering posts, and were advised that the Capital Programme had expanded to a larger programme of work and therefore different skills were required.
13. We noted future plans to fill a vacant post within Planning Enforcement and to develop the area further. We acknowledged that it was difficult to source certain skills as the private sector could offer higher salaries. A hybrid model was being implemented, with local staff carrying out the more straightforward enforcement work and the Council outsourcing specialist skills for more complex cases.
14. We welcomed the reassurance that staff vacancies are not impacting on service delivery in key areas.
15. We queried the increase in provision for bad debt and were assured that the Council was being prudent and making provisions in response to the uncertainties created by the pandemic.
16. We sought clarification on the process of setting the level of reserves which would be increased significantly at the request of the Cabinet. We welcomed assurances that senior staff are robustly challenged and have to justify the figures.
17. We were informed that a substantial element of the increase in reserves over the course of the year would come from government funding for business rates.
18. We were also advised that the budget for the repair and maintenance of leisure centres had been planned and that works would be underway.
19. We queried the actions being taken to ensure delivery of the Capital Programme as planned. We noted that this had been affected by the pandemic and that some projects would need to be reprofiled.

Scrutiny Committee – 13 July 2021

Community Safety Partnership Scrutiny Report

20. The Cabinet Member for Health and Wellbeing (Councillor Mick Titherington), Director of Communities, Community Safety and Safeguarding Manager, and Chief Inspector of Lancashire Constabulary presented an update on the work of the Community Safety Partnership.
21. Overall, crime figures had decreased, and the Cabinet Member emphasised that South Ribble remained a safe place to live.
22. We were particularly interested in what the CSP had learnt from the COVID-19 pandemic and were advised that the reliance on the Partnership and the level of collaboration between partners had been noted especially. The Chief Inspector also commented that the unpredictability of demand for assistance and the need to be flexible with this fluidity had been recognised.
23. We queried how the Partnership ensures good governance and it was confirmed that robust governance measures are in place and that these are well-documented and publicly available.

24. We questioned why South Ribble and Chorley CSPs had indicated that a thematic model for Lancashire was their preferred approach, given the usual practice of a geographic neighbourhood model typically adopted by South Ribble. Reassurances were provided in response that this would only apply to the wider Lancashire Community Safety Partnership and would have no impact on the CSP in South Ribble. It was advised that a thematic model was preferred to fully utilise the specialisms of officers within the Partnership.
25. We were informed that a decline in reoffending rates was viewed as the main indicator of the success of the Integrated Offender Management scheme and welcomed the Chief Inspector's offer to provide figures on this after the meeting.
26. We also acknowledged the success of Community Protection Warnings, with only 10 of 51 being escalated to Community Protection Notices and 1 Fixed Penalty Notice.
27. We were interested to hear the extent to which Domestic Homicide Reviews are conducted independently from the Council and how lessons are learned from such Reviews. We were advised that Reviews are chaired independently and then verified by the Home Office with the possibility of further assessment before publication.
28. Further clarification on the work of the South Ribble Integrated Team (SRIT) was also requested and we were informed that each local area has their own Integrated Team, although it was acknowledged that some are more advanced.
29. We were pleased to note that discussions were ongoing regarding engagement between the CSP and My Neighbourhood Community Hubs and that there had been a commitment from the police to attend Community Hub meetings where required. The CSP would also have an annual conference, which members would be invited to attend.
30. We asked that the Community Safety Partnership works more closely with the Council's Community Hubs and encouraged the police to engage with elected Members more as part of their feedback model.
31. We focused slightly on catalytic converter theft, which was acknowledged as a significant issue by the Chief Inspector. The police were in receipt of funding to provide catalytic converter theft marking kits to previous victims and owners of targeted vehicles, which are provided free of charge although recipients are politely asked to provide a small donation to charity.
32. We noted that the Council had implemented many road safety schemes, such as Bikeability and bike maintenance workshops but we requested that the Community Safety Partnership considers what more can be done to improve road safety and reduce road casualties and deaths in the borough.
33. We welcomed confirmation that Speed Indicator Devices (SpIDS) had been rolled out across the borough and that these could be relocated as needed. Members should contact the Director of Communities if they know of any speeding hotspots where a SpID would be of benefit.
34. We queried the possibility of a new prison being developed just outside of South Ribble, to which the Chief Inspector and Director of Communities advised that this had not yet been discussed by the CSP.

35. We also welcomed assurances that the crime rates within the borough are comparable to those of similar demographics and that Lancashire Constabulary are well-prepared for a 'Black Swan' event of multiple major incidents occurring at once.
36. We thanked the Cabinet Member, the Director of Communities, Community Safety and Safeguarding Manager and Chief Inspector of Lancashire Constabulary for their attendance.

Climate Emergency Action Plan

37. The Cabinet Member for Health and Wellbeing (Councillor Mick Titherington), Lead Member for Climate Change (Councillor Keith Martin), Director of Communities and Senior Environmental Health Officer presented the Climate Emergency Action Plan and responded to our queries and comments.
38. We commended the Climate Emergency Task Group for developing the Climate Emergency Action Plan and welcomed reassurance that partners have been engaged in the development of the action plan.
39. We requested further information on the financial implications of the action plan and were informed that there would need to be significant investment in the projects highlighted within the plan. Each individual scheme would be costed, and officers would submit bids for grant funding.
40. We welcomed the commitment to reviewing each action to ensure it is SMART (Specific, Measurable, Achievable, Realistic and Timely) and look forward to further detail on this.
41. We queried how the action plan will be monitored to ensure delivery and were advised that performance indicators and potential risks would be developed and identified. The schemes within the action plan would be incorporated into quarterly performance monitoring reports as part of the Green Agenda and considered by the Scrutiny Budget and Performance Panel.
42. We questioned how we as members can champion the action plan and help to tackle the climate emergency and it was suggested that we could broadcast and promote the action plan; petition the government for change; scrutinise the work on climate change undertaken by external partners; and create our own climate emergency action plans within our My Neighbourhood Community Hub areas. The committee encourages members to take personal responsibility in helping to tackle the climate emergency.
43. We also noted that discussions were underway with the council's procurement team to incorporate consideration of climate change impacts when awarding procurement contracts.
44. We welcomed assurances that the council has the knowledge, skills and capacity to deliver the action plan and were informed that any additional resources would be reliant on receiving funding.
45. We queried how the council would enforce the measures identified within the action plan without any real legal power and were told in response that the council would endeavour to promote the action plan and persuade residents to engage with the projects within it.

46. We also welcomed confirmation that there would be a Member Briefing on the action plan prior to it being considered at Full Council and asked that a report on the successes of the Air Quality Action Plan from 2018 be provided.
47. We thanked the Cabinet Member for Health and Wellbeing, Lead Member for Climate Change, Director of Communities and Senior Environmental Health Officer for their attendance.

Worden Hall Progress Update

48. The Cabinet Member for Finance, Property and Assets (Councillor Mick Titherington), the Director of Commercial and the Service Lead for Development presented a progress update on the Worden Hall project and responded to our queries and comments.
49. We welcomed the progress made since the last update and the confirmation that the project remained on-track to be completed in time for Leyland Festival in the summer of 2022.
50. We noted that the COVID-19 pandemic had impacted costs and material supply within the construction industry and that this could have some effect on the project's budget.
51. We asked for confirmation of the intention for the revenue model to break-even and create a surplus and this was provided by the Cabinet Member.
52. We were also advised that several fixed contracts had been introduced into the scheme, including an additional retail space, to meet demand and gain further income.
53. We expressed slight concern over the additional backlog of maintenance and how this had been unaccounted for during earlier surveys. In response, it was explained that such repairs had been identified in the preparatory work but that they were more significant than originally anticipated.
54. We queried what progress could be expected by the next update and were advised that the contract for the works will have been awarded with contractors on site. Hopes that visible progress would be apparent were also expressed.
55. We had previously requested a site visit to the Hall to see the works in progress, but this had been postponed due to the pandemic. As restrictions are now easing, we look forward to taking the Cabinet Member up on his offer of a site visit to Worden Hall to view the project.
56. We thanked the Cabinet Member for Finance, Property and Assets, the Director of Commercial and the Service Lead for Development for their attendance.

Recommendation(s)

That Council note the report.

COUNCILLOR DAVID HOWARTH
CHAIR OF THE SCRUTINY COMMITTEE
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