

Council

Wednesday, 24th November, 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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| 5 Returning Officer Report | (Pages 77 - 78) |
| To receive and consider the report of the Returning Officer. | |
| 6 Cabinet | (Pages 79 - 84) |
| To receive and consider the report of the Cabinet held on 17 November. | |
| 10 Scrutiny Committee | (Pages 85 - 86) |
| To receive and consider the report of the Scrutiny Budget and Performance Panel held on 15 November. | |

Gary Hall
Chief Executive

Electronic agendas sent to Members of the Council

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Report of	Meeting	Date
Returning Officer / Chief Executive	Council	Wednesday, 24 November 2021

Returning Officer Report

Is this report confidential?	No
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Is this decision key?	Not applicable
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Purpose of the Report

- To report to Council the person duly elected as a councillor for the Bamber Bridge East ward by-election on 18 November 2021.

Recommendations to Council

- That the report be noted.

Reasons for recommendations

- A by-election for the vacant council seat in the Bamber Bridge East ward was held on 18 November 2021.

Other options considered and rejected

- None.

Corporate priorities

- The report relates to the following corporate priorities:

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

Background to the report

- A by-election for the vacant council seat in the Bamber Bridge East ward was held on 18 November 2021.

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Person Elected

7. The following person was duly elected:

Bamber Bridge East	Clare Hunter
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Climate change and air quality

8. This report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

Equality and diversity

9. There are no equality and diversity implications as a result of this report.

Risk

10. There are no risk implications as a result of this report.

Comments of the Statutory Finance Officer

11. There are no comments.

Comments of the Monitoring Officer

12. This report constitutes best practice.

Background documents

There are no background papers to this report.

Appendices

There are no appendices to this report.

Report Author:	Email:	Telephone:	Date:
Ruth Rimmington (Democratic Services Team Leader)	ruth.rimmington@southribble.gov.uk	01257 515118	22 November 2021

Agenda Item 6

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 - Meeting held on 17 November 2021

Corporate Strategy Quarterly Performance Monitoring Report, Quarter Two 2021/22

2. A report of the Deputy Chief Executive was presented to Cabinet providing a position statement for the Corporate Strategy for quarter two (July – Sept) 2021/22.
3. The Council's 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.
4. The Cabinet welcomed and supported the recommendations of the Scrutiny Budget and Performance Panel.
5. The report was noted, and the recommendations of the Scrutiny Budget and Performance Panel approved.

Infrastructure Funding Statement

6. A report of the Director of Planning and Development was presented to Cabinet requesting approval for the Infrastructure Funding Statement and its publication on the Council's website. This report explained that this was to replace the previous regulation 123 list that had been in place since the adoption of Community Infrastructure Levy (CIL) in July 2013.
7. The Infrastructure Funding Statement is a requirement of the CIL Regulations 2010 (as amended) Regulation 121A. It is a statutory requirement to publish an Infrastructure Funding Statement annually by 31st December.
8. Approval was therefore given for the Infrastructure Funding Statement to be displayed on the Council website for the next year.

Social Justice Programme 2021/22 Update

9. A report was presented updating members on the Social Justice Programme and progress achieved so far.
10. The Programme is to recognise the Council's commitment to social justice through the delivery of the Corporate Strategy. Cabinet noted the update.

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Low Carbon Skills Funding, Public Sector Decarbonisation Scheme and Air Quality Grant

11. A report of the Director of Communities was presented providing an update to the latest air quality and decarbonisation grant bids.
12. The report also requested grant approval for the Council to make the necessary contributions towards grant funding, should it be successful with the grant bids, namely:

Grant	Total Grant (excluding contribution)	Council Contribution
Air Quality	£254,270	£28,241
Public Sector Decarbonisation Scheme, Phase 3	£3,568,200	£203,000

13. The report explained that in September 2021, Full Council approved the submission of a PSDS, phase 3 grant application, including a capital contribution of up to £500,000; the exact sum to be approved by the Cabinet member for Health and Wellbeing.
14. At the same September meeting, it was also agreed that the Council would submit an application as part of the DEFRA Air Quality Grant Scheme. Following final release of the scheme it was found that the scheme had been divided into two lots. The grant application submitted covered works under 'Lot 1' and are largely capital works. These required a contribution of 10% of the total grant application.
15. Cabinet agreed the following:-
 - a. That should the Council be successful in its phase 3 Public Sector Decarbonisation Scheme (PSDS) grant application, approval is granted to provide a contribution of £300,000, comprising the required 'like for like' fossil fuel replacement contribution of £203,000 and a contingency of £97,000.
 - b. To note that should the Council be successful in its 2021 Air Quality grant application a match funding contribution of £28,241 will be required of which £11,995 will be existing budgeted officer time and £16,246 from the existing Climate Emergency & Air Quality Budget.

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Revenue and Capital Budget Monitoring

16. A report of the Director of Finance and S151 Officer was presented with two elements as follows:
 - a. 2021/22 Corporate Revenue Budget Monitoring Report and Reserves – position as at 30 September 2021; and
 - b. 2021/22 Corporate Capital Programme and Balance Sheet Monitoring Report – position as at 30 September 2021.
17. Based on the position as at 30th September 2021, there was a forecast underspend against the budget for 2021/22 of £274k as detailed in Appendix 1 to the report.
18. The Council's Medium-Term Financial Strategy reported that working balances were to be maintained at a minimum of £4.0m due to the financial risks facing the Council. The forecast level of general fund balances as at 31st March 2022 is £4.415m.
19. At the meeting an additional recommendation was made allocating £75k in the Capital Programme for the Vernon Carus Sport Club.
20. The recommendations of the Scrutiny Budget and Performance Panel made on 15 November 2021 were also presented at the meeting.
21. Cabinet agreed to:
 - a. With regard to the 2021/22 Corporate Revenue Budget Monitoring Report and Reserves – position as at 30 September 2021:
 1. Note the forecast position for revenue and reserves as at 30th September 2021;
 2. Note the virements to the revenue budget made during the period, as detailed in **Appendix 2** of the report.
 - b. With regard to the 2021/22 Corporate Capital Programme and Balance Sheet Monitoring Report – position as at 30 September 2021:
 1. Approve the revised capital programme as attached at **Appendix A** which includes approved amendments to the programme, as detailed at point 11 of this report, since the last Capital Monitoring report was approved by Cabinet in September;

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2. Note the variations to the programme, (which are detailed, by scheme, at **Appendix B** and referenced within the body of the report);
3. Note the position in the Balance Sheet Monitoring section of the report in respect of cash, investment and loan balances, and debtors as at 30th September 2021.
4. Approves an increase in the capital programme for the Vernon Carus Sports Club project of £75,000, with £50,000 externally funded and the remaining £25,000 from the Council's own funds.
- c. Approves the recommendations of the Scrutiny Budget and Performance Panel.

West Paddock Extra Care - Procurement Strategy

22. A report of the Director of Commercial was presented providing an overview on the main contractor procurement strategy for the 'Extra Care Scheme' at West Paddock.
23. Following review of the various procurement options available and the current market conditions being experienced within the construction sector, this decision provides the project with assurance that the proposed procurement strategy will look to ensure that the project provides value for money, can be delivered on time and importantly within budget.
24. Cabinet agreed the following:
 - a. To approve a 2-stage tender process.
 - b. To approve the tendering of the scheme to appoint a contractor at RIBA stage 3.
 - c. To approve the use of the Northwest Construction Hub Framework, with an evaluation weighting of 70% quality (includes 20% Social Value) and 30% cost as stipulated by the Northwest Construction Hub.
 - d. To approve the use of the NEC4 Engineering and Construction form of contract to appoint a Contractor;
 - e. To delegate the award of a contract for stage 1 and stage 2 to the Cabinet Member (Finance Property and Assets).

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Refurbishment of The Holme Playground, Bamber Bridge

25. A report of the Director of Customer and Digital was presented to bring the refurbishment project for the playground at The Holme Playing Field, Bamber Bridge before Cabinet and to seek permission to award the contract to the preferred contractor identified by the procurement processes.
26. The current capital programme includes a number of play areas identified for improvement. The Holme Playing Field Playground has funds allocated in this financial year and bids have been invited on a design and build basis.
27. The site is now over 20 years old and in need of full refurbishment to provide quality facilities that meet modern standards for design and accessibility.
28. The Cabinet agreed to award the contract for the works to Bidder 1 in Table 1, Appendix A to the report.

Joint Insurance Procurement

29. A report of the Deputy Chief Executive was presented to Cabinet following member approval to undertake a joint procurement exercise with Chorley Council for the renewal of the insurance covers in place at both Councils under existing Long Term Agreements (LTAs).
30. The report explained that the procurement exercise had now been undertaken, provided a summary of the detailed tender evaluation results and sought agreement to proceed to award based on the outcome.
31. A comprehensive and fair evaluation of the price and quality aspect of all received bids was undertaken, clarification sought where appropriate and the findings provided like for like cover based on existing policies.
32. It was essential that the Council had quality, cost effective insurance cover in place beyond 31 December 2021 when the current LTA's lapse.
33. Cabinet therefore agreed:-
 - a. To agree the appointment of the insurance companies identified for the respective classes of insurance from the 1 January 2022.
 - b. To approve the further expenditure to obtain the Motor Trade and Terrorism policies, this will be in the region of £8-£10k.

Councillor Paul Foster
Leader of the Council

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Report of Scrutiny Budget and Performance Panel

1. This report summarises the business considered at the meeting of the Scrutiny Budget and Performance Panel held on 15 November 2021.

Corporate Strategy Quarterly Performance Monitoring Report, Quarter Two 2021/22

2. The Chief Executive and the Shared Services Lead for Transformation and Partnerships presented update on the Council's performance against the delivery of the Corporate Strategy projects and objectives during Quarter 2 (July-September 2021).
3. We welcomed progress made within the quarter, with 11 of 14 projects on-track and one rated amber.
4. We queried the processes in place to ensure the validity of the data and welcomed the reassurance that the Council has robust data quality policies and procedures in place.
5. We had some concerns over staff vacancies and the impact this may have on the delivery of the Joint Digital Strategy. It was acknowledged that a review of the Council's IT department had been undertaken and appointments to vacancies would take place shortly. Delivery of the Joint Digital Strategy had continued, with the implementation of Sharepoint and work on Planning software.
6. We also welcomed assurances that residents would still be able to have face-to-face and telephone contact with the Council, despite the development of self-service channels.
7. We commended the Council for having a greater overall employment rate than the North West average but requested that future performance indicators choose more appropriate comparators which are similar to South Ribble in terms of geography, affluence and demographic.
8. We welcomed a commitment to share the outcomes of the recent Chorley and South Ribble Partnership Economic Summit with members.
9. We expressed slight concern over it taking an average of 21 days to process a new Housing Benefits claim and queried what could be done to improve this. It was acknowledged that additional resources were needed, and that digitisation was key to enable data transfer which would ultimately expedite the process.
10. It was noted that 27,500 trees had been planted in South Ribble in 2021 and further information was requested on how those which survive and thrive are monitored and managed and the length of time it would take for these trees to mature.
11. We commended the work of the Planning department for deciding on 100% of major planning applications within 13 weeks and asked that their congratulations be passed onto staff
12. We thanked the Chief Executive and the Shared Services Lead – Transformation and Partnerships for their attendance.

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Revenue and Capital Budget Monitoring

13. The Cabinet Member for Finance, Property and Assets and the Director of Finance presented an update on the Council's revenues and reserves and overall financial position as at 30 September 2021.
14. We queried the impact of the COVID-19 pandemic on the Council's finances and were informed that the Council had benefitted from central government funding, which both compensated for income lost from fees and charges and reimbursed the Council for the redeployment of staff to frontline roles.
15. Clarification was sought as to a surplus of £149,000 on housing benefit subsidy and we suggested that this could be utilised to improve the time taken to process new claims.
16. We acknowledged the impact of the COVID-19 pandemic on recruiting apprentices, which currently had an underspend of £44,000, and requested an update on the current position of apprenticeships within the Council and how this underspend could be reduced.
17. We also received clarification on the Net Interest Receivable/Payable overspend.
18. We thanked the Cabinet Member and staff for the site visit to Worden Hall which had been held in the previous week.
19. We thanked the Cabinet Member and Director of Finance for their attendance.

Recommendation(s)

That Council note the report.

Councillor David Howarth
Chair of Scrutiny Committee
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