

SCRUTINY COMMITTEE

TUESDAY, 12TH JANUARY, 2021, 6.00 PM

ACCESSIBLE VIA MS TEAMS OR YOUTUBE

AGENDA

Important information regarding COVID-19

In response to the current government guidance surrounding the COVID-19 pandemic, this meeting will be held with hybrid measures in place.

Committee members may take part either from the Civic Centre or remotely via Microsoft Teams.

Elected members not on the committee or members of the public will not be permitted access to the Civic Centre [but may watch the proceedings via a YouTube livestream by clicking here.](#)

[Anyone who wishes to speak on the application contained within this agenda should register by email to \[democraticservices@southribble.gov.uk\]\(mailto:democraticservices@southribble.gov.uk\) for the attention of Charlotte Lynch by noon on Friday, 7 January.](#)

All registered speakers will be required to dial into the meeting remotely.

1 Apologies for Absence

2 Declarations of Interest

Members are requested to indicate at this stage in the proceedings any items on the agenda in which they intend to declare an interest. Members are reminded that if the interest is a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) they must leave the room for the whole of that item. If the interest is not a Disclosable Pecuniary Interest, but is such that a member of the public could reasonably regard it as being so significant that it is likely that it would prejudice their judgment of the public interest (as explained in the Code of Conduct) then they may make representations, but then must leave the meeting for the remainder of the item.

3 Minutes of the Last Scrutiny Committee Meeting	(Pages 5 - 14)
Held on Thursday, 22 October 2020, to be signed as a correct record.	
4 Minutes of the Last Scrutiny Budget and Performance Panel	(Pages 15 - 20)
Held on Monday, 9 November 2020, to be noted as a correct record.	
5 Matters Arising from previous Scrutiny Committee Meetings	(Pages 21 - 24)
Report attached.	
6 Climate Emergency Action Plan Consultation	(Pages 25 - 28)
Consultation questions attached.	
To access the public consultation please click here.	
7 Worden Hall Progress Update	(To Follow)
Update to follow.	
8 Scrutiny Matters	
8a Lancashire County Council Health Scrutiny Committee Update	
8b Meetings and training attended by Scrutiny Committee members	
8c Forward Plan	(Pages 29 - 36)
Cabinet and Council Forward Plan attached.	
8d Scrutiny Committee Forward Plan	(Pages 37 - 38)
Scrutiny Committee Forward Plan attached.	

Gary Hall
CHIEF EXECUTIVE

Electronic agendas sent to Members of the Scrutiny Committee Councillors David Howarth (Chair), Michael Green (Vice-Chair), Will Adams, Jacky Alty, Matt Campbell, Colin Coulton, Malcolm Donoghue, Chris Lomax, Jim Marsh, Colin Sharples, Stephen Thurlbourn, Matthew Trafford and Karen Walton

The minutes of this meeting will be available on the internet at www.southribble.gov.uk

Forthcoming Meetings

6.00 pm Monday, 8 February 2021 - Cross Room, Civic Centre, West Paddock,
Leyland, PR25 1DH

This page is intentionally left blank

MINUTES OF SCRUTINY COMMITTEE

MEETING DATE Thursday, 22 October 2020

MEMBERS PRESENT: Councillors David Howarth (Chair), Michael Green (Vice-Chair), Will Adams, Jacky Alty, Matt Campbell, Colin Coulton, Chris Lomax, Jim Marsh, Colin Sharples, Stephen Thurlbourn, Matthew Trafford and Karen Walton

CABINET MEMBERS: Councillor Paul Foster (Leader of the Council and Leader of the Labour Group), Councillor Aniela Bylinski Gelder (Cabinet Member (Community Engagement, Social Justice and Wealth Building)), Councillor Michael Titherington (Deputy Leader of the Council, Cabinet Member (Health, Wellbeing and Leisure) and Deputy Leader of the Labour Group) and Councillor Matthew Tomlinson (Cabinet Member (Finance, Property and Assets))

OFFICERS: Gary Hall (Interim Chief Executive), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services), Charlotte Lynch (Democratic and Member Services Officer), Jonathan Noad (Director of Planning and Property), Jennifer Mullin (Director of Neighbourhoods and Development), Paul Hussey (Director of Customer and Digital) and Neil Anderson (Assistant Director of Projects and Development)

14 Apologies for Absence

An apology for absence was received from Councillor Mal Donoghue.

15 Declarations of Interest

Councillor Michael Green declared a personal interest in Item 6 – Community Wealth Building Action Plan.

16 Minutes of the Last Scrutiny Committee Meeting

Minute number 7 – South Ribble Partnership – was queried and members requested a further update on the implementation of the Refernet service. This would be provided outside of the meeting.

RESOLVED: (Unanimously)

That the minutes of the last Scrutiny Committee meeting, held on Thursday, 9 July 2020, be signed as a correct record by the Chair.

17 Minutes of the Last Scrutiny Budget and Performance Panel

Discussion around the minutes of the last Scrutiny Budget and Performance Panel focused on the legitimacy of the Panel.

Assurances were provided that meetings of the Scrutiny Panel are open to members and residents and that the minutes of each meeting are available on ModGov. Responsibility was also placed on members of the Panel to feedback on meetings to other members of their political group.

It was agreed that the role of the Panel would be considered further.

The minutes of the last meeting of the Scrutiny Budget and Performance Panel, held on Monday 14 September 2020, were noted.

18 Matters Arising from Previous Scrutiny Committee Meetings

The Committee received an update on progress made against matters arising from previous meetings.

The update was noted and those actions implemented would be removed from the table.

19 South Ribble Community Wealth Building Action Plan

The Cabinet Member for Community Engagement, Social Justice and Wealth Building (Councillor Aniela Bylinski Gelder) and the Director of Planning and Property (Jonathan Noad) presented the South Ribble Community Wealth Building Action Plan to the Committee and responded to members' comments and queries.

The independent Policy Advisor (Matthew Baqueriza-Jackson) for the Action Plan was also in attendance at the meeting.

Members were informed that the Action Plan would ensure resiliency in the local business and community sectors and would identify tangible benefits with the intention of localising wealth and supporting enterprise.

This would be achieved by diversifying the local economy, using planning powers to recognise wider benefits and ensuring that wealth reaches more residents through a democratic economy.

Members initially sought assurance that the proposals were realistic for a shire district like South Ribble compared to cities and unitary authorities. In response, confidence in the delivery of benefits in South Ribble was expressed with particular reference to the large numbers of public and private sector employers in the borough.

Other local authorities such as the London Boroughs of Lambeth and Camden, Birmingham City Council and Wakefield Council had successfully implemented similar Wealth Building Action Plans. Further information on other authorities who had adopted similar strategies could be found on the Centre for Local Economic Strategies website.

In response to a query regarding the evidence base for the Action Plan, the Committee was informed that significant engagement had been undertaken. A core

officer group had been established in the Council's Economic Development department and consultation had been undertaken with South Ribble Partnership.

Disappointment was expressed that the report and draft action plan did not include engagement with businesses and business organisations. Assurances were provided, however, that officers would meet with local businesses to discuss the Action Plan in early November.

Members suggested that corporate organisations such as the Federation of Small Businesses, the Chamber of Commerce and the Institute of Directors, also be consulted.

Members also queried how success of the Action Plan would be measured and were informed that a Social Value Monitoring Officer would be employed to oversee progress and observance by businesses and employers. A social value portal would also provide ready-made indicators for success.

The benefit of appointing officers to deliver and monitor the Action Plan was questioned and the Committee was informed that they would be able to monitor the outcomes of the Action Plan and provide evidence for the Council to make strategic decisions. A review of current resources would be undertaken to confirm whether additional staff are needed before a business case is submitted.

It was confirmed that an implementation plan would be devised for the Action Plan if approved by Cabinet and an annual progress report would be created. All reports going to Cabinet, Full Council or committees would be required to assess social value impacts.

Some concern was expressed over the abilities of small businesses to commit to the social values of the Action Plan and reassurance was provided that the report would recommend that the values only apply to tenders over the value of £30,000.

Clarification on anchor institutions was also sought and it was explained that these are public sector organisations such as hospitals and colleges which are major contributors to employment and the economy in their areas. South Ribble has many anchor institutions and the procurement network within the Action Plan would bring these organisations together to discuss efficiencies and value for money.

Members were interested to note how the Action Plan could link to other policy such as the Health and Wellbeing Strategy. A gap between the Action Plan and health was acknowledged but assurances were provided on the possibility for synergy between the Action Plan and other Council strategies. More explicit links with the Community Strategy and Health and Wellbeing Strategy were requested.

Case studies of social value work and the Action Plan would be used on the Council's online channels to communicate and promote community wealth-building in a user-friendly and understandable way.

It was suggested that, owing to the implicative and novel nature of the Action Plan, the report should be considered by Full Council. The Cabinet Member and officers were receptive to this recommendation and confirmed that this could be included in the Cabinet's resolution if appropriate.

A Member Briefing could also be held to ensure that the proposals are sufficiently communicated to all members.

Discuss also focused on worker-owned co-operatives and the need for them in South Ribble. In response, it was stated that there are over 7000 co-operatives in the UK with the aim of preventing divisions between capital and labour. The Action Plan proposed promoting a culture of co-operatives to local businesses.

Members questioned the reference to 'socially-just use of land' and how this could be practiced in South Ribble. It was explained in response that the Council could utilise land previously inaccessible to residents for different uses, such as community and health benefits.

Further information on land owned by the Council was requested.

In response to a question regarding the benefits of the Action Plan for residents, it was explained that more opportunities would be available and spending power would be concentrated for residents of South Ribble.

The committee thanked the Cabinet Member, the Director of Planning and Property and the Policy Advisor for their attendance and discussed a series of recommendations to Cabinet regarding the Action Plan.

Councillor Michael Green moved an amendment to the recommendations requesting that they be widened to include that consultation be undertaken with business organisations; that the adoption of the Action Plan be subject to a formal vote at Full Council; and that the risk of attracting less businesses, employment and training opportunities to South Ribble as a result of adopting the Action Plan be incorporated into the report.

The vote on the Amended Motion was For: 5 Against: 7 and the Chair declared **that the Amended Motion was lost.**

Upon taking a vote on the Substantive Motion it was RESOLVED: (Unanimously) that the Scrutiny Committee

1. thanks the Cabinet Member, Director and Mr Baqueriza-Jackson for attending and presenting their detailed report.
2. expresses disappointment that the report and draft action plan does not include engagement with businesses and business organisations.
3. requests that consultation is undertaken with business organisations, such as the Federation of Small Businesses, the Institute of Directors and the Confederation of British Industry.
4. looks forward to performance measures being developed as part of the implementation plan.
5. welcomes the suggestions to promote the benefits of community wealth building with residents.

6. requests that the final draft of the action plan be presented to Full Council following a Member Briefing.
7. more explicit links be made with the Community Strategy and health and wellbeing strategy.
8. information on the Council's land ownership be provided to a future meeting.
9. looks forward to receiving progress report on the action plan as part of the performance monitoring report.

20 Scrutiny Portfolio Update: Community Engagement, Social Justice and Wealth Building

The Cabinet Member for Community Engagement, Social Justice and Wealth-Building (Councillor Aniela Bylinski Gelder) and the Directors of Customer and Digital (Paul Hussey), Neighbourhoods and Development (Jennifer Mullin) and Planning and Property (Jonathan Noad) presented an update on the work of the portfolio since May 2019 and responded to members' comments and queries.

Key achievements for the portfolio included the response to the COVID-19 pandemic; changes to the Council Tax Support Scheme for 2000 residents; the implementation of 'One Front Door' model and the presence of the Citizens Advice Bureau in the Civic Centre; high customer satisfaction; and the development of the My Neighbourhood Community Hubs.

Members, however, alluded to the wide-reaching breadth of the portfolio and queried its appropriacy. Assurances were provided in response that the different areas of the portfolio link well together and underpin the practices of care for South Ribble residents.

In response to a query regarding learning from customer complaints, members were informed that complaints are thoroughly investigated with learning shared with the relevant department. Regular training sessions are also held for Gateway staff.

The committee sought clarification on the term 'channel shift' and how residents who cannot access services electronically can still engage with the council.

'Channel shift' was defined as the move from traditional methods of engagement to informal means such as social media and live chat. Assurances were provided, however, that traditional methods of communication would remain available for residents who could not access services digitally and that extensive training would be held for the public.

Further information on this would be available in due course.

Members were interested to note that work on the Council's new website was in the advanced stages and a beta version would be available for members to test before Christmas 2020. It was anticipated that the new website would go live in the New Year.

An update on the resettlement of Palestinian refugees in South Ribble was also requested and members were informed that no dates had been confirmed for the arrival of the next cohort.

Discussion centred around the delivery of the portfolio's projects and assurance was sought that sufficient resource and staff was available. In response, officers expressed confidence in the current capacity of staff.

In response to questions around the decision-making and budgetary powers of the new My Neighbourhood Hubs, assurances were provided that the models were still in development but it was the Cabinet Member's hope that decision-making would be more autonomous. Individual budgets would be allocated to each Hub with the option of applying for additional funding from a central budget consisting of £20,000 for larger-scale projects.

Further development of the My Neighbourhood Hubs would take place in early 2021 and this was identified as a key priority for the portfolio moving forwards, in addition to implementing the Community Wealth Building Action Plan.

The committee thanked the Cabinet Member and the Directors of Customer and Digital, Neighbourhoods and Development and Planning and Property for their attendance.

RESOLVED: (Unanimously)

That the Scrutiny Committee

1. thanks the Cabinet Member for her detailed portfolio update and answering Members' questions.
2. commends the work of the portfolio since its creation last year.
3. praises the Council's response to the COVID-19 pandemic and support provided to residents, businesses and communities.
4. welcomes the reassurance that the My Neighbourhood Hub model would be developed for the new year.
5. wishes the Cabinet Member well with her portfolio priorities moving forward.

21 Worden Hall Update

The Cabinet Member for Finance, Property and Assets (Councillor Matthew Tomlinson) and the Assistant Director of Projects and Development (Neil Anderson) presented an update on the progress of the Worden Hall project to the Committee and responded to members' comments and queries.

Clarification was sought on the expected cost of the project to which members were informed that £2.17 million had been reserved for the project and that this sum included cover for any contingencies.

Members queried if the Hall would retain its name following completion of works and were assured, in response, that the matter had not been discussed and that there was no intention to change this.

The Committee was pleased to note that the project was expected to be completed in the next financial year and acknowledged the major works being undertaken.

The decision to extend the current car park site at Worden Park as opposed to creating a separate provision was questioned. Members were informed that the original plans would have meant cutting down trees which was felt to contradict the administration's green agenda.

Members were pleased to note that the car park would comply with the Disability Discrimination Act (DDA) to include disable parking provisions.

Further information on the number of parking spaces within the extended car park was requested.

In response to a query regarding what progress could be expected by the next meeting, it was explained that a planning application for the project was likely to have been submitted for consideration by the Planning Committee.

The Committee thanked the Cabinet Member and the Assistant Director of Projects and Development for their attendance.

RESOLVED: (Unanimously)

That the Scrutiny Committee

1. thanks the Cabinet Member for his detailed report and answering Members' questions
2. looks forward to an update at the next meeting, including details of car parking arrangements.

22 Scrutiny Matters

22a Lancashire County Council Health Scrutiny Committee Update

The Chair, Councillor David Howarth, virtually attended a recent meeting of Lancashire County Council's (LCC) Health Scrutiny Committee and provided members with an update.

The implementation of the new NHS 111 First initiative was discussed at the meeting. This was a new appointment system for those who would normally self-present at A&E departments supported and aimed to reduce overcrowding, waiting times and subsequently COVID-19 infection rates.

The initiative was currently operating in Blackpool, Warrington and Blackburn to assess effectiveness and outcomes prior to the national campaign launch. All A&E departments would be implementing the system by the end of November 2020.

Representatives from two adult social care providers in Lancashire also attended the meeting to detail their experiences of the support provided by LCC during the COVID-19 pandemic.

Councillor Howarth also informed members that a Task and Finish group had been established to review the proposals for the future of Chorley and South Ribble District Hospital.

22 Update on Scrutiny Review of Health Inequalities

b

The Chair of the Scrutiny Committee and the Scrutiny Review Task Group on Health Inequalities, Councillor David Howarth, informed members that the Task Group had met twice since September 2020.

Work was underway to scope the review and a number of potential areas for focus had been identified.

The Cabinet Member for Health, Leisure and Wellbeing, Councillor Mick Titherington, and key officers had also attended a recent meeting to provide an overview of ongoing work and projects to tackle health inequalities in South Ribble.

The Task Group would meet again in early November.

22c Meetings and training attended by Scrutiny Committee members

Councillor Michael Green informed members of the committee that he had recently attended a virtual Strategic Scrutiny in Practice session, hosted by North West Employers.

The session was useful and Councillor Green found it particularly interesting to hear different perspectives of scrutiny in other local authorities.

22 Scrutiny Committee Forward Plan and Work Programme

d

Members discussed the committee's work programme and suggested potential agenda items for future meetings.

Suggestions included the Playgrounds Strategy; a portfolio update from Councillor Sue Jones (Cabinet Member for Environment); the Council's response to the COVID-19 pandemic; and the Council's rebrand.

Members also agreed that it may be useful to include the progress of works to the borough's leisure centres as a standing item on future agendas.

22e Forward Plan

The Cabinet Forward Plan was noted.

Chair

Date

This page is intentionally left blank

MINUTES OF	SCRUTINY BUDGET AND PERFORMANCE PANEL
MEETING DATE	Monday, 9 November 2020
MEMBERS PRESENT:	Councillors David Howarth (Chair), Will Adams, Colin Coulton, Colin Sharples and Karen Walton
CABINET MEMBERS:	Councillors Paul Foster (Leader of the Council), Mick Titherington (Deputy Leader of the Council and Cabinet Member (Health, Leisure and Wellbeing)) and Matthew Tomlinson (Cabinet Member (Finance, Property and Assets))
OFFICERS:	Gary Hall (Interim Chief Executive), James Thomson (Deputy Director of Finance), Victoria Willett (Service Lead - Transformation and Partnerships), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Charlotte Lynch (Democratic and Member Services Officer)
OTHER MEMBERS:	Councillor Jacky Alty (Member Champion (Social Justice and Equality)) and Councillor Michael Green
PUBLIC:	0

22 Apologies for absence

None.

23 Declarations of Interest

None.

24 Minutes of meeting Monday, 14 September 2020 of Scrutiny Budget and Performance Panel

RESOLVED: (Unanimously)

That the minutes of the previous meeting, held on Monday 14 September 2020, be approved as a correct record.

25 Matters Arising from Previous Scrutiny Budget and Performance Panel Meetings

RESOLVED: (Unanimously)

That

1. the matters arising from previous meetings of the Scrutiny Budget and Performance Panel be noted; and

2. those completed actions be removed from the report.

26 Period 2 (July - September) Quarterly Performance Monitoring Report 2020/21

The Panel considered a report of the Interim Chief Executive which outlined the Council's performance against the delivery of the Corporate Plan projects and objectives during Period 2 (July-September 2020).

Overall, performance of the projects was good, with 8 out of 14 projects marked as on-track. The remaining projects were either still being developed or scoped before commencement.

The report presented a position statement on the Corporate Strategy adopted in September 2020 and members queried how other performance indicators, such as resident satisfaction, council tax collection rates and missed bins, would be monitored. Assurances were provided that this information was still being monitored and would be incorporated into individual directorate performance reports to be presented to future Panel meetings.

Members acknowledged the wide-ranging and ambitious nature of the Council's priorities but offered a contrast with the projects within the 'Exemplary Council' priority, which were felt to be narrow in focus.

In response to this and a query regarding how the link between projects and priorities could be strengthened, members were informed that all projects were scoped to ensure clarity and a more streamlined approach. It was suggested, however, that the project mandates could be supplied to members to provide further detail and the Panel welcomed this.

A period of positive change for the Council was noted and members queried other methods of transformation besides Shared Services with Chorley Council, which was highlighted in the report. In response, members were informed that every directorate would undertake a review of their service; significant work on digital inclusion was being performed, with a new website set to launch; and organisational development was underway with staff.

Members expressed their interest in work on organisational development and requested that this be looked at in more detail at a future meeting.

Clarification was sought on the 'One Front Door' model and it was explained that this would incorporate a range of services, such as Citizen's Advice, to improve accessibility for residents and those presenting themselves to the council for support. Some aspects of the model were already in operation and it was anticipated that the full model would be rolled out by the end of November 2020.

The work of the South Ribble Together Hub and the Holiday Hunger Scheme was queried with members seeking further information on any financial implications for the Council.

In response, members were informed that the Holiday Hunger Scheme was introduced in summer 2019 and currently provides food for children during all school holidays. Assistance is also now offered to all self-identifying low-income families, with approximately 2000 families helped during the October 2020 half term.

A budget of approximately £90,000 had been allocated to the project for a three-year period and some government funding was included in this. However, the Leader of the Council acknowledged that the COVID-19 pandemic meant that a significant amount of this budget had been used.

Members also queried the timeline for the delivery of mental health support for young people, given how COVID-19 had exacerbated mental health issues for many people. Assurances were provided that a review of the recommendations made by the MH2K project would be developed by April 2021 with support launched in September 2021.

Some interim support work had been undertaken at Runshaw College in addition to the production of helpful videos. Members were assured that there were other support mechanisms in place for young people struggling with their mental health and that the project was a key priority.

Members also welcomed the availability of support for those aged up to 24 years and the interim measures in place but requested that the timescales for delivery of the project be reviewed.

The Council's role in tackling the percentage of 16- and 17-year olds not in education, employment or training (NEET) was questioned. In response, members were advised of Council-supported opportunities through the Apprentice Factory; partnerships with schools and local businesses to provide opportunities for young people; requirements within the procurement process for contractors to employ local apprentices; and the Community Wealth Building Action Plan initiative.

RESOLVED: (Unanimously)

That

1. the Panel thanks the Leader, Chief Executive and Shared Services Lead – Partnerships and Transformation for presenting such a detailed report and answering questions;
2. the Panel looks forward to the directorate performance indicators being presented to future meetings;
3. the Panel welcomes the offer of the corporate strategy project mandates being provided to panel members;
4. the Panel asks that that a future meeting takes a 'deep dive' into the organisational development strategy; and
5. the timeframes involved in the project to deliver a mental health programme for young people be reviewed.

27 Corporate Performance Framework Review

The Panel considered a report of the Shared Services Lead for Transformation and Partnerships which presented the outcomes of a review into the Council's Corporate Performance Framework.

The need for sound and robust performance monitoring data was acknowledged in order to promote confidence in the operation of the Council.

Members queried if performance information on other Council services, such as missed bin collections, could be more explicitly reflected in the Framework and were advised that detailed breakdowns of performance in each service could be provided to the Scrutiny Budget and Performance Panel to allow members to decide what to assess further.

Assurances were sought regarding the quality of data with members querying accuracy and reliability. In response, members were informed that all performance measures were reviewed by officers and subject to sign-off by senior officers. Workshops would also be held for those who collect data to ensure sufficient training and knowledge.

RESOLVED: (Unanimously)

That

1. the Panel thanks the Leader of the Council, Interim Chief Executive and Shared Services Lead – Transformation and Partnerships for presenting their report and answering questions; and
2. the Panel asks that consideration be given to being explicit on the level of performance information being reported.

28 Budget Monitoring 2020-21 Quarter 2

The Panel considered a report of the Section 151 Officer which provided an update on the Council's overall financial position at the end of Quarter 2 of the 2020-21 financial year.

Members acknowledged the impact of the COVID-19 pandemic on the Council's finances and requested an update on the current budgetary implications of support provided by the council. In response, the Cabinet Member for Finance, Property and Assets (Councillor Matthew Tomlinson) advised that the situation was ever-changing but that £20 million had been provided to support businesses during the initial lockdown earlier in the year and additional funding from central government was anticipated to cover the second lockdown period.

Members welcomed the Cabinet Member's suggestion of incorporating all COVID-19-related financial information into one report in the interests of transparency and ease of monitoring.

A savings target of £187,000 was identified in the report and the Panel queried how this would be achieved. This figure was noted as target savings from Shared Services but members were informed that, due to issues in Human Resources, these savings would not be met. A report detailing proposals for further savings would be considered at the next Full Council meeting.

Queries were also raised regarding the garden waste scheme which had achieved a surplus income. As the income was more than expected, members enquired if a further cut could be made to charges but were advised that, although the reduced charge had led to an increase in subscriptions, the Cabinet Member was confident in the appropriacy of the current £25 fee.

Similarly, members noted a deficit in income from court summons and were informed that this was a result of courts being closed due to the pandemic but also because of the need for sensitivity and compassion during the COVID-19 outbreak.

Discussion largely focused on staff vacancies and the progress of recruiting a second Enforcement Officer and Head of Licensing was queried. Work was underway to ascertain whether there was sufficient workload to justify employing an additional Enforcement Officer. A consultant was currently commissioned by the Council to handle complex cases with the permanent Officer working on day-to-day cases and there was an option to continue with this model if considered suitable going forwards.

The Head of Licensing position remained vacant due to progress with Shared Services and members were assured that interim management arrangements would be confirmed within the second phase.

In response to a query regarding the replacement of the South Ribble Museum Curator, who had recently retired, it was explained that this was a Shared Services post within the Visitor Economy directorate and that a temporary 12-month arrangement was in place with the intention to review after this period.

Assurances were also sought on the number of vacancies within the Governance directorate. Some concern was acknowledged but it was felt that there was no impact on ability to deliver services.

An update on the progress of the review of reserves was requested and members were informed that this was ongoing and would form part of the next year's budget process, which members welcomed.

The Panel was also pleased to note the Cabinet Member's confidence in the current delivery of the capital programme.

RESOLVED: (Unanimously)

That

1. the Panel thanks the Cabinet Member for Finance, Property and Assets and Deputy Director of Finance (Section 151 Officer) for their detailed report and answering questions;
2. the Panel welcomes the relatively small variance in budget so far in the year;
3. the Panel supports the Cabinet Member's proposal to bring together all COVID-19 related financial information into the one report for monitoring purposes;
4. the Panel looks forward to the results of the review of reserves as part of next year's budget process; and
5. the Panel is encouraged with the delivery of the capital programme at this stage in the year.

Chair

Date

Update on Recommendations made at previous Scrutiny Meetings

Date & Min	Recommendation	Lead Member	Lead Officer	Accepted?	Implemented?	Completed?	Progress/Comments
04/07/19 Min 4.3	The report commissioned by the Leader on the Civic Centre commercialisation spending be brought to a future meeting of the Committee.	Leader of the Council	Neil Anderson	yes	No	No	Report will come to Cabinet and Scrutiny in spring 2021. The delay has been down to the Covid Crisis which is now into a second lock down. It is unlikely that we will be able to have events in the Civic Centre until the spring at the earliest. This project therefore has been put back
04/07/19 Min 4.4	The Committee will be provided with updates on the masterplans and rephasing and resourcing them.	Planning, Regeneration and City Deal	Jonathan Noad	Yes	Partially	No	<p>Tenders for appointing an urban design consultancy will be issued for Penwortham Town Centre in Q3 2020/21 with the aim of the work being undertaken during 2021. Other centres will be covered in future financial years.</p> <p>Work on the Leyland Town Deal is progressing at a pace and the Board have prepared a draft Town Investment Plan (TIP). The TIP was supported by SRBC Full Council on 30th September 2020. Consultation and engagement on the projects in the TIP is ongoing at present. The Board are due to submit their TIP to Government by the end of October 2020.</p>

Date & Min	Recommendation	Lead Member	Lead Officer	Accepted?	Implemented?	Completed?	Progress/Comments
14/11/19 Min 24	The masterplans for every town centre be circulated to members via email.	Planning, Regeneration and City Deal	Jonathan Noad Neil Anderson	Yes	No	No	<p>The draft Leyland Masterplan was part of the agenda for Cabinet in January 2020. Copies have also been made available in Members resource rooms.</p> <p>More recently the draft Leyland TIP was in Full Council papers for September. The TIP has been submitted on 30 October to MHCLG</p>
14/11/19 Min 25.2	The Scrutiny Committee considers the future options for the management of leisure facilities in the future	Health, Wellbeing and Leisure	Neil Anderson	Yes	In progress	No	Report is going to Cabinet on 14 th October on a future Leisure Facilities Strategy which include looking at options for future management of Leisure Facilities Further work is taking place looking at potential Management options ready for post March 2021. Leisure Facilities Strategy has now been adopted
14/11/19 Min 25.7	Delivery plans for 2019 be amended to include more quantifiable measures of success	Health, Wellbeing and Leisure	Neil Anderson	Yes	In progress	No	Are there copies of delivery plans for me to be able to amend? We can add more performance indicators to measure success.
14/11/19 Min 25.8	The Council considers developing a Leisure and Public Health Strategy to take a more holistic, strategic and integrated approach with partners to include mental health, prevention and youth engagement.	Health, Wellbeing and Leisure	Neil Anderson	Yes	Working with partners	No	Neil will speak to Howard & Jennifer about this. This will also need to include Cultural and Arts activity and the contribution it can

Scrutiny Committee

Date & Min	Recommendation	Lead Member	Lead Officer	Accepted?	Implemented?	Completed?	Progress/Comments
13/02/20 Min 43.1	The Scrutiny Committee encourages the council to work towards being a Living Wage employer with its contractors.	Leader	Gail Collins		In progress		This forms part of the Corporate project to become an accredited Living Wage employer. As detailed within the project scope this particular recommendation will be picked up as part of a review and changes to Procurement policies.
13/02/20 Min 43.6	The Scrutiny Committee looks forward to receiving an evaluation of the new youth support funding as it progresses.	Health, Leisure and Wellbeing	Jennifer Mullin	Yes	No	No	The project is in its infancy and recruitment of additional officers in both sports' development and the co-ordinator's role has begun. Evaluation of the new youth support funding will take place once the programme progresses over the next few months.
09/07/20 Min 8.2	A further update on the procurement process for the Hall be provided to the Committee.	Finance, Property and Assets	Jonathan Noad Neil Anderson	yes	yes	No	Regular updates will be brought to Scrutiny committee on the Worden Hall project. The procurement of the refurbishment will be undertaken following the securing of planning permission.
09/07/20 Min 8.3	Information on the costs involved with the Council's consultants for Worden Hall be provided to the Committee.	Finance, Property and Assets	Jonathan Noad Neil Anderson	yes	yes	No	A note of the procurement, costs and authorisations will be provided to a future Scrutiny meeting.
09/07/20 Min 9.5	The Committee welcomes the offer of visiting the extra care facility in Chorley and would like this arranged.	Planning, Regeneration and City Deal	Jonathan Noad	yes	no	No	This can be arranged once COVID measures are relaxed sufficiently.

Date & Min	Recommendation	Lead Member	Lead Officer	Accepted?	Implemented?	Completed?	Progress/Comments
22/10/20 Min 19.3	Consultation on the Community Wealth Building Action Plan be undertaken with business organisations, such as the Federation of Small Businesses, the Institute of Directors and the Confederation of British Industry.	Community Engagement, Social Justice and Wealth Building	Jonathan Noad	Yes	Partly	No	A business engagement meeting was held following the previous Scrutiny Meeting and further engagement is being considered but is limited due to COVID.
22/10/20 Min 19.6	The final draft of the action plan be presented to Full Council following a Member Briefing.	Community Engagement, Social Justice and Wealth Building	Jonathan Noad	Yes	No	No	In progress
22/10/20 Min 19.7	More explicit links be made between the Community Wealth Building Action Plan and the Community and Health and Wellbeing Strategies.	Community Engagement, Social Justice and Wealth Building	Jonathan Noad	Yes	No	No	In progress
22/10/20 Min 19.8	Information on the Council's land ownership be provided to a future meeting.	Finance, Property and Assets	Jonathan Noad	No	N/A	N/A	Further clarification sought on what was requested by the committee. Further update will be provided to a later meeting.
22/10/20 Min 21.2	Details of car parking arrangements be included in the Worden Hall project update at the next meeting.	Finance, Property and Assets	Neil Anderson	yes	no	no	A revised plan of car-parking has been developed following consultation with Planning. This will involve a car park extension rather than a new carpark .This will form part of the planning application that will go in in early December

South Ribble Borough Council

Climate Change Public Consultation Questions

Introduction

Climate Change is one of the biggest global challenges of our time however there is a lot we can do at a local level.

We'd like your input in developing our Climate Emergency Action Plan by completing the following questions.

Carbon Reduction

Carbon Reduction Measures explained further

Transport

Encouraging less polluting forms of transport, such as walking, cycling, public transport and electric vehicles. Providing more electric vehicle charging points, tackling air pollution in the most polluted areas and around schools, greater planning of trips to reduce the need/frequency of vehicle use

Energy and the built environment

Ensure houses are energy efficient and residents are aware of grants that can help them, research the possibility of generating renewable power within the Borough, work with landlords to improve standards of rented properties, as a Council make more use of renewable energy sources

Waste and Water

Work with residents to reduce the amount of waste produced, eliminate the use of single use plastics wherever possible, improve waste recycling, avoid wasting water across the Borough

Consumption

As a borough reduce the use of high energy products, improve carbon emissions of Council organised events and work with schools about the teaching of cooking and reducing food & other waste. More about a general reduction of consumption

Offsetting

Where the borough has reduced its carbon emissions as much as possible then looking at compensating for any emissions left. Examples of this can include tree planting, installation of solar panels, or paying another company to do the offsetting work for the Council.

1. Our Climate Emergency Strategy includes themes on carbon reduction measures (listed below), please indicate which are the most important to you by numbering 0-5 (5 being the most important and 0 being not important at all):

	0	1	2	3	4	5
Transport	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Energy & the Built Environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste & Water	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Consumption	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Off-setting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. Please state any reasons for your answer.

3. What would you like to see South Ribble Borough Council do to help tackle Climate Change and make the Borough carbon neutral by 2030? Please feel free to include short, medium and long term actions in your answer. If you have made more than one suggestion, please indicate the order of which are priority to you.

Finding information on Climate Change

4. Where are you most likely to find information on Climate Change and related initiatives?

You may tick more than one answer. Social media Google eNewsletters Council website Local Community Groups Through schools (if applicable) Other

5. If you ticked 'Other' please specify.

Please type in the box provided:

What are you doing to help tackle Climate Change?

6. Please tell us the things you already do to help the fight against Climate Change? This could include things like recycling, using renewable energy, tree planting or involvement in group initiatives.

Please type in the box provided:

7. If you feel you could be doing more to help tackle Climate Change, please let us know what you think prevents you doing this.

Please type in the box provided:

This page is intentionally left blank

South Ribble Council – Forward Plan

For the Period: 1 January 2021 - 31 December 2021

This document gives 28 days' notice of 'key' and other major decisions which the Cabinet expect to take during the next four month period. It also gives notice of the decisions that are likely to be taken in private. The document is updated as required and is available to the public on the Council's website at www.southribble.gov.uk.

A 'Key' Decision is defined as any decision in relation to a Cabinet function which is likely:

- (a) To result in the Council incurring expenditure which is, or the making of savings which are significant. The financial threshold above which expenditure/savings become significant is set at £100,000. The financial threshold is applicable to both revenue and capital budgets; or
- (b) To be significant in terms of its effect on the communities living in an area comprising two or more Council wards.

Page 29

As a matter of local choice, the Forward Plan also includes the details of any significant issues to be initially considered by the Cabinet and submitted to the Full Council for approval.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a 'Key' Decision may not be taken, unless 28 days' notice have been given in this document.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in this document in accordance with General Exception and Special Urgency provisions, set out in Access to Information Procedure Rules.

The Cabinet is made up of the Leader, Deputy Leader and five other Cabinet Members with the following portfolios:

Leader of the Council	Councillor Paul Foster
Deputy Leader and Cabinet Member (Health, Wellbeing and Leisure)	Councillor Mick Titherington
Cabinet Member (Finance, Property and Assets)	Councillor Matthew Tomlinson
Cabinet Member (Environment)	Councillor Susan Jones
Cabinet Member (Planning, Regeneration and City Deal)	Councillor Bill Evans
Cabinet Member (Community Engagement, Social Justice and Wealth Building)	Councillor Aniela Bylinski Gelder

Whilst the majority of the Cabinet decisions listed in this Forward Plan will be open to the public to attend, there may be some decisions to be considered that contain confidential, commercially or personal information. The Forward Plan is a formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that some of the decisions listed in the Forward Plan will be held in private because the

report will contain exempt information under Schedule 12A of the Local Government Act 1972, as set out below and that the public interest in withholding the information outweighs the public interest in disclosing it.:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: www.southribble.gov.uk. If there are any queries, including objections to items being considered in private, please contact the Council on 01772 625309 or email clare.gornall@southribble.gov.uk.

Gary Hall
Chief Executive

Last updated: 04 January 2021

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Future meetings where there is an intention to hold part of the meeting in private: Cabinet 20 January 2021 and 10 February 2021; Council 27 January 2021							
Leader of the Council							
Quarter 3 (October - December) Performance Monitoring Report 2020-21	Cabinet 24 Mar 2021	Leader of the Council		24 Mar 2021	Open		Report of the Chief Executive
Shared Services Events Team Review To approve proposals for a new structure for a shared events team.	Cabinet 10 Feb 2021	Leader of the Council		10 Feb 2021	Fully exempt The report contains information concerning the financial or business affairs of the Council.		Report of the Chief Executive
Cabinet Member (Health, Wellbeing and Leisure)							

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
<p>Sports Playing pitch hub To bring back the Playing pitch Hub project to Cabinet with an update on Planning and the Football foundation bid. To seek approval for the proposed procurement strategy for the project and gain authorisation to take the project through the procurement and construction phases</p>	<p>Cabinet 10 Feb 2021</p>	<p>Deputy Leader and Cabinet Member (Health, Wellbeing and Leisure)</p>	<p>Expenditure / Savings higher than £100,000</p>	<p>10 Feb 2021</p>	<p>Open</p>		<p>Report of the Director of Neighbourhoods and Development</p>

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Future management of Leisure Centres To bring forward options on the future Management of the Council's Leisure Centres	Cabinet 20 Jan 2021 Council 27 Jan 2021	Deputy Leader and Cabinet Member (Health, Wellbeing and Leisure)	Significant effect in 2 or more Council wards.	20 Jan 2021 27 Jan 2021	Fully exempt This report contains information relating to the business / financial affairs of the Council		Report of the Director of Neighbourhoods and Development
Cabinet Member (Environment)							
River Ribble Strategy and Action plan To bring before Cabinet the proposed River Ribble Strategy and Action plan linked to the flood prevention scheme put forward by the Environment Agency	Cabinet 10 Feb 2021	Councillor Susan Jones JP	Significant effect in 2 or more Council wards.	10 Feb 2021	Open		Report of the Director of Neighbourhoods and Development

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Refurbishment of Playground at Haig Avenue, Leyland Report requesting permission to spend capital budget and award contract to preferred bidder	Cabinet 24 Mar 2021	Cabinet Member (Environment)	Expenditure / Savings higher than £100,000	24 Mar 2021	Open		Report of the Director of Neighbourhoods and Development
Cabinet Member (Finance, Property and Assets)							
Budget Monitoring 2020-21 Quarter 3	Cabinet 24 Mar 2021	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	24 Mar 2021	Open		Report of the Director of Finance and Assurance Services (Sc 151)
Fees and Charges 2021-22	Cabinet 10 Feb 2021 Council 24 Feb 2021	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	10 Feb 2021 24 Feb 2021	Open		Report of the Deputy Director of Finance and Deputy Section 151 Officer

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
ICT Procurement	Cabinet 10 Feb 2021	Cabinet Member (Finance, Property and Assets)		10 Feb 2021	Fully exempt The report contains information concerning the financial or business affairs of the Council.		Report of the Director of Customer and Digital
Cabinet Member (Planning, Regeneration and City Deal)							
Housing Assistance Policy Review Report to consider an amended Housing Assistance Policy for 2021	Cabinet 20 Jan 2021	Cabinet Member (Planning, Regeneration and City Deal)	Significant effect in 2 or more Council wards.	20 Jan 2021	Open		Report of the Director of Planning and Property
Council Housing Delivery Programme	Cabinet 20 Jan 2021	Cabinet Member (Planning, Regeneration and City Deal)	Significant effect in 2 or more Council wards.	24 Mar 2021	Open	None	Report of the Assistant Director of Property and Housing

DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
---	---

2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Forward Plan

Date	Item	Lead Member	Lead Officer
12 January 2021	Climate Emergency Action Plan Consultation	Councillor Keith Martin	Jennifer Mullin
	Worden Hall Progress Update	Councillor Matthew Tomlinson	Jonathan Noad
18 March 2021	Community Safety Partnership	Councillor Paul Foster	Heather Corson
	Portfolio Update: Health, Leisure and Wellbeing	Councillor Mick Titherington	Jennifer Mullin
	Worden Hall Progress Update	Councillor Matthew Tomlinson	Jonathan Noad

Notes:

- Registered Providers report TBC at a date suitable post-COVID pandemic
- Leisure Facilities Strategy report TBC at a date suitable post-COVID pandemic
- Civic Centre Commercialisation report TBC once works have resumed
- Response to COVID-19 pandemic TBC at a date suitable post-COVID pandemic

Scrutiny Budget and Performance Panel

Date	Item	Lead Member	Lead Officer
22 March 2021	Q3 Performance Monitoring Report	Councillor Paul Foster	Howard Anthony
	Q3 Budget Monitoring Report	Councillor Matthew Tomlinson	James Thomson

This page is intentionally left blank