

Scrutiny Committee

Monday, 8th February, 2021, 5.00 pm

Accessible through MS Teams and YouTube

Agenda

Important Information regarding COVID-19

In response to the current government guidelines surrounding COVID-19, this meeting will be held virtually. Elected members of the Council must take part in the meeting remotely over Microsoft Teams. Only the Chair of the Committee and required officers will be permitted attendance to the Civic Centre.

Any members not on the committee or members of the public who wish to address the Scrutiny Committee should [email Democratic Services FAO Charlotte Lynch](mailto:Democratic.Services.FAO.Charlotte.Lynch@southibble.gov.uk) before 12 noon on Thursday 4 February 2021.

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

[The meeting will be streamed live to YouTube and can be accessed by clicking here.](#)

These measures are temporary and will be reviewed as circumstances and the current restrictions improve.

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.

<p>3 Minutes of the Last Scrutiny Committee Meeting</p> <p>Held on Tuesday, 12 January 2021, to be signed as a correct record.</p>	<p>(Pages 5 - 10)</p>
<p>4 Minutes of the Last Scrutiny Budget and Performance Panel</p> <p>Held on Monday, 9 November 2020, to be noted as a correct record.</p>	<p>(Pages 11 - 16)</p>
<p>5 Matters Arising from Previous Scrutiny Committee Meetings</p> <p>Document to follow.</p>	<p>(To Follow)</p>
<p>6 Budget 2021/22 and Summary Position over the Medium Term</p> <p>Report of the Deputy Director of Finance (Section 151 officer) to follow.</p>	<p>(To Follow)</p>
<p>7 Worden Hall Progress Update</p> <p>An update will be provided at the meeting.</p>	<p>(Verbal Report)</p>
<p>8 Scrutiny Matters</p>	
<p>8a Scrutiny Review of Health Inequalities Progress Update</p>	<p>(Verbal Report)</p>
<p>8b Lancashire County Council Health Scrutiny Committee Update</p>	<p>(Verbal Report)</p>
<p>8c Meetings and training attended by Scrutiny Committee members</p>	<p>(Verbal Report)</p>
<p>8d Scrutiny Committee Forward Plan</p> <p>Scrutiny Committee Forward Plan attached.</p>	<p>(Pages 17 - 18)</p>
<p>8e Forward Plan</p> <p>Cabinet and Council Forward Plan attached.</p>	<p>(Pages 19 - 28)</p>

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, Susan Jones, 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 Thursday, 18 March 2021 - Cross Room, Civic Centre, West Paddock, Leyland, PR25 1DH

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Minutes of	Scrutiny Committee
Meeting date	Tuesday, 12 January 2021
Members present:	Councillors David Howarth (Chair), Michael Green (Vice-Chair), Will Adams, Jacky Alty, Matt Campbell, Colin Coulton, Chris Lomax, Colin Sharples, Stephen Thurlbourn, Matthew Trafford and Karen Walton
Cabinet members:	Councillor Paul Foster (Leader of the Council and Leader of the Labour Group) and Councillor Matthew Tomlinson (Cabinet Member (Finance, Property and Assets))
Officers:	Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Charlotte Lynch (Democratic and Member Services Officer)
Guests:	Councillor Keith Martin, Jennifer Mullin (Director of Neighbourhoods and Development), Neil Martin (Senior Environmental Health Officer) and Melanie Berry (Environmental Health Officer)

23 Apologies for Absence

An apology for absence was received from Councillor Jim Marsh.

24 Declarations of Interest

There were none.

25 Minutes of the Last Scrutiny Committee Meeting

An amendment to minute 19.3 was requested to include the Chamber of Commerce in the list of business organisations to be consulted on the Community Wealth Building Action Plan.

RESOLVED: (Unanimously)

That the minutes of the previous meeting of the Scrutiny Committee, held on Thursday, 22 October 2020, be approved as a correct record subject to the above amendment.

26 Minutes of the Last Scrutiny Budget and Performance Panel

RESOLVED: (Unanimously)

That the minutes of the previous Scrutiny Budget and Performance Panel meeting, held on Monday, 9 November 2020, be noted.

27 Matters Arising from previous Scrutiny Committee Meetings

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

Members queried why recommendations made in June 2019 had not yet been completed. Although it was acknowledged that many of these projects were ongoing, an update would be provided at the next meeting.

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

28 Climate Emergency Action Plan Consultation

The Chair of the Climate Emergency Task Group (Councillor Keith Martin) and the Director of Communities (Jennifer Mullin) and the Environmental Health Officer (Neil Martin) gave a presentation on the public consultation on the Climate Change Action Plan and responded to members' comments and queries.

Members were reminded that the Council had declared a climate emergency in May 2019 and that a member task group had been established to identify ways to reduce carbon emissions and the effects of climate change in South Ribble.

As a result of the work of the task group, a Climate Change Action Plan was being developed and a public consultation undertaken to identify priorities for the action plan in addition to measures already being taken up by residents and what climate change initiatives they would like to see the Council implement or promote.

In the interest of contributing to the development of the Climate Change Action Plan, members of the Scrutiny Committee queried the approach taken to the public consultation. In response, it was advised that the task group identified five key themes (transport, energy and the built environment, waste and water, consumption and offsetting) to base the consultation on.

This was also similar to consultations undertaken by other local authorities.

Members had also been encouraged to complete and promote the consultation to residents and the Scrutiny Committee supported this.

Members were pleased to note that there had been approximately 50 responses to the consultation, following an extension to the deadline due to the COVID-19 pandemic.

The consultation had been promoted to schools, community groups and the Council's partnership network and had been publicised on the website and social media channels.

It was acknowledged that the COVID-19 pandemic and national lockdown had impacted responses to the consultation particularly around engagement with schools, which had been affected due to closures and home learning guidelines.

In response to a question around the evidence sources used to develop the Action Plan, officers advised that information such as the carbon footprint and emissions of the Council and wider borough had been assessed in addition to cost-benefit analysis of suggested measures, published studies and officer and member research.

Members were also interested in how the Action Plan would link with the Council's wider Corporate Strategy and were informed that the Action Plan would contribute to the work of the Green Agenda project. Smaller-scale work such as encouraging tree-planting and banning single-use plastics would also link the Action Plan to the Corporate Strategy projects.

The progress of the project would be reported in the quarterly performance monitoring reports and members expressed their anticipation for the Scrutiny Budget and Performance Panel to receive these updates.

The influence of the Council on climate change was queried and it was acknowledged that although the Council has a regulatory impact, this is limited and that the educational influence is of greater significance.

However, it was acknowledged that the Council could influence greater climate change action through its own activity such as ensuring estates are carbon-neutral and the vehicle fleet is as environmentally-friendly as possible.

Engagement with partners on climate change work was also discussed and members welcomed the commitment to improve engagement with external organisations.

Members were particularly interested in how the Climate Change Action Plan would inform the Local Plan review, which was ongoing. In response to queries, it was advised that officers had already made representations to the review. It was hoped that the requirements for carbon reduction considerations within the planning process would be strengthened in a new Local Plan, particularly around Supplementary Planning Documents, and members expressed support for this.

The significance of fuel poverty and the challenge this presents to reducing carbon emissions was also discussed.

Work was ongoing to assess energy efficiency levels of properties. Government grants, such as the Green Homes Grant, to install energy efficient improvements would be promoted through the Council's communication channels and an officer would be recruited to enforce energy efficiency improvements to privately-rented properties.

Members were also pleased to note that the Climate Change Action Plan would encourage local procurement by assessing the distance travelled by contractors to provide services, thereby benefitting local businesses.

It was anticipated to be taken to Full Council in June 2021 and a Member Briefing on the Action Plan was requested to be held prior to discussion at Full Council to ensure that all members are fully informed.

Members also asked that the Action Plan be brought back to the committee for further review prior to Full Council.

The committee commended the Action Plan and the wider work of the Climate Emergency Task Group.

RESOLVED: (Unanimously)

That the Scrutiny Committee

1. thanks the Chair of the Climate Emergency Task Group and the officers for attending the meeting;
2. encourages Members individually and any of their contacts to respond to the climate emergency action plan consultation;
3. looks forward to the Scrutiny Budget and Performance Panel receiving quarterly progress updates on the green agenda as part of corporate strategy monitoring;
4. supports the commitment to engage partners further in the climate emergency action plan development and ideas to enthuse and involve our local communities;
5. asks that the South Ribble Local Plan review reflects carbon reduction principles and links with the climate emergency action plan, including the consideration of incentives for new housing being built to higher energy efficiency standards;
6. wishes the Member Task Group well with the action plan; and
7. looks forward to considering the draft climate emergency action plan.

29 Worden Hall Progress 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.

A slight delay in the progress of works due to the COVID-19 pandemic was acknowledged but the Cabinet Member remained ambitious that the project would be completed for summer 2022.

A Leyland-based project management and Quantity Surveying firm, Gosling Construction Services, had been appointed and on-site works were expected to begin in late March 2021.

Members queried the level of stakeholder engagement and requested further detail on who the stakeholders for the project were. In response, it was advised that communications were in place with occupiers of the craft units and the café at the park, the Scrutiny Committee and the wider public through the Council's media channels.

Assurances were provided in response to a member query that the project would keep to budget.

In response to a query regarding what progress could be expected by the next meeting hopes that planning permission would have been approved were expressed and that the procurement for more detailed work would have advanced.

A written question was received from a member of the public, who queried the estimated value of the contract with Gosling Construction Services and the decision-maker for awarding this contract.

In response, the Cabinet Member explained that the value could not be disclosed as it related to a private business contract. The company had experience in similar projects to the Worden Hall works and had a positive reputation in addition to being a South Ribble-based business.

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 attending and his update on the Worden Hall Project;
2. welcomes the progress being made on the project and ambition to have Worden Hall open for Leyland Festival in summer 2022; and
3. looks forward to progress reports at future meetings.

30 Scrutiny Matters

30a Lancashire County Council Health Scrutiny Committee Update

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

The first meeting focused on the NHS Test and Trace service and mass testing scheme. Members were informed that LCC would be working with the military to roll out asymptomatic lateral testing to care and education facilities, the faith sector and large employers across the region.

It was reported that local tracing services had proven more effective at reaching residents and that the Pfizer-BioNTech vaccine had been found to be 95% effective, which was welcomed.

The second meeting was of a task-and-finish group established to review the forthcoming proposals from the Our Health Our Care programme on the future of Chorley and South Ribble A&E. The meeting was for the purpose of scoping the review and Councillor Howarth would provide further updates as the group's work progressed.

30b Meetings and training attended by Scrutiny Committee members

There had been no recent meetings or training attended by members of the Scrutiny Committee.

30c Forward Plan

The Cabinet Forward Plan was noted.

30d Scrutiny Committee Forward Plan

Members reiterated their interest in reviewing housing association provisions in the borough.

It was acknowledged that the COVID-19 pandemic meant that providers would not be able to attend a meeting during the current restrictions, but this remained a priority for the Scrutiny Committee's work programme going forwards.

Chair

Date

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

Scrutiny Committee

Forward Plan

Date	Item	Lead Member	Lead Officer
8 February 2021	Budget 2021/22 and Summary Position over the Medium Term	Councillor Matthew Tomlinson	James Thomson
	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

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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.

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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: 12 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
Urgent Decision Taken Due to COVID-19 Pandemic	Cabinet 20 Jan 2021	Leader of the Council		20 Jan 2021	Open		Report of the Shared Services Lead - Democratic, Scrutiny and Electoral Services

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
Cabinet Member (Health, Wellbeing and Leisure)							
<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>	Cabinet 10 Feb 2021	Deputy Leader and Cabinet Member (Health, Wellbeing and Leisure)	Expenditure / Savings higher than £100,000	10 Feb 2021	Open		Report of the Director of Communities

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 Communities
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 Communities
Cabinet Member (Environment)							

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
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	Expenditure / Savings higher than £100,000	10 Feb 2021	Fully exempt The report contains information relating to the financial / business affairs of the Council.		Report of the Director of Communities
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 Communities
Cabinet Member (Finance, Property and Assets)							

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
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 Deputy Director of Finance and Deputy Section 151 Officer
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
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

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
General Fund Revenue and Capital Budget and Council Tax 2021/22 To approve the Council's budget proposals for 2021/22	Cabinet 10 Feb 2021 Council 24 Feb 2021	Cabinet Member (Finance, Property and Assets)	Significant effect in 2 or more Council wards.	10 Feb 2021 24 Feb 2021	Open		Report of the Deputy Director of Finance and Deputy Section 151 Officer
McKenzie Arms Development Contractor Procurement	Cabinet 10 Feb 2021	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	10 Feb 2021	Fully exempt The report contains information relating to the financial / business affairs of the Council.		Report of the Director of Development and Place
Cabinet Member (Planning, Regeneration and City Deal)							
Council Housing Delivery Programme	Cabinet	Cabinet Member (Planning, Regeneration and City Deal)	Significant effect in 2 or more Council wards.	24 Mar 2021	Open	None	Report of the Director of Development and Place

DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
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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
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.

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