

Council

Wednesday, 24th November, 2021, 6.00 pm

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

[Members of the public may watch the proceedings via a YouTube livestream accessible here.](#)

Agenda

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 meeting

(Pages 5 - 16)

4 Mayors Announcements

5 Returning Officer Report

(To Follow)

To receive and consider the report of the Returning Officer.

6 Cabinet

(Pages 17 - 20)

To receive and consider the report of the Cabinet held on 13 October. The report from the meeting held on 17 November will follow.

7 Urgent Decisions

(Pages 21 - 26)

To receive and consider the report of the Director of Governance and Monitoring Officer.

8 Capital Strategy Update	(Pages 27 - 32)
To receive and consider the report of the Director of Finance and Statutory Finance Officer.	
9 Governance Committee	(Pages 33 - 34)
To receive and consider the report of the Governance Committee held on 29 September.	
10 Scrutiny Committee	(Pages 35 - 38)
To receive and consider the report of the Scrutiny Committee held on 12 October, Scrutiny Budget and Performance Panel held on 15 November (to follow) and associated Task Groups.	
11 Corporate Strategy Update 2021	(Pages 39 - 62)
To receive and consider the report of the Deputy Chief Executive.	
12 Changes to Council Appointments	(Pages 63 - 66)
To receive and consider the report of the Deputy Chief Executive.	
13 Notice of Motion	(Pages 67 - 68)
Notice of the following motion has been submitted. The motion is proposed by Councillor Aniela Bylinski Gelder and seconded by Councillor Ange Turner.	
14 Questions to the Leader of the Council	
15 Questions to Cabinet Members	

16 Exclusion of Press and Public

To consider the exclusion of the press and public for the following items of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Condition:

Information is not exempt if it is required to be registered under-

The Companies Act 1985

The Friendly Societies Act 1974

The Friendly Societies Act 1992

The Industrial and Provident Societies Acts 1965 to 1978

The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)

The Charities Act 1993

Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a).

17 Potential Development

(Pages 69 - 74)

To receive and consider the report of the Director of Planning and Development.

Gary Hall
Chief Executive

Electronic agendas sent to Members of the Council Councillors

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

Forthcoming Meetings

6.00 pm Wednesday, 26 January 2022 - Shield Room, Civic Centre, West Paddock, Leyland, PR25 1DH

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Minutes of	Council
Meeting date	Wednesday, 22 September 2021
Members present:	Councillors Jane Bell (Mayor), David Howarth (Deputy Mayor), Jacky Alty, Renee Blow, Damian Bretherton, Julie Buttery, Aniela Bylinski Gelder, Matt Campbell, Colin Coulton, Malcolm Donoghue, Bill Evans, James Flannery, Derek Forrest, Paul Foster, Mary Green, Michael Green, Harry Hancock, Jon Hesketh, Cliff Hughes, Susan Jones, Chris Lomax, Jim Marsh, Keith Martin, Jacqui Mort, Peter Mullineaux, Alan Ogilvie, John Rainsbury, Colin Sharples, David Shaw, Margaret Smith, Phil Smith, David Suthers, Stephen Thurlbourn, Michael Titherington, Caleb Tomlinson, Matthew Tomlinson, Matthew Trafford, Angela Turner, Kath Unsworth, Karen Walton, Ian Watkinson, Paul Wharton-Hardman, Carol Wooldridge and Barrie Yates
Officers:	Chris Sinnott (Deputy Chief Executive), Chris Moister (Director of Governance), Mark Lester (Director of Commercial), Jonathan Noad (Director of Planning and Development), Louise Mattinson (Director of Finance and Section 151 Officer) and Ruth Rimmington (Democratic Services Team Leader)
Members present via Teams:	Councillor Carol Chisholm and Councillor Gareth Watson
Public:	40

39 Minute's silence

The Mayor invited Members to observe a minute's silence in memory Councillor Christine Melia who had passed away following a short illness.

Councillors Paul Foster and Karen Walton paid tribute and sent their condolences to the families. Councillors David Howarth, Caleb Tomlinson and Chris Lomax also paid tribute.

40 Apologies for absence

Apologies were received from Councillors Will Adams and Caroline Moon. Councillors Carol Chisholm and Gareth Watson attended the meeting via Microsoft Teams and so were not able to participate in voting.

41 Declarations of Interest

No declarations of interest were received.

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42 Minutes of meeting Wednesday, 21 July 2021 of Council

Resolved (Unanimously) That the minutes of the Council meeting held on 21 July 2021 be approved as a correct record.

43 Mayors Announcements

The Mayor promoted an event at Rococco Coffee Lounge in aid of her charities and gave an update on her recent duties, including the opening of several places and visiting others. The Mayor noted the contribution made by volunteers in the Borough and thanked them for their work.

44 Caravan Site Licensing - Fit and Proper Test

The Mayor explained that due to the number of members of the public who were in attendance for this item she had decided to take this item first.

The Chair of the Licensing and Public Safety Committee, Councillor James Flannery, presented the report of the Director of Planning and Development which sought approval to adopt The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020.

Several members spoke in support of the recommendations, including Councillors David Howarth and Phil Smith.

Two members of the public spoke in relation to an existing site, and expressed their concerns regarding

- development within the site
- maintenance issues
- communication issues

Councillor Flannery undertook to speak with the residents the following day and advised that he had already visited the site to investigate the issues raised. Information from the residents about the issues will be shared with all members for their information.

It was proposed by the Chair of the Licensing and Public Safety Committee, Councillor James Flannery, seconded by the Cabinet Member (Planning, Business Support and Regeneration) Councillor Bill Evans, and subsequently

Resolved (unanimously)

1. To note the content of the report.
2. To agree to adopt The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020.

45 Cabinet

Members received a general report of the Cabinet meeting held on 15 September.

It was proposed by the Leader of the Council, Councillor Paul Foster, seconded by the Deputy Leader of the Council, Councillor Mick Titherington, and subsequently

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Resolved that the report be noted.

46 Urgent Decisions

Members received a report setting out a number of urgent decisions taken in accordance with urgency procedures outlined in the Council's Constitution since the report to the last meeting of Council.

These urgent decisions include 'key' decisions taken by the Executive (i.e. Cabinet of Individual Executive Members) as defined in the Cabinet Forward Plan / Notice of Executive Decisions, decisions which include confidential or exempt information, and urgent decisions for which the Mayor agreed to waive scrutiny call-in. For clarification, these do not relate to urgent decisions arising from the COVID pandemic.

The report also includes urgent decisions taken by the Chief Executive in consultation with the Leader of the Council in accordance with Section 35 of Part 4A of the Council's Procedure Rules. This may include decisions relating to the COVID pandemic such as the need to urgently release funding allocated for this purpose.

It was proposed by the Leader of the Council, Councillor Paul Foster, seconded by the Deputy Leader of the Council, Councillor Mick Titherington, and subsequently

Resolved that the report be noted.

47 Governance Committee

Members received a general report of the Governance Committee meeting held on 27 July.

It was proposed by the Vice Chair of the Governance Committee, Councillor Colin Sharples, seconded by the Chair of the Governance Committee, Councillor Ian Watkinson and subsequently

Resolved that the report be noted.

48 Scrutiny Committee

Members received a general report of the Scrutiny Budget and Performance Panel meeting held on 13 September.

It was proposed by Councillor David Howarth, the Chair of the Scrutiny Committee, seconded by Councillor Karen Walton and subsequently

Resolved (unanimously) that the report be noted.

49 Report of the Standards Committee Hearing

The Chair of the Standards Committee, Councillor Carol Wooldridge, presented the report of the Monitoring Officer regarding the Standards Committee meeting held on 6 September 2021.

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The Standards Committee had considered a complaint that Councillor Barrie Yates breached the Code of Conduct for Members. The Committee upheld the complaint and asked that the decision be referred to Full Council for information.

A number of members commented on the report, including Councillors Mick Titherington, Matthew Tomlinson, David Howarth and Paul Wharton-Hardman noting the need for members to

- be respectful of each other and officers
- conduct themselves in accordance with the Code of Conduct
- take advice given by officers

It was noted that Councillor Yates had been removed from the Planning Committee membership but had been included within the membership in May, pending the outcome of the Standards hearing

The Leader of the Opposition, Councillor Karen Walton, noted the decision of the Standards Committee and supported the cross party working group to review of the Code of Conduct for Members.

The Leader of the Council, Councillor Paul Foster, noted that the External Auditors and the Local Government Association have reported improvements at the Council and these improvements need to be embraced by all members. Inappropriate behaviour must be challenged.

Councillor Barrie Yates informed the meeting that he would be taking action against the council via the Ombudsman regarding this matter.

It was proposed by the Chair of the Standards Committee, Councillor Carol Wooldridge, seconded by the Vice-Chair of the Standards Committee Councillor Jacqui Mort, and subsequently

Resolved (unanimously)

1. To review and note the complaint and the decision of Standards Committee in relation to the conduct of Cllr Barrie Yates.
2. To support the recommendation that there be a review of the Code of Conduct for Members with an emphasis on
 - a. Simplifying the code and aligning with legislation the recommendations of the Office for Standards in Public Life; and specifically
 - b. Consideration of standardising the code of conduct across South Ribble BC and Chorley BC.
3. That the Monitoring Officer be tasked with establishing a cross party and stakeholder working group to undertake the review and for the working group to present recommendations to Council for consideration and if approved adoption in due course.

50 Extension to cafe pavement licences

The Chair of the Licensing and Public Safety Committee, Councillor James Flannery, presented the report of the Director of Planning and Development which sought approval to extend the current Café pavement licensing scheme until 30 September 2022 in line with The Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2021.

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In response to a query it was noted that timescales required the report to be considered by Council directly, rather than consulting with the Licensing and Public Safety Committee first. All members attend Council and are able to participate in the debate and decision.

It was proposed by the Chair of the Licensing and Public Safety Committee, Councillor James Flannery, seconded by the Cabinet Member (Planning, Business Support and Regeneration) Councillor Bill Evans, and subsequently

Resolved (unanimously)

1. To note the changes to the Business and Planning Act 2020 introduced by The Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2021.
2. To agree to extend the proposed duration of granting of pavement licences until 30 September 2022 as per The Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2021.
3. To confirm the level of fee charged in respect of applications for pavement licences issued under the Business and Planning Act 2020.
4. To extend delegated authority to Officers as described at Paragraph 25 of the report.

51 2021/22 Corporate Capital Programme and Balance Sheet Monitoring Report - position as at 31st July 2021

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, presented the report of the Director of Finance which sought approval to the revised capital programme which reflected all amendments to the programme that have been approved in the 4 months to 31 July 2021.

The report also noted the position in the Balance Sheet Monitoring section of the report in respect of cash, investment and loan balances, and debtors as at 31 July 2021.

In response to a query it was noted that the Worden Hall budget increase and green RAG status relate to the project being delivered on time. Challenges within the construction industry have impacted on the costs of this project. It was also noted that virements in budgets were common and the detail of virements were set out within the report.

It was proposed by the Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, seconded by the Leader of the Council, Councillor Paul Foster, and subsequently

Resolved (unanimously)

1. To approve the revised capital programme as attached at Appendix A which reflects all amendments to the programme that have been approved in the 4 months to 31 July 2021, as detailed in paragraph 11 of the report.
2. To note the position in the Balance Sheet Monitoring section of the report in respect of cash, investment and loan balances, and debtors as at 31 July 2021.

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52 Land Transfer at Vernon Carus

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, presented the report of the Director of Commercial which sought the approval for the finances around the proposal to support Cabinet's decision agreeing the transfer of land at the Vernon Carus Sports Club.

Councillor Tomlinson thanked Councillor Titherington for his input into this project, and noted that the recreational land which includes football and cricket pitches and a bowling green would be protected as assets for the community.

Members spoke in support of the decision, including Councillors Margaret and Phil Smith, Alan Ogilvie and Mick Titherington. A query was raised regarding when the money would be received by the Council and what the inspection arrangements will be. This would be clarified following the meeting.

It was proposed by the Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, seconded by the Leader of the Council, Councillor Paul Foster, and subsequently

Resolved (unanimously)

That Council puts in place a revenue budget funded from the £500,000 receipt to cover ongoing reservoir running costs which should last 25 years (based on £20,000pa).

53 Changes to the Council's Constitution - Substitute Committee Members

The Leader of the Council, Councillor Paul Foster, presented the report of the Director of Governance which proposed changes to the Council's constitution to extend the provision allowing substitute Members to be appointed to relevant committees and to agree substitute Members put forward by the respective political group leaders.

Councillor Foster explained the need to ensure democracy continues despite the challenges of Covid. The use of substitute members has worked well for the Shared Services Joint Committee and the decision has been brought to Council quickly to facilitate the decision-making process.

The Leader of the Opposition, Councillor Karen Walton, noted the need for substitute members to attend training where necessary and to receive all papers for the relevant Committees when published. It was noted this kind of change has previously been considered by the Constitution Task Group prior to a decision by Council. Substitute members will be given as much notice as possible of their need to attend.

The Leader of the Liberal Democrats Group, Councillor David Howarth, supported the proposal as it encourages wider participation.

Following a query the Director of Governance undertook to produce a guidance note for substitute members.

It was proposed by the Leader of the Council, Councillor Paul Foster, seconded by the Deputy Leader of the Council, Councillor Mick Titherington, and subsequently

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Resolved (unanimously)

1. The Council's constitution be changed to allow substitute Members to be appointed to relevant committees as outlined in the report.
2. The Council's Monitoring Officer be authorised to make the consequential changes to the Council's constitution.
3. The substitute Members put forward by Group Leaders below be agreed until the next annual meeting of the Council.

Committee	Conservative	Labour	Liberal Democrat
Planning Committee	1. Cllr D Bretherton 2. Cllr P Mullineaux	1. Cllr M Trafford 2. Cllr K Unsworth	1. Cllr D Shaw 2. Cllr D Howarth
Licensing & Public Safety	1. Cllr M Smith 2. Cllr G Watson	1. Cllr M Higgins 2. Cllr C Sharples	1. Cllr H Hanock 2. Cllr A Turner
Standards Committee	1. Cllr J Buttery 2. Cllr B Yates	1. Cllr J Flannery 2. Cllr J Bell	1. Cllr D Howarth 2. Cllr D Shaw
Scrutiny Committee	1. Cllr J Mort 2. Cllr J Rainsbury	1. Cllr C Lomax 2. Cllr C Wooldridge	1. Cllr H Hancock 2. Cllr A Turner
Scrutiny Budget & Performance Panel	1. Cllr Michael Green 2. Cllr S Thurlbourn	1. Cllr C Lomax 2. Cllr C Wooldridge	1. Cllr H Hancock 2. Cllr A Turner
Governance Committee	1. Cllr C Moon 2. Cllr K Walton	1. Cllr M Trafford 2. Cllr D Forrest	1. Cllr D Shaw 2. Cllr D Howarth
Shared Services Joint Committee	1. Cllr D Bretherton 2. Cllr P Smith	1. Cllr M Titherington 2. Cllr A Bylinski Gelder	1. Cllr D Howarth 2. Cllr A Turner
Appointment & Employment Panel	1. Cllr C Moon 2. Cllr Mary Green	1. Cllr S Jones 2. Cllr A Bylinski Gelder	1. Cllr D Shaw 2. Cllr H Hancock
Appeals Committee	1. Cllr M Campbell 2. Cllr C Coulton	1. Cllr W Adams 2. Cllr C Tomlinson	1. Cllr R Blow 2. Cllr D Howarth

54 Public Sector Decarbonisation Scheme, Phase 3 grant bid

The Cabinet Member (Health and Wellbeing), Councillor Mick Titherington, presented the report of the Director of Communities. The report contained proposals to enable the Council to apply for Public Sector Decarbonisation Scheme to allow decarbonisation works to be undertaken at the Civic Centre, Moss Side Depot,

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South Ribble Tennis Centre, Leyland, Bamber Bridge and Penwortham Leisure Centres, as part of the Council's work to achieve carbon neutrality across its estate.

The report also set out recommendations relating to the creation of a budget funded by a grant awarded to the authority under the Low Carbon Skills Fund and the utilisation of existing capital budgets to provide a Council contribution under the Public Sector Decarbonisation Scheme.

It further requested approval for the submission of a grant application as part of the DEFRA Air Quality Grant Scheme, to fund additional work in schools and measures to combat air quality within designated Air Quality Management Areas.

Members discussed the challenging target of being carbon neutral by 2030 and noted the council can only control targets within its estate, rather than private houses, although it can influence in a positive way.

Members thanked the officers for their work on this, including Councillors Thurlbourn, Martin and Titherington.

It was proposed by Cabinet Member (Health and Wellbeing), Councillor Mick Titherington, seconded by the Leader of the Council, Councillor Paul Foster, and subsequently

Resolved (unanimously)

Public Sector Decarbonisation Scheme

1. To approve the submission of grant applications for the six identified buildings as part of the BEIS Public Sector Decarbonisation Scheme Phase 3 (PSDS3) grant offer.
2. To approve the capital contribution of up to £500,000 for the equivalent 'like for like' replacement of existing fossil fuel plant following successful award of the grant funding.
3. This will include the utilisation of some of the existing capital budgets for Civic Centre,

Corporate Buildings and Leisure Centre Refurbishment

4. To delegate final approval to proceed (including Council contribution) following the grant award offer, to the Cabinet member for Health and Wellbeing up to a total of £500,000 contribution.
5. To approve the creation of a budget equivalent to the value of any successful grant bid, following successful award of the Public Sector Decarbonisation Scheme grant funding to allow the works to commence. It is estimated this could be in the region of £4 to 5m.

Low Carbon Skills Fund

6. To approve the creation of a budget following the application to the Low Carbon Skills Fund (LCSF) and the award of £223,000 to produce additional decarbonisation plans for the remaining Council estate and further feasibility studies for the Civic Centre, Moss Side Depot, South Ribble Tennis Centre, Leyland, Bamber Bridge and Penwortham Leisure Centre's.
7. To approve the utilisation of the £223,000 Low Carbon Skills Funding following an appropriate procurement exercise to achieve the aims of the grant application.

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DEFRA Air Quality Grant

8. To approve the submission of grant application as part of the DEFRA Air Quality Grant Scheme, to fund additional work in schools and measures to combat air quality within designated Air Quality Management Areas (AQMAs).
9. To approve the creation of a budget equivalent to the grant value following successful award of the DEFRA Air Quality Grant Scheme. There is no defined limit for this funding but indicative amounts are between £10,000 and £60,000.

55 Questions to the Leader of the Council

Councillor Damian Bretherton asked about the failure rate of the trees planted along the Penwortham bypass and John Horrocks Way. He queried how many trees had failed, if any lessons have been learned for future schemes and how many of the total number of trees are included within the total quoted by the Council?

The Leader explained that Lancashire County Council (LCC) planted the trees. Planning Condition 19 of the consent require a tree planting and maintenance scheme which runs for at least 10 years. LCC consider the failure rate at the last inspection in June was 10 to 20% which is within parameters and a further check is scheduled for end of the month. If issues are identified then replacement planting will be undertaken before year end. The tree planting scheme was significant.

Councillor Alan Ogilvie queried on an action from the meeting of the Cabinet held on 16 June. The Leader had undertaken to write to the residents regarding how Section 106 monies generated from the Buckshaw Village area have been allocated to general maintenance of play equipment instead of being spent within Buckshaw Village. The Leader advised this had been undertaken and noted that no officer resource were used in the production of the publication.

Councillor Caleb Tomlinson asked if the Leader would join him in thanking the local police for their apprehension of four individuals who had a machete in Bamber Bridge. The Leader agreed to write to the Police thanking them for their swift action.

Councillor Matthew Trafford asked if the Leader felt it was appropriate for members to challenge the integrity of officers. The Leader advised that members should challenge members, not officers. At this point Councillor Ogilvie clarified that his intention had not been to criticize officers.

56 Questions to Cabinet Members

Questions to the Cabinet Member (Health and Wellbeing)

Councillor Matthew Tomlinson invited Councillor Mick Titherington to join him in congratulating Leyland Warriors Wheelchair team in their participation in Grand Final versus Leeds Rhinos. Councillor Titherington echoed the congratulations and supported the proposal for the Mayor and himself to write to express support from the Council.

Questions to the Cabinet Member (Planning, Business Support and Regeneration)

Councillor Michael Green supported the forthcoming 'Taste of Leyland' event, but queried the late change to the venue being a car park and the loss of income for the car park on that day. Councillor Evans explained that an alternative had been explored, but wasn't available. The losses for one day would be around £70. The

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date on the Executive Member report was noted as being earlier and this discrepancy will be clarified following the meeting.

57 Exclusion of Press and Public

The Leader of the Opposition, Councillor Karen Walton, queried the nature of the confidential information within next item. The Monitoring Officer advised that there was a need for the Council to demonstrate best value during the procurement process and that the report contained information which was commercially sensitive.

The Leader of the Council, Councillor Paul Foster proposed, Cabinet Member (Health and Wellbeing), Councillor Mick Titherington seconded, and subsequently

Resolved (unanimously)

That the press and public be excluded from the meeting for the following item of business on the grounds that it involves the disclosure of exempt information as defined by paragraph 3 of Part 1 of schedule 12A to the Local Government Act.

58 McKenzie Arms Development Update

The Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, presented the confidential report of the Director of Commercial which updated on the cost plan for the development of 15 affordable homes at the McKenzie Arms site.

The report also sought member approval to the Council entering into a funding agreement with the Homes and Communities Agency (carrying on business as Homes England) should the bid be successful and authority for the Council to enter into any other necessary legal documentation.

Members discussed the report, the requirements of the passivhaus accreditation and the issue of right to buy. The social value of providing this much needed affordable housing scheme was noted.

Councillors Blow and Wharton-Hardman had left the meeting at this point and so did not participate in the vote.

It was proposed by the Cabinet Member (Finance, Property and Assets), Councillor Matthew Tomlinson, seconded by the Leader of the Council, Councillor Paul Foster,

To approve the recommendations as set out in the report.

A recorded vote was taken as follows:-

FOR – Councillors Alty, Bell, Bylinski Gelder, Donoghue, Evans, Flannery, Forrest, Foster, Hancock, Howarth, Jones, Lomax, Martin, Sharples, Shaw, Titherington, Caleb Tomlinson, Matthew Tomlinson, Trafford, Turner, Unsworth, Watkinson and Wooldridge;

AGAINST – Councillors Bretherton, Buttery, Campbell, Coulton, Mary Green, Michael Green, Hesketh, Hughes, Marsh, Mort, Mullineaux, Ogilvie, Rainsbury, Margaret Smith, Phil Smith, Suthers, Thurlbourn, Walton and Yates.

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The Mayor declared the motion carried and it was therefore

Resolved (23:19:0)

To approve the recommendations as set out in the report.

Chair

Date

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Report of Cabinet

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

General Report of the Cabinet for the meetings held on 13 October 2021 and 17 November 2021

Meeting held on 13 October 2021

2. This was the first “Cabinet in the Community” meeting, held in Bamber Bridge Methodist Church. It is part of an initiative for Cabinet to be held in local communities, in order to make the Cabinet more visible and accessible to the public and to encourage greater public participation in the decision-making process.

Public Question Time

3. The Leader of the Council invited members of the public in attendance to ask questions of any member of the Cabinet for up to one hour.
4. A number issues were raised by Ms Bernadette Loffler from the local Neighbourhood Watch Scheme.
5. It was agreed that:
 1. That the Director of Planning and Development:-
 - a) writes to Lancashire County Council Highways expressing concerns regarding the traffic issues below, expressing a willingness to work together to resolve the issues with traffic calming measures and enforcement:-
 - Withy Trees Avenue - Issues re HGVs driving down a narrow road exceeding 20 mph speed limit. HGVs should be prohibited
 - Brindle row – new developments concerns about increased traffic
 - also Level crossing at Hospital Inn – concerns about increased traffic
 - b) check planning conditions regarding development of the Sports Hub and ensure that any council owned HGVs are diverted
 2. That the Council works towards achieving Green Flag status for Withy Grove Park and report back on progress as soon as possible
 3. That the Council install additional litter bins in Withy Grove Park and send officers to the park as necessary.

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Peer Challenge

6. The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Deputy Chief Executive to share the final report of the Local Government Association (LGA) Peer Challenge 2021. The report was to ensure the ongoing improvement of the Council in response to the findings of the Peer Team.
7. One member referred to pages 38 and 39 regarding the growth of capital programme from £3m in 2019 -20 to £24.4m and the Treasury Management Strategy, (which highlighted that the Council had a risk averse strategy following the collapse of Icelandic Banks), suggesting that the Council discuss alternative investments. It was highlighted that the growth of the capital programme indicated a substantial increase in borrowing, and that given a forecasted rise in inflation (under which circumstances interest rates tend to go up), cash balances will effectively give a negative return.
8. The Cabinet Member (Finance, Property and Assets) agreed that the Council needed to review its investments. He indicated, however, that in the case of projects such as the Extra Care Scheme, an income stream will be linked to the capacity of flats which ensures that the loan can be repaid. In addition, the Council has now completed its Asset Review which in appropriate cases may lead to sales to generate capital receipts.
9. Concern was expressed regarding affordability in that if the cost of borrowing increases, income streams may not cover the cost. The Leader of the Council agreed that every project must be viable and that hopefully by bringing a number of planned projects to Cabinet in near future, they would not be adversely affected by rising interest rates.
10. The Cabinet agreed to accept the report, approve the action plan for delivery and approve the recommendations of the Scrutiny Committee as follows:-

The Scrutiny Committee:

1. welcomes the report and the outcome of the Peer Review and looks forward to working together on delivering the action plan;
2. is grateful for the commitment to develop clear measures and that progress monitoring reports would be presented to Cabinet and the Scrutiny Committee;
3. asks that recommendation 3 be strengthened to reflect that capacity requirements will be assessed and put in place to ensure delivery of the corporate projects;
4. is grateful for the offer of the employee survey results being made available to the Scrutiny Committee once completed; and

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5. suggests that examples of best practice adopted across both South Ribble and Chorley Councils as a result of shared services be presented to a future Shared Services Joint Committee meeting.

South Ribble Annual Performance Report 2020/21

11. The Leader of the Council and Cabinet Member (Strategy and Reform) presented a report of the Deputy Chief Executive providing a summary of the Council's achievements during 2020/21 and an overview of the challenges and opportunities facing the Council in 2021/22. The Annual Report forms part of the Council's performance management framework and supports the Council in reflecting on its performance over the previous year.
12. The Cabinet noted the report.

Business Recovery Post COVID Member Working Group update

13. The Cabinet Member (Planning, Business Support and Regeneration) presented a report of the Director of Planning and Development summarising the activity and actions of the Member Working Group following their final meeting in August 2021.
14. The Group had met regularly during the COVID Pandemic and served as an extremely useful vehicle to shape business support. Given that the Council was now emerging from the pandemic it was felt that the group's business was done but could be reconvened should the need arise in the future.
15. The Cabinet supported the recommendations made by the Working Group outlined at paragraph 21 of the report.
16. The Cabinet agreed to:-
 1. note the contents of the report and congratulates the Group on their work over the past 18 months.
 2. support the recommendations arising from the Group which will be the subject of future discussions and reports for key decisions.

Progress on Climate Emergency and Air Quality Work

17. The Deputy Leader of the Council and Cabinet Member (Health and Wellbeing) presented a report of the Director of Communities providing an update on the actions and progress that has been around the Climate Emergency and Air Quality work streams.

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18. A query was raised with regard to paragraph 44 of the report which made reference to contributions towards replacing a new heating system. It was requested that officers be requested to provide clarification that the Council is expected to contribute an amount **equivalent to the cost** of replacing a like for like fossil fuel heating system, rather than actually replacing a fossil fuel heating system.
19. A query was raised in relation to progress on the actions in the Air Quality Action Plan. There were some minor errors in the text identified on the Decarbonisation Plans document. It was agreed these would be corrected for the public document on the website.
20. The Deputy Leader also announced that the Council will be applying to join the UK:100 which is a network for UK local leaders to focus on climate, clean energy and clean air policy.
21. The Cabinet agreed to:-
 1. To note the progress that has been achieved towards the Council's net-zero goal and completion of the air quality and Climate Emergency Action Plans;
 2. That officers be requested to provide detail on which of the actions in the Air Quality Action Plan have been completed and which are outstanding;
 3. That with regard to paragraph 44 of the report, officers be requested to provide clarification that the Council is expected to contribute an amount **equivalent to the cost** of replacing a like for like fossil fuel heating system, rather than actually replacing a fossil fuel heating system.

COUNCILLOR PAUL FOSTER

LEADER OF THE COUNCIL

Report of	Meeting	Date
Director of Governance and Monitoring Officer (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform))	Council Scrutiny Committee	Wednesday, 24 November 2021 Monday, 11 January 2021

Is this report confidential?	No
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Is this decision key?	Not applicable
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Urgent Decisions

Purpose of the Report

1. This report informs Council of a number of urgent decisions taken in accordance with urgency procedures outlined in the Council's Constitution since the report to the last meeting of Council held on 22 September 2021.
2. These urgent decisions include 'key' decisions taken by the Executive (i.e. Cabinet or Individual Executive Members) as defined in the Cabinet Forward Plan / Notice of Executive Decisions, including decisions which contain confidential or exempt information; and urgent decisions for which the Mayor agreed to waive scrutiny call-in. For clarification, **these do not relate to urgent decisions arising from the COVID pandemic.**

Recommendations to Council

3. Council is asked to note the report.

Recommendations to Scrutiny Committee

4. Scrutiny Committee is asked to note the report and to review the process to agree the urgent decision and to waive the scrutiny call-in on 29 October 2021 as outlined in the report. (The urgent decision to waive call in on 30 September 2021 was reviewed by the Scrutiny Committee on 12 October 2021).

Reasons for recommendations

5. The Council's Constitution states that the following decisions taken under urgency procedures must be reported to Council:

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Part 4C - Reports on Special Urgency Decisions to Council & General Exceptions

- **19.1** The Leader must submit a report to the next available Council meeting setting out the details of any executive decision taken as a matter of special urgency under the procedure set out in Rule 18 (Key Decision - Special Urgency).
- **19.2** The Cabinet must prepare a report to the next available Council meeting setting out the details of any executive decision taken without giving 28 days' notice under the procedure set out in Rule 17 (Key Decision – General Exception).

Part 4F – Scrutiny Procedure Rules - Call In and Urgency

- **11.14.** All decisions taken as a matter of urgency must be reported to the next available meeting of the Council, together with the reasons for urgency.
- The next available meeting of the Scrutiny Committee will review the process for agreeing the urgent decision and make appropriate recommendations.

Part 4A – Council Procedure Rules

- **35. Delegation of Urgent Decisions between Meetings of the Cabinet or a Committee**

Where a need for urgent action arises between meetings of a committee, but it is not considered to be sufficient justification for calling a special meeting or calling such a meeting would not be possible for any reason, such decisions may be taken by the Chief Executive (or other designated officer). The Chief Executive (or other designated officer) shall first consult the chairman or vice chairman of the concerned committee and, if the concerned committee could not itself decide the matter under delegated powers, the Leader and Deputy Leader of the Council.

Other options considered and rejected

6. None, for the reasons given above.

Corporate priorities

7. The report relates to the following corporate priorities: (please bold all those applicable):

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

Background to the report

8. Since Council on 22 September 2021 the following decisions were taken under the Council's urgency procedures, as detailed below.

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Details of urgent decisions taken in accordance with the Constitution

9. Key decisions *for which it was not possible to give 28 days' notice on the Cabinet Forward Plan but published at least 5 workings days before the decision is taken* fall under Council Procedure Rule 17 – Key Decision – General Exception in Part 4C of the Council's Constitution, which requires the Chair of the Scrutiny Committee to be informed of the reasons for the urgency.
10. Key decisions *published less than 5 working days before the decision was taken* fall under Council Procedure Rule 18 - **Key Decision - Special Urgency in Part 4C of the Council's Constitution, where** the decision may only be made where agreement has been obtained from the Chair of the Scrutiny Committee.
11. Any urgent decision to waive scrutiny call-in must be agreed by the Mayor in accordance with paragraph 11.14 of Part 4F of the Constitution. A decision will be considered urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Decision	Date and Decision Maker	Reasons for urgency
Approval for Contract Procedure and Award of ICT Procurement – Income Management Software	30 September 2021	<p>The Chair of the Scrutiny Committee has agreed that this decision to award a contract for ICT software (income management and online payments) will be taken under the Special Urgency Procedure. The reason this decision cannot wait 5 working days is that the current contract for South Ribble Borough Council expires on 30 September 2021 and it was not possible to extend the contract until March 2022 in line with Chorley Council.</p> <p>In accordance with paragraph 11.14 of Part 4F of the Council's Constitution, the Mayor agrees to waive the Scrutiny call-in procedure in respect of this decision for the following reasons:</p> <p>The reasons for the urgency were that a joint contract needed to be</p>

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		entered into by 30 th September 2021 as this is when the contract at South Ribble expires, and it was not possible extend the contract until March 2022 in line with the date that Chorley Council's contract expires. Any delay would mean that the contract at South Ribble would be terminated which would seriously damage the interests of the Council.
Low Carbon Skills Grant	27 October 2021	The Chair of the Scrutiny Committee agreed that this decision be taken under the Special Urgency Procedure. The reason for the urgency is that the use of a direct award framework will enable the Council to quickly appoint suitable contractors who have already been through a full vetting process, ensuring that we can deliver the Low Carbon Skill Fund work within the short timescales involved i.e. spend the money by March 2022.
Approval for the contract Procedure and Award for the Procurement of Network Firewalls	29 October 2021	<p>The Chair of Scrutiny Committee agreed that this decision be taken under the Special Urgency procedure; and</p> <p>The Mayor agreed to waive the Scrutiny call-in procedure in accordance with paragraph 11.14 of Part 4F of the Council's Constitution</p> <p>for the reasons given below:</p>

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		The reasons for the urgency were to address the urgent security concerns following the PEN test for South Ribble and due to the global shortage in hardware which is leading to significant delays in delivery and price increases. The 29th October represents the proposed contractor's year end, and as such the level of discount the Council has managed to secure was only valid if an order is placed before the close of play 29/10.
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Climate change and air quality

12. The work noted in this report does not impact the climate change and sustainability targets of the Councils Green Agenda and all environmental considerations are in place.

Equality and diversity

13. There are no Equality Impact Assessment (EIA) and Equality Act implications arising from this report.

Risk

14. None.

Comments of the Statutory Finance Officer

15. The Chief Finance Officer (s151) comments have been included on all the urgent decisions referenced in this report.

Comments of the Monitoring Officer

16. It is considered that the council's Constitution has been followed in this regard. Monitoring Officer comments were included on all of the decisions. This report is just for noting.

Background documents

Council Constitution

[Modern.gov link to Decision page](#)

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Appendices

None.

Report Author:	Email:	Telephone:	Date:
Clare Gornall (Democratic and Member Services Officer)	clare.gornall@southribble.gov.uk	01772 625625	11.11.2021

Report of	Meeting	Date
Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance, Property and Assets))	Council	Wednesday, 24 November 2021

Capital Strategy Update

Is this report confidential?	No
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Is this decision key?	No
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Purpose of the Report

1. The Capital Strategy was approved by Full Council alongside the budget on 23 February 2021.

Recommendations to Council

2. Note the contents of the report including the updated performance indicators
3. Note that the Council's current position regarding its portfolio of investment assets.

Reasons for recommendations

4. The requirements of the Prudential Code 2017 mean the Council must produce a Capital Strategy report and monitor it once a year.

Other options considered and rejected

5. The requirements of the Prudential Code are not statutory and so the update could be taken to other committees including Governance Committee. However, any divergence from the code may result in a negative opinion from the Council's external auditors.

Corporate priorities

6. The report relates to the following corporate priorities: (please bold all those applicable):

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

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Update of the Council's Capital Strategy

7. The Capital Strategy sets out the long-term context in which capital expenditure and investment decisions are made and gives due consideration to both risk and reward an impact on the achievement of corporate strategy priorities. The prudential code requires Full Council to approve and monitor the strategy.
8. The capital strategy sets out a framework for the self-management of capital finance and examines the following areas:
 - Capital expenditure
 - Treasury Management
 - Commercial Activity
 - The future ambition of the council's capital programme
9. The capital strategy is approved annually by Full Council alongside the budget setting papers and the budget papers proposed that an update is taken to Full Council once during the year.

Changes to the Strategy for 2022/23

10. The performance indicators included in the strategy are updated and included below with commentary.
11. The only other proposed updates to the strategy will be regarding the governance of new capital proposals, two changes will be made:
 - Due to the restrictions now imposed regarding borrowing from PWLB, a new pro forma must be completed when a project requests borrowing. This will be signed off by the S151 Officer and will ensure the Council meets the requirements of the Government that Council's do not borrow solely for yield.
 - A more thorough evaluation of business cases is being developed to ensure the Council fully evaluates the rewards and risks of new investments. This was a requirement of our external auditors. It will also ensure the correct procurement route is being followed, legal implications are correctly considered and project milestones are identified.

12. The original prudential indicators approved by Full Council in February 2021 are as follows:

Indicators Approved Full Council Feb 2021	2021/22	2022/23	2023/24
Estimated Capital Expenditure	£15.814m	£15.980m	£24.384m
Capital Financing / Net Revenue Stream	2.65%	5.03%	7.31%
Estimated Capital Financing Requirement	£10.980m	£19.480m	£42.649m
% Net Income to Gross Directorate Budgets	9.14%	9.07%	8.81%

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Affordability, Prudence and Sustainability

13. The estimated capital expenditure is outlined in the capital monitoring update also on this agenda, these figures will be presented to Executive Cabinet on 17 November 2021 prior to Full Council on 24 November 2021.

Table 1: Capital Programme 2021/22 to 2024/25

	2021/22 £m	2022/23 £m	2023/24 £m	2024/25 £m	Total £m
Good homes, green spaces and healthy places	10.666	13.197	25.208	0.000	49.071
A fair economy that works for everyone	2.606	4.587	1.000	0.000	8.192
Thriving communities	0.294	0.775	0.000	0.000	1.069
An exemplary council	2.593	1.903	0.504	0.435	5.435
Total Capital Expenditure	16.159	20.462	26.712	0.435	63.767
Grants	4.632	4.357	0.682	0.000	9.671
External Contributions	0.131	0.000	0.000	0.000	0.131
S106 / CIL	2.143	3.646	0.000	0.000	5.789
Receipts	0.070	0.000	0.000	0.000	0.070
Reserves	4.891	2.581	0.000	0.000	7.472
Prudential Borrowing	4.292	9.878	26.030	0.435	40.635
Total Financing	16.159	20.462	26.712	0.435	63.767

14. The Council's capital programme is funded through a number of sources including forecast grants from Homes England, developer contributions and borrowing.

15. Borrowing will be managed to ensure the future impact on revenue is minimised and where possible other sources of funding are utilised. It should be noted that some of the borrowing included in the capital programme is expected to fund investment that will meet numerous Corporate Priorities whilst also generating income that will likely meet the cost of the borrowing. Examples are included below:

Borrowing Costs of Projects Forecast to Generate Income to Repay Debt	2021/22 £m	2022/23 £m	2023/24 £m
Extra Care Scheme	0.200	1.000	3.800
Sumpter Horse Site	0.000	0.000	1.000
Leisure Facilities & Sports Pitch	1.984	1.100	18.988
Masterplanning & Regeneration	0.050	1.000	1.000
Town Deal	0.000	1.526	0.000
Total	2.234	4.626	24.788

16. Another measure of affordability is to compare the council's capital financing costs (interest and MRP) to the net revenue stream (council tax, business rates, revenue support grant and new homes bonus income). An increasing percentage would mean a greater proportion of the council's funding being used to meet its debt.

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Table 2: Capital Financing / Net Revenue Stream

	2021/22 £m	2022/23 £m	2023/24 £m
MRP and Interest	0.378	0.739	1.122
Council Tax	(8.600)	(8.666)	(8.871)
Business Rates including grants for reliefs	(5.293)	(5.293)	(5.293)
Lower Tier Services Grant	(0.100)	-	-
New Homes Bonus	(0.363)	(0.093)	-
Funding	(14.356)	(14.052)	(14.164)
Capital Financing/Net Revenue Stream	2.63%	5.26%	7.92%

17. This performance indicator is based both on forecast borrowing levels, that is dependent upon the profile of the capital programme, and also on the forecast level of funding.

18. The table has reprofiled the MRP and interest payable budget based upon up to date information. This performance indicator has not changed significantly since February 2021 however it is predicated on the Lancashire Business Rates Pool continuing in 2023/24. The application for the pool is being made for 2022/23 however it is not guaranteed this will be offered in 2023/24 resulting in a possible fall in future business rates income.

19. The Code also states that “In order to ensure that over the medium term net debt will only be for a capital purpose, the local authority should ensure that net debt does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years.” This is a key indicator of prudence.

Table 3: Capital Financing Requirement 2021/22 to 2023/24

	2021/22 £m	2022/23 £m	2023/24 £m
Opening Capital Financing Requirement	2.500	6.494	15.797
Increase in prudential borrowing	4.292	9.878	26.030
Provision made for debt repayments	(0.298)	(0.575)	(0.737)
Closing Capital Financing Requirement	6.494	15.797	41.090

20. As such there is a requirement to ensure that net debt (the sum of borrowing and other long-term liabilities, net of investments) in 2021/22 does not, except in the short term, exceed **£6.494m**.

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Income Generating Assets

21. The Council owns over 130 units across numerous sites that generate a rental income to the Council. The Council's portfolio has remained resilient to the effects of Covid-19 with only 2 remaining vacant units and a waiting list of prospective tenants. Any temporary reduction in income from these sites will be met through a £150k reserve that was created for 2021/22.
22. Other income includes car parking income which has exhibited a fall in 2021/22 of approximately 50%, it is assumed this will recover from 2022/23 onwards.
23. The council assets that generate net income are summarised below

Table 4: Summary of Net Income from Investment in Capital Assets

	2021/22 £m	2022/23 £m	2023/24 £m
Income from Investment Properties	(1.050)	(1.105)	(1.105)
Other assets	(0.181)	(0.220)	(0.220)
Total Net Income from Investments	(1.231)	(1.325)	(1.325)
Gross Directorate Budgets South Ribble Council	14.861	14.971	15.410
% Net Income to Gross Directorate Budgets	8.29%	8.85%	8.60%

24. The Council's gross directorate budgets are funded by approximately 9% through the income generated by these assets, this has not changed significantly from the original Capital Strategy. However, income is forecast to be temporarily lower in 2021/22 due to lower parking income and some vacant investment units during the year, this is expected to fully recover from 2022/23 onwards. The Council currently has two vacant units with significant interest in both.
25. As the Council invests in income generating assets throughout the MTFS period the percentage identified above will increase. As such it is important to monitor this performance indicator and analyse the risk associated with the income assumed in the budget.
26. The Council is committed to investing within the borough to bring forward sites that will further enhance local employment as well as generating a revenue stream for the council. The council's local plan is undergoing a review to be concluded within the MTFS period. Employment sites identified from this review will be considered for development whether controlled by the council or in partnership with other developers.
27. The Council will identify external funding wherever possible to deliver its investment ambitions. The council has already successfully received the following:
- £750k to purchase sites in Leyland town centre
 - £816k towards the Sport Pitch Hub project
 - £324k to part fund the refurbishment of Hurst Grange

Agenda Item 8

28. Further grant funding will be applied for with regard to investments in affordable housing, sports facilities and extra care.

29. The updated performance indicators are shown below:

Indicators Approved Full Council Feb 2021	2021/22	2022/23	2023/24
Estimated Capital Expenditure	£16.159m	£20.462m	£26.712m
Capital Financing / Net Revenue Stream	2.63%	5.26%	7.92%
Estimated Capital Financing Requirement	£6.494m	£15.797m	£41.090m
% Net Income to Gross Directorate Budgets	8.29%	8.85%	8.60%

Climate change and air quality

30. The work noted in this report does not impact the climate change and sustainability targets of the Council's Green Agenda and all environmental considerations are in place.

Equality and diversity

31. None

Risk

32. As outlined in the report, the requirements of the Prudential Code 2017 are not statutory however to not update Council regarding the Council's investments would risk an adverse opinion from the Council's external auditors.

Comments of the Statutory Finance Officer

33. The budget approved at Full Council on 23 February 2021 submitted the Capital Strategy and outlined that an update would be taken to the Council during 2021/22 financial year.

Comments of the Monitoring Officer

34. A report updating the Council's Capital Strategy is a requirements of the Prudential Code 2017.

Report Author:	Email:	Telephone:	Date:
James Thomson (Deputy Director of Finance)	james.thomson@chorley.gov.uk	01257 515052	29/10/21

Agenda Item 9

Report of Governance Committee

I am pleased to present the general report of the Governance Committee summarizing the business which was considered on 29 September 2021.

Please note that the report may not reflect the wording used in the minutes, as they have yet to be formally agreed.

Internal Audit Interim Report as at 31 August 2021

1. The committee considered a report which advised us of the work undertaken in respect of the Internal Audit Plan from April 2021 to August 2021 and gave an appraisal of the Internal Audit Service's performance to date.
2. We noted the information contained within the report relating to completed audits. It was advised that the Health and Wellbeing Campus report was appended to the report, having been presented in draft form in June 2020. Internal Audit had now reviewed all the evidence and re-drafted the report, although the findings were still the same the style in which the report had been presented has changed.
3. We also sought clarification on the accuracy of data held by Neighbourhoods and asked what impact this would have on other services across the council. In response, the Shared Service Lead (Audit & Risk) explained that the review had taken place following a request from the Director who had concerns about the data within the system. However, progress had already been made to identify assets and improve records, the data would be ready to migrate to the new system by April 2022.

Audit Findings Report 2020/21

4. The Council's External Auditors presented a report which sought to provide members with the Audit Findings for the year ending 31 March 2021. Members were advised that three adjustments to the Statement of Accounts had been identified, with a further adjustment provided in the supplementary agenda. Members noted that following completion of the Audit Findings Report further areas such as, exit packages and queries surrounding fees and debtors had now been resolved. The External Auditors were also working with Officers to resolve any outstanding queries.
5. We sought clarification on pension liabilities and asked if the £236,000 underpayment of the estimated upfront payment of pension costs for 2020/21, and the £831,000 pension liability following the transfer of staff from the South Ribble Community Leisure Trust (SRCLT,) would appear as an annual liability. In response, the External Auditor explained that the two issues were separate, and the £236,000 underpayment would not impact on the overall liability. Moving forwards the leisure centre liability would be part of that overall pension liability as the SRCLT staff would become council staff. The Director of Finance confirmed that provisions had been made for this within the relevant budget.

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Audited Statement of Accounts 2020/21

6. The committee considered the report of the Director of Finance which presented the Statement of Accounts for 2020/21 for approval. The Director of Finance explained that the committee had previously considered the unaudited statement of accounts in July 2021, this had been presented to the External Auditors and was back before committee for formal approval before the deadline of 30 September 2021.
7. Amendments had been made to the statement of accounts since it was considered in July 2021 as part of the further review and audit concluded by Grant Thornton. These adjustments had been summarised earlier in the meeting by the External Auditors.
8. The External Auditor provided that their opinion would be given on Value for Money at the end of December, the opinion on the statement of accounts would be issued within the next couple of weeks. The draft opinion within the Audit Findings Report 2020/21 states an unqualified opinion would be issued. If any material changes were identified after the meeting, then a further report would be brought back to the next committee meeting.

Recommendation

I would like to recommend that Council note the report.

COUNCILLOR IAN WATKINSON
CHAIR OF THE GOVERNANCE COMMITTEE
CA

Agenda Item 10

Report of Scrutiny Committee

1. This report summarises the business considered at the meeting of the Scrutiny Committee held on 12 October 2021.

Peer Challenge 2021

2. The Leader of the Council presented a report on the recent Local Government Association (LGA) Peer Challenge and subsequent Action Plan.
3. We welcomed the outcome of the Peer Review but questioned what was meant by 'embed', which was used frequently in the report. In response, we were advised that this meant ensuring that every area of the authority worked in the same way
4. We queried how success of the Action Plan would be measured and were advised that this would be monitored and reported quarterly with performance updates provided to the Scrutiny Budget and Performance Panel, which we welcomed.
5. We sought clarification as to whether phases one and two of shared services had now been delivered and it was confirmed that phase two work on a shared revenues and benefits department and shared customer services was still ongoing and that formal discussions on further development were being held with members at Chorley Council.
6. Challenges in cultural change were acknowledged but assurances were provided that staff feedback is regularly surveyed. It was agreed that the results of the employee survey would be made available to the committee once available and that examples of best practice adopted across both South Ribble and Chorley Councils as a result of shared services would be presented to a future Shared Services Joint Committee.
7. We also suggested that recommendation 3, which related to a Programme Plan for the delivery of future work and political priorities, be strengthened to ensure capacity and delivery of corporate projects.
8. Assurances were provided that the Council had several influences to aid in closing the budget gap within the Medium-Term Financial Strategy as mentioned at recommendation 4 in the report, such as strategic reserves.
9. We also welcomed commitment to involving all members in the interim review of the My Neighbourhood Community Hubs and were pleased to hear that the LGA had commended the council on the work of the Hubs.
10. We queried what was meant by 'political engagement' as mentioned in recommendation 4 and challenges in cross-party working and relations and a need for all parties to work better together for the good of the community were acknowledged.
11. The possibility of a review of the council's Scrutiny function was mentioned in recommendation 8 but we emphasised that an annual self-assessment is undertaken by the committee.
12. We welcomed clarification that any review into the Scrutiny function would be undertaken by the committee and would assess best practice and effectiveness.
13. We thanked the Leader of the Council and the Shared Services Lead – Transformation and Partnerships for their attendance.

Agenda Item 10

Update of new Leisure Company and future Leisure Projects

14. The Cabinet Member for Health and Wellbeing, the Director of Commercial and the Assistant Director of Projects and Development presented an update on the recently-established Council-owned South Ribble Leisure Company.
15. We were interested to learn how the process of bringing the management of leisure centres in-house had gone and what the benefits of this had been. In response, it was advised that the process had been successful and allowed the council to be 'hands-on' in the development of leisure centres in the borough.
16. We acknowledged that the company had only been established 6 weeks prior and that a more detailed account of progress would be available for future meetings of the Scrutiny Committee.
17. We also noted the impact of the changes on leisure centre staff and queried what support was in place for them. Staff were consulted through engagement sessions, on-site meetings and union representatives.
18. We queried the difference in service seen by customers and were advised that a marketing plan had been devised with a new app and website established and marketing campaigns due to commence at optimum times, such as the New Year.
19. We sought clarification was sought as to where responsibility for the leisure centres lay, as the report was listed under both Directors of Commercial and Communities. It was explained that responsibility for leisure provisions lay within the Communities directorate and the responsibility for the leisure company and day-to-day organisation fell within the Commercial directorate.
20. We welcomed an offer to recirculate the decision-making matrix and governance structure of the Leisure Strategic Partnership Board and Company to members.
21. We also sought further explanation as to the role of the management accountant and were advised that this position was specially dedicated to the leisure centres and was a new post within the council's shared services with Chorley Council. An external auditor would also be commissioned to review the leisure centres' finances.
22. We requested that the report be made more user-friendly and welcomed the offer to inform future reports with the information desired.
23. We discussed the possibility of updates on the management of leisure centres being a standing item on the Scrutiny Committee agenda but it was agreed that this would be provided on a quarterly basis.
24. We thanked the Cabinet Member and Directors for their attendance.

Worden Hall Progress Update

25. The Cabinet Member for Finance, Property and Assets, the Director of Commercial and the Shared Services Lead – Development and Business presented an update on progress of the Worden Hall project.

Agenda Item 10

26. We noted that it was an exciting time for the development, with works ongoing and booking enquiries already being received, and welcomed confirmation that the project remained on-track for completion by the Platinum Jubilee Leyland Festival in 2022.
27. We also welcomed a commitment to arranging a site visit to Worden Hall following the easing of COVID-19 restrictions. This was undertaken on 12 October.
28. We questioned the Cabinet Member's confidence in keeping to the budget of the project and were assured in response that contingencies of £250,000 had been incorporated into the budget in the event of unforeseen circumstances.
29. We were also keen to learn how the Council's climate change ambitions had been incorporated into the project. Some difficulty in this was recognised due to the building's Listed Building status but members were informed that a new and more-efficient heating system and new windows would be installed to cut emissions.
30. We acknowledged the national shortage of materials in the construction industry but were informed that the Council was working with the building contractors to ensure access to and supply of necessary materials.
31. We thanked the Cabinet Member, Director and Shared Services Lead for their attendance.

Urgent Decisions

32. We received a report which outlined a number of urgent decisions taken since 21 July 2021 in accordance with urgency procedures outlined in the Council's Constitution.
33. We noted that 7 urgent decisions had been submitted during this period.
34. We expressed some concern over the number of urgent decisions taken, given that these were not subject to call-in and therefore ineligible to be considered by the Scrutiny Committee.
35. We were assured that a legitimate process had been followed in the approval of these decisions but asked that the Executive uses this procedure sparingly in future.

Recommendation(s)

That Council note the report.

Councillor David Howarth
Chair of Scrutiny Committee
CL

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Report of	Meeting	Date
Deputy Chief Executive (Introduced by the Leader of the Council, Cabinet Member (Strategy and Reform))	Council	Wednesday, 24 November 2021

Is this report confidential?	No
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Is this decision key?	Not applicable
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Corporate Strategy Update 2021

Purpose of the Report

1. To seek approval for the refresh of the Corporate Strategy 2021/22 – 2023/24.

Recommendations to Council

2. That the Corporate Strategy 2021/22 – 2023/24 be approved.

Reasons for recommendations

3. To ensure that the Corporate Strategy reflects the needs of the borough and that council resources are directed towards key priorities.

Other options considered and rejected

4. The other option is to not review the strategy. However, this would mean that the Corporate Strategy may no longer reflect the needs of communities and businesses within the Borough, as well key projects and measures no longer being relevant.

Executive summary

5. The Corporate Strategy is the key strategic document setting out the Council's vision and priorities. A full refresh was undertaken in October 2020 to ensure that the strategy remained fit for purpose and to reflect the challenges and opportunities resulting from the pandemic.
6. In line with the annual corporate planning cycle, a review of the strategy has been completed to assess overall progress and ensure that the strategy remains relevant. The strategy has been updated and is included at Appendix C.

Agenda Item 11

7. The approved vision and four corporate priorities adopted last year have been retained to demonstrate a commitment to the values and principles under which the administration was elected:
 - An exemplary council,
 - Thriving communities,
 - A fair local economy that works for everyone,
 - Good homes, green spaces, well places.
8. This strategy builds on a year of significant progress to deliver the corporate priorities, while continuing to deliver excellent quality services, providing support to residents in response to the pandemic. The Corporate Strategy for 2020 delivered key outcomes including new affordable housing units, implementing the new community hub model, progress with Worden Hall and the Leyland Town Deal and establishing a joint partnership comprised of key partners for Chorley and South Ribble.
9. The programme of work and key projects have been refreshed to drive existing work into new phases and to incorporate new activity to address future priorities, contributing to the long-term strategic outcomes.
10. The performance indicators have also been reviewed and amended to ensure that they remain realistic yet ambitious.
11. Following approval of the updated Corporate Strategy for 2021, all council work should be aligned to ensure that resources and investment are targeted to key priorities. The resource requirements will be considered by full Council as part of the budget setting process.

Corporate priorities

12. The report relates to the following corporate priorities:

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

Background to the report

13. The Corporate Strategy provides a clear statement of what the Council aims to achieve over the next three years. The strategy sets out the Council's vision, priorities, and long-term outcomes for 2021/22 – 2023/24 along with priority activity to be delivered through the corporate projects and measures of success for the year ahead.

Achievements in 2020/21

14. In the first year of the strategy progress has been excellent with several key achievements having been met.

Exemplary Council

15. The delivery of the annual governance statement action plan has ensured an open and transparent Council through a range of actions including a review of the constitution, a new Performance Management Framework, robust approach to managing Key Partnerships and Member training. Progress has also been achieved to support more sustainable and joined up public services, building on positive partnership working throughout the pandemic to develop new partnership models and structures. Best

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practice has been gathered from the South Ribble Partnership to inform a new joint partnership with Chorley Public Service Reform Partnership. A joint strategy has been developed with clear priorities to improve outcomes for residents by bringing public services together in a way that makes sense, reducing duplication and making best use of collective resources.

16. Further shared services have been developed, including the implementation of a single shared management structure across both authorities, completion of phase one shared services and progression of phase two to develop shared Customer Services and ICT. Joint processes and policies have been put in places including a full review of the HR Policy Framework and Organisational Development programme. This will ensure that the Council can continue to deliver value for money, efficient and effective services to all residents with greater financial and operational resilience.

Thriving Communities

17. Community Hubs have been developed across the five neighbourhood areas of the borough with several key achievements throughout the year. The first tranche of the Boost Fund was delivered with over £20,000 awarded to several projects including Farington Lodge, Gregson Lane changing rooms and mental health awareness.
18. Responding to the needs of residents and building on a commitment to ensure all families can access food and supplies, the council has brought together a number of food banks across South Ribble and formed a network that helps to coordinate efforts and resources across the borough. All food banks in the network are now food registered providers, supporting residents when they need it most with critical supplies, assistance and advice.
19. A directory of mental health services for young people was developed and published onto the Council website, helping to raise awareness of the provision of mental health services both locally and nationally. Mental health first aid sessions have been delivered to 43 officers who are now Mental Health First Aiders. This is part of the project to support young people's mental health, developing essential knowledge and understanding that will be rolled out to wider partners so that younger people can be better supported in the places they attend including work and recreational activities.

A fair local economy that works for everyone

20. Providing support for businesses has been a top priority to mitigate the impact of the pandemic and ensure a strong recovery. The council processed 7,053 financial grants to businesses, totalling £34.9 million as part of a programme of support. In addition to the grants the council supported businesses with access to other available support services such as the Job Retention Scheme, BOOST and Lancashire's Business Growth Hub.
21. The borough is set to receive significant funding for improvements to Leyland Town Centre as part of the Town Deal Fund. The successful bid to the Town Deal fund has seen an offer of up to £25 million to regenerate and revitalise Leyland Town Centre. A Town Fund board has been brought together and plans for the development of the town centre including as business advice and skills hub has progressed with this project set to continue over the coming year.
22. The community wealth building programme has also made great progress with several achievements, which include:

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- The opening of a credit union branch in Leyland in June 2021. This includes a three-year plan to grow and expand into the community, opening access to financial services for those who may find it difficult to access high street banking,
- The Council formally achieved Living Wage Accreditation, recognising that the Council as an employer chooses to pay staff above the government's minimum wage,
- Social Value Portal (SVP) has launched with the first tender issued in September 2021 as part of the social value policy.

Good homes, green spaces and healthy places

23. Raising awareness to help tackle climate change, the Council hosted a virtual event for 'World Environment Day'. The Facebook event reached 1,688 people and videos of the event content were shared on the Council's Facebook main page reaching a total of 11,500 people. The event shared useful information on the changes individuals can make to help tackle climate change as well as activity that is happening across the borough through the council and other groups in the community. By March 2021, the 'Reduce, Reuse, Recycle' campaign, resulted in a significant reduction of 75% in contaminated bins.
24. As part of the Council's own contribution to reducing its carbon footprint a new cycle storage facility was installed at Moss Side depot to encourage staff to use more environmentally friendly means of travel. Installation of solar panels to reduce its use of carbon and fossil fuel based energy.
25. The Council completed its first development of affordable homes, with nine affordable apartments delivered through the Tom Hanson House project. The completion of the first scheme provides a strong foundation for the Council moving forward to deliver a further 15 new quality affordable homes in Bamber Bridge and to continue with consultation on delivering an Extra Care scheme, progressing to the second stage of its design.

Project delivery 2020/2021

26. As well as delivering major schemes, the 2020/21 Corporate Strategy included a number of projects that focused on progressing priorities over multiple years. A summary of the existing projects, their status and whether they are carried forward or due to be completed is included at Appendix A.

Performance

27. The 2020/21 strategy included 24 key measures to make it possible to monitor progress towards achieving the priorities and long-term outcomes. These have been reported throughout the year in quarterly monitoring reports that have been presented to Cabinet and Overview and Scrutiny.

Development of the Corporate Strategy 2021/2022

28. Fifteen priority projects have been identified for delivery over the next 12-18 months as part of the Corporate Strategy including work to support thriving communities through the enhancement of community hubs and a programme of events and attractions to provide things to do and places to go. The Worden Hall complex will be completed as a flagship venue, more affordable housing will be developed, and the leisure centres will be revitalised through an extensive programme of improvement to ensure good homes, green spaces and healthy places.

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29. Across the borough, the council will support residents and businesses with advice and support so that they can get back on their feet following the pandemic driving forward the principles of cooperation and community wealth building. We will also drive forward plans to transform the town and village centres to promote a strong and inclusive economy. The Council will continue its improvement journey by delivering the recommendations of the peer challenge and develop more effective working practices in response to the changing environment, continuing to support our staff development. We will also work more closely with partners to ensure that services make sense for residents and customers.
30. Addressing climate change is a major priority cutting across all of our projects, but we will also undertake specific work to improve our own assets and proactively encourage positive action across the borough by providing infrastructure and incentives.
31. The proposed key projects and an overview of what they will deliver is shown below:

Project	Description
An Exemplary Council	
Deliver the peer challenge action plan to ensure continued improvement	As part of our commitment to improvement, this project will put in place actions to respond to the recommendations made by the Local Government Association peer review.
Deliver the shared services development plan to build a more resilient organisation	A range of council services are now shared with Chorley Council. Each service has a development plan to establish strong processes and a positive working culture. This project will deliver the development plans.
Implement more efficient and effective working practices at the council through the Workplace Strategy	This project will deliver the Workplace Strategy and year one actions to improve the office environment and the way that staff work.
Deliver more joined up public services through working with our partners	This project will work with partners to join up services so that they make more sense for residents through better sharing of intelligence, more integrated structures and reduced duplication.
A fair local economy that works for everyone	
Deliver transformational regeneration projects including the Town Deal	This project will deliver the Town Deal but also include other regeneration plans for other local service centres
Support communities to access community cooperatives in South Ribble as part of growing a fair local economy	As part of Community Wealth Building, this project will identify with communities and test a community-led approach to accessing goods or services such as a food sharing network or an energy collective.

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Project	Description
Support residents to recover from the pandemic with advice, support and key services	This project will provide a 'One Front Door' response for residents in need of support with debt, employability or housing by providing a single point of access to a range of council and partner services so that they don't have to go to lots of different places for help.
Thriving communities	
Develop the Youth Council to make sure the views of young people are represented	This project will take forward the work of the Youth Council with a programme of meetings and an action plan to increase democratic participation across young people.
Deliver Music in the Park 2022 and Queens Jubilee Celebrations	This project will deliver the event due to take place in 2022.
Review and enhance the community hubs as a primary way to work closely with residents	This project will deliver the community hub action plans and 'boost' fund to enable more to be achieved to meet local priorities. It will also deliver the review and evaluation of community hubs.
Develop the visitor offer in South Ribble.	Create a tourism strategy for South Ribble with a new campaign to promote the borough as we recover from the pandemic
Good homes, green spaces, healthy places	
Improve leisure facilities in South Ribble to improve wellbeing	This project will improve the current leisure services to provide a better offer and user experience to increase overall wellbeing. It will also launch the plans for a new leisure centre.
Deliver the new Worden Hall complex as a flagship venue	The new Worden Hall complex will be completed and opened in early 2022.
Lead action to address climate change for South Ribble	The council will lead activity to address climate change and encourage residents to make positive changes with specific actions including: <ul style="list-style-type: none"> - Decarbonisation of council assets - Electrification of the council vehicle fleet - Improving recycling
Deliver affordable homes	This project will deliver the affordable homes project at the McKenzie Arms and progress the development of the Extra Care facility

Measuring and Reporting Progress

32. The strategy includes 27 performance indicators that will be measured and reported against in order to demonstrate success and progress towards achieving the priorities and long-term outcomes. All of the measures and targets have been reviewed and updated to ensure that they remain challenging to reflect Council ambition. A final list of Corporate Strategy measures for 2020/21 can be found at Appendix C.

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33. Other measures will monitor the benefits delivered by projects (through project management), and a range of indicators will be included in service business plans to monitor the delivery of services at an operational level.
34. Four indicators have been added to the existing set of indicators to monitor more closely economic impacts on communities and access to financial support. This includes the following:

Indicator	Priority	Target	Reason
Number of new savers with Unify Credit Union in South Ribble (200, Annually)	A fair local economy that works for everyone	200 (Reported annually)	To measure effectiveness of support for the credit union reflecting take up of saving, promoting financial resilience.
Median earnings by residence	A fair local economy that works for everyone	Better than the national average. (Annually)	To monitor the average earnings for people who live in South Ribble as part of the levelling up agenda nationally and to track change.
The number of claimants as a proportion of resident population of area aged 16-64	Thriving Communities	Better than North West average (Quarterly)	To measure the impact of changes in the economy and monitor the outcomes for residents in South Ribble and respond as required.
The number of individuals who complete a health check (screening) by a member of the 62	Good homes, green spaces, healthy places	110 (Annually)	As part of the council's work on the Business Health Matters programme, the number of health screens provided by the council will be monitored.

35. Five indicators have been amended to reflect service changes or better align to future priorities. This includes the following:

Indicator	Priority	Target	Reason
Number of residents participating in activities delivered by the Council	Thriving Communities	400 (Annually)	This indicator has been extended from the opportunities created by the council through the communities team. An initial target is set to further baseline future years.
No. of meals provided to school age children through holiday hunger offer	Thriving Communities	No Target (Quarterly)	This indicator has been amended to reflect that it will measure demand on holiday hunger. There is no target but will be reported quarterly to indicate the demand and track trends.
Number of people who have successfully completed basic digital skills training	Thriving Communities	(300, Quarterly)	A target has been set to reflect overall objectives as part of improving digital inclusion.
Median workplace earnings in the borough will be better than the national average	A fair local economy that works for everyone	Better than the national average (Annually)	This indicator has been amended to compare against the national average, rather than the north west average. This is to monitor South Ribble's position in relation to the levelling up agenda nationally.

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Indicator	Priority	Target	Reason
The number of wellbeing sessions delivered by the Active Health team	Good homes, green spaces, healthy places	Baseline 2021/22, (Quarterly)	This indicator has been rescoped from the number of young people's physical activity courses delivered. This now covers the changes to service focused on wellbeing activities delivered to all ages.
The number of people who are prevented from becoming homeless or have had their homelessness relieved	Good homes, green spaces, healthy places	No Target (Quarterly)	This indicator has been amended to reflect that it is used to measure demand on homelessness services and where this has either been prevented or relieved. There is no target but will be reported quarterly to indicate the level of demand and track trends.

Climate change and air quality

36. The work noted in this report impacts on the following areas of climate change and sustainability targets of the Council's Green Agenda: net carbon zero by 2030, reducing waste production, limiting non sustainable forms of transport, working with sustainable and green accredited companies, limiting or improving air quality, limiting water waste and flooding risks, improving green areas and biodiversity.

Equality and diversity

37. The review of the strategy each year provides the opportunity to consider the latest demographic information, policy context and implications for services. The strategy sets out support for those in communities who may have unfair disadvantages in accessing support, services and opportunities.
38. The strategy sets out the ambitions and strategic objectives to be met over the next 12 months. As each project is implemented, an equality impact assessment will be undertaken to consider the equality and diversity implications.

Risk

39. The council maintains a strategic corporate risk register which sets out the main risks to the organisation and delivery of its services and strategy. In considering the key risks to the delivery of the corporate strategy, the main risks will be related to resourcing and finance, the potential for further disruption due to the pandemic and external forces within the economy and communities. To manage these risks there are mitigation plans in place and each project listed in the strategy is required to undertake and maintain its own risk register.

Comments of the Statutory Finance Officer

40. The budget, including the Medium Term Financial Strategy, will be approved in February 2022 and will support the delivery of the Corporate Strategy.

Comments of the Monitoring Officer

41. There are no issues of concern from a Monitoring Officer perspective.

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42. The report notes the improvements that have already been made to the governance environment in the council via implementing the AGS Action Plan. Clearly though this process of improvement needs to continue.

Background documents

There are no background papers to this report

Appendices

Appendix A – Summary of Corporate Strategy Projects 2020/2021

Appendix B – Equality Impact Assessment

Appendix C – Corporate Strategy 2021/22 – 2023/24

Report Author:	Email:	Telephone:	Date:
Howard Anthony, Victoria Willett (South Ribble Partnership Manager, Service Lead - Transformation and Partnerships)	howard.anthony@southribble.gov.uk, vicky.willett@southribble.gov.uk	01772 625546	12/11/2021

An Exemplary Council			
Project	Status Q2	Position Statement (Q2)	Completion Date
Deliver the Annual Governance Statement Action Plan	Completed	The Annual Governance Statement (AGS) action plan project has been completed with all key milestones being delivered. The project has delivered an updated constitution; refreshed governance, performance management and human resources policies; a consistent approach to community engagement and consultation through the Consultation Framework and Community Engagement Strategy; and a robust approach to managing strategic contracts and partnerships through the Partnership Framework. Overall, the actions in place will ensure that the council is a transparent, accountable organisation with an improved governance culture and environment.	Completed September 2021
Transform the way the council operates	Green	<p>The Phase 2 extension of Shared Services between Chorley and South Ribble commenced in November 2020, with the approval of proposals for a Shared Senior Management Team, Shared ICT, and Shared Customer Services and Revenue & Benefits services.</p> <p>The shared Directors and shared senior management team were established in January 2021, following which the reviews for the ICT and Customer Services teams began. Informal consultation, engagement with staff and the union, and a desktop evaluation of the services, led to proposals for the management of the ICT service to be presented for formal consultation in March 2021, and implementation in April and May. The second stage of the review included proposals for a shared structure for the rest of the service, which were presented in August 2021, with implementation of the full shared service in November. Proposals for the Customer Services and Revenue & Benefits management team, alongside the shared model for customer services, were presented for formal consultation in June 2021, with implementation of the new shared roles in September and October. Proposals for the rest of the service structure are due to be presented in November, with implementation expected in January 2022.</p>	This project will be completed by March 2022 and move in to the next phase.
Work with partners to design and deliver better public service	Completed	The programme of activity to work with partners to design and deliver better public services has now completed. On 15 September, the newly established Chorley and South Ribble Partnership met for the first time, with new governance arrangements, a defined strategy and action plan. The strategy had been developed over a period of nine months, and represents a consensus across partners on where there should be a collective focus. The	Completed September 2021

An Exemplary Council			
Project	Status Q2	Position Statement (Q2)	Completion Date
		Partnership will be developing with partners a locality model which shapes the way services work with each other as well as continuing to build on the benefits of sharing data to improve performance and the application of resources. The first major piece of work being undertaken is a summit in November 2021 on the economy which will see a number of key leaders and experts brought to together to identify the recommendations that the Partnership should take forward to support the economy as it recovers from the impact of the pandemic.	
Deliver year one of the joint digital strategy	Amber	Whilst the project has completed a number of sub-projects within the strategy, there have been challenges with resourcing and capacity which has delayed overall the timeline for the programme. There are existing vacancies within the ICT service across both authorities resulting in gaps in the essential skills and knowledge required to support the delivery of the Joint Digital Strategy. The recruitment to these vacant posts was expected to take place in quarter two, however this has been delayed due to the extension of the formal consultation period of the shared service ICT review.	Subject to reprogramming but expected to complete by March 2024
		A full costing exercise is to be undertaken to identify any additional capacity costs. The year one action plan for the Joint Digital Strategy is to be reprofiled as a result of the above and is expected to be complete in February 2022. This will ensure successful delivery of the Joint Digital Strategy as planned in March 2024.	

Thriving Communities			
Project	Status Q2	Position Statement (Q2)	Completion Date
Establish South Ribble Together Hubs	Green	The Community Hubs have been established. The hub action plans are being delivered and monitored, with regular hub planning meetings and hub chair briefings. Over the past 12 months, the project has developed a food bank network, providing resources and bringing together a collection of independent foodbanks to better coordinate activities across all areas of the borough. Each hub area has established its own Facebook presence and newsletters. In addition to delivering a range of projects and events such as South Ribble in Bloom, the project delivered the first tranche of the Hubs Boost Fund. To further develop the autonomous nature of the hubs workshops will take place with Cabinet, Community Hub Chairs and Vice Chairs to discuss and agree the terms of reference for each hub area in quarter three. A report is to be presented to Cabinet in November 2021, which will review the achievements and progress of the Community Hubs over the last twelve months.	This project will complete and move forward in to the next phase.

Thriving Communities			
Project	Status Q2	Position Statement (Q2)	Completion Date
Establish a Youth Council	Green	The Youth Council programme has moved forward with the commission of Shoutout UK, a young people's advocacy service that builds political literacy skills with young people to provide support and confidence to take part in the Youth Council. The commission includes a national look to politics and the political system, local politics (e.g. voting/local issues), developing public speaking, debating exercises and future engagement and development programme.	This project will continue in to the 2021/2022 programme of corporate strategy projects
		Shoutout UK are delivering sessions for up to 30 young people, who will design and create the structure of the Youth Council which will be delivered as part of the planned programme in January 2022. The recruitment of the 30 young people commenced in September via active engagement with two schools and through the use of social media.	
Deliver a mental health support programme for young people	Green	The first year has been focused on scoping and defining a clear set of actions to promote support for mental health, targeted at younger people. The initial part of the years activities resulted in publishing on the council's website a directory of services and support.	This project will continue as part of the Communities Business Plan in 2022/2023
		Latterly an accredited Mental Health First Aider training course has been delivered through Lancashire Mind, which has been completed by 48 members of staff at South Ribble Council. Those employees were identified as individuals that are more likely to meet young people who may be vulnerable. This intensive course provides officers with the skills and knowledge to recognise mental health needs, support young people with empathy and understand how to direct individuals to the appropriate professional support. As the programme moves forward partners will be engaged to roll out further the mental health first aider scheme.	

A fair local economy that works for everyone			
Project	Status Q2	Position Statement (Q2)	Completion Date
Implement the community wealth building action plan	Green	The Community Wealth Building programme has developed its action plan and a number of key achievements have been made. Within the year the Credit Union branch in Leyland was opened by Unify Credit Union and a three year plan to develop its sustainability has been started. The Council has also formally achieved the Living Wage Accreditation which recognises employers that chose to pay staff above the government's minimum wage. To help the council monitor the impact of social value, the Social Value Portal (SVP) has now been implemented to measure the council's procurement outcomes and the benefits to the community. Going forward the draft social value portal policy has been developed and shared with stakeholders and is now waiting on their feedback.	This project will be completed by March 2022.

A fair local economy that works for everyone			
Project	Status Q2	Position Statement (Q2)	Completion Date
Deliver year 1 of the Town Deal	Green	Following the development of a Town Deal board and a successful submission to government, Leyland Town Deal has been allocated £25 million to develop the town centre area. To access this funding consultants are working with the council to develop the detailed business cases all three key delivery areas, which are town centre transformation, improvements to the market and the development of 'Base 2 Business' hub.	This project will continue in to the 2021/2022 programme of corporate strategy projects
		Stakeholder engagement and consultations events are to take place next quarter to develop the project brief. The submission of the business cases to the funding body is programmed for submission in March 2022.	
Establish a business support programme	Green	A grant scheme has been developed to respond to the needs of local businesses, to enhance the overall support available to local business through the national programme of business support. The council received further funding from Central Government, a total of £706k having met key targets over the past year as part of the national grants programme provided throughout the Covid pandemic. The Additional Restrictions Grant (ARG3) tranche of government funding has been amalgamated with the allocation of £150k as part of the corporate strategy project to support businesses. The support that will be provided includes mental health support, recruitment, bringing empty properties back in to use, sector skills (e.g. hospitality and care), start-up grants and summer grants for market traders. Approval for grant criteria and authority to spend has taken place through an Executive Member Decision.	This project will be completed by March 2022.

Good homes, green spaces, healthy places			
Project	Status Q2	Position Statement (Q2)	Completion Date
Deliver a project to support the green agenda	Green	The green agenda has many streams of work across its plan. Within the year works have progressed to install and commission four charging points with the installation process anticipated to be completed during quarter three 2021/22.	This project will continue in to the 2021/2022 programme of

Good homes, green spaces, healthy places			
Project	Status Q2	Position Statement (Q2)	Completion Date
		<p>Raising awareness to help tackle climate change, the Council hosted a virtual event for 'World Environment Day'. The Facebook event reached 1,688 people and videos of the event content were shared on the Council's Facebook main page reaching a joint total of 11,500 people</p> <p>There have been a series of improvements to outdoor paths and cycle networks which include:</p> <ul style="list-style-type: none"> • Leyland Loop Moss side connection • Tarn wood compete • Shruggs wood compete <p>Solar installations at the Civic have been completed and a cycle storage facility at Moss Side depot.</p>	corporate strategy projects
Deliver a leisure improvement project	Green	<p>Works to the leisure centres have included health and safety works as well as general improvement and upgrades. As part of the work decarbonisation plans have been developed, which will support the council in significantly reducing its carbon footprint whilst ensuring it provides good quality leisure facilities.</p>	This project will continue in to the 2021/2022 programme of corporate strategy projects
		<p>The decarbonation grant applications totaling £3.4 million for projects such as solar panels, replacement of boilers where possible, window insulation and the installation of an energy management systems at all four of the council owned leisure centres has been completed and will be submitted to the funding body in quarter three.</p> <p>Further improvements works are to begin shortly following the awarding of contracts for the Tennis Centre car park extension and the painting and cladding work for the leisure centres is to commence on site in quarter three.</p>	
Bring Worden Hall back into use	Green	The development to bring Worden Hall back into use as a flexible community and event space has progressed with a contractor being appointed to deliver the project.	This project will continue in to the 2021/2022 programme of

Good homes, green spaces, healthy places			
Project	Status Q2	Position Statement (Q2)	Completion Date
		<p>The refurbishment works began on site in August and a public drop-in engagement event has been held at Worden Hall with 30 people attending. The event gave the public the opportunity review and ask questions about the refurbishment plans.</p> <p>Completed refurbishment works to the buildings include, the outbuilding and the old conservatory have been demolished under the supervision of an archaeologist; the infill of the old basement has also been completed to allow for the foundations for the new lift shaft and toilet block to be installed. Further refurbishment works will be undertaken to the hall's windows, roof, drainage, lift shaft, toilets and new plant room buildings.</p>	corporate strategy projects
Commence building of affordable homes within the borough	Green	<p>Within the year, affordable housing units have been delivered following the opening of Tom Hanson House. Further progress has been made with the two remaining schemes.</p> <p>A contractor has been appointed for the development of the McKenzie Arms, and work on site is to commence together with submission to Homes England for funding as part of the Affordable Homes Programme. The McKenzie Arms development will provide 15 new quality affordable homes in Bamber Bridge.</p> <p>The Extra Care scheme will provide apartments and extra care and support for older residents and at the same time allowing them to live independent lives as part of the local community. The Extra Care scheme has moved forward with a team of consultants being appointed to deliver a feasibility study and initial options appraisals. Cabinet has approved the use of the land on West Paddock next to the Civic Centre for the proposed Extra Care facility. Looking ahead to next quarter. A public consultation is to commence for the Extra Care scheme and work will begin to progress stage two of the design.</p>	This project will continue in to the 2021/2022 programme of corporate strategy projects

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Equality Impact Assessment

Name of Project or Policy:	Corporate Strategy	Project Lead or Service Lead:	Shared Service Lead – Transformation and Partnerships
Senior Responsible Officer:	Deputy Chief Executive	Corporate Outcome:	All priorities: an exemplary council, thriving communities, a fair local economy that works for everyone, and good homes, green spaces, healthy places.
Date EIA completed:	04/11/2021	Review date:	04/11/2022
Description and aims of Policy or Project:	The Corporate Strategy provides a clear statement of the Council's aims over the next three-year period. The strategy sets out the Council's vision, priorities, and outcomes and also outlines the projects we will deliver to help us to achieve these outcomes and how we will measure our achievements. Each of the individual projects will have relevant impact assessments undertaken onto their specific impacts.		
Who are the stakeholders:	Residents, businesses, councillors, staff, and partners.		
Please provide more detail:	<p>The Corporate Strategy is the Council's key overarching strategic document, which dictates our priorities and determines our project activity. Therefore, it will affect all individuals' living, working, and visiting the borough through the projects that will be delivered as part of the strategy and the subsequent outcomes that will be achieved as a result of their progression.</p> <p>Examples include the proposed project to improve leisure facilities in South Ribble. This will have benefits to residents' health and wellbeing by enhancing leisure provision in the borough. As users, this makes residents key stakeholders. In terms of businesses, they will be important stakeholders in aspects of the strategy, such as the Town Deal as well as the project to develop a community cooperative in South Ribble. The strategy will also impact staff and partners as deliverers of the strategy. This includes the project to deliver more joined up public services, which will depend on the support of partners for delivery.</p>		
How will success in relation to equality be measured:	Success will be measured through the impact of the projects delivered. Outcomes will be measured through the corporate indicators outlined in the strategy.		

Brief summary of research and background data:	The strategy has been developed using data from the previous residents' survey in order to identify local priorities and needs in addition to the performance of the previous Corporate Strategy, which has been monitored routinely across 2021.
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Methods and outcome of consultation:	Residents were consulted via a postal and online survey between February and March 2020. The findings from this survey have shaped the forming of priorities and scoping of projects contained within the strategy after being presented to members.
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Equality and Diversity

Age - How does this Project/Policy impact this particular characteristic:	There are projects and measures within the strategy that are specifically targeted at those of a certain age, namely young people and older people. These have been identified as the two specific groups with a level of need within South Ribble. This includes the project to develop the Youth Council to make sure the views of young people are represented as well as the project to deliver affordable homes, which will involve the development of an extra care facility to support older residents to live independently for longer.
What impact will this have:	Positive

Disability - How does this Project/Policy impact this particular characteristic:	Aspects of the strategy will have a positive impact on those residents who have a disability. This includes the initiative to deliver transformational regeneration projects including the Town Deal, which will be developed with accessibility in mind and in consultation with disability groups. This will ensure the developments place inclusivity at the centre of their priorities and designs.
What impact will this have:	Positive

Gender Reassignment - How does this Project/Policy impact this particular characteristic:	No proposal as part of the strategy should have a differential effect on any residents because of this characteristic.
What impact will this have:	Neutral

Marriage / Civil Partnership - How does this Project/Policy impact this particular characteristic:	No proposal as part of the strategy should have a differential effect on any residents because of this characteristic.
What impact will this have:	Neutral
Race - How does this Project/Policy impact this particular characteristic:	No proposal as part of the strategy should have a differential effect on any residents because of this characteristic.
What impact will this have:	Neutral
Sex - How does this Project/Policy impact this particular characteristic:	No proposal as part of the strategy should have a differential effect on any residents because of this characteristic.
What impact will this have:	Neutral
Sexual Orientation - How does this Project/Policy impact this particular characteristic:	No proposal as part of the strategy should have a differential effect on any residents because of this characteristic.
What impact will this have:	Neutral
Religion or Belief - How does this Project/Policy impact this particular characteristic:	No proposal as part of the strategy should have a differential effect on any residents because of this characteristic.
What impact will this have:	Neutral
Living with dementia - How does this Project/Policy impact this particular characteristic:	Within the Corporate Strategy is the project to deliver affordable homes, which will include the development of an extra care facility. This will provide facilities for older people and enhance the provision of dementia care. Therefore, the strategy will have a positive impact on residents living with dementia.
What impact will this have:	Positive

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Corporate Strategy

2021/22 - 2023/24



Cllr Paul Foster
Leader of South Ribble
Borough Council

“A healthy and happy community, flourishing together in a safer and fairer borough that is led by a council recognised for being innovative, financially sustainable and accountable”.

This time last year we set our new vision and four key priorities. I’m pleased and excited to say that despite challenging conditions, we are now seeing this vision come to life.

We have delivered actions to make sure that we are an exemplary council. We are doing more to grow a fair local economy by supporting businesses, setting up a credit union and developing big plans for transforming the town centre.

We are seeing more good quality homes, real action to reduce carbon emissions and improvements in the wellbeing of our residents. Most importantly, we are seeing our communities thrive - and we will do even more over the next 12 months to give our residents the best possible opportunities.

In this strategy we retain a relentless commitment to our vision and priorities. We will refresh our project activity to enable us to support more residents, deliver more activity in neighbourhoods and undertake new developments across the borough.

I hope that as a council we can continue to work together with you to achieve happy, healthy and flourishing communities.

Corporate Strategy

2021/22 – 2023/24

An exemplary council

A council that:

- Delivers high performing services that represent value for money
- Understands the community and works with partners to make things better
- Is open and transparent in its activities

Good homes, green spaces, healthy places

A borough with:

- A choice of decent, affordable housing
- Commitment to protecting the local environment
- A choice of quality recreational activities

Thriving communities

Places where:

- Residents have positive mental health
- People get involved and have a sense of belonging
- Communities can access services and support when they need them

A fair local economy that works for everyone

A council that:

- Increases access to training and jobs
 - Grows and supports sustainable businesses
- Invests in improving the borough

Our vision:

A healthy and happy community, flourishing together in a safer and fairer borough that is led by a council recognised for being innovative, financially sustainable and accountable.

Corporate Strategy

2021/22 – 2023/24

South Ribble will:

- Deliver the peer challenge action plan to ensure continued improvement
- Deliver the shared services development plan to build a more resilient organisation
- Implement more efficient and effective working practices at the council through the WorkPlace Strategy
- Deliver more joined up public services through working with our partners



South Ribble will:

- Develop the Youth Council to make sure the views of young people are represented
- Deliver Music in the Park 2022 and Queens Jubilee Celebrations
- Review and enhance the community hubs as a primary way to work closely with residents
- Develop the visitor offer in South Ribble



South Ribble will:

- Improve leisure facilities in South Ribble to improve wellbeing
- Deliver the new Worden Hall complex as a flagship venue
- Lead action to address climate change for South Ribble
- Deliver affordable homes



South Ribble will:

- Deliver transformational regeneration projects including the Town Deal
- Support communities to access community cooperatives in South Ribble as part of growing a fair local economy
- Support residents to recover from the pandemic with advice, support and key services



Our vision:

A healthy and happy community, flourishing together in a safer and fairer borough that is led by a council recognised for being innovative, financially sustainable and accountable.

How will we know we're succeeding?

An Exemplary Council

- At least 40% requests for service will be received via self-service channels (Quarterly)
- More than 80% of customers will be satisfied with the service (Quarterly)
- The percentage of households living in fuel poverty will be better than the North West average (14.5% in 2019, Annually)
- The percentage of people satisfied with South Ribble as a place to live will increase (82% in 2020, Resident Survey)
- The percentage of people satisfied with the leisure and sports facilities in their local area will increase (53% in 2020, Resident Survey)

Thriving Communities

- Number of new savers with Unify Credit Union in South Ribble (200, Annually)
- The number of claimants as a proportion of resident population of area aged 16-64 is better than North West average (Quarterly)
- Number of residents participating in activities delivered by the Council (400, Annually)
- Number of people who have successfully completed basic digital skills training (300, Annually)
- The percentage of the population with NVQ level 3 or above will increase (60.6%, 2019, Annually)
- The percentage of people who feel they belong to their local area will increase (69%, 2020, Resident Survey)
- The percentage of people who feel involved in the local area and decision making will increase (18%, 2020, Resident Survey)
- The percentage of people who think the Council acts on the concerns of local residents will increase (54%, 2020, Resident Survey)

A fair local economy that works for everyone

- We will measure the impact of activity to increase social value and build community wealth measured by the total Social Value delivered locally through the Social Value Portal (Baseline 2021/22)
- The overall employment rate in South Ribble will be greater than the North West average (Quarterly)
- The percentage of 16 – 17 year olds not in education, employment or training (NEET) is reduced (3.5% 2019, Quarterly)
- Median workplace earnings in the borough will be better than the national average (Annually)
- Median earnings by residence (residents of South Ribble) will be better than the national average (Annually)

Good homes, green spaces, healthy places

- No. of meals provided to school age children through holiday hunger offer (Quarterly)
- The number of wellbeing sessions delivered by the Active Health Team (Baseline 2021/22, Quarterly)
- The number of people who are prevented from becoming homeless or have had their homelessness relieved (Quarterly)
- 80 Affordable Homes will be delivered (Annually)
- 27,500 trees will be planted in the borough this year (Annually)
- Satisfaction with the parks and green open spaces will increase (77% in 2020, Residents Survey)
- The percentage of people who feel safe when outside in their local area after dark will increase (61% 2020, Residents Survey)
- The percentage of people who feel safe when outside in their local during the day will increase (88% 2020, Residents Survey)
- The number of individuals who complete a health check (screening) by a member of the Active Health Team (110, Annually)

Report of	Meeting	Date
Deputy Chief Executive (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform))	Council	Wednesday, 24 November 2021

Is this report confidential?	No
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Is this decision key?	Not applicable
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Changes to Council Appointments

Purpose of the Report

1. To seek the Council's approval for changes to appointments to South Ribble Partnership following its amalgamation with Chorley Public Service Reform Board.

Recommendations to Council

2. That the Leader of the Council is appointed to Chorley and South Ribble Partnership Executive.

Reasons for recommendations

3. The recent development of a joint Chorley and South Ribble Partnership has resulted in the need to update the appointment of the Council's representative to the new partnership structure

Other options considered and rejected

4. No other options have been considered as the appointment of the Leader is to continue the existing practise of the key partnership body including the Leader of the Council as part of the Partnership's role to lead in key strategic decisions and priorities with partner organisations.

Corporate priorities

5. The report relates to the following corporate priorities: (please bold all those applicable):

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

Background to the report

Agenda Item 12

6. At the Annual Council meeting on Wednesday, 19 May 2021 the appointments to committees were agreed.
7. This report outlines the new structure of Chorley and South Ribble Partnership which replaces the previous South Ribble Partnership to which the Leader of the Council was appointed.

Chorley and South Ribble Partnership

8. As part of the delivery of the Corporate Strategy for 2020/21, the existing South Ribble Partnership and Chorley Public Service Reform Board came together to consider whether there was opportunity to develop as a joint partnership to cover both districts,
9. In September 2021, the Chorley and South Ribble Partnership was established with a new governance structure.
10. The governance structure sets out an executive board which will be chaired on rotation by the Leader of each Council. The Partnership determined that in 2021 to September 2022 it would be chaired by South Ribble.
11. Due to the nature of the partnership and its role to work with partners on key strategic issues around the delivery of local services and economy, it is recommended that the Leader is appointed to take up the position as Chair for the next 12 months and following that vice chair of the Partnership.

Climate change and air quality

12. The work noted in this report does not impact the climate change and sustainability targets of the Council's Green Agenda and all environmental considerations are in place.

Equality and diversity

13. None as a result of this report.

Risk

14. None as a result of this report.

Comments of the Statutory Finance Officer

15. There are no financial implications.

Comments of the Monitoring Officer

16. There are no concerns from a legal perspective. It is for Full Council to make this decision. The Leader being on the Partnership Board is existing practice. The change is that there is now a joint Chorley and South Ribble Partnership.

Background documents

There are no background papers to this report

Appendices

Agenda Item 12

There are no appendices to this report

Report Author:	Email:	Telephone:	Date:
Howard Anthony Performance and Partnerships Team Leader	howard.anthony@southribble.gov.uk	01772 62xxxx	28/10/2021

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Agenda Item 13

Notice of Motion for Full Council – 24 November 2021

Women and girls of South Ribble are suffering from misogyny, expressed in sexual harassment, domestic abuse and death. Lancashire women suffer a higher than average rate of deaths – the femicide census ranks Lancashire as 11th highest in numbers for female killings in a list of 42 police forces in England and Wales (2009-18). Currently, only 12 forces around the country record Misogyny. Misogyny affects everyone, not just women.

We call upon the Council to write to the Minister of State for Crime and Policing, Kit Malthouse, the Home Secretary, Priti Patel, with the following requests:

- That the Government prepares legislation to make misogyny a hate crime, to be recorded as such by all police forces across the UK, and prosecuted by the Crown Prosecution Service. Currently only 12 forces do this and Lancashire is not one of them.
- That police forces should be required to record all instances of femicide, the killing of a woman or girl by a man, with immediate effect.
- That a task force be set up before the end of this year to assess the extent and impact of incel (involuntary celibate) groups both online and offline, and to work with voluntary groups and experts who have already begun work in this field.
- That all incidents of domestic abuse, including coercive and controlling behaviour, assault, grievous bodily harm or sexual assault and rape, should be prosecuted automatically without the victim being required to make a formal complaint.
- That policing resources should be increased to ensure that police forces are able to deal with these new responsibilities. At the very least they should return to pre 2010 strength.

Proposer: Councillor Aniela Bylinski Gelder

Seconder: Councillor Ange Turner

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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By virtue of paragraph(s) 2,3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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