

Cabinet

Wednesday, 9th February, 2022, 6.00 pm

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

This meeting will be available to view live on [You Tube](#) here.

If you have any queries, please contact democraticservices@southribble.gov.uk

Agenda

1 Apologies for Absence

2 Minutes of the Last Meeting

Minutes of the last meeting held on 19 January 2022 attached to be signed as a correct record.

(Pages 3 - 10)

3 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.

4 Cabinet Forward Plan

The [Notice of Executive Decisions / Cabinet Forward Plan for the period 1 February 2022 – 31 January 2023](#) is available on the Council's website.

(Pages 11 - 42)

A copy of the latest Plan, as of the date of the publication of this agenda, is attached.

Items of the Cabinet Member (Finance, Property and Assets)

5 Draft Budget 2022/23 and Summary Position over the Medium Term

Report of the Director of Finance and S151 officer attached.

(Pages 43 - 62)

Items of the Cabinet Member (Communities, Social Justice and Wealth Building)

6 Review of Council Tax Support Scheme

(Pages 63 - 68)

Report of the Director of Customer and Digital attached.

Gary Hall
Chief Executive

Electronic agendas sent to Members of the Cabinet Councillors Paul Foster (Chair), Mick Titherington (Vice-Chair), Aniela Bylinski Gelder, Bill Evans and Matthew Tomlinson

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

Forthcoming Meetings

6.30 pm Wednesday, 23 March 2022 - Shield Room, Civic Centre, West Paddock, Leyland, PR25 1DH

Agenda Item 2



Minutes of	Cabinet
Meeting date	Wednesday, 19 January 2022
Members present::	Councillors Paul Foster (Chair), Mick Titherington (Vice-Chair), Anielia Bylinski Gelder, Bill Evans and Matthew Tomlinson
Officers:	Gary Hall (Chief Executive), Chris Moister (Director of Governance), Asim Khan (Director of Customer and Digital), Mark Lester (Director of Commercial), Louise Mattinson (Director of Finance and Section 151 Officer) and Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services)
Other members and officers:	Councillors Bretherton, P Smith, Walton, Hunter, Martin and Unsworth (in person); Councillors Adams, Alty, Bell, Coulton, Mary Green, Michael Green, Hancock, Hesketh, Lomax, Ogilvie, Moon, Mort, C Tomlinson, Sharples and Mrs Smith (via Microsoft TEAMS).
Public:	1

75 Apologies for Absence

There were none.

76 Declarations of Interest

There were none.

77 Minutes of the Last Meeting

The minutes of the meeting held on Wednesday, 15 December 2021 were presented for consideration and approval.

Councillor Ogilvie referred to Minute 69 – Communities Services Update, where it was agreed that he receive a written update on progress regarding the Youth Council. Councillor Ogilvie indicated that he had yet to receive this. The Leader of the Council, Councillor Foster stressed that work on this topic was still in progress, however he assured Councillor Ogilvie that an update would be provided.

Councillor Walton referred to Minute 72 – Delivery of Improvement Works at Vernon Carus Sports Club and the concerns she raised about the lack of notice for the urgent decision. She indicated that she had subsequently requested information about the number of decisions taken under urgency procedures since May 2019. The Leader of the Council confirmed that the information would be provided.

Decision made (unanimously):-

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That the minutes of the meeting held on 15 December 2021 be noted and signed as a correct record.

78 Notice of Executive Decisions / Cabinet Forward Plan

The latest Notice of Executive Decisions / Cabinet Forward Plan for the period 1 January 2022 – 30 December 2022 was presented for information.

Councillor Walton highlighted the large number of items which had been listed as containing exempt information. The Leader of the Council, Councillor Foster, responded that the reason for this was that many of the items related to contract awards, and in particular there were a number of ICT hardware and software contract awards arising from the decision made at Cabinet 15 December 2021. He stressed that all councillors have access to the reports once published.

Decision made

That the Notice of Executive Decisions / Cabinet Forward Plan for the period 1 January 2022 – 30 December 2022 be noted.

79 Nomination of Mayor-elect and Deputy Mayor-elect for 2022/2023

The Leader of the Council presented a report of the Director of Governance and Monitoring Officer to allow Cabinet to nominate the Mayor-elect and Deputy Mayor-elect for 2022/2023 (with a view to becoming Mayor 2023/2024) and to put forward a protocol for the selection of future Mayors based on length of service and political rotation to Full Council.

Decision made (unanimously):-

That the following recommendations be made to Council:

1. That Councillor David Howarth be nominated as Mayor-elect for 2022-2023.
2. That Councillor Chris Lomax be nominated Deputy Mayor for 2022-2023 with a view to becoming Mayor in 2023-2024.
3. That from 2024-25 the Mayor be nominated on the basis of length of service and being a member of the Conservative Group as outlined in this report.

Reasons for decision

To ensure that the Mayor is appointed by the Council for the next municipal year.

Other options considered and rejected

Not applicable as legally we must appoint a Mayor to chair council meetings and undertake the required duties within the Council's constitution.

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80 Fees and Charges 2022/23

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Finance and S151 Officer setting out the current position around fees and charges and proposals for 2022/23.

Decision made (unanimously):-

1. To note the current levels of budgeted fees and charges and issues specific to these.
2. To agree a freeze in fees and charges for the 22/23 financial year.
3. To approve the full list of fees and charges for upload to the Council website.

Reasons for decision

To note the levels of budgeted fees and charges and information surrounding these.

Having reviewed those categories of fees and charges that have generally been increased by a given percentage, or through an inflationary uplift, (Table 3), it was not proposed to make any changes to the fees and charges at this time given the financial impact of the pandemic on many of our residents and businesses.

Alternative options considered and rejected

None.

81 Birch Avenue Playground Refurbishment Budget

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Customer and Digital indicating that Birch Avenue Playground is one of the borough's playground sites identified for improvement this financial year. The report explained that a budget of £75,000 had been included in the approved capital programme however, as a result of public consultation feedback and an updated survey of the site's condition, a budget uplift of £70,000 was requested providing a total budget of £145,000.

During discussions on this matter it was agreed that Councillor Walton be provided with full details of the consultation responses received.

Decision made (unanimously):-

1. That, subject to Council approving the changes to the capital programme, the changes to the refurbishment works detailed in the body of the report be approved.
2. That Council be recommended to approve an increase of £70,000 in the capital programme in respect of this scheme.

Reasons for decision

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Birch Avenue Playground was the 10th playground site identified for refurbishment under the current capital improvement programme. The sites refurbished up to now were generally last improved in the late 1990's and were not upgraded under the previous improvement programme requiring a complete re-build to bring them in line with contemporary standards and best practise. The scope of required works has generally required budgets of £175,000 - £225,000 per site.

Alternative options considered and rejected

The option of sticking with the originally suggested replacement equipment was considered and rejected as this would go against much of the consultation feedback received and potentially undermine the feeling of community ownership in the site and may undermine confidence in future public consultation exercises.

The option of patching the worst areas of the bitmac surfacing for now was not proposed as, although this would initially cost much less, the majority of the surface area is now rapidly deteriorating and therefore regular patching will be needed over the next five years, requiring temporary closures of the play area and potential damage to adjacent surfacing and equipment. Although the resurfacing of the whole area is more costly, doing it in a single operation during the refurbishment while the playground is already closed is considered to maximise efficiencies and get the best rates for bitmac laying.

82 Shared Customer Services and Revenue & Benefits Review

The Cabinet Member (Communities, Social Justice and Wealth Building) presented a report of the Director of Customer and Digital outlining the background, approach and findings of the service review for Chorley and South Ribble Councils' Customer Services, Revenues and Benefits, and setting out recommendations for the service restructure and service development plan.

Decision made (unanimously):-

That Cabinet approves the following:-

1. The proposed shared Customer Services restructure including ERVS requests;
2. The development of the shared service as set out in the service development plan;
3. The principles for:
 - i. Flexible and multi-channel working
 - ii. Making best use of technology and automation
 - iii. Waste services

Reasons for decision

The decision will enable Customer Services and Revenues and Benefits service to develop into a shared service with a single operating model, as previously agreed by the both Councils.

Alternative options considered and rejected

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Alternative options for the Customer Services & Revenues and Benefits structure have been considered in the production of the report and the final proposal is considered to be the most effective approach to achieving a single operating model as previously agreed by the councils.

83 Exclusion of Press and Public

Decision made (unanimously):-

That the press and public be excluded for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

84 Shared Customer Services and Revenues and Benefits Review - Appendix

Decision made

That the appendix to the report Shared Customer Services and Revenues and Benefits Review, which contained exempt information by virtue of paragraph 1 of Part 1 to Schedule 12A of the Local Government Act 1972, be noted.

85 Extra Care (West Paddock) Project Update

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Commercial advising members on the general progress on the Extra Care Scheme, seeking approval on the Stage 2 design development and providing an update on the cost estimate to deliver the scheme and the financial model.

During the meeting, members discussed the impact of the scheme in terms of cost savings to the NHS / Social Care system. It was agreed that it would be useful to have a cost analysis provided.

Arising from page 87 of the report, it was agreed that Cllr Ogilvie be provided with further information to clarify the figures on Figure 1, i.e. as to why the annual running costs inflation had been set at 1% and also regarding S106 funding referenced on the same page.

Decision made (unanimously):-

1. To approve Stage 2 design;
2. To approve the progression onto the next stage of the design development (Stage 3);
3. To acknowledge that the cost estimate is currently £15,854,139 which exceeds the approved capital budget of £10 million;
4. To note that the proposed funding intervention from Homes England and the additional Section 106 monies addresses the increased delivery costs to ensure that the additional Council contribution is kept to a minimum;
5. To acknowledge that a further report will be submitted to Council in April 2022 to approve the budget;

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6. To acknowledge that the proposed stage works will be undertaken within the current approved budget; and
7. That a savings analysis (i.e. in terms of the effect on costs and resources for the NHS and Health and Social Care system) as a result of the scheme be provided to members.

Reasons for decision

The reasons for the decision were to ensure continued progress of the design development and that the associated corporate priorities will be delivered; to deliver a larger facility (72 bed scheme) which will contribute towards meeting the local authority extra care housing demand and generate a better return on investment; and that the Council's Corporate Strategy includes the ambition to deliver additional Council owned affordable housing within the borough to meet housing demand.

Alternative options considered and rejected

- 1) Do nothing – this option was rejected as it would not deliver the Council's corporate objectives and leave the site underutilised.
- 2) To deliver a smaller scheme of 50 units was also rejected. Whilst it is acknowledged that a smaller scheme would align with the approved capital budget. It would be beneficial to maximise the development site in order to deliver more units (whilst maintaining adequate public open space for the community). This will address the demand for extra care and reduce the need for alternative sites in the future. By progressing a larger development there will be efficiency savings to be gained through construction and the future operation of a single extra care facility. The 72-bed scheme also offers a better revenue.

86 Leyland Town Deal - Procurement Strategy

The Cabinet Member (Planning Business Support and Regeneration) presented a report of the Director of Commercial and the Director of Planning and Development requesting approval for the Procurement Strategy for the construction phase of the Leyland Town Deal.

Decision made (unanimously):-

1. To approve the Procurement Strategy for Leyland Town Deal that will be followed to appoint construction partners for delivery of the Town Deal scheme.
2. To acknowledge that contractor appointments will only be made within the approved budget, any further appointments will be made when the Town Deal funding has been secured.
3. To delegate the contract awards for each procurement to Cabinet Member for Finance, Property and Assets.
4. To delegate any future updates to the procurement strategy which may be necessary to align with the progressing Town Deal project to the Cabinet Member for Finance, Property and Assets.

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Reasons for decision

Approving the Procurement Strategy now aligns with the pressing delivery programme involved for the town deal funding project (completion date of March 2026) alongside other reporting requirements.

Future milestones, as detailed in the report, included procuring a contractor for the demolition and site preparation works January 2022. Therefore, it was necessary to take the decision at this point to enable this project milestone delivery output.

Alternative options considered and rejected

An option of submitting the report to a later Cabinet would not be feasible as this would not align with the pressing pre-delivery programme involved for the town deal funding business case submission, alongside other reporting requirements.

Additionally, future milestones, as detailed in the report, includes procuring a contractor for the demolition and site preparation works January 2022 therefore submitting a later report to Cabinet would not enable this project milestone delivery output.

Chair

Date

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South Ribble Council Forward Plan – Notice of Executive Decisions

For the Period: 1 February 2022 - 31 January 2023

This document is a notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

It gives 28 days' notice of the following:

- 1) 'key' decisions and other major decisions which the Cabinet expects to take during the next twelve month period;
- 2) decisions that are likely to be taken in private; and
- 3) individual Executive Member Decisions under delegated powers that are likely to be taken in private.

The document is updated as required and is available to the public on the Council's website at www.southribble.gov.uk.

Key Decisions

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

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

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

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

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

Leader of the Council and Cabinet Member (Strategy and Reform)	Councillor Paul Foster
Deputy Leader and Cabinet Member (Health and Wellbeing)	Councillor Mick Titherington
Cabinet Member (Communities, Social Justice and Wealth Building)	Councillor Aniela Bylinski Gelder
Cabinet Member (Finance, Property and Assets)	Councillor Matthew Tomlinson

Decisions to be taken in private

Whilst the majority of the Cabinet and individual Executive Member decisions listed in this Forward Plan will be open to the public to attend, there may be some decisions to be considered that contain confidential, commercially sensitive or personal information.

This Forward Plan is a formal notice that some of the decisions listed will be held in private because the report will contain exempt information listed under Schedule 12A of the Local Government Act 1972, as set out below and that the public interest in withholding the information outweighs the public interest in disclosing it.:

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

Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: www.southribble.gov.uk.

If there are any queries, including objections to items being considered in private, please contact the Council on 01772 625309 or email clare.gornall@southribble.gov.uk.

Gary Hall
Chief Executive

Last updated: 01 February 2022

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
List of A) Key decisions to be taken by the Cabinet and B) decisions which the Cabinet expects to take in private							
Review of Council Tax Support Scheme	Cabinet	Cabinet Member (Communities, Social Justice and Wealth Building)	Significant effect in 2 or more Council wards.	9 Feb 2022	Open	None	Report of the Director of Customer and Digital
Draft Budget 2022/23 and Summary Position over the Medium Term	Cabinet	Cabinet Member (Finance, Property and Assets)	Significant effect in 2 or more Council wards.	9 Feb 2022	Open	None	Report of the Director of Finance and Section 151 Officer
New Sub-lease at Forward Industrial Estate	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	23 Mar 2022	Fully exempt This report is likely to contain information relating to the business / financial affairs of the Council and/or a third party.	None	Report of the Director of Commercial

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Biodiversity Strategy and Environment Act 2021	Cabinet	Deputy Leader and Cabinet Member (Health and Wellbeing)	Significant effect in 2 or more Council wards.	23 Mar 2022	Open	None	Report of the Director of Communities
Leyland Town Deal - Land Acquisitions	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Expenditure / Savings higher than £100,000	March 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	None	Report of the Director of Commercial, Director of Planning and Development
Leyland Town Deal Stage 3 Designs	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Expenditure / Savings higher than £100,000	23 Mar 2022	Open	Report to Cabinet 19 January 2022	Report of the Director of Commercial

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Award of Contract for work to re-model Bamber Bridge and Leyland Leisure Centres	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	23 Mar 2022	Fully exempt This decision is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	None	Report of the Director of Commercial
Moss Side Playground Refurbishment	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	23 Mar 2022	Open	None	Report of the Director of Customer and Digital
Council Housing Delivery Programme	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	23 Mar 2022	Open	None	Report of the Director of Planning and Development
Revenue and Capital Budget Monitoring Quarter 3	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	23 Mar 2022	Open	None	Report of the Director of Finance and Section 151 Officer

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Extra Care (West Paddock) Allocations policy & Naming	Cabinet	Cabinet Member (Finance, Property and Assets)		23 Mar 2022	Fully exempt This report is likely to contain information relating to the business / financial affairs of the Council and / or a third party.	None	Report of the Director of Commercial
List of decisions by Individual Executive Members expected to be taken in private or are key decisions							
Leader of the Council and Cabinet Member (Strategy and Reform)							
Cabinet Member (Finance, Property and Assets)							
Procurement - Way forward	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt This item is likely to contain information relating to an individual.	None	Report of the Director of Governance and Monitoring Officer

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Award of contract for upgrade of existing Interceptor at Moss Side Depot	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)		February 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and/or a third party.	None	Report of the Director of Commercial
Setting up an Electrical Framework for Planned and reactive maintenance	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Significant effect in 2 or more Council wards.	February 2022	Fully exempt This report contains information relating to the financial/business affairs of the Council and/or a third party.	None	Report of the Director of Commercial
West Paddock Extra Care - Procurement Strategy - Award of Contract for Stage 1 and Stage 2	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Commercial

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Extra Care Scheme (West Paddock) Main Contractor Award	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	6 Feb 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Commercial
New lease with Penwortham Town Council on Kingsfold Community centre	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.		Report of the Director of Commercial
Cabinet Member (Communities, Social Justice and Wealth Building)							

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for Contract Procedure and award for ICT hardware and software support	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		28 Feb 2022	Fully exempt This report is likely to contain information relating to the business / financial affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Elections Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and/or a third party.	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Regulatory Services Case Management and Document System	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval for the Contract Award for the Procurement of Document Management for Revenues and Benefits	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of GIS Mapping System	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval for the Contract Award for the Procurement of Microsoft Licensing Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Remote Desktop Solution	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval for the Contract Award for the Procurement of ICT Helpdesk	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of Anti-virus Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval for the Contract Award for the Procurement of Asset Management	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Mobile Contract	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of WiFi	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Housing Registers Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Website Accessibility Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Intranet Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Case Management System	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Printers	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Mobile Devices	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of CCTV	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Third Party Support (for items such as networking, infrastructure, CCTV)	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for Procurement of Hybrid Mail	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for Procurement of Physical Post	Cabinet Member (Communities, Social Justice and Wealth Building)			February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for Procurement of Direct Debit Processing	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for Procurement of Payment Schemes Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Mobile Hardware	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of contract award for the procurement of networking hardware	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Hardware to support remote working	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement a Document Management Solution	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Connectivity - CCTV, Phones. Wifi, point to point connections, data	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to financial / business affairs of the Council and/or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract award for the procurement of legal case management system	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Burials and memorial solution	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report contains information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the procurement of Audit Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / Business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Meeting room technology	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract Award for Virtual Mailroom	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Customer Relationship Management Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Third party support for items such as Professional Services to support the implementation of new technology	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt This report contains information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Leisure Services Software Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital
Time Recording Software Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Garden Waste Direct Debit Software Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	February 2022	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital
Garden Waste Stickers Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Request for funds to allow external contractors to complete pruning and removal works to trees affected by ash dieback disease.	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		February 2022	Fully exempt The report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Customer and Digital
Cabinet Member (Planning, Business Support and Regeneration)							
Deputy Leader and Cabinet Member (Health and Wellbeing)							
Public Car Park Inspection Policy	Cabinet Member (Planning, Business Support and Regeneration)	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	February 2022	Open	None	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Leyland Town Deal - Stage 2 Designs Approval	Cabinet Member (Planning, Business Support and Regeneration)	Cabinet Member (Planning, Business Support and Regeneration)		February 2022	Fully exempt This report is likely to contain information relating to the business / financial affairs of the Council and / or a third party.	None	Report of the Director of Planning and Development, Director of Commercial

C) List of Lead Members
Lead Member for Youth and Mental Health Awareness - Councillor M Trafford To present an Annual report to Cabinet on work during the 2021/22 municipal year
Lead Member for Equality and Social Justice - Councillor J Alty To present an annual report to Cabinet on work during the 2021/22 municipal year
Lead Member for Climate Change - Councillor K Martin To present an Annual Report to Cabinet on work during the 2021/22 municipal year

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
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**DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND
LOCAL GOVERNMENT ACT 1972 – SCHEDULE 12A PARAGRAPHS RELATING TO EXEMPT INFORMATION**

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

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Report of	Meeting	Date
Director of Finance/S151 Officer (Introduced by Cabinet Member (Finance, Property and Assets))	Scrutiny Committee	8 th February 2022
	Budget Cabinet	9 th February 2022

Draft Budget 2022/23 and Summary Position over the Medium Term

Is this report confidential?	No
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Purpose of the Report

- To set out the budget position for 2022/23 including the forecast for the following 2 years to 2024/25 and also to present the relevant proposals in respect of:
 - The use of forecast resources identified for 2022/23
 - Budget consultation

Recommendations

- That members agree the contents of this report and note the following proposed budget items, in particular:
 - A proposed 1.99% increase in council tax in 2022/23 with no proposed cuts to services
 - The forecast balanced budget for 2022/23 and the forecast budget position in 2023/24 and 2024/25
 - To note the proposals in the report for investment in the Administration's priority areas

Reasons for Recommendations

(If the recommendations are accepted)

- The council wishes to set out its budget proposals

Other Options Considered and Rejected

- None, this is the draft budget and alternative budgets may be considered as part of the final budget proposal.

Executive Summary

5. The report details the Administration's ambitious proposals to continue investment of both revenue and capital, to develop and deliver in their priority areas whilst maintaining a balanced budget over the medium term.

6. The budget forecast over the next three years has been updated as follows:
 - Last year, the council was able to freeze council tax. Unfortunately, due to the continued pressures on council expenditure budgets, combined with the reduction in Government funding provided to the council over the last 10 years, a council tax increase of 1.99% is proposed in 2022/23;
 - The figures include an assumption that council tax will increase by 1.99% in 2023/24 and 2024/25; this assumption will be revisited every year and will be dependent on the outcome of future Government funding announcements;
 - Continued investment is reflected in ongoing revenue budgets to ensure delivery of corporate strategy priorities;
 - Capital investments of over £47m are included in respect of corporate priority projects over the 3-year period;
 - The figures incorporate strategies to reduce the budget deficit over the medium term.

7. Consultation on the proposed budget for 2022/23 commenced on Tuesday 1 February 2022. The consultation will run for 10 days and will invite responses from residents, partners, parish groups and other stakeholders through a variety of methods including a short survey. The feedback will be used to frame the allocation of resources and investments, and the results will be analysed and published for consideration as part of the council's final budget.

Corporate outcomes

8. 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	✓

Funding

Spending Review 2021 and Provisional Local Government Finance Settlement

9. Uncertainty continues regarding the council's future funding streams, with the Government announcing a further one-year financial settlement for 2022/23 rather than the expected multi-year settlement. The Provisional Local Government Finance Settlement 2022/23 was published on 16 December 2021 and the implications of this are outlined below.

Business Rates

10. The 2022/23 budget assumes that the Lancashire Business Rates Pool will continue and the council will remain a member; South Ribble Borough Council benefits from additional business rates income of approximately £1.578m as a result of being in the pool. In the absence of any further information regarding Business Rates Retention reform, the pool is assumed to continue throughout the period of the MTFS.
11. Forecasting the level of business rates income beyond 2022/23 remains complicated due to the level of uncertainty in this area. Following various government announcements, councils have been expecting reforms to the business rates system for over four years. In March 2020, the government published the Terms of Reference for the Business Rates Review, setting out that the objectives of this were to reduce the overall burden on business, to improve the current business rates system and to consider more fundamental changes in the medium-to-long term. In March 2021, the government published the Interim Report of the review, with the final report issued in October 2021
12. The government has concluded from the review;
 - that business rates are a vital component of the business tax mix;
 - that they wish to preserve the benefits of business rates but will make changes to make their operation fairer and more effective for businesses;
 - that they are not proposing changing the nature of the tax, or the basis of valuation;
 - moving forward, they have concluded that increasing the frequency of revaluations would represent a fundamental and meaningful improvement to the business rates system and would help to ensure greater distributional fairness; currently, revaluations are scheduled to take place every 5 years although in practice, and due in part to the pandemic, these have only taken place about every 6-7 years. As such government has announced a 3-yearly cycle for business rates revaluations, starting from the next revaluation in 2023.
13. In light of the above, the quantum of business rates that will remain available to the council after a potential reset is uncertain.
14. It is also likely however that the level of funding that councils retain from business rates will be reviewed across the country as part of the Government's 'levelling up' agenda. This is expected to flow from the outcome of the Fair Funding Review, however no date has been set for these reforms. As such, in the absence of any further information, the budget assumes the council will retain the current level of business rates retained as part of the Lancashire Pool throughout the three year period of the MTFS.

New Homes Bonus

15. Funding from New Home Bonus (NHB) is assumed to discontinue in 2023/24. The provisional settlement announced an allocation of £802k for 2022/23. No further allocation is assumed after 2022/23. The government consulted on the future of NHB between February and April 2021 and is due to consult on proposed reforms shortly, with a view to implementing reform in 2023/24. It is expected that a replacement to this funding stream will be announced, however nothing further is known as to how the scheme will operate and what additional levels of funding, if any, will be made available

to the council. Once more, this creates a significant degree of uncertainty for the council.

16. It should be noted that this funding in 2022/23 is forecast to be passed to the City Deal as per the original agreement.

Council Tax

17. The Provisional Local Government Finance Settlement announced a council tax increase limit for district councils of up to 2% or £5 (whichever is the greater) on a Band D equivalent in 2022/23. No announcement has been made regarding future years, however it is assumed that the same principles will continue throughout the future three-year budget period.
18. The Provisional Local Government Finance Settlement publishes the Core Spending Power available to local authorities. As set out in the 'Policy Paper and Explanatory Note on Core Spending Power', published by the Department for Levelling Up, Housing and Communities on 16th December 2021 alongside the Provisional Settlement, Core Spending Power is a measure of the resources available to local authorities to fund service delivery. It sets out the money that has been made available to local authorities through the Local Government Finance Settlement.
19. The Core Spending Power figures are derived from the sum of several elements of funding, including council tax. As detailed in the Policy Paper and Explanatory Note referred to above, the figures assumed by government and included within the Core Spending Power for each authority for council tax, are based on the following:
 - Applying each local authority's average annual growth in their council tax base between 2017-18 and 2021-22 to project growth in their tax base for 2022-23; and
 - **Assuming local authorities increase their Band D council tax in line with the maximum allowable level set out by the council tax referendum principles** for 2022-23. That is the greater of 2% or £5 cash principle for shire districts.
20. As such, if the council were to freeze council tax it would create a gap over the medium-term between the amount of funding that Government assumes it has, and the amount that it can actually generate. This will be important when the Government implements the changes following the Fair Funding Review; i.e. when setting the level of business rates to be retained by the council, the Government will assume that the council enjoys a higher level of council tax to compensate for any potential fall in business rates; this will be based on the assumption that it will have increased council tax up to the referendum limit each year.

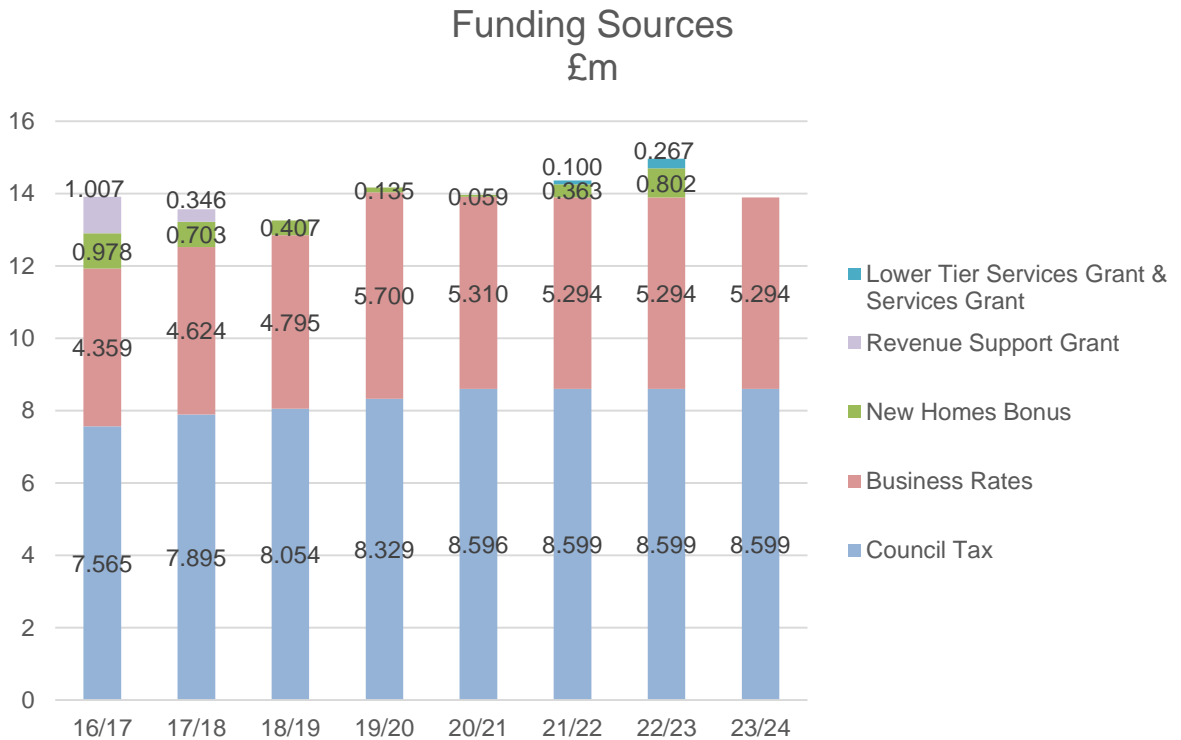
Lower Tier Services Grant and Services Grant

21. As referenced above, every year the Government calculates the council's core spending power; this is a combination of the council's council tax income, business rates income and new homes bonus grant allocation. The government has retained the Lower Tier Services Grant & Services Grant to compensate the council in 2022/23 for loss of funding; first introduced in 2021/22, this is a non-recurring, un-ringfenced grant for 2022/23 of £267k. While a benefit to the council's 2022/23 budget, the one-

Agenda Item 5



off nature of this funding stream does mean that the council continues to face significant financial uncertainty over the medium term. This allocation is predicated on the assumption that the council will increase council tax by 1.99% over the coming years.



22. The chart above outlines the forecast level of funding across the next two years in comparison to previous allocations. As the government has only published a one-year settlement, it is assumed that both the Lower Tier Services Grant and the New Homes Bonus will not continue in 2023/24 and beyond.

23. In the last Revenue Monitoring report presented to the Executive Cabinet in November 2021 for Quarter 2 - the 6 months to 30th September, an underspend of £274k was reported; since then the level of the forecast underspend has increased due to the ongoing funding for pressures relating to the pandemic. The position continues to be refined as we finalise the Quarter 3 Monitoring report in which proposals will be made to utilise this non-recurring underspend to fund investment in some of the priority areas listed in the report below. A review of earmarked reserves will also be undertaken to ensure reserves deliver investment in priority areas, this will include reserves set aside for commitments relating to Covid-19.

Expenditure

Pay Award

24. The 2020 Government spending review announced a pay freeze for 2021/22 for the majority of public sector staff, with a guaranteed a pay rise of at least £250 for all staff that earn less than £24,000 per year. At the time of writing this report, the pay negotiations are still ongoing for 2021/22, with the current offer of 1.75% made by the Employers having been rejected by the Trade Unions. The budget has however been adjusted to reflect an uplift of 1.75% in line with the current offer.

25. In the Spending Review in October 2021, the Chancellor said that pay awards for public sector workers in 2022/23 would be in line with Consumer Price Index (CPI). With the negotiations for 2021/22 yet to conclude, and no fixed point in time announced for the determination of CPI, a provision of 2% has been made in the pay budget, which equates to approximately £200k per year, for South Ribble Borough Council in 2022/23; the Government's proposals are not yet agreed with public sector unions.

26. The spending review also announced that the National Living Wage will rise from £8.91 to £9.50 an hour and will be extended to workers aged 23 and over from April 2022. This will not affect South Ribble Borough Council's pay bands for 2022/23 as the council pays above this level already.

Pension

27. As part of their triennial pension review in 2019, the Lancashire County Pension Fund announced an increase in employer pension contributions for the council from 14.9% to 17.1% for each of the three financial years 2020/21 to 2022/23, to meet the future costs of the scheme. The same contribution rate is assumed for 2023/24, although this will be reviewed when the new three-year review is undertaken.

Brexit and Covid-19

28. Concerns remain about the impact of the United Kingdom's withdrawal from the European Union (BREXIT). Much speculation continues around the likely financial effects of the leave arrangements, with potential risks to the council including increases in inflation and a slowdown in the local economy, impacting upon rental and property values and on income collected from business rates and council tax. In 2021/22 we have seen costs rise, for example:
 - those driven by a shortage of HGV drivers which may continue to impact on the waste contract;
 - increases in the costs of building materials sourced from the continent impacting on the cost of our capital programme, and;
 - increases in the cost of food, both due to the cost of imports and due to the shortage of workers in the agricultural sector within our own economy as European workers have returned home; these cost increases have impacted upon the finances of our residents.

29. To date the council has received £35k of funding from Government for EU Exit Preparation.

30. The financial impact of Covid-19 has been outlined in the quarterly budget monitoring reports approved by Executive Cabinet throughout 2021/22. This includes:
- Reductions in council tax and business rates collection rates;
 - Government grant funding received to support various initiatives, including support to businesses, providing additional homelessness and food support to residents and support for the test and trace systems;
 - Government support for the reduced level of income received from fees and charges for the first three months of 2021/22, including reduced levels of leisure services income;
 - Reductions in rents at the council's commercial sites
31. As part of the budget setting process for 2022/23, and the two years beyond, the following assumptions have been made regarding Covid-19 and the economy as a whole:

Income

- That the impact of Covid-19 on the income from fees and charges will not be permanent and that levels will return to those pre-Covid, including the council's major sources of income such planning fees and car parking;

Expenditure

- That any expenditure relating to the council's compliance with current or future Government Covid-19 requirements will be met through existing budgets or grants from Government. This may include future grants to businesses, support to the homelessness or support to residents such as additional council tax support;
- That the council will continue to support its wholly owned leisure services company, which was established on 1 September 2021. Whilst the leisure market remains extremely challenging, it is expected that this cost to the council will cease over the medium-term as the company develops its services to fully cover its own costs. Officers, as part of the company's board, will develop a business plan for Cabinet to approve on behalf of Full Council. This will set out the plan for the reduction of costs over the coming years. The forecast position reflected in this budget, is that the financial support from the Council to the Leisure company will reduce from £583k in 22/23 to £357k in 23/24; this will mean that by 23/24 the support provided by the Council will be £110k less than that previously paid to the Serco/Leisure Trust partnership. Whilst ambitious, given the national closure of leisure centres during Covid 19 and the resulting falls in membership, it is felt that this is an achievable target and the company will work to get to a position in which it is financially self-sufficient.

Budget Deficit

32. The council's total budget deficit is summarised in Table 1 below and is based upon the reductions in funding described above and the key budget assumptions. It should be noted that some of the assumptions are still subject to change, which may impact positively or negatively on the budget.

Table 1: Total Budget Deficit

	2022/23	2023/24	2024/25
	£m	£m	£m
Council Tax	(8.599)	(8.599)	(8.599)
Retained Business Rates	(5.294)	(5.294)	(5.294)
Lower Tier Services Grant and Services Grant	(0.267)	(0.000)	(0.000)
New Homes Bonus	(0.802)	(0.000)	(0.000)
TOTAL FUNDING	(14.962)	(13.893)	(13.893)
TOTAL NET EXPENDITURE	15.553	15.551	15.826
BUDGET DEFICIT/(SURPLUS)	0.591	1.658	1.933

33. All deficits and savings identified in Table 1, and in the remainder of this report, are cumulative. For example, the deficit of £1.658m in 2023/24 identified above is the result of a £0.591m deficit in 2022/23 and further budget pressures and reduced funding of £1.067m identified for 2023/24.

Table 2: Key Budget Assumptions

Key Assumptions	2022/23	2023/24	2024/25
Increase in Retained Business Rates through Growth	0%	0%	0%
Future Service Pension Rate	17.1%	17.1%	17.1%
Pension Fund Deficit Recovery	£0.072m	£0.072m	£0.072m
Retained Business Rates (including financial benefit of membership of the Lancashire Business Rate Pool)	£1.578m	£1.578m	£1.578m
New Homes Bonus	£0.802m	£0	£0
Lower Tier Services Grant and Services Grant	£0.267m	£0	£0
Pay Award (average)	2%	2%	2%

Balancing the Budget in 2021/22

34. Funding to South Ribble Borough Council has remained relatively stable since 2016/17 in cash terms from a figure then of £13.909m, to a forecast figure of £13.893m in 2023/24. During the period to date, the council has continued to experience inflationary increases in staffing and non-staff costs, however, the council has been ambitious in its approach to meeting the budget deficit by realising efficiency savings and generating additional income.
35. The council has been successful in controlling its costs whilst continuing to provide the high-quality services that are expected by its residents. The council achieves this by continually reviewing its budgets and contracts as well as exploring and investing in alternative delivery models; this has included sharing services with Chorley Council.
36. The council will continue to invest in the borough to improve housing and to maximise opportunities to generate income, thereby making the council less reliant on the increasingly uncertain funding from Government.

Table 3: Balancing the Budget

	2022/23 £m	2023/24 £m	2024/25 £m
TOTAL BUDGET DEFICIT	0.591	1.658	1.933
<i>Efficiency Savings</i>			
Shared Services – Phase 1	(0.288)	(0.288)	(0.288)
Shared Services – Phase 2 Forecast	(0.086)	(0.086)	(0.086)
<i>Income</i>			
DFG Admin Charge to 12.5%	(0.055)	(0.055)	(0.055)
NET DEFICIT / (SURPLUS)	0.162	1.229	1.504

37. The total forecast savings from the two phases of **shared services** with Chorley Borough Council are £374k for 2022/23 onwards. £288k has been achieved through phase 1 of shared services, with a further £86k identified as part of phase 2, this includes sharing services such as ICT and Customer Services. Having achieved significant savings in the first two phases of shared services, the councils will now develop and agree the scope for future development of the relationship and as such, no further shared service savings have been included in the MTFS at this stage.
38. The council receives approximately £700k per annum external grant funding to deliver its Disabled Facilities programme. This funding enables residents to adapt their homes so that they can continue to live independently. The council currently charges a 5% administration charge to the fund to part-fund South Ribble staffing costs of delivering the programme. A review of the service has indicated that this charge is not sufficient to meet the costs of delivery and so the administration charge will be brought into line with the actual costs of managing the scheme. This charge is in line with the

administration charges of other neighbouring authorities. The additional income from this increased charge will also fund an additional post to support the scheme. The increase in the administration charge will not affect the council's obligation to meet the demand for adaptations from its residents and is not an additional charge to residents.

Investing in our priorities

39. The council continues to invest in delivering the ambitions set out in its Corporate Strategy and to ensure that the council delivers high quality services to its residents. The key areas of investment are set out on the following pages.

Investing in corporate priorities

In 2021/22 the council allocated over £1m of revenue investment to deliver corporate strategy priorities through projects and initiatives. These ensured that the right conditions are created and provide the opportunities for everyone in South Ribble to succeed and thrive. In line with our four priorities these investments ensure 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.



Thriving communities

£50k which has been provided to support positive mental health for young people through the delivery of 11 Community Conversations events across the borough and engaged 278 members of the public and obtained feedback from young people on the mental health and wellbeing needs of the local area. This has also supported 48 members of staff to be equipped with first aid mental health training and awareness.

£265k to refurbish Vernon Carus Sports Club, work started on site in January to refurbish the existing club house and changing rooms with completion planned for April ahead of the new Cricket season, this will which provide some of the best sporting facilities for our residents to encourage more and more people to access 'Leisure Local'.



Good homes, green spaces, healthy places

£2m to continue to deliver affordable housing units with the completion of Tom Hanson House has provided nine new affordable flats which enables residents from across the borough to have access to affordable, safe and environmentally friendly housing, and will meet the demand of stock which is vitally needed.

£625k was allocated to fund improvements to play areas and open spaces, in addition a budget of **£2.8m** has been budgeted to construct new state of the art football pitches that are already under construction and due to be finished in early 2022/23.



A fair local economy that works for everyone

£150k which has created a Credit Union that will enable access to safe and ethical banking options for all residents, with nearly 100 new savers during the first two quarters of opening.

Investment of at least £33m to continue to fund the Town Deal, including £25m of external funding and £8m of match funding by the council, to invest in current and new buildings to create a 'new heart' for Leyland, including Leyland market improvements and a business hub development for business for workspace, events and skills.



An exemplary council

£2.9m to continue to refurbish Worden Hall which will see the hall transformed into a flexible community use space with provisions for small events and wedding.

£20,000 to improve digital access for less advantaged school children by providing 150 tablet devices to 10 schools across South Ribble

Looking ahead – investment priorities for 2022/23

In 2022/23 we will see further investment in key programmes all of which aim to support our communities to thrive; to drive forward innovations that allow us to continue being an exemplary council; to develop a fair local economy that works for everyone across the borough; and to deliver good homes and greener spaces for residents.

- We will invest **£2.379m** to improve parks, play areas and open spaces, including improvements to Hurst Grange, Birch Avenue - Penwortham, Moss Side Village Green, Farington Lodges, Strawberry Valley Park - Bent Lane, Withy Grove and Gregson Lane, Ryden Avenue, Hutton and Worden Park in 2022/23 and Longton, New Longton and King George V, Penwortham in 2023/24. We will also invest **£200k** for improvements to smaller open space and play areas.
- We will invest **£1.600m** to improve our leisure centre facilities
- **£3.100m** to continue to support the development of affordable homes including 15 new affordable homes on the McKenzie Arms site in Bamber Bridge; this means residents from across the borough can have access to affordable, safe and environmentally friendly housing, and will meet the demand of stock which is vitally needed.
- To support the recovery of the local economy following the pandemic, we will invest **£200k** on business support, advice and grants for local businesses to get back on their feet.
- **£30k** to support communities and residents to organise events to celebrate the Queen's Jubilee.
- **£200k** to target fly tipping and environmental improvements across the borough to enable clean and safe local areas for residents.
- **£200k** to create a community support fund, working alongside our existing the Boost Fund and the community hubs to improve the lives of our residents and provide support for individuals, groups and organisations
- Our sports clubs and community organisations have been badly hit through loss of income and membership during pandemic. They provide the life-blood of the borough and so we will create a **£200k** fund for groups to continue and grow.
- To support people into high quality employment, build resilience and improve quality in our service provision as we recover from the pandemic we will invest **£200k** in creating more apprenticeships, graduates and training posts across the council in areas of high demand.

Medium Term Financial Planning

40. Despite the budget savings identified in this report, as outlined above, there remain forecast budget deficits of £1.229m in 2023/24 and £1.504m in 2024/25. The council's medium-term plan to reduce the budget deficits is outlined in Table 4 and in the paragraphs below.

Table 4: Medium Term Financial Plan

	2022/23 £m	2023/24 £m	2024/25 £m
NET DEFICIT / (SURPLUS)	0.162	1.229	1.504
Net Income from Capital Investment	0.000	(0.065)	(0.065)
Council Tax Increase – 1.99% 21/22, 22/23 & 23/24	(0.162)	(0.324)	(0.486)
NET DEFICIT / (SURPLUS)	0.000	0.840	0.953

41. A programme will be developed to manage change both within the council and in partnership with other organisations. At this stage, the main strands of the programme that could generate savings and income are outlined further below.

Council Tax

42. The Provisional Local Government Finance Settlement outlines the Core Spending Power available to local authorities. This is the level of resources the Government assumes councils will have available and is predicated on all councils across the country increasing council tax up to the referendum limit of 2% (5% for authorities with social care responsibilities) year-on-year. As such, if the council were to freeze council tax it is likely it will need to then bridge a larger gap between the funding allocated to it, via business rates retention and the fair funding review, and the funding required to deliver services in 2022/23 onwards
43. The Council Tax rate for South Ribble Council sits broadly within the middle of the range of other Lancashire District authorities. There is a wide range of charges across Lancashire and the gap between South Ribble and the next authority (Lancaster) is over 6%.

	Band D Equivalent 2021/22 £
Preston	327.13
Burnley	312.28
Rosendale	285.13
Pendle	276.01
Hyndburn	255.53
Lancaster	236.95
South Ribble	223.24
Fylde	214.91
West Lancs.	213.39
Wyre	209.74
Chorley	195.76
Ribble Valley	155.69

44. However, continued uncertainty regarding future funding and the need for the council to manage staffing and non-staffing inflationary budget increases, means that this budget proposes to increase South Ribble Borough Council's share of council tax by 1.99% in 2022/23. Similar increases have been forecast for 2023/24 and 2024/25, however these will be reviewed annually and will be subject to the outcome of the next finance settlement.
45. A 1.99% increase would equate to an annual increase of £4.44 on a Band D property, or 9p per week.
46. The council will remain committed to supporting those who may struggle to pay their council tax because of the challenging circumstances they find themselves in. On that basis, the council will make use of the monies it has available to support council taxpayers; to assist in this, a recommendation will be made to Council to provide financial assistance to a further 1300 households by removing the baseline Council Tax charge of £3.50 per week for many working age claimants who are in receipt of Universal Credit, or on low-income.

Investment Sites

47. The council owns several sites that are being developed to bring forward the expansion of employment and housing within the borough. These include:
 - McKenzie Arms – 15 high quality affordable homes that offer a high level of comfort whilst using minimal energy for heating. This development is also expected to generate £65k of annual net income to the council from April 2023 onwards.
 - West Paddock Extra Care scheme - that will develop over 70 self-contained homes embracing the principles of the lifetime homes standard that ensures the homes will be accessible and adaptable. It is forecast this development will generate a net income to the council in 2025/26 onwards.
 - Worden Hall – the council is investing £3m in the refurbishment of the hall enhancing the visitor experience whilst also generating an increase in income

to the council through hire of community spaces, additional events and improved café facilities. This is forecast to generate additional income of £65k from the site which will fund additional staff in the museums and events teams.

Future Savings

48. The council has been successful in generating efficiency savings and additional income to bridge the budget gap whilst continuing to deliver outstanding services to its residents. Required savings of approximately £1.2m, subject to future Government announcements, are forecast over the period of the MTFS to manage increases in costs as well as potential reductions in future Government funding.
49. A total £470k of potential net savings have been developed through work by the senior management team to identify savings and cost pressures across the organisation over the next 3 years. A prioritisation exercise has taken place to determine the order in which these could be brought forward based on impact on service delivery, impact on delivering priorities and the scale of development time and resource required. Further work is being undertaken on these potential savings and other service reviews to determine further efficiencies that can be delivered over the course of the MTFS.
50. In addition to these savings, in order to reduce the impact on staffing and the level of service provided, the council will continue to invest in its services to recognise additional income and efficiencies. Future opportunities include:
 - The council is ambitious in its delivery of services and will continue to pursue **alternative models of delivering its services**. The MTFS includes £374k of efficiency savings that have already been secured through the expansion of shared services with Chorley Council. As Phase 2 of the Shared Services model reaches the final stages of implementation, no additional savings have been identified, however the council will consider further opportunities alongside its wider priorities if improvements and efficiencies can be attained. The council will also seek to reduce the costs of leisure services, now delivered by the council's wholly owned company, South Ribble Leisure Limited established in September 2021. Over the course of the MTFS we will work with the new company to reduce its net operating costs to move to generating a net benefit to the council.
 - The council has an **ambitious capital programme** that will deliver improvements to assets across the Borough. The council has successfully bid for a £25m Town Fund grant with proposed match funding of £8m. This will deliver transformational change to areas of Leyland including new housing and employment opportunities. It is expected that this will also deliver a net income stream to the council helping it to manage future budget deficits.
 - The council is committed to reducing its impact on the environment with the aim of being carbon neutral by 2030. A £5m bid to **decarbonise its assets** has been made to Government. If approved, this grant will enable the council to significantly reduce its use of fossil fuels to power its leisure centres, vehicle depot and office buildings. As well as reducing the council's carbon footprint, it is also expected that such investment will reduce the ongoing revenue costs of operating its buildings with estimate savings of approximately £600k over an 8 year period, as per the report to Council on 21 July 2021.

51. Following a request from the unions, and in working to mitigate the risks highlighted in the Strategic Risk Register around staff satisfaction and retention in a changing jobs market, it is proposed that work is undertaken during 2022/23 to move staff to the shared terms and conditions. The costs of such a move would then be built into the Budget for 2023/24 and the MTFS beyond.

52. It is important to note that the plans that will be delivered through the transformation programme aim to ensure that the council manages its budget effectively and prudently. The full amount of savings and income generation may not need to be delivered if the actual reductions in future funding are less than currently forecast. This will be monitored and managed during the MTFS period.

Reserves

53. The council has ensured a prudent and affordable approach to delivering medium-term financial strategies. The council has set aside and increased the balances to several reserves as outlined in Table 5 below. The expected balances of these reserves at the beginning of 2022/23 are given in table 5 below.

Table 5: Forecast General and Earmarked Reserve Balances

	2022/23
	£000s
General Fund Reserve	4,415
Brexit	36
Business Rates	2,908
Business Rates S31 Grant	354
Business Support	79
City Deal	1,851
Community Services	451
Covid Recovery Fund	675
Covid Commitment Reserve	104
Credit Union	83
Elections	160
Events & Comms	59
Green Agenda	250
Housing	132
ICT Investment Reserve	550
Investment	2,971
Leisure Services	255
Local Plan	91
Maintenance	250
Organisational Development	11
Sports Development	275
Transformation	178
Other	74
Total Earmarked Reserves	11,797
Total General & Earmarked Reserves	16,212

Additional Proposed Reserves

Business support, advice and grants	200
Targeting grot spots and environmental improvements	200
Increasing the community hub boost fund	200
Additional apprenticeship, graduate and training posts	200
Support for Sports Clubs & Community Organisations	200
Supporting communities celebrate the Queen's Jubilee	30
	1,030

54. These reserves are necessary to fund the priorities that matter to residents as well as mitigating the financial impact of the uncertainty that the council faces. This includes the reforms to future funding levels and the impact of Covid-19 on its residents and local businesses.
55. As referenced early on in the report the council's outturn position and reserves will be reviewed throughout the remainder of the financial year. It is expected that additional underspends and movement between reserves will fund the additional reserves set out in Table 5.
56. The council has set aside £4.415m in general funds, approximately 28% of the annual net expenditure budget, to manage future uncertainty in expenditure and income over the medium-term. The council has not budgeted to utilise this reserve to manage budget deficits however this will be reviewed as part of the council's continual budget management process.
57. The council has set aside £2.908m to manage any one-off reductions in business rates such as unbudgeted changes to valuations or the implementation of future expected Government reforms. This reserve represents approximately 55% of annual retained business rates.
58. The council is committed to supporting its local workforce and local businesses and has set aside reserves for the following:
 - Continue to support the council's apprenticeship factory that offers placements for apprentices to gain experience in the workplace whilst studying towards a qualification. An additional £200k will be invested to provide additional apprenticeship, graduate and training posts
 - The council will support businesses across the borough by providing business advice and offering grants so that businesses can recover and prosper in the Borough. An additional £200k will be set aside to support this programme.
59. As part of the City Deal arrangement the council receives £492k per annum for 10 years from LCC for community provision and to mitigate the significant financial risks that could impact on the deliverability of the City Deal. This contribution will cease in October 2023 when the City Deal arrangement is scheduled to finish. This income has been set aside in a reserve that now stands at £1.851m. It is proposed this reserve is utilised over the MTFs period to offset the reduction in income that will be experienced when the agreement finishes.
60. The council continues to invest in its communities including:
 - £150k reserves set aside to promote community wealth building to redirect wealth back into the local community
 - A reserve of £109k plus an additional £200k to resource the council's community hubs to continue to provide a range of high-quality support services to residents

- There remains £149k in reserve to fund any increased costs relating to the support of homelessness services. This has been especially important during the Covid-19 pandemic.
 - £200k to fund support to community-based organisations - building resilience and capacity in the community and aiding recovery post-Covid. This includes grants for local sports clubs to ensure inclusive access to facilities and promoting healthy lifestyles
 - The budget proposes to set aside £30k of funding in reserve to support communities celebrate the Queen's Jubilee
61. The total reserves for Covid consist of:
- Covid Recovery Fund - £675k has been set aside to enable the council to support businesses and residents once the pandemic has subsided
 - £104k to meet the costs of committed Covid expenditure into 2022/23.
62. The council continues its commitment to become carbon neutral by 2030. The council has set aside £250k from reserves to continue this ambition, this is on top of £1m the council will invest in green infrastructure and the construction of low carbon affordable housing in the Borough. The budget also includes £200k additional funding to enable the council to make improvements to the local environment.
63. The Council has set aside £2.971m towards funding investment within the Borough, this includes:
- £2.908m Borough Investment Fund that is fully committed over the medium-term to fund capital investment including the regeneration of Leyland Town Centre and Worden Hall refurbishments.
 - £150k investment income equalisation reserve to manage any temporary reduction in the income the council generates through its commercial assets.
 - £240k income investment reserve to fund any initial revenue costs of bringing forward capital investments that meet the council's corporate objective priorities whilst also generating a net income to the council.
64. The transformation fund stands at £178k which has been committed to the delivery of the council's digital strategy, including the Civic Centre conference centre hearing loop and an upgrade to the IDOX system.

Capital Programme

65. This report has addressed the revenue budget of the council. Implicit in this however, and the investment programme set out above, are financial implications for the capital programme. The latest three-year Capital Programme can be found in the Quarter 2 Capital Budget Monitoring Report for 2021/22, approved at Executive Cabinet in November 2021. The council has an ambitious capital programme with over £47m budgeted to be invested over the MTFs period.
66. A report was submitted to Full Council on 26 January 2022 requesting an additional budget of £970k for investment in council ICT hardware and software. This will enable more hybrid working, better connectivity between South Ribble and Chorley Councils and more cloud-based technology, all of this is expected to deliver efficiencies to the

council. The council will also invest in additional CCTV cameras and better internet connectivity at the council's sites including leisure facilities. These works are to be predominately funded through the Covid commitments reserve that is no longer required due to additional funding being received in 2021/22.

Implications of report

67. Some of figures outlined in the report are estimates and based on assumptions that are likely to change. These include external risks such as changes to Government funding arrangements, changes to interest rates and national and local economic changes. In addition, the council faces internal risks such as the risks of delivering transformational change including the expansion of shared services.
68. The risks are dealt with through managing prudent levels of reserves, continually monitoring government announcements, monitoring current and future economic projections and by making prudent budget assumptions.

Comments of the Statutory Finance Officer

69. The financial implications of the above report are all contained within the text above but to clarify, all proposals are funded and can be accommodated within the 2022/23 budget. It should be noted that the report does contain several assumptions on some future budget elements and on the final out-turn position for 2021/22. Should any of the assumptions or figures change due to unforeseen circumstances arising before 31st March 2022, the financial position will be reviewed and reported.

Comments of the Monitoring Officer

70. The budget proposals are in accordance with the requirements of legislation

Background documents

There are no background papers to this report

Louise Mattinson

Director of Finance (and Section 151 Officer)

Report Author:	Email:	Date:
Louise Mattinson	Louise.mattinson@southribble.gov.uk	31 January 2022

Report of	Meeting	Date
Director of Customer and Digital (Introduced by Cabinet Member (Communities, Social Justice and Wealth Building))	Cabinet	9 February 2022
	Full Council	23 February 2022

Is this report confidential?	No
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Is this decision key?	Yes
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Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards
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Review of Council Tax Support Scheme 2022/23

Purpose of the Report

- To set out proposals to change the South Ribble Council Tax Support Scheme from 1 April 2022.

Recommendations to Cabinet

- Cabinet is recommended to approve the following revisions to the Council Tax Support Scheme for submission to Council:
 - Removal of the baseline Council Tax charge of £3.50 per week for working age claimants in receipt of:
 - Universal Credit and some level of earnings or non-disregarded other income
 - Other low-income groups not receiving Universal Credit nor a passported benefit
 - The revised scheme is approved with effect from 1 April 2022.

Recommendations to Council

- Council is recommended to approve the following revisions to the Council Tax Support Scheme:

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- a. Removal of the baseline Council Tax charge of £3.50 per week for working age claimants in receipt of:
 - o Universal Credit and some level of earnings or non-disregarded other income
 - o Other low-income groups not receiving Universal Credit nor a passported benefit
- b. The revised scheme is approved with effect from 1 April 2022.

Reasons for recommendations

4. The revised scheme is fairer and simpler for residents, it is also more focused to support the households most in need.

Other options considered and rejected

5. None.

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

Background to the report

7. Council Tax Support is a means tested assessment with the amount of support awarded dependent on the household's Council Tax liability, income, savings, and needs.
8. Since 2013 local authorities have been required to adopt their own local Council Tax Support Scheme for working age claimants.
9. Prescribed regulations apply to claimants who have reached state pension age, so they are not within the scope of this review.
10. The Council Tax Support Scheme was last reviewed at South Ribble in 2020/21.
11. Under the council's current Council Tax Support Scheme, working age claimants in receipt of a passported benefit, and certain groups claiming Universal Credit receive full Council Tax Support meaning they have no Council Tax to pay.
12. However, other groups of qualifying working age claimants pay a Council Tax charge of at least £3.50 per week.
13. Having consulted on the scheme, the proposal is to make the scheme fairer and simpler for residents, and more focused to support the households most in need. This compliments the findings from the Scrutiny Review of Health Inequalities by demonstrating the Council's continued commitment to supporting the most vulnerable households and taking steps to improve the mental health and wellbeing of residents.

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14. The proposed scheme has no adverse impact on administration, the changes simplify the scheme, and will also improve the customer experience.
15. Consultation with precepting authorities on proposed changes to the scheme is statutory.
16. The Council Tax Reduction Schemes (Amendment) (England) Regulations 2017 require that any revisions to the scheme are approved by Full Council by 11 March.

Proposed Council Tax Support Scheme

17. Specifically, it is proposed that the £3.50 per week baseline Council Tax charge for the following groups of working age claimants is removed:
 - a. Universal Credit and some level of earnings or non-disregarded other income such as a private pension or Carer's Allowance
 - b. Other low-income groups not receiving Universal Credit nor a passported benefit
18. It is estimated that more than 1,330 South Ribble residents will benefit financially from this proposal from 1 April 2022.
19. More than 240 of these residents have unpaid Council Tax, with over £253,285 accumulating since welfare reform changes were introduced in 2013.

Budget implications

20. The revenue from Council Tax charged is shared between the precepting authorities as follows:

South Ribble Borough Council	11%
Lancashire County Council	74%
Police & Crime Commissioner for Lancashire	11%
Lancashire Combined Fire Authority	4%

21. The financial implications on preceptors of the proposed change are shown below:

South Ribble Borough Council	£26,646
Lancashire County Council	£179,259
Police & Crime Commissioner for Lancashire	£26,646
Lancashire Combined Fire Authority	£9,689
Total	£242,242

Consultation

22. Consultation with precepting authorities on proposed changes to the scheme is statutory.
23. Although consultation is not required with any other stakeholders, direct invitations to comment on the proposals were sent to the following:
 - a. A sample of 5,000 Council Tax payers, in receipt of Council Tax Support and not
 - b. Lancashire County Council
 - c. Lancashire Fire and Rescue Service
 - d. Police & Crime Commissioner for Lancashire

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- e. Citizens Advice Bureau
- f. Councillors
- g. Money Advice Trust
- h. Parish Councils

24. In addition, an online survey was open to residents through the council's website from 24 November 2021 until 3 January 2022.

25. The consultation responses are summarised below:

Please indicate below you agree or disagree that South Ribble Borough Council should remove the £3.50 minimum weekly charge for non-passported working age claimants from 1 April 2022		
Response	Number	%
Agree	39	23%
Strongly Agree	32	19%
Disagree	21	12%
Strongly Disagree	54	32%
Neither Agree nor Disagree	20	12%
Don't know	4	2%
Total	170	100%

26. The low number of consultation responses is disproportionate to the number of South Ribble Council Tax payers, and represents less than 1% of households in the borough.

27. 42% of respondents agreed or strongly agreed with the proposed change whilst 44% disagreed or strongly disagreed.

28. The Citizens Advice Bureau responded strongly agreeing with the proposals to revise the scheme, acknowledging that the change will help vulnerable residents to manage their bills better and stop them falling into debt.

29. Email responses were also received from Lancashire County Council and Lancashire Fire and Rescue Service. Whilst both preceptors were unable to support the proposals due to the reduction in Council Tax revenue, they did acknowledge:

- a. the extra support residents on a low income would receive
- b. the council's desire to reduce the burden on relevant individuals

30. Lancashire County Council also expressed concerns that if all district councils replicated this proposal the sum of losses to the county council would be several million pounds.

31. No response was received from the Police & Crime Commissioner for Lancashire.

Climate change and air quality

32. 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

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33. An Equality Impact Assessment has been completed to analyse the impact on different community groups, and how their needs have been considered in developing these proposals. This analysis confirms the proposed change to the scheme will have a positive impact on affected groups, which include working age and disabled residents.

Risk

34. The key risk is financial, but the costs are shared with the precepting authorities.

Comments of the Statutory Finance Officer

35. As outlined in the report at point 18 and 19 above, with an 11% share of Council Tax revenue, the proposed change would result in an estimated cost to the council of £26.6k. The change is however expected to realise efficiencies in providing opportunities to remove complexities within the current scheme to maximise automation, simplify administration and improve the service to the customer.

Comments of the Monitoring Officer

36. The agreement of this scheme is at the discretion of the Council. Appropriate information has been included to assess the financial and wider socio-economic impacts of the recommendation. Value for money can be demonstrated through the benefits to economically vulnerable residents.

There are no background papers to this report.

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