

Cabinet

Wednesday, 23rd March, 2022, 6.00 pm

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

The 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 Declarations of Interest

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

3 Minutes of the Last Meeting

(Pages 5 - 8)

Minutes of the last meeting held on 9 February 2022 attached to be signed as a correct record.

4 Notice of Executive Decisions / Cabinet Forward Plan

(Pages 9 - 40)

The Notice of Decisions / Cabinet Forward Plan is available to view on the Council's web page for the period [1 March 2022 – 28 February 2023.](#)

A copy of the latest version as of the date of agenda publication is attached.

Items of the Leader and Cabinet Member (Strategy and Reform)

5 Corporate Strategy Quarterly Monitoring Report - Quarter 3 2021/22

(Pages 41 - 60)

Report of the Deputy Chief Executive attached.

Items of the Deputy Leader and Cabinet Member (Health and

Wellbeing)

- 6 Biodiversity Strategy and Environment Act 2021** (Pages 61 - 90)
Report of the Director of Communities attached.
- 7 Decarbonisation Works** (Pages 91 - 96)
Report of the Director of Communities attached.
- 8 Final Report and Recommendations of the Scrutiny Review of Health Inequalities** (Pages 97 - 114)
Report of the Deputy Chief Executive attached.

Items of the Deputy Leader and Cabinet Member (Health and Wellbeing) and Cabinet Member (Communities, Social Justice and Wellbeing)

- 9 Holiday and Food Programme Update** (Pages 115 - 138)
Report of the Director of Communities attached.

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

- 10 Revenue Budget Monitoring Quarter 3** (Pages 139 - 158)
Report of the Director of Finance attached.
- 11 Capital Budget Monitoring Report Quarter 3** (Pages 159 - 176)
Report of the Director of Finance attached.
- 12 Completion of the Penwortham to Howick Green Links Cycle and Pedestrian route** (Pages 177 - 180)
Report of the Director of Commercial attached.
- 13 Naming of West Paddock Extra Care Facility** (Pages 181 - 184)
Report of the Director of Commercial attached.
- 14 Moss Side & Birch Avenue Playground Refurbishment Projects** (Pages 185 - 192)
Report of the Director of Customer and Digital attached.

- 15 Exclusion of Press and Public**

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

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

Condition:

Information is not exempt if it is required to be registered under-
The Companies Act 1985

The Friendly Societies Act 1974

The Friendly Societies Act 1992

The Industrial and Provident Societies Acts 1965 to 1978

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

The Charities Act 1993

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

16 Extra Care (West Paddock) - Stage 4 Approval

(Pages 193 - 198)

Report of the Director of Commercial attached.

17 Leyland Town Deal - Acquisitions and Leases

(Pages 199 - 216)

Report of the Director of Commercial attached.

Gary Hall
Chief Executive

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

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

Forthcoming Meetings

6.30 pm Monday, 20 June 2022 - Shield Room, Civic Centre, West Paddock, Leyland, PR25 1DH

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Agenda Item 3



Minutes of	Cabinet
Meeting date	Wednesday, 9 February 2022
Members present::	Councillors Paul Foster (Chair), Mick Titherington (Vice-Chair), Aniela Bylinski Gelder, Bill Evans and Matthew Tomlinson
Officers:	Gary Hall (Chief Executive), Louise Mattinson (Director of Finance and Section 151 Officer), Asim Khan (Director of Customer and Digital), Dave Whelan (Shared Services Lead - Legal & Deputy Monitoring Officer), Darren Cranshaw (Shared Services Lead - Democratic, Scrutiny & Electoral Services) and Clare Gornall (Democratic and Member Services Officer)
Other members and officers:	Councillors Donoghue, Hunter, Sharples, P Smith, Unsworth and Walton Attending virtually:- Councillors Alty, Bell, Bretherton, Chisholm, Hancock, Mary Green, Michael Green, Mort, Ogilvie and Mrs Smith; Chris Sinnott (Deputy Chief Executive), James Thomson (Deputy Director of Finance), Andrew Daniels (Shared Service Lead - Communications and Visitor Economy).
Public:	0

87 Apologies for Absence

There were none.

88 Minutes of the Last Meeting

The minutes of the meeting held on Wednesday, 19 January 2022 were presented for information.

The Leader referred to the actions arising from Minute 77. He confirmed that Councillor Ogilvie had received a update from Councillor Bylinski Gelder in relation to the Youth Council. He also referred to the information requested by Councillor Walton regarding urgent decisions, which had now been collated and would be provided as soon as possible.

Decision made (unanimously):-

That the minutes of the meeting held on Wednesday, 19 January 2022 be approved as a correct record.

89 Declarations of Interest

There were none.

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90 Notice of Executive Decisions / Cabinet Forward Plan

Decision made (unanimously):-

That the Notice of Executive Decisions / Cabinet Forward Plan for the period 1 February 2022 – 31 January 2023 be noted.

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

The Cabinet Member (Finance, Property and Assets) presented a report of the Director of Finance and Section 151 officer setting 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

The Cabinet also considered the recommendations of the Scrutiny Committee on the Draft Budget 2022/23 at its meeting on 8 February 2022, which were:

The Scrutiny Committee:

1. thanks the Cabinet Member and Director for their detailed report and answering questions;
2. supports the Cabinet Member's wish to consult earlier in future years;
3. asks that the report be updated to clarify that the Community Conversations were not aimed at supporting positive mental health in young people as confirmed at a previous meeting;
4. requests that the refurbishment of Margaret Road Playground planned for 2023/2024 be included in the report;
5. asks that a breakdown of the different funding streams for the £3.1M allocated for affordable housing be provided;
6. welcomes the offer of information on the Council's role in promoting apprenticeships with businesses and acting as an exemplar be provided to all councillors.

The Leader of the Council thanked their supply and confidence partners, Councillor Howarth and the Liberal Democrat Group, for their collaborative working on the draft budget.

Councillor Bylinkski Gelder particularly highlighted the Sports and Community Funding and said that it was expected that this would be allocated around the borough in March/April. She encouraged Community Hubs to start considering how best the funding could be used.

Decision made

1. That Cabinet agrees the contents of this report and notes 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

Agenda Item 3

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- To note the proposals in the report for investment in the Administration's priority areas
2. That Cabinet supports and accepts the recommendations made by the Scrutiny Committee on 8 February 2022.

Reasons for decision

The Cabinet set out its budget proposals for 2022/23. The report detailed 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.

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.

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.

Alternative options considered and rejected

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

92 Review of Council Tax Support Scheme

The Cabinet Member (Communities, Social Justice and Wealth Building) presented a report of the Director of Customer and Digital setting out proposals to change the South Ribble Council Tax Support Scheme from 1 April 2022.

Decision made

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That Cabinet recommends the following revisions to the Council Tax Support Scheme to Council:

- 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 decision

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

Other options considered and rejected

None, for the reasons given above.

Chair

Date

South Ribble Council Forward Plan – Notice of Executive Decisions

For the Period: 1 March 2022 – 30 June 20223

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: 15 March 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							
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
Decarbonisation works (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

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 - Acquisitions and Leases	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Expenditure / Savings higher than £100,000	23 Mar 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 Planning and Development, Director of Commercial
Birch Avenue Playground Contract Award Delegation	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
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 (Stage 4 Approval)	Cabinet	Cabinet Member (Finance, Property and Assets)		23 Mar 2022	Fully exempt This report likely to contain information relating to the financial and/or business affairs of the Council and / or a third party.	None	Report of the Director of Commercial
Neighbourhood Strategy	Cabinet	Cabinet Member (Communities, Social Justice and Wealth Building)	Significant effect in 2 or more Council wards.	22 Jun 2022	Open	None	Report of the Director of Customer and Digital
New Sub-lease at Forward Industrial Estate	Cabinet	Cabinet Member (Finance, Property and Assets)		22 Jun 2022	Fully exempt This report is likely to contain information relating to the financial and / or 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 (West Paddock) Allocations policy & Naming	Cabinet	Cabinet Member (Finance, Property and Assets)		22 Jun 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
St Mary's Churchyard Penwortham Project	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	22 Jun 2022	Fully exempt This report is likely to contain information relating the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Commercial
Council Housing Delivery Programme	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	22 Jun 2022	Open	None	Report of the Director of Planning and Development

List of decisions by Individual Executive Members expected to be taken in private or are key decisions

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
Leader of the Council and Cabinet Member (Strategy and Reform)							
Leyland Town Deal - Submission of Business Case	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)	Significant effect in 2 or more Council wards.	22 Mar 2022	Fully exempt This report may contain information relating to the financial or business affairs of the Council and/or a third party.	Report to Council 23 February 2022	Report of the Director of Commercial
Mutual Agreement	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)		March 2022	Fully exempt This report contains information relating to an individual.	None	Report of the Deputy Chief Executive
Shared arrangement for Development Projects	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)	Expenditure / Savings higher than £100,000	March 2022	Fully exempt The report may contain information relating to an individual.	Report to Council 23 February 2022	Report of the Chief Executive

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
Shared Pest Control Service	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)		March 2022	Fully exempt This report may contain information relating to an individual.	Report to Council 23 February 2022	Report of the Chief Executive
Deputy Leader and Cabinet Member (Health and Wellbeing)							
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	Between 1 Mar 2022 and 1 Jun 2022	Fully exempt This item is likely to contain information relating to an individual.	None	Report of the Director of Governance and Monitoring Officer
Award of contract for upgrade of existing Interceptor at Moss Side Depot	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)		Between 1 Mar 2022 and 1 Jun 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

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
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.	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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
Cabinet Member (Communities, Social Justice and Wealth Building)							
Fair Collection Policy - to approve cost neutral changes to the Policy	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Significant effect in 2 or more Council wards.	March 2022	Open	None	Report of the Director of Customer and Digital
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)	Expenditure / Savings higher than £100,000	Between 1 Mar 2022 and 1 Jun 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

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 Elections Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Mar 2022 and 1 Jun 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
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	Between 1 Mar 2022 and 1 Jun 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 Document Management for Revenues and Benefits	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Mar 2022 and 1 Jun 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 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	Between 1 Mar 2022 and 1 Jun 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 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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	Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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)			Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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)		Between 1 Mar 2022 and 1 Jun 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 legal case management system	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Mar 2022 and 1 Jun 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 Burials and memorial solution	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Mar 2022 and 1 Jun 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
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)		Between 1 Mar 2022 and 1 Jun 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 Meeting room technology	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Mar 2022 and 1 Jun 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 Virtual Mailroom	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Mar 2022 and 1 Jun 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 Customer Relationship Management Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Mar 2022 and 1 Jun 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 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)		Between 1 Mar 2022 and 1 Jun 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
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	Between 1 Mar 2022 and 1 Jun 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
Time Recording Software Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Mar 2022 and 1 Jun 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 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	Between 1 Mar 2022 and 1 Jun 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 Stickers Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Mar 2022 and 1 Jun 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
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)		Between 1 Mar 2022 and 1 Jun 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)							

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
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.	Between 1 Mar 2022 and 1 Jun 2022	Open	None	Report of the Director of Customer and Digital

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							

DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the

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
			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
Deputy Chief Executive (Introduced by the Leader of the Council and Cabinet Member (Strategy and Reform))	Scrutiny Budget and Performance Panel Cabinet	Monday, 21 March 2022 Wednesday 23 March 2022
Is this report confidential?	No	
Is this decision key?	No	

Corporate Strategy Quarterly Monitoring Report - Quarter 3 2021/22

Purpose of the Report

1. To provide Cabinet with a position statement for the Corporate Strategy for quarter three (Oct – Dec) 2021/22.

Recommendations to the Scrutiny and Performance Panel

2. The Scrutiny Budget and Performance Panel are asked to consider the report and make comments and recommendations to the Cabinet.

Recommendations to Cabinet

3. Cabinet is asked to note the report.

Reasons for recommendations

4. The Council's performance framework sets out the process for reporting progress against the objectives of the Corporate Strategy. Robust monitoring ensures that the Council continues to deliver its priorities and achieves the best outcomes for residents.

Other options considered and rejected

5. N/A

Corporate priorities

6. 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

Executive summary

7. This report presents the performance of the Corporate Strategy at the end of quarter three (1 October – 31 December 2021). This report provides an update on the current

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position for the 14 projects, 24 Corporate Strategy performance measures and 13 key organisational performance measures.

8. Of the 14 projects in the strategy: 14% (2) are complete, 79% (11) are rated green and on-track; 7% (1) is rated amber.
9. Of the 24 performance indicators used to monitor the Corporate Strategy, eight can be reported at the end of the quarter. Three are performing better than target, one is performing worse than target but within a 5% tolerance of the target, two are worse than target and outside the 5% tolerance of the target, and two are being baselined.
10. Of the 13 key organisational performance measures; 12 can be reported at the end of the quarter. nine are performing better than target; two are performing worse than target but within a 5% tolerance of the target; and one is worse than target and outside the 5% tolerance of the target.
11. This quarter will be the last time the 2021/22 Corporate Strategy projects will be reported to Cabinet. The projects that are not yet complete will either be carried forward to be delivered as part of the 2022/23 Corporate Strategy, are due to complete in quarter four or will continue to be delivered as part of business as usual activity. Details of each projects position can be found at Appendix 3.




Background to the report

12. At Council on 30 September 2020, the Corporate Strategy was updated and refreshed to ensure that the Council can continue to meet the needs of the borough.
13. The four priorities identified in the strategy are:
 - An exemplary council,
 - Thriving communities,
 - A fair local economy that works for everyone,
 - Good homes, green spaces, healthy places.
14. Activity and resources are targeted towards 14 priority projects which are delivered over a period of 12-18 months and measured using 24 performance indicators. This report provides the status of the projects and measures at the end of quarter three, 2021-22.
15. A colour rating system is used to indicate status whereby:

Projects

RED	Off track
AMBER	Forecast delays or concerns, an early warning of issues
GREEN	On track and progressing as planning

Performance Indicators

	Worse than target, outside threshold
	Worse than target but within threshold (5%)
	Performance is better than target



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AN EXEMPLARY COUNCIL

A COUNCIL THAT:

Delivers high performing services that represent value for money

Understand the community and work with partners to make things better

Is open and transparent in its activities

Achievements this quarter

16. Consultation was completed and proposals finalised to establish a single operating model for Customer Services. Following consideration by the Shared Services Joint Committee and subsequent approval, the proposals will now be implemented to ensure a fit for purpose structure that can maintain the delivery of excellent customer services in line with increasing customer expectations. The implementation of Shared ICT arrangements has moved forward with all internal appointments now completed and further recruitment underway to fill additional posts to boost capacity. Over the next quarter, work will also be carried out to deliver development support for shared services including induction for new services and the opportunity for shared services staff to network and meet their colleagues, embedding the shared teams across the organisations.
17. A number of actions have been progressed as part of the Joint Digital Strategy which will be further accelerated following recruitment to key roles within the new structure. Processes continue to be reviewed to ensure a digital first approach; procurement of hardware to improve connectivity to the Council leisure centres has commenced; a digitisation review is underway to identify data that can be transferred to a digital format starting with Planning and Facilities; and ICT are testing out document management solutions ahead of sharing with other teams.
18. Of the four projects within this priority, two are complete, one is rated green and one is rated amber.

Projects	2021-22 Quarter 3 (Oct- Dec)
Deliver the Annual Governance Statement Action Plan	COMPLETE
Transform the way the council operates	GREEN
Work with partners to design and deliver better public service:	COMPLETE
Deliver year one of the joint digital strategy	AMBER

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Deliver year one of the joint digital strategy: The strategy focuses on harnessing the potential of new technologies, whilst maximising the use of existing technologies to provide a customer focused approach to service delivery.		AMBER
Issue:	<p>There are several complex projects in the Digital Strategy that are dependent on specific skills and capacity to enable them to be delivered.</p> <p>Actions that could be delivered within the current resources and skill base have progressed well and are being prioritised, with 69% of actions either in progress or complete. Significant progress being made in areas such as in the digitisation of data and automation of services, such as in Planning.</p>	
Actions Plan - What will be done:	<p>As part of the ICT shared services restructure, recruitment to the nine vacant posts is currently underway and estimated to be filled by April 2022. This should resolve the skills and capacity issues that have affected the delivery of the project and ensure it can move forward.</p> <p>Actions are already in place to progress the strategy and procurement for software and hardware was approved in December by Cabinet and will be jointly conducted with Chorley as part of the new shared ICT Service.</p> <p>As the project and strategy move forward, to address the delays incurred within 2021/22, the project plan is to be reviewed and reprofiled with robust internal monitoring applied. The reprofiling exercise will ensure that objectives are prioritised based on business need and ensure that the project completes within its overall timescale by March 2024</p>	

Key Performance Indicators

19. Of the five performance measures reported under this outcome, one is due to be reported this quarter. This indicator is currently rated off track and outside of the 5% threshold.

- ▶ At least 40% of service requests will be received via self-service channels

Key Performance Indicator	Target	Comparable Period	Quarter 3 2021/22	Symbol	Trend
At least 40% of service requests will be received via self-service channels	40%	25.78% (Q2 2021/22)	22.75%	▲	Worse than Q3 2020/21
Action Plan:	<p>There has been a slight decline in the number of requests received through self-serve channels which may be attributed to more people returning to Council offices and the re-opening to the public following closures linked to the government's social restrictions.</p> <p>A number of actions and initiatives will be put in place to further encourage channel shift to online self-services and to help the council meet its targets. These actions include:</p>				

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- A review of the digital self-serve channels will be undertaken to map the highest volume processes and remove barriers that may prevent or discourage customers from completing a process online. This should simplify the process and make it easier to transact with the council digitally.
- A communication programme will be rolled out to residents and businesses to encourage digital take up and establish self-service as the contact channel of choice.
- The delivery of digital skills programmes will support residents with the skills and confidence to use digital council services.

A full list of the performance indicators is included in Appendix 1

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THRIVING COMMUNITIES

A PLACE WHERE:

Residents have positive mental health

People get involved and have a sense of belonging

Communities can access services and support when they need them

Achievements this quarter

20. As part of the Council's commitment to addressing mental health support for young people, a number of activities have been developed over the quarter to take forward practical support and establish sustainable networks. Lancashire Youth Challenge have been commissioned to deliver a 24-week programme commencing in March 2022 that focuses on raising young peoples' aspirations, confidence building, and emotional resilience development. The course will accommodate up to 20 young people and will be accessed via referral from key youth stakeholders (e.g. Schools, Sports Clubs, etc). Following the success of the delivery of an accredited Mental Health First Aid (MHFA) course by Lancashire Mind to all council services that have regular contact with young people, a further training course is planned to be delivered in quarter four for wider community stakeholders including youth groups, schools, sports clubs and the police. The community stakeholders that undertake the MHFA course will be encouraged to come together as part of a local mental health forum, which will meet quarterly to share knowledge and experiences to support current and emerging mental health issues.
21. The development of the Youth Council has progressed well including engaging with young people on the design of the council and establishing the initial membership. In October, 20 local young people registered to take part with regular meetings scheduled every two or three weeks. The members have already identified a number of themes that they wished to focus on, which included knife crime, period poverty and armed forces veterans. As part of this early stage in establishing a Youth Council, the registered members have completed 'Politics and Public Speaking' training facilitated by Shout Out UK which aims to support those members in developing their political literacy skills as well as increasing their confidence to take part in the Youth Council and debates. Based on the positive engagement and input from the members of the formative Youth Council, elected members will over the coming quarter agree the formal framework and structure of the Council and consider how the Youth Council engages in local decision making and the community.
22. A review of the Community Hubs was presented to Cabinet in December 2021. The review provided a summary of key achievements over the past 12 months as well as a review of the Community Hub model and a survey to all members. The feedback from members was extremely positive:
- 87% of members feel engaged in their Community Hub
 - 90% of members feel like they can influence decisions made within their Community Hub
 - 90% of members feel like that the decisions made within their community hub have a positive impact on their community
 - 93% agree have autonomy to identify and act on local priorities
 - 93% feel supported by the Community Development team

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23. Delivery of the hub action plans have moved forward with progress against a number of key projects within the action plan including management of Moss Side community centre, disabled access improvements to the Eagle and Child Bowling Club, and an event to recognise the achievements of Friends Groups in Leyland and Farington.

24. Of the three projects within this priority, all three are rated green.

Projects	2021-22 Quarter 3 (Oct– Dec)
Establish South Ribble Together Hubs	GREEN
Deliver a mental health support programme for young people	GREEN
Establish a Youth Council	GREEN

Key Performance Indicators

25. Of the eight performance measures reported under this outcome, two are due to be reported this quarter. Both measures are being baselined.

- ▶ Number of residents benefiting from opportunities created by the communities team,
- ▶ Number of meals provided to school age children through holiday hunger offer.



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A FAIR LOCAL ECONOMY THAT WORKS FOR EVERYONE

A COUNCIL THAT:

Increases access to
training and jobs

Grows and supports
sustainable businesses

Invests in improving the
borough

Achievements this quarter

26. The Community Wealth Building programme has made good progress in the quarter with the Social Value Portal now operational enabling the Council to measure the council's procurement outcomes and the benefits to the community. As part of the ongoing process to embed and develop the Council's approach to wealth building, a number of internal activities have been completed to engage and train officers in key principles and processes including training materials and an e-learning module. Early research has been undertaken to develop the Social Value Toolkit, which is expected to be shared with stakeholders in quarter four. Next quarter a 'Meet the Buyer' business engagement event for the Leyland Town Deal will provide an opportunity to promote Community Wealth Building and Social Value principles as part of the development.
27. The Covid recovery support package for businesses provided within quarter three included an additional investment of £150,000 from the council to supplement the Additional Restriction Grant (ARG3) of £706k. The main purpose of the grants has been to mitigate hardship or loss of income as a result of the pandemic, but grants have also been provided to support bringing empty properties back in to use, training/retraining and start-up businesses. By the end of quarter three, the Council paid out grants to 223 applicants totalling £695k and to date (end of February 2022) a total of £861K has now been paid to local businesses. The support package provided through the Council also includes addressing the impact of mental health, and 43 referrals have been made through to Lancashire Mind for access to wellbeing coaching.
28. The Leyland Town Deal continues to progress with the development of the business case focusing on the three key proposed projects: Town Centre Transformation, Market Refurbishment and Base 2 Business Hub. The business case is due to be submitted to the funding body by March 2022. Design development has also progressed with the RIBA Stage 2 design complete in December 2021. Consultations on the Stage 2 design were held with stakeholders in November and December at the Commercial Vehicle Museum and the Civic Centre. The consultation ended on the 3rd December 2021 receiving 192 completed questionnaires. The stakeholders that took part in the consultations included market traders, internal Council staff, businesses and residents. Other stakeholders that have contributed to the development of the design include the Police and Lancashire County Council.

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29. Of the three projects within this priority, all three are rated green.

Projects	2021-22 Quarter 3 (Oct– Dec)
Implement the community wealth building action plan	GREEN
Establish a business support programme	GREEN
Deliver year 1 of the Town Deal	GREEN

Key Performance Indicators

30. Of the four performance measures reported under this priority, one measure is performing better than target and one is performing worse than target but within a 5% threshold.

The measure rated as on track is:

- ▶ % 16 -17year olds not in education or training (NEET).

The measure rated as worse than target but within a 5% threshold is:

- ▶ Overall employment rate greater than north west average.



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GOOD HOMES GREEN SPACES HEALTHY PLACES

A BOROUGH WITH:

A choice of decent, affordable housing

Commitment to protecting the local environment

A choice of quality recreational activities

Achievements this quarter

31. Improvements to the green infrastructure of the borough has moved forward with completion of the installation of four new electric vehicle charging points at Leyland, Bamber Bridge, Lostock Hall, and Penwortham. Growth in this area enables residents to make choices on adopting new technologies and vehicles that will contribute to carbon reduction. The Council's website has been updated to provide information to residents on how they are able to potentially improve the energy efficiency of their property. The updates provide information on the energy efficiency ratings as well as details of schemes open to the public that they may be able to access
32. Access to affordable homes remains a priority and the Council's two major schemes continue to progress. A contractor has been appointed to deliver the McKenzie Arms scheme, which is now in progress having secured investment from Homes England, totalling £675,000 (equating to £45,000 per unit). The scheme will deliver 15 new quality affordable homes in Bamber Bridge. The Extra Care scheme moved forward with a full business case developed and consultation event held in October 2021 at the Civic Centre and a further event planned in April 2022. Stage two of the design work has been finalised and the procurement for the main contractor has commenced.
33. The development to bring Worden Hall back into use as a flexible community and event space has progressed with the replacement of the Marsden room roof. The internal refurbishment works have been completed in the café, the lift extension has been constructed and the oak frame has been erected in the courtyard. In quarter four, further refurbishment works will be undertaken to construct the new plant room building, new lift shaft, toilet block and repairs to the roof. Plans for future events will take place in anticipation for the completion of works to Worden Hall by June 2022
34. Of the four projects within this priority, all four are rated green.

Projects	2021-22 Quarter 3 (Oct- Dec)
Bring Worden Hall back into use	GREEN
Deliver a project to support the green agenda	GREEN
Deliver a leisure improvement project	GREEN
Commence building of affordable homes within the borough	GREEN

Key Performance Indicators

35. Of the seven performance measures reported under this outcome, three are due to be reported at the end of this quarter. Two are rated on track and one is rated off track.

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The measures rated as on track are:

- ▶ 27,500 Trees will be planted in the borough this year (Cumulative),
- ▶ Total number of young people's physical activity courses delivered.

The measure rated as off track is:

- ▶ The number of people who are prevented from becoming homeless is increased.

Key Performance Indicator	Polarity	Target	Comparable Period	Quarter 3 2021/22	Symbol	Trend
The number of people who are prevented from becoming homeless is increased	Bigger is better	Target to improve trend	75 (Q2:2021/22)	75	▲	Worse than Q3:2020/21
Action Plan:	<p>There has been an increase in the number of duties to refer presentations from statutory bodies such as hospital, probation, police and prison services as a result of greater awareness among referring agencies through multiagency working. The data suggests that the number of referrals from statutory bodies has doubled from 2020 to 2021. These individuals usually have complex or multiple needs that create barriers to accessing and sustaining tenancies. In addition, the amount of affordable properties available is limited and the social housing register has increased by 25% since the pandemic which has impacted on the South Ribble waiting times.</p> <p>The prevention of rough sleepers' co-ordinator has been working in partnership with other partner agencies to support individuals with complex needs to establish pathways into accommodation. The council works closely with the private rental sector to seek any affordable housing that may be available. A social housing steering group also meets on a monthly basis to review the housing policy. The Council has also fed into the team responsible for updating the Central Lancashire Housing Needs Assessment which will contribute to the emerging Lancashire Local Plan.</p>					

Key organisational performance measures

36. At the end of quarter three, there are 12 key organisational performance measures due to be reported. A full list of the performance indicators is included in Appendix 2.

37. Of the 12 key organisational performance measures, nine are on track and performing above target:

- ▶ % planning applications decided within 13 weeks (major applications),
- ▶ % planning applications decided within 8 weeks (minor / other applications),
- ▶ The average number of working days from Disabled Facilities grant referral received from LCC to application approved,
- ▶ % of telephone calls answered within 90 seconds,
- ▶ Average days to process a new Housing Benefit claim,
- ▶ Number of Accidents reported to Health and Safety from work related activity,
- ▶ No. of accidents reported to Health Safety Executive for work related activity (RIDDOR),
- ▶ Number of near miss incidents reported to Health and Safety,
- ▶ % of calls abandoned before being answered in a quarter.

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38. Two performance measures are rated off track but within threshold:

- ▶ Percentage of Council Tax collected (Cumulative YTD),
- ▶ Percentage of Business Rates (Cumulative YTD).

39. One performance measure is rated off track and are performing worse than target, outside threshold:

- ▶ Number of households in temporary accommodation at the end of the quarter,

Key Performance Indicator	Polarity	Target	Comparable Period	Quarter 3 2021/22	Symbol	Trend
Number of households in temporary accommodation at the end of the quarter	Smaller is better	Target to improve trend	44 (Q2:2021/22)	51	▲	Better than Q3:2020/21
Action Plan:	<p>There has been an increase in the number of households in temporary accommodation, which consists of people that the Council has a statutory duty to accommodate and also those that would not usually be accommodated, but are being accommodated currently due to the cold/serve weather provision and the rise in the Omicron Covid variant. In addition, there is a lack of suitable accommodation as the social housing register has long waiting times and the private rental sector properties are in short supply with limited options for those with complex needs. Therefore, more hotel accommodation is being used as an alternative.</p> <p>Those in temporary accommodation all have personal housing plans, which are discussed at monthly meeting to further support people to move on. Regular visits to those in temporary accommodation have been introduced to address any barriers that may exist to moving into a placement and housing. Floating support is also provided through Excel Housing Solutions to support individuals with issues not linked to accommodation such as budgeting and life skills.</p>					

PERFORMANCE OF THE RESIDENTS' SURVEY MEASURES

40. A residents' satisfaction survey was undertaken between November 2021 and January 2022 to understand the views of residents about the local area and the impact and support needed for recovery from the Coronavirus pandemic.
41. The survey was distributed to residents in November 2021 using an online questionnaire via Citizen Space advertised through the council's social media network and a targeted random sample posted to residents inviting them to complete the survey online with a unique code. The survey achieved a total of 1,191 responses, which is considered statistically valid with weightings applied to ensure findings are representative of the borough population.
42. The questionnaire asked residents to provide their views of the local area, the council and the services that the council provides. A number of the questions directly relate to key measures within the corporate strategy.

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43. Five of the eight corporate indicators performed above target:







- The percentage of people satisfied with South Ribble as a place to live will increase,
- The percentage of people who feel they belong to their local area will increase,
- The percentage of people who think the Council acts on the concerns of local residents will increase,
- The percentage of people who feel safe when outside in their local during the day will increase,
- Satisfaction with the parks and green open spaces will increase.

44. Three of the eight corporate indicators performed worse than target but within 5% threshold:

- The percentage of people satisfied with the leisure and sports facilities in their local area will increase,
- The percentage of people who feel involved in the local area and decision making will increase,
The percentage of people who feel safe when outside in their local area after dark will increase.

45. The table below shows a breakdown of the results for these indicators and a comparison has been made with the results of the last resident survey which was conducted in 2020.

	Worse than target, outside threshold (5%)		Worse than target but within threshold (5%)		Performance is better than target
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Priority	Key Performance Measures	Target	2021	% +/-	Status	Trend
An Exemplary Council	The percentage of people satisfied with South Ribble as a place to live will increase	82%	85%	3%		Better than 2020
	The percentage of people satisfied with the leisure and sports facilities in their local area will increase	53%	50%	3%		Worse than 2020
Thriving Communities	The percentage of people who feel they belong to their local area will increase	69%	70%	1%		Better than 2020
	The percentage of people who think the Council acts on the concerns of local residents will increase	54%	54%	0%		Same as 2020
	The percentage of people who feel involved in the local area and decision making will increase	18%	16%	2%		Worse than 2020
Good homes, green	The percentage of people who feel safe when outside in their local area after dark will increase	61%	58%	3%		Worse than 2020

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Priority	Key Performance Measures	Target	2021	% -/+	Status	Trend
	The percentage of people who feel safe when outside in their local during the day will increase	88%	90%	2%	★	Better than 2020
	Satisfaction with the parks and green open spaces will increase	77%	79%	2%	★	Better than 2020

46. Despite the challenges of the last two years, the findings from the survey shows overall residents' satisfaction has increased compared to the previous survey conducted in 2020.

47. In addition to the corporate indicators, satisfaction with the way South Ribble Council runs things has increased significantly in 2021 (75%) compared to 2020 (67%).

48. When benchmarked against other councils and nearest neighbours, the comparisons continue to indicate that South Ribble is performing well when it comes to resident satisfaction. Three core areas have been identified by the LGA as being of strategic and practical importance in terms of helping councils understand the extent to which their residents are satisfied with their performance. The comparison shows that South Ribble Council is performing better than the average in all three core areas.

49. The questions outlined below.

Residents' Survey 2021 (Excluding 'Don't know' responses)			LGA 'Polling'*
LG Inform	Question	South Ribble 2021	October 2021
Core A	Overall, how satisfied or dissatisfied are your local area as a place to live?	85%	78%
Core B	Overall, how satisfied or dissatisfied are you with the way South Ribble Council runs things?	75%	56%
Core C	To what extent do you agree or disagree that South Ribble Council provides value for money?	47%	43%

* The Local Government Association (LGA) poll conducted in October 2021 took a representative random sample of 1,000 British adults (aged 18 or over)

50. Further analysis has taken place to consider the results on the footprint of the Council's Community Hub areas as well as the written comments/responses submitted as part of the survey. These will be provided to members and published in due course.

Climate change and air quality

51. The work noted in this report will have a positive impact on climate change and air quality. This includes the corporate project to deliver early stage decarbonisation efforts and community engagement, which includes actions to improve our environmental performance and deliver decarbonisation initiatives.

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Equality and diversity

52. Equality and Diversity is embedded within the corporate strategy and how the Council acts. An equality impact assessment was undertaken as part of the corporate plan refresh and each individual project will have its own equality impact assessment which are being revised and reassessed during quarter three.

Risk

53. Risk registers are being completed for each project which will inform the wider risk assessment on an ongoing basis for the corporate strategy.

54. In considering the risk to the overall corporate strategy programme, the number of green rated projects provides a positive outlook and confidence in delivery. Proactive management of risks around budgets and the impact of Covid recovery remain a focus of the programme board when reviewing progress each quarter.

Comments of the Statutory Finance Officer

55. The delivery of Corporate Priority Projects are supported by budgets included within the Medium-Term Financial Strategy.

Comments of the Monitoring Officer

56. There are no concerns to raise from a Monitoring Officer perspective. The report is for noting. It is part of our commitment to act in an open and transparent manner.

Background documents

- ▶ Corporate Plan, approved 30th September 2020




Appendices

- ▶ Appendix 1 - Performance of the Corporate Strategy Measures
- ▶ Appendix 2 - Key Organisational Performance Measures
- ▶ Appendix 3 - Status of the 2020/21 Corporate Strategy projects







Report Author:	Email:	Telephone:	Date:
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Appendix 1 – Performance of the Corporate Strategy Measures

 Worse than target, outside threshold (5%)	 Worse than target but within threshold (5%)	 Performance is better than target
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Note trend shown is same time last year.

Indicator Name	Polarity	Target	Comparison	Quarter 3 2021/22	Symbol	Trend
An Exemplary Council						
At least 40% of service requests will be received via self-service channels	Bigger is better	40%	25.78% (Q2:2021/22)	22.75%		Worse than Q3:2020/21
Thriving Communities						
Number of meals provided to school age children through holiday hunger offer	Smaller is better	Target to be set 2022/23	9,050 (Q2:2021/22)	11,020	-	-
Number of residents benefiting from opportunities created by the communities' team	Bigger is better	Target to be set 2022/23	3,884 (Q2:2021/22)	1,200	-	-
A fair local economy that works for everyone						
Overall employment rate greater than north west average	Bigger is better	80%	80.8% (Q2:2021/22)	79.1%		Worse than Q3:2020/21
% 16 -17year olds not in education or training (NEET)	Smaller is better	3.5%	0.70 (Q2:2021/22)	2.60		Better than Q3:2020/21
Good homes green spaces healthy places						
Total number of young people's physical activity courses delivered	Bigger is better	Target to improve trend	212 (Q2:2021/22)	455		Better than Q3:2020/21
27,500 Trees will be planted in the borough this year (Cumulative)	Bigger is better	27,500 (Annual)	0 (Q2:2021/22)	¹ 4,435		Better than Q3:2020/21
The number of people who are prevented from becoming homeless is increased	Bigger is better	Target to improve trend	75 (Q2:2021/22)	75		Worse than Q3:2020/21

¹ There was no tree planting programmed for quarters one and two, the tree planting season commences from quarter three.

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Appendix 2 – Key Organisational Performance Measures

Indicator Name	Polarity	Target	Comparison	Quarter 3 2021/22	Symbol	Trend
Number of households in temporary accommodation at the end of the quarter	Smaller is better	Target to improve trend	44 (Q2:2021/22)	51	▲	Worse than Q3:2020/21
Number of Accidents reported to Health and Safety from work related activity	Smaller is better	Target to improve trend	16 (Q2:2021/22)	10	★	Better than Q3:2020/21
No. of accidents reported to Health Safety Executive for work related activity (RIDDOR)	Smaller is better	Target to improve trend	1 (Q2:2021/22)	0	★	Same as Q3:2020/21
Number of near miss incidents reported to Health and Safety	Bigger is better	Target to improve trend	0 (Q2:2021/22)	1	★	Worse than Q3:2020/21
The average number of working days from Disabled Facilities grant referral received from LCC to application approved	Smaller is better	Target to improve trend	127 (Q2:2021/22)	106	★	Better than Q3:2020/21
% planning applications decided within 13 weeks (major applications)	Bigger is better	80%	100% (Q2:2021/22)	100%	★	Better than Q3:2020/21
% planning applications decided within 8 weeks (minor / other applications)	Bigger is better	85%	84.1 (Q2:2021/22)	93.3%	★	Better than Q3:2020/21
% of telephone calls answered within 90 seconds	Bigger is better	40%	62.4% (Q2:2021/22)	62.9%	★	Worse than Q3:2020/21
% of calls abandoned before being answered in a quarter	Smaller is better	15%	9.9% (Q2:2021/22)	12.9%	★	Worse than Q3:2020/21
Average days to process a new housing benefit claim	Smaller is better	16 Days	21.24 days	14.51	★	Better than Q3:2020/21
Percentage of Council Tax collected (Cumulative YTD)	Bigger is better	84.64%	56.5% (Q2:2021/22)	84.4	●	Same as Q3:2020/21
Percentage of Business Rates (Cumulative YTD)	Bigger is better	80.79%	51.97% (Q2:2021/22)	76.79%	●	Worse than Q3:2020/21

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Appendix 3: Status of the 2020/21 Corporate Strategy projects

Project	Status Summary
<p>Work with partners to design and deliver more sustainable public services</p>	<p>This project was completed in quarter two 2021/22.</p> <p>This project has ensured that we have a fit-for-purpose model of partnership working based on greater collaboration between the Chorley Public Service Reform Board and the South Ribble Partnership. This will allow us to achieve greater scale, influence, and efficiencies in our partnership work.</p>
<p>Transform the Way the Council operates / Extension of Shared Services: Phase 2</p>	<p>The delivery of Shared Services Phase 2 is scheduled to be completed by March 2022.</p> <p>Over 2021/22, this project has progressed the extension of shared services with South Ribble Borough Council to include the ICT Service and Customer Services. This has ensured greater resilience for both authorities financially and in terms of the sharing of knowledge, resources, and skills. This will ensure that our customers received better value for money for their services.</p>
<p>Deliver year one of the joint digital strategy</p>	<p>This project will reprofiled and rolled forward into the service level business plan to be delivered over 2022/23.</p> <p>Improvements delivered as part of this project's delivery have ensured that the Council can operate efficiently and in turn provide effective and value for money services for our customers. Digital technology adopted as part of this project includes the cloud software SharePoint, which is enabling staff to share data seamlessly across shared services and with third parties, facilitating new ways of working and collaboration. Automation has also been achieved across key services, such as Planning and Building Control, to improve efficiency.</p>
<p>Deliver the Annual Governance Statement action plan</p>	<p>This project was completed in quarter two 2021/22.</p> <p>Through 2021/22 the project has delivered an updated constitution; refreshed governance, performance management and human resources policies; a consistent approach to community engagement and consultation through the Consultation Framework and Community Engagement Strategy; and a robust approach to managing strategic contracts and partnerships through the Partnership Framework. Overall, the actions in place will ensure that the council is a transparent, accountable organisation with an improved governance culture and environment.</p>
<p>Establish a youth council</p>	<p>This project will continue to be delivered as part of the 2022/23 Corporate strategy to increase democratic participation across young people.</p> <p>The project has defined the Youth Council and established a proposed structure in October 2021 as a result of consultations with young people to inform and shape its design. The project has engaged with 20 young people from schools and social media. The Youth Council will focus on three key topics every quarter and will look to engage young people in local decision making and involve them in the community.</p>
<p>Establish South Ribble Together Hubs</p>	<p>This project will be complete by March 2022 and will move into a new phase as part of the new Corporate Strategy. The project to 'review and enhance the community hubs as a primary way to work closely with residents' will deliver the Community Hub action plans and 'Boost' fund to enable more to be achieved within local communities.</p>

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Project	Status Summary
	<p>Over 2021/22 the Community Hubs have delivered several key achievements across the 5 neighbourhood areas such as the first tranche of Boost fund where over £20,000 was awarded to deliver community projects. A foodbank network has been established across South Ribble, building on a commitment to ensure that families can access food and supplies. Other successes include South Ribble in Bloom event; delivery of 'Living Room Live' (an online version of Penwortham Live Community Music Festival); provision of plants and trees to the new Peace Garden at the rear of the Civic Centre) and the installation of a community defibrillator at Walton le Dale Junior football club.</p>
<p>Deliver a mental health support programme for young people</p>	<p>This project will continue to be delivered as part of the Communities business plan in 2022/23.</p> <p>The first year of the project focused on scoping and defining a clear set of actions to promote support for mental health targeting young people. A directory of metal health services for young people was developed and published onto the Council website. Mental health first aider sessions were also delivered to 43 officers, with the aim to support young people's mental health , developing essential knowledge and understanding that will be rolled out to wider partners so that young people can be better supported when attending places such as work or recreational activities.</p>
<p>Establish a business support programme</p>	<p>This project will be completed by March 2022.</p> <p>A grant scheme has been developed to respond to the needs of local businesses, to enhance the overall support available to local businesses through the national programme of business support. The Council processed 7,053 financial grants to businesses, totalling over 34.9 million as part of the support programme.</p>
<p>Deliver year 1 of the Town Deal</p>	<p>This project will continue into the 2022/23 programme of corporate strategy projects</p> <p>South Ribble is set to receive funding of up to £25 million for improvements to Leyland town centre as part of the Town Deal Fund. Consultants have been working with the Council to develop the detailed business cases for all three key delivery areas, which are the development of 'Base 2 Business Hub', town centre transformation and improvements to the market.</p>
<p>Implement the community wealth building action plan</p>	<p>This phase of the project will be completed by March 2022.</p> <p>The Community Wealth Building programme has delivered several key achievements of its action plan. These achievements include the opening of a Credit Union branch (Unify) in Leyland with a three-year plan to develop its sustainability. The Council has also formally achieved the living wage accreditation which recognises employers that chose to pay staff above the government national minimum wage. To help monitor the impact of social value, the Social Value Portal (SVP) has now been implemented to measure the Councils procurement outcomes and the benefits to the community. The programme will continue to be delivered through the service business plan, developing the next stage of the Community Wealth Building agenda.</p>

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Project	Status Summary
Deliver a project to support the green agenda	<p>This project will continue in to the 2022/23 programme of corporate strategy projects.</p> <p>Within 2021/22 this project has delivered a number of work streams within its programme, which include the installation of four electric vehicle charging points, raising awareness to tackle climate change via an online event (World Environment Day) hosted by the Council. There has also been improvements to a series of outdoor paths and cycle networks within the borough, the installation of solar panels at the Civic Centre and a cycle storage facility at Moss Side depot.</p>
Bring Worden Hall back into use - phase 1	<p>This project will continue in to the 2022/23 programme of corporate strategy projects.</p> <p>The development to bring Worden Hall back into use as a flexible community and event space has progressed over the year with a contractor being appointed to deliver the scheme. The refurbishment work to the building started on-site in August 2021 and a public engagement drop-in event was held at the hall. Completed refurbishment works to the building include demolition of the outbuilding and old conservatory under the supervision of an archaeologist. The old basement has been filled to allow for the foundations for the new lift shaft and toilet block. Further work that has been completed include the replacement of the Marsden room roof and internal works to the café and other spaces.</p>
Commence building of affordable homes within the borough	<p>This project will continue in to the 2022/23 programme of corporate strategy projects.</p> <p>Over 2021/22 affordable housing units have been delivered following the opening of Tom Hanson House and further progress has been made with the McKenzie Arms development and the Extra Care scheme.</p>
Deliver a leisure improvement project	<p>This project will continue in to the 2022/23 programme of corporate strategy projects.</p> <p>Over 2021/22 works to the leisure centres have included health and safety works, upgrades to the Tennis Centre car park, other general improvements such as painting and cladding. There has been decarbonisation plans developed as part of the project to support the Council in significantly reducing its carbon footprint.</p>

Report of	Meeting	Date
Director of Communities (Introduced by Deputy Leader and Cabinet Member (Health and Wellbeing))	Cabinet	Wednesday, 23 March 2022

Biodiversity Strategy and Environment Act 2021

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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Purpose of the Report

1. To obtain agreement to launch a public consultation on a Biodiversity Strategy for South Ribble.
2. Following the consultation and subsequent adoption by Full Council of the Biodiversity Strategy, to consult and produce an Action Plan to achieve the stated objectives identified within the Strategy.

Recommendations to Cabinet

3. That permission be given to launch a public consultation on the formation of a Biodiversity Strategy for South Ribble.

Reasons for recommendations

4. Across the world biodiversity is under threat, either from pollution, development or changes in the climate. The lives we currently lead compromises our biodiversity. Habitats are being lost or fragmented, isolating plant and animal communities into ever smaller areas.

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5. Under the Natural Environment and Rural Communities Act 2006, and recently updated by the Environment Act 2021 public authorities in England are under a legal duty to have due regard to the conservation and enhancement of biodiversity in the exercise of its functions.
6. Public bodies must also determine what action is required to conserve and enhance biodiversity in the exercise of its functions and must determine such policies and objectives as appropriate to achieve this.
7. They must also publish biodiversity reports providing a summary of the action taken and planned and detailing the resulting biodiversity gains achieved.

Other options considered and rejected

8. Do nothing, this would negatively impact on the biodiversity of the borough and result in the council failing in its statutory duties to consider, conserve and enhance biodiversity in the exercise of its duties.

Corporate priorities

9. 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

10. Biodiversity is the term that describes the biological variety of our planet. It includes all plants and animals and the ecosystems that support them and us. It helps to shape the landscape of our area and our local distinctiveness and prosperity.
11. It contributes to good mental and physical health and wellbeing, and has a role to play in our response to Climate Change, Flooding, air, water and land quality.
12. Of those areas specifically identified as providing important biodiversity, over 40% are showing signs of declining. In addition, over 30% of priority species have also been identified as struggling. Action needs to be taken to protect them, and this is specifically identified within the legislation.
13. The Natural Environment and Rural Communities Act 2006 has recently been updated by the Environment Act 2021, reemphasising the Government's commitment to protection wildlife across the country.
14. The changes set a number of requirements for public bodies and the wider population. These include:

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- The Local Authority must publish a biodiversity report and update on actions,
 - Ensuring, by condition if required, a 10% net gain on biodiversity for all planning applications above a single dwelling
15. The Biodiversity Report must provide a summary of the actions that have been taken to conserve and enhance biodiversity within South Ribble and the actions planned to be taken (An action plan) for conserving and enhancing biodiversity.
 16. In relation to the planning applications it will be a requirement in 2023 for all planning applicants to submit a biodiversity plan as part of the application and to have this approved by the local planning authority prior to the commencement of any works. There is currently no provision within the Council to review and comment on these plans.
 17. The first stage of the this process is to identify the current state of South Ribble's Biodiversity and to identify key objectives for its conservation and enhancement. It is proposed that this is done by way of a Biodiversity Strategy and subsequent Action Plan which will set out the Council's aims objectives for biodiversity within the borough.

Climate change and air quality

18. The work noted in this report impacts directly on the climate emergency work being undertaken and the green agenda corporate project. The strategy and subsequent action plan will help to achieve objectives of the climate emergency strategy and sits side by side with this work.

Equality and diversity

19. The biodiversity consultation will be open to all residents and businesses within the borough. It will be advertised on the website, via community groups and elected members, ensuring that everyone has the opportunity to comment and contribute

Risk

20. The changes to the Natural Environment and Rural Communities Act 2006 places a duty upon the Local Authority to produce an action plan and apply set conditions to planning permissions granted by the authority.
21. Failure to undertake these duties would result in the Council failing to meeting its statutory function, potential bad publicity, and failure of the Council to achieve its corporate vision and priorities.

Comments of the Statutory Finance Officer

22. There are no financial implications of this report at this point.

Comments of the Monitoring Officer

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23. The great importance of addressing biodiversity loss is widely understood. Legislative changes as outlined in this report have further strengthened the position. To do nothing is not an option. Thus there are no concerns with this report from a legal point of view.

Appendices

Appendix A – Draft Biodiversity Strategy for Consultation

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Draft Biodiversity Strategy

January 2022



Document Control

Publication Date	January 2022
Related Documents	All related documents may be viewed via the SRBC website South Ribble Borough Council
Owner (Department)	Environmental Health
Author (Team)	Environmental Health / Climate Emergency Task Group

Review of Strategy

Review Date	July 2022
Version	1.0

Photo credits – Penwortham Conservation Volunteers and South Ribble Borough Council

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Introduction

The purpose of this Strategy is to deliver an overview of where we are at with regards to conservation in South Ribble and highlight ways to promote, conserve and enhance biodiversity across the Borough.

What is Biodiversity?

Biodiversity is the term that describes the biological variety of our planet. It includes all plants and animals and the ecosystems that supports them and us – the food we eat, the water we drink and the air that we breathe. It happens all around us on a daily basis, often without us even noticing or valuing it.

At a local level biodiversity shapes the landscape of our area, our local distinctiveness and our economic prosperity. It contributes to good mental health and a sense of wellbeing. It has a role to play in our response to climate change, flood management, air, water and land quality.

Across the world biodiversity is under threat. The lives we currently lead compromises our biodiversity. Habitats are being lost or fragmented, isolating plant and animal communities into ever smaller areas. Pollution from intensive farming practices and industry result in higher levels of nitrogen's and phosphates in our soils, air and water systems. Poor air quality globally leads to increased rates of nitrogen being deposited on our soils. Invasive non-native species are out competing the native flora and fauna, altering habitats, food chains and ecosystems. Climate change is affecting weather patterns and sea levels across the world, resulting in global affects that will be felt locally.

In the UK we have tamed our wild. The good news is that we can make a large difference in a generation and restore our natural ecosystems and reverse the effects of climate change.

The global response starts locally, and we all have a part to play, starting now.

Strategy Objectives

This strategy is designed to sit with and complement existing strategies and action plans.

Strategy Vision – For a Borough where biodiversity is bigger, better and more joined up.

Networks of accessible, natural greenspace, linking areas of habitat that are positively managed for wildlife, biodiversity gain and resident enjoyment.



Strategy Aims: To ensure that South Ribble Borough Council's responsibilities to conserve and enhance biodiversity is integrated into the work of all departments and there is a clear understanding of biodiversity and how it relates to decision making. That residents and businesses benefit from maintaining and improving a healthy green environment.

The main objectives of this strategy are -

- To act as a responsible landowner and land manager and conserve and enhance biodiversity.
- To highlight priority habitats and species that have value locally and nationally
- To highlight threats and issues that may adversely impact priority habitats and species
- To maintain, restore and create habitat connectivity
- To share good practice and develop partnerships
- To encourage education and community action / involvement
- To instigate a cross department ethos that will inform decisions
- To ensure development does not negatively impact on existing biodiversity across the Borough and where possible actively improves it.

National Context and Guidance

Section 40 of the Natural Environment and Rural Communities (NERC) Act 2006, updated by the Environment Act 2021, places a legal responsibility on public authorities in England to have due regard for habitats and species of the greatest conservation importance, whilst protecting all biodiversity.

“Every public body must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving and enhancing biodiversity” s40 NERC Act 2006 (Updated)

“Conserving biodiversity includes, in relation to a living organism or type of habitat, restoring or enhancing a population or habitat” s40 NERC Act 2006

The NERC Act requires all Local Authorities to be able to show that –

- Biodiversity and conservation are integrated throughout all policies and activities across the Council
- All staff, managers and Councillors understand how biodiversity issues relate to their decisions and actions
- All biodiversity, especially species and habitats of principal importance, are protected and enhanced
- It provides sustained support to local biodiversity initiatives
- It has access to up to date biodiversity information and professional ecological expertise
- It reports on progress towards and demonstrates progress against, national and local biodiversity targets

Section 40a of the Environment Act 2021 says Authorities must publish biodiversity reports which contain

- A summary of action which the authority has taken over the period of the report
- A summary of the Authorities plans for the 5 years following the report
- Quantitative data and any other information the authority considers is appropriate is include in the report.
- The first report must cover no longer than 3 years, subsequent reports must cover no longer than 5 years and run consecutively.
- The report must be published within 12 weeks of the last day of the report.

Section 41 of the NERC Act contains a published list of habitats and species which are of principal importance for the conservation of biodiversity in England and for which local authorities have a special responsibility to conserve.

“Principle Importance” defines those species and habitats that are the most threatened, in the steepest decline or where the UK has a significant proportion of the world total.

The Habitat Directives from the Conservation of Habitats and Species Regulations 2017 (as amended), aim to protect habitats and species of European importance. They make it a criminal offence to deliberately capture, injure, kill, disturb, trade or destroy the eggs or breeding site of any of the species listed and to pick, collect, cut, uproot, destroy or trade in any of the plants listed. This has been updated by the Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019, whereby functions have been transferred from the European Commission to the appropriate authorities in England and Wales.

Meadow Cranesbill



The Environment Act 2021 will introduce new Local Nature Recovery Strategies (LNRS). Led by DEFRA and their nominated Responsible Authority, the LNRS will divide England into Strategy areas and will establish biodiversity priorities to drive nature's recovery in each area and promote wider environmental benefits. As these are produced, they will be adopted and integrated in to this strategy.

Planning Context

The area of biodiversity and climate change has grown quickly over the last few years as has the weight and value that is now placed upon these issues locally, nationally and internationally. The Environment Act of 2021 highlights this and means that this Act updates and supersedes many other Acts and subsequently the plans and policies that apply in South Ribble.

The current planning documents are –

- South Ribble Local Plan 2015

Sets out the vision for the borough and the Council's interpretation of the Central Lancashire Core Strategy, including development management policies. It also allocates or protects land for different uses, such as housing, employment or play space. It is used for development management purposes to guide decisions on planning applications

- Central Lancashire Core Strategy 2012

The Core Strategy (Local Plan) was produced by the Central Lancashire authorities of Preston, South Ribble and Chorley, with assistance from Lancashire County Council. The purpose of the Core Strategy is to set the overall strategic direction for planning in the area over the period from 2010 to 2026, including where major development and other forms of investment should be located so as to be sustainable, meet local needs and take full advantage of opportunities.

- The Central Lancashire Biodiversity and Nature Conservation Supplementary Planning Document 2015

Supplementary Planning Documents (SPDs) provide further detail and guidance in relation to policies and proposals within the development plan. These SPDs form part of the Local Development Framework (LDF) for the Central Lancashire authorities of Chorley, Preston and South Ribble. They are to be considered alongside policy in the Central Lancashire Core Strategy and the Local Plans of the three authorities. The SPD guidance should be taken into consideration from the earliest stages of the development process of any site, including any purchase negotiations and in the preparation of development schemes.

- National Planning Policy Framework guidance notes.

The National Planning Policy Framework sets out the Government's planning policies for England. It provides a framework within which locally prepared plans for housing and other development can be produced. The purpose of the planning system is to contribute to the achievement of sustainable development. It includes an environmental objective *to protect and enhance our natural, built and historic environment; including*

making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.

The document also identifies that authorities need to positively enhance the beneficial use of identified Green Belt areas to retain and enhance the landscape, visual amenity and biodiversity. Once defined as Green Belt, local planning authorities should plan positively to enhance their beneficial use, by looking for opportunities to provide access; to provide opportunities for outdoor sport and recreation; to retain and enhance landscapes, visual amenity and biodiversity; or to improve damaged and derelict land.

Individual planning decisions must ensure sites of principle importance are protected or enhanced and minimise the impacts on biodiversity. It states that if significant harm to biodiversity from a development cannot be avoided, mitigated or compensated for then planning permission should be refused.

Biodiversity Net Gain (BNG) and the planning matrix

The Environment Act 2021 requires that from 2023 all planning permissions larger than household permissions deliver a 10% net gain in biodiversity. A mitigation hierarchy will ensure that the most valuable land is saved and not offset. Where BNGs are not possible on the development site they can be compensated via local habitat creation.

Gains are to be guaranteed for 30 years.

BNG will work with an Authority's Local Nature Recovery Strategy and any relevant species conservation strategy or protected site strategy prepared by the nominated Responsible Authority.

South Ribble's Existing Strategies and Action Plans

This Biodiversity Strategy is designed to sit with and complement existing Strategies and Action Plans

- Air Quality Strategy and Action Plan

Air quality can be improved by greening the environment as all plants capture and store CO₂ and provide oxygen. Whilst trees are seen as important, they should not be planted at the expense of other habitats with equal or greater biodiversity importance.

- Climate Emergency Strategy and Action Plan

The offsetting targets of Climate Change Plans are often linked to the greening of the environment – tree planting, re-wilding, helping pollinators, championing peat free compost and rainwater harvesting. South Ribble aims to reach its targets without relying on offsetting.

- Tree Policy

- Flood Management Plans

Whilst these are County wide plans our resilience to flooding will be improved by greening the Borough and reducing hard landscaping. Sustainable Urban Drainage Schemes (SUDS) including the use of swales, soakaways and permeable paving will also reduce the likelihood and impact of flash flooding after major weather events.

Biodiversity Action Plans

First produced in 1994 and last updated in 2007, the Biodiversity Action Plan identifies the habitats and species that are nationally important in the UK. These plans have now been absorbed into the Environment Act 2021.

Most of the threatened species can be protected by managing their habitats except in a few cases where targeted species management is required.

Biodiversity in South Ribble

This section outlines the current understanding of the biodiversity across the borough

South Ribble Borough Council is a major landowner within the borough and manages an extensive network of green spaces. Effective management of our land relies on a good understanding of our biodiversity and our responsibilities and will encourage good management by other landowners.

There are several nationally and locally designated sites in the Borough

- Marine Conservation Zone
 - River Ribble Estuary up to Samlesbury
- RAMSAR – Wetlands of International Importance
 - River Ribble Estuary
- Sites of Special Scientific Interest (SSSI)
 - River Ribble Estuary
 - Beeston Brook Pasture (SD594278) Coupe Green area
 - Darwen River Section (SD613293) Samlesbury area
- National Nature Reserves
 - River Ribble Estuary
- Local Nature Reserves
 - Longton Brickcroft Nature Reserve in SRBC ownership
 - Preston Junction (LCC and Preston City Council ownership)
- Biological Heritage Site
 - A Lancashire County Council designation to protect locally important sites across the County. There are c.40 designated sites across the Borough.

Priority Habitats in South Ribble

- Rivers and Streams
- Ponds
- Hedgerows
- Woodland
 - Traditional Orchard
 - Wood Pasture and Parkland
- Lowland Meadows
- Coastal Floodplain and Grazing Marsh
- Arable Field Margins

Priority Species in South Ribble are shown in Table 1. This is a non-exhaustive list and is subject to seasonal changes. Species may need to be added and removed over time, the more iconic species at risk in South Ribble include –

- Hedgehog
- Water Vole
- Bats (all species)
- Great Crested Newt
- Common Toad
- House Sparrow
- Common Starling
- Song Thrush
- Bees



Invasive Non-Native Species

The introduction of new species to the UK, either deliberately or accidentally, has occurred for thousands of years. Many of the species have escaped from private collections and have spread rapidly at the expense of our native species, for example the grey squirrel. These are termed Invasive Non-Native Species, or INNS. Invasive non-native species have an impact on biodiversity by out competing native species because they dominate or destroy habitats, or by introducing new diseases or parasites. These can be plant, animal or insect species.

Partnership Working

Biodiversity does not respect political or other boundaries. Therefore, we will need to work closely with neighbouring Boroughs and other landowners within and without South Ribble to have a wholistic, zoomed out approach to conserving our biodiversity.

Biodiversity is an integral part on the Council's response to the Climate Emergency and as such will form part of the engagement work that is being undertaken in this area.

Category	Common Name	Latin Name	Location
Birds	Black tailed godwit	<i>Limosa limosa</i>	Estuary / Farmland
	Common Bullfinch	<i>Pyrrhula pyrrhula</i>	Borough wide
	Common Linnet	<i>Carduelis cannabina</i>	Farmland
	Common Starling	<i>Sturnus vulgaris</i>	Borough wide
	Corn Bunting	<i>Emberiza calandra</i>	Midge Hall moss
	Cuckoo	<i>Cuculus canorus</i>	Historic
	Duncock	<i>Prunella modularis</i>	Borough wide
	Grey Partridge	<i>Perdix perdix</i>	Midge Hall moss
	Herring gull	<i>Larus argentatus</i>	Borough wide
	House Sparrow	<i>Passer domesticus</i>	Borough wide
	Lesser Spotted Woodpecker	<i>Dendrocopos minor</i>	Worden Park
	Northern Lapwing	<i>Vanellus vanellus</i>	Farmland
	Reed Bunting	<i>Emberiza schoeniclus</i>	Midge Hall moss
	Skylark	<i>Alauda arvensis</i>	Midge Hall moss
	Song Thrush	<i>Turdus philomelos</i>	Borough wide
	Tree Sparrow	<i>Passer montanus</i>	Historic
Wood Warbler	<i>Phylloscopus sibilatrix</i>	Borough wide	
Yellowhammer	<i>Emberiza citrinella</i>	Midge Hall moss	
Mammals	Brown Hare	<i>Lepus europaeus</i>	Farmland
	Brown long eared bat	<i>Plecotus auritus</i>	Borough wide
	Greater Horseshoe bat	<i>Rhinolophus ferrumequinum</i>	Borough wide
	Hedgehog	<i>Erinaceus europaeus</i>	Borough wide
	Lesser Horseshoe bat	<i>Rhinolophus hipposideros</i>	Borough wide
	Noctule bat	<i>Nyctalus noctula</i>	Borough wide
	Otter	<i>Lutra lutra</i>	Rivers
	Soprano pipistrelle bat	<i>Pipistrellus pygmaeus</i>	Borough wide
Water Vole	<i>Arvicola terrestris</i>	Select locations	
Amphibians & Reptiles	Common Lizard	<i>Zootoca vivipara</i>	Borough wide
	Common Toad	<i>Bufo bufo</i>	Borough wide
	Grass snake	<i>Natrix natrix</i>	Potential borough wide
	Great Crested Newt	<i>Triturus cristatus</i>	Selected ponds Borough wide
	Slow worm	<i>Anguis fragilis</i>	Penwortham
	Smooth snake	<i>Coronella austriaca</i>	Potential borough wide
Plants	Ladies Mantle	<i>Alchemilla acutiloba</i>	Longton Brickcroft
	Pennyroyal	<i>Mentha pulegium</i>	Longton Brickcroft
	Tubular water dropwort	<i>Oenanthe fistulosa</i>	Longton Brickcroft
Fish	Eel	<i>Anguilla anguilla</i>	Longton Brickcroft, Worden Park
	River Lamprey	<i>Lampetra fluviatilis</i>	Yarrow
Marine	Common seal	<i>Phoca vitulina</i>	Ribble estuary
Invertebrates	Cinnabar moth	<i>Tyria jacobaeae</i>	Borough wide
	Garden tiger	<i>oxyacanthae</i>	Longton Brickcroft
	Green-brindle crescent	<i>Allophyes</i>	Longton Brickcroft
	Grey dagger	<i>Acrionicta psi</i>	Longton Brickcroft
	Wall Brown	<i>Lasiommata megera</i>	Longton Brickcroft

Table 1 – Priority Species known to be in South Ribble

Habitats

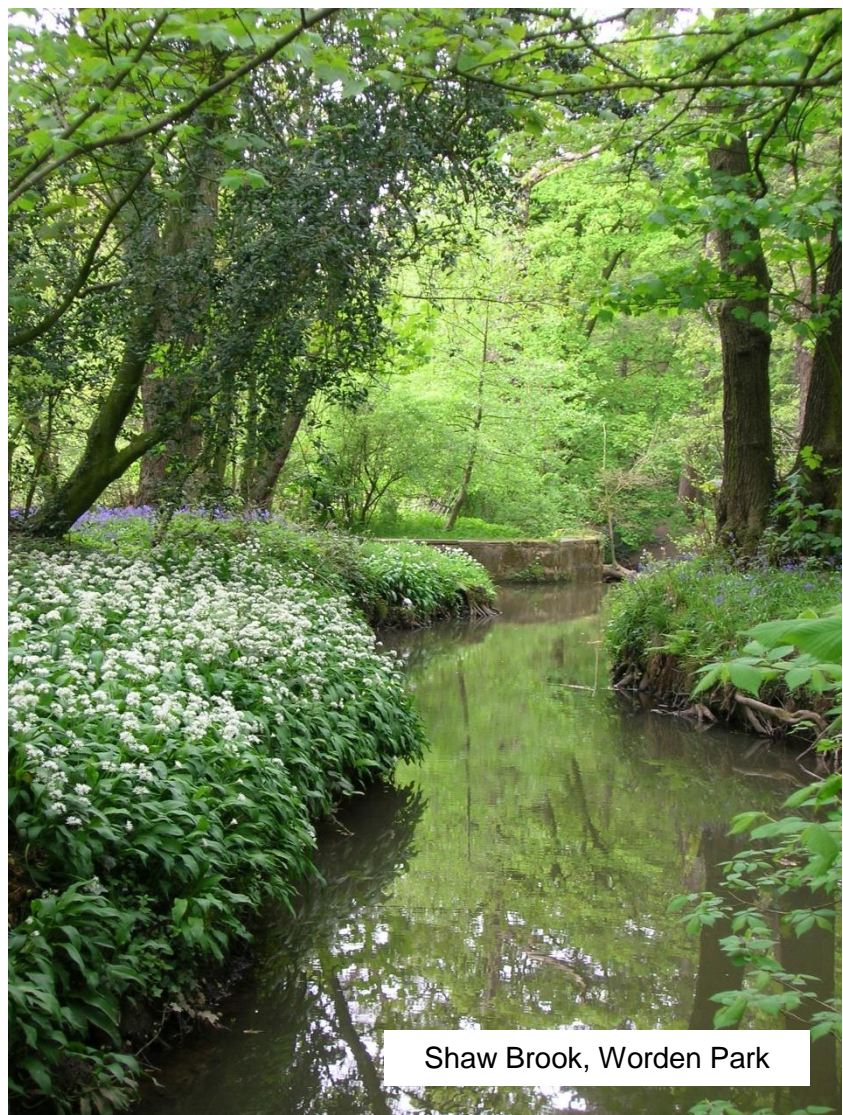
Wetlands

Rivers and streams

Priority Habitat description - *The majority of rivers across the UK are expected to fall into this category when they are in a 'near-natural' state, canals and ditches are not included. The aim is to keep the naturalness of a river and increase it, where possible, in other parts of the river system. The river is classified to the top of the banks, surrounding land may form priority habitat in its own right and be integral to the river system and its management but is classified in its own area. Adjacent ponds will only be included if they were naturally formed by the river (Oxbow lakes) but not if formed artificially or by other processes. Aquatic, marginal and bankside plant and animal assemblages are an integral part of the river habitat.*

Across South Ribble the Council is responsible for the riparian management of sections of the River Ribble, which acts as the northern boundary of the Borough, the River Lostock (Lostock Hall and Leyland), Shaw Brook (through Worden Park and Wade Hall, Leyland) and Bannister Brook (visible at various points through Leyland). The rivers Yarrow and Douglas also flow through the Borough.

The Environment Agency have the statutory responsibility to carry out maintenance, improvement or construction work on all main rivers to manage the flood risk. In South Ribble these are The Ribble, Lostock, Yarrow, Douglas and their main tributaries and Shaw Brook as a tributary of the Lostock. Other watercourses are maintained by the local flood authority, district council and landowners.



Shaw Brook, Worden Park

Rivers act as important wildlife corridors allowing species to move across the Borough, attracting aquatic and terrestrial wildlife. Rivers naturally twist and turn with areas of deposition and erosion along their length. This is an important natural process and should

not be subject to human intervention without careful considerations of the knock-on effects of flooding and habitat loss up and downstream from the work. Watercourses should be kept free of obstructions that may cause flooding and trap litter and pollutants and therefore be a hazard to wildlife.

Most human intervention in our rivers is to control bank erosion and mitigate flood risks. Shaw Brook in Worden Park was altered historically by the Farington family when the land was part of their estate. Any future work here should consider the historical as well as the biodiversity and flooding implications.

Rivers attract people for recreation and the banks should be seen as part of the river habitat. Damage caused by humans to the riverbanks directly impacts on the quality of the watercourse.

The Environment Agency undertake water quality checks, but improvements are also evidenced by increased wildlife sightings. It is not uncommon to see otters in local rivers across South Ribble, a direct response to improving water quality and food availability.

The main threats to our river systems are –

- Pollution
- Development on riverbanks and floodplains
- Culverting (diverting the main channel into a pipe or culvert to change the flow)
- Riverside footpaths and recreational access - causing disturbance to habitats and species
- Invasive Non-Native Species

Ponds

Priority Habitat description - *permanent and seasonal bodies of water up to 2 hectares in size and of landscape importance and/or high ecological value – supporting ecologically important plants, aquatic invertebrate or amphibian species.*

There is a mosaic of ponds across South Ribble. Many are natural and show up on the historic maps of the Borough, others are man-made, constructed as part of housing developments or conservation projects. All have an important part to play in the biodiversity of the Borough.

Ponds support a large range of wildlife from insects and amphibians to birds and aquatic plants. Some species are wholly dependent on ponds for all or part of their lifecycles. Natural ponds are best for wildlife, but sympathetically created ones are valuable particularly in urban areas. Ponds can vary from 1m² to 2 hectares in size. Clusters of ponds are more valuable than one large one especially if they are different sizes and at different stages of a lifecycle.

The area around the pond, known as the margins, is equally important as it provides shelter and hibernation sites for aquatic and terrestrial wildlife. For this reason, best practice states that a minimum 3-meter-wide strip around each pond is left unmanaged as a buffer zone.



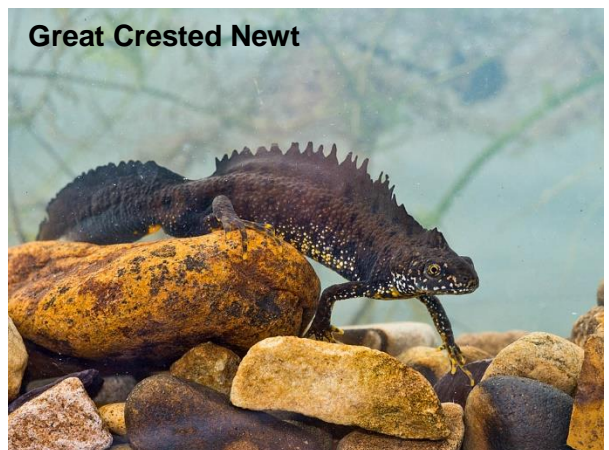
Whilst there is a long tradition of feeding the ducks in the UK, large wildfowl numbers and excess amounts of bread and seed left in and around the ponds is detrimental to the pond and its wildlife. Excess food attracts rats, classed as an INNS, who's populations explode, which in turn displaces populations of small mammals, causes bankside erosion, spreads disease and upsets the pond ecosystem. This can be controlled by only feeding the ducks in designated areas and allowing Wildlife Ponds to stay wild.

Pond dipping is a popular educational activity with schools and uniformed groups. Numbers of groups dipping should be regulated so that it does not cause a detrimental effect to the pond and its wildlife and margins.

There are breeding populations of Great Crested Newts in several ponds across South Ribble. These creatures are a European protected species. The animals and their eggs, breeding sites and resting places are protected in the UK under the Wildlife and Countryside Act, 1981, as a Priority Species under the UK Post-2010 Biodiversity Framework and listed as a European Protected Species under Annex IV of the European Habitats Directive.

In order to carry out conservation and educational activities on these ponds a small number of Council Officers have a Great Crested Newt license issued annually by Natural England. A prerequisite of this license is that ponds containing or suspected to contain Great Crested Newts are surveyed annually and the results reported to Natural England and the local records office.

Management of ponds is important to control the growth of aquatic and marginal vegetation to retain areas of open water that allow light to enter the pond and wind movement across the pond. Open areas also allow displaying and breeding areas for newts and amphibians. Trees should not be planted to the south of the pond as this block's sunlight. Management works should take place autumn / winter (November to January) – when the amphibian breeding season has ended and before species start to hibernate and cannot be disturbed. Work to ponds outside this timeframe will need to have a license from Natural England.



Biological materials (plants and animals e.g. frogspawn) should not be transferred between ponds to reduce the risk of transferring invasive species and disease.

There are a number of larger ponds in South Ribble that are designated as fishing ponds and managed under a formal lease agreement by independent Angling Clubs. Fishing is only permitted on these designated waters and is controlled by the Angling Club and their

bailiffs. South Ribble Borough Council retains the right to terminate leases and remove the fish stock from a designated pond if circumstances deem this the best course of action. Fish should not be introduced to any other ponds as they have a severe impact on many aquatic plants and animal species.

The main threats to our ponds are –

- Pollution,
- Eutrophication (Nutrient enrichment from run off)
- Infilling
- Algae blooms
- Invasive pond weeds and plants
- Litter and over feeding of wildfowl
- Fish
- Poor management – removal of all aquatic vegetation and removal or marginal vegetation and mowing pond edges – loss of biodiversity.



Bog Gardens

Bog gardens are an excellent habitat created as a stand-alone habitat in a waterlogged area or as an extension to a pond margin or as an alternative use to a failed pond. It is a permanently damp area where moisture loving plants can thrive. As these plant species are different to those found in a pond it will attract different wildlife.

It is a safer alternative to a pond in areas where these would not be safe – school grounds for example, but it will still attract frogs and toads, bees, butterflies and damsel and dragonflies.

Due to the seasonal nature of plant growth in these areas, they do not always look at their best and often look wild and unmanaged. This needs to be seen as a positive for wildlife and not a failing on maintenance teams. Wild areas are great for wildlife.

Invasive Non-Native Species Management

River catchments and ponds are particularly vulnerable to invasive species.

Along riverbanks, dense stands of Himalayan balsam (*Impatiens glandulifera*), Giant hogweed (*Heracleum mantegazzianum*) and Japanese knotweed (*Fallopia japonica*) risk out competing and crowding out native species, changing the ecosystem. This threatens the appearance of the landscape, can prevent access to riverbanks and may impede the flow of water, therefore exacerbating flood risk. When these invasive species die down in winter, they may leave the riverbanks bare, exposing them to increased soil erosion. Japanese knotweed and Giant Hogweed are notifiable species that need professional management to control and reduce their growth.

In ponds INNS include - Water fern (*Azolla filiculoides*) New Zealand pigmyweed (*Crassula helmsii*), Floating pennywort (*Hydrocotyle ranunculoides*), Curly waterweed (*Lagarosiphon major*), Least duckweed (*Lemna minuta*), Parrot's feather (*Myriophyllum aquaticum*) and Broadleaf watermilfoil (*Myriophyllum heterophyllum*). American skunk-cabbage (*Lysichiton americanus*) is present on the banks of the Chain Pond at Worden Park.

Animal and bird species can also be classed as INNS such as the Canada goose (*Branta canadensis*) which breeds prolifically on some of the ponds in South Ribble and the American mink (*Mustela vison*) which predated upon and outcompetes water voles and otters.

Some, if not all, of these species are present in ponds in South Ribble, introduced from garden ponds in to the wild and now spreading throughout our pond and river systems.

Biosecurity

Whenever work is being undertaken in or near any watercourse or pond, stringent biosecurity practices should be adhered too. This includes cleaning and disinfecting tools, footwear and clothing between ponds to stop the spread of invasive species and disease.

Woodlands, Trees and Hedgerows.

South Ribble is a Borough rich in trees and hedgerows which are an important visual, wildlife and recreational resource. Many of these are on Council owned land and their management is covered by the South Ribble Borough Council Tree Policy. This section does not override anything written in this policy which states in summary that - *trees will only be removed when it is in accordance with good arboricultural practice, or as part of a management plan for the area and will look to increase its tree stock whenever possible by replanting on a two for one basis (two trees planted for every one felled).*

Woodlands and Individual Trees

Woodlands and their associated ground flora are valuable as they support invertebrates, birds and mammals. Deadwood is vital for invertebrates, fungi, ferns and lichens.

The Big Tree Plant project aims to plant 110,000 trees across the Borough before 2022, one for every resident of the Borough. It aims to improve air quality and contribute to the Council's commitment to be carbon neutral by 2030. The Council does not own enough land to make this possible, so residents, schools and landowners are all being invited to pledge space for trees.



Cherry blossom

Fundamental principles have been followed as part of this planting project and should be considered for all tree planting going forward beyond this scheme including,

- Where new planting is to be undertaken it should be of locally occurring native species only, unless in a formal more ornamental setting such as the arboretum on Worden Park.
- New woodlands are not planted at the expense of other important habitats and care is taken to choose sites that add to the diversity of the Borough rather than detracting from it.
- Where feasible new planting shall link together existing woodland, creating corridors that allow the natural spread of plants and animals.

Individual trees and small copses also have worth for their conservation and amenity value and should be protected from mismanagement and loss.

Management is vital in sustaining a healthy woodland in a favourable condition for recreation and wildlife. A healthy woodland has a diverse age structure in its tree population with mature established trees and new natural regeneration. Invasive non-native species and dominant ground cover, such as bramble, should be controlled to allow the growth of ground flora and new self-seeding trees. With light reaching the woodland floor, flower species like bluebell and wood anemone, will thrive.



Scarlet elf cup

Deadwood plays a key role in woodland ecosystems, as it supports specialist saproxylic species that depend on decaying wood, such as invertebrates, mammals and cavity nesting birds. It has particular value along woodland edges when it is mixed with shrubby trees and taller plants and wildflowers.

Standing deadwood differs from fallen deadwood as it is warmer, and rots slower providing another habitat and should be retained in situ wherever possible.

Wood Pasture and Parkland

The parkland landscapes of Worden and Hurst Grange Parks are a priority habitat (Wood Pasture and Parkland). Here *native ancient and veteran trees dominate an open designed*

landscape dating from the 19th century or later. The Cedar of Lebanon in the formal gardens at Worden Park also falls into this category as *nationally they are rare and under threat*. The sweet chestnut at the rear of the formal gardens on Worden Park is also notable as the oldest tree on the Park.



Traditional Orchards

Priority habitat description - *predominated by domestic fruit and nut species (apple, plum, pear, damson, cherry, walnut and hazel) planted in permanent grassland and managed in a low intensity way, without pesticides and fertilizers and frequent mowing (hay crop or grazing). Trees spaced 3m plus apart. Young trees and newly planted orchards are included in this definition. A minimum of 5 trees with crown edges less than 20m apart.*

Remnants of an old orchard are visible at Paradise Park, Leyland. New orchards have been planted at Worden Park and Paradise Park. Several schools have also planted small orchards as part of the 110,000-tree project.

Hedgerows

Priority habitat description - *any boundary line of trees or shrubs over 20m long and less than 5m wide. It includes all banks, walls, ditches or trees within 2m of the center of the hedge plus herbaceous vegetation within 2m of the hedge*

Hedgerows are excellent wildlife corridors allowing mammals, birds and invertebrates to live in and move around our Borough. Vegetation at the hedge bottom allows extra cover for wildlife and increases the species present around the hedge increasing its biological value.

Large ancient hedgerows made of native trees and shrubs are the most valuable for wildlife, due to the diversity of species present. Newly planted hedges can be valuable too if they are species rich. Gapping up hedgerows, by planting up the spaces left as trees die, is very valuable as it links up existing and provides new habitat.



Hedgerows are protected under the Hedgerow Regulations Act 1997 and permission for removal is required prior to any work.

Hedgerow management is important in maintaining a hedge. The tradition management method is to lay the hedge (cutting partway through the trunk at the base and leaning it over at a 45-degree angle), and this is still practiced across the Borough. Cutting and flailing are also practiced but mean that new growth comes from the top of the hedge rather than the base. All methods reduce cover in the short term and eliminates some of the flora, so should be planned carefully. With all methods timing is crucial and it should be carried out

while the hedge is dormant. Work on hedgerows during the bird breeding season should only be carried out if the hedge is causing an obstruction to access or traffic sight line issues.

Invasive Non-Native Species Management

In woodlands INNS include - Rhododendron (*Rhododendron ponticum*), Non-native bluebells, the Spanish bluebells and all hybrids with our native bluebell (*Hyacinthoides non-scripta x hispanica* = *H. x massartiana*), Yellow archangel (*Lamium galeobdolon* subsp. *Argentatum*), Turkey Oak (*Quercus cerris*), Evergreen oak (*Quercus ilex*), Cherry laurel (*Prunus laurocerasus*), European rabbit (*Oryctolagus cuniculus*) and Eastern grey squirrel (*Sciurus carolinensis*).

Ash dieback (*Hymenoscyphus fraxineus*) is a fungus that originated in Asia and was introduced to Europe around 30 years ago. It has decimated populations of European ash (*Fraxinus excelsior*) as there they have no natural defence against it. It is expected that Ash dieback will kill around 80% of ash trees. This has already started in South Ribble threatening the look of our landscape and the species that depend on our ash trees. It is being monitored and trees removed as they become unsafe. There is no known way of stopping the spread of the fungus. It is hoped that given time (50 years plus) our ash trees will start to develop resistance to the disease.

The main threats to our woodlands, trees and hedgerows are

- Ash dieback
- INNS
- Poor management
- Removal of all deadwood
- Dominant species left to grow unchecked
- Spraying of hedge bases

Grasslands

Lowland Meadows and Road verges

Priority habitat description - *road side verges, unimproved neutral grassland taken as a hay crop and including inundated grasslands, water meadows and wet meadows. These are often localised, fragmented and small in size.*

Hurst Grange Park, Penwortham, is the largest expanse of unimproved neutral grassland in the Borough and is designated as a Biological Heritage Site by Lancashire County Council. It supports good populations of Southern marsh orchid (*Dactylorhiza praetermissa*) and Common spotted orchid (*Dactylorhiza fuschii*) and their hybrids. Other areas managed as hay meadows with an annual cut and collect by a contractor are Worden Park, Paradise Park, Priory Park and Priory Meadow.

Roadside verges are often overlooked for their wildlife value, but well managed verges create vital links across the borough as well as being a biodiversity resource in their own right. In South Ribble most roadside verges are cut on contract for Lancashire County Council and any changes will have to be agreed with them as landowner.

All areas of naturally occurring wildflower meadows and wild roadside verges are vulnerable to changes in management, development, neglect and disturbance. They provide an ideal habitat for small mammals and the prey species that predate on them.

Opportunities to create new perennial natural meadows are limited as they require poor quality soils or brownfield sites. It is almost impossible to establish a successful meadow on good quality soils as richer soils lead to vigorous grass growth which outcompetes wildflowers.

Lack of, or poor management can mean that a species rich meadow soon becomes a rank grassland, dominated by grasses and other competitive species like dock and thistle. Pesticides and herbicides reduce plant diversity and therefore numbers of pollinating insects. Meadows require a well-planned mowing regime to ensure that seeds, stems, and nectar are available to wildlife throughout the year. Cutting should take place after the wildflowers have set seed and arisings removed after a few days, allowing the seed to drop, but limiting the release of nutrients into the soil. Cutting too early will remove resources for pollinators across the summer months. Parcels of rank, tussocky grass left over winter will provide refuge for overwintering invertebrates and areas should be rotated annually to avoid a buildup of thatch and an increase in nutrient levels. Any seed heads left will feed seed eating birds like goldfinch and linnet.



Sympathetic repair of any damage to the meadows can to be undertaken with an appropriate seed mix apart from where the meadows contain populations of orchids. Seed mixes should include yellow rattle (*Rhinanthus minor*) which out competes some of the grasses allowing wildflowers to establish more easily. Orchids have a symbiotic relationship with a fungus in the soil and cannot grow if the fungus is not present. This means that they cannot be transplanted and suffer if new soil is brought in.

Urban Flower Meadows

These are the meadows that are created each spring on areas of land owned by South Ribble. They use annual non-native seed mixes and are labour and cost intensive as the area has to be cut, sprayed, rotovated, sown with seed and then cut down at the end of the season. They do however look very nice and provide a short-term source of nectar for our pollinators. They should not be created in areas where there is any chance of the seeds spreading into wild areas of the Borough.

Amenity grassland

This refers to all areas of mown grass such as sports pitches and parks. It is of some use for foraging birds, such as starlings and blackbirds looking for worms, but its main use is for



recreation. If mown in a way where species such as daisy, clover and dandelion are allowed to flower, it can be useful for pollinators.

Adjusting our maintenance regimes to include different sward heights by differential mowing around the boundaries, would increase biodiversity and allow us an opportunity to increase the natural value of our urban areas.

The threats to our grasslands are

- Mismanagement
- Development
- Tree planting
- Disturbance
- Difficulties in creating new natural meadows
- Pesticide use
- Seed from non-native (urban meadows) spreading in to the wild

Invasive Non-Native Species Management

Whilst there are currently no INNS occurring in South Ribble's grasslands it should still be monitored. INNS such as Himalayan balsam and Japanese knotweed can easily encroach or be introduced from other areas.

Coastal Floodplain and Grazing Marsh

Priority habitat description - *periodically inundated pasture or meadow with ditches containing standing brackish or fresh water. Grazed or hay or silage crops.*

This is limited to the Ribble Estuary and is not under the ownership or management of South Ribble Borough Council but still forms an important habitat within our Borough.

Arable Field Margins

Priority habitat description - *herbaceous strips or blocks around arable fields that are managed specifically to provide benefits for wildlife.*

Large areas of the Borough are used for farming and this landscape is characteristic of the eastern and western parishes. Whilst under private ownership and management these fields and their margins provide an important habitat within our Borough.

Urban Green Space, Gardens, Allotments and Cemeteries

These urban areas can be a haven for wildlife, creating a mosaic of different habitats that link urban areas to the countryside.

Formal planting in town centers and on Worden Park is aesthetically pleasing and provides a short-term source of nectar for many insects which in turn provide food for birds and bats.

Residents' gardens and allotments are an important part of South Ribble's biodiversity. They provide important food sources of nectar and berries supporting our wildlife throughout the year. Garden ponds, trees, hedges, compost heaps and flower beds all support a diverse range of species and are often essential for their survival. Biodiversity gains are best where gardens adjoin each other, where mature trees are retained, and ponds created. These gardens create a network of green corridors and patches which helps to facilitate the movement of species between areas.



Robin

Leaving space for nature in a garden means cutting hedges outside of bird breeding season, having wildlife ponds rather than fishponds, leaving wild areas with piles of leaves and sticks/logs and building a compost heap. Avoiding the use of pesticides and slug pellets wherever possible will also help wildlife. Compost heaps provide nesting sites for hedgehog and grass snake, garden ponds are refuges and breeding areas for frogs, toads and newts, and flowering plants and shrubs are a food source for bees and butterflies and other insects.

The threats to our urban greenspaces are

- Development
- Hard landscaping of gardens

- Taming the wild
- Over manicured gardens

A Pollinator Pledge

The UK has more than 1500 species of pollinating insects, including bees, wasps, hoverflies, beetles, butterflies and moths. Trends show a steady decline in numbers over last 50 years. Pollinators are essential to our survival.

As an Authority we will

- Plant more native species of trees and plants that provide fruit and flowers
- Leave areas to grow 'wild' to support pollinators
- Change our mowing regimes to allow plants to flower and leave areas of longer grass along boundaries, especially hedgerows
- Increase the quantity of dead wood and bare soil patches
- Continue to monitor pesticide use.
- Introduce artificial habitats for our pollinators, such as bee bricks
- Interpretation and explanation of 'Wild' areas

Pesticide and Herbicide Use

Nationally it is recognised that the use of pesticides and herbicides should be reduced. As a Council we will strive to reduce use of pesticides and continue to test and trial other alternatives and where feasibly possible instigate alternative measures using up to date guidance from the Government, European Assessment Group on Glyphosates (AGG) and Suppliers



The best way of reducing pesticide use is to change our management practices and leave areas 'wild' to benefit wildlife. Not spraying areas and allowing weeds to grow will allow biodiversity gain but will need to be clearly explained to residents.

Community Involvement

There are many ways that residents can become involved with enhancing the biodiversity of the Borough. We will continue to provide volunteering opportunities via our network of 'Friends of' Groups across the Borough. We will continue to engage with Forest Schools, Eco Councils and uniformed groups to provide support and opportunities for them to become involved in conservation projects in our parks or on their own land.

An Action Plan for South Ribble's Biodiversity

Over the course of the next year the Council will consult with staff and partners to put together a detailed Biodiversity Action Plan to sit with this Strategy. This will include;

- Conducting desk based and field surveys to gather baseline data for biodiversity (species and habitats) in South Ribble
- Linking with Lancashire Local Nature Partnership and other relevant local and national bodies
- Informing and educating staff, landowners and residents about Invasive Non-Native Species
- Continuing with and introducing new biodiversity friendly management practices on SRBC land
- Developing the Council's response to Biodiversity Net Gain in the planning process
- Developing a communication plan for biodiversity including an element of Citizen Science to enable residents to be involved
- Ensuring where site management plans exist for our sites that they have an up to date section on biodiversity.
- Identifying sites that would benefit from the development of new management plans
- Continuing to support Friends of Groups across our parks and open spaces
- Continuing to improve habitats for our pollinating species

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Glossary of Terms

Aquatic invertebrates – animals without a backbone (e.g. insects) that spend the majority of their lifecycle in freshwater, marine or estuarine environments

Aquatic vegetation – a plant that grows partly or wholly in water

Arisings – grass cuttings left after mowing

Biodiversity – the variety of plant and animal life across the world

Biodiversity net gain – an approach to development that leaves biodiversity in a better condition than before

Biosecurity – measures aimed at preventing the introduction or spread of harmful organisms

Deadwood – parts of a tree or branch that are dead

Differential mowing – cutting grass to different heights and at different times

Ecosystems – a community of interacting organisms and their physical environment

Invasive non-native species – those species that have been introduced to a country by humans, whether accidentally or on purpose.

Local distinctiveness – the unique character of a place

Marginal vegetation – aquatic plants found around the edges of a pond or stream

Perennial – living for several years

Principle Importance – those species and habitats that are most threatened, in steepest decline or where the UK has a significant proportion of the world total.

Priority habitats and species – a range of habitats and species that were identified as the most threatened and requiring conservation action

Riparian – the edge of a river, or relating to this area

River catchment area – the area from which water flows into or is drained by a river

Saproxyllic species – those species that are dependent on dead or dying wood

Sward height – the height of the grass before it is cut

Symbiotic relationship – a close ecological relationship between two or more different species

Report of	Meeting	Date
Director of Communities Introduced by Deputy Leader and Cabinet Member (Health and Wellbeing)	Cabinet	Wednesday, 23 March 2022

Decarbonisation works

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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Purpose of the Report

1. This report will request authority to spend £5,468,854.00 which includes £500,000 partnership funding allocated in the Council's capital programme and a grant received of £4,968,854.0000 from the BEIS Public Sector Decarbonisation Scheme to support the Decarbonisation works at the Council's Leisure Centres, the Civic Centre and the Depot. Previously approved at Full Council on 22nd September 2021.
2. The report will request approval to use the UK Leisure Framework direct award framework to complete the works.

Recommendations to Cabinet

3. That Cabinet authorises a spend of £5,468,854.00 which includes a grant of £4,968,854.00 from the BEIS Public Sector Decarbonisation Scheme (PSDS) and £500,000 allocated in the Council's Capital programme
4. That Cabinet approves the use of the UK Leisure Framework to complete the Decarbonisation work
5. That authority be delegated to the Cabinet Member for Health and Wellbeing to award the contract pursuant to recommendation 4.

Agenda Item 7

6. That a report will come forward to full Council in April 2022 on proposals for a wider investment scheme into the Council's Leisure Centres.

Reasons for recommendations

7. In accordance with the Council's procurement rules a Cabinet decision is required to authorise a spend of over £100k.

Other options considered and rejected

8. The option of not committing to applying for the decarbonisation grant was considered but it was agreed the time and effort in submitting the bid was worthwhile, and the potential benefits towards the Council's goal of net zero by 2030 was an opportunity that could not be missed.
9. The grant award conditions require all work to be completed within 12 months, i.e. by the end of March 2023. The normal tender process would not facilitate the delivery of the project within a 12 month period, hence the recommendation to approve the use of the UK Leisure Framework.

Corporate priorities

10. 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

11. Through the work of the Council's climate change task group, the opportunity emerged of attracting significant new investment into six key Council buildings including the four Leisure Centres, the Civic Centre and the Council's Depot, identified as the Big 6.
12. Through a significant bidding process the Council has been successful in attracting a grant of £5,468,854 to South Ribble which includes £500,000 match funding from the Council.
13. The Decarbonisation works planned will significantly reduce the Carbon footprint of the Big six key buildings within South Ribble Borough and will contribute significantly to the Councils net zero carbon emissions target by 2030.
14. As part of the conditions of the PSDS grant there is a need to delivery the improvement works and spend the money within the next 12 months. This is a particularly tight timescale and failure to deliver on the timescales would results in a non-compliance of the grant award conditions and potential result in non-payment of the grant funding.

Agenda Item 7

The Proposal

15. The table below shows the planned programme of Decarbonisation works Proposed includes the following highlighted in the table below.

Building	Proposed Works	Timescale To be completed by
1. Bamber Bridge Leisure Centre	Solar PV	28 February 2023
	LED Lighting	28 February 2023
	Motor replacement	28 February 2023
	Motor Controls	28 February 2023
	Ventilation	28 February 2023
	Air Source Heat Pump	28 February 2023
2. South Ribble Tennis Centre	Renewable Energy	28 February 2023
	LED Lighting	28 February 2023
	Air Source Heat Pump	28 February 2023
3. Penwortham Leisure Centre	Renewable Energy	28 February 2023
	LED Lighting	28 February 2023
	Motor replacement	28 February 2023
	Air Source Heat Pump	28 February 2023
4. Moss Side Depot	Ventilation	28 February 2023
	Renewable Energy	28 February 2023
	Install Electric Heating	28 February 2023
5. Civic Centre	Ventilation	28 February 2023
	Air Source Heat Pump	28 February 2023
6. Leyland Leisure Centre	LED Lighting	28 February 2023
	Motor Controls	28 February 2023
	Renewable Energy	28 February 2023
	Air Source Heat Pump	28 February 2023

16. The Proposed Decarbonisation works have also been taken to full Council for approval in terms of applying and accepting the grant and approval of the programme identified above.

Agenda Item 7

17. As highlighted in the recommendations the proposal is that Cabinet authorise the spending of the PSDS grant including the Council contribution on the Decarbonisation works via the UK Leisure direct award framework.
18. The Decarbonisation work will require careful programming to minimise any disruption or closure to any of the buildings involved. This is particularly relevant to the Council's Leisure Centres which are used on a daily basis by the general public.
19. However, while the definitive work program is yet to be finalised a discussion with contractors who have carried out similar works suggest the closures will be limited to days as opposed to months and every effort will be made to avoid any closures of the Leisure Centres, but where a minimal closure of the building is required connected to the installation of the new Air Source heat pumps only one Centre will be closed at any one time.
20. The UK leisure Framework was developed by Denbighshire County Council with the aim of providing a system of procuring leisure centre improvement works (and other buildings) through an effective, efficient and monitored means of implementation.
21. The framework is periodically tendered and Alliance Leisure have won the contract in January 2022 for the second time. Denbighshire review and approve the use of the framework for each application. While Alliance Leisure manage contracts for the individual schemes employing a number of pre-approved contractors with a good track record of delivering similar works to complete projects under the framework.
22. The use of the framework helps to ensure a timely, efficient delivery of the PSDS funding through use of contractors with a good track record of delivering similar projects.
23. Leisure Energy, who have assisted the council in securing the grant funding, and have delivered similar scheme in Hyndburn, Ashfield and Buxton among others are approved as a contractor under the framework and it has been proposed that they will manage the design and delivery of the PSDS decarbonisation works.

Risk

24. As part of the Decarbonisation programme there will a full risk management strategy implemented. The principle risks revolve around the acquisition of plant and a timely implementation of the decarbonisation works.

Comments of the Statutory Finance Officer

Agenda Item 7

25. These budgets are included within the capital programme as approved at Council in February 2022

Comments of the Monitoring Officer

26. The report seeks authority to use a framework for the appointment of a contractor to deliver decarbonisation works previously agreed by Council. Based on this previous approval a significant grant has been received as detailed in the report.

27. There is a clear time imperative which supports the use of the direct award framework, which is a process that is compliant both with legislation and the council's contract procedure rules. The report explains why this particular framework should be used.

Background documents

There are no background papers to this report

Appendices

There are no appendices to this report

Report Author:	Email:	Telephone:	Date:
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Report of	Meeting	Date
Deputy Chief Executive (Introduced by Deputy Leader and Cabinet Member (Health and Wellbeing))	Cabinet	Wednesday, 23 March 2022

Final Report and Recommendations of the Scrutiny Review of Health Inequalities

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

1. To present Cabinet with the final report from the Scrutiny Committee's review of Health Inequalities.

Recommendations to Cabinet

2. That Cabinet consider and respond to the recommendations of the Scrutiny Review of Health Inequalities.

Reasons for recommendations

3. As part of the governance arrangements of the Council and Scrutiny regulations, Cabinet is required to respond to recommendations referred to it by the Scrutiny Committee.
4. To ensure that the Council continues to place the health and wellbeing of residents at the forefront of its work and to support the Council's vision for *"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."*

Other options considered and rejected

5. No other options were considered.

Corporate priorities

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

Agenda Item 8

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

Background to the report

7. As part of the Scrutiny Committee's work programming, which includes looking at the key issues affecting the Borough, it was felt appropriate for the Scrutiny Committee to again form a task group to review health inequalities across South Ribble.
8. The task group was made up of:
 - Councillor David Howarth (Chair)
 - Councillor Will Adams
 - Councillor Colin Coulton
 - Councillor Matthew Trafford
 - Councillor Karen Walton
9. The task group started its review in October 2020 and completed its work by November 2021, with slight delay caused by restrictions on holding face-to-face meetings due to COVID.
10. The final report from the review, attached at Appendix 1, was agreed by the Scrutiny Committee on 11 January 2022 (minute 30 refers).
11. The final report from the Task Group was presented to Full Council on 26 January 2022 (minute 86 refers) and it was agreed that the recommendations be considered by Cabinet for implementation.
12. A draft response to each of the recommendations has been put together and attached at Appendix 2 to enable Cabinet to consider each recommendation.
13. Cabinet is therefore asked to consider each recommendation and respond to the Scrutiny Committee's recommendations.
14. The Scrutiny Committee will then monitor the implementation of the recommendations as part of its monitoring and tracking process.

Climate change and air quality

15. 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

16. There are no equality or diversity implications immediately arising from this report. It is anticipated, however, that the recommendations of the task group will enhance the health and quality of life of all demographics within South Ribble.

Risk

Agenda Item 8

17. There are no risks identified with any of the information contained within this report.

Comments of the Statutory Finance Officer

18. There are no financial implications at this stage.

Comments of the Monitoring Officer

19. It is for Cabinet to decide how to respond to the recommendations of this Scrutiny Review. There are no concerns with this report from a Monitoring Officer perspective.

Background documents

[‘Mind the Gap’: 2013 Scrutiny Review into Health Inequalities](#)

Appendices

Appendix 1 – Final Report of the Scrutiny Review Task Group into Health Inequalities

Appendix 2 – Draft Responses to Recommendations

Report Author:	Email:	Telephone:	Date:
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Final Report

Scrutiny Review of Health Inequalities

December 2021

Agreed by Full Council – 26 January 2022

Foreword by Councillor David Howarth, Chair of the Scrutiny Committee

The Scrutiny Committee selected this review because health inequalities are important for the quality of life of our residents. Whilst we found that South Ribble is relatively affluent, this does mask a number of issues around deprivation, low income, food poverty and ill-health. This reduces the life expectancy in the Borough with some residents living an additional 9 years in one ward when compared with another ward only 4 miles away.



We have explored all of these issues and come up with a series of recommendations to help tackle health inequalities. These recommendations include the Council building on recent initiatives, strengthening partnership working and using data to provide a local holistic approach and embedding health inequalities into everything we do.

I would like to thank my fellow task group members and all the stakeholders we have met from our partners, agencies and Members and staff. We've heard some inspiring stories of the commitment and dedication of some of the charities and volunteers who work for the benefit of our residents. I would like to commend them for all the great work that they do. The Cabinet Member, Councillor Mick Titherington has also been invaluable in supporting the review and we are grateful for his help.

It would be remiss of me not to say how disappointed the task group was that the Department of Work and Pensions (DWP) were unable to engage with us or provide information to support our review.

Finally, we hope that the outcomes from this review lead to more of a concerted effort to reduce health inequalities and support our residents even more in the future.

Councillor David Howarth
Chair of the Scrutiny Committee & Task Group

Members of the Task Group

The following Members were appointed by the Scrutiny Committee to undertake this review:

- Councillor David Howarth (Chair)
- Councillor Will Adams
- Councillor Colin Coulton
- Councillor Matthew Trafford
- Councillor Karen Walton

Rationale for the Scrutiny Review

The health of residents in South Ribble is varied, with deprivation rates relatively low. However, there are health inequalities in South Ribble with men in the least deprived areas expecting to live on average 5.7 years longer than men in the most deprived wards and for women this difference is over 6.3 years.

Following the period of austerity following the financial crash and future implications for the economy as a result of the COVID-19 pandemic, it is felt that a scrutiny review of economic and income deprivation is appropriate. There are also tangible links between economic and income deprivation with people's mental health and wellbeing.

The task group has therefore agreed to look at this, find out what the real issues are in South Ribble and what more can be done to tackle them in a partnership approach.

Objectives for the Review

- To understand the true scale of health inequalities in South Ribble and how economic/income deprivation impacts this
- To assess material and economic impacts on health and mental wellbeing
- To highlight issues around deprivation and health inequalities
- To explore existing initiatives and assess their effectiveness

- To investigate different initiatives and models for improving health equalities and assessing how effective they could be in South Ribble
- To identify levels of accountability for health inequalities linked to economic deprivation
- To produce a series of recommendations to Council to improve access to high-quality healthcare and support for all residents

Links with Corporate Plan

There is a strong desire by the current administration to improve health and wellbeing for residents in South Ribble and the Scrutiny Review Task Group on Health Inequalities will compliment this work.

The revised Corporate Strategy for 2021/22-2022/23 explicitly expresses an intent to reduce health inequalities and ensuring that the Council continues to support the most vulnerable.

The work of the Scrutiny Review will also support the Council's vision of *"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."*

It will link with the following Corporate Priorities:

- Thriving communities
- A fair local economy that works for everyone
- Good homes, green spaces, well places

Methodology Adopted

Meetings with Stakeholders

The Task Group met with the following stakeholders as part of its review:

- Councillor Mick Titherington, Cabinet Member for Health & Wellbeing – South Ribble Borough Council
- Nigel Evans – MP for Ribble Valley
- Katherine Fletcher – MP for South Ribble
- Jennifer Mullin, Director of Communities – South Ribble Borough Council
- Rebecca Heap, Communities Manager – South Ribble Borough Council
- Andy Bamber, Revenues Manager – South Ribble Borough Council

- Alison Salisbury, Customer Services Team Leader – South Ribble Borough Council
- Jennifer Clough, Investment and Skills Manager – South Ribble Borough Council
- Howard Anthony, South Ribble Partnership Manager
- Guy Simpson, Advice Services Manager – Citizens' Advice Bureau
- Wendy, Lostock Hall New Day Church Food Bank
- Andrea, The Base In Broadfield

Site Visit

Councillor Will Adams spent time with the Lostock Hall New Day Church Food Bank talking with volunteers, agencies and food bank users' and feedback to the group on the learning.

Review of Documents

The Task Group reviewed the following documents and evidence sources as part of their review:

- 2013 'Mind the Gap' Scrutiny Review of Health Inequalities
- 2014 Update on 'Mind the Gap' recommendations
- LGA's Social determinants of health and the role of local government
- Government white papers
- National research
- Independent research and papers
- LG Inform
- 2010 Marmot Report '*Fair Society, Healthy Lives*'
- The Marmot Review: 10 Years On
- Corporate Plan

Events Attended

Members of the Task Group and officers attended the following events as part of their research:

- 'A Wellbeing Economy: Could this be a gain as we emerge from COVID-19?' webinar
- North West Employers' Meet Marmott event

Key Findings

In reviewing all the evidence from the review, the Task Group found the following:

- The Universal Credit process does not help residents in need in the way they sanction applicants and delay payments being made which can lead to vulnerable residents having to access food banks, approach loan sharks and has an adverse impact on mental health.
- The majority of the actions from the Scrutiny Committee's last review of health inequalities in 2013 have been completed with the only outstanding ones being around local targeted support to deal with issues in individual needs. Improved provision and presentation of localised health and wellbeing profile information could be broken down to Community Hub level and allow a tailored approach to needs.
- The other outstanding action from the original review is the Council embedding health inequalities and considerations in to the everyday work and decision-making of the Council through carrying out impact assessments and prompting Members and officers to think through and see what can be done to improve health inequalities.
- The Council has done a great deal over the last two years in support residents in need through the following initiatives:
 - South Ribble Together Hub as part of the COVID response
 - Providing food parcels to families in need
 - Bringing the leisure centres in-house with a priority of community delivery, but more is needed on the pricing policy for these facilities to encourage participation
 - Creating a food bank network and funding.
 - Holiday Activity Programme
 - Reducing the amount paid as part of the Council Tax Support Scheme
 - Approach to community wealth building
 - New Credit Union
 - Uniform swaps
- There some good practice examples of partnership working through South Ribble Partnership such as data sharing as a result of COVID response, reducing digital isolation. Further work would be helpful ensuring Referent is embedded and that a social prescribing model is put in place with GPs, leisure and other health partners.
- The number of young people in employment has decreased as a result of COVID with the number of apprenticeships also going down, which the Council could

help with. The Local Plan review also provides an opportunity to require developments to do more the increase employments and skills development.

- Encouraging residents to access support was an area of development whether that be access to the Citizens' Advice Bureau, knowing what was available and how to claim and also having a small discretionary fund to help with emergency and incidental expenses to provide support to those in need. Governance of this would be important and it was felt that local agencies might be best placed to administer this in a way that helps those most in need.
- Sadly food banks play an important part in ensuring the families can eat in the borough, with concerns about how sustainable this is in the absence of changes to the benefits system mentioned earlier. The work on the Food Bank Network has been helpful and it is felt that this could be developed further to include community larders and co-operatives.
- This review found that mental health was a major issue for our residents with some projects being undertaken by the Council, including Mental Health First Aid training for front-facing staff and some councillors. It was felt that an overview for Members would be useful with a view to providing Members with more in-depth training should that be appropriate on a Member by Member basis.
- Road safety and the number of road casualties and deaths remains high when compared with other Lancashire districts and continues to be flagged as part of the health profile. This is of concern to the Task Group and is suggested worthy of a further more in-depth review with partners such as the Police & Crime Commissioner's Office, Lancashire Road Safety Partnership and health bodies etc.

Recommendations

Based on the research and findings from the review the Task Group make the following recommendations for the Council and Cabinet to consider:

1. The Council uses its influence with the Local Government Association and other bodies to encourage the Government to change the approach taken to Universal Credit to help residents and reduce the need to access food banks.
2. Health Impact Assessments be required as part of all decision-making processes, policy development and project management frameworks.
3. My Neighbourhood Community Hubs be provided with health and wellbeing data, including areas of deprivation and encouraged to consider projects focusing on improving health and wellbeing.

4. A Scrutiny Review of Road Safety is established to work with partners.
5. A social prescribing model, similar to that in operation in Chorley, is developed and implemented.
6. A review of pricing policies for leisure facilities is undertaken and schemes to provide access to and affordability of leisure centres be created in a similar model to the Holiday Hunger and HAF Programmes.
7. A re-launch of the Council's Apprenticeship Factory takes place to focus on the development of apprenticeships amongst partners and other major employers within the borough are encouraged.
8. As part of the review of the Local Plan consideration be given to designing planning policies that require developers to provide more support to apprenticeships and providing more local skilled job opportunities.
9. The Citizens Advice Bureau be asked to undertake outreach programmes and satellite sites across the borough as part of their performance monitoring to receive council funding.
10. The Council mounts a publicity campaign to encourage the take-up of benefits to those eligible.
11. A small discretionary Hardship Fund be created to be administered by local agencies, possible Citizens' Advice Bureau, to help with incidental and emergency funds that might help those in need of support.
12. The Council supports the establishment of Food Clubs, Co-ops and Community Shops across the borough to reduce food poverty
13. A Member Briefing be held on Mental Health First Aid and an introductory session provided to communicate an overview of the training.

Further Information

For further information, please contact Darren Cranshaw, email: darren.cranshaw@southribble.gov.uk, tel: 01772 625512.

Appendix 2

Responses to recommendations of the 2021 Scrutiny Review Task Group into Health Inequalities

Number	Recommendation	Lead Member	Lead Officer	Accepted?	Response	If accepted, what are the timescales for implementation?
1	The Council uses its influence with the Local Government Association and other bodies to encourage the Government to change the approach taken to Universal Credit to help residents and to reduce the need to access food banks.	Communities, Social Justice and Wealth Building	Asim Khan	Yes	We will formally write to the Local Government Association and ask them to lobby the Government to change its approach and also raise it with our colleagues in the Co-operative Councils Innovation Network.	30 April 2022
2	Health Impact Assessments be required as part of all decision-making processes, policy development and project management frameworks.	Leader of the Council	Chris Moister	Yes	Health Impacts are being incorporated into the Integrated Impact Assessment which forms part of the new Equality Framework. This will be presented to Council for adoption. This will ensure that Health Equality will form part of the decision-making process, being embedded in the	Expected quarter 2 of 2022/23

					development of recommendations for decisions.	
3	My Neighbourhood Community Hubs be provided with health and wellbeing data, including areas of deprivation, and be encouraged to consider projects focusing on improving health and wellbeing.	Communities, Social Justice and Wealth Building	Jennifer Mullin	Yes	These documents are being prepared in an easy to read format which will help the Hubs to understand the health and wellbeing issues in their areas.	Reports presented to Hubs in March 2022
4	A Scrutiny Review of Road Safety is established to work with partners.	Chair of Scrutiny Committee	Darren Cranshaw	Yes	The Chair of the Lancashire Road Safety Partnership and Deputy Police and Crime Commissioner is supportive of the review which will be prioritised as part of the next Scrutiny Work programme and commence in June 2022.	To be completed by 31 December 2022.
5	A social prescribing model, similar to that in operation in Chorley, is implemented.	Health and Wellbeing	Jennifer Mullin	Yes	Discussions are ongoing with the Primary Care Networks to promote this model and secure funding.	Ongoing
6	A review of pricing policies for leisure facilities is undertaken and schemes to provide access to and affordability of leisure centres be created in a similar	Health and Wellbeing	Mark Lester	Yes	The Leisure Company has introduced new categories for the Leisure Card which is	April 2022

	model to the Holiday Hunger and HAF Programmes.				a 50% reduction to all core prices. The HAF programme will now take place for 3 years	
7	A relaunch of the Council's Apprentice Factory takes place to focus on the development of apprenticeships amongst partners and other major employers within the borough.	Planning, Business Support and Regeneration	Jonathan Noad	Yes	Officers are currently reviewing the Apprentice Factory and how it might adapt to deal with post COVID matters	By end of 2022
8	As part of the review of the Local Plan, consideration be given to designing planning policies that require developers to provide more support to apprenticeships and providing more local, skilled job opportunities.	Planning, Business Support and Regeneration	Jonathan Noad	Yes	There is already a Central Lancashire SPD on Employment and Skills and the aim is to expand this into Local Plan policy and be more wide reaching	Preferred Options Local Plan by end of 2022
9	Citizens Advice be asked to undertake outreach programmes and satellite sites across the borough as part of their performance monitoring to receive council funding.	Communities, Social Justice and Wealth Building	Vicky Willett	Yes	The proposal will be discussed with CAB as part of grant monitoring ahead of the annual review.	May 2022
10	The Council mounts a publicity campaign to encourage the take-up of benefits to those eligible.	Communities, Social Justice and Wealth Building	Andrew Daniels	Yes	The following is proposed: 1. Create a web page highlighting support available 2. Working with council teams to identify pockets of people we know will be eligible for	End of March 2022

					<p>benefits i.e. those in receipt of assisted bin collections, council tax support and those we identified through South Ribble Together.</p> <ol style="list-style-type: none"> 3. We'll send those people a letter outlining what support is available and how to access said support 4. Develop a short press release to send to local publications to capture other pockets of people (generally older) who may be eligible for support <p>Note: Targeted communications to key audiences is proposed as opposed to wider publication. Wider publication could open us up for criticisms from those not eligible for relevant support and</p>	
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					could set some people up for disappointment who may think they could be eligible then are not.	
11	A small discretionary Hardship Fund be created to be administered by local agencies, possibly Citizens Advice, to help with incidental and emergency funds that might help those in need of support.	Finance, Property and Assets	Jennifer Mullin	Yes	CAB has been funded by the Hardship fund to provide incidental and emergency funds that will help those in need of support.	Completed
12	The Council supports the establishment of Food Clubs, Co-ops and Community Shops across the borough to reduce food poverty.	Health and Wellbeing	Jennifer Mullin	Yes	The Communities team have developed a network of foodbanks and are promoting the use of Food Clubs, Co-ops and Community Shops and funding has been made available to support this.	Ongoing
13	A Member Briefing be held on Mental Health First Aid and an introductory session provided to communicate an overview of the training.	Health and Wellbeing	Jennifer Mullin	Yes	Lancashire Mind has been approached to deliver this session. This will be an introductory session to provide an overview of the training.	7 March 2022, 6-7pm

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Report of	Meeting	Date
Director of Communities (Introduced by Deputy Leader and Cabinet Member (Health and Wellbeing) and Cabinet Member (Communities, Wealth Building and Social Justice))	Cabinet	23 March 2022

Holiday and Food Programme Update

Is this report confidential?	No
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Is this decision key?	No
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Savings or expenditure amounting to greater than £100,000	No
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Purpose of the Report

- To provide an update on delivery of the 2021 HAF Programme
- To seek approval to deliver the 2022 HAF Programme in South Ribble

Recommendations to Cabinet

- To note successful delivery of the 2021 HAF Programme.
To approve delivery proposals for the 2022 HAF Programme.
- To delegate authority for allocation of additional resources from the COVID recovery fund to the Cabinet Members, to allow flexibility should additional capacity be required.
- To authorise officers to lobby for any additional HAF funding which is available .

Reasons for recommendations

- Funding received for the HAF Programme in 2021 enabled a wide ranging offer of activities and food for children across the borough. There is a will from leisure services, community groups and providers to continue the scheme. Feedback received from parents and carers echoes this.
- Delivery of the HAF Programme is directly in line with the Council's corporate priorities. It complements other schemes such as the holiday hunger programme and school uniform bank; supporting families who need a little additional help.

Other options considered and rejected

- If Cabinet is minded not to approve proposals for 2022, the anticipated funding offer from LCC could be declined. This would result in LCC commissioning external providers in South Ribble; we would have no role or influence in the programme. Given the Council's extensive knowledge of communities, and strong relationships with

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groups and organisations locally, we do not believe remote commissioning to be in the best interest of South Ribble families.

Corporate priorities

9. The report relates to the following corporate priorities:

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

Background to the report

10. A report was presented to Council in July 2021 which set out a funding offer of £225,471 from the Department for Education, administered by LCC. This grant was to cover the cost of 5 weeks of school holiday provision (4 weeks in the summer and 1 at Christmas), a healthy meal for all participants, and the salary cost of a part time co-ordinator.
11. Objectives of the HAF programme for children included:
- Eating more healthily over the school holidays
 - Being more active during the school holidays
 - Taking part in engaging and enriching activities which support the development of resilience, character, and wellbeing along with their wider educational attainment
 - Being safe and not socially isolated
12. An officer task was established to oversee delivery, with staff from Leisure, Active Health, Community Development, Communications and Finance. Alongside this, South Ribble was (and continues to be) represented on a bi-weekly countywide HAF meeting.
13. Department for Education guidelines state that HAF provision must be targeted at children in receipt of free school meals. LCC data inform us that there are 2465 such children in South Ribble, broken down as follows:

	Female	Male	Total
Age 4 to 7 years	329	338	667
Age 8 to 11 years	435	492	927
Age 12 to 16 years	410	461	871

2021 programme delivery

14. A timetable of activities was created which offered a varied range of options, all free to families. This included:
- Swimming, badminton and gym sessions at leisure centres
 - Boxing training with qualified coaches
 - Arts and crafts, bird box making, nature trails
 - Video production – filming, editing and sound engineering
 - Giant inflatable explorer jungle
 - Climbing wall, bikeability and multi-sports in parks

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15. The delivery target across Lancashire was to offer enough places for 30% of children in receipt of free school meals to be able to participate; the equivalent of around 740 places each day.
16. Close working relationships with schools, foodbanks and charities locally led us to challenge the free school meal register as being the sole measure of vulnerability, so in South Ribble, no child was turned away from HAF activities.
17. Catering was provided by local businesses, providing much needed revenue amidst COVID related financial losses. Any surplus food was shared with local charities, foodbanks and community groups, to ensure nothing was wasted.
18. In addition to the initial funding award of £225,471, a further £19,690 was secured. This covered provision of food parcels during Christmas delivery, an extension to the co-ordinator post, and purchase of new SRBC branded inflatable equipment.
19. A report of the summer HAF provision is attached at appendix A. Feedback from parents and carers is attached at appendix B. Feedback from providers is attached at appendix C.

2022 programme proposals

20. LCC has approached districts around the continuation of HAF, following government confirmation of funding for the next 3 years (to be managed in 3 one year periods.)
21. StreetGames, commissioned by LCC to co-ordinate HAF, are keen for South Ribble to work in the same way going forward; quality assurance visits and data returns in 2021 were all positive.
22. All providers from 2021 have expressed an interest in delivering the programme on an ongoing basis. Due to the success of the previous programme, minimal changes are proposed. Potential areas for improvement are:
 - Early engagement with schools to encourage participation
 - Enhanced use of social media to promote activities on offer
 - Collection of parent / carer data with consent to contact
 - Use of Legend (leisure IT system) for online bookings
23. A proposed timetable for Easter 2022 is being drafted, with activities provided by external groups, charities, and the Council's Leisure and Active Health Teams. Venues include parks, schools, community centres and leisure centres in Leyland, Penwortham, Lostock Hall and Bamber Bridge. Over the two-week holidays, it is proposed to offer 912 places through local groups and charities, 860 places through leisure centres and 1268 places with the Active Health Team. This equates to provision of 3040 places for quality activities and healthy meals across the borough.
24. Following a meeting with the South Ribble Secondary Headteachers Cluster, commitment has been given to schools promoting HAF activities to all children and families, with particular focus on those who may be more vulnerable.
25. Cabinet is requested to support the continuation of HAF, with the following benefits in mind:
 - Improving the health and well being of children in the borough
 - Opening up opportunities for free access to paid-for activity

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- Utilising external funding to build wealth in our communities
- Showcasing South Ribble's leisure centres and parks
- Providing employment opportunities for young people

26. Current indications are that the funding award for South Ribble to cover Easter, Summer and Christmas 2022 will be around £300,000.

As stated on paragraph 20, additional funding was secured from LCC in 2021 for provision of food parcels and extra equipment. Any opportunity to lobby for additional funding in 2022 will be taken.

Climate change and air quality

27. 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

28. The HAF Programme is designed nationally to be inclusive and accessible to children in receipt of free school meals.

29. An Equality Impact Assessment will be completed as timetable of activities is finalised, however no negative impacts on any of the protected groups are anticipated.

Risk

30. The risk of declining to offer HAF activities is that children would miss out on activities and meals which the scheme provides. In addition, there is potential for reputational risk if other Lancashire authorities are running the programme and South Ribble is not.

Comments of the Statutory Finance Officer

31. This report is to detail delivery proposals when we have confirmed amounts of allocations further details will be provided on available budgets.

Comments of the Monitoring Officer

32. There are no concerns with this report from a Monitoring Officer perspective.

Background documents

There are no background papers to this report

Appendices

Appendix A – HAF Report 2021

Appendix B – HAF Programme 2021 feedback from parents and carers

Appendix C – HAF Programme 2021 feedback from providers

Report Author:	Email:	Telephone:	Date:
Rebecca Heap (Communities Manager)	rebecca.heap@southribble.gov.uk	01772 625276	4/3/22

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#HAF2021

Summer activity programme



**South
Ribble**
Borough Council

#HAF2021 Summer Activity Programme



Delivering for families in South Ribble...

This year's **Holiday Activities and Food programme - #HAF2021** - was delivered by district councils across the county, with funding from the Department for Education.

Over the course of five weeks, South Ribble Borough Council teams including leisure, communities and our external delivery partners were able to engage **hundreds of children aged 4-16** in fun and enriching pursuits at a variety of venues across the borough.



#HAF2021 Summer Activity Programme

No child turned away - making it fun for all

A whole range of activities was available – from sports such as football, rugby, tennis, swimming, basketball, climbing, boxing and martial arts to fitness and dance sessions, nature trails, arts and crafts, and pizza making.

As well as providing a safe and secure environment in which the children could enjoy themselves, make friends and stay active, **#HAF2021 provided tasty and nutritious food for those children entitled to benefits-related Free School Meals.** Parents were able to guarantee places by booking in advance via the Council website, or could simply turn up on the day and fill out a paper booking form.

Although the guidelines from the Department for Education and Lancashire County Council dictate that provision is limited to children who are entitled to Free School Meals, we're pleased to say that **no child was turned away from taking part in our activities** – whether or not they also qualified for the food and refreshments provided.

All told, over the course of the five weeks, **we provided more than 5,200 places at some 350+ camps** at a variety of venues all around the borough. Our Active Health coaches and delivery partners were delighted to see smiles on so many faces and can take real satisfaction from knowing they have made a genuine difference for children and parents across South Ribble.



#HAF2021 Summer Activity Programme

"I'm a single parent that works from home and was really dreading finding the time to keep my son entertained while still working. The guilt of working while your children are off is immense, but thanks to these camps I could work while my son still did activities and had lots of fun!"

"Entertainment during the holidays can be very expensive to low income families and these clubs meant the children didn't miss out."

"I have two special needs children and school holidays are very hard to manage at times, especially as I'm on a very low income. I can honestly say the camps have made a massive difference. The team have all been absolutely amazing with my children and accept my children as they are unlike some places."

Parent feedback

"It was so nice that they were able to enjoy the outdoors - not wanting to rush home to their iPads - and enjoy sports for free."

"Our 8-year-old daughter attended the Tennis Summer Camp and loved every minute of it. She made new friends and loved the tennis games the coaches put together. As soon as we picked her up she was asking when can she go again. 10/10 from us."

"My son loved the camps he attended at Withy Grove Park, he really enjoyed the climbing wall, archery, and he even ended up being able to ride a bike now without his stabilisers on."

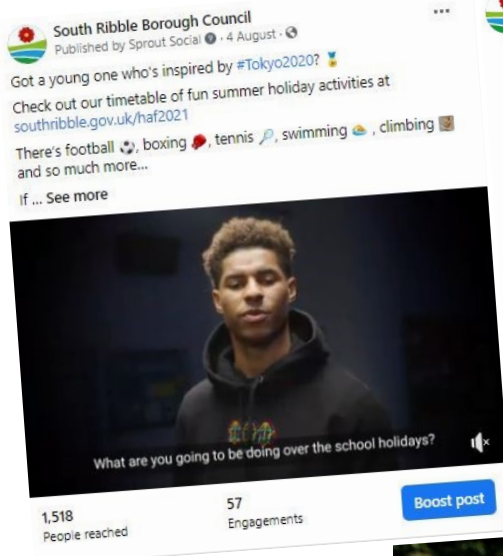
"My children absolutely loved the camps and it made them more confident to meet new people and to try new things that I wouldn't be able to afford to normally."

"My son got some much-needed exercise, met new friends and had something to look forward to every week of the summer holidays."

"The activities provided were very well organised and lots of fun, all the staff were really friendly! The lunch boxes provided were better than I ever would have imagined!"

"The team were so friendly and enthusiastic and made sure that all the children were included, which was lovely to see. Not to mention the amazing food you provided!"

#HAF2021 Summer Activity Programme



A splash on social

Our social media channels were a great way to publicise #HAF2021, encourage sign-ups to our camps and generally share news of the great work being done by our Active Health coaches and external partners.

Promotional material included a special launch video featuring England and Manchester United football star Marcus Rashford, whose passion for helping disadvantaged children has garnered national recognition.

Our social media posts made some **70,000 impressions** and more than **3,100 engagements** for a pretty impressive engagement rate of 4.4%. Our Facebook and Twitter channels will continue to be used to promote our future activity camps.



#HAF2021 Summer Activity Programme

An eye-opener for passionate providers...

Our #HAF2021 Summer Activity Programme was delivered thanks to a combination of the Council's own communities and leisure staff alongside a host of excellent external providers who share our passion about making a real difference to the lives of young people across the borough - especially those from less privileged backgrounds who may otherwise be denied access to sporting activities or even a hot meal. Together, they saw first hand the positive impact of #HAF2021 had on local children...

"We were asked to take part in the HAF programme during this summer holidays for four weeks. This was a great experience that we enjoyed every minute of. We got to meet children that would never have been given the opportunity to learn martial arts without the programme.

The kids loved the courses so much that some who were only supposed to be coming as a one-off ended up booking on and attending the majority of the course.

The programme was definitely an eye-opener to us of how local these children are to us who, without the programme, wouldn't have had a full meal that day.

I hope the HAF program continues in the future as I think it would be a massive let down to children in all areas of the country if this opportunity was to stop.

Thanks for asking us to be involved. It was a pleasure and we look forward to continuing to provide these sessions."

- BoxClever



"The summer camps meant that children who came from families with financial constraints were able to access a daily meal, but most importantly gain the social interactions to be able to play, exercise, be creative, be outdoors and make friendships within their own communities that many have missed out on - especially over the past 18 months.

It also allowed parents to re-connect socially and, with our service in particular, build up small, local networks to enable them to have support locally and improve general mental health and wellbeing of families.

The services were inclusive and meant that local children were not missing out on activities or sessions that their families would have not been able to afford on a private basis.

These kind of support services and activity camps are absolutely invaluable to so many families and offer a lifeline to many and a positive experience to children to be able to enjoy and interact with each other as well as building creative skills and confidence."

- Sophie Wilding, Chair/
Director at CNOS

"The opportunity for children to attend these sessions was brilliant, the variety of options with different sessions and locations on the huge timetable was amazing and something we should be proud to have been able to assist in offering. Our most popular sessions were the morning swims. It's brought more regular faces to the centres with mums also joining in and having a swim with their children."

- Sarah Hunter, Duty Manager,
Bamber Bridge Leisure Centre

DELIVERY PARTNERS & ACTIVITIES

Alice Smith (Muay Thai & multi-Sports)

Andrea Andrews (Arts, crafts, dance, drama, sports games)

Boxclever (Kickboxing, fitness & games)

Lancashire Youth Challenge (Fitness bootcamp & film making workshop)

Dean Coady (Street safety)

Paul Morris (Boxing, nature trails, arts & crafts, games)

Sale Sharks (rugby)

SRBC Active Health (Athletics, badminton, basketball, cricket, climbing, football, handball, rounders, rugby, table tennis, tennis, tri-golf, Xplorer, yoga, active travel, crafts, dance, mindfulness, inflatables & other games)

SRBC Leisure Centres (Group fitness, football, swimming, tennis, multi-sports)

#HAF2021 Summer Activity Programme



An opportunity to develop skills and experience

#HAF2021 saw a number of casual staff employed to deliver our camps and activities alongside our Active Health team and external providers, meaning the programme was also a major opportunity for students and other young people to develop skills and gain valuable experience that can help them in their future careers.

Here are testimonials from three such young people, who all enjoyed playing their part in the delivery of this summer's schedule...

"I worked as an assistant coach on the health and fitness sessions during the summer holiday. I enjoyed helping to run the sessions with the children and young people, especially the cricket and football sessions.

I have now begun a college course studying for a BTEC in football coaching and development and am grateful for the opportunity I had over the summer to develop my coaching skills. The training opportunity and induction which we had was great also. Thank you.

- Ethan Hunter



"During my time with HAF I supported sports sessions such as cricket, dodgeball, basketball and archery and also free play sessions and craft sessions. I enjoyed working in the different settings, of parks and schools, and experiencing how delivery differed in each of them.

I noticed many of the younger children needed support to eat their lunch, such as explaining what the food was, and how they would often only eat very small amounts but would eat some more with encouragement. I did notice how many of them were keen to eat the fruit.

I enjoyed all aspects of the sessions. Colleagues were all supportive and welcoming to work with. The activities were fun to take part in and simply talking to the children was enjoyable. The most challenging part could be the noise in inside school sessions!

Working at HAF in South Ribble has reminded me that I like working with children in active environments."

- Jacque Evans

"I worked at parks in Bamber Bridge, Lostock Hall and Leyland. I helped out with various sports including archery, the climbing wall, football, cycling and cricket, and worked with all age groups. I thoroughly enjoyed my time with the HAF programme and found all the coaches to be friendly and supportive.

I really enjoyed working with the 9-10 year olds the best as they fully interacted with us and got the most out of all the sports. Although I think I had the most impact with the smallest of children and made a 'best friend' whilst entertaining them in the rain at Lostock Hall with a cone and a tennis ball.

As I am doing A Level PE, the scheme has given me experience of a role that is available working with sports. Thanks for giving me chance to work with you all this summer, would love to return to next year."

- Harry Battersby



#HAF2021 Summer Activity Programme



Kicking on...

#HAF2021 will return with more camps in the run-up to Christmas. From 20-23 December, our Active Health team will be delivering a range of activities including: Christmas parties, winter inflatable fun days at South Ribble Tennis Centre, swimming sessions, gymnastics, boxing and kickboxing camps, tennis, football, group fitness & gym workouts plus arts, crafts, dance & drama.

We once again look forward to the chance to make a real difference to families across South Ribble.



Leaving a lasting legacy

While the **#HAF2021 summer activity programme** may have only taken place over the course of five weeks, the legacy it has left behind will be felt for much longer. Here are just some of the lasting benefits of our engagement with families and providers across South Ribble:

Increased levels of fitness and activity among local children, resulting in better physical health.

Improved confidence levels in parents. New families engaging in community group activity.

New volunteers joining community groups and taking an interest in helping our community.

Increased levels of interest in wider activities (for instance: adult learn to bike ride programmes, leisure centres, boxing clubs).

Experience and employability skills of casual coaching staff developed.

#HAF2021 supported the charitable status bid of at least one local voluntary group.

Important income generated for local community groups.

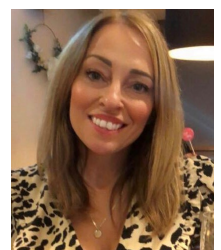
Provided networking opportunities with StreetGames – groups benefitted from training.

Local supplier used for catering provision, resulting in additional staff being recruited to deliver #HAF2021.



'It has been my absolute privilege to be involved in such an exciting and enriching community project. Summer 2021 was our first rollout of the Holiday Activities and Food camps and they were a huge success. This is due to such a great team behind the scenes and the brilliant links we have with local providers and communities. Everyone within South Ribble have been really supportive and welcoming and I'm excited to continue working on this fantastic project after it was recently announced that it is set to continue in 2022.'

- Janelle Brooks, HAF Co-ordinator for South Ribble.



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Appendix B – HAF Programme 2021 feedback from parents and carers

Dear South Ribble Borough Council,

I would like to extend my thanks to the fantastic team who run the summer sports events at Bamber Bridge Leisure Centre.

We were pleasantly surprised to visit the neighbouring park on a day that your team were there! They were quick to encourage my children over to take part in the fantastic range of activities they had set up.

There was something for everyone - the climbing wall being the firm favourite with my two boys!

They were kept busy with cricket, cycling around the track and archery.

The sessions were incredibly well run, and I couldn't believe it when they said lunch was provided too. With the summer holidays being so expensive, this was a treat for the boys and me (saving me preparing a meal).

The quality of food was impressive with a good variety of healthy snacks - only crumbs left at the end which is something with my two!

It was so nice that they were able to enjoy the outdoors - not wanting to rush home to their iPads - and enjoy sports for free.

I am really grateful for you arranging the sessions and can't wait for more in the future.

Please pass on my thanks to the team who really worked hard to make it a fantastic session for all to enjoy.

I just want to say what an amazing time my children have at lots of the free events over the summer it really helped to keep them all active and they loved trying new things, the team who helped were so friendly, enthusiastic and made sure that all the children were included which was lovely to see! Not to mention the amazing food you provided the lunchboxes were fantastic and nutritious. I feel this has benefited a lot of families over the summer and I hope that if you can you will provide this service again next summer thanks again for all your hard work and making children happy content and active after a very difficult 18 months

The HAF camps made a huge impact on my family. I'm a single parent that works from home and was really dreading finding the time to keep my son entertained while still working. The guilt of working while your children are off is immense, but thanks to these camps I could work while my son still did activities and had lots of fun! Thank you so much for organising these camps.

Yours sincerely, A single mum who still has her head on her shoulders thanks to you!

My son thoroughly enjoyed himself, it was something different to try through summer and the coaches were amazing! Hope it's done again next year...

We would just like to say a massive thank you to South Ribble Council. Our 8yr old daughter attended the Tennis Summer Camp & loved every minute of it. She made new friends & loved the tennis games the coaches put together. As soon as we picked her up she was asking when can she go again. It was a great help towards keeping an active 8yr old busy during the summer term. The coaching staff were excellent at teaching the children the correct technique while also keeping them engaged. 10/10 from us 🙌.

My Children loved the summer camps. They were a great opportunity to try new activities, make new friends and have fun together. They really helped me as entertainment during the holidays can be very expensive to low income families and these clubs meant the children didn't miss out on things they have not have been able to access otherwise. They particularly enjoyed the boxing at Vernon's boxing club and felt very welcomed by the staff there.

I just wanted to say how invaluable these tennis camps have been for us- Seb has got so much out of the sessions, I feel his confidence & overall happiness have been expanded due to taking part! And obviously they have helped him to improve his tennis skills also! They've also enabled Lydia & I to have some lovely 1:1 time whilst Seb has been occupied. Summer holidays are a financial strain for every parent I think.... we couldn't even consider a paid holiday camp. We also had every confidence that he was well looked after at the camps run at the tennis centre and was given enough to do that he didn't get bored! A mega hit with us!

My son had fun, learning a new sport that he's never played.

Our Foster Daughter aged 11 really enjoyed the three clubs she attended . All the staff were very helpful and she enjoyed making new friends and learning new skills. Thank you to all involved.

My son really enjoyed the kick boxing summer camp, so much so that he has now joined the club and goes weekly. The club broke up the holidays for him and gave him a new experience, the club was very friendly and the food provided was generous, would recommend the holiday programme for parents and their kids

I had three children that attended regularly with the camps - they thoroughly enjoyed them! And was really helpful for me to give them something to do and that doesn't cost! They have been absolutely brilliant over the summer! Thank so much for providing a brilliant service for them

My family do not receive FSM, however turned up a few times on the off chance that they could join in. The activities provided were very well organised and lots of fun, all the staff were really friendly! The lunch boxes provided were better than I ever would have imagined! I'm sure the children in need would have really appreciated that meal!

Emmanuel really enjoyed it and it was really good for him and myself he made some new friends and he hopes it will be back again soon

My children enjoy coming to the HAF scheme they were made to feel welcome they enjoyed all the activities not only did it give them something to do during the holidays it also encouraged the confidence dramatically. Very happy with this scheme hope we will be able to go again next time it's on

I just wanted to say as a mother of numerous children all different ages, sexes and abilities how fabulous the camps are. I have 2 special needs children and school holidays are very hard to manage at times, especially as I'm on a very low income. I can honestly say the camps have made a massive difference to me and my children, we have been able to form a good routine and the children are having a decent meal at lunch time and I'm not having to worry about finding the money for the children to have something to do as usually it would cost a lot for these kind of activities and that's not something I can personally afford. The team have all been absolutely amazing with my children and accept my children as they are unlike some places. Without Summer camp I don't think the holiday would have run quite as smoothly and we wouldn't be coping as well as we are. I'm very grateful to each and every one of you for the smiles you have put on my kids faces

Hi- the sessions we attended were great and the kids loved them, varied locations helped us plan what they wanted to get involved with. All the staff were brilliant, well informed and helpful. I only found out about the sessions later in the holidays which is a shame but thanks for arranging them, you made summer holidays a lot more enjoyable.

James thoroughly enjoyed his time at the HAF camp. He would've gone everyday if we didn't have other things planned throughout the half term. We would definitely use this facility again. It's a fantastic thing to do for the young people.

My daughter absolutely loved going here in the summer holidays, she came home telling me all the fun activities she had done, and the staff was amazing, a massive thank you to all 😊

My children absolutely loved the camps and it made them more confident to meet new people and to try new things that I wouldn't be able to afford to send them to the clubs normally. The staff were amazing with the children and the food was a god send as it meant I didn't have to worry they were not getting enough food on our budget. It also helped me as it kept me mentally sane as a parent of special needs children 6 weeks is a very very long time these camps broke up that time so thankyou South Ribble x

I wanted to express my thanks for the summer camp activities. My niece, Macey, thoroughly enjoyed it, she experienced activities through the summer camps that she hadn't done before, she especially enjoyed the Kickboxing camp. She gained confidence over the summer trying new things and making new friends.

Thankyou once again from Myself & Macey.

The clubs run over the summer have been fantastic especially the ones at Kingsfold and Vernons all 3 of my children (boys 5&14 and girl 15) have taken part in the sporting activities and it has had a really community feel about them with the older children helping the younger ones. My older two have also been able to access the gym and swimming at priory leisure Centre which they have also enjoyed. I hope South Ribble will be able to do more holiday camps like this for all children during the holidays as it has allowed my children and others to access free fun activities that otherwise I would not be able to afford due to me currently being off work due to a back injury.

My sons attended several of the HAF summer activities. Their age group (12-14) is particularly difficult to find activities for during the holidays when parents work full time. They really enjoyed the swimming and multi sports session. Knowing they had a fun activity to keep them safely occupied for a few hours, which also had the bonus of being funded and included a meal was so appreciated by us. Many thanks to all that made it happen.

We thought the HAF camps were a fabulous idea. My children made new friends, experienced fun activities, some of which they want to take up as an after-school hobby. Swimming also gave my eldest son a confidence boost. I was happy that my children weren't bored and roaming the streets. I knew where they were and that they were safe! We hope that the camps continue in the future.

My son and daughter both enjoyed the haf activities they liked meeting new people and getting to use the gym equipment and swimming frequently throughout the holidays. It helped us as a family receiving extra help with the meals being provided when they attended.

I am really grateful for HAF clubs for my child to attend. The choices all varied so different things to try they might not have done before and along the way making new friends. Locations where also good not too far to get to if you don't drive. Thanks

The HAF camp at Penwortham boxing club was amazingly well received with my nephew, so much so he's decided to take it up as a hobby! I want to say thank you to the organisers, it was very well run and thought out.

My Son loved the camps he attended at Withy Grove Park, he really enjoyed the Climbing Wall, Archery and he even ended up being able to ride a bike now without his stabilisers on after trying the bicycle course that he had a few goes on. All the organisers were really nice and helpful. My daughter also went to a few fitness sessions at the leisure centre at Bamber Bridge and she found them enjoyable and the coach was kind and encouraging.

My son enjoyed every session he attended and was good for him to find something he enjoys which is hard with teenagers. Thank you for putting this on.

My son gained so much from the HAF tennis camps, he got some much-needed exercise, met new friends & had something to look forward to every week of the summer holidays. The 4 hour slots each day are just right too, he got a lot out of each session, but wasn't overtired by the end! We would be delighted to see this initiative return. Thank you!

My son, Luca, attended the program at Penwortham Leisure Centre.

- 1: The staff were excellent.
- 2: The HAF provided fitness and activities for my son and also, it enabled him to meet up with friends from school in a safe place.
3. He looked forward to each session.

I would like to thank South Ribble for the HAF camps in the summer holidays . It has been brilliant, our Foster Child has loved it . She made lots of friends and it was great to have things planned , try new sports and for her to look forward to .Also a routine for her each week which has helped as she struggles not having a routine in the holidays . I hope this continues next year .

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Appendix C – HAF Programme 2021 feedback from providers

I worked as an assistant coach on the health and fitness sessions during the summer holiday. I enjoyed helping to run the sessions with the children and young people, especially the cricket and football sessions. I have now begun a college course studying for a BTEC in football coaching and development and am grateful for the opportunity I had over the summer to develop my coaching skills. The training opportunity and induction which we had was great also.

Thank you, Ethan

I worked at parks in Bamber Bridge, Lostock Hall and Leyland. I helped out with various sports including archery, the climbing wall, football, cycling and, cricket, and, worked with all age groups. I thoroughly enjoyed my time with the HAF programme and found all the coaches to be friendly and supportive. I really enjoyed working with the 9/10 year olds the best as they fully interacted with us and got the most out of all the sports. Although, I think I had the most impact with the smallest of children and made a 'best friend' whilst entertaining them in the rain at Lostock Hall with a cone and a tennis ball.

As I am doing A Level PE the scheme has given me experience of a role that is available working with sports.

Thanks for giving me chance to work with you all this summer, would love to return to next year.

Many thanks,

Harry

During my time with HAF I supported sports sessions such as cricket, dodgeball, basketball and archery and also free play sessions and craft sessions. I enjoyed working in the different settings, of parks and schools, and experiencing how delivery differed in each of them.

I noticed many of the younger children needed support to eat their lunch, such as explaining what the food was, and how they would often only eat very small amounts but would eat some more with encouragement. I did notice how many of them were keen to eat the fruit.

I enjoyed all aspects of the sessions. Colleagues were all supportive and welcoming to work with. The activities were fun to take part in and simply talking to the children was enjoyable. The most challenging part could be the noise in inside school sessions!

Working at HAF in South Ribble has reminded me that I like working with children in active environments

Jacque

The opportunity for children to attend these sessions was brilliant, the variety of options with different sessions and locations on the huge timetable was amazing and something we should be proud to have been able to assist in offering. Our most popular sessions were the morning swims. It's brought more regular faces to the centres with Mums also joining in and having a swim with their children.

Bamber Bridge Leisure Centre

We were extremely pleased to be contacted in regard to providing food for the participants in the Summer Camps across South Ribble. This work was particularly welcome as we like many businesses recover from the effects of the pandemic. It provided a much-needed boost to our sales helping us deal with our outstanding liabilities and providing extra work for my employees who had recently returned from furlough.

Once again thank you for considering us and giving us the opportunity to work with South Ribble.

Halls Catering

The Summer camps meant that children that came from families with financial constraints were able to access a daily meal, but most importantly gain the social interactions to be able to play, exercise, be creative, be outdoors and make friendships within their own communities that many have missed out on especially the past 18mths. It also allowed parents to re-connect socially and with our service in particular build up small, local networks to enable them to have support locally and improve general mental health and well being of families. The services were inclusive and meant that local children were not missing out on activities or sessions that their families would have not been able to afford on a private basis. These kind of support services and activity camps are absolutely invaluable to so many families and offer a lifeline to many and a positive experience to children to be able to enjoy and interact with each other as well as building creative skills and confidence.

CNOS

We were asked to take part in the HAF program during this summer holidays for 4 weeks, This was a great experience that we enjoyed every minute off. We got to meet children that would never have been given the opportunity to learn martial arts without the program, the kids loved the courses so much some that were only supposed to be coming as a one off ended up booking on and attending the majority of the course. The Program was Definity an eye opener to us of how local these children are to us who without the program wouldn't have had a full meal that day. I hope the HAF program continues in the future as I think it would be a massive let down to children in all areas of the country if this opportunity was to stop.

Thanks for asking us to be involved it was a pleasure and we look forward to continuing to provide these sessions.

BoxClever

The HAF programme is a fantastic scheme that The Base have been delighted to be able to deliver in partnership with SRBC. School holidays can be a huge burden on families and being able to provide activities and food for children and young people throughout the holidays helps relieve the pressure as well as giving us the opportunity to continue our wrap around support for the families in our community.

The Base Community Centre

Report of	Meeting	Date
Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance, Property and Assets))	Scrutiny Budget and Performance Panel Cabinet	21 st March 2022 23 rd March 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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2021/22 Corporate Revenue Budget Monitoring Report and Reserves – position as at 31st January 2022

Purpose of the Report

1. This report sets out the revenue and reserves forecast for the council as at 31st January 2022.

Recommendations to the Scrutiny Budget and Performance Panel

2. The Panel is asked to comment and make any recommendations to Cabinet.

Recommendations to Cabinet

3. Note the forecast position for revenue and reserves as at 31st January 2022.
4. Note the virements to the revenue budget made during the period, as detailed in **Appendix 2** of the report.
5. To approve the creation of reserves from the forecast in-year underspend and the reallocation of existing reserves as follows:
 - Use of in year underspends for:
 - £30k to create a reserve to support communities in celebrating the Queen's Jubilee
 - £200k to create a reserve for business support, advice and grants to support economic recovery
 - £200k to create a reserve targeting fly-tipping and environmental improvements

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- £200k to create a reserve to support the creation of Apprentice, Graduate, and Trainee posts across the council
 - £200 to create a reserve to support the community hub Boost Fund, to support them in making a real impact in the community
 - £200k to create a reserve to provide support for sports clubs & community organisations
6. To approve the remaining forecast underspend of £392k to be allocated to a Covid reserve for future projects.

Executive summary

7. Based on the financial position and latest information as at 31st January 2022, there is a forecast underspend against the budget for 2021/22 of £1.422m as detailed in **Appendix 1**. Following the allocation to the reserves detailed above, the revised forecast underspend to be moved to general reserves would be nil.
8. The council's Medium-Term Financial Strategy reported that working balances were to be maintained at a minimum of £4.0m due to the general financial risks facing the council. Based on point 5 above, the forecast level of general fund balances as at 31st March 2022 is £4.533m.

Reasons for Recommendations

9. To ensure the Council's budgetary targets are achieved.

Alternative Options Considered and Rejected

10. None

Corporate priorities

11. The report relates to the following corporate priorities:

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

Background to the report

12. The current net revenue budget for 2021/22 is £14.480m, which includes a savings target comprising of £150k in respect of staffing turnover and £40k from the expansion of Shared Services.
13. **Appendix 3** provides further information about the specific earmarked reserves and provisions available for use throughout 2021/22.

Section A: Current Forecast Position – Revenue

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14. The forecast expenditure based on the position as at 31st January 2022 is £12.984m against the council's budgets of £14.480m. Details of the forecast revenue outturn position are shown in **Appendix 1** and the movement and balances on reserves are outlined in **Appendix 3**. The main variances, by directorate, are detailed below.
15. The staffing budgets were set with no assumed percentage increase for a pay award but with a £250 increase for salaries below £25k, in line with the Government announcement at the time. Since then, negotiations have been ongoing between the National Joint Council trades unions and the National Employers, and a final offer of a 1.75% increase has been offered to the unions. The staffing forecasts have been updated to reflect this although it must be noted that the offer has not yet been accepted. The impact is an increase in staffing costs of around £142k for the current year.

Variations from Budget

Directorate	Budget £'000	Forecast at 31 st Jan 22 £'000	Variance (Under)/Overspend £'000
Commercial & Property	1,750	1,622	(128)
Communities	1,690	1,529	(161)
Customer & Digital	6,217	5,990	(227)
Governance	1,796	1,763	(33)
Planning & Development	582	343	(240)
Policy	1,881	1,933	53
Budgets Not In Directorates	564	947	383
Covid-19	-	(1,143)	(1,143)
Total Expenditure	14,480	12,984	(1,496)
Funding	Budget £'000	Forecast at 31 st Jan 22 £'000	Variance (Under)/Overspend £'000
Council Tax	(8,599)	(8,599)	-
Lower Tier Support Grant	(100)	(100)	-
New Homes Bonus	(363)	(363)	-
Reserves	(124)	(50)	74
Retained Business Rates	(3,829)	(3,829)	-
Section 31 Government Grants	(1,465)	(1,465)	-
Total Funding	(14,480)	(14,406)	74

16. Commercial and Property – underspend of £128k

- The forecast is based on a reduced income of £94k from across investment properties, the market and the business and conference centre.
- Additional staffing costs of £79k have been included in the projections, in respect of support required in the facilities and estates teams.
- Leisure Services is forecast to underspend by £286k against budget – the budget was set based on council provision of leisure services throughout 2021/22 however the service was transferred to South Ribble Leisure Ltd (a wholly owned subsidiary of the council) on 1st September 2021. The reported underspend therefore reflects the transfer, with actual income and expenditure included for just 5 months of the year,

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along with an unbudgeted receipt of £106k in respect of furlough funding for the period 1st April to 31st August 2021.

17. Communities – underspend of £161k

- The Community Involvement budget is forecasting an underspend of £82k due to staffing vacancies
- The Homelessness budget is now forecast to be spent in full in line with the identified spending plans.
- The Housing Support budget is forecast to underspend due to an increase in the projected level of the admin charge for Disabled Facilities Grants, which is charged to capital expenditure; it is expected that this will be £50k higher than the budget which was set based on an ongoing impact from Covid.

18. Customer and Digital – underspend of £227k

- £306k forecast underspend in respect of savings on staffing costs, due to vacant posts in Customer Services, Revenues and Benefits and ICT services, pending the implementation of the Shared Services review. Also staffing underspends in the Parks & Neighbourhood teams due to the time in recruiting to a number of positions and the vacant Neighbourhood manager's post. These are offset to some extent by additional external staffing costs of £63k for Customer Services, Revenues and Benefits and Waste management
- Unexpected New Burdens grant income received of £62k that had not been budgeted for.
- The Parks & Neighbourhood budget has an overspend of £61k against it on materials, external contractors and miscellaneous expenses.
- Transport has an overspend of £41k in respect of fuel and tools/supplies and a reduction in parking income of £79k, which is partly offset by surplus vehicle maintenance income of £80k.
- Waste Management has an overspend of £37k primarily due to increase in contract cost.

19. Governance – underspend of £33k

20. The underspend relates mainly due to underspends on staffing costs and Member allowances, offset by an increase in the costs of Agency staff in the Legal team.

21. Planning and Development – underspend of £240k

- Planning fee income is forecast to be in surplus by £106k against the budget. There are also staffing vacancies resulting in further underspends of £43k.
- The apprentices and Investment and Skills service has a combined underspend of £62k due to vacancies.
- Licencing has a forecast underspend on staffing cost of £40k due to vacant posts, however this is offset by the reduced licencing income of £11k.

22. Policy – overspend of £53k

- £42k overspend relates to external Audit fees for 21/22 and for previous years.
- There is an overspend on staffing costs within Museums of £26k relating to the new staffing structure which will be offset by income in 22/23.

23. Budgets Not In Directorates – overspend of £383k

- As noted in previous reports, additional pension contributions of £353k will be required in the year to address the understated level of pension contributions paid in advance for the three years to 2022/23 to the Lancashire Pension Fund in April 2020. This has resulted in an in-year overspend of £232k.

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- The original revenue budget included a savings targets of £150k for staff turnover and £40k for expanding shared services. The full savings of £150k have already been achieved and these have been deducted from directorate staffing budgets; £75k to Communities and £75k to Customer and Digital. Due to the time taken for the implementation of the ICT and Customer Services reviews, there has been some slippage in the delivery of the £40k savings target for Shared Services. However, given that these reviews are now almost concluded, the savings will be achieved and have been allocated in full as part of the budget setting process for 2022/23; in 2021/22 the shortfall will be covered by in year underspends.
- Parish precepts are £44k higher than budget due to the fact that their value was not available when the budget was set.
- Net Interest Receivable/Payable is forecast to be £67k overspent for 2021/22.

24. Covid-19 - reallocation of £1,143k

- The forecast re-allocation of costs incurred by the council in its response to Covid, and of the funding received, reflects £80k of additional income that is anticipated from the government's Covid-19 Fees & Charges Compensation Scheme to offset income losses incurred by the Council in the first quarter of 2021/22.
- £681k of unringfenced Covid grants relating to the administration of the business grants, test and trace allocations and other Covid funding has now been released into the revenue budget following a refinement and confirmation of the likely costs of Covid through to the year end.
- £206k additional income was included in the revenue budget at Quarter 2 from the Covid-19 Contain Outbreak Management Fund (COMF) to contribute to the costs incurred across the council's services, mainly in staffing, in working on the Covid response. This has been increased at Q3 to reflect a further £176k of expenditure within Council budgets that are applicable to the COMF Funding.
- As previously reported, the Council has received £1.349m of COMF funding. The funding came with detailed guidance and eligibility criteria for expenditure. The plans for expenditure of the grant had to be shared with, and agreed by, the Director of Public Health (this approval has now been secured). It has now been confirmed that any of the funding that has not been spent by 31st March 2022 may be carried forward into 2022/23; the expectation is that the Council will have spent the majority of this funding in 2021/22. A breakdown of the proposed COMF spend is included in Appendix 5, which details that the proposed expenditure exceeds the funding received by £100k; a request has been made to the Director of Public Health to secure additional financial support to meet these proposals.

25. Funding – £74k Overspend

26. The budgeted use of reserves for Youth Support and Homelessness are no longer required.

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Section B: General Fund Resources and Balances

27. With regard to working balances, and as detailed in **Appendix 3**, the Council holds a £4.1m General Fund balance to manage budget risks not covered by earmarked reserves or provisions. The forecast outturn for 2021/22 shows a projected General Fund closing balance of £4.533m as detailed below.

Summary of Movement in General Reserves	£m
General Fund Reserves as at 1 st April 2021	(4.141)
Forecast revenue budget (surplus) / deficit	(1.422)
Forecast movement to other reserves as detailed in point 4 and 5	1.422
Forecast General Reserve Closing Balance 2021/22	(4.141)

28. **Appendix 3** provides further information about the specific earmarked reserves and provisions available for use throughout 2021/22.

29. Taking account of the adjustments highlighted in **Appendix 3**, the forecasted level of Earmarked reserves held for discretionary use by the Council at 31st March 2022 is £13.957m compared to a balance of £23.007m at 31st March 2022.

Summary of Movement in Earmarked Reserves	£m
Earmarked Reserves as at 1 st April 2021	(23.007)
Use of revenue reserves for capital financing	3.889
Release of S31 grant received in 2020/21 (and held in reserves) in respect of Business Rates reliefs stipulated by the government during – this offsets the resulting deficit brought forward on the Collection Fund	4.890
Movements to Reserves as detailed in point 4 and 5	(1.422)
Forecast use/increase of other earmarked reserves	1.302
Forecast Earmarked Reserves Closing Balance 2021/22	(14.349)

30. Amounts within the forecast use of 'other earmarked reserves' include;

- £186k from the leisure reserve in relation to one-off costs involved in bringing leisure services in-house from 1st April 2021 and transferring to a local authority trading company
- £242k from the Section 106 reserve relating to a specific section 106 agreement that requires the receipt to be paid over to City Deal.

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- £236k from the business rates retention reserve to address the additional pension contributions required in relation to 2020/21.
- £84k to fund costs associated with the local plan.
- £150k from the business grants reserve to contribute to the wider programme of support to businesses, using Covid Additional Restrictions Grant funding.
- £113k of funding carried forward to be used for stock condition surveys for the Councils properties.
- The remainder of the movements are various, smaller adjustments related to revenue spending.

Climate change and air quality

31. 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

32. None

Risk

33. N/A

Comments of the Statutory Finance Officer

34. The financial implications are contained within this report.

Comments of the Monitoring Officer

35. None

Background documents

36. There are no background papers to this report.

Appendices

Appendix 1 – Revenue 2021/22 - position as at 31st January 2022

Appendix 2 – Revenue Budget Movements as at 31st January 2022

Appendix 3 – 2021/22 Reserves Programme position as at 31st January 2022

Appendix 4 – Staffing Vacancies as at 31st January 2022

Appendix 5 – Summary of COMF Spend

Report Author:	Email:	Telephone:	Date:
Neil Halton (Principal Management Accountant), James McNulty (Senior Management Accountant)	neil.halton@southribble.gov.uk, louise.mattinson@southribble.gov.uk, james.mcnulty@southribble.gov.uk,	01772 625625	14/02/22

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Hema Chevli (Senior Management Accountant)			
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APPENDIX 1

Revenue 2021/22 - position as at 31st January 2022

Directorate	Department / Section	Original Budget	Budget at 31st Jan 2022	Forecast Outturn based on position at 31st Jan 2022	Variance (Under) / Overspend
Commercial & Property	Community Centres	12	12	2	(9)
	Departmental Costs	117	117	121	4
	Housing Delivery	(33)	(33)	(25)	8
	Investment Properties	(691)	(691)	(584)	106
	Leisure	1,438	1,438	1,152	(286)
	Projects & Development	216	216	165	(51)
	Property Services	649	691	792	101
Commercial & Property Total		1,708	1,750	1,622	(128)
Communities	Community Involvement	627	582	469	(112)
	Departmental Costs	44	82	50	(32)
	Environmental Health	549	579	625	46
	Homelessness	350	350	351	1
	Housing Support	128	98	34	(64)
Communities Total		1,697	1,690	1,529	(161)
Customer & Digital	Customer Services and Revenue and Benefits	753	678	506	(172)
	Departmental Costs	120	120	70	(51)
	Information Services	1,600	1,638	1,607	(31)
	Parks and Neighbourhoods	2,469	2,398	2,388	(10)
	Transport	336	336	371	35
	Waste Management	1,047	1,047	1,048	2
Customer & Digital Total		6,325	6,217	5,990	(227)
Governance	Civic Services	-	-	4	4
	Democratic Services	785	760	728	(32)
	Departmental Costs	228	272	243	(29)
	Legal	300	284	316	32
	Shared Assurance Services	481	481	472	(8)
Governance Total		1,794	1,796	1,763	(33)
Planning & Development	Building Control	(56)	(0)	1	1
	City Deal	(129)	(129)	(129)	-
	Departmental Costs	112	44	49	5
	Investment and Skills	408	408	314	(94)
	Licensing	4	4	(29)	(33)
	Planning	320	256	137	(119)
Planning & Development Total		659	582	343	(240)
Policy	Communications & Visitor Economy	343	343	364	21
	Corporate	193	193	240	47
	Shared Financial Services	673	671	671	0
	Transformation & Partnerships	674	674	659	(15)
Policy Total		1,883	1,881	1,933	53
Budgets Not In Directorates	Covid-19	-	-	(1,143)	(1,143)
	Debt Repayment	298	298	298	-
	Interest	(118)	(118)	(50)	67

Directorate	Department / Section	Original Budget	Budget at 31st Jan 2022	Forecast Outturn based on position at 31st Jan 2022	Variance (Under) / Overspend
	Parish Precepts	434	434	478	44
	Pensions Costs	(11)	(11)	221	232
	Savings Targets	(190)	(40)	-	40
Budgets Not In Directorates Total		414	564	(197)	(761)
Funding	Council Tax	(8,599)	(8,599)	(8,599)	-
	Lower Tier Support Grant	(100)	(100)	(100)	-
	New Homes Bonus	(363)	(363)	(363)	-
	Reserves	(124)	(124)	(50)	74
	Retained Business Rates	(3,829)	(3,829)	(3,829)	-
	Section 31 Government Grants	(1,465)	(1,465)	(1,465)	-
Funding Total		(14,480)	(14,480)	(14,406)	74
Adjustments	Capital		-	-	-
	Capital Income		-	-	-
Adjustments Total			-	-	-
Grand Total		-	-	(1,422)	(1,422)

APPENDIX 2

Revenue Budget Movements as at 31st January 2022

Directorate	Commercial & Property	Communities	Customer & Digital	Governance	Planning & Development	Policy	Budgets Not In Directorates	Funding	TOTAL
Budget approved by Council 26th Feb 2021	1,708	1,697	6,325	1,794	659	1,883	414	(14,480)	-
Transfers between directorates									
Realignment of staffing budgets	42	68	(33)	3	(77)	(3)			-
									-
									-
Allocation of savings targets									
Staffing turnover		(75)	(75)				150		-
									-
									-
Carry forward of grants and other budgets to 2022/23									
									-
									-
									-
Transfers (to) / from Earmarked reserves									
Defibrillators net expenditure		25							25
Defibrillators contribution from New Burdens reserve		(25)							(25)
									-
Transfers (to) / from General Fund reserves									
									-
									-
									-
Other budget adjustments									
									-
									-
									-
Revised Budget as at 31st January 2022	1,750	1,690	6,217	1,796	582	1,881	564	(14,480)	-

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APPENDIX 3

2021/22 Reserves Programme position as at 31st January 2022

Reserves	Balance at 1st April 2021 £'000	Capital Financing £'000	Forecasted Movements			Forecasted Balance 31st March 2022 £'000
			Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
General Fund Balance	(4,141)		-	-	-	(4,141)
Corporate Reserves						
Borough Investment account	(4,404)	1,823				(2,581)
Brexit Preparation Grant	(36)					(36)
Business rates retention reserve	(3,144)		236	65		(2,843)
Business rates temporary surplus to be repaid	(5,244)			4,890		(354)
Capital Funding Reserve	(1,851)	1,114				(737)
CIL Admin						
City Deal	(1,851)					(1,851)
Climate Emergency	(250)					(250)
Community Wealth Building	(150)					(150)
Covid Commitments Reserve	(654)		550			(104)
Covid Recovery Fund	(675)				(392)	(1,067)
Income Equalisation Reserve	(150)					(150)
Income Investment Reserve	(250)			17		(233)
New Burdens Grant	(99)			19		(80)
Pensions Reserve	-		(236)	236		-
Restructure costs	(200)					(200)
Section 106 Affordable Housing Reserve						
Section 106 Revenue Reserve	(242)			242		-
Shared Services Implementation	(48)					(48)
Towns Fund	(76)			76		-
Queens Jubilee Celebrations					(30)	(30)
Business Support Advice and Grants					(200)	(200)
Grot Spots and Environmental Improvements					(200)	(200)

Reserves	Balance at 1st April 2021 £'000	Capital Financing £'000	Forecasted Movements			Forecasted Balance 31st March 2022 £'000
			Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Apprentice, Graduate and Trainee Posts					(200)	(200)
Community Hub Boost					(200)	(200)
Sports Club and Community Organisations					(200)	(200)
IT Transformation Reserve	(230)	83	(550)		(120)	(816)

Reserves	Balance at 1st April 2021 £'000	Capital Financing £'000	Forecasted Movements			Forecasted Balance 31st March 2022 £'000
			Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Commercial and Property						
Asset Maintenance Reserve	(400)	250				(150)
Extra Care	(50)			50		-
Leisure Reserve	(546)			186		(360)
Leisure Strategy	(15)			15		-
Repairs and Maintenance Fund	(500)	500				-
Stock condition surveys	(113)			113		-
Communities						
Community Hubs Reserve	(109)				(6)	(115)
Energy efficiency	(27)			27		-
Homelessness prevention grants	(144)					(144)
Housing Standards Enforcement	(32)					(32)
Mental Health for Young People	(50)			11		(39)
Sports Development	(297)			18		(280)
Customer and Digital						
Grounds Maintenance	(7)					(7)
IT underspend non-staffing	(88)	83				(5)
Office supplies underspend	(36)	36				-
Governance						
Borough council elections	(160)					(160)
Internal Audit	(14)			14		-
Planning and Development						
Apprentice factory website	(15)					(15)
Business Grants	(150)			150		-
Business Support	(44)					(44)
Economic Development	(20)					(20)
Housing needs survey	(80)				(20)	(100)
Local Plans	(267)			84		(183)

Reserves	Balance at 1st April 2021 £'000	Capital Financing £'000	Forecasted Movements			Forecasted Balance 31st March 2022 £'000
			Movement Between Reserves £'000	Transfers From Reserves £'000	Transfers To Reserves £'000	
Planning Appeals	-					-
Policy						
Communications	(31)					(31)
Credit Union	(149)			66		(83)
Events	(48)			21		(27)
Music Festival	(48)			36		(11)
Performance Reward Grant	(11)					(11)
Policy and Performance	(2)			2		-
Total Earmarked Reserves	(23,007)	3,889	-	6,338	(1,568)	(14,349)
Total Reserves - General and Earmarked	(27,149)	3,889	-	6,338	(1,568)	(18,490)

Posts held pending review

Post Description	Shared Services	Notes
Commercial and Property		
Leisure Partnership Development Manager		Vacant since April 2021 and no immediate plans for recruitment.
Communities		
Assistant Sports Development Officer (0.86 FTE)		A review of staffing across Sports Development is currently taking place. There are various temporary arrangements in place using different allocation grant funding.
Project Co-ordinator (Sports Development 0.4 FTE)		
Wellbeing Development Officer		
Customer and Digital		
Gateway Team Leader	Y	A shared services review of the Gateway team is nearing completion
Gateway Officer	Y	
Benefits Assessor (1.81 FTE)	Y	A shared services review of the Revenues and Benefits team is nearing completion
Visiting Officer	Y	
Revenues Assistant (1.3 FTE)	Y	
Revenues and Benefits Officer	Y	
Clerical Assistant	Y	
Technical Support Analyst	Y	A shared services review of IT is nearing completion
Senior Network Support Analyst	Y	
LLPG Officer	Y	
Security Support Officer	Y	
Senior Assistant	Y	

Notes:

FTE stands for Full Time Equivalent and is used for part-time posts to show a comparison against a full-time post.

Posts where the post-holder has been seconded to a Covid-specific role

Post Description	Shared Services	Notes
Communities		Some of these posts may be filled temporarily until the post holder returns.
Senior Community Involvement Officer		
Customer and Digital		
Gateway Officer (3 FTE)	Y	
Neighbourhood Officer (0.5 FTE)		
Waste Monitoring Officer		
Arborist		

Other Vacancies

Post Description	Shared Services	Notes
Communities		
Community Coach Gymnastics		Current post holder seconded - Post vacant till end of March 22
Project Co-ordinator (0.6 FTE)		Split post 0.6fte & 0.4FTE above - 1 FTE to be appointed – external funding to be secured.
Assistant Director of Housing & Property		Vacant through 2021/22. The budget is funding a shared Environmental Health Manager post and a new Communities Team Leader post.
Environmental Health Technician (0.6 FTE)		Vacant since July 2021
Community Safety Officer		Vacant since September 2021
Customer and Digital		
ICT Team Leader	Y	Vacant since 23/09/21
Assistant Director of Neighbourhoods	Y	Vacant since May 2021
Team Operative (2 FTE)		Vacant since 10/09/21
Governance		
Cleaner (0.68 FTE)		Vacant since 22/12/21 and looking to recruit next month.
Legal Executive	Y	Vacant since 23/01/22 and looking to recruit next financial year
Planning & Development		
Licensing Officer		Vacant since 31/12/21
Apprentice (4 FTE)		These will be recruited to in the next round of apprentices
Business Development Officer		Vacant since April 2021
Strategic Housing Officer		Vacant since May 2021
Policy		
Museum Curator	Y	Vacant since May 2020 but the budget has been used to fund a temporary resource.

Proposed Deployment of COMF Funding

		SOUTH RIBBLE £
Allocation		1.349
Proposals:		
Staffing / Workforce Resilience	Comprises new / additional staff, and also existing staff who have been diverted away from their regular duties to lead on the Councils' response to Covid and outbreak management.	0.421
	Workforce Resilience Project	0.015
Non Staff Spend	For example; PPE, signage, enhanced cleaning regimes, sanitization points, improving air circulation	0.200
IT / Digital Inclusion	<p>Corporate IT developments to enable residents to interact digitally and staff to work remotely - avoiding unnecessary travel / contact. Also improving accessibility and information for hard to reach / vulnerable groups.</p> <p>- <i>Upgrading LapTops / iPads to facilitate agile / community based working</i></p> <p>- <i>Dual screens for homeworkers</i></p> <p>- <i>Network upgrades to support secure agile / community based working</i></p> <p>- <i>Application upgrades to promote online / self service e.g. webchat</i></p>	0.200
Community Based Activity	Employability Support Project	0.015
	Digital & Skills Support Project	0.015
	Engagement & Analysis - Residents	0.012
	Post-Covid Survey	
	Housing Solutions Support	0.050

	Grants to Community based organisations - building resilience and capacity in the Community and aiding Covid recovery; Includes grants for local sports clubs to ensure inclusive access to Covid secure facilities and promoting healthy lifestyles	0.100
Public Health Activity	Food Safety - Backlog Recovery	0.007
	Environmental Protection - Backlog Recovery	0.017
	Ensuring Refuse Collection is maintained throughout the pandemic	0.012
	Enhanced Pest Control Service / backlog recovery	0.080
Partnership Working	Commissioning of services from 3rd / Voluntary sector providing support to community throughout pandemic (21/22)	0.080
	Covid Vulnerable Support Project 2021/22	0.080
	Covid Vulnerable Support Project 2022/23	0.045
Healthy Lifestyles / Addressing Health Inequalities	Support to Council owned Leisure Companies in Chorley and South Ribble – making premises more Covid secure. Ensuring inclusive access to Leisure services promoting healthier lifestyles for residents boosting their resistance / resilience and aiding Covid recovery	0.100
Omicron Variant / Business Support	Potential further support to businesses in tackling the emerging Omicron variant - developing safe workspaces etc.	Now covered by new Government Grant
TOTAL PROPOSED SPEND		1.449

BALANCE (OVER COMMITTED)

-0.100



Report of	Meeting	Date
Director of Finance and Section 151 Officer (Introduced by Cabinet Member (Finance, Property and Assets))	Scrutiny Budget and Performance Panel Cabinet	21st March 2022 23 rd March 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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2021/22 Capital Programme and Balance Sheet Monitoring Report – position as at 31st January 2022

Purpose of the Report

1. This report outlines the overall financial position of the Council in respect of the capital programme as at 31st January 2022, highlighting key issues and explaining key variances, and provides an overview of various elements of the Council’s Balance Sheet as at 31st January 2022.

Recommendations to Cabinet

2. To approve the revised capital programme as attached at **Appendix A** which includes approved amendments to the programme, as detailed at point 11 of this report, since the last Capital Monitoring report was approved by Cabinet in November 2021;
3. To note the variations to the programme, (which are detailed, by scheme, at **Appendix B** and referenced within the body of the report);
4. To note the position in the Balance Sheet Monitoring section of the report in respect of cash, investment and loan balances as at 31st December 2021, and debtors as at 31st January 2022.

Reasons for Recommendations

5. To ensure the Council’s Capital Programme is monitored effectively.

Alternative Options Considered and Rejected

6. None

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Corporate priorities

7. The report relates to the following corporate priorities:

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

Background

8. The capital budget for 2021/22 was set at £15.814m in February 2021. It was increased following approval of the outturn in 2020/21 to £21.380m. In the first monitoring report for the year 2021/22, approved at Cabinet in September 2021, the budget was increased to £22.081m. In the last monitoring report, which covered the period to the end of quarter 2 and was approved at Cabinet in November 2021, the budget was reduced to £16.159m.

Section A: Capital Programme

Key Issues

9. The total cost of the Council's capital investment programme for 2021/22 has decreased from £16.159m, as approved by Cabinet in the last monitoring report, to £13.325m at 31st January 2022; this includes the variations approved since the last report, along with those contained within in this report itself. A summary of the total costs of the programme, and the funding of this, is detailed at **Appendix A**.
10. The net variation of £2.933m is detailed by scheme in **Appendix B**. The net variation includes those variations approved since the previous monitoring report and variations in respect of the reprofiling of budgets within the existing programme.
11. Budget variations approved since the previous monitoring report are shown in the table below and have resulted in a decrease of £0.485m in the 2021/22 budget and an increase of £40.640m in the budget for 2022/23.

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Scheme	Increase / (Reduction) 2021/22 £'000	Increase / (Reduction) 2022/23 and future years £'000	Approved by	Date Approved
Good homes, green spaces and healthy places				
Green Infrastructure				
Electric Vehicle Charging Points	106	180	Council	26/01/22
Worden Park				
Shaw Brook weirs and banking		10	Council	23/02/22
Shaw Wood footpaths		17	Council	23/02/22
Worden Park infrastructure and landscaping		150	Council	23/02/22
Other Parks and Open Spaces				
Open Spaces - Mounsey Road		30	Council	23/02/22
Playground - Birch Avenue, Penw		70	Council	26/01/22
Playground - Ryden Avenue		70	Council	23/02/22
Playground - Hutton		95	Council	23/02/22
Playground - Longton		120	Council	23/02/22
Playground - King George V, Penw		90	Council	23/02/22
Playground - New Longton		135	Council	23/02/22
Lighting upgrade to LED - Tardy Gate Playground & 3 other sites		25	Council	23/02/22
Sand/woodchip pit edge replacements - Withy Grove & Gregson Lane Playgrounds		40	Council	23/02/22
Hurst Grange Park - New link path		45	Council	23/02/22
Strawberry Valley Park, Bent Lane Phase 2		40	Council	23/02/22
Hurst Grange Park - new signage		15	Council	23/02/22
Farington Lodges - path improvements and dipping platform		41	Council	23/02/22
Parks - Smaller parks and play areas		200	Council	23/02/22
Sports and Leisure				
Decarbonisation of Leisure Centres		4,769	Council	23/02/22
Housing				
Disabled Facilities Grants		958	Council	23/02/22
A Fair Economy That Works for Everyone				
Towns Fund	(414)	32,519	Council	23/02/22
Thriving Communities				
Vernon Carus Sports Club	90		Cabinet	17/11/21
Leisure Local (transfer to Vernon Carus)	(15)		EMD	10/01/22
An exemplary council				

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IT Mobile Devices, Citrix, CCTV, Software and Cloud-based upgrades	100	870	Council	26/01/22
Totals	(133)	40,488		

12. Slippage and re-profiling of budgets from the programme in 2021/22 to 2022/23 since the previous report totals £2.700m, as detailed on the individual schemes in **Appendix B**. The largest movements are shown in the table below and explanations in the major variations section that follows.

Scheme	Slippage and Reprofiling £'000
Green Link - Penwortham Holme to Howick	(250)
Worden Park - Walled garden pot house, Ice House and fountain	(140)
Hurst Grange Park - Drainage, paths and coach house	(108)
Playgrounds - Moss Side Village Green and Birch Avenue	(200)
Sport Pitch Hub	(800)
Disabled Facilities Grants	(267)
Housing grants - Empty homes and private sector	(87)
Churchyard wall repairs - St Mary's, Penwortham	(86)
IT	(218)
Vehicles and Plant replacement programme	(534)
Other Schemes	(10)
Total	(2,700)

13. As at 31st January 2022 the capital expenditure across the programme was £4.790m, representing 36% of the current, revised projected capital spend for the year. While spend in relation to the overall programme is currently relatively low, several large projects are underway (e.g. Worden Hall, Sport Pitch Hub, Affordable Housing at former McKenzie Arms, Town Deal) and will incur significant spend over the coming two months.
14. Additional capital receipts with a total value of £114k have been received since the last monitoring report. The total value of capital receipts for 2021/22 as at 31st January 2022 is £185k.

Major Variations in the Capital Programme since the previous report

Good Homes, Green Spaces and Healthy Places

15. Green Link Penwortham Holme to Howick – The budget of £250k has been reprofiled to 2022/23. The tender has been completed and permission to award the contract will be sought from Cabinet in March 2022.
16. Electric Vehicle Charging Points – In January 2022 Council approved this new scheme, which is funded by two different grants totalling £264k and a contribution of £21.5k from the Climate Emergency reserve.

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17. Worden Park – Three schemes have been reprofiled to slip the budget from 2021/22 to 2022/23 totalling £140k, in order to match budgets with the expected spending profile. The budgets for three other schemes within this programme have been increased by £177k following approval of the budget report by Council in February 2022.
18. Hurst Grange Park – The remaining budget for drainage works has been reprofiled to 2022/23, along with the £40k budget for path works, to reflect expected spending profiles. £60k of the Coach House budget has also been reprofiled to 2022/23 to allow for finalising works.
19. Playgrounds and Open Spaces – Three schemes have been reprofiled to move the budgets in 2021/22 to 2022/23 to again match budgets with expected spending profiles – Mounsey Road 25k, Moss Side Village Green £125k and Birch Avenue £75k. The budgets for Birch Avenue and Mounsey Road have also been increased to £145k and £80k respectively, as approved by Council in February as part of the budget report. In addition, 12 new schemes have been added to the programme with a total budget of £916k, which were also outlined in the 2021/22 Budget report.
20. Sports Pitch Hub – There have been delays on the scheme due to poor weather conditions. As a result, £800k has been reprofiled into 2022/23 to reflect the revised construction timeline.
21. Decarbonisation – In September 2021 Council approved the creation of a budget equivalent to the value of any successful grant bid. Confirmation of the grant, at a value of £4.969m, has now been received.
22. Disabled Facilities Grants (DFGs) – £267k of the budget for 2021/22 has been reprofiled to 2022/23. The list of approved allocations would utilise all of the grant but it is unlikely that all of the works will be completed before year-end as past experience shows that there are always delays in customers finalising works with contractors or complementary works being carried out by LCC. In addition, the budgets in each of the following 3 years have been increased to £774k to match the grant allocation for 2021/22. The total increase in future years is £958k which comprises £92k in 22/23 (on top of the £267 reprofiled from 21/22), £92k in 23/24 and the full £774k in 24/25 since there was no budget previously included for that year.
23. Housing Grants – The budgets for Empty Properties grants and Private Sector Housing Improvements grants have been reprofiled by £39k and £48k respectively as there has been very little take-up of the grants during the year.

A Fair Economy that works for everyone

24. At the 23rd February Council meeting a paper was approved increasing the capital budget by £32.1m in respect of the Towns Fund programme. This scheme has been broken into component parts in the programme but the split will continue to be reviewed and may be subject to change as the project evolves.

Thriving Communities

25. Churchyard wall repairs at St Mary's, Penwortham – Spending in 2021/22 relates to work in the churchyard; a tender process is underway for the main works to the wall itself, which are expected to be undertaken in 2022/23 and so the remaining budget of £86k has been reprofiled accordingly.

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26. Vernon Carus Sports Club – At Cabinet in November 2021, an increase of £75k was approved covered by £50k of new external funding and £25k from the Council's internal resources. The budget has increased by a further £15k with a transfer from the 'Leisure Local' budget, which was approved via an EMD in January 2022.

An Exemplary Council

27. IT Mobile Devices, Citrix, CCTV, Software and Cloud-based upgrades – This is a new scheme approved at Council in February 2022. The budget has been profiled with £100k of expenditure expected in 2021/22 and the remaining £870k in 2022/23. It is funded by various reserves and from underspends in IT revenue budgets in 2021/22.
28. IT Other Schemes – The budgets for several projects, totalling £121k, have been combined into the general IT budget, taking the total to £183k; all of this has been reprofiled into 2022/23. This is due to a revision in IT requirements for 2022/23. The 'Civic Centre hearing loop' project for £35k has been kept as a separate project and reprofiled into 2022/23.
29. Vehicle Replacement Programme – £534 has been reprofiled to 2022/23 due to delays in the delivery of several vehicles.

Section B: Balance Sheet

Overview

30. Strong balance sheet management assists in the effective use and control over the Council's asset and liabilities. Key assets comprise of the Council's tangible fixed assets, debtors, investments and bank balances. Key liabilities include long and short-term borrowing, creditors and reserves.

Non-current Assets

31. Tangible non-current assets include property, plant and equipment held by the Council for use in the production or supply of goods and services, for rental to others or for administrative purposes. One fifth of all assets are re-valued every year, and annual reviews are undertaken to establish whether any impairment or other adjustments need to be applied. New assets and enhancements to existing assets are managed through the Capital Programme as reported in Appendices A and B.

Borrowing and Investments

32. Long-term borrowing requirements flow from the capital programme. Regular dialogue and meetings take place between the Director of Finance, her staff and the Council's independent Treasury Consultants, Link Treasury Services, and options for optimising treasury management activities are actively reviewed.

Both short and long-term borrowing interest rates were at low levels at the end of the period, having remained stable over the course of the year. Interest rates on investments have remained very low throughout the period. It is projected that debt interest payable will be nil compared to a budget of £83k as the expected borrowing has not been required due to the timing of schemes within the capital programme, and due to positive cash balances. Interest receivable on cash and investments is forecasted to be £50k compared to a budget of £200k due to interest rates being lower than those estimated at budget setting; this is a decrease of £5k compared to the forecast in the last report.

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	Forecast as at 31 st January 2022 £'000	Forecast as at 30 th September 2021 £'000
Interest and Investment Income	(50)	(55)
Debt Interest Payable	0	0
Minimum Revenue Provision (MRP)	298	298
TOTAL	248	243

33. The current borrowing and investment position is as follows;

	As at 31st January 2022 £'000	As at 31st January 2021 £'000
Short term borrowing	Nil	Nil
Long term borrowing	Nil	Nil
Total Borrowing	Nil	Nil
Investments made by the Council	49,000	42,000
Cash Balance	18,656	19,424

Debtors

34. The council has a corporate debt policy, as well as other specific policies for the management of debt in the key areas of council tax, business rates, and housing benefit overpayments. The table below summarises the collection performance of the various debts, and the total outstanding debt in the respective areas at 31st December 2021. The figures for the same point in time in the last financial year are not available and so for the purposes of comparison, the corresponding level of debt at 31st March 2021 is shown.

	Position as at 31st December 2021 £'000	Position as at 31 st March 2021 £'000
Council Tax		
Expected Council Tax 21/22	73,958	69,675
Current year balance outstanding	8,850	2,149
Previous years balance outstanding	4,475	3,266
Total Council Tax balance outstanding	13,325	5,415
Collection Rates	84.40%	96.80%
Business Rates		
Expected Business Rates 21/22	34,174	24,821
Current year balance outstanding	6,746	1,285
Previous year balance outstanding	1,325	744
Total Business Rates balance outstanding	8,071	2,030
Collection Rates	76.79%	95.02%
Housing Benefit		
Overpayment balances outstanding	872	976
Sundry Debtors	31st January 2022	30th Sept 2021
Balance outstanding	1,191	1,133

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35. Business Rates collection can fluctuate month on month but collection is currently broadly in line with expectations. Expected Business Rates for 2021/22 are much higher compared to those for last year due to the Covid reliefs that were applied in 2020/21 which are no longer applicable in 2021/22.
36. For debts relating to Housing Benefit and Sundry Debtors, in line with accounting standards and practice, the Council holds a provision for bad debt.
37. In respect of the figures above, the Council's share represents 11.6% of Council Tax income..

Climate change and air quality

38. 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

39. None

Risk

40. Any risks are addressed in the body of the report.

Comments of the Statutory Finance Officer

41. The financial implications are contained within this report.

Comments of the Monitoring Officer

42. There are no concerns with this report from a Monitoring Officer perspective.

Background documents

43. The information contained within the report is in line with the Capital Strategy and the Three Year Budget Forecast within the Medium Term Financial Strategy 2022-25, as approved by Council in February 2022.

Appendices

Appendix A – 2021/22 Capital Programme

Appendix B – 2021/22 Capital Programme Scheme Variations

Report Author	Email	Telephone	Date
Neil Halton (Principal Management Accountant), James McNulty (Senior Management Accountant)	neil.halton@southribble.gov.uk, james.mcnulty@southribble.gov.uk	01772 625625	15/02/22

Capital Programme 2021/22 - position as at 31st January 2022

APPENDIX A

	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
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COSTS

Good homes, green spaces and healthy places	10,338	10,666	(1,878)	106	8,894
A fair economy that works for everyone	2,200	2,606	-	(414)	2,191
Thriving communities	350	294	(71)	75	298
An exemplary council	2,926	2,593	(752)	100	1,942
Total Forecast Expenditure	15,814	16,159	(2,700)	(133)	13,325

RESOURCES

Decarbonisation Grant	-	145		106	251
Disabled Facilities Grants	1,027	1,267	(267)		1,000
Homes England	-	-			-
Lottery Funding	213	324			324
One Public Estate - Land Release Funding	-	83			83
Sport England	-	816			816
Town Deal	-	1,998		(410)	1,588
Government Grants	1,240	4,632	(267)	(304)	4,061
Capital Receipts	-	70	-	-	70
CIL	150	500	(250)	-	250
External Contributions	30	132	-	50	182
Revenue Contributions	-	119	-	100	219
Reserves	3,417	4,772	(680)	(206)	3,885
Section 106 - Affordable	1,700	938	-	-	938
Section 106 - Other	355	704	(13)	-	691
Unsupported Borrowing	8,922	4,292	(1,490)	227	3,029
Total Forecast Resources	15,814	16,158	(2,700)	(133)	13,325

Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
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36,170	38,405	1,878	7,099	47,381
2,000	5,587	-	32,519	38,106
750	775	71	-	846
1,444	2,407	752	870	4,029
40,364	47,173	2,700	40,488	90,361

-	-	-	5,127	5,127
1,364	1,364	267	958	2,589
-	675	-		675
-	-	-		-
-	-	-		-
-	-	-		-
-	-	-	24,832	24,832
1,364	2,039	267	30,917	33,223
-	-	-	4,838	4,838
-	-	250	2,000	2,250
3,075	3,000	-	41	3,041
-	-	-	-	-
600	2,581	680	(1,109)	2,153
2,454	3,531	-	-	3,531
73	115	13	145	274
32,798	35,907	1,490	3,655	41,052
40,364	47,173	2,700	40,488	90,361

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2021/22 Capital Programme - Scheme Variations as 31st January 2022

APPENDIX B

Scheme Name	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
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Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
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Good homes, green spaces and healthy places

Green Infrastructure

Green Infrastructure unallocated	189	-			-
Green Link - Penwortham Holme to Howick	150	250	(250)		-
Leyland Loop	100	105			105
Bridleway in western Leyland	-	81			81
Electric Vehicle Charging Points	-	-		106	106
Green Infrastructure Total	439	436	(250)	106	292

400	555	-		555
-	-	250		250
-	26	-		26
-	-	-		-
-	-	-	180	180
400	581	250	180	1,010

Worden Park

Arboretum landscaping	-	30			30
Craft Units Windows and Security Grills	-	-			-
Farmyard Cottages Windows and rendering	-	76			76
Farmyard Cottages - Heating	-	-			-
Ice House front façade	-	10	(10)		-
Sewerage pumping station and septic tanks	20	20			20
Shaw Brook weirs and banking	-	-			-
Shaw Wood footpaths	-	-			-
Walled garden pot house - replace the building frame and base walls	50	50	(50)		-
Worden Park fountain	80	80	(80)		-
Worden Park infrastructure and landscaping	120	-			-
Worden Hall refurbishment	1,450	2,195			2,195

-	-	-		-
-	40	-		40
-	-	-		-
-	24	-		24
-	-	10		10
-	20	-		20
40	40	-	10	50
33	33	-	17	50
50	50	50		100
-	-	80		80
312	351	-	150	500
600	598	-		598

Scheme Name	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
Worden Park Total	1,720	2,461	(140)	-	2,321

Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
1,035	1,155	140	177	1,472

Other Parks and Open Spaces

Hurst Grange Park drainage	25	25	(9)		16
Hurst Grange Park Paths	40	40	(40)		-
Hurst Grange Coach House Phase 2	433	543	(60)		483
Open Spaces - Bent Lane	-	150	-		150
Open Spaces - Mounsey Road	50	25	(25)		-
Other Parks - Footpaths (Fossdale Moss, Priory, Valley Road)	45	45			45
Playground - Haig Avenue	175	175			175
Playground - Hurst Grange	35	-			-
Playground - Bellis Way	10	22			22
Playground - Bent Lane	175	175			175
Playground - The Holme, Bamber Bridge	175	175			175
Playground - Moss Side Village Green	125	125	(125)		-
Playground - Birch Avenue, Penwortham	75	75	(75)		-
Playground - Margaret Road, Penwortham	-	-			-
Playground - Ryden Avenue	-	-			-
Playground - Hutton	-	-			-
Playground - Longton	-	-			-
Playground - King George V, Penwortham	-	-			-
Playground - New Longton	-	-			-
Lighting upgrade to LED - Tardy Gate Playground & 3 other sites	-	-			-

-	-	9		9
-	-	40		40
-	-	60		60
-	-	-		-
-	25	25	30	80
-	-	-		-
-	-	-		-
-	-	-		-
-	-	-		-
50	50	-		50
50	50	125		175
-	-	75	70	145
100	100	-		100
-	-	-	70	70
-	-	-	95	95
-	-	-	120	120
-	-	-	90	90
-	-	-	135	135
-	-	-	25	25

Scheme Name	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
Sand/woodchip pit edge replacements - Withy Grove & Gregson Lane Playgrounds	-	-			-
Hurst Grange Park - New link path	-	-			-
Strawberry Valley Park, Bent Lane Phase 2	-	-			-
Hurst Grange Park - new signage	-	-			-
Farington Lodges - path improvements and dipping platform	-	-			-
Parks - Smaller parks and play areas	-	-			-
A tree for every resident	53	30			30
Withy Grove Park	-	-			-
Other Parks and Open Spaces Total	1,416	1,605	(334)	-	1,272

Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
-	-	-	40	40
-	-	-	45	45
-	-	-	40	40
-	-	-	15	15
-	-	-	41	41
-	-	-	200	200
48	30	-		30
60	60	-		60
308	315	334	1,016	1,665

Sports and Leisure

King George V Playing Fields, Higher Walton	-	19			19
King George V Playing Fields, Higher Walton Additional works	-	-			-
Leisure Facility	-	-			-
Leisure Centre refurbishments	500	-			-
Tennis Centre car park	-	100			100
Leisure Centre receptions	-	400			400
Lostock Hall Football Facility (St Gerard's)	-	120			120
Sport Pitch Hub	3,200	2,800	(800)		2,000
Council Leisure Facilities other than Leisure Centres	-	100			100
Decarbonisation of Leisure Centres	-	-			-
Sports and Leisure Total	3,700	3,539	(800)	-	2,739

-	-	-		-
25	25	-		25
18,988	18,988	-		18,988
1,600	1,100	-		1,100
-	-	-		-
-	-	-		-
-	-	-		-
-	-	800		800
-	175	-		175
-	500	-	4,769	5,269
20,613	20,788	800	4,769	26,357

Scheme Name	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
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Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
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Housing

Affordable Housing - former McKenzie Arms, Bamber Bridge	1,700	800			800
Affordable Housing - Tom House, Station Road, Bamber Bridge	-	151			151
Disabled Facilities Grants	1,027	1,267	(267)		1,000
Extra Care scheme	200	200			200
Empty Homes grants	39	39	(39)		-
Next Steps Accom - Purchase 2 houses	-	70			70
Private Sector home improvement grants	98	98	(48)		50
Sumpter Horse Site	-	-			-
Housing Total	3,064	2,625	(354)	-	2,271

453	2,206	-		2,206
-	-	-		-
1,364	1,364	267	958	2,589
9,800	9,800	-		9,800
-	-	39		39
-	-	-		-
196	196	48		244
2,000	2,000	-		2,000
13,813	15,566	354	958	16,878

Good homes, green spaces and healthy places	10,338	10,666	(1,878)	106	8,894
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36,170	38,405	1,878	7,099	47,381
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Scheme Name	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
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A fair economy that works for everyone

Car Park resurfacing, Ryefield Avenue, Penwortham	40	40			40
Church Road, Bamber Bridge	40	40			40
Leyland Train Station Ticket Office	45	-			-

Masterplanning & Regen - Penwortham	-	50			50
New Longton Regeneration	75	75			75
Parking Meters replacements	-	30			30
Quin Street Residential	-	-			-
Demolition and Asbestos Removal	-	-			-
Site Acquisitions	-	1,123		(4)	1,119
Commercial A - Market Square	-	-			-
BASE	-	-			-
Balfour Court	-	-			-
Market	-	-			-
Commercial B - Church Place	-	-			-
Public Realm	-	-			-
Fees	-	-		838	838
Masterplanning & Regen - Leyland	2,000	-			-
Town Deal RIBA Stage 3	-	1,248		(1,248)	-
A fair economy that works for everyone	2,200	2,606	-	(414)	2,191

Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
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-	-	-		-
-	-	-		-
-	60	-		60

2,000	2,000	-		2,000
-	-	-		-
-	-	-		-
			5,184	5,184
			799	799
-	-	-	2,225	2,225
			4,318	4,318
			4,356	4,356
			2,154	2,154
			2,918	2,918
			1,213	1,213
			11,797	11,797
			1,082	1,082
-	2,000	-	(2,000)	-
-	1,527	-	(1,527)	-
2,000	5,587	-	32,519	38,106

Thriving communities

Leisure Local	250	-	15	(15)	-
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250	325	(15)		310
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Scheme Name	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
Penwortham Community Centre Improvements	-	-			-
Neighbourhood Improvements	-	-			-
St Mary's, Penwortham - Churchyard wall repairs	100	119	(86)		33
Vernon Carus Sports Club	-	175		90	265
Thriving communities	350	294	(71)	75	298

Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
150	100	-		100
350	350	-		350
-	-	86		86
-	-	-		-
750	775	71	-	846

An exemplary council

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Information Technology Programme

IT Unallocated Funding	262	62	(183)	121	-
Mobile Devices, Citrix, CCTV, Software and Cloud-based upgrades	-	-		100	100
Civic Centre conference centre hearing loop	35	35	(35)		-
Revenues and Benefits software	-	52			52
Idox	-	37		(37)	-
Single Sign On and Calendar Integration	-	25		(25)	-
Help Desk System	5	5		(5)	-
Front to Back Office Automation	-	17		(17)	-
Tablet refresh (agile working)	35	35		(35)	-
Mobile phone upgrade	-	3		(3)	-
Network switching and wireless infrastructure	-	150			150
IT Programme Total	337	420	(218)	100	302

400	400	183		583
-	-	-	870	870
-	-	35		35
-	-	-		-
-	-	-		-
-	-	-		-
-	-	-		-
-	-	-		-
-	-	-		-
-	-	-		-
400	400	218	870	1,488

Other non-ICT projects

Air Quality Monitors	-	24			24
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-	-	-		-
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Scheme Name	Budget 2021/22 Approved at Council Feb 2021	Budget 2021/22 Approved by Cabinet for Quarter 2	Slippage and reprofiling of budget (to)/from future years	Quarter 3 2021/22 Variations	Revised Budget 2021/22 as at 31st Jan 2022
Corporate Buildings	150	70			70
Corporate Buildings - Civic Centre	50	50			50
Civic Centre Building Management System	-	36			36
Civic Centre Hot Water System	-	3			3
Civic Centre LED Lighting	-	58			58
Civic Centre Solar Panels	-	53			53
Civic Centre 3rd Floor	50	-			-
Civic Centre New Entrance	150	-			-
Fire Safety - Civic, Depot, Kingsfold	-	145			145
Fire Doors at Kingsfold	-	16			16
Vehicles and Plant replacement programme	2,189	1,718	(534)		1,184
An exemplary council	2,926	2,593	(752)	100	1,942
Total	15,814	16,159	(2,700)	(133)	13,325

Budget 2022/23 and Future Years Approved at Council Feb 2021	Budget 2022/23 and Future Years Approved by Cabinet for Quarter 2	Slippage and reprofiling of budgets (to)/from 2021/22	Quarter 3 2021/22 Variations	Revised Budget 2022/23 and Future Years as at 31st Jan 2022
400	400	-		400
100	100	-		100
-	-	-		-
-	-	-		-
-	-	-		-
-	-	-		-
-	50	-		50
-	150	-		150
-	-	-		-
-	-	-		-
544	1,307	534		1,841
1,444	2,407	752	870	4,029
40,364	47,173	2,700	40,488	90,361

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Report of	Meeting	Date
Director of Commercial (Introduced by Cabinet Member (Finance, Property and Assets))	Cabinet	Wednesday, 23 March 2022

Completion of the Penwortham to Howick Green Links Cycle and Pedestrian route

Is this report confidential?	No
Is this decision key?	Yes

Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards
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Purpose of the Report

1. The award of the contract for the completion of a section of the cycle and pedestrian route from Penwortham to Howick Green as part of the Green links network

Recommendations to Cabinet

2. That the contract for the completion of the cycle and pedestrian route from Penwortham Priory Park to Howick as part of the Green links network be awarded to Wade Group for the sum of £314,415 following a tender exercise carried in accordance with the Council's contract procedure rules
3. The capital budget for the 'Green Link - Penwortham Holme to Howick' scheme is increased to £314,415 to match the tender price, with a transfer of £64,415 from the unallocated green links budget.

Reasons for recommendations

4. In line with the procurement rules of the Council this report requires Cabinet approval.

Other options considered and rejected

Agenda Item 12

5. The other option considered was a value engineered surface to bring back under budget for this particular scheme, much like that adjacent to the River Lostock. Our experience has told us that such a path will need regular maintenance/reconstruction after a large flood event which in the long term is not best value

Corporate priorities

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

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

Background to the report

7. The Green links strategy was adopted by the Council in June 2019 with a 4 year programme to deliver fully accessible cycling and walking networks upgrades across the borough.
8. Penwortham to Howick – ‘Penwortham Loop’ is a 10km route around Higher Penwortham linking & improving existing routes to create a new accessible leisure route through Priory Park and alongside the River Ribble. The £250K original budget was set in year 1 to upgrade the largely unpaved informal route alongside the Ribble to Howick – With the increase in materials costs experienced over the past two years we now have a budget shortfall.
9. The funding shortfall can be funded from the unallocated green links budget.
10. It is officer’s recommendation to fund the shortfall and install a robust path; learning for our experiences with the River Lostock, which will be fit for purpose for years to come. This is no doubt the long-term best value option.
11. Other elements of this scheme will be improving access from adjacent paths onto this route as well as a full signage and interpretation scheme

The proposal

12. The proposal put before Cabinet in this report is a request to award a contract for the completion of a 10km new section of a new cycle and pedestrian route from Penwortham to Howick Green as part of the Green links network across the South Ribble Borough
13. The new 10 km green link will be a 3-metre-wide pedestrian and cycle way which will be fully DDA compliant. The scheme will also include full signage on the route and will provide new entrances onto the pathway that connect the new path with exiting paths
14. The completed route will provide a fantastic new community asset available and accessible to all sections of the local community. From recreational walkers through to serious runners, from families out for a bike ride to cycle groups meeting on a club day the new route will provide opportunities for all.

Agenda Item 12

15. The new Green links routes are a key part of 'leisure local' which is all about bringing opportunities to take part in recreational and Leisure activity to all local communities across the South Ribble borough.
16. The new Green links route is funded from money allocated within the Capital programme for the Green links network which amounts to an investment of £1.4m over a 4-year period
17. Once approved by Cabinet work to complete the new route will get underway in the following few weeks. The scheme will take 8-10wks to complete with an opening planned for July.

Climate change and air quality

18. The work noted in this report impacts on the following areas of climate change and sustainability targets of the Councils Green Agenda: Limiting non sustainable forms of transport and limiting or improving air quality.

Equality and diversity

19. The new Pedestrian and Cycle route will be fully DDA compliant and be accessible for people with mobility issues which make a positive contribution to Equality and Diversity issues

Risk

20. There is a full Risk assessment as part of the overall Green links project. In addition, each individual Scheme has a full risk assessment as part of the project.

Comments of the Statutory Finance Officer

21. The capital programme includes a budget of £250k for this scheme. The tender price is above this estimate and therefore a budget increase is required in order to complete the work. This can be funded by a virement of £64k from the unallocated green links budget.

Comments of the Monitoring Officer

22. An appropriate procure exercise has been carried out in accordance with the Council's Contract procedure rules. Formal contract documentation will be drawn up

Background documents

There are no background documents to for this report

Appendices

There are no appendices to this report

Report Author:	Email:	Telephone:	Date:
Neil Anderson, Lee Nickson	neil.anderson@southribble.gov.uk, lnickson@southribble.gov.uk	01772 625540	March 2022

Agenda Item 12

Neil Anderson (Assistant Director of Projects and Development, Senior Engineer)			
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Report of	Meeting	Date
Director of Commercial Services (Introduced by Cabinet Member (Finance, Property and Assets))	Cabinet	Wednesday, 23 March 2022

Naming of the 'Extra Care Development' at West Paddock

Is this report confidential?	No
Is this decision key?	No
Savings or expenditure amounting to greater than £100,000	Not applicable

Purpose of the Report

- To advise of the preferred name for the Extra Care Development at West Paddock

Recommendations to Cabinet

- To agree the proposed name for the development.

Reasons for recommendations

- The naming of the development is crucial not just to give the development an identity but also allows a number of other key actions to be undertaken. These include securing a domain name for website registration, street name/address registration, allowing for secondary actions to be undertaken which include orders to be placed for service connections etc.

Other options considered and rejected

- Officers considered undertaking a public consultation specifically on the name. This was rejected given the critical nature of the naming as outlined in paragraph 3 and the fact that tenants for the scheme have yet to be selected.

Corporate priorities

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

An exemplary council	Thriving communities
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Agenda Item 13

A fair local economy that works for everyone	Good homes, green spaces, healthy places
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Background to the report

6. The ambition to deliver Council owned affordable housing is outlined in the administration's Corporate Strategy.
7. Cabinet Members approved the decision to deliver an Extra Care Scheme at West Paddock in September 2020.
8. In July 2021 members approved members approved £200,000 from the £10,000,000 capital budget to progress the design development works.
9. By December 2021 the scheme had progressed to RIBA stage 2 design completion.
10. The tendering process for appointing the main contractor commenced in January 2022 and concluded in February 2022.
11. The contracting process for the main contractor is scheduled to complete in March 2022.
12. The development secured member approval to progress RIBA stage 3 design in Jan 2022
13. The scheme is set to progress the design to planning application stage by April 2022 following which work will commence on the progressing the technical design (RIBA stage 4).

Naming of the development

14. It is proposed that the development is named in recognition of the achievement of Her Majesty the Queen becoming the first monarch to celebrate a platinum Jubilee (70 years of service).
15. Following consultation with cabinet members it is proposed to name the development '**Jubilee Gardens**'
16. The proposal fits in well with the Progress Housing complex directly across the road called Jubilee Court and also ties in well with the Queens Platinum Jubilee set to take place this year.

Climate change and air quality

17. 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

18. An equality impact assessment will be undertaken as part of the next stages of the design development.

Risk

19. Failing to agree on naming of the development will lead to delays with regards to registration of the addresses, domain name registration for website, delays to developing website and online application process as well as potential risks with delays to putting in place orders for key services.

Comments of the Statutory Finance Officer

20. There are no financial implications.

Agenda Item 13

Comments of the Monitoring Officer

21. There are no comments from a Monitoring Officer perspective.

Background documents

No background papers to this report

Report Author:	Email:	Telephone:	Date:
Looqman Mulla (Project Manager)	looqman.mulla@southribble.gov.uk	01257 515247	15.03.22

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Report of	Meeting	Date
Director of Customer and Digital (Introduced by Cabinet Member (Finance, Property and Assets))	Cabinet	Wednesday, 23 March 2022

Moss Side & Birch Avenue Playground Refurbishment Projects

Is this report confidential?	No
Is this decision key?	Yes
Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards

Purpose of the Report

- To bring the refurbishment projects for the playgrounds at Moss Side Park, Leyland and Birch Avenue, Penwortham before members and to seek permission to award the contract for Moss Side to the preferred bidder and request that authority to award the contract to the highest scoring bidder for Birch Avenue, when identified, be delegated to the relevant Cabinet Member.

Recommendations to Cabinet

- That Cabinet grants permission for the following:
 - To award the contract for the works at Moss Side, Leyland to Bidder 2 in Table 1, Appendix 1 at a cost of £175k.
 - That authority to award the contract to the highest scoring bidder (yet to be identified) for Birch Avenue Playground be delegated to the Cabinet Member for Finance, Property & Assets in consultation with the Director of Customer and Digital

Reasons for recommendations

- The current capital programme includes a number of play areas identified for improvement. Moss Side Playground has an approved total budget of £175,000 and bids have been invited on a design and build basis, meaning all tender prices are fixed at £175k.
- Birch Avenue Playground had a budget of £75,000 included in the approved capital programme with an uplift of £70,000 to a total of £145,000 approved by Council at the meeting on 26 January 2022. Tender returns are due back on 21 March 2022 with a three week period needed for evaluation of the bids and analysis of the social value element by the Social Value Portal.

Agenda Item 14

5. The £145,000 budget requires that the contract award be authorised by Cabinet, however, a preferred bidder will not be identified before the start of April 2022. The next Cabinet meeting after this date is scheduled for 22 June 2022 and therefore it is requested that the award decision be delegated as described to allow an earlier award and start of works on site.

Other options considered and rejected

6. The options of doing nothing at Moss Side and leaving the site in its current condition or carrying out partial refurbishment works were rejected as the site is now 17 years old and provides only equipment suitable for toddlers, with no junior facilities in close proximity.
7. The option of submitting a report to the June Cabinet meeting for Birch Avenue was considered but this would lead to any decisions made not coming into force until 30 June 2022. As works to playgrounds are avoided in the summer holidays as far as possible, works would not begin until September 2022. It would be preferable to receive authorisation to award earlier to provide the opportunity to carry out the works prior to the summer holidays.

Corporate priorities

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

Background to the report

9. The report *Creating Playful Communities* by Play England (2011) suggests improving opportunities for play provides additional benefits to the simple fun and enjoyment that it gives to children and young people:
 - Play is important for children's health - both physical and mental. Active physical play can contribute to reducing levels of childhood obesity.
 - Access to play and informal recreation opportunities can help to reduce anti-social behaviour
 - Providing play opportunities brings communities together and is a strong force for community cohesion.
10. A previous playground refurbishment programme ran from 2003 to 2012 and refurbished a number of the council's children's play areas within the borough. Moss Side was last refurbished as part of this programme in 2005, however, funding was provided for a new toddler play area, a ball court and shelter for teens and a number of new link paths. There was insufficient funding at the time for the provision of junior equipment.
11. Birch Avenue was also refurbished in 2005 providing equipment for toddlers and juniors. Some of the equipment is now dated and would benefit from refurbishment. The bitmac surfacing is also deteriorating in a number of places and would benefit from replacement to ensure the surfacing lasts at least the design life of the new equipment.

Agenda Item 14

Proposals

12. It is proposed to refurbish both the sites to provide equipment for toddlers (ages 2-6) and juniors (ages 7-12) to provide modern accessible and inclusive playgrounds. Bidders were notified of the project budgets and asked to design schemes providing maximum value for the budget available.
13. Three tender submissions have been received for Moss Side and evaluated in accordance with the evaluation criteria. The details are listed in Table 1 in Appendix A. Tender Number 2 is an acceptable quality, compliant tender and is recommended for acceptance.
14. As the contract value for Moss Side is over £100,000, the social value element of the tender was submitted to the Social Value Portal for analysis and scoring. The final percentage score has been provided and added into the bidder's overall score. The overall highest scoring bidder has highlighted key outputs as part of their social value submission including sourcing as raw materials in the local area where possible and employing subcontractors located close to the site, where possible. The bidder is a living wage employer and ensures subcontractors are vetted to ensure their staff are paid above the minimum wage. The bidder has also offered to donate £1,750 to a local charity in consultation with the council. The Social Value Portal will monitor and evaluate the delivery of these undertakings.
15. The approved capital programme includes a total budget of £175k for the scheme at Moss Side and £145 for Birch Avenue following the approved budget increase by Council.

Consultation Carried Out

16. Consultation was carried out for Moss Side Playground between 19 July 2021 and 2 August 2021 and for Birch Avenue between 27 October and 15 November 2021. The consultations invited the public to submit their thoughts on the current sites and give views about suggested possible items of new equipment.
17. The information was provided on the council's online consultation portal with letters sent to surrounding houses, signs displayed on site and advertised through the council's social media channels. Consultation replies have been reviewed and fed into the design brief for bidders.
18. Feedback from the public consultation for Moss Side showed the site's central location made it easily accessible to local residents but usage was limited by the range of equipment and the site was felt to look tired. Various items were suggested for inclusion provided at neighbouring playgrounds and although certain items are included in the brief to bidders that are common to most sites (swings or example) a range of different equipment is aimed for across different playgrounds to avoid them all having the same facilities and experience. Items such as zip lines and sand pits are often common requests but due to the space required and additional maintenance needs, these are reserved for the borough's principal sites.
19. An additional question was asked in the consultation for Moss Side for thoughts on the future provision of teen facilities such as bmx and skate ramps. The response was very positive and therefore this feedback will be fed into the strategy being worked up for the future provision of such facilities within the borough.
20. The public consultation for Birch Avenue highlighted that some of the proposed replacement equipment and existing items to remain were not popular and alternative

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equipment was requested. It is therefore proposed to replace items with alternative equipment in line with the most common consultation responses. In addition, more seating was requested by many respondents and therefore additional seating/picnic tables and associated hard surfacing has been included in the brief to bidders.

21. Details of the playground consultations have been sent to the Chairs of the relevant My Neighbourhood Hubs and there will be further engagement as the projects progress, if given approval to proceed at this stage by Cabinet.

Climate change and air quality

22. The work noted in this report impact on the following areas of climate change and sustainability targets of the Council's Green Agenda:

- Reducing waste production.

23. The following remediations have been undertaken to limit the environmental effect:

- Waste materials arising from the demolition of the existing playground including timber, metal, stone and rubber, will be reused and recycled where possible minimising the amount of material disposed of at landfill.

Equality and diversity

24. The new play area will be more inclusive and accessible by design.

Risk

25. A number of risks linked to the current site designs will be addressed through the improvement proposals. The project risk register identifies other key risks, the majority of which will be mitigated by the procurement process followed.

Comments of the Statutory Finance Officer

26. The approved capital programme includes a budget of £175k to cover the works at Moss Side.
27. As the scheme for Birch Avenue is a design and build scheme the approved budget cannot be exceeded as part of this tender so will be within existing budget approvals.

Comments of the Monitoring Officer

28. The project for Moss Side has been through a compliant procurement process in accordance with our Contract Procedure Rules. A formal contract will be drawn up in due course. Given the value of the proposed contract it is appropriate for Cabinet to make the award decision.
29. There are no issues with the proposed delegation for the Birch Avenue Project. This seems sensible and necessary in the circumstances.

Background documents

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Council Budget Report including capital programme details for 2021/22 - 24 February 2021

Birch Avenue Playground Project Budget Uplift - report to council meeting, Wednesday 26 January 2022.

Appendices

Appendix A – Tenders Received for Refurbishment of Moss Side Playground

Report Author:	Email:	Telephone:	Date:
Greg Clark (Landscape Officer)	greg.clark@southribble.gov.uk	01772 625561	11.3.2022

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APPENDIX A –

Refurbishment of Moss Side Park Playground, Leyland

Table 1 – Tenders Received

Tender No.	Price within Budget? Pass/Fail	Compliance with Spec? Pass/Fail	Quality Score (85%)	Social Value Score (15%)	Total Score (100%)	Suitability Questionnaire Pass/Fail
2	Pass	Pass	85	9.38	94.38	Pass
3	Pass	Pass	82	7.03	89.03	
1	Pass	Pass	83	5.95	87.95	

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