

Council

Wednesday, 22nd November, 2023, 6.00 pm

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

Agenda

1 Presentation of long service award

2 Apologies for absence

3 Declarations of Interest

Members are requested to indicate at this stage in the proceedings any items on the agenda in which they intend to declare an interest. Members are reminded that if the interest is a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) they must leave the room for the whole of that item.

If the interest is not a Disclosable Pecuniary Interest, but is such that a member of the public could reasonably regard it as being so significant that it is likely that it would prejudice their judgment of the public interest (as explained in the Code of Conduct) then they may make representations, but then must leave the meeting for the remainder of the item.

4 Minutes of meeting Wednesday, 20 September 2023 of Council

(Pages 5 - 14)

5 Mayors Announcements

6 Urgent Decisions

(Pages 15 - 18)

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

7 Cabinet

(Pages 19 - 20)

To receive and consider the report of the Cabinet held on Wednesday, 11 October attached.

The report of Cabinet held on Wednesday, 15 November is to follow.

8 Governance Committee	(Pages 21 - 24)
To receive and consider the report of the Governance Committee held on 26 September 2023 attached.	
9 Scrutiny Committee	(Pages 25 - 26)
To receive and consider the report of the Corporate, Performance and Budget Committee held on 8 November 2023.	
10 South Ribble - Corporate Strategy Refresh 23/24	(Pages 27 - 46)
To receive and consider the report of the Chief Executive.	
11 Statement of Community Involvement	(Pages 47 - 82)
To receive and consider the report of the Interim Deputy Chief Executive.	
12 Healthy Weight Collaboration	(To Follow)
To receive and consider the report of the Director of Communities.	
13 Constitution - Planning	(Pages 83 - 86)
To receive and consider the report of the Director of Governance and Monitoring Officer.	
14 Notice of Motion	(Pages 87 - 88)
Notice of the attached Motion has been submitted in accordance with Standing Order number 10(2). The Council's attention is drawn to Standing Order number 10, which deals with the disposal of Motions.	
The Motion is proposed by Councillor Angela Turner and seconded by Councillor David Howarth.	
15 Questions to the Leader of the Council	
16 Questions to Cabinet Members	

17 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 5 of Part 1 of Schedule 12A to the Local Government Act 1972.

By Virtue of Paragraph 5: Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Condition:

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

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

18 City Deal

(To Follow)

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

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Council

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

Forthcoming Meetings

6.00 pm Wednesday, 6 December 2023 - Shield Room, Civic Centre, West Paddock, Leyland, PR25 1DH

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Minutes of	Council
Meeting date	Wednesday, 20 September 2023
Committee members present:	Councillors Chris Lomax (Mayor), Peter Mullineaux (Deputy Mayor), Will Adams, Jacky Alty, Deborah Ashton, Hilary Bedford, Julie Buttery, Aniela Bylinski Gelder, Matt Campbell, Colin Coulton, Matthew Farnworth, James Flannery, Mathew Forshaw, Paul Foster, Peter Gabbott, James Gleeson, Mary Green, Michael Green, Harry Hancock, Jo Hindle-Taylor, David Howarth, Clare Hunter, Lou Jackson, Will King, Keith Martin, Nicky Peet, Pete Pillinger, Lesley Pritchard, John Rainsbury, George Rear, Wesley Roberts, Colin Sharples, David Shaw, Margaret Smith, Phil Smith, Emma Stevens, Elaine Stringfellow, Caleb Tomlinson, Matthew Tomlinson, Angela Turner, Karen Walton, Ian Watkinson, Connor Watson, Kath Unsworth, Paul Wharton-Hardman and Haydn Williams
Committee members attended virtually (non-voting):	Councillors Jane Bell
Officers present:	Chris Sinnott (Chief Executive), Dave Whelan (Head of Legal and Procurement), Asim Khan (Director of Customer and Digital), Jennifer Mullin (Director of Communities), Louise Mattinson (Director of Finance and Section 151 Officer) and Coral Astbury (Democratic and Member Services Officer)
Public:	1

A video recording of the public session of this meeting is available to view on [YouTube here](#)

27 Apologies for absence

Apologies were received from Councillors Jane Bell, Damian Bretherton, Jasmine Gleave and James Lillis.

28 Minutes Silence

The Mayor invited Members to observe a minute's silence in memory of former councillor, Don James Harrison.

Councillors Paul Foster, Karen Walton and David Howarth paid tribute and sent their condolences to family.

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29 Declarations of Interest

There was no declarations of interest.

30 Minutes of the last meeting

Resolved: (Unanimously)

That the minutes of the last meeting were agreed as a correct record for signing by the Mayor.

31 Mayors Announcements

The Mayor gave an update on his recent duties, including meeting children on the HAF scheme, attending a dementia charter event, the second birthday of the food larder and attending a summer BBQ with the Veterans.

32 Cabinet

Members received a general report of the Cabinet meeting held on 13 September 2023.

Councillor David Howarth asked if the credit union would be visiting other areas within the borough. The Leader of the Council explained that the credit union had already met with some community hub Chairs and had been working with Councillor Will Adams to explore how the hub could be taken mobile to Penwortham.

It was proposed by the Leader of the Council, Councillor Paul Foster, second by the Deputy Leader of the Council, Councillor Aniela Bylinski Gelder and subsequently

Resolved: (Unanimously)

That the report be noted.

33 Urgent Decisions

The Mayor advised Members that this item had been withdrawn as no urgent decisions had been taken.

34 Governance Committee

Members received a general report of the Governance Committee meeting held on 8 August 2023.

It was proposed by the Chair of Governance Committee, Councillor Colin Sharples, seconded by the Vice-Chair of the Governance Committee, Councillor Wesley Roberts and subsequently

Resolved: (Unanimously)

That the report be noted.

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35 Corporate, Performance and Budget Scrutiny Committee

Members received a general report of the Corporate, Performance and Budget Scrutiny Committee held on 11 September 2023.

It was proposed by the Chair of the Corporate, Performance and Budget Scrutiny Committee, Councillor Will Adams and seconded by the Vice-Chair, Councillor Michael Green and subsequently

Resolved: (Unanimously)

That the report be noted.

36 South Ribble Annual Report 2022/23

The Leader of the Council, Councillor Paul Foster, presented a report of the Chief Executive.

The report provided an update on the Council's achievements during 2022/23 and provided an overview of the challenges and opportunities facing the council in 2023/24.

The report listed several projects of success for the Council, such as investment at Worden Park and the affordable homes site at McKenzie Arms. It also looked at key achievements such as recycling 33 tonnes of waste weekly, delivering £15,000 disabled facilities grants weekly and providing 15,000 places for young people on the HAF programmes.

It was proposed by the Leader of the Council, Councillor Paul Foster and seconded by the Deputy Leader of the Council, Councillor Aniela Bylinski Gelder and subsequently

Resolved: (Unanimously)

That the report be noted.

37 Music in the Park 2024-2027

The Leader of the Council, Councillor Paul Foster, presented a report of the Director of Change and Delivery.

The report outlined plans for the Music in the Park event over the next few years and request a budget to allow for the event to grow and to maximise the benefit for the local economy.

The following members participated in the debate: Councillors Paul Foster (Leader of the Council), David Howarth (Leader of the Liberal Democrats), Will King, Michael Green, Angela Turner, Harry Hancock and David Shaw.

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Members discussed the event and the impact it had on local economy noting that a government backed economic impact calculator estimated a £169,000 boost on local economy.

Some members raised concern over the funding of the project and sought assurances that it would become cost neutral over the coming years.

An amendment was proposed by Councillor Will King on behalf of the Conservative Group and seconded by Councillor Michael Green, that sought to remove recommendation four and replace it with the following,

“agree to request a further report be presented to Council to consider whether the event should continue in 2025 and if so, to consider how the contract for the event is procured and the level of budget required from Council resources.”

Councillor Foster did not accept the amendment and spoke against it.

Councillor Foster proposed moving to a vote on the amendment, seconded by Councillor Bylinski Gelder and subsequently

Resolved: (For: 29, Against: 17) that the meeting move to the vote on the amendment.

For: Councillors Adams, Alty, Ashton, Bedford, Bylinski Gelder, Farnworth, Flannery, Foster, Gabbott, Gleeson, Hindle-Taylor, Hunter, Jackson, Lomax, Martin, Mullineaux, Peet, Pillinger, Pritchard, Roberts, Sharples, Stevens, Stringfellow, C Tomlinson, M Tomlinson, Unsworth, Watkinson, Wharton-Hardman and Williams.

Against: Councillors Buttery, Campbell, Coulton, Forshaw, Mary Green, Michael Green, Hancock, Howarth, King, Rainsbury, Rear, Shaw, M Smith, P Smith, Turner, Walton and Watson.

A vote was undertaken on the proposed amendment and subsequently

Resolved: (For: 16, Against: 27) that the amendment be lost.

For: Councillors Buttery, Campbell, Coulton, Forshaw, Mary Green, Michael Green, Howarth, King, Mullineaux, Rainsbury, Rear, Shaw, M Smith, P Smith, Walton and Watson.

Against: Councillors Adams, Alty, Ashton, Bedford, Bylinski Gelder, Farnworth, Flannery, Foster, Gleeson, Hindle-Taylor, Hunter, Jackson, Lomax, Martin, Peet, Pillinger, Pritchard, Roberts, Sharples, Stevens, Stringfellow, C Tomlinson, M Tomlinson, Unsworth, Watkinson, Wharton-Hardman and Williams.

The debate resumed and the following members spoke, Councillors Michael Green, Angela Turner, Harry Hancock, David Shaw and Paul Foster.

A number of points were raised including the calculated boost to local economy, how many attendees were present at the event and the funding for future events.

A vote was undertaken on the proposed recommendations and subsequently

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Resolved: (For: 28, Against: 1 and Abstain: 16) to:

1. To allocate £150,000 from the Covid recovery reserve to cover the costs of Music in the Park 2024.
2. To agree the waiver of contract procedure rules for the event partner UK Media & Events Ltd for 2024.
3. To delegate the decision to award the contract award for 2025-2027 to the Leader of the Council, following a procurement exercise.

For: Councillors Adams, Alty, Ashton, Bedford, Bylinski Gelder, Farnworth, Flannery, Foster, Gabbott, Gleeson, Hindle-Taylor, Hunter, Jackson, Lomax, Martin, Peet, Pillinger, Pritchard, Roberts, Sharples, Stevens, Stringfellow, C Tomlinson, M Tomlinson, Unsworth, Watkinson, Wharton-Hardman and Williams.

Against: Councillor Phil Smith

Abstain: Councillors Buttery, Campbell, Coulton, Forshaw, Mary Green, Michael Green, Hancock, Howarth, King, Mullineaux, Rainsbury, Rear, Shaw, Turner, M Smith and Watson.

38 Committee appointments

The Leader of the Council, Councillor Paul Foster, presented a report of the Director of Governance and Monitoring Officer.

The report sought Council's approval for several changes to committee appointments and to note updated titles for two Cabinet portfolios.

It was proposed by the Leader of the Council, Councillor Paul Foster and seconded by the Deputy Leader of the Council, Councillor Aniela Bylinski Gelder and subsequently

Resolved: (Unanimously)

1. Councillor Matthew Tomlinson to become a member of the Shared Services Joint Committee Appointments Panel and Councillor Ian Watkinson becoming a reserve.
2. Councillor Ian Watkinson to become a member of the Shared Services Joint Committee and Councillor Paul Foster becoming a reserve.
3. Councillor Clare Hunter to become a member of the Chorley & South Ribble Partnership Executive in place of Councillor Paul Foster.
4. Councillor Jacky Alty to become a member of the Citizen's Advice Bureau Lancashire West Board of Trustees in place of Councillor James Flannery.

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5. To approve the substitutions for the Liberal Democrat group.

6. To note the updated titles for two Cabinet portfolio titles.

39 Appointment of Independent Person

The Leader of the Council, Councillor Paul Foster, presented a report of the Monitoring Officer that sought Council's agreement to appoint a second independent person under the Standards regime.

Members noted that it was a requirement under the Localism Act 2011 to appoint at least one independent persons, however for several years the Council had two independent persons which had worked well.

It was proposed by the Leader of the Council, Councillor Paul Foster and seconded by the Deputy Leader of the Council, Councillor Aniela Bylinski Gelder and subsequently

Resolved: (Unanimously)

1. That, for the purposes of Section 28 of the Localism Act 2011, the Council agree to appoint Victoria Tunnicliffe as an independent person.

40 CCTV Policy Wording

The Vice-Chair of the Licensing and Public Safety Committee, Councillor Paul Wharton Hardman, presented a report of the Director of Planning and Development.

The report invited members of the Council to formally adopt the changes to the CCTV Policy within it is Hackney Carriage and Private Hire Vehicle Licensing Policy.

Councillor Wharton Hardman explained the changes that had been made to the policy and outlined the consultation process that had been undertaken with the Taxi Trade.

The Cabinet Member (Finance and Public Protection) thanked members of the Licensing and Public Safety Committee for their diligent work on the policy.

It was proposed by the Vice-Chair of Licensing and Public Safety Committee, Councillor Paul Wharton Hardman and seconded by Councillor Harry Hancock and subsequently

Resolved: (Unanimously)

1. The contents of the report are noted.
2. Council formally adopts the agreed proposal following approval by the Licensing and Public Safety Committee.

41 Café Pavement Licence

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The Vice Chair of the Licensing and Public Safety Committee, Councillor Paul Wharton Hardman, presented a report of the Director of Planning and Development.

The report sought approval to extend the current Café pavement licensing scheme until 30 September 2024 in line with the Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2023.

It was proposed by the Vice-Chair of Licensing and Public Safety Committee, Councillor Paul Wharton Hardman and seconded by Councillor Harry Hancock and subsequently

Resolved: (Unanimously)

1. Council noted the changes to the Business & Planning Act 2020 introduced by the Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2023.
2. To agree to extend the proposed duration of granting of pavement licences until 30 September 2024 as per the Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2023.
3. To confirm the level of fee charged in respect of applications for pavement licences issued under the Business & Planning Act 2020 as £100.
4. To extend the delegated authority given to Officers.

42 Electric Vehicle Charging Points (ORCS Phase II)

The Cabinet Member (Neighbourhood and Waste Services), Councillor Deborah Ashton, presented a report of the Director of Communities.

The report sought authorisation to lease car parking spaces to allow for the installation of 21 electric vehicle chargers (42 charging sockets) on seven sites across the borough, as part of a successful grant application for £154,910.

Members noted the Council's commitment to becoming Carbon Neutral by 2030 and the target of installing 200 electric vehicle charging points across the borough. The grant funding would cover 60% of the scheme and it was proposed to enter a contract with Connected Kerb Limited, who would be responsible for the installation, operation and maintenance of the charging points.

It was proposed by the Cabinet Member (Neighbourhood and Waste Services), Councillor Deborah Ashton and seconded by the Leader of the Council, Councillor Paul Foster and subsequently

Resolved: (Unanimously)

That approval is given for:

1. Creation of a new capital budget of £155,000

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2. The use of Connected Kerb Limited to supply, install and maintain the electric vehicle charging points via direct award KCS framework
3. The creation of a lease agreement with Connected Kerb Limited, for the identified parking bays at each site to cover the installation, operation and maintenance of the electric vehicle charging points.

43 Leisure Company Additional Support

The Cabinet Member (Finance and Public Protection), Councillor Matthew Tomlinson, presented a report of the Director of Finance and Section 151 Officer.

The report detailed the request from the Council's wholly owned subsidiary company, South Ribble Leisure Ltd, for financial support due to the extraordinary and unbudgeted increases in energy costs and an increase in salary costs over the 5% budgeted (based on the latest offer made in the 2023/24 LNJCC pay negotiations).

South Ribble Leisure Limited (SRLL) has no cash reserves and funded by the local authority. In order to commit to keeping the leisure centres open, additional funding would need to be given from the Council. Although an inflationary protection reserve of £1.5million was established in February 2023 inflation costs had continued to rise.

Councillor Matthew Tomlinson explained that Central Government had proposed grants but only to those authorities who were intending to close swimming pools. Although it was not proposed to close any swimming pools in South Ribble, applications for the grant funding would still be submitted advising that the Council may need to revisit its decision should funding not be approved.

Members commented that the health and wellbeing of residents was important but commented that the leisure centres needed to be viable.

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

Resolved: (Unanimously)

1. To approve the request from South Ribble Leisure Ltd for financial support of £800,000.

44 Questions to the Leader of the Council

Councillor Williams asked the Leader if he agreed that the Council was undertaking work to tackle Anti-Social Behaviour (ASB) despite recent comments made by the local MP. The Leader responded to agree and commented that the additional funding provided to Operation Centurion should be made permanent.

The Leader stated he would arrange for Officers to send a briefing note out to all members and the MP regarding Operation Centurion and other initiatives by the authority to tackle ASB.

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Councillor Wharton Hardman referred to recent changes to national climate policy and asked if it would impact any of the Council's key policies. The Leader confirmed the Council would continue with its net zero pledges by 2030.

Councillor Unsworth expressed concern that individual members were asking officers to carry out tasks and asked the Leader how the member and officer boundaries could be made clear. The Leader explained that there was a governance structure in place and asked that the Monitoring Officer work with the Chair of Governance Committee and Chair of Standards Committee to refresh the Member and Officer Protocol.

Councillor Caleb Tomlinson asked the Leader when the decision on Pickering's Farm would be taken. The Leader shared his disappointment at the decision having been put back and emphasised the impact this was having on the local community and local plan.

A question was asked to the Leader from a Member of the Public who sought to know if the Council was aware of the three remaining burial plots at St Andrews and if the Council were looking to dedicate or acquire any land for a new cemetery. In response, the Leader explained it would be considered through the Local Plan process and a potential plot had been identified. He would arrange for the local clergy to meet with Officers as quickly as possible to see what can be done.

45 Questions to Cabinet Members

Deputy Leader and Cabinet Member (Property, Assets, Commercial Services and Major Developments)

Councillor Walton asked if the concerns of residents and businesses near Hope Street car park regarding the changes to park restrictions would be considered. Councillor Bylinski Gelder confirmed that there would be a six-month consultation period starting from August 2023 to allow for the changes to become more established and concerns would be monitored. Actions to mitigate the situation, such as leave the ticket machines on constantly, had already been done.

Cabinet Member (Finance and Public Protection)

Councillor Howarth referred to authorities who had recently become bankrupt and asked the Cabinet Member what would happen to Shared Services if Chorley Borough Council were to find themselves facing financial difficulty. Councillor Tomlinson advised he could not comment on the financial situation of Chorley Borough Council as they were a sovereign council, however he would make inquiries about the Shared Service provisions.

Cabinet Member (Planning, Business Support and Economic Development)

Councillor Mary Green asked for an update on the Local Plan and if there were any steps in place to get the project on track. Councillor Flannery explained that a lot of work had been undertaken in the background such as the preferred options consultation. Slippage in the project had occurred due to external factors such as the delayed decision on Pickering's Farm.

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Councillor Mary Green asked if the local plan would lead to the construction of more bungalows in South Ribble in the future. Councillor Flannery explained that although the Council would like to see more bungalows there was only a limited amount of influence the Council had. Councillor Flannery offered to meet with Councillor Green outside of the meeting to discuss further.

Councillor Phil Smith asked when the Local Plan Working Group (LPWG) would be reformed and when the responses from the preferred options consultation would be made available. Councillor Flannery advised he would consult with Officers and Colleagues on whether it was feasible to reform the LPWG. Councillor Flannery explained that consultation process was still ongoing and there was another meeting on 3 or 4 October and advised Councillor Smith he could attend the meeting or meet with the Cabinet Member after it to discuss further.

Chair

Date

Report of	Meeting	Date
Director of Governance and Monitoring Officer (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform))	Council	Wednesday, 22 November 2023

Urgent Decisions

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

1. This report informs Council of a number of urgent decisions taken since 20 September 2022 in accordance with the urgency procedures, as outlined in the Council's constitution.
2. These urgent decisions include:
 - "key" decisions taken by the Executive and decisions which contained confidential or exempt information where 28 day notice had not been given on the Cabinet Forward Plan/ Notice of Executive Decisions;
 - Urgent reports taken to Cabinet;
 - Urgent decisions taken outside the budget and policy framework;
 - Urgent decisions for which the Mayor agreed to waive Scrutiny call-in and
 - Urgent decisions taken under Section 35 of the Council's Constitution

Recommendations to Council

3. Council are asked to note the report.

Reasons for recommendations

4. In accordance with the Council's Constitution, this report informs Council of any decisions which have been taken under the following urgency procedures:

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

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

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

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

Part 4A Council Procedure Rules (Standing Orders)

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

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

In circumstances where the offices of the chairman and vice-chairman of the concerned committee, or the Leader and Deputy Leader of the Council are unfilled, the Chief Executive (or other designated officer) shall first consult the Mayor before taking an urgent decision. Such consultation shall be in written form and the decision shall be reported to the next scheduled meeting of the Cabinet or committee as appropriate.

Other options considered and rejected

5. None, for the reasons given above.

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

Agenda Item 6

Background to the report

7. Following the meeting of Council on 21 September 2023, the following decisions were taken under the Council's urgency procedures, as detailed below.

Details of urgent decisions taken in accordance with the Constitution

Decision	Date and Decision Maker	Reasons for urgency
Shared Services – Building Control (General Exception Procedure)	September 2023 Leader of the Council and Cabinet Member (Strategy and Reform)	To allow for the proposals within the report to progress more quickly to formal consultation with employees and union, prior to final approval by Cabinet. Delaying the decision would lead to a longer period of uncertainty for staff and would delay the progress and implementation of the review.
Proposed leases at Worden Park – Office FO3, G27 and Craft Units 3 & 4	October 2023 Deputy Leader and Cabinet Member (Property, Assets, Commercial Services and Major Developments)	The Director of Customer and Digital asked to expedite the drafting of the leases due to the upcoming King's Coronation Celebration at Worden Park, to ensure the units are operational in time.

Climate change and air quality

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

Equality and diversity

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

Risk

11. None.

Comments of the Statutory Finance Officer

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

Comments of the Monitoring Officer

13. No comments.

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Background documents

Council Constitution – [Mod.Gov link to Decisions page](#)

Report Author:	Email:	Telephone:	Date:
Coral Astbury (Democratic and Member Services Officer)	coral.astbury@southribble.gov.uk	01772 625308	10 November 2023

Agenda Item 7

Report of Cabinet

1. Any Cabinet recommendations on the reports that require a decision by full Council appear as separate items on the agenda.
2. Please note that the report may not reflect the wording used in the minutes, as they have yet to be formally agreed.
3. All decisions taken by Cabinet on 11 October 2023 can be found on the published Decision Notice.

Meeting held on 11 October 2023

Award of Contract for replacement of play area equipment on Withy Grove Play Area

4. The Deputy Leader and Cabinet Member (Property, Assets, Commercial Services and Major Developments), Councillor Aniela Bylinski Gelder presented a report that asked Cabinet to award the contract to replace the central tower at Withy Grove Park Playground for a fixed price of £110,000.
5. We noted that the old slide had been vandalised twice in 2022 and the new slide would be a like for like replacement.
6. We also congratulated all those involved with the park after it received a green flag award for the first time in 2023.

Managed Utility Procurement

7. The Deputy Leader and Cabinet Member (Property, Assets, Commercial Services and Major Developments), Councillor Aniela Bylinski Gelder, presented a report that sought approval to engage with a PCR 2015 compliant provider to broker commodities deals on behalf of the council and to work with the council to better record and track utility usage across all council assets.
8. We commented that it was important to ensure best value for utility rates especially given rising costs, the contract would also enable us to keep better track of usage within our assets.

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Greens Dance School Refurbishment – Procurement Strategy (Contract Award)

9. The Deputy Leader and Cabinet Member (Property, Assets, Commercial Services and Major Developments) Councillor Bylinski Gelder, presented a report that outlined the procurement strategy and sought delegation for the contract award for the Greens Dance School Refurbishment.
10. We noted that the refurbishment would provide new facilities in the building making it safe and clean for residents. The tender is being undertaken through Chest and a budget had already been established for the project.

I would like to recommend that Council note the report.

Councillor Paul Foster
Leader of the Council

Agenda Item 8

Report of the Governance Committee

1. Any recommendations on the reports that require a decision by full Council appear as separate items on the agenda.
2. Please note that the report may not necessarily reflect the wording used in the minutes.

Meeting held on 26 September 2023

External Audit Progress Report September 2023 and Discussion on the PSAA (Public Sector Audit Appointments) Proposed 2023/24 Scale Fees

3. Georgia Jones, External Auditor (Grant Thornton) presented the External Auditor progress report year ending March 2023. The report stated that Grant Thornton expected to give their Opinion on the Statement of Accounts and the Auditor's Annual Report by the end of November 2023. Ms Jones also confirmed that Grant Thornton will follow up on the 2022/23 recommendations and report back in November 2023.
4. The Committee noted the External Auditor progress report year ending March 2023.
5. Arising from this discussion, Louise Mattinson, Director of Finance informed members that the PSAA (Public Sector Audit Appointments) were holding a consultation on proposals to increase the fee for External Audit services for the 2023/24 accounts.
6. Details of the proposed fees for South Ribble Borough Council had been circulated. Any feedback from the Committee would be submitted by the close of consultation on 10 October 2023.
7. It was stressed that PSAA had set the fee, which was a reflection of the increase nationally. The context for the increase was increased work for the external auditor in areas such as pensions and the auditing of accounting standards, and also market forces.
8. Louise Mattinson confirmed that the figure was a fixed fee and any additional work identified would attract a further increase.
9. The Committee expressed concern regarding the proposed 150% increase in fees, particularly at this point in time given that the Council would not know the outcome of the Local Government Settlement until December.

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10. The Committee resolved the following:
 1. That the information be noted and
 2. That the comments of the Committee be submitted by close of the consultation on 10 October 2023.

Internal Audit Plan October 23 to March 24

11. Jacqui Murray, Senior Internal Auditor presented a report setting out the programme of work to be undertaken by Internal Audit from October 2023 to March 2024.
12. An enquiry was made regarding staffing levels in the Internal Audit team. The Committee were informed that there was one vacancy to which they were currently recruiting.
13. The Committee agreed that the Internal Audit Plan October 2023 to March 2024 be approved.

Internal Audit Progress report

14. The Head of Audit and Risk, Dawn Highton presented a report informing members of the work undertaken in respect of the Internal Audit Plan from April 2023 to August 2023 and giving an appraisal of the Internal Audit Service's performance to date.
15. The report included the final audit report following a Review of the Building Control Service and a Review of Data Quality, which had been given an 'adequate' assurance rating.
16. The report also included the final audit report on a Review of Sundry Debtors – Aged Debts which had been given a 'limited' assurance rating. Alison Wilding, Head of Customer Services was in attendance at the Committee to discuss the report.
17. Alison Wilding explained that a changeover of staff had led to relevant Heads of Service not being emailed. She assured the Committee that this had been rectified over the last few weeks.

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18. Dawn Highton clarified that the potential risk of a “customer” receiving service while debts are still outstanding refers generically to members of the public or external agencies.
19. Alison Wilding confirmed that there was a log kept ensuring business continuity if a member of staff was off sick.
20. A query was made regarding the Council’s creditors. Dawn Highton indicated that a review of this was carried out in 2019/20, then repeated in 2021/22 and that all the actions had been implemented. The six-month Internal Audit Plan had now been approved, however it was likely that another review would be included in the Internal Audit Plan next year.
21. The Committee resolved the following:
 1. That the Internal Audit Progress report be noted; and
 2. That consideration of the Review of Building Control and Review of Data Quality report be deferred to the next meeting of the

Governance Committee Effectiveness Review

22. Dawn Highton, Head of Audit and Risk presented a report following a review of the Governance Committee’s effectiveness. The report included an evaluation of the Council’s compliance with the Chartered Institute of Public Finance and Accountancy (CIPFA) guidance “Audit Committees – Practical Guidance for Local Authorities and Police 2022” and presented details of the self-assessment of good practice contained within the guidance.
23. The Head of Audit and Risk informed the Committee that, further to the review, an external training day had been arranged for Governance Committee members of both South Ribble and Chorley Councils on Monday, 30 October 2023.
23. The report highlighted that the appointment of two independent persons to support work of the Committee was recommended by CIPFA. Members of the Committee were supportive of the proposal. It was explained that the two independent persons could not be the same as those appointed to the Standards Committee, as they were different roles. However, it would be possible to approach other local authorities because it was possible to be an independent person at more than one Council.
24. The Committee resolved the following:

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1. That the report be noted; and
2. That the Committee seeks to appoint two independent persons to support its work.

Constitution - Planning

25. The Director of Governance and Monitoring Officer presented a report outlining the work of the Governance Committee Constitution Task Group which had recommended possible changes to the Constitution relating to the Planning Committee
26. The Committee resolved the following:
 1. To agree the proposed changes to the Constitution concerning Planning Committee set out in the report in paragraph 14; and
 2. To recommend to Council that these changes be adopted.

COUNCIL RECOMMENDATION:

That Council notes the report of the Governance Committee.

Councillor Colin Sharples
Chair of the Governance Committee

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Report of the Corporate, Performance & Budget Scrutiny Committee

1. This report summarises the business considered at the meeting of the Corporate, Performance & Budget Scrutiny Committee meeting held on 8 November 2023.

Assets and Asset Management

2. The Deputy Leader of the Council, supported by the Interim Deputy Chief Executive, were welcomed to the meeting and invited to present their report looking at the council's assets and how they are managed.
3. We were grateful for a further update on assets, including rent arrear data, rent review programme and progress on performance.
4. We felt re-assured that the previous health and safety issues identified had been addressed and requested confirmation that our assets and estate are legally compliant is provided to the next meeting of the Committee.
5. We thanked the Deputy Leader and the Interim Deputy Chief Executive for attending and answering the Committee's questions.

Quarter Two Performance Monitoring Report 2023/24

6. The Leader of the Council, supported by the Chief Executive, were invited to present the most recent quarterly performance monitoring report.
7. We welcomed the initial feedback on the new social prescribing service.
8. We were grateful for the offer of a demonstration of the partnership's data and intelligence dashboard.
9. The Committee requested that the detailed customer service performance information be provided to the Committee every six months.
10. We asked that information be provided on any potential funding sources that could be used to continue the health check screening programme.
11. We agreed to form a task group to explore the challenges of homelessness and temporary accommodation in the Borough.
12. We suggested that the Community and External Scrutiny Committee look at how our housing partners and others are working together to reduce housing waiting lists in South Ribble.
13. We asked that the council tax and business rate collection rate performance is reviewed and include trend information and comparisons with others; and
14. We thanked the Leader of the Council and Chief Executive for attending and answering the Committee's questions.

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Capital and Balance Sheet Monitoring Report – Quarter Two 2023/24 & Revenue Budget Monitoring Report – Quarter Two 2023/24

15. The Cabinet Member (Finance and Public Protection), supported by the Principal Management Accountant, were invited to present the most recent Capital and Balance Sheet and Revenue Budget monitoring reports for Quarter Two 2023/24.
16. We asked for an update on the timescales for the next stage of the Penwortham Masterplan be provided to the Committee.
17. The Committee was grateful for the offer of further information being provided on the external funding budgets that are at risk of being returned and steps being taken to spend the budget.
18. We looked forward to more detailed information being provided on the COVID recovery reserve; and
19. We thanked the Cabinet Member and Principal Management Accountant for attending and answering the Committee's questions.

Recommendation(s)

That Council note the report.

Councillor Will Adams

Chair of the Corporate, Performance & Budget Scrutiny Committee

BS

Report of	Meeting	Date
Chief Executive (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform))	Council	Wednesday, 22 November 2023

Corporate Strategy Refresh 2023/2024

Is this report confidential?	No
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Is this decision key?	Not applicable
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Purpose of the Report

- To seek approval for the refresh of the Corporate Strategy 2023/24 – 2024/25.

Recommendations to Council

- That the Corporate Strategy 2023/24 – 2024/25 be approved.

Reasons for recommendations

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

Other options considered and rejected

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

Executive summary

- The Corporate Strategy is the key strategic document setting out the Council's vision and priorities. The report provides a summary of the performance of the Corporate Strategy in 2022/23 and the changes proposed as part of the Corporate Strategy refresh for 2023/24.
- In line with the annual corporate planning cycle, a review of the strategy has been completed to assess overall progress and ensure that the strategy remains relevant. The strategy has been updated and is included at Appendix A.
- The Corporate Strategy has continued to deliver improved outcomes for the borough, and its residents, communities, and businesses over the last 12 months. Projects included providing access to services, advice, and practical financial support to households through the Cost of Living Action Plan, promoting resident wellbeing and

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supporting those coping with increasing costs. Delivery of Music in the Park 2023, boosting the local economy and encouraging visitors from across the region to South Ribble. Delivery of a mix of affordable homes with the completion of the McKenzie Arms Scheme and furthering plans for massive investment in our town and local centres. To contribute towards climate change objectives, the bio diversity action plan has been approved and improvements have been made to improve green infrastructure across the borough. Businesses have been supported with the launch of a Business Energy Efficiency scheme and Skill Factory to support business to thrive and grown in the current challenging economic climate. A full summary of the achievements by priority is provided within this report.

8. In response to the challenges facing residents, business and communities, the projects in the new Corporate Strategy for the next 12 months will focus on community health and wellbeing support, green spaces, economic growth and efficient services.
9. The four approved corporate priorities adopted in 2020 have been refreshed to reflect the start of a new administration following the elections in May, while retaining some continuity:
 - An exemplary council
 - Healthy and happy communities
 - Opportunities for everyone
 - Green and clean neighbourhood
10. The performance measures that help us to know how we are getting better and whether we are achieving our long-term goals have been reviewed and updated. Indicators have been amended and targets updated to reflect performance over the past months as well as to better align to future priorities.

Corporate priorities

11. The report sets out refreshed Corporate Priorities.

Background to the report

12. The Corporate Strategy provides a clear statement of what the Council aims to achieve over the next three years. The strategy sets out the Council's vision, priorities, and long-term outcomes for 2023/24 – 2024/25 along with priority activity to be delivered through the corporate projects and measures of success for the year ahead.

Achievements in 2022/23

An Exemplary Council

13. To ensure high quality and responsive services, the council has progressed the delivery of its ambitious transformation programme with the successful implementation of a single shared operating model for Property and Development as well as Pest Control, with both teams now operating on a shared basis with Chorley Council This forms part of the wider programme of shared services, which will provide greater capacity, more resilience, and create development opportunities for staff. Work has also been undertaken to implement new technology and review the council's website to ensure that services are more accessible for residents.
14. An officer accommodation working group has been established to take forward improvements to the Civic Centre workspace to ensure a modern, fit for purpose environment and to support the wider deliver of the council's Workplace Strategy. Feasibility

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work has been undertaken and an options paper will be brought forward exploring how to make the best use of space and technology in the conference centre and also the currently vacant space on the top floor.

15. The Chorley and South Ribble Partnership continues to drive forward the way we work with partners to share intelligence to target areas of need within communities and design services to match. The shared data and intelligence dashboard was reviewed with partners in March 2023 and feedback gathered providing partners with the opportunity to influence how it needs to look. Having a single view of our communities should help to coordinate activity and resources for the benefit of communities, rather than individual organisations each taking different approaches. In addition, the Partnership is working with health organisations to implement changes proposed by the Integrated Care Board. An Early Years Task Group has been created as an off shoot of the Partnership to focus on the Integrated Care Partnership priority of Starting Well

Thriving Communities

16. The social prescribing service was launched on the 1 September for South Ribble, working with partners to enhance provision, address health inequalities and improve outcomes for residents. The social prescribing service takes referrals from key partner-based agencies in South Ribble including the Primary Care Networks (PCN) to refer people to a range of local, non-clinical services that can support sustainable wellbeing. Since the service launch, the South Ribble Together website has been updated and referrals have been received from both the local community and partners.
17. The council hosted the return of the 'Music in the Park' event at the beautiful location of Worden Park on Bank Holiday Sunday 28 May 2023. The event included an 80's and 90's themed concert and sold tickets to over 3,200 people. The successful event has brought local communities together promoting a sense of belonging, boosted the local economy and encouraged visitors from across the region to South Ribble.
18. As part of the council's commitment to investing in the local community, the council have approved a £300k budget to purchase and renovate Green's Dance Centre to create South Ribble Family Wellbeing Centre in Lostock Hall. The Family Wellbeing Centre will be designed as a 'one stop shop' to support families and children in South Ribble. The support on offer will include preparation for expectant parents, post-natal support, and education sessions with specialist partners, social and play groups and general wrap-around family support. The building purchase and tender for the renovation work has now been completed. Renovation work will commence in October 2023, and it is expected that the South Ribble Family Wellbeing Centre will be open to the public in January 2024.
19. The Cost of Living action plan has provided practical financial support to households including advice and access to services that promote resident wellbeing. The project has delivered a number of schemes including the Holiday Activities and Food (HAF) and Household Support Fund providing an essential lifeline to eligible residents and families. A 'Cost of Living' webpage has been developed on the council website, providing a central place of information to support vulnerable residents and communities through the cost of living crisis. In July 2023, the Council approved the grant allocation of £680k for round four of the Household Support Fund to support both vulnerable residents, and those who have been adversely financially affected by the Cost of Living crisis.

A Fair Local Economy that Works for Everyone

20. The Leyland Town Deal has progressed with design development of the programme, site investigation and planning application approval to enable future improvements to be taken forward. The plans include refurbishment of Leyland Market, residential properties and a new business and skills hub (BASE 2). These plans will provide a boost to local business as

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well as opportunities to drive skills and create jobs for local people during the construction and through new commercial facilities.

21. The South Ribble Economic Strategy was finalised and approved by Cabinet in February 2023. The Economic Strategy aims to set out clear ambition and vision for South Ribble to ensure the businesses have the right conditions to grow, remove barriers to employment, proving the right skills, training and people and provide tailored business support.
22. The council continues to support eligible local businesses through the Business Energy Efficiency (BEE) Scheme to reduce their energy usage, resulting in a reduction in their energy costs supporting business viability and contributing to the longer-term carbon reduction targets of the council by reducing their carbon footprint.
23. The South Ribble Skills Factory was launched on the Business in South Ribble website in February 2023 as a dedicated skills hub providing impartial advice, skills, training and recruitment support to business and free skills, apprenticeship, and employment support to residents of all ages across South Ribble. To support local businesses, people seeking jobs and careers information, the South Ribble Skills Factory has delivered a range of engagement activities to support businesses, people seeking jobs and careers information.

Good Homes, Green Spaces and Healthy Places

24. Schemes to provide local people with a choice of decent and affordable homes have progressed significantly. The affordable and energy efficient homes on the former McKenzie Arms site was completed in April 2023. The scheme provided mix of 15 new affordable townhouses and apartments in Bamber Bridge to help meet the increases in demand and a shortage of good quality affordable in the borough. The Jubilee Gardens Extra Care Scheme has made significant progress with the official launch the development works commencing on the 13 September with a ground breaking event. The scheme will provide a 75 bed self-contained homes with support services to people aged 55 and over to support independent living.
25. As part of the council's continued investment into local green spaces and play areas, the council progressed the delivering of a number of improvement schemes to enhance the quality and accessibility of play areas in South Ribble. The council has completed improvements works to Ryden Avenue toddler and junior play area which opened to the public in June 2023. Work has also started on site for the £95k refurbishment of Hutton Play area, which is expected to complete in October 2023. Over the year, the project will deliver improvements to King George V Playing Field Playground in Penwortham, New Longton and Longton play areas.
26. Delivery of the Climate Change Strategy to protect the local environment and help address the issues of the climate emergency has progressed with the Council approval of the Biodiversity Action Plan, which sets out clear actions that will be taken over the next five years to restore, conserve and enhance the biodiversity in the borough. The council were successful in securing a grant for the installation of 21 on street electric vehicle resident charge points (OSRC) across the borough.

Project delivery 2022/2023

27. As well as delivering major schemes, the 2022/23 Corporate Strategy included a number of projects that focused on progressing priorities over multiple years. The projects that are yet to be completed have identified clear timescales for delivery and will continue to be monitored through to completion alongside the new Corporate Strategy projects. A

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summary of the existing projects, along with their current status and position are included at Appendix B.

Performance

28. The 2022/23 strategy included 30 key measures to make it possible to monitor progress towards achieving the priorities and long-term outcomes. At the end of quarter two of the measures with targets, 70% (seven) were performing on or better than target. Further details are available in the quarter two performance monitoring report, which was presented to the November Cabinet.

Development of the Corporate Strategy 2023/2024

29. The 2023/24 Corporate Strategy will build on the outcomes and objectives that the council has delivered for residents in over the last few years. Acknowledging the challenging context, much more will be done to support residents, deliver visible improvements and set the borough up for the future.
30. The overall vision and priorities have been refreshed to reflect the ambitions and outcomes that the council is determined to achieve for the borough. Fifteen priority projects have been identified for delivery over the next 12 months incorporating ongoing schemes and new initiatives to drive forward progress. Performance measures have been reviewed and updated to ensure that they reflect the current context and remain challenging.
31. The Corporate Strategy sets out to achieve healthy and happy communities. The council has a good record of supporting communities through the pandemic and the approach to early intervention will be embedded further by continuing to deliver the health and wellbeing programme. More support and advice will be provided for residents. Delivery of the South Ribble Family Wellbeing Centre will enable greater access to services for key groups including older people, families, and vulnerable young people. As part of continuing to mitigate the impact of the cost of living crisis, the council will continue to deliver the cost of living action. Building on the success of Music in the Park 2023, the council will deliver Music in the Park 2024.
32. The Business Energy Efficiency Scheme will be delivered to support businesses to implement climate adaptations. A people and skills programme will be put in place to develop future skills to meet workforce demands. Leyland Town Centre will benefit from improvements as town centres are developed into vibrant multi-use spaces. This will be underpinned by the implementation of the Economic Development Strategy.
33. A choice of decent, affordable homes is a key priority and the Jubilee Gardens Extra Care scheme which will be expected to be completed by early 2024. While this scheme is delivered the council will also be focused on developing green spaces.
34. Climate change continues to be a key focus, cutting across all proposed project delivery activity. We will continue to undertake specific work to improve our own assets, enhancing the use of the Civic Centre and through the climate change programme proactively encourage positive action across the borough by providing infrastructure and incentives.

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35. The proposed key projects and an overview of what they will deliver is shown below:

Project	Description
Green and clean neighbourhoods	
Deliver Phase One of the Jubilee Gardens Project	As part of our commitment to provide more affordable housing, the council will deliver phase one of the Jubilee Gardens development.
Develop Tardy Gate Play Area and Skate Park	The council has pledged to make improvements to Tardy Gate Play Area and Skate Park, enhancing the facilities to help reduce Anti-Social Behaviour (ASB) and to attract younger residents.
Deliver the Climate Change Strategy	The council will lead activity to address climate change and continue the delivery of the climate change strategy.
Deliver the Biodiversity Strategy	By delivering the Biodiversity Strategy the council will ensure its 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. Residents and businesses will benefit from maintaining and improving a healthy green environment. As part of this project, the council will create a Hedgehog Highways Action Plan.
An Exemplary Council	
Refresh and deliver the Transformation Programme	The council continues to face significant challenges - from increasing costs, uncertain funding arrangements and a competitive jobs market. The transformation programme ensures that the organisation responds to these challenges effectively. The programme will be refreshed to support budget planning and high quality service delivery.
Enhance the use of the Civic Centre	The council will develop plans for the future use and maintenance of the Civic Centre to support the delivery of high quality services, and provide a modern, attractive working space.
Work with partners to join up public services for Early Years Provision	Working through our partnership, this project will bring together partners to develop an Early Years Action Plan. This will ensure we support our youngest residents as effectively as possible.
Healthy and Happy Communities	
Deliver Music in the Park 2024	Building on the success of previous Music in the Park events, the council will deliver the third Music in the Park event to attract visitors to the borough.
Continue to Deliver the Health and Wellbeing Programme	The council will implement a service that will help residents with their wellbeing, delivering support to people around healthy weights and nutrition, with a focus to support families cooking on a budget and making small changes that will provide long term health and wellbeing benefits for the family and household.
Deliver the South Ribble Family Wellbeing Centre	Following the investment into the former Greens Dance Studio to establish the South Ribble Family Wellbeing centre, the council will work with Finley's Families to deliver the first year of operations.

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Project	Description
Continue to deliver the Cost of Living Action Plan	The council is committed to continue supporting residents with practical support and interventions that will help manage the cost of living crisis and where possible reduce its impact on our most vulnerable households. This includes delivering practical financial assistance and working with our communities and partners to develop interventions and targeted programs of support.
Opportunities for Everyone	
Implement the Economic Development Strategy	The focus will be on delivering the priorities set out in the Economic Strategy for the coming 12 months. In addition, an annual report will be produced to demonstrate activity and the benefits delivered.
Deliver the Business Energy Efficiency Scheme	Continue to deliver the Business Energy Efficiency Scheme (BEE) providing a package of support for businesses to undertake energy adaptations including an energy audit, recommended changes, and potential grant towards improvements. In Addition, the project will work with leaders in green technology, innovation, and education to support businesses to learn and adopt best practice.
Develop and Implement a People and Skills Programme	This project will ensure there is a range of employment and skills provision available in the borough, to promote future career pathways and develop the future skills pipeline to meet the needs of local enterprise. This will include the commissioning of services, promotion and events as well as continuing to develop the Skills Factory support.
Continue to Develop Town Centres as Vibrant Multi-Use Spaces	To continue the investment in our town centres by delivering on the Town Deal for Leyland Town Centre and surrounding area.

MEASURING PROGRESS

Corporate Strategy measures

36. The strategy includes 27 performance indicators that will be measured and reported against to demonstrate success and progress towards achieving the priorities and long-term outcomes. Existing measures and targets have been reviewed and updated to ensure that they remain challenging to reflect council ambition.
37. One new indicator has been introduced to help monitor performance of the refreshed delivery plan:
 - **Contact Centre inbound calls answered within average wait time of < 5 minutes:** This is to reflect the measures within the adopted Customer Access Charter, which sets out how customers can contact the council, access its services and the standards of customer care that can be expected.
38. One indicator was to be baselined following performance within the year. Average performance has been used to set the target for the following indicator:
 - **Number of people referred to social prescribing service.**
39. One indicator is proposed to be moved from the corporate indicator list and collected locally.

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- **Percentage of calls to Gateway/Call Centre answered within 90 seconds:** This is to reflect the agreed performance measures as part of the Customer Access Charter
40. Three indicators are proposed to be moved from the corporate indicator list to reflect changes in delivery or where a more appropriate indicator has been substituted to better reflect performance:
- **The number of individuals who complete a health check (screening):** The two year programme with Active Lancashire has concluded. While the council continues its work to improve wellbeing through, for example, social prescribing, the active health team and healthy weight programme, this indicator related to a specific programme and so is proposed to be discontinued.
 - **Value of savings for Credit Union members with Family Loans:** In March 2024, the council will complete its grant support to set up and resource of a new Unify Credit Union branch in Leyland. The council will continue its relationship through a presence on the board of directors for Unify and ongoing engagement with key council services and partners.
 - **% of the population with NVQ level 3 and above:** The data for this indicator is no longer available on the Office National Statistics (ONS) website and therefore cannot be reported
41. One indicator has had targets amended to reflect service changes or better align to future priorities. This includes the following:

Indicators	Action	Reason
Customers satisfied with the service they receive from the council	This target has been reduced from 80% to 70% in line with the Customer Access Charter.	The Customer Access Charter was adopted by the council in January 2023 to ensure that we continue to deliver an excellent standard of customer care in line with the model agreed by both councils as part of Shared Customer Services.

42. A summary of the proposed indicator list for 2023/2024 is included on the following page, setting out the proposed targets.

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Proposed Indicators and Targets 2023/2024

Priority	Indicator	Frequency	Target
An Exemplary Council	Service requests received via self-service channels	Quarterly.	40%
	Customers satisfied with the service they receive from the council	Quarterly.	70%
	The percentage of households living in fuel poverty	Annual	Regional Average
	Contact Centre inbound calls answered within average wait time of less than 5 minutes	Quarterly.	55%
Healthy and Happy Communities	The number of wellbeing sessions delivered by the council	Quarterly.	2,800
	The number of claimants as a proportion of resident population of the area aged 16-64	Quarterly.	Regional Average
	Number of residents participating in activities delivered by the council	Quarterly.	8,000
	Number completing basic digital skills training	Quarterly.	300
	Number of people referred to social prescribing service	Quarterly.	300
Green and Clean Neighbourhoods	Number of improvements to parks and open spaces	Annual	5
	Number of households in temporary accommodation at the end of the quarter	Quarterly.	44
	Number of affordable homes delivered	Bi-annual	80
	Trees planted in the borough this year	Quarterly.	27,500
Opportunities for Everyone	Overall employment rate	Quarterly.	Regional Average
	Number of business engagements / support provided by the council	Quarterly.	840
	The percentage of 16 – 17 year olds not in education, employment or training (NEET)	Quarterly.	3.5%
	% Social and Local Economic Value Added	Annual	10%
	Median Workplace Earnings	Annual	National Average
	Median Earnings by place of residence	Annual	National Average

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43. Resident Survey indicators remain on the indicator list and is undertaken every two years. The Resident Survey will be repeated in early 2024 and reported in the quarter one 2024/25 performance monitoring report. The indicators included are:

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

Climate change and air quality

44. The work noted in this report impacts on the following areas of climate change and sustainability targets of the council's Green Agenda:

- a. Net carbon zero by 2030,
- b. Reducing waste production,
- c. Limiting non sustainable forms of transport,
- d. Working with sustainable and green accredited companies,
- e. Limiting or improving air quality,
- f. Limiting water waste and flooding risks,
- g. Improving green areas and biodiversity.

Equality and diversity

45. The review of the strategy each year provides the opportunity to consider the latest demographic information, policy context and implications for services. The strategy sets out support for those in communities who may have unfair disadvantages in accessing support, services, and opportunities.

46. As the strategy is delivered over the next 12 months and each project is implemented, an equality impact assessment will be undertaken to consider the equality and diversity implications.

Risk

47. The Council maintains a strategic corporate risk register which sets out the main risks to the organisation and delivery of its services and strategy. In considering the key risks to the delivery of the Corporate Strategy, the main risks will be related to resourcing and finance, particularly the impacts of the poor economic forecasts and predictions at a national level, including the cost of living crisis. To manage these risks there are mitigation plans in place and each project listed in the strategy is required to undertake and maintain its own risk register.

Comments of the Statutory Finance Officer

48. There are no direct financial implications of this report but the Corporate Strategy forms a key element of producing the Medium Term Financial Strategy presented each Spring. The direction provided by this report will be fed into budget setting.

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Comments of the Monitoring Officer

49. The matters and priorities to be addressed within the Corporate Strategy relate to statutory duties or are within the general power of competence and can lawfully be adopted for delivery. The measures proposed will enable the council to properly consider whether the priorities and associated interventions have delivery value for money which will in turn serve to inform future decision making.

Background documents

There are no background papers to this report.

Appendices

Appendix A - Corporate Strategy 2023/2024

Appendix B - South Ribble Corporate Strategy Projects Position Statement 2022/23

Report Author:	Email:	Telephone:	Date:
Polly Patel (Performance and Partnership Manager)	Polly.patel@southribble.gov.uk		19/10/23
Michael Johnson (Senior Performance and Policy Advisor)	Michael.johnson@southribble.gov.uk		

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Corporate Strategy

2023/24 - 2024/25

The people of South Ribble are at the heart of everything we do as a Council and as a new administration our Corporate Strategy for 2023 will do even more to enhance our commitment to working together with communities.

We are a council that will listen, understand and act on the things that matter most to our residents by being present in local areas and making services available when they are needed most. Our thriving community hub model is just one example of our commitment.

But we're not just here for now, we are here for the future and will put in place the services and facilities to ensure that every resident is able to reach their full potential. Extra Care housing facilities, local amenities and good quality housing are key areas of focus.



“Together, we are proud to be delivering even more for South Ribble”



An Exemplary Council

A council that:

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

Green and Clean Neighbourhoods

A borough with:

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



Healthy and Happy Communities

Places where:

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

Opportunities for Everyone

Communities that:

- Can access training and jobs
- Are supported to grow sustainable businesses
- See investment in improving the borough

Our vision:

A listening, engaging and responsive Council that makes the best use of its resources to enable every person and community to thrive in a vibrant, green and fair borough.



South Ribble will:

- Refresh and Deliver the Transformation Programme
- Enhance the Use of the Civic Centre
- Work with Partners to join up public services for Early Years Provision



South Ribble will:

- Deliver Music in the Park 2024
- Continue to Deliver the Health and Wellbeing Programme
- Deliver the South Ribble Family Wellbeing Centre
- Continue to Deliver the Cost of Living Action Plan



South Ribble will:

- Deliver Phase One of the Jubilee Gardens Project
- Develop Tardy Gate Play Area and Skate Park
- Continue to Deliver Climate Change Strategy
- Deliver the Biodiversity Strategy



South Ribble will:

- Implement the Economic Development Strategy
- Deliver the Business Energy Efficiency Scheme
- Develop and Implement a People and Skills Programme
- Continue to Develop Town Centres as Vibrant Multi-Use Spaces

Our vision:

A listening, engaging and responsive Council that makes the best use of its resources to enable every person and community to thrive in a vibrant, green and fair borough.

How will we know we're succeeding?

An Exemplary Council

- At least 40% requests for service will be received via self-service channels
- More than 70% of customers will be satisfied with the service
- 55% of calls to Call Centre answered within 5 minutes
- The percentage of households living in fuel poverty will be better than the North West average
- The percentage of people satisfied with South Ribble as a place to live will increase
- The percentage of people satisfied with the leisure and sports facilities in their local area will increase

Healthy and Happy Communities:

- The number of people referred to social prescribing service
- The number of wellbeing sessions delivered by the Council
- The number of claimants as a proportion of resident population of area aged 16-64 is better than North West average
- The number of residents participating in activities delivered by the Council
- The number of people who have successfully completed basic digital skills training
- The percentage of people who feel they belong to 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 think the Council acts on the concerns of local residents will increase

Opportunities for Everyone:

- The number of Business Engagements/support provided by the Council
- % (average) of Social and Local Economic Value Added from contracts
- The overall employment rate in South Ribble will be greater than the North West average
- The percentage of 16 – 17 year olds not in education, employment or training (NEET) is lower than the regional average
- Median workplace earnings in the borough will be better than the national average
- Median earnings by residence (residents of South Ribble) will be better than the national average

Green and Clean Neighbourhoods:

- The number of improvements to parks and open spaces
- The number of households in temporary accommodation will be reduced
- 80 Affordable Homes will be delivered
- 27,500 trees will be planted in the borough this year
- Satisfaction with the parks and green open spaces will increase
- The percentage of people who feel safe when outside in their local area after dark will increase
- The percentage of people who feel safe when outside in their local during the day will increase

Appendix B: SRBC - Corporate Strategy Projects 2023/24

Project	Status	Position Statement (Q2)
An Exemplary Council		
Deliver improvements to the Civic Centre workspace	GREEN	The project to deliver improvements to the Civic Centre workspace has progressed with ongoing feasibility work to bring forward an options paper. The options that are being explored include making the best use of space and technology in the conference centre and also the currently vacant space on the top floor. An accommodation working group bringing together different services across the council will be established to oversee and progress the Civic Centre improvements to ensure a modern, fit for purpose environment and to support the wider deliver of the council's Workplace Strategy
Continue to develop high quality and responsive Council services	GREEN	The Council has an ambitious transformation programme that includes delivering improvements to ensure high quality and responsive services. A single operating model for Property and Development as well as Pest Control was successfully implemented, with both teams now operating on a shared basis with Chorley Council. This forms part of the wider programme of shared services, which will provide greater capacity, more resilience, and create development opportunities for staff. Delivery of the Property and Asset development plan has continued to enable a joint operating model. To ensure that services are more accessible for residents, external forms for the Council website have been reviewed and work is continuing with ICT and services to deliver channel shift improvements by enhancing the capability for online self-serve bringing forward new web forms and technology. A Customer Relationship Management (CRM) system will be procured, and new external website forms will now be developed.
Work with partners to join up public services for residents	GREEN	The Chorley and South Ribble Partnership has made progress with the development of a shared data and intelligence dashboard in collaboration with partners. Data sharing agreements have been established with Citizens Advice (CAB) and Runshaw College and work has been undertaken to refine the requirements for the dashboard and to identify which data metrics will add the most value to partners and will inform service delivery. The Partnership is also working with health organisations to implement changes proposed by the Integrated Care Board. This has involved making sure that local priorities for South Ribble are reflected in the plans and ways of working. The council has undertaken a comprehensive mapping exercise to assess the impact of different hubs and new teams/structures to ensure that there is no duplication, and that a place-based partnership model can be incorporated into its existing structures. The initial trial, which focuses on early years and family support, has progressed with the establishment of an Early Years Task Group which will have its first meeting in October 2023 to drive the project forward.
A fair local economy that works for everyone		
Develop town centres as vibrant multi-use spaces	AMBER	The £38 million Leyland town centre improvement project (Leyland Town Deal) has progressed with design development element of the programme and the completion of the first phase of the site investigation. All six planning applications have been approved and phase two of the site investigation work has commenced, which will enable future improvements to be taken forward including the demolition of the former Iddons Factory. This will create space for the BASE 2 business and skills hub, residential development, and a new car park. The Leyland Town Deal has been rated amber due to the ongoing risk implications connected to the finalisation of elements within the development design stage (RIBA 3). Discussions are being progressed in relation to the development designs via the consultants appointed by the council to add resource capabilities and expedite a resolution. Elements of the project are still progressing while discussions are taking place to ensure minimal disruption and to maintain the schemes overall delivery timescales.
Deliver the Economic Strategy	COMPLETE	The South Ribble Economic Strategy was finalised and approved at Cabinet in February 2023. The Economic Strategy aims to set out clear ambition and vision for South Ribble with a focus on four key areas which are: <ul style="list-style-type: none"> • 'Space and Place' to create the right conditions for business to grow, • 'Workforce and Skills' providing the right skills, training, and people, • 'Employability' working with communities to remove any barriers to employment, • Business Support – offering tailored assistance to respond to business needs. Each priority is accompanied by a number of objectives and supporting actions set out in the strategy. Success measures have been identified to monitor the effectiveness of the strategy and help to provide a strong local economy within South Ribble.

Develop green energy schemes for local businesses	GREEN	The council continues to support eligible local businesses through the Business Energy Efficiency (BEE) Scheme to reduce their energy usage, resulting in a reduction in their energy costs supporting business viability and contributing to the longer-term carbon reduction targets of the council by reducing their carbon footprint. At the end of quarter two, the delivery of the BEE grant scheme has continued with 88 applications being processed, of which 11 grant offers have been made to businesses and three grants have been paid for on the completion of the recommended energy saving (carbon reduction) measures. Applicants will continue to be processed as businesses complete energy audits and will progress to grant stage.
Deliver the South Ribble Skills Factory	GREEN	The South Ribble Skills Factory was launched on the Business in South Ribble website in February 2023 as a dedicated skills hub providing impartial advice, skills, training and recruitment support to business and free skills, apprenticeship, and employment support to residents of all ages across South Ribble. To support local businesses, people seeking jobs and careers information, the South Ribble Skills Factory has delivered a range of engagement activities. Events to highlight include. <ul style="list-style-type: none"> • A careers event at Runshaw College where impartial careers information advice and guidance was offered to 269 students. • The Recruitment Roadshow 2023 took place at the Civic Centre in July with over 400 people attending, supporting residents into employment and training. The skills Factory website has been developed and the Skills Factory profile will be raised with more events and activities with partners; and will continue to support careers delivery in schools and encourage local businesses to sign up to the Lancashire Skills Pledge.
Thriving communities		
Develop social prescribing in South Ribble	GREEN	The social prescribing service was launched on the 1 September with the aim of reducing health disparities and improving outcomes for residents. Significant progress has been made, including the recruitment and onboarding of all social prescribers. The primary focus for the service has been refining the processes to ensure that the council can deliver a high-quality service to residents. Since the service launch, the South Ribble Together website has been updated and referrals have been received from both the local community and partners. A training programme has commenced to support social prescriber link workers, which includes Health Coach training and Benefits Initial Assessment training from Citizen Advice (CAB). Furthermore, the service has collaborated with South Ribble Together and the Leyland Hub to promote the service and increase awareness of the support available. In quarter three, a review of community focused services and referral pathways will be undertaken to ensure that the Social Prescribing service is fully embedded and aligned with Active Health, Community Hubs, and wider council services.
Deliver Music in the Park 2023	COMPLETE	The council hosted the return of the 'Music in the Park' event at the beautiful location of Worden Park on Bank Holiday Sunday 28 May 2023. The event included an 80's and 90' themed concert and sold tickets to over 3,200 people. The acts included big names such as Bananarama, Peter Andre, Bad Manners and many more. In addition to the acts, there were 18 local business at the event, which included food vendors, face painting and a charity. The successful event has brought local communities together promoting a sense of belonging, boosted the local economy and encouraged visitors from across the region to South Ribble.
Create community support spaces	AMBER	As part of the council's commitment to investing in the local community, work has progressed with the purchase completion for the South Ribble Family Wellbeing Centre (Green's Dance Centre) in Lostock Hall. A paper outlining the plans to develop the centre was approved at Council in July 2023 and included approval of £300k budget to purchase and renovate the building. Draft lease agreements have been produced and a tender for the renovation has been published, with the refurbishment work expected to commence in quarter three. The project was rated amber as an early indication of potential issues that may impact on the completion times. Delays within the purchase and tender processes may impact on the original programmed completion date of December 2023. The renovation work will commence in October 2023, and it is expected that the South Ribble Family Wellbeing Centre will be open to the public in January 2024.
Deliver the Cost of Living action plan	GREEN	The Cost of Living action plan providing practical financial support to households including advice and access to services that promote resident wellbeing has progressed with the successful delivery of the summer Holiday Activities and Food (HAF) programme. The programme provided access to free activity places and food to 11,025 young people over the summer period. In addition, the School Uniform Shop supported over 500 families and 1,000 young people with access to free school uniforms, food, practical advice, and support from partner agencies. In July 2023, the Council approved the grant allocation of £680k for round four of the Household Support Fund to support both vulnerable residents, and those who have been adversely financially affected by Covid and the Cost of Living crisis.
Good homes, green spaces, healthy places		
Complete a programme of improvements to local play areas across the borough.	GREEN	As part of the Councils continued investment into local green spaces and play areas, the council will be delivering a number of improvement schemes to enhance the quality and accessibility of play areas in South Ribble. The project will deliver improvements to playgrounds at Ryden Avenue (Leyland), Hutton, Longton, New Longton and King George V Playing Field Playground (Penwortham). The council has completed improvements works to Ryden Avenue toddler and junior play area. The play area opened to the public in June 2023 and the refurbishment included brand new equipment, new fencing, a carpet surface, and the existing toddler roadway will get new line markings and signs.

		Work has started on site for the £95k refurbishment of Hutton Play area and is expected to complete in October 2023. The refurbishment will include a range of accessible equipment such as swings, climbing frames, slides, and rockers for toddlers as well as juniors. In quarter three, a tender process will be undertaken for the improvement works to King George V Playing Field Playground in Penwortham.
Deliver affordable, quality homes to meet the needs of local communities	GREEN	<p>The affordable and energy efficient homes on the former McKenzie Arms site has been completed in April 2023, providing three, three-bedroom townhouses, nine one-bedroom apartments and three two-bedroom apartments on site. The new homes will help meet the increases in demand and a shortage of good quality affordable in the borough.</p> <p>The Jubilee Gardens project has progressed with a report going to Council to approve an increase of the budget to £20.5 million and approve the procurement strategy for the main contractor to deliver the 75-bed extra care facility scheme. Works on site began with early enabling works in August 2023, followed by a ground breaking event on the 13 September 2023 to officially launch the development works. In quarter three, groundworks on the site will be undertaken including works to the foundations and access roads.</p>
Deliver the climate change strategy	GREEN	<p>As part of the ongoing commitment to becoming net-carbon zero, protecting the local environment and addressing the issues of the climate emergency work has progressed with a number of activities including Council approval of the Biodiversity Action Plan, which sets out clear actions that will be taken over the next five years to restore, conserve and enhance the biodiversity in the borough.</p> <p>The Defra funded Clean Air Crew website is now live and the project was launched at the council's Green Homes and Business event. The successful two day event was attended by over 200 people and provided the opportunity for businesses and the local community to contribute to the Air Quality Action Plan consultation.</p> <p>Following the successful grant application, contracts are being agreed for the installation of 21 on street electric vehicle resident charge points (OSRC) across the borough. Over quarter three, a consultation will be undertaken as part of the review process for the Air Quality Action Plan, trees will be ordered in preparation for the planting season and the delivery of improvements to the green infrastructure will continue with the electric vehicle charging points.</p>

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Report of	Meeting	Date
Deputy Chief Executive (Introduced by Cabinet Member (Planning, Business Support and Economic Development))	Council	Wednesday, 22 November 2023

Statement of Community Involvement

Is this report confidential?	No
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Is this decision key?	Not applicable
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Purpose of the Report

1. To present members with a draft Statement of Community Involvement (SCI) in relation to consultation procedures to be undertaken by the Council for planning policy and development management functions, and to seek agreement to consult on the draft Statement.

Recommendation to Council

2. That the Council agrees that the draft SCI 2023, contained at Appendix 1, be the subject of public consultation, as set out in paragraphs 47 to 51 of the report.

Reasons for recommendations

3. To bring the SCI to public consultation so that residents, communities, and stakeholders have the opportunity to be involved from an early stage and offer comments to improve the document.

Other options considered and rejected

4. Do not take the SCI to consultation – this does not reflect the purpose and aims of the SCI and would not enable community involvement before adoption.

Executive summary

5. The SCI sets out how the local planning authority will consult and notify the community, businesses, and other organisations or 'stakeholders' about the development of their area. It also explains how people can get involved with the planning process, for example through the various stages of the Local Plan's production and during the consideration of planning proposals.

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6. An SCI is required under Section 18 of the Planning and Compulsory Purchase Act 2004 and conforms with the relevant regulations for both plan making and development management.
7. South Ribble Borough Council is responsible for producing different types of planning documents. Each type of document carries a different weight, and each requires a different level and/or nature of engagement with the local community and other stakeholders.
8. For example, in planning policy there are different types of policy documents, primarily Development Plan Documents (DPDs) (e.g., Local Plan, Neighbourhood Plans) and Supplementary Planning Documents (SPD's) each requiring a different level of engagement with the local community and other stakeholders. The process for producing different types of policy document varies, and consequently, so do consultation arrangements and procedures.
9. The requirements for consultations on planning applications are set out within the Town and Country Planning (Development Management Procedure) (England) Order 2015 and the consultation carried out depends on the application type that is being considered.

Corporate priorities

10. 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

11. South Ribble Borough Council published its current SCI in 2013. Since then, there have been significant changes made to planning legislation, regulation, and guidance. The document reflects on the suitability and effectiveness of approaches to community engagement described in the previous version of the SCI. Therefore, it includes new methods of consultation that make effective use of modern technologies and resources.
12. South Ribble Borough Council recognises that it is important to provide the necessary resources and opportunities for communities and other interested parties to comment and engage throughout the planning process. Community involvement facilitates discussions and feedback that can influence decision making.
13. The attached draft SCI conforms with the relevant regulations for both plan making and development management.

The Purpose and Aims of the Statement of Community Involvement

14. The SCI sets out how the local planning authority will consult and notify the community, businesses and other organisations or 'stakeholders' about the development of their area. It also explains how people can get involved with the planning process.
15. This document reflects on the suitability and effectiveness of approaches to community engagement described in the previous version of the SCI, and it makes effective use of modern technologies and resources.

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16. South Ribble Borough Council recognises that it is important to provide the necessary resources and opportunities for communities and other interested parties to comment and engage throughout the planning process.

Community Involvement in Planning Policy

17. The Council is now at an advanced stage in preparing a new Local Plan in partnership with Chorley Borough Council and Preston City Council. As part of the plan making process, each Authority will review and where necessary update their SCI as plan-making legislation requires that consultation on the various stages of the Local Plan process is carried out in accordance with the Statements of Community Involvement.

General Consultation Methods

18. South Ribble Borough Council maintains an up-to-date consultation database so that anyone or any organisation who wishes to be informed of the progress of planning policy can be contacted.
19. All current adopted policy and supplementary resources are available online.
20. Contact details are provided for the Planning Policy, Technical Support and Central Lancashire Local Plan Teams for enquires and support in accessing documentation.
21. The SCI confirms that the Council will meet its obligations under the Duty to Cooperate required by Section 33A of the Planning and Compulsory Purchase Act 2004. Specifically, the Duty requires local planning authorities to:
 - Engage constructively, actively and on an ongoing basis with any local planning authority, or other prescribed body, potentially affected by a strategic matter; and
 - To develop strategic planning policies to address such issues and consider joint approaches to plan making.

Development Plan Consultation Methods

22. The SCI breaks down each stage of Local Plan preparation and outlines the purpose of consultation and engagement at each level. The minimum consultation period during both the preparation and publication stages is 6 weeks.
23. Relevant statutory consultees must also be consulted during the Local Plan preparation process.
24. Consultation events are held both in the day and evening, to allow interested parties to attend at their convenience. These are usually held across the five neighbourhood areas in the Borough, although these may be subject to change depending on availability and suitability.
25. During formal consultation periods in Local Plan preparation, hard copies of documents will be available at local libraries and the Civic Centre. Documents and plans will also be taken to consultation events where the planning team will be on hand to answer any queries.
26. Any representations made in response to a consultation on a draft DPD are published on the Council's website. The requirement to publish a Consultation Statement reflects the Government's desire to strengthen both stakeholder and community involvement in the planning process.

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Supplementary Planning Documents

27. A Supplementary Planning Document is also subject to a process of consultation and engagement with relevant parties. The Council will carry out at least one consultation during the preparation of an SPD before it is adopted, for a minimum of four weeks. Any representations made in response to a consultation on a draft SPD are published on the Council's website.
28. Members of the public, local businesses, organisations, and interested parties from the consultation database will be consulted, as well as statutory consultees.
29. Following consultation on a draft SPD, a consultation statement will be published at least 4 weeks before the document is formally adopted by the Council. The consultation statement will list all the responses received as a result of consultation, with the Council's response, and identify any changes that have been made to the document.

Neighbourhood Development Plans

30. Neighbourhood Planning is a way for communities to have a say in the future of places where they live and work. It gives neighbourhoods the power to produce a plan that directs development in their local area.
31. Neighbourhood Plans, once adopted, form part of the development plan, therefore decisions on planning applications must take account of them.
32. The Council has a statutory duty to support local groups in the preparation of a Neighbourhood Plan. However, the responsibility to produce a Neighbourhood Plan lies with the qualifying body, e.g., the relevant Parish Council.
33. Once a Neighbourhood Plan has been drawn up and submitted to the local planning authority, the local planning authority must carry out a statutory consultation on the proposed Neighbourhood Plan before it is examined by an independent and suitably qualified person. This stage will be subject to a six-week consultation.
34. A Neighbourhood Plan is subject to an examination by an Independent Planning Inspector, full details of the Inspector and examination process will be published on the Council's website. A Neighbourhood Plan will also require a referendum, details of which will also be made publicly available.
35. The planning policy team are on hand to support with neighbourhood planning through GIS support, advice and guidance as required and will assist with examination.

Community Involvement in Development Management

36. The requirements for consultation on planning applications are set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015. The consultation carried out will depend on the application type.

Permitted Development

37. To assist in determining whether a proposed householder development is likely to be permitted development, self-assessment sheets are available on the Council's website.
38. The planning team are available to provide basic advice to members of the public without

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charge. The planning pages on the Council website also provide links to useful websites that provide planning information and resources. Additional support can also be provided by contacting the Technical Support Team.

Pre- Application Advice

39. South Ribble Borough Council welcomes and encourages applicants and developers to seek pre-application advice from the Council prior to the submission of a formal planning application.
40. For major pre-application enquiries the Council may seek advice from internal and external consultees. During the pre-application discussions officers will also advise developers on whether the proposals would benefit from a process of community involvement before the application is submitted.

Planning Applications

41. Neighbour notification by letter is the principal method of consultation on most planning applications – in such cases, letters are sent to all owners / occupiers of properties that immediately adjoin the boundary of the application site. Some applications must be advertised in a newspaper and site notices may be displayed.
42. Neighbours / interested parties are given 21 days to respond in writing to the notification. Comments may be made on any planning application, by anyone, regardless of whether or not they were consulted individually. All planning applications (with associated documents) received by the Council can be viewed via the public access portal.
43. The views of statutory consultees and the public are important in making decisions on planning and related applications. However, they are just one consideration amongst several in the overall decision-making process and must be weighed alongside local planning policy set out in the development plan and related guidance, national policy set out in the National Planning Policy Framework, and other material planning considerations.

Planning Committee

44. The Council allows public speaking at Planning Committee meetings, subject to a number of criteria, details of which are published on the Council's web site.

Planning Appeals

45. Appeals are examined by an independent Planning Inspector appointed by the government. When an appeal is received, we will notify in writing all those who made written comments upon the original application. Copies of their comments will be forwarded to the Planning Inspectorate and the Council will inform people how to make further representations to the Planning Inspectorate.

Next Steps

46. Approval is now sought to go out to public consultation on the revised Statement of Community Involvement.

Consultation on the Draft Statement of Community Involvement

47. Consultation on the draft SCI will be held for four weeks.

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48. The consultation will follow those methods described in the draft SCI. Those on the consultation database will be contacted, notifying them of the consultation and inviting them to comment. Ward and Parish Councillors will be notified to enable them to inform their residents of the consultation.
49. Letters and emails will be sent to interested parties and the consultation will be advertised online inviting interested parties to view the draft SCI and submit comments.
50. Responses will be collated on the online platform Citizen Space (with alternative provisions) and comments will be analysed after the consultation ends. These comments will be reviewed, and amendments will be made where appropriate.
51. Below is a proposed timetable to progress the draft SCI to adoption.

Time Period/Date	Key Milestone
January/ Early February	Consultation on the draft SCI is held
February/March	Analysis of responses and amendments
27 March 2023	Brought back to Council to recommend approval for adoption of the new SCI

Financial and Legal Implications

52. One of the reasons for updating South Ribble Borough Council's SCI is to ensure that it complies with the most up to date planning regulations and national policy.
53. There are no new consultation methods proposed that do not already exist at the current time, therefore the financial implications remain the same as existing.

Equality and diversity

54. The primary purpose of the SCI is to provide the necessary resources and opportunities for communities and other interested parties to engage throughout the planning process. Consultation methods seek to ensure that opportunities are maximised to enable participation from a wide range of stakeholders.
55. An impact assessment has not been completed as the purpose of the SCI is to demonstrate equality and diversity in the planning process.

Risk

56. The risk of delaying or disapproval of a consultation period will delay the adoption of the revised SCI at a key stage of emerging Local Plan, whilst the current version is no longer compliant with current national planning requirements.

Comments of the Statutory Finance Officer

57. There are no direct financial implications arising within the report as it is presented to Members to seek approval for public consultation.

Comments of the Monitoring Officer

58. There are no concerns from a Monitoring Officer perspective with this report. What is proposed is designed to comply with our duties under the relevant legislation. Our

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existing SCI was agreed back in 2013 – hence there is clearly a need to update our current procedures to encompass all current consultation processes open to a council.

Background documents

N/A

Appendices

Appendix 1: Draft Statement of Community Involvement 2023

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Statement of Community Involvement

Autumn 2023

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1. Introduction

This Statement of Community Involvement (SCI) sets out how the local planning authority will consult and notify the community, businesses and other organisations or ‘stakeholders’ about the development of their area. It also explains how people can get involved with the planning system.

1.1. What is a Statement of Community Involvement?

The SCI demonstrates to interested parties, the opportunities for engagement and involvement in plan making and decision taking within the planning process.

This document explains the processes for community involvement and the role of South Ribble Borough Council as the local planning authority (LPA).

1.2. What are the aims of the Statement of Community Involvement?

South Ribble Borough Council recognises that it important to provide the necessary resources and opportunities for communities and other interested parties to comment and engage throughout the planning process. Community involvement facilitates discussions and feedback that can influence decision making.

The SCI ensures that the Council will:

- Provide access to up-to-date planning information and resources including updates on progression.
- Consult on plan making progression and planning applications (where applicable) in accordance with the latest regulations.

1.3. What is the purpose of the Statement of Community Involvement?

South Ribble Borough Council will comply with the standards and methods of consultation as set out in this SCI when preparing and reviewing Local Plans, Supplementary Planning Documents, Neighbourhood Development Plans, and when determining planning applications.

The SCI provides certainty to all of those who wish to participate in the planning process.

The SCI will set out:

- what will be consulted upon;
- who could be consulted;
- how we might carry out consultation, and
- when we will consult.

The Council recognises that meaningful engagement with local communities and other ‘stakeholders’ benefits the planning process and can help increase public acceptance of developments. In more general terms, local authorities have a legal duty to act fairly in the exercise of their functions. One aspect of fairness is to consult stakeholders on matters that may affect them. The government has placed an emphasis on localism – to empower local communities to get involved in decision making.

It is important, however, that people understand that whilst all points of view made to the Council are considered, it is not always appropriate and / or possible for the Council to accommodate every request for change, especially where two parties have opposite views. Part of the Council's role is to balance competing interests and whilst it is accepted that the Council's decisions on planning matters will directly affect people's lives, it should also be remembered that feedback from public consultation is one of several factors that the Council considers when making its decisions.

Sometimes decisions may be made contrary to the views of people who have responded to consultations because other factors weigh more heavily in the overall planning balance. It is the purpose of officers' reports on planning applications, and the 'evidence base' that backs up planning policy documents, to set out how planning decisions (or recommendations) have been arrived at, considering relevant planning-related points made, including those received during consultation.

When consulting on planning matters, it is not the number of comments registered, but the relevance of the planning-related arguments contained within them that is most important. As an LPA, the Council needs to balance the views of all sides, as well as relevant law and policy, in forming its decisions.

1.4. Why does South Ribble Borough Council produce a Statement of Community Involvement?

A SCI is required under Section 18 of the Planning and Compulsory Purchase Act 2004.

This document also reflects the requirements of the Town and Country Planning (Local Planning) (England) Regulations 2012, the Localism Act 2011, and the National Planning Policy Framework.

The National Planning Policy Framework (more commonly referred to as the NPPF) sets out the government's planning policies for England and how these are expected to be applied. The latest version of the NPPF was published in September 2023. It is a framework that guides local plan preparation and is a material consideration when determining applications.

Paragraph 16c of the NPPF states “[Plans are to] be shaped by early, proportionate and effective engagement between plan makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees”.

The NPPF also identifies advantages to community engagement and involvement in the planning application process. As paragraph 132 states “applications that can demonstrate early, proactive and effective engagement with the community should be looked on more favourably than those that cannot”.

The NPPF is supported by Planning Practice Guidance (PPG) which breaks down the policy and guidance of the NPPF into specific topics. PPG provides further guidance for the interpretation of the NPPF. It is intended to be a more accessible resource to enhance understanding and empower community involvement in the planning process.

The NPPF and PPG can be found via the following links
[National Planning Policy Framework - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/national-planning-policy-framework)
[Planning practice guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/planning-practice-guidance)

1.5. Why is South Ribble Borough Council producing a new Statement of Community Involvement?

South Ribble Borough Council published its latest SCI in 2013. Since then, there have been significant changes made to planning legislation, regulation, and guidance.

This document reflects on the suitability and effectiveness of approaches to community engagement described in previous versions of the SCI. Therefore, it includes new methods of consultation that make effective use of modern technologies and resources.

It is a requirement to review a SCI every five years, starting from the date of adoption.

The authority will review its SCI as and when required within the recommended timeframe to ensure it remains up to date.

1.6. How to use a Statement of Community Involvement

The minimum requirements for consultation on planning policy documents and planning applications are set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 and for planning applications in the Town and Country Planning (Development Management Procedure) (England) Order 2015.

The remainder of this document is split into these two sections, relating to community involvement opportunities in planning policy and development management. Even though the Council's planning policy and development management teams work hand in hand, it is useful to explore the different opportunities for community involvement in each area of planning practice.

1.7. Role of Planning Officers

Planning Officers are available by prior appointment to discuss the production of planning documents, pre-application enquiries and planning applications. Further details of these services are available throughout the document.

1.8. Role of Councillors

Councillors have an important role within the planning system, as both decision makers and as community representatives. Members of the public can make their views known to their local Ward or Parish Councillor, who may make representations on their behalf. Councillors are a vital link between the local community and the LPA. Councillors also make decisions on planning issues, such as adopting planning policy documents and determining some planning applications.

2. Planning Policy

South Ribble Borough Council is responsible for producing local planning policy which, along with national policy, is used to inform decisions as it carries out its development management functions. There are different types of policy documents, each carrying different weight, and each requiring a different level and / or nature of engagement with the local community and other stakeholders. The most common policy documents which involve public consultation are development plan documents (DPDs), (including the Local Plan), and supplementary planning documents (SPDs). The processes for producing DPDs and SPDs vary, and, consequently, so do consultation arrangements / procedures.

When DPDs are examined by independent Inspectors appointed by the Secretary of State, the documents will be tested for “soundness” and for “legal compliance”, i.e., to ensure that legal requirements have been met. One of the legal requirements is to verify that the consultation on the DPD at its various stages of preparation has been carried out in accordance with the Statement of Community Involvement.

2.1. Consultation Database

South Ribble Borough Council will maintain an up-to-date consultation database so that anyone or any organisation who wishes to be informed of the progress of planning policy can be contacted. E-mails will be sent to notify recipients of consultation events, publication, and main modifications to local plan documents. Details will include the length of consultation periods, links to relevant documents and the means of responding to any consultations.

Anyone wishing to be added to the consultation database should write to the Council using the contact details in table 1 below. Where possible, the Council’s preferred method of communication will be via e-mail. There will also be opportunities to add contact details to the database at consultation events.

2.2. Contacts and Resources

There are more ways to keep up to date with the planning policy developments in the borough.

The Council offices (Civic Centre, West Paddock) provide access to computers, where residents are welcome to use the facilities to view planning documentation.

Current adopted planning policy for South Ribble Borough Council is available at <https://www.southribble.gov.uk/article/1133/Planning-Policy>. Here there is also an interactive map available that is useful for a quick search of local plan designations along with a local plan policies map in PDF format.

Our Technical Support Team can assist with enquiries regarding accessing planning policy documentation and may be contacted via e-mail at planning@southribble.gov.uk or by telephone on 01772 625586.

The review of the Central Lancashire Core Strategy began in 2018 with a view to delivering a single Central Lancashire Local Plan between the authorities of Preston City Council, Chorley Borough Council and South Ribble Borough Council. Background papers and proposals can be found via <https://centrallocalplan.lancashire.gov.uk/>, including the existing Core Strategy and the emerging evidence base, as well as key issues and assessments.

Table 1: Contact details for the South Ribble Local Plan and Central Lancashire Local Plan

Current South Ribble Local Plan	planningpolicy@southribble.gov.uk	Planning Policy Civic Centre West Paddock Leyland Lancashire PR25 1DH Tel: 01772 625625
Emerging Central Lancashire Local Plan	centrallancashireplan@chorley.gov.uk	Central Lancashire Local Plan Team Civic Offices Union Street Chorley PR7 1AL Tel: 01257 515151

2.3. Duty to Cooperate

The duty to cooperate was introduced by the Localism Act 2011 and is set out in Section 33A of the Planning and Compulsory Purchase Act 2004. The authority's monitoring report documents the actions taken under the Duty to Cooperate.

Specifically, the Duty requires local planning authorities to:

- Engage constructively, actively and on an ongoing basis with any local planning authority, or other prescribed body, potentially affected by a strategic matter; and
- To develop strategic planning policies to address such issues and consider joint approaches to plan making.

Part 2 of the Town and Country Planning (Local Planning) (England) Regulations 2012 lists the prescribed bodies for our duty to co-operate.

Table 2: Duty to Cooperate Bodies

Statutory Consultees	Duty to Co-operate Organisations
Environment Agency	Environment Agency
Historic England	Historic England
Natural England	Natural England
Network Rail	Civil Aviation Authority
Highways Agency	Homes and Communities Agency
Telecommunications Operators	NHS England (Central Lancashire)
Integrated Care Board	Chorley and South Ribble Clinical Commissioning Group
Electricity and Gas Companies	Lancashire County Council (Highways Authority)
Sewerage and Water Companies	*Lancashire Enterprise Partnership
Homes England	Office of Rail Regulation
Adjoining Neighbouring Local Authorities	Adjoining Neighbouring Local Authorities inclusive of Chorley Council, Preston City Council, West Lancashire Council, Blackburn with Darwen Council, Ribble Valley Council, Fylde Council
Parish and Town Councils within the Borough	*Wildlife Trust
Adjoining Neighbouring Parish Councils	
Lancashire County Council	
Lancashire Constabulary	
The Coal Authority	
The Canal and River Trust	
The Theatres Trust	
Sport England	

* These bodies are not subject to the requirements of the duty. But local planning authorities and the public bodies that are subject to the duty must cooperate with Local Enterprise Partnerships and Local Nature Partnerships and have regard to their activities when they are preparing their Local Plans, so long as those activities are relevant to local plan making.

The Regulations require LPAs to consult 'general consultation bodies' as they consider appropriate, in the preparation of Development Plan Documents. General consultation bodies include:

- a) Voluntary bodies some or all of whose activities benefit any part of the authority's area
- b) Bodies which represent the interests of different racial, ethnic or national groups in the authority's area.
- c) Bodies which represent the interests of different religious groups in the authority's area.
- d) Bodies which represent the interests of disabled persons in the authority's area.
- e) Bodies which represent the interests of persons carrying on business in the authority's area.

3. South Ribble Development Plan

3.1. Development Plan Documents (DPD)

Development Plan Documents set out strategic policies, site allocations, and policies on a range of subjects which are used when determining planning applications. The production of DPD's is set out in the Regulations and is made up of several statutory stages.

There are various types of development plan document, each with a different preparation process:

- Local Plans – plan for future growth and development through strategic policies, and a proposals map showing allocated sites to meet predicted needs and requirements.
- Supplementary Planning Documents (SPD) – support the policies in the local plan through more detailed guidance.
- Neighbourhood Plans- plan for development in a specific neighbourhood area.

Below is the current structure of South Ribble's Development Plan. Please note that South Ribble is committed to preparing a new Central Lancashire Local Plan that will replace the South Ribble Local Plan and Central Lancashire Core Strategy. All documents relating to the emerging Central Lancashire Local Plan can be found via <https://centrallocalplan.lancashire.gov.uk/>.

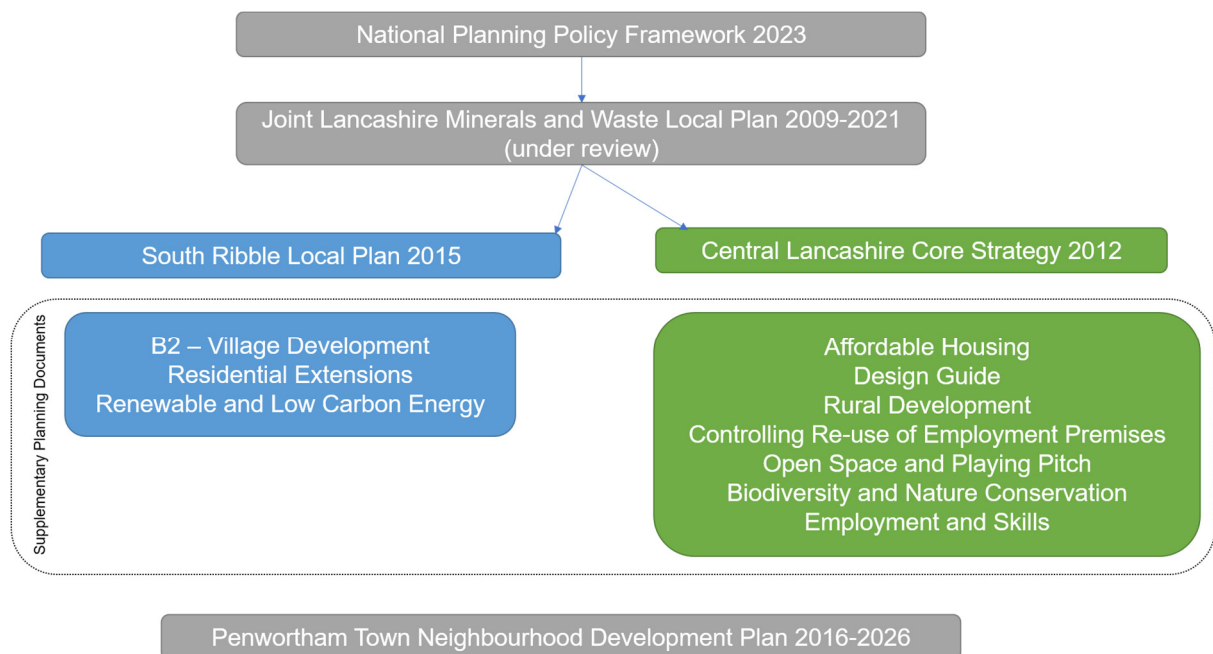


Figure 1: South Ribble's development plan structure

3.2. Local Plan

It is the duty of the Local Planning Authority to prepare an up-to-date Local Plan for its area. The Local Plan, and its component parts, must be supported by evidence, be consistent with the NPPF and demonstrate community involvement.

A wide cross-section of the community should be proactively engaged, so that Local Plans, reflect a collective vision and a set of agreed priorities for the sustainable development of the area. The below table indicates each stage of engagement, and collaboration with neighbourhoods, local organisations, and businesses.

Table 3: Stages of the Local Plan

Stage	Description
Evidence Gathering, Issues and Options (Reg 18)	Notifying relevant bodies and the community of the intention to produce a new DPD and invite comments. The Issues and Option stage prepares several evidence base documents, that will also be subject to consultation.
Plan Preparation (Reg 18)	Preferred Options will be the first draft version of the plan and will be drawn up using evidence and information from the first stage consultation, and guidance within the NPPF. It will explore alternatives to guide the plan towards an agreed position. Comments received will be taken into account in preparing the DPD.
Publication (Reg 19 and 20)	Following on from the consultations and evidence gathering, the proposed plan will be published. There will be a consultation period of a minimum of 6 weeks to allow stakeholders and the community to make formal representations on its soundness. All the responses received at the previous stage will be published as part of the consultation, along with the Council's response to them.

Plan Submission and Examination (Reg 22 and 24)	The plan will be submitted to the Planning Inspectorate for independent examination. Accompanying the DPD will be a Sustainability Appraisal report, policies map, consultation statement, representation details and any other appropriate documentation. The Inspector will consider all representations and there will be an opportunity for interested parties to speak at the hearing. The Inspector may suggest modifications to the plan which will be consulted on after the examination.
Inspector's Report (Reg 25)	The Inspector will then issue a report declaring whether the plan is sound. If the plan cannot be found sound, the LPA would have to go back to the plan preparation stage. If the plan is found sound, subject to any further changes suggested by the Inspector, the Council will move to adoption.
Adoption (Reg 26)	
Monitoring & Review	The LPA will monitor and review evidence-based reports and DPD through the adoption period.

3.3. Consultation Methods on emerging DPDs

When undertaking any formal consultation or formal adoption of a document, the LPA will ensure that the most up to date Planning Regulations are complied with. The minimum consultation period at preparation and publication stages is 6 weeks, although the LPA may decide to undertake additional consultations at other stages.

As well as contacting interested parties through our consultation database, consultations will be advertised on the main page of the council website, via social media posts and press releases where appropriate.

The table below outlines the other methods that will be used to engage communities and interested parties.

Table 4: Consultation methods used at each stage of local plan preparation.

		Stage of preparation of DPD			
		<i>Evidence Gathering & Options</i>	<i>Plan Preparation & Preferred Options</i>	<i>Publication & Submission</i>	<i>Inspector's Report & Adoption</i>
Method	<i>Website</i>	Yes	Yes	Yes	Yes
	<i>Email (database)</i>	Yes	Yes	Yes	Yes
	<i>Letter (database)</i>	Yes	Yes	Yes	Yes
	<i>Deposit Points</i>	Yes	Yes	Yes	N/A
	<i>Press release</i>	Optional	Optional	Optional	Optional
	<i>Press notice</i>	Optional	Optional	Optional	Optional
	<i>Press advertisement</i>	Optional	Optional	Optional	N/A
	<i>Leaflets</i>	Optional	Optional	Optional	N/A
	<i>Exhibitions</i>	Optional	Optional	Optional	N/A
	<i>Drop-in sessions</i>	Optional	Optional	Optional	N/A
	<i>Social Media</i>	Optional	Optional	Optional	N/A
	<i>Groups consulted /notified</i>	Statutory and general consultees	Statutory and general consultees. Any representors from previous stage	Statutory and general consultees. Any representors from Reg 18. stage	Statutory and general consultees Anyone who has asked to be notified
	<i>Duration</i>	Minimum 6 weeks	Minimum 6 weeks	Minimum 6 weeks	-
	<i>Consultation Statement produced?</i>	Yes	Optional	Yes	No

3.4. Consultation on supporting Documents for the Local Plan

The Council is required to prepare a range of supporting documents as part of the plan preparation process. This section identifies the documents to be prepared and any statutory consultees who must be consulted.

Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA)

Before a mandatory Sustainability Appraisal is conducted, a Scoping Report must be completed which begins the consultation process with the three statutory bodies for an SA. These are Natural England, Historic England, and the Environment Agency.

Where scoping determines that a full sustainability appraisal is required, the process must take full account of the EU Directive on Strategic Environmental Assessment (SEA).

Habitats Regulations Assessment (HRA)

An HRA Scoping Report consults with Natural England to explore if an assessment is required. If European nature conservation sites are likely to have a significant impact from such proposals and policies, then an assessment is required as part of the Conservation of Habitats and Species Regulations 2017.

Statement of Common Ground

This statement is prepared and updated through the plan making process, documenting local authorities' discussion on cross-boundary matters.

Other Documents

Additional documents may be submitted to demonstrate legal compliances and completion of other assessments. These are not statutory documents but could include a Health Impact Assessment and Equality Impact Assessment.

All evidence-based documents will be subject to consultation through the relevant stages of the DPD.

An Authority Monitoring Report and Local Development Scheme will be prepared, and although not subject to consultation will be approved via the LPAs committee process.

3.5. Consultation Events and Platforms

Consultation events are held both in the day and evening, to allow interested parties to attend at their convenience. These are usually held across the five neighbourhood areas in the Borough, although these may be subject to change depending on availability and suitability.

The table below shows the neighbourhood areas for the purposes of consultation and the settlements they include. There will be one event in each neighbourhood area, locations will vary based on availability although a community facility is normally selected.

Table 5: Neighbourhood areas used for drop-in events with the corresponding wards.

Neighbourhood Area	Wards
Leyland	Broadfield Buckshaw & Worden Earnshaw Bridge Leyland Central Moss Side St Ambrose Seven Stars
Central	Farington East Farington West Lostock Hall
Western	Hoole Longton & Hutton West New Longton & Hutton East
Eastern	Coupe Green & Gregson Lane Samlesbury & Walton Bamber Bridge East Bamber Bridge West Walton-le-Dale East Walton-le-Dale West
Penwortham	Broad Oak Charnock Horwick & Priory Middleforth

During formal consultation periods of the development plan, hard copies of documents will be available at local libraries and the Civic Centre to view during opening times (Reg.35). Documents and plans will also be taken to consultation events where the team will be on hand to answer any queries. These consultation packs will include proposal maps, evidence-based assessments, and spatial proposals.

All documents will be provided online, via the Central Lancashire Local Plan website. The Civic Centre and libraries also have access to computers where documents can be viewed online or be used to submit any feedback via the relevant platform.

Table 6: Libraries used across South Ribble for deposit points.

Leyland Library	Lancastergate, Leyland, Preston, Lancashire, PR25 2EX Tel: 0300 123 6703 https://www.lancashire.gov.uk/libraries-and-archives/libraries/find-a-library/leyland-library/
Longton Library	Liverpool Old Road, Longton, Preston, Lancashire, PR4 5HA Tel: 0300 123 6703 https://www.lancashire.gov.uk/libraries-and-archives/libraries/find-a-library/longton-library/
Kingsfold Library	Hawksbury Drive, Penwortham, Preston, Lancashire, PR1 9EJ Tel: 0300 123 6703 https://www.lancashire.gov.uk/libraries-and-archives/libraries/find-a-library/kingsfold-library/
Lostock Hall Library	Watkin Lane, Lostock Hall, PR5 5TU Tel: 0300 123 6703 https://www.lancashire.gov.uk/libraries-and-archives/libraries/find-a-library/lostock-hall-library/
Bamber Bridge Library	Station Road, Bamber Bridge, Preston, PR5 6LA Tel: 0300 123 6703 https://www.lancashire.gov.uk/libraries-and-archives/libraries/find-a-library/bamber-bridge-library/

3.6. What will happen to your representation?

Any representations made in response to a consultation on a draft DPD are published on the Council's website. The requirement to publish a Consultation Statement reflects the Government's desire to strengthen both stakeholder and community involvement in the planning process.

A Consultation Statement demonstrates:

- Which bodies and persons were invited to make comments

- How those bodies and persons were invited to make comment
- The material that was subject to consultation
- A summary of the issues raised
- How the comments received will shape the next version of the plan

On occasion we are unable to publicise a representation (e.g., if it contains personal information, allegation, abusive content) and on these occasions the sender will be notified, where possible. We will not consider anonymous submissions.

The Consultation Statement will inform the preparation of policies and allocations which have helped to shape successive versions of the plan through the Local Development Scheme.

4. Supplementary Planning Documents

Supplementary Planning Documents (SPDs) may be produced to provide further guidance and more detailed advice relating to specific topic areas. These have a more limited role, for instance, they cannot introduce new policy or change land allocations.

Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing Supplementary Planning Documents.

SPDs offer local planning authorities the opportunity to add guidance on specific policy areas. They are quicker and simpler to prepare than a local plan.

The purpose of SPDs is to provide guidance on the interpretation and implementation of relevant planning policies, particularly those in the Central Lancashire Core Strategy and South Ribble Local Plan.

South Ribble's current adopted SPDs are listed in figure 1 and can be found via <https://www.southribble.gov.uk/article/1134/Current-policies-and-guidance>

SPDs must be supported by appropriate evidence and accord with national policies. Whilst they are not examined by an Inspector, an SPD is still subject to a process of consultation and engagement with relevant parties. The Council will carry out at least one stage of consultation on an SPD before it is adopted, for a minimum of four weeks. Any representations made in response to a consultation on a draft SPD are published on the Council's website.

Members of the public, local businesses, organisations, and interested parties from the consultation database will be consulted, as well as statutory consultees.

Following consultation on a draft SPD, a consultation statement will be published at least 4 weeks before the document is formally adopted by the Council. The consultation statement will list all the responses received as a result of consultation, with the Council's response, and identify any changes that have been made to the document.

5. Neighbourhood Development Plans

Neighbourhood Development Plans (NDPs) were introduced into the planning system through the Localism Act 2011. They are an opportunity to allow communities to set planning policies to guide development in their areas (alongside the Development Plan).

Part 2 of the Town and Country Planning (England) 2012 and the Neighbourhood Planning (General) Regulations 2012, enable local communities to prepare Neighbourhood Development Plans (also known as Neighbourhood Plans) and to create Neighbourhood Development Orders.

Neighbourhood Plans once adopted form part of the development plan, therefore decisions on planning applications must take account of them. As of Autumn 2023, there is only one neighbourhood plan in place in South Ribble.

Penwortham Town Councils' Neighbourhood Development Plan can be viewed via https://www.southribble.gov.uk/media/131/Penwortham-Town-neighbourhood-development-plan/pdf/Penwortham_Town_NDP_-_Final_0.pdf?m=637369819361970000

Neighbourhood Planning is a way for communities to have a say in the future of places where they live and work. It gives neighbourhoods the power to produce a plan that directs development in their local area. A Neighbourhood Plan can add detail and locally set objectives to support and complement the Local Plan. It must be in conformity with national planning policy (the National Planning Policy Framework) and cannot be used to prevent development.

The Council has a statutory duty to support local groups in the preparation of a Neighbourhood Plan. However, the responsibility to produce a Neighbourhood Plan lies with the qualifying body:

- a Parish/Town Council
- a Neighbourhood Forum (in a non parished area)
- a community organisation

While a Neighbourhood Plan is being prepared, consultation on it will be the responsibility of the individual Parish Council or Neighbourhood Forum and is therefore outside the scope of this SCI.

However, once a Neighbourhood Plan has been drawn up and submitted to the local planning authority, the local planning authority must carry out a statutory consultation on the proposed Neighbourhood Plan before it is examined by an independent and suitably qualified person. This stage will be subject to a six-week consultation.

A Neighbourhood Plan is subject to an examination by an Independent Planning Inspector, full details of the Inspector and examination process will be made publicly available. A Neighbourhood Plan will also require a referendum, details of which all will be made publicly available.

There is a requirement to consult those who live, work and carry out business in the neighbourhood area. All those on the Neighbourhood Plan database who have previously responded and requested to be kept informed of the process will also be contacted.

5.1. What resources does the planning policy team provide for Neighbourhood Development Plans?

The planning policy team are on hand to support with neighbourhood planning through GIS support, advice and guidance as required and will assist with examination.

In addition, resources are available on the Planning Portal and Planning Aid websites to support the formulation of an NDP.

6. Community Involvement in Development Management

This section explains how planning and related applications are dealt with and outlines the Council's consultation arrangements. The primary role of the development management team is to assess, make recommendations and determine planning applications taking into account the adopted Local Plan and supplementary planning documents. The development management team also offer a pre-planning application advice service, presents the Council's case in planning appeals, and investigates breaches of planning control.

6.1. Types of Applications

The development management team deal with a range of application types, including major, minor and other applications.

Major applications are defined in the Town & Country Planning (Development Management Procedure) (England) Order 2015, and include the following types of development:

- Residential development for more than 10 units or on a site greater than 0.5 hectares if the number of units proposed is not known.
- Provision of building(s) with floorspace greater than 1,000 sq m
- Development which has a site area greater than 1 hectare

Minor applications include those under the thresholds above. Other applications could include householder, listed building consent, changes of use or prior approval.

The requirements for consultation in respect of different application types varies.

6.2. Development Management Consultations

The requirements for consultation on planning applications are set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015.

However, the consultation carried out will depend on the application type.

6.3. Permitted Development

It should be noted that not all development requires an application for planning permission for some works, planning permission is automatically granted by the Town and Country Planning (General Permitted Development) Order 2015 so these works can be carried out as 'Permitted Development'. For example, householders can make certain changes to their house without needing to apply for planning permission. These are called "permitted development rights". Other examples of permitted development include certain changes of use, for example from a shop to an office.

To assist in determining whether a proposed householder development is likely to be permitted development, self-assessment sheets are available on the Council website. These provide advice in relation to various types of domestic extension and alterations.

<https://www.southribble.gov.uk/article/1128/Householder-self-assessment>

The Planning Portal also provides resources to help determine whether proposed developments are likely to require planning permission, including the 'Interactive House'. (<https://www.planningportal.co.uk/permission>)

Planning Aid England is another platform that offers an online advice service, support services and consultant directory (<https://www.rtpi.org.uk/planning-advice/>).

The planning team are available to provide basic advice to members of the public without charge. This advice could include questions on submitting an application, processing an application, relevant planning policies or planning application fees.

For those who would like to request support (including requesting alternative formats), an appointment can be made by using one of the contact details below:

Planning Service, Development Management Team, Civic Centre, West Paddock, Leyland, PR25 1DH

Telephone: 01772 625586

Email: planning@southribble.gov.uk

6.4. Pre-Application Advice

South Ribble Borough Council welcomes and encourages applicants and developers to seek pre-application advice from the Council prior to the submission of a formal planning application. Discussions can help to achieve a better standard of application, which has a greater chance of a successful outcome.

There are a number of benefits in seeking pre-application advice before making an application:

- It provides early guidance on the planning policies relevant to your development and helps you to understand how these policies apply to your proposal.
- It can identify at an early stage if there is a need for specialist information such as a tree survey, flood risk assessment, ecological assessment.
- It enables proposals to be changed and potential problems to be overcome before an application is submitted, saving time during the application process.
- It will ensure you know what information you need to submit with the application, thereby making sure it can be registered and validated.
- It can give a greater degree of certainty of whether your application is likely to be successful.
- By identifying and addressing issues at pre-application stage, this can save time when an application is submitted and may result in a quicker decision.

The pre-application advice form is available on the Council's website, along with a list of information and plans that should be submitted with the form.

<https://www.southribble.gov.uk/article/1315/Pre-application-Advice-Service>

Pre-application advice incurs a fee which is indicated on the council's charging structure. Details of this can be found via <https://www.southribble.gov.uk/article/1127/Pre-application-advice>.

All pre-application enquiries are treated in confidence and are not available on the planning register. However, occasionally we may be required to release details of pre-application enquiries under a Freedom of Information request.

6.5. How we will consult on pre-application enquiries

For major pre-application enquiries the Council may seek advice from internal and external consultees. However, many of these external agencies offer their own direct pre-application advice service e.g., Lancashire County Council as highway authority, Highways England, the Canal & River Trust and the Environment Agency.

During the pre-application discussions officers will also advise developers on whether the proposals would benefit from a process of community involvement before the application is submitted. National Planning Practice Guidance advises that 'pre application engagement with the community is encouraged where it will add value to the process and the outcome'. The Council understands that different developments will require public consultation to be tailored to suit the individual circumstances but on significant schemes, a public meeting, exhibition and / or leaflet drop in the local area may be required. At pre-application stage, the development management team will be able to advise on an appropriate consultation plan for major development proposals.

The community consultation measures outlined above are not necessary for small scale applications e.g., house extensions or single dwellings. However, we emphasise to applicants / developers the benefits to be gained by discussing proposals with neighbours who may be affected by the development and taking account of their comments when drawing up the formal planning application.

6.6. Planning Applications

The level of consultation carried out for planning applications will be proportionate to the type and scale of planning application being determined. In all cases, publicity will meet legal requirements.

The regulations set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015, The Planning (Listed Building and Conservation Areas) Regulations and The Planning (Listed Buildings and Conservation Areas) Act 1990, state how planning and related applications need to be publicised, either by site notice or individual neighbour notification.

Neighbour notification by letter is the principal method of consultation on most planning applications – in such cases, letters are sent to all owners / occupiers of properties that immediately adjoin the boundary of the application site. Where the Council is unsure of the owner of an adjoining site, for example where the application site adjoins open land, a site notice will be displayed.

In addition, a press notice and site notice are also required for the following types of applications:

- Major developments
- An application accompanied by an Environmental Impact Statement
- A departure from the Local Plan
- A development that would affect a public right of way,
- Development affecting the character or appearance of a Conservation Area
- Development affecting a Listed Building or its setting.

Neighbours / interested parties are given 21 days to respond in writing to the notification.

All planning applications (with associated documents) received by the Council can be viewed via the public access portal. (<https://publicaccess.southribble.gov.uk/online-applications/>)

Weekly lists are published online for the public to view and are issued each week to Councillors, consultees and others who have requested a weekly update. This includes applications received and determined and appeal information.

Following submission of a planning application, negotiations between planning officers and developers / their agents may result in a revision to the proposed development necessitating the submission of amended plans. If the amendments are significant, the Council will, upon receipt of amended plans, carry out a further consultation on these amendments. In view of the tight timescales to determine planning applications, the re-notification time may be reduced to 14 days.

Comments may be made on any planning application, by anyone, regardless of whether or not they were consulted individually. All comments must be made in writing and must contain the name and address of the author. The Council will not take into consideration any anonymous comments received.

All comments received are public information and cannot legally be kept confidential. All written representations received on planning applications are published on the Council's website. Therefore, comments should not include any personal information, for example phone numbers or signatures. When submitting comments by email it is recommended that they be sent as an attachment in order to avoid publication of personal email addresses.

Please note that comments should be submitted within the identified consultation period as the Council may be in a position to determine the application as soon as the neighbour consultation period expires. If this date cannot be met, consultees should contact the case officer well in advance of the consultation period ending to see whether it is possible for an extension of time to be granted for comments to be submitted, although this cannot be guaranteed.

The Council welcomes comments, whether in support of, or opposition to, an application, but the Council can only take account of material planning considerations. These include matters like the effect on traffic or parking, the appearance of the proposal, overlooking or

disturbance, overshadowing, loss of privacy, and loss of ecological habitats. We cannot take into account matters such as loss of property value, private disputes between neighbours, matters covered by leases or covenants, the impact of construction work and competition between firms.

Planning law requires that decisions be taken in accordance with the development plan unless there are material considerations that indicate otherwise. The development plan is currently the Central Lancashire Core Strategy and the South Ribble Local Plan. The views of statutory consultees and the public are important in making decisions on planning and related applications. However, they are just one consideration amongst several in the overall decision-making process and must be weighed alongside local planning policy set out in the development plan and related guidance, national policy set out in the National Planning Policy Framework, and other material planning considerations.

Having assessed an application, the planning officer will prepare a report summarising the comments received from consultees and other interested parties. Taking account of development plan policy and other material considerations, the report will assess the planning issues and recommend whether the application should be approved or refused. The majority of applications will then be determined under delegated powers by authorised officers of the Council.

However, major and / or controversial applications are reported to the Planning Committee for a decision by Members of the Council. If the application is to be decided by Planning Committee, comments received from consultees, or the public will be set out in the case officer's report. Committee agendas are published 5 clear working days in advance of the meeting and are available on the Council website.

6.7. Planning Committee

Planning Committee meetings are held in public. The Council allows public speaking at Planning Committee meetings, subject to a number of criteria. The procedure for debate at Planning Committee is available at: [Planning Committee - South Ribble Borough Council](#)

Anyone interested in speaking at Planning Committee must register their request by noon two working days prior to the Committee meeting.

If you feel unable to address the Planning Committee, your Ward Councillor may represent you. Details of Ward Councillors are available on the Council website at: [Councillors - South Ribble Borough Council](#)

6.8. Planning Appeals

If an application for planning permission is refused by the local planning authority, or if it is granted with conditions that are unacceptable to the applicant, an appeal can be made to the Secretary of State against the refusal of permission or against the conditions attached. There is also a right of appeal if an application is not determined within a specific time, and a right of appeal against the issuing of an Enforcement Notice.

Only applicants have a right of appeal. There is currently no third party right of appeal in respect of planning decisions.

Appeals are examined by an independent Planning Inspector appointed by the government. We will notify in writing all those who made written comments upon the original application. Copies of their comments will be forwarded to the Planning Inspectorate and the Council will inform people how to make further representations to the Planning Inspectorate. Further advice on the appeal process is available at:

<http://www.planningportal.gov.uk/planning/planninginspectorate>

7. Conclusion: Monitoring & Review of the Statement of Community Involvement

The SCI will be monitored and reviewed when necessary to take account of best practice in community involvement and any regulation changes.

Should situations such as the COVID pandemic arise, alternative methods of community involvement may be taken. These changes will be listed on our website in the short term until a revised statement can be issued.

For further clarification or any questions about the contents of this SCI, please contact South Ribble's Planning Policy team.

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Glossary

Authority Monitoring Report (AMR)	Monitoring the performance indicators of the Core Strategy.
Consultation Statement	Sets out how the Council has sought participation from communities and stakeholders during a consultation period.
Core Strategy (CS)	A key document with strategic policy for Central Lancashire's Local Development Framework, to help co-ordinate development in the area and contribute to boosting investment and employment.
Development Plan	Sets out strategic policies, site allocations, and policies on a range of subjects through a Local Plan, Supplementary Planning Documents and Neighbourhood Plans.
Duty to Co-operate	Places a legal duty on local planning authorities and prescribed public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of local plan and marine plan preparation in the context of strategic cross boundary matters.
Equality Impact Assessment (EIA)	Assesses the effects of the Local Plan in terms of equalities issues, with a particular focus on disadvantaged or excluded groups of people.
General Consultation Bodies	Those listed in Part 1 of The Town and Country Planning (Local Planning) (England) Regulations 2012.
Habitat Regulations Assessment (HRA)	Test if a plan or project proposal could significantly harm the designated features of a European site.
Health Impact Assessment (HIA)	Assesses the effects of the Local Plan on the health and well-being of the population and its ability to access health-related facilities and services.
Local Development Scheme (LDS)	Identifying what the Council is going to do over the next three years to prepare new and revised planning policy which will form part of the Development Plan.
Local Plan (LP)	Plan which sets out a vision and a framework for the future development of the area, addressing needs and opportunities.
Local Planning Authority (LPA)	Local government body that is empowered by law to exercise planning functions for a particular area. i.e., South Ribble Borough Council
National Planning Policy Framework (NPPF)	Sets out government's planning policies for England and how these are expected to be applied.

Neighbourhood Development Order (NDO)	Grants planning permission for specific development which complies with the Order.
Neighbourhood (Development) Plan (NDP)	Enables communities to take the lead in producing part of the statutory development plan for the area.
Planning Practice Guidance (PPG)	Adds further context to the NPPF and it is intended that the two documents should be read together.
Prescribed Bodies	These organisations are required to cooperate with local planning authorities subject to Duty to Cooperate.
Scoping Report	This scoping stage identifies the relevant plans, policies, programmes, and objectives that will inform the Integrated Assessment and the Local Plan.
Soundness	Described in paragraph 35 of the National Planning Policy Framework.
Statement of Common Ground	Record of the progress made by strategic policy-making authorities during the process of planning for strategic cross-boundary matters.
Statement of Community Involvement (SCI)	Sets out how the local planning authority will notify and consult the community on new planning policy and planning applications.
Strategic Environmental Assessment (SEA)	The requirements of Environmental Assessment of Plans and Programmes Regulations 2004 is incorporated into Sustainability Appraisals.
Supplementary Planning Document (SPD)	Builds upon and provides more detailed advice or guidance on policies in an adopted local plan.
Sustainability Appraisal (SA)	Assesses the extent to which the emerging Local Plan proposals and policies, when judged against reasonable alternatives, will help to achieve relevant environmental, economic, and social objectives.
The Regulations	The Town and Country Planning (Local Planning) (England) Regulations 2012.

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Report of	Meeting	Date
Deputy Monitoring Officer (Introduced by Leader of the Council and Cabinet Member (Strategy and Reform))	Council	Wednesday, 22 November 2023

Constitution - Planning

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

1. The purpose of this report is to consider possible changes to the Constitution relating to the work of Planning Committee. This follows on from the work of the Constitution Task Group and the Governance Committee. As ever the final decision on whether any changes to the Constitution should be made rests with Full Council.

Recommendations to Council

2. That Council should consider this report and the conclusions reached by Governance Committee on the suggested changes to the Constitution relating to the work of Planning Committee
3. That the proposed changes to the Constitution (set out in para 15 below) be adopted.

Reasons for recommendations

4. It is important that work is ongoing with the Constitution to keep it up to date. It is important we maintain public interest and engagement in the council's functions – in this instant in the planning sphere.

Other options considered and rejected

5. The Constitution Task Group and Governance Committee discussed various options as to the way forward. What is outlined here is what was agreed by

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Governance Committee at its meeting on the 26th of September 2023. It is fair to say that there were detailed discussions at the Task Group with regard to these issues.

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

Background to the report

7. The Constitution Task Group met on the 22nd of March, the 25th of April and the 18th of July. The primary focus for those meetings related to the proposed changes to the workings of Planning Committee. On the 26th of September 2023 Governance Committee met, took into account their earlier deliberations at the Task Group and agreed to the proposed changes set out in this report. Governance Committee resolved to refer the proposed changes to Full Council for final decision.

Detailed Considerations

8. Members debated and considered various issues relating to the constitution and how it affects the workings of the Planning Committee at 3 meetings of the Constitution Task Group (and subsequently at Governance Committee). The Constitution Task Group heard evidence from several people including the Chair of Planning Committee and the Cabinet Member (Planning Business Support and Regeneration).
9. What prompted some of this work was a Notice of Motion that had been passed at Full Council which had been moved by Cllr Turner and seconded by Cllr Shaw. This had proposed some changes to the Constitution on two issues. Firstly it sought to add wording that would require that no member of the Cabinet should be a member of Planning Committee. Legally it is permissible for a Cabinet member to be on Planning Committee but the practice in South Ribble for a number of years had been Cabinet members would not sit on Planning Committee. In more recent times – and at the time of the Notice of Motion – a Cabinet member had been on Planning Committee. Since the election however there is now no Cabinet member on Planning Committee. To that extent it is not a live issue. The recommendation – in this context – is that there is no change in the wording of the Constitution in this regard. This is the conclusion reached by Governance Committee.
10. The second issue that was raised by the Notice of Motion related to the rules for call in of applications to Planning Committee. The proposed change in the rules would be that only a member from the ward in which the application has been made or member from an adjacent ward which the application directly affects could call in such an application. When the Task Group discussed this issue there was a clear preference that any member should still be able to request a call in of an application but in that context – as a matter of course – the ward members must be notified. Governance

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Committee endorsed this view. Accordingly it is here recommended that we adopt this approach – please see paragraph 15 below.

11. Governance Committee considered other potential changes to the rules relating to Planning Committee. Under our existing rules on any planning application before Planning Committee up to 5 people may speak in favour of an application and 5 against. They each have up to 4 minutes to speak. These rules are extremely generous in comparison with other authorities. It was earlier suggested by the Monitoring Officer that the rules should be changed so that 3 people could speak against an application and 3 in favour – each having 4 minutes. At the earlier Task Group meetings members were not in favour of making any changes here. Governance Committee confirmed this view. Hence the recommendation is that the current rules remain in place but that the situation be monitored and reviewed in 12 months' time

12. During Covid a practice emerged whereby any member of the public wishing to speak needed to register in advance with Democratic Services – for a meeting on a Thursday evening they would need to register by 12.00 lunchtime on the Tuesday. A number of councils in Lancashire have had this practice in place for a number of years. It can assist with the planning for a meeting if you have a prior knowledge of the number of proposed speakers. However, this practice was only introduced in South Ribble during Covid. The Chair of Planning Committee at the Task Group meeting on the 25th of April expressed the view that the need to register in advance of the meeting worked well. However, at the Task Group meeting the majority view was that we should revert to former practices and not require a prospective speaker from the public to give notice of their intention. There would be a review of these arrangements after 6 months. This conclusion was supported by Governance Committee. Please see para 54 below

13. During discussions at the Task Group and at Governance Committee it was also considered desirable that the Lead Member for Climate Change should be included on the list of consultees/persons notified of forthcoming planning applications. Please see para 54 below.

14. The Task Group and Governance Committee also expressed a desire that there should be a relaxation of the current rules to allow any councillor to speak on any planning application at Planning Committee. This would be subject to the member raising material planning considerations. It would also be subject to Chair's discretion.

15. By way of summary authority is being sought to make the necessary changes to the Constitution to effect the following changes:
 - That the ward councillors in which a planning application site is located must be notified before any decision is made to call in a planning application to be considered at Planning Committee

 - That the arrangements that were introduced during COVID that a member of the public had to register in advance their wish to speak should be abolished and we should revert to former practices which required no need to register in advance

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- To allow any member the right to speak on any planning application at Planning Committee. This is subject to the proviso that material planning considerations are being raised. This is also subject to the discretion of the Chair of Planning Committee.
- That the Lead Member for Climate Change be included on the list of consultees/persons notified of forthcoming planning applications.

16. As indicated in the report (paras 10 and 11 above) officers will subsequently review how well some of our procedures are continuing to function in practice.

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. There are no equality and/or diversity concerns in this regard.

Risk

19. It is important that we continuously review and update our Constitution. We need to ensure that it remains fit for purpose.

Comments of the Statutory Finance Officer

20. There are no direct financial implications arising from this report.

Comments of the Monitoring Officer

21. Any legal comments are contained in the body of the report.

Background documents

There are no background papers to this report.

There are no Appendices

Report Author:	Email:	Telephone:	Date:
Dave Whelan (Head of Legal and Procurement)	david.whelan@southribble.gov.uk	01772 625247	9/11/23

This decision will come into force and may be implemented five working days after its publication date, subject to being called in in accordance with the Council's Constitution.

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Motion to Council, 22nd November 2023

Sewage Dumping

This Council notes with concern that earlier this year the Environment Agency reported that water companies had released raw sewage into rivers and seas in England for more than 1.75 million hours in 2022 - averaging 825 spills per day. Furthermore just 14% of the UK's waterways are in good ecological condition while more than half of England's waterways fail to pass cleanliness tests.

Here in the Borough of South Ribble, the Rivers Trust has revealed in their latest update that 1,094 raw sewage spills were counted lasting for 4,002 hours. These spillages included not only the River Ribble, but the River Lostock, River Yarrow, River Darwin, Bannister Brook, Longton Brook, Mill Brook, Black Brook and Tarra Gate Gutter.

According to figures for 2020 and 2021, our water supplier United Utilities was the worst performing water company in terms of the levels of sewage discharges over the two years, totalling 1,267 million hours, but paid out the highest level of executive remuneration in both years, whilst in 2022 they posted profits of £610 million.

Council believes that we have a duty to protect our natural environment; that the government has failed to hold water companies accountable for dumping raw sewage into waterways; and that water companies should direct profits into minimising sewage discharges into our rivers and lakes rather than into executive bonuses.

Council therefore calls on the government to-

- i) Set meaningful targets and deadlines for water companies to end sewage discharges.
- ii) Introduce a sewage tax on water company profits to fund the clean up of waterways.
- iii) Reduce the number of licences given to water companies permitting them to discharge sewage into rivers.
- iv) Strengthen Ofwat's powers to hold companies accountable.
- v) Cease making cuts to Environmental Agency funding and ensure that it has enough staff to significantly improve its monitoring of the threats of inadequate storm-water infrastructure and pollution from sewage and agricultural nitrates.
- vi) Work with local authorities to ensure water companies protect our rivers by a requirement to invest upfront in sewerage infrastructure to reflect environmental objectives in local plans and planning applications.

Council resolves to write to the Secretary of State for the Environment, Food and Rural Affairs accordingly.

Proposed- Councillor Angela Turner.

Seconded- Councillor David Howarth.

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