

South Ribble Council Forward Plan – Notice of Executive Decisions

For the Period: 1 December 2021 - 30 November 2022

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

It gives 28 days' notice of the following:

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

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

Key Decisions

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

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

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

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

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

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

Decisions to be taken in private

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

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

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

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

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

Gary Hall
Chief Executive

Last updated: 07 December 2021

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
List of A) Key decisions to be taken by the Cabinet and B) decisions which the Cabinet expects to take in private							
Approval for Contract Procedure and Award for the Procurement of ICT hardware and software support	Cabinet	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	15 Dec 2021	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Customer and Digital
Leyland Town Deal - Stage 2 Designs	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Expenditure / Savings higher than £100,000	15 Dec 2021	Open	None	Report of the Director of Planning and Development
Fees and Charges 2022/23	Cabinet Council	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	19 Jan 2022 26 Jan 2022	Open	None	Report of the Director of Finance and Section 151 Officer

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Shared Customer Services and Revenue & Benefits Review	Cabinet	Cabinet Member (Communities, Social Justice and Wealth Building)		19 Jan 2022	Fully exempt This report is likely to contain information relating to an individual.	None	Report of the Director of Customer and Digital
Award of Contract for work to re-model Bamber Bridge and Leisure Centres	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	19 Jan 2022	Fully exempt This decision is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	None	Report of the Director of Commercial
New Sub-lease at Forward Industrial Estate	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	19 Jan 2022	Fully exempt This report is likely to contain information relating to the business / financial affairs of the Council and/or a third party.	None	Report of the Director of Commercial

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Leyland Town Deal - Procurement Strategy	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)		19 Jan 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Commercial, Director of Planning and Development
Council Housing Delivery Programme	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	22 Mar 2022	Open	None	Report of the Director of Planning and Development
Revenue and Capital Budget Monitoring Quarter 3	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	22 Mar 2022	Open	None	Report of the Director of Finance and Section 151 Officer

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

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

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Cabinet Member (Finance, Property and Assets)							
Birch Avenue Play Area - Revised Budget	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	20 Dec 2021	Open	None	Report of the Director of Customer and Digital
Award of contract for upgrade of existing Interceptor at Moss Side Depot	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)		December 2021	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and/or a third party.	None	Report of the Director of Commercial
West Paddock Extra Care - Procurement Strategy - Award of Contract for Stage 1 and Stage 2	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Commercial

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McKenzie Arms Contractor Appointment (Stage 2)	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt This report will contain information relating to the financial and/or business affairs of the Council and/or of a third party.	None	Report of the Director of Commercial
Setting up an Electrical Framework for Planned and reactive maintenance	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Significant effect in 2 or more Council wards.	December 2021	Fully exempt This report contains information relating to the financial/business affairs of the Council and/or a third party.	None	Report of the Director of Commercial
Cabinet Member (Communities, Social Justice and Wealth Building)							

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

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

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Approval for the Contract Award for the Procurement of Microsoft Licensing Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Remote Desktop Solution	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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

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Approval for the Contract Award for the Procurement of Asset Management	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Mobile Contract	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report of Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for the Procurement of WiFi	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Housing Registers Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for the Procurement of Website Accessibility Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Council 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Intranet Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for the Procurement of Case Management System	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Printers	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for the Procurement of Mobile Devices	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for IT Procurement - Review of Desktop Solution	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for the Procurement of CCTV	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Third Party Support (for items such as networking, infrastructure, CCTV)	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for Procurement of Hybrid Mail	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for Procurement of Physical Post					Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the

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Approval of Contract Award for Procurement of Direct Debit Processing	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for Procurement of Payment Schemes Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		December 2021	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Leisure Services Software Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital
Time Recording Software Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		December 2021	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital

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Garden Waste Direct Debit Software Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	December 2021	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital
Garden Waste Stickers Contract Award	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		December 2021	Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information)	None	Report of the Director of Customer and Digital

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Request for funds to allow external contractors to complete pruning and removal works to trees affected by ash dieback disease.	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		December 2021	Fully exempt The report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Customer and Digital
Deputy Leader and Cabinet Member (Health and Wellbeing)							
Climate Emergency Grant Funding	Deputy Leader and Cabinet Member (Health and Wellbeing)	Deputy Leader and Cabinet Member (Health and Wellbeing)	Expenditure / Savings higher than £100,000	23 Dec 2021	Open	None	Report of the Director of Communities
Cabinet Member (Planning, Business Support and Regeneration)							
Public Car Park Inspection Policy	Cabinet Member (Planning, Business Support and Regeneration)	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	December 2021	Open	None	Report of the Director of Customer and Digital

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