

South Ribble Council Forward Plan – Notice of Executive Decisions

For the Period: 1 July 2022 - 30 June 2023

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

It gives 28 days' notice of the following:

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

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

Key Decisions

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

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

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

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

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

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

Decisions to be taken in private

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

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

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

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

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

Gary Hall
Chief Executive

Last updated: 05 July 2022

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
List of A) Key decisions to be taken by the Cabinet and B) decisions which the Cabinet expects to take in private							
New Sub-lease at Forward Industrial Estate	Cabinet	Cabinet Member (Finance, Property and Assets)		13 Jul 2022	Fully exempt This report is likely to contain information relating to the financial and / or business affairs of the Council and / or a third party.	None	Report of the Director of Commercial
Biodiversity Strategy	Cabinet Council	Deputy Leader and Cabinet Member (Health and Wellbeing)	Significant effect in 2 or more Council wards.	13 Jul 2022 20 Jul 2022	Open	None	Report of the Director of Communities
Climate Emergency Strategy and Action Plan Update, inc. Annual Green House Gas Update	Cabinet Council	Deputy Leader and Cabinet Member (Health and Wellbeing)	Significant effect in 2 or more Council wards.	13 Jul 2022 20 Jul 2022	Open	none	Report of the Director of Communities

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
Investment in Leisure Local Facilities	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	13 Jul 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and / or a third party.	none	Report of the Director of Communities
Key Contracts and Partnerships Update	Cabinet	Leader of the Council and Cabinet Member (Strategy and Reform)	Significant effect in 2 or more Council wards.	13 Jul 2022	Fully exempt This report contains information relating to the financial / business affairs of the Council and / or a third party.	none	Report of the Director of Change and Delivery
Council Housing Delivery Programme	Cabinet	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	Between 1 Sep 2022 and 31 Dec 2022	Open	None	Report of the Director of Planning and Development

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Extra Care (West Paddock) Allocations policy & Rent Setting	Cabinet	Cabinet Member (Finance, Property and Assets)		14 Sep 2022	Fully exempt This report is likely to contain information relating to the business or financial affairs of the Council and / or a third party.	None	Report of the Director of Commercial
Worden Hall Leases	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	14 Sep 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and / or a third party.	None	Report of the Director of Commercial
South Ribble Leisure Review	Cabinet	Leader of the Council and Cabinet Member (Strategy and Reform)		14 Sep 2022	Fully exempt This report is likely to contain information relating to an individual.	None	Report of the Deputy Chief Executive

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Capital and Balance Sheet Monitoring Report Q1	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	14 Sep 2022	Open	None	Report of the Director of Finance and Section 151 Officer
Revenue Budget Monitoring Q1	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	14 Sep 2022	Open	None	Report of the Deputy Director of Finance and Deputy Section 151 Officer
Quarter One Performance Monitoring Report 2022-2023	Cabinet	Leader of the Council and Cabinet Member (Strategy and Reform)		14 Sep 2022	Open		Report of the Deputy Chief Executive
Capital and Balance Sheet Monitoring Report Q2	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	16 Nov 2022	Open	None	Report of the Director of Finance and Section 151 Officer
Revenue Budget Monitoring Q1	Cabinet	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	16 Nov 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
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)							
Household Support Fund	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)	Expenditure / Savings higher than £100,000	July 2022	Open	None	Report of the Director of Communities
Shared arrangement for Development Projects	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)	Expenditure / Savings higher than £100,000	July 2022	Fully exempt The report may contain information relating to an individual.	Report to Council 23 February 2022	Report of the Chief Executive
Procurement - Way forward	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 30 Sep 2022	Fully exempt This item is likely to contain information relating to an individual.	None	Report of the Director of Governance and Monitoring Officer

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Leyland Town Deal Acquisitions and Leases - amendments to Heads of Terms and Commercial Agreement	Leader of the Council and Cabinet Member (Strategy and Reform)	Leader of the Council and Cabinet Member (Strategy and Reform)		July 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and / or a third party.	Report to Cabinet 20 June 2022	Report of the Director of Commercial
Deputy Leader and Cabinet Member (Health and Wellbeing)							
HAF Programme 2022 - Allocation of additional resources from COVID recovery fund	Deputy Leader and Cabinet Member (Health and Wellbeing)	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	July 2022	Open	Report to Cabinet 23 March 2022	Report of the Director of Communities
Solar Together Project	Deputy Leader and Cabinet Member (Health and Wellbeing)	Deputy Leader and Cabinet Member (Health and Wellbeing)	Significant effect in 2 or more Council wards.	July 2022	Open	None	Report of the Director of Communities
Cabinet Member (Finance, Property and Assets)							

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
Vehicle Procurement Programme - Award of Contracts	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	July 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 20 June 2022	Report of the Director of Customer and Digital
Investment in Council's Leisure Centres - Award of Contracts	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	July 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and / or a third party.	Report to Cabinet 20 June 2022	Report of the Director of Commercial

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Future updates to Procurement Strategy for Leisure Centre investment work	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Significant effect in 2 or more Council wards.	July 2022	Fully exempt This report is likely to contain information relating to the financial and / or business affairs of the Council and / or a third party.	Report to Cabinet 20 June 2022	Report of the Director of Commercial
To approve the procurement route and subsequent contract award for the purchase and supply of the gym equipment for all 4 leisure centres	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)		July 2022	Fully exempt This report is likely to contain information relating to the financial and / or business affairs of the Council and / or a third party.	Report to Cabinet 20 June 2022	Report of the Director of Commercial

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Setting up an Electrical Framework for Planned and reactive maintenance	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Significant effect in 2 or more Council wards.	Between 1 Jul 2022 and 30 Sep 2022	Fully exempt This report contains information relating to the financial/business affairs of the Council and/or a third party.	None	Report of the Director of Commercial
West Paddock Extra Care - Procurement Strategy - Award of Contract for Stage 1 and Stage 2	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 30 Sep 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet November 2011	Report of the Director of Commercial
New lease with Penwortham Town Council on Kingsfold Community centre	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)		Between 1 Jul 2022 and 30 Sep 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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New Letting of Unit 4, Middleforth Industrial Estate	Cabinet Member (Finance, Property and Assets)	Cabinet Member (Finance, Property and Assets)	Expenditure / Savings higher than £100,000	July 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and/or a third party.	none	Report of the Assistant Director of Projects and Development
Cabinet Member (Communities, Social Justice and Wealth Building)							
Support for Energy Bills - Discretionary Fund	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		July 2022	Open	None	Report of the Director of Customer and Digital
Neighbourhood Services Strategy 2022 - 2025	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		July 2022	Open	Neighbourhood Services Strategy 2022 - 2025 - Cabinet 20 June 2022	Report of the Director of Customer and Digital

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Fair Collection Policy - to approve cost neutral changes to the Policy	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Significant effect in 2 or more Council wards.	July 2022	Open	None	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Elections Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt This report is likely to contain information relating to the financial or business affairs of the Council and/or a third party.	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval for the Contract Award for the Procurement of ICT Helpdesk	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval for the Contract Award for the Procurement of Asset Management	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for the Procurement of Mobile Contract	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Housing Registers Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for the Procurement of Intranet Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Printers	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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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	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of CCTV	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)	Expenditure / Savings higher than £100,000	Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital

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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)		Between 1 Jul 2022 and 1 Oct 2022	Fully exempt Fully exempt By Virtue of Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Report to Cabinet 10 Feb 2021	Report of the Director of Customer and Digital
Approval of Contract award for the procurement of legal case management system	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Jul 2022 and 1 Oct 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
Approval of Contract Award for the Procurement of Burials and memorial solution	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Jul 2022 and 1 Oct 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Meeting room technology	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Jul 2022 and 1 Oct 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

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Approval of Contract Award for Virtual Mailroom	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Jul 2022 and 1 Oct 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital
Approval of Contract Award for the Procurement of Customer Relationship Management Software	Cabinet Member (Communities, Social Justice and Wealth Building)	Cabinet Member (Communities, Social Justice and Wealth Building)		Between 1 Jul 2022 and 1 Oct 2022	Fully exempt This report is likely to contain information relating to the financial / business affairs of the Council and/or a third party.	Report to Cabinet 15 December 2021	Report of the Director of Customer and Digital

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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)		Between 1 Jul 2022 and 1 Oct 2022	Fully exempt The report is likely to contain information relating to the financial / business affairs of the Council and / or a third party.	None	Report of the Director of Customer and Digital
Cabinet Member (Planning, Business Support and Regeneration)							
Public Car Park Inspection Policy	Cabinet Member (Planning, Business Support and Regeneration)	Cabinet Member (Planning, Business Support and Regeneration)	Significant effect in 2 or more Council wards.	Between 1 Jul 2022 and 1 Oct 2022	Open	None	Report of the Director of Customer and Digital
C) List of Lead Members							
Lead Member for Mental Health Awareness							
To present an Annual report to Cabinet on work during the 2022/23 municipal year							

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Reason the decision is key	Earliest Date decision can be taken	Will the public be excluded?	Are there any background papers?	Documents to be considered by Decision taker
<p>Lead Member for Young People</p> <p>To present an Annual report to Cabinet on work during the 2022/23 municipal year</p>							
<p>Lead Member for Equality and Social Justice</p> <p>To present an annual report to Cabinet on work during the 2022/23 municipal year</p>							
<p>Lead Member for Climate Change</p> <p>To present an Annual Report to Cabinet on work during the 2022/23 municipal year</p>							

DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

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