

**South Ribble Borough Council
Scrutiny Committee
Matters Arising from Previous Meetings / Recommendation Tracking**

<i>Date of Meeting & Min. No.</i>	<i>Title and Recommendation</i>	<i>Portfolio Holder/ Responsible Officer</i>	<i>Accepted Yes/No</i>	<i>Implemented Yes/No</i>	<i>Explanation/Progress</i>
06/09/17 Min No. 20	<p>Management Re-Structure Consultation Document</p> <p>1. Further consideration and information is provided on the justification and potential implications of sharing the statutory roles of the Section 151 Officer and the Monitoring Officer with Chorley Council.</p> <p>2. Requests further re-assurance about the future officer support for the Scrutiny and Governance functions and that the proposals going forward clearly outline the officer support to be provided under the new management structure.</p> <p>3. Clarity be provided on the selection process for the posts that are not statutory officer appointments to ensure it is fair and there is equality of opportunity.</p> <p>4. Plans are implemented to ensure those not successful in applying for the new roles in the structure are provided with the necessary support.</p> <p>5. A support programme for those appointed to the new structure be put in place to help them manage the transition and 'step up' to the challenge.</p> <p>6. The Council moves to developing a shared services strategy outlining both council's vision for shared services and a review of the governance arrangements of the shared services partnership, including harmonizing employee terms and conditions.</p>	Cllr Mullineaux / H McManus	Yes	Yes	A response to the consultation feedback from the Scrutiny Committee was provided at the all Member briefing session on 5 October 2017 and included in the report agreed at Council on 22 November 2017.

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<p>06/11/17 Min No. 24</p>	<p>Call-in Request - Dog Control Orders / Public Open Space</p> <p>a) that the matter be referred back to Cabinet for reconsideration in the light of the nature of concerns expressed by the Scrutiny Committee; and –</p> <p>b) that the following be also recommended for the future:</p> <ol style="list-style-type: none"> 1. More robust consultation exercises be undertaken, including extended timescales and involvement of all stakeholders. 2. Statutory officer and Director’s advice is sought before tabling recommendations at meetings. 3. Greater evidence based/documentated decision-making. 4. Provide the rationale for any changes to recommendations. 	<p>Cllr Walton / R Ashcroft</p>	<p>Yes</p> <p>Yes</p>	<p>Yes</p> <p>Yes</p>	<p>A report on the concerns was considered at the Cabinet meeting on 6 December 2017.</p> <p>Cabinet Members and the new Leadership Team have been reminded of the importance of consultation, seeking advice from statutory officers and providing the evidence base and rationale for any changes to recommendations.</p>
<p>27/11/17 Min No. 28</p>	<p>Corporate Performance Report at the end of Quarter 2 (30 September 2017)</p> <p>(a) the new approach be welcomed but with emphasis on the use of plain English terminology;</p> <p>(b) the Committee looked forward to more rigorous and ambitious performance indicators/targets being introduced and being part of that process;</p> <p>(c) the report by Cushman and Wakefield be provided to the Committee with an explanation of how it influenced the Council’s current thinking on assets and investment;</p> <p>(d) updated occupancy information be provided to the Committee regarding units at Momentum</p>	<p>Cllr Mullineaux / J Platt</p> <p>Cllr Mullineaux / J Platt</p> <p>Cllr Clark / J Noad</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Yes</p> <p>Yes</p> <p>No</p>	<p>Addressed in the quarter 3 performance report elsewhere on the Scrutiny agenda.</p> <p>This will be introduced alongside the new Corporate Plan for 2018 – 2023 elsewhere on the Scrutiny agenda. A new ICT based performance management system will contribute to this.</p> <p>As the report is three year’s old a new strategic asset review is being commissioned and will be reported to the Scrutiny Committee once it is complete.</p>

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	Business Park;	Cllr Clark / J Noad	Yes	Yes	Out of the 7 units available at Momentum, 3 are currently let and 4 are vacant. However we are currently agreeing Heads of Terms on three more of the Momentum Units which will leave 1 vacant. ▶ Current rental income- £19,720 ▶ Projected with additional units let- £36,220 in 1st year, £41,620
	(e) better clarification be provided on the term residents 'participating' in the Council's neighbourhood plan/projects;	Cllr Mullineaux / J Platt	Yes	Yes	The figure provided is an estimate of the number of people attending the various neighbourhood events organised by the Council this year based on wrist bands issued, signing in sheets at forums and ticket sales.
	(f) a Member Learning Hour be held to give members a better understanding of the Council's Risk Strategy, Risk Management and Risk Register; and	Cllr Clark / J Platt	Yes	Yes	Member Learning Hours on Risk took place on 22 January and a further session has been arranged for 26 March 2018
	(g) more thought be given to the frequency of temperature checks relating to staff feedback and information be provided on any other methods being used to measure feedback.	Cllr Mullineaux / T Boustead	Yes	Yes	This has been considered and a programme of additional employee engagement events have already taken place with more planned to improve the two-way feedback between employees and the Chief Executive and leadership team as part of our transformation agenda. A cultural baseline assessment is being commissioned from North West Employers Organisation. The peer review follow-up and Investors in People Assessment will also provide structured temperature checks.
27/11/17 Min No. 29	Safeguarding - 6 month update a) recommends re-empathise that ALL Members of the Council need to complete the	Cllr Mullineaux / J Mullin	Yes	Yes	Members trained in the use of MILO and access to Safeguarding training will be given by the end of February.

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	<p>safeguarding training through the MILO online package;</p> <p>b) recommends that in addition to (a) above, based on comments during the meeting other methods of providing safeguarding training for members be explored;</p> <p>c) is encouraged that this Council now felt confident to challenge the County Council on the self-assessment ratings;</p> <p>d) looks forward to the development of an Adult Safeguarding Strategy</p> <p>e) requests a Member Learning Hour be provided on Adult Safeguarding; and</p> <p>f) requests that the Cabinet considers creating a Member Champion for Safeguarding.</p>		<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p> <p>No</p>	<p>Other methods of training being explored such as the use of “AFTA Thought” practical scenario training.</p> <p>Challenge undertaken at District Council Safeguarding event awaiting feedback.</p> <p>Adult Safeguarding policy has been drafted and will be sent out for consultation.</p> <p>Once the Adult Safeguarding policy has been complete training will be provided to staff and members.</p> <p>Portfolio responsibility for Safeguarding sits with the Portfolio Holder for Public Health, Safety and Wellbeing (currently Cllr Mort). The Leader will now however make arrangements to identify a Safeguarding Champion.</p>
<p>27/11/17 Min No. 30</p>	<p>Worden Hall – update</p> <p>requested a progress report on Worden Hall to each subsequent meeting of the Committee.</p>	<p>Cllr Walton / J Noad</p>	<p>Yes</p>	<p>Yes</p>	<p>Project groups on Worden Hall and Civic Centre ‘Banqueting suite’ merged and project lead.</p> <p>Progress report has been added as a standard item on the Scrutiny Committee agenda with an update elsewhere on this agenda.</p>
<p>27/11/17 Min No. 31</p>	<p>Proposals for Banqueting Suite</p> <p>(1) Looks forward to seeing proposals for the Banqueting Suite as a priority;</p>	<p>Cllr Clark / J Noad</p>	<p>Yes</p>	<p>Yes</p>	<p>Project team created and linked with Worden Hall (see above).</p> <p>Scrutiny Review Task Group created and</p>

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	<p>(2) recommended that serious consideration be given to implementing a reduced charge for bookings by community/charity groups; and</p> <p>(3) agreed to set up a task group to look at the work to date and how members can be involved before any proposals are considered by the Cabinet</p>				<p>helpful workshop held on 17 January 2018.</p> <p>The next stage is for the Scrutiny review to be scoped and for a meeting to be held with the project team to discuss the project plan and programme management arrangements.</p>
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