

Recommendations Tracker – 31 October 2023

Date	Agenda Item	The Corporate, Performance & Budget Scrutiny Committee;	Lead Member	Lead Officer	Accepted Yes/No	Progress/Comments	Complete Yes/No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	3.2. welcomes the success of Music in the Park and looks forward to an evaluation of return on investment and future plans being made available.	Leader of the Council & Cabinet Member (Strategy and Reform)	Chief Executive	Yes	A report that set out a review of the 2023 event was presented to the September Council meeting	Yes
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	3.3. is grateful for the offer of further information and statistics with regards to the uptake of the cost of living support;	Cabinet Member (Wealth Building, Social Justice, Equality and Diversity)	Director (Communities)	Yes	This will be considered further by the Community and External Scrutiny Committee as part of its work programme.	No
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	3.4. asks that the council work with the credit union to increase the opening hours of their office and to provide outreach to other parts of the borough;	Cabinet Member (Wealth Building, Social Justice, Equality and Diversity)	Director (Communities)	Yes	<p>Current opening hours are in line with other branches, however as part of the work with the Hubs, local collection points will be considered to provide access to the credit union facilities in other areas of the borough.</p> <p>The Chief Executive of Unify attended the Chairs and Vice Chairs hub meeting on 5th September and briefed members around the role of the credit union and extended offers to attend future hub meetings. They have already attended Leyland, Bamber Bridge and</p>	Yes

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						<p>Eastern and arrangements are in place to attend Central Villages and Penwortham.</p> <p>The Credit Union has also since the last update attended and supported the Uniform Pop up shop and Farington Fun Day.</p>	
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	3.5. asks for further information on the councils contribution to the credit union and how the council ensures value for money;	Cabinet Member (Wealth Building, Social Justice, Equality and Diversity)	Director (Communities)	Yes	An update on the success of the Credit Union, including value for money was presented to Cabinet on 13 September 2023 which set out the progress made with the Credit Union and value for money.	Yes
12.6.23	Quarter Four Performance Monitoring Report 2022-2023	3.7. invites the new cabinet member for Customer and Digital to the next meeting to discuss customer services indicators, including the abandoned call rates	Chair of the Corporate, Performance & Budget Scrutiny Committee	Head of Democratic Services	Yes	The Cabinet Member will be invited to present a Portfolio Update at the March 2024 meeting, which will include customer service targets and performance indicators	Yes
11.9.23	Quarter One Performance Monitoring Report 2023-2024	5.2 asks that future performance reports provide greater clarity in the way tolerance information is presented	Leader of the Council & Cabinet Member (Strategy and Reform)	Chief Executive	Yes	The quarter two performance report includes a short explanation around the 5% tolerance used for reporting the performance indicators	Yes

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11.9.23	Quarter One Performance Monitoring Report 2023-2024	5.3 welcomes the assurance that the evaluation of Music in the Park is being presented to Full Council and requests further information on the income and expenditure from this year's event be provided to committee members;	Leader of the Council & Cabinet Member (Strategy and Reform)	Chief Executive	Yes	A report that set out a review of the 2023 event was presented to the September Council meeting. The Director of Finance has also provided additional information to Members about the financing of the event	Yes
11.9.23	Quarter One Performance Monitoring Report 2023-2024	5.4 suggests that the social prescribing service links in with the Council's Community Hubs;	Cabinet Member (Communities, Leisure and Wellbeing)	Director (Communities)	Yes	The social prescribing service will work closely with the Community Development Officers and Hubs. The Senior Officer has already attended hub planning meetings for Penwortham, Leyland and Central Villages, and will be seeking to attend the remaining hubs over the coming weeks.	Yes
11.9.23	Quarter One Performance Monitoring Report 2023-2024	5.7 asks that the quarter 2 performance report provide further information on customer contact performance data	Leader of the Council & Cabinet Member (Strategy and Reform)	Chief Executive	Yes	Supplementary information will be provided to the committee prior to the November meeting	No
11.9.23	Quarter One Performance Monitoring Report 2023-2024	5.8 welcomes the offer of more information being provided on the Business Energy Efficiency Scheme and the Leyland Town Deal engagement event	Cabinet Member (Planning, Business Support and Economic Development)	Interim Deputy Chief Executive	Yes	At 18/09/2023 there were 88 active applications for the BEE Scheme. Of those, 26 are due to complete the energy audit application process, 11 are awaiting the energy audit, 51 businesses have had an energy audit completed, of which, 20	Yes

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						<p>are able (when they wish) to apply for the grant to install equipment, 17 grant applications are being assessed, 11 businesses have offer letters and are sourcing equipment and 3 grants have been paid for completed work.</p> <p>A robust process, agreed with the Audit Team, is in place to process and assess grant applications. Applicants initially apply for a fully funded energy audit, the audit is carried out through the Chamber Low Carbon programme, a grant application can then be submitted by the business to implement energy reduction measures identified by the audit. The grant application is assessed against eligibility criteria, an approval is issued for eligible applications, the business must then arrange for the work to be completed and they can then supply receipts and claim the grant payment.</p> <p>It may take some time for businesses to progress through the stages of having an energy audit carried out through the</p>	

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						<p>Chamber Low Carbon programme. This is largely due to the need for businesses to collate the required energy use information and the processes required to comply with European Regional Development Fund (ERDF) rules under which the Chamber Low Carbon programme has been funded. Additional engagement and follow-up is being carried out by the Investment & Skills Team to facilitate the process.</p> <p>The businesses, which have had the energy audit completed and are able to apply for the grant, have all been informed that they can submit their application. The Investment & Skills Team is working with the current business applicants to collect the necessary information. The approved businesses are sourcing equipment and arranging for work to be carried out. Demand for contractors has been high since the pandemic so there can be a delay until agreed work is undertaken.</p> <p>The Chamber Low Carbon programme will be funded in</p>	

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						<p>South Ribble by the UK Shared Prosperity Fund (UKSPF) from autumn 2023. The arrangements for UKSPF are more flexible and a new streamlined process is being developed with the Chamber. The UKSPF funded Low Carbon programme delivery was launched on 29th September 2023 at the Greening Homes and Businesses Event.</p>	
11.9.23	Quarter One Revenue Budget Monitoring Report	6.2 asks that job vacancies be advertised more effectively via social media and sites such as LinkedIn in the future	Leader of the Council & Cabinet Member (Strategy and Reform)	Head of HR	Yes	<p>LinkedIn is used by the council for posting job vacancies. This is done on a case by case basis, with relevant managers often sharing posts with their networks. Advertising all roles as paid for adverts on LinkedIn is likely to be a very expensive route – as the cost is £5 per job per day. The council’s approach to recruitment will continue to develop, with a new website and recruitment system in the latter stages of development.</p>	Yes
11.9.23	Quarter One Revenue Budget Monitoring Report	6.4 requests an update on the six-month evaluation of the car parking changes	Deputy Leader and Cabinet Member (Property, Assets, Commercial	Director (Customer and Digital)	Yes	<p>This will be done after the six-month period.</p>	No

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			Services and Major Developments)				
11.9.23	Quarter One Revenue Budget Monitoring Report	6.6 asks for an update on the recruiting to vacant posts in the Customer and Digital Directorate	Cabinet Member (Customer Services and Digital)	Director (Customer and Digital)	Yes	<p>Recruitment in Customer Services is almost complete with 2.5 vacancies in the service. No issues recruiting.</p> <p>In ICT, a total of 11 vacancies remain. Recruitment to posts continue. Further applicants shortlisted following the third round or recruitment. Alternatives will be considered for remaining posts, including career/ development grades, for example graduates, should vacancies remain.</p>	Yes
11.9.23	Quarter One Capital and Balance Sheet Monitoring Report	7.2. asks that further information on the return on investment on Leisure Local be provided to the Committee	Cabinet Member (Communities, Leisure and Wellbeing)	Director (Communities)	Yes	The monitoring of the Leisure Local Grants is currently being undertaken and an update will be available following the assessment of progress against the funded projects objectives	No