

To register a question for Public Question Time please email your question to democracy@rossendalebc.gov.uk before 9am Monday 6th September.

Meeting of: The Council

Wednesday 8th September 2021 at 6.30pm or at the conclusion of Question Time and Public Engagement whichever is the later.

***Venue:** Council Chamber, The Business Centre, Futures Park, Bacup. OL13 0BB



***Please note this meeting will be accessible in the Council Chamber for essential attendees only (elected councillors and supporting officers). All other access will be by remote observation as detailed below.**

Join Zoom Meeting (please allow time for set up if accessing for the first time):

<https://zoom.us/j/95728023249?pwd=T1c5M3ZjVzNrdFVGdzRuUnRoTXdYUT09>

Meeting ID: 957 2802 3249

Passcode: 479216

Please note that a waiting room will be in place for the Zoom meeting and public will be admitted at 6.30pm.

To join by phone or mobile:

Dial 02034815240 then when prompted enter the ID number followed by # e.g. 95728023249#

When prompted confirm with another # To mute and unmute yourself press *6

(Alternate dial in number: 02039017895)

Supported by: Carolyn Sharples, Committee and Member Services Manager Tel: 01706 252422

Email: democracy@rossendalebc.gov.uk

ITEM		Lead Member/Contact Officer
A.	BUSINESS MATTERS	
A1.	Apologies for Absence	
A2.	To approve and sign as a correct record the minutes of 7 th July 2021.	
A3.	Urgent Items of Business To note any items which the Chair has agreed to add to the Agenda on the grounds of urgency.	
A4.	Declarations of Interest <i>Members are advised to contact the Monitoring Officer in advance of the meeting to seek advice on interest issues if necessary.</i> Members are requested to indicate at this stage, any items on the agenda in which they intend to declare an interest. Members are reminded that, in accordance with the Local Government Act 2000 and the Council's Code of Conduct, they must declare the nature of any personal interest and, if the interest is prejudicial, withdraw from the meeting during consideration of the item.	Clare Birtwistle, Monitoring Officer 01706 252438 clarebirtwistle@rossendalebc.gov.uk

The agenda and reports are also available for inspection on the Council's website <https://www.rossendale.gov.uk/>. Other formats are available on request. Tel 01706 217777 or contact Rossendale Borough Council, Futures Park, Bacup, OL13 0BB

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B.	Communications from the Deputy Mayor, the Leader or Head of Paid Service To receive any communications from the Deputy Mayor, the Leader, or the Head of the Paid Service that they may wish to lay before the Council.	The Deputy Mayor, Councillor Cheetham, The Leader, Councillor A.Barnes and Neil Shaw, Chief Executive 01706 252447 neilshaw@rossendalebc.gov.uk
C.	RECOMMENDATIONS FROM THE CABINET AND OTHER COMMITTEES	
C1.	Recommendation of the Overview and Scrutiny Committee Our Place, Our Plan: Corporate Plan	Councillor A.Barnes/ Neil Shaw, Chief Executive 01706 252447 neilshaw@rossendalebc.gov.uk
D.	ORDINARY BUSINESS	
D1.	Civica Contract To consider the Civica Contract report.	Councillor Walmsley/ Karen Spencer, Head of Finance 01706 252465 karens pencer@rossendalebc.gov.uk
D2.	Community Renewal Fund To consider the Community Renewal Fund report.	Councillor A.Barnes/Cath Burns, Director of Economic Development 01706 252429 cathburns@rossendalebc.gov.uk
D3.	Business Centre Improvement Works To consider the Business Centre Improvement Works report.	Councillor Walmsley/ Clare Law, HR Manager 01706 252457 clarelaw@rossendalebc.gov.uk
E.	NOTICES OF MOTION	
E1.	To consider a notice of motion submitted by Councillors Marriott and Serridge To consider a notice of motion as set out in item E1 regarding protecting the right of communities to object to individual planning applications.	Councillor Patrick Marriott Councillor Sean Serridge
F.	EXCLUSION OF PUBLIC AND PRESS To consider passing the appropriate resolution under Section 100 (A)(4) of the Local Government Act 1972 that the press and public be excluded from the meeting during consideration of the following item since it involves the likely disclosure of exempt information under Part 1 Paragraph 3 of Schedule 12A to the Local Government Act 1972.	
F1.	Marl Pits Running Track Resurfacing To consider the Marl Pits Running Track Resurfacing report.	Councillor Ashworth/Adam Allen, Director of Communities 01706 252428 adamallen@rossendalebc.gov.uk



Neil Shaw
Chief Executive

Date Published: 31st August 2021

COUNCILLOR JACKIE OAKES, MAYOR

MINUTES OF: THE COUNCIL OF THE BOROUGH OF ROSSENDALE

DATE OF MEETING: 7th July 2021

PRESENT: The Mayor Councillor Oakes (in the Chair)
Councillors Adshead, Ashworth, A. Barnes, S. Barnes, Brennan, Cheetham (in part), James Eaton, Janet Eaton, Foxcroft, Gill, Haworth, Hughes, Johnson, Kempson, Kenyon, Kostyan (in part), Lythgoe, Marriott, Morris, Neal, Pendlebury, Procter (in part), Rigby, Rooke, Serridge, Stevens, Walmsley, Whitehead and Woods (in part).

IN ATTENDANCE: Neil Shaw, Chief Executive / Head of Paid Service
Clare Birtwistle, Head of Legal Services / Monitoring Officer
Adam Allen, Director of Communities
Carolyn Sharples, Committee and Member Services Manager

ALSO IN ATTENDANCE: By remote access – 3 public observers.

1. Apologies for Absence

Apologies for absence were received for Councillors L.Barnes, Essex, MacNae, Powell, Steen and Thompson, and it was noted that Councillor Cheetham would be late.

2. Minutes

Resolved:

That the minutes of the meeting held on 21st May 2021 be signed by the Mayor as a correct record.

3. Urgent Items of Business

There were no urgent items of business.

4. Declarations of Interest

There were no declarations of interest.

5. Communications from the Mayor, the Leader or Head of Paid Service

There were no communications from the Mayor or Head of Paid Service.

The Leader of the Council informed that Covid restrictions were being lifted on 19th July, but numbers in Rossendale were still high. Council communications would continue to reflect this and she reminded people to take care over coming weeks.

RECOMMENDATIONS FROM THE CABINET AND OTHER COMMITTEES

N.B. Councillor Procter entered the meeting.

6. Digital Strategy

The Council considered the Digital Strategy, which was introduced by the Portfolio Holder for Communities, Councillor Steve Hughes.

In response to questions from members it was confirmed that:

- Good customer service would be embedded across the Council in parallel with the delivery of the digital strategy, including providing timely and appropriate replies to enquiries.

Resolved:

1. That Full Council approve the proposed new Digital Strategy.
2. That Full Council approve the proposed roadmap to translate the Digital Strategy into a clear programme of projects over the lifetime of the strategy which will be consulted upon with Overview and Scrutiny Committee.

Reason for Decision

A Digital Strategy is an integral part of transforming the way in which the council delivers its services and how the council is perceived by residents. This strategy provides an ambitious vision and a deliverable work programme which will help transform our approach to delivering services to the residents of Rossendale.

Alternative Options Considered

None.

N.B. Councillors Kostyan and Woods entered the meeting.

7. Overview and Scrutiny Annual Report and Work Programme

The Council considered the Overview and Scrutiny Annual Report and Work Programme, which was introduced by the Portfolio Holder for Corporate Services, Councillor Sean Serridge. Councillor Serridge thanked members of the committee for their hard work and reminded councillors that they could refer issues to the committee to be scrutinised.

Resolved:

That Council approve the Annual Report 2020/21 and Work Programme 2021/22.

Reason for Decision

The Annual Report and Work Programme summarises the work carried out by the Overview and Scrutiny Committee and provides an outline of the work to be carried out during the 2021/22 municipal year.

Alternative Options Considered

None.

ORDINARY BUSINESS

N.B. Councillor Cheetham entered the meeting.

8. Climate Change Update

The Council considered the Climate Change Update, which was introduced by the Portfolio Holder for Environment, Councillor Adrian Lythgoe. Councillor Lythgoe thanked officers for their hard work towards achieving the priorities in the strategy.

Resolved:

1. That Council note the progress of the first year of the Climate Change Strategy.
2. That Council agree the priority projects for the coming year.
3. That Council approve the recruitment of a Carbon Reduction Project Officer on a two-year fixed term to increase the council's capacity to progress projects in the

strategy.

4. That Council delegate approval of individual projects funded from the Carbon Reduction Fund to the s151 Officer in conjunction with the Portfolio Holder for Resources and Climate Change Member Champion.

Reason for Decision

The Council has made a public commitment to tackling climate change by taking action locally and having a clear programme of projects to deliver on this ambition.

Alternative Options Considered

None.

NOTICES OF MOTION

9. Notice of motion

Councillor Serridge moved the following motion which was seconded by Councillor James Eaton:

Rossendale has been the title of a parliamentary constituency since 1885. This council notes with great concern the draft proposal to split Rossendale in half and place the towns of Bacup and Whitworth with Burnley. This council finds the draft proposal completely unacceptable and resolves to write to the Boundary Commission expressing our view that the title Rossendale must be retained and this review should be used to once again reunite the Borough in a single constituency.

In response to comments, members were asked to encourage residents to take part in the consultation.

Resolved:

To write to the Boundary Commission expressing our view that the title Rossendale must be retained and this review should be used to once again reunite the Borough in a single constituency.

Reason for Decision

To support the motion.

Alternative Options Considered

None.

10. Notice of motion

Councillor Foxcroft moved the following motion which was seconded by Councillor Woods:

Our climate emergency is the biggest challenge facing the globe going forwards. As a council we should be doing everything in our power to make going green the natural and easy choice for our residents. To this end council resolves to

- *Installing at least one electric vehicle charging points in all council owned and maintained car parks by the end of 2022*
- *Provide early guidance on all future housing developments that we expect all off road parking to include an electric vehicle charging facility within the plan and mandate this through conditions if necessary.*

An amendment was moved by Councillor Marriott which was seconded by Councillor

Hughes as follows:

Our climate emergency is the biggest challenge facing the globe going forwards. As a council we should be doing everything in our power to make going green the natural and easy choice for our residents.

Members welcome existing commitments to expand the charging infrastructure across the borough. Members note that not all council owned and maintained car parks may be suitable for electric car charging points but will form part of site assessments under existing plans to expand the network.

Subject to Government led planning law reforms, and following the adoption of The Local Plan, this Council will develop supplementary planning guidance to mandate electric car charging infrastructure and condition developments in line with the policy.

Members voted on the amendment, which became the substantive motion.

Resolved:

Subject to Government led planning law reforms, and following the adoption of The Local Plan, this Council will develop supplementary planning guidance to mandate electric car charging infrastructure and condition developments in line with the policy.

Reason for Decision

To support the amended motion.

Alternative Options Considered

Original motion submitted.

11. Notice of motion

Councillor Rigby moved the following motion which was seconded by Councillor Morris:

Openness and transparency are fundamental to the running of a council in order to build trust with residents. Covid-19 has made us work in and new different ways creating opportunities for residents across Rossendale to interact with their elected representatives. As we move forwards council commits to continue enabling this by:

- *Ensuring all open door council meetings are webcast live by autumn 2021*
- *Making sure resident and member question time sections of council meetings are made part of the agenda and available for everyone on publication of meeting minutes immediately.*

An amendment was moved by Councillor Serridge which was seconded by Councillor Hughes as follows:

Openness and transparency are fundamental to the running of a council in order to build trust with residents. Covid-19 has made us work in and new different ways creating opportunities for residents across Rossendale to interact with their elected representatives. As we move forwards council commits to continue enabling this by:

- *Ensuring all open door council meetings continue to be able to be observed via Zoom.*
- *Ensure public and members question time is kept as per the Constitution.*
- *That procedures continue to be reviewed by the Governance Working Group.*

In response to questions from members it was confirmed that:

- Public and members can ask questions at Rossendale, unlike many other authorities.
- Proceedings can be observed on Zoom.

Members voted on the amendment, which became the substantive motion.

Resolved:

1. To ensure all open door council meetings continue to be able to be observed via Zoom.
2. To ensure public and members question time is kept as per the Constitution.
3. That procedures continue to be reviewed by the Governance Working Group.

Reason for Decision

To support the amended motion.

Alternative Options Considered

Original motion submitted.

12. Notice of motion

Councillor Adshead moved the following motion which was seconded by Councillor Stevens:

This Council notes:

The Government Resources and Waste Strategy launched in 2018;

The Declaration of Climate Emergency by this Council in September 2019;

The Rossendale Borough Council (RBC) Climate Change Strategy and 10 year action plan published earlier this year (2021);

The environmental impact of excess plastics in the natural environment

and welcomes the Borough's first plastic free initiatives at 'The Bug' in Whitworth and 'Planet B' in Rawtenstall.

This Council therefore resolves:

- *To develop a plastics strategy with the objective that Rossendale will become a Plastic Free Community by 2025;*
- *To set up a Plastic Free Working Group;*
- *To conduct an audit of single use plastics in RBC;*
- *To review recycling routes for plastics in RBC;*
- *To support Plastic Free Community initiatives in the Borough.*

An amendment was moved by Councillor Foxcroft which was seconded by Councillor Pendlebury as follows:

This Council notes:

The Government Resources and Waste Strategy launched in 2018;

The Declaration of Climate Emergency by this Council in September 2019;

The single use plastics Notice of motion unanimously agreed by this council in September 2019

The Rossendale Borough Council (RBC) Climate Change Strategy and 10 year action plan published earlier this year (2021);

The environmental impact of excess plastics in the natural environment

and welcomes the Borough's first plastic free initiatives at 'The Bug' in Whitworth and 'Planet B' in Rawtenstall.

This Council therefore resolves:

- *To develop a plastics strategy with the objective that Rossendale will become a Plastic Free Community by 2025;*
- *To set up a Plastic Free Working Group;*
- *To review recycling routes for plastics in RBC;*
- *To support Plastic Free Community initiatives in the Borough.*
- *To confirm that following actions agreed in 2019 RBC is now single-use plastics free in all service areas and where this is not the case make any changes necessary by autumn 2021*
- *To confirm progress in supporting community events to be single use plastic free*
- *To report on progress of all actions to O&S by March 2022 and bring a report to full council by the end of the current municipal year*

Councillor Adshead requested that the previous reference to an audit, be included in the amendment. The request was agreed by the proposer and seconder and the following line of the motion was amended as follows:

- *To confirm that following actions agreed in 2019 RBC is now single-use plastics free in all service areas confirmed by a full audit and where this is not the case make any changes necessary by autumn 2021*

Members voted on the amendment, which became the substantive motion.

Resolved:

1. To develop a plastics strategy with the objective that Rossendale will become a Plastic Free Community by 2025;
2. To set up a Plastic Free Working Group;
3. To review recycling routes for plastics in RBC;
4. To support Plastic Free Community initiatives in the Borough.
5. To confirm that following actions agreed in 2019, RBC is now single-use plastics free in all service areas, to be confirmed by a full audit, and where this is not the case make any changes necessary by autumn 2021
6. To confirm progress in supporting community events to be single use plastic free
7. To report on progress of all actions to O&S by March 2022 and bring a report to full council by the end of the current municipal year

Reason for Decision

To support the amended motion.

Alternative Options Considered

Original motion submitted.

13. Notice of motion

Councillor S. Barnes moved the following motion which was seconded by Councillor Serridge:

Within the UK we have been witnessing a crisis in food poverty over the last few years.

We have now reached a tipping point and the levels of food poverty are devastating. This

is an unacceptable situation for one of the richest nations in the world, and highlights the inequalities to be found in the UK in 2021.

We have seen significant increases in the need to access food parcels and support over the last year as the consequences of the pandemic continue to be felt by many within the community.

The National Food Strategy is the first independent review of the country's entire food system for over 75 years. Its purpose to set out what kind of food system we should be building for the future.

Food poverty should be central to this strategy, and enshrining the right to food into law would clarify Government's obligations on food poverty and enable government bodies to be held to account on this vital issue.

This Council resolves to:

- 1. call on the 'right to food' to be incorporated into the National Food Strategy and asks that the Chief Executive writes to Henry Dimbleby, the Independent Lead on the Strategy, with such a request; and*
- 2. note and give thanks for the superb efforts by many within our community on their work to fight food poverty, from those making donations to foodbanks, volunteers, businesses large and small, individuals and groups all working across Rossendale to support one another.*

Resolved:

1. To call on the 'right to food' to be incorporated into the National Food Strategy and asks that the Chief Executive writes to Henry Dimbleby, the Independent Lead on the Strategy, with such a request.
2. To note and give thanks for the superb efforts by many within our community on their work to fight food poverty, from those making donations to foodbanks, volunteers, businesses large and small, individuals and groups all working across Rossendale to support one another.

Reason for Decision

To support the motion.

Alternative Options Considered

None.

(The meeting commenced at 6.10pm and concluded at 7.25pm)

Signed.....

(Chair)

Date

Subject:	Our Place, Our Plan: Corporate Plan	Status:	For publication
Report to:	Council	Date:	8 September 2021
Report of:	Chief Executive	Portfolio Holder:	Leader of the Council
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	Yes	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
Contact Officer:	Chief Executive	Telephone:	01706 252447
Email:	neilshaw@rossendalebc.gov.uk		

1. RECOMMENDATION

That Council discuss and agree the council's proposed new Corporate Plan and action plan.

2. PURPOSE OF REPORT

The report explores how the council has developed the new Corporate Plan: Our Place, Our Plan and how this is translated into a clear set of priorities for the forthcoming year. It seeks formal approval of the Plan by Council.

3. BACKGROUND

3.1. The previous Corporate Strategy expired on 31 March 2021. During recent months the council has explored its strategic priorities for the next four years. Our Place, Our Plan is the proposed new Corporate Plan. This sets out the council's priorities for a four-year period up to March 2025. The new Corporate Plan is focused around four strategic themes:

- Thriving local economy
- High quality environment
- Healthy and proud communities
- Effective and efficient council

3.2. The Corporate Plan shapes the plans which each service area develops to identify priority activity for the forthcoming year. It informs which key projects the council will take forward and its performance reporting. The Plan is being considered by Council now to allow time for the draft Plan to be discussed by the Overview & Scrutiny Committee in July.

4. OUR PLACE, OUR PLAN

4.1. The council is keen that the new Plan is outcome focused and clearly outlines work the council will undertake over the next four years. We are keen that the Plan is sharp and specific in its strategic objectives. During late 2020 the process to develop the new Corporate Plan began. Our Place, Our Plan has been shaped by reviewing a wide range of data to identify potential priority issues.

4.2. It is for the Cabinet to determine the priorities of the council and input/steer from Cabinet was undertaken at an early stage in the process. An outline draft was produced to focus further member discussion. This is a Plan for the whole council. Following input and

shaping by Cabinet, the Conservative group and Independent members have been consulted for their feedback and this lead to further shaping of the Plan.

4.3. The draft version of the Plan was put out to public and stakeholder consultation between 4 February and 20 March 2021. This included writing directly to nine key local organisations and signposting a wider range of local groups to the consultation. The key issues arising from the consultation included:

- Adding reference to colleges into the 'Vibrant Local Economy' section and their role in matching business opportunities with the right skill provision
- Positive support for the Rawtenstall to Manchester rail link
- Developing an improved accommodation offer but questioning the need to develop a new hotel
- More support for local events
- More work to be undertaken on cycling

4.4. The draft Plan was discussed by the Overview & Scrutiny Committee on 12 July 2021. This confirmed broad member support for the priorities and specific objectives within the strategy. Quarterly performance reports are considered by the Overview & Scrutiny Committee to enable members to monitor the delivery of the action plan. A copy of the Plan following consultation and Overview & Scrutiny consideration is attached as Appendix 1.

5. COUNCIL PRIORITIES 2021/22

5.1. Specific actions have been developed for the current year to provide clarity on the key areas the council intends to focus its energies and resources. This translates Our Place, Our Plan into specific actions for the forthcoming year. Our Place, Our Plan covers a four-year period, which will mean that not every strategic objective in the Plan is picked up in 2021/22, but will be under the duration of the Plan. The actions are grouped under the four strategic themes and are attached as Appendix 2.

5.2. The council delivers on many of these priorities in partnership with other organisations in the public, private and voluntary sector. The council will both seek to add further value to the activities for other partners, for example, in the health sector as well as identifying how by working together local organisations can have a stronger impact, for example, improving our local environment and street scene.

5.3. The council is still operating in an environment with the significant impact of the coronavirus on council operations and finances. The complete impact of this in 2021/22 is not yet known but is likely to be significant and may well have an impact on the council's ability to fully deliver on its priorities for the forthcoming year (as it has in the previous year). As the impact of this becomes clearer the council will plan accordingly and update members.

6. IMPLEMENTING THE PRIORITIES

6.1. The priorities under the four themes are translated into plans within each service area. The council's Programme Board is working well, with regular monitoring of the progress of each of the council's corporate projects, their budget and risks. The Board continues to examine the progress of the following corporate projects:

1. Clean and Green Improvement Plan

2. Climate Change Strategy
3. Bacup 2040 Vision
4. Haslingden 2040 Vision
5. Rawtenstall 2040
6. Futures Park Employment and Leisure Village
7. The Whitaker
8. Future Health and Leisure Facilities
9. Digital Strategy
10. Empty Homes

6.2. Each project has a clear project initiation plan and a risk register. The Programme Board monitors the progress of each of these projects to provide governance of significant projects for the council.

6.3. Quarterly performance reports have been produced for consideration by members for a number of years. This includes a number of performance indicators which relate to the council's performance. This group of performance indicators and their targets have been reviewed for 2021/22 to ensure they are sufficiently stretching (but realistic). This has included the addition of new performance indicators, for example, on fly-tipping and derelict buildings. Performance reports will include details of the specific actions the council is taking to achieve each priority area in the coming year. Progress is reported to the Overview & Scrutiny Committee quarterly.

7. **RISK**

A range of factors impact on the council's ability to achieve its priorities. The council uses a corporate risk register to identify and track these risks. Members track the overall implementation of the council's priorities through quarterly performance reports which will include information on progress against the priorities, key projects and key performance indicators. This includes the impact of coronavirus and the recovery period. At this time it is difficult to predict accurately the full impact of Covid 19 on the council's ability to fully meet its priorities for the forthcoming year.

8. **FINANCE**

The council's corporate priorities are fundamental to the budget planning process. The council's resources (people, assets, money, etc.) should align to and facilitate the promotion of our priorities. Therefore, at a time of uncertainty regarding future funding, as a result of the still unknown outcome of the Fair Funding review and the Business Rate reset, it is even more important to identify which activities are and which are not corporate priorities.

There are no immediate financial implications as a result of this report. However, each individual project will have financial implications, which are considered.

9. **LEGAL**

This report is not a legal requirement but is key to meeting the ambitions of the council. There are no immediate legal implications arising from this report. However, each individual project to be delivered may have legal implications which will be addressed separately through robust project management.

10. **POLICY AND EQUALITIES IMPLICATIONS**

An equality impact assessment has been undertaken as the Plan has been developed. A copy of this was available as a background paper to the Overview & Scrutiny report. A range of strategic objectives in the Plan are designed to have a positive impact on key

vulnerable communities in the borough. For example, the Plan has a focus on enabling residents to remain in their own homes and live independent lives. Full details on all the equalities implications are contained in the assessment.

11. CONCLUSIONS

The report proposes the council's new Corporate Plan. It also identifies the council's priorities for 2021/22 in the appended action plan. It is important for the council to be clear on its priority areas to ensure it is focusing the use of its resources and has a clear management plan to guide the activity of services throughout the year. The new Plan and annual priorities will also provide clarity to members and the public on the key activity for the council for this year. The Plan relates to the council's Medium Term Financial Strategy which is used to align resources to deliver on these priorities. The council has to retain a degree of flexibility to ensure it can react to issues which emerge during the year, but is keen to be clear about its focus for the forthcoming year.

Background Papers	
Document	Place of Inspection
Corporate Strategy (2017-21)	https://www.rossendale.gov.uk/homepage/10159/council_priorities
Corporate Plan Overview & Scrutiny Committee (12 July 2021)	https://www.rossendale.gov.uk/meetings/meeting/1268/overview_and_scrutiny_committee
Equality Impact Assessment (Background Paper) Overview & Scrutiny Committee (12 July 2021)	https://www.rossendale.gov.uk/meetings/meeting/1268/overview_and_scrutiny_committee
Our Place, Our Plan Equality Impact Assessment	www.rossendale.gov.uk (Under 'Council Meetings and Minutes' for the Overview & Scrutiny Committee (12 July 2021))



OUR PLACE, OUR PLAN

CORPORATE PLAN
2021-2025

Rossendale
BOROUGH COUNCIL

OUR PLACE
OUR PLAN

OUR VISION

To have a thriving economy, built around our changing town centres, creating a quality environment for all and improving the life chances of all those living and working in our borough.

Rossendale
BOROUGH COUNCIL

ROSSENDALE IS A UNIQUE PLACE

Built on two hundred years of industrial heritage and facing a bright future. As a council we are working hard to improve the Valley. Our Place, Our Plan sets out a shared ambition for our borough and the people we represent.

This four-year plan is set in the context of a long-term vision for our borough which is supported by four key strategic priorities to deliver this ambition.

Our vision is: to have a thriving economy, built around our changing town centres, creating a quality environment for all and improving the life chances of all those living and working in our borough.

We will deliver on our ambition by driving change in four strategic priority areas:

- Thriving local economy
- High quality environment
- Healthy and proud communities
- Effective and efficient council



OUR PLACE OUR PLAN

Our priorities are strongly focused on outcomes. We have built on our successes, but are ambitious and we intend to do more to improve the lives of local people. We will achieve this through the actions we take and also by working with other organisations in the borough.

Each priority within the plan is explained in terms of what we will achieve for our residents, visitors and businesses. The plan is underpinned by a detailed action plan. These will be reviewed annually to ensure specific activities and projects remain on track.

Across Rossendale Victorian mills once turned out millions of yards of textiles leaving us with a legacy of some of the best industrial heritage preserved in the country.

Town centres are changing. We want to transform Rossendale's town centres - making them places that both local people want to use but that also attract new visitors to one of the most picturesque parts of the North West.

Rossendale acts as a bridge between the rest of the county and Manchester.

Our proximity to Manchester has made us an attractive place for business and investors for a number of years.

We will continue to build on our strong advanced manufacturing base to grow the local economy, providing good quality job opportunities for local people.

We are passionate about developing a low carbon future – one where green energy and more sustainable forms of transport sit at the heart of our valley.

We already have a range of world-class outdoor activities and facilities close to our town centres and are surrounded by a fantastic natural environment. We are keen to look at how we maintain the quality of our natural environment whilst improving the physical environment of our town centres and villages.

Health is an area where the council has taken a growing interest in recent years. We are keen to do more in this area. We want to turn rhetoric about healthy living into dynamic new ways to use town centre space to enable people to take advantage of cycling, walking and a wide range of action packed activities all year round.

We are equally keen to play a stronger role in improving people's mental health.

In short, we have been making good strides but have a level of ambition for the next four years where we want to do much more.

**Our Place,
Our Plan explains
our ambition
and priorities
in more detail.**



Alyson Barnes, Leader of
Rossendale Borough Council

OUR PLACE
OUR PLAN



71,500
RESIDENTS



50%
OF CHILDREN
ATTAIN 5 GCSES
(GRADE 4-9)



1 IN 6
CHILDREN LIVE
IN POVERTY



2,710
VAT REGISTERED
BUSINESSES



67%
OF ADULTS ARE
OVERWEIGHT OR OBESE

THRIVING LOCAL ECONOMY

The nature of the local economy continues to change and we will be playing an active role in creating the right conditions for local businesses to thrive. We will continue to grow the local economy, attracting businesses to our employment sites

Each part of Rossendale has a different challenge

Rawtenstall

Rawtenstall continues to go from strength to strength, with a good offer for residents and growing numbers of visitors.

Bacup

Bacup is getting better but needs to transform to meet the changing needs of the high street.

Haslingden

Haslingden has a clear vision for its future but greater emphasis is needed

to translate this into improvement on the ground.

Whitworth

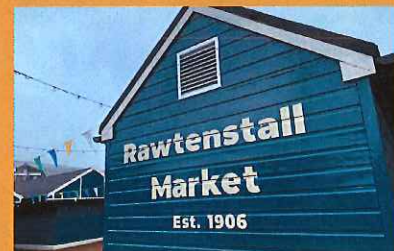
The council continues to support leisure facilities and the town council in Whitworth.

The tourism industry is underdeveloped in Rossendale and needs to evolve, creating a stronger offer building on our strong outdoor offer.

Our culture, heritage and leisure offer is unique, with recent enhancements

made to major assets like The Whitaker and key attractions like East Lancashire Railway, Ski Rossendale and the Adrenaline Centre.

The council is keen to support businesses in order to help them make an effective recovery from the impact of the Covid pandemic



OUR PLACE
OUR PLAN

A vibrant street scene in a town. In the foreground, there are lush flower beds with pink, yellow, and orange flowers. The street is lined with stone buildings, some with shops like 'De-Pain'. A red truck is visible in the distance. The sky is bright and clear.

The council is keen to support businesses in order to help them make an effective recovery from the impact of the Covid pandemic

OUTCOMES

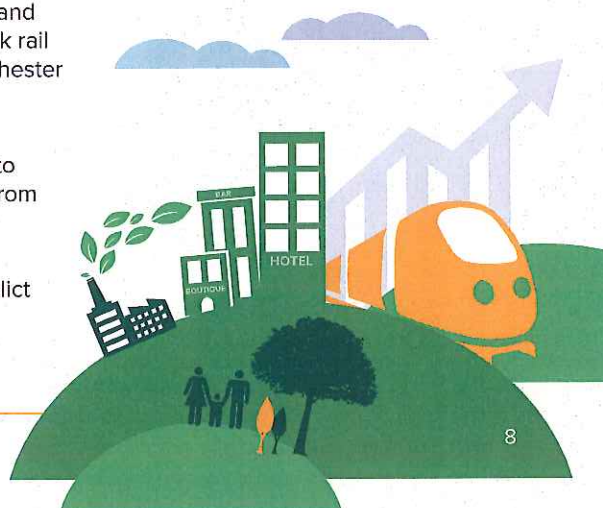
By 2025 we will have delivered on the following key outcomes:

- To support Bacup, Haslingden and Rawtenstall town centres as better places to provide their own unique offers and a destination for local shoppers and visitors
- To have secured new inward investment in the borough creating a sustainable economy, matching local skills provision with future job and career opportunities
- Having a thriving visitor economy which is more widely known with enhanced attractions and a much improved accommodation offer

STRATEGIC PRIORITIES

To achieve these outcomes we will focus on the following strategic aims:

- To transform Bacup town centre by delivering a mix of new residential, new employment opportunities and improving the physical environment and heritage buildings
- To significantly improve Haslingden by reshaping the town centre, by creating new public space and redeveloping Deardengate
- To further improve the retail and leisure time offer in Rawtenstall town centre
- To reinvigorate the local business environment in Waterfoot
- To develop the M66 Rossendale Valley Growth Corridor with infrastructure support from Lancashire County Council, boosting the number of local businesses
- To attract new investment into the borough through the promotion of Futures Park Employment Village
- Strengthen our offer for visitors to raise the profile of the borough's attractions and develop an improved accommodation offer
- Secure Government support and funding for the City Valley Link rail extension from Greater Manchester to Rawtenstall
- Delivering on a specific plan to support businesses recover from the Covid pandemic
- Reducing the number of derelict buildings through conversion or disposal
- Work with schools, colleges and businesses to match future business opportunities with the right skill provision, to boost the number of apprenticeships and ensure more local people can benefit from local job opportunities



HIGH QUALITY ENVIRONMENT

The high quality of our natural environment is something local people love and take pride in. The council recognises the value of our physical and built environment and the particular importance of our Pennine uplands and villages.

The council declared a climate change emergency in 2019. We recognise the world is changing and we must meet the challenge of global climate change by playing a positive local role leading by example.

Rossendale will be a place where sustainability is at the heart of our work and where people take pride in the clean and attractive environments found here.

We will lead by example with local businesses to promote carbon reduction actions.

We recognise residents often most value smaller scale environmental improvements to their local area.

We will prioritise making sure local people live in clean and attractive places.

We will lead by example with local businesses to promote carbon reduction actions.



OUTCOMES

By 2025 we will have delivered on the following key outcomes:

- A high quality 'clean and green' local environment where people feel proud to live
- Reduced our carbon footprint
- Improved the waste recycling rate across the borough

STRATEGIC PRIORITIES

To achieve these outcomes we will focus on the following strategic aims:

- To ensure all year round we have a clean and attractive borough, with a particular focus on our streets and green spaces
- To ensure pro-active use of education and our enforcement powers to ensure that the borough is welcoming and creates a positive impression of our town centres
- To support strong local voluntary groups like Rossendale Civic Pride, Bacup Pride and Whitworth In Bloom to bring brightness and imagination to our public open spaces
- Reduce our carbon footprint through enhancements to walking, cycling, public transport, buildings, influencing residents' behaviour change and promoting renewal energy
- To create a new Rossendale Forest
- To recycle 50% of the borough's household waste
- To improve our parks which local people are proud to visit and which appeared loved
- Tackle persistent fly-tipping and littering hotspots
- To manage the impact of increasingly frequent flooding on local communities



OUR PLACE
OUR PLAN

We will lead
by example with
local businesses to
promote carbon
reduction
actions.

HEALTHY AND PROUD COMMUNITIES

Having access to a good quality home to either rent or buy plays a fundamental part in our residents' quality of life. We want people to live long lives and take pride in their communities

This will include boosting the numbers of homes which are affordable for local people to rent or buy. The age profile of our residents is increasing and their health demonstrates that ageing healthily is a challenge.

We want local people to have good access to facilities and services to improve both physical and mental wellbeing and to lead healthier, more active, lifestyles as a consequence.

We want to support communities to be vibrant, sustainable and for people to be proud of where they live.

We already work closely with a wide range of voluntary organisations and this will continue to grow in importance.

We want to support
communities to be vibrant,
sustainable and for people to
be proud of where they live.



OUTCOMES

By 2025 we will have delivered on the following key outcomes:

- To have delivered more new homes and a good mix of housing tenures
- Improved the health of residents through access to better leisure facilities and health services
- A more joined up approach to physical and mental wellbeing which is more rapidly reducing health inequalities
- Residents share a sense of pride in their immediate community and the wider borough

STRATEGIC PRIORITIES

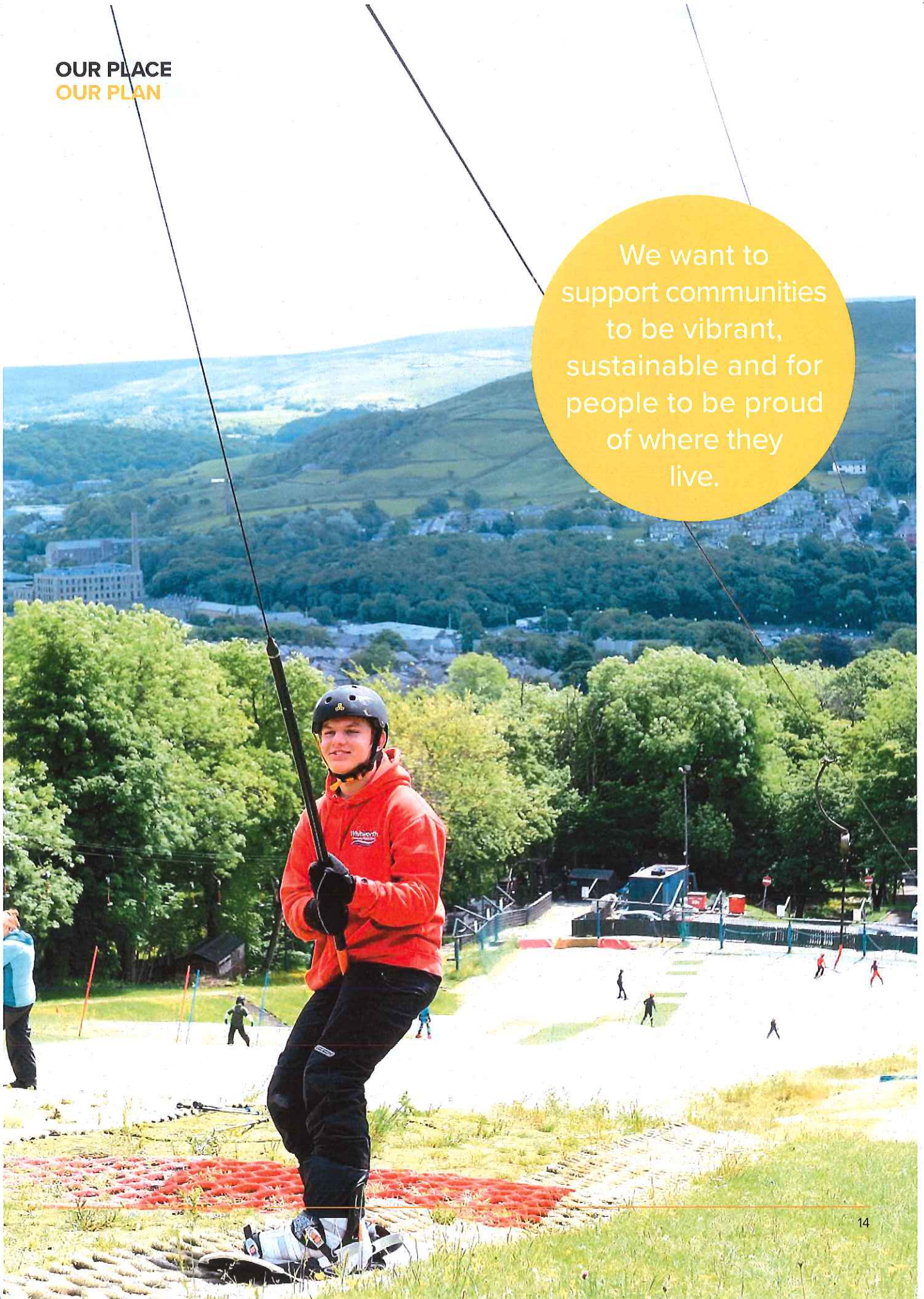
To achieve these outcomes we will focus on the following strategic aims:

- Increase the number of good quality new homes and associated infrastructure built through both direct provision and by working with Registered Social Landlords and private sector developers
- Enable residents to remain in their own homes and live independent lives through a comprehensive adaptations programme and working closely with health partners
- Better access to and take up of health and wellbeing activities including improved leisure facilities
- Engaging more local people and visitors to make better use of our excellent outdoor environment to improve their health
- A more joined up approach working with health partners, Lancashire County Council and the voluntary sector to improve the mental health of local people
- Supporting vulnerable individuals and families to recover from the Covid pandemic
- Working with the police to ensure strong neighbourhood policing and traffic enforcement



OUR PLACE
OUR PLAN

We want to support communities to be vibrant, sustainable and for people to be proud of where they live.



EFFECTIVE AND EFFICIENT COUNCIL

It is important that we are an effective and efficient council - one with ambition, clear direction, which delivers good quality services and which provides good value for money to our residents.

Our customers will receive a responsive service from us.

We will invest in digital technology to improve the way in which we interact with our residents.

As a democratic organisation we will be transparent and accountable in our decision-making.

Where it benefits residents and adds value we will work in partnership with organisations in the public, private and voluntary sectors.

For a relatively small council we have a number of large projects.

We will ensure these projects are managed effectively, making a positive impact for local people.



OUTCOMES

By 2025 we will have delivered on the following key outcomes:

- Provide good quality and responsive services embracing new technology
- Be a financially sustainable council with a commercial outlook whilst always considering social value
- Provide sound governance to enable key decisions and major projects to be progressed in an efficient and professional way
- Have a skilled and happy workforce, where we are able to retain and attract good staff

STRATEGIC PRIORITIES

To achieve these outcomes we will focus on the following strategic aims:

- A constitutional system and processes which support sound governance, are widely understood and support transparency and accountability
- A robust approach to managing projects well
- To ensure our portfolio of assets maximise income and/or support service delivery
- To have a digital strategy in place which is customer focused and moves us towards being a digitally enabled council with cost effective and responsive customer services
- A financially sustainable organisation with a financial strategy which supports good decision-making
- Securing significant external funding to deliver projects and services
- To promote staff welfare, development and satisfaction
- To be recognised as a good council with a reputation for improving residents' lives
- To effectively manage any future transition to a unitary local authority and that the views and needs of Rossendale are effectively represented





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Rossendale
BOROUGH COUNCIL

OUR PLACE, OUR PLAN
CORPORATE PLAN OBJECTIVES 2021/22

No.	Corporate Plan strategic objective	Operational objectives/project	Accountable officer	Completed
A. Thriving local economy				
A1	To transform Bacup town centre by delivering a mix of new residential, new employment opportunities and improving the physical environment and heritage buildings	High Street Heritage Action Zone (HAZ) project outputs defined in letter of offer, which includes improving 22 properties and installing a public realm scheme by March 2024.	Mhorag Saxon	On-going (complete 2024)
		Identify an alternative external funding bid source for the Market Square development	Guy Darragh	Q3
A2	To significantly improve Haslingden by reshaping the town centre by creating new public space and redeveloping Deardengate	National Lottery stage 2 year 1 outputs as defined by the letter of offer	NLHF (post being recruited)	On-going (complete 2026/27)
		Develop a feasibility plan for the development of Cockerill Square	Cath Burns	Q2
A3	To further improve the retail and leisure time offer in Rawtenstall town centre	To deliver town square landscaping project	Megan Eastwood	Q3
A5	To develop the M66 Rossendale Valley Growth Corridor with infrastructure support from Lancashire County Council, boosting the number of local businesses	Prepare Rossendale Valley Growth Corridor Masterplan and develop strategy to bring forward individual sites	Cath Burns	On-going (complete 2022/23)
A6	To attract new investment into the borough through the promotion of Futures Park Employment & Leisure Village	Complete plot 1 development	Guy Darragh	Q3
		Complete the infrastructure improvement works	Cath Burns	Q4
A7	Strengthen our offer for visitors to raise the profile of the borough's attractions and develop an improved accommodation offer	Deliver year 1 of the visitor economy action plan including 3 town centre based wayfinding walking/cycling routes	Megan Eastwood	On-going
		Deliver year 3 of the Whitaker National Lottery project	Emily Vynne	On-going
A8	Secure Government support and funding for the City Valley Link rail extension from Greater Manchester to Rawtenstall	To produce a strategic outline business case in partnership with Lancashire County Council	Guy Darragh	Q4
		Gain support of key stakeholders and undertake public support campaign	Guy Darragh/Viva PR	On-going

A9	Delivering on a specific plan to support businesses recover from the Covid pandemic	Implement the Covid recovery plan which will include holding 18 business workshops and hold 100 business one-to-ones	Brad Hacking	On-going
A11	Work with schools, colleges and businesses to match future business opportunities with the right skill provision, to boost the number of apprenticeships and ensure more local people can benefit from local job opportunities	Develop year 1 activity plan for the Rossendale employability and skills forum, which includes holding a jobs fair and a careers event	Brad Hacking	On-going
		Secure funding for Rossendale Works and Youth project for April 2022+	Guy Darragh	Q3
B. High quality environment				
B1	To ensure all year round we have a clean and attractive borough, with a particular focus on our streets and green spaces	Income generation ideas to be pursued including bin cleaning service and MOT testing station	Keith Jenkins	On-going
		Street cleansing to be improved by better routing and introduction of new schedules	Pat Killeen	Q1
		Obtaining green flag status for Stubblee Park and raising standards across all parks	David McChesney	Q2
		Contributing to the climate change agenda through tree planting initiatives and transition to battery powered tools	David McChesney	On-going
B2	To ensure pro-active use of education and our enforcement powers to ensure that the borough is welcoming and creates a positive view of our town centres	Continued targeting of those who blight our neighbourhoods by littering and dog fouling through a joint approach of education, publicity and enforcement. Using the services of a third party provider to enhance our own resources	Phil Morton	On-going
		Tender the third party enforcement contract	Phil Morton	Q2
B3	To support strong local voluntary groups like Rossendale Civic Pride, Bacup Pride and Whitworth In Bloom to bring brightness and imagination to our public open spaces	Continue to work closely with groups, including the provision of plants, support for funding bids, such as the improvements to Green Squirrel Square, Haslingden	David McChesney	Q4
B4	Reduce our carbon footprint through enhancements to walking, cycling, public transport, buildings, influencing residents' behaviour change and promoting renewal energy	Engaging with residents, schools and businesses across Rossendale, including partnering with three local climate change partners	Phil Morton	On-going
		Carbon footprint audit completed	Lee Childs	Q2
		Agreeing a new active travel plan	Guy Darragh	Q4
B5	To create a new Rossendale Forest	Identifying council owned sites for potential tree planting projects	David McChesney	Q1

		Work with schools, community groups and Ribble Rivers Trust to access funding to purchase trees for planting in the Autumn	David McChesney	Q3
B6	To recycle 50% of the borough's household waste	Piloting a new recycling approach	Pat Killeen	Q2
		Media campaign to promote recycling	Viva PR	Q1
		Examining feasibility of changes in bin size	Keith Jenkins	Q2
B7	To improve our parks which local people are proud to visit and which appear loved	Implement improvement plan for Rossendale's parks by refreshing the Stubblelee Masterplan and creating a new one for Edgeside Park. This will be followed by the creation of the Victoria Park Masterplan ready for 22/23.	David McChesney	On-going
B8	Tackle persistent fly-tipping and littering hotspots	Increased enforcement activity against both commercial and domestic fly tipping offenders. More effective communication between the Operations team and Public Protection Unit to help collate evidence.	Phil Morton/Keith Jenkins	On-going
		Quicker removal of fly-tipped waste to reduce visual impact	Pat Killeen	Q1
		Creation of a dedicated fly-tip team – piloted for 12 months	Pat Killeen	Q1
		Increased enforcement capability and the use of technology to prevent and detect incidents of environmental crime.	Phil Morton	On-going
		Use of social and other media outlets to publicise and promote issues, problems and successes.	Viva PR	Q2
C. Healthy and proud communities				
C1	Increase the number of good quality new homes and associated infrastructure built through both direct provision and by working with Registered Social Landlords and private sector developers	Produce a housing strategy and action plan that put processes in place to ensure a corporate approach to the strategic housing function.	Strategic Housing post (being recruited to)	Q3
		Enable 180 new houses to be built, of which 25 are affordable.	Mike Atherton/ Strategic Housing post (being recruited to)	On-going
C2	Enable residents to remain in their own homes and live independent lives through a comprehensive adaptations programme and working closely with health partners	Deliver disabled facility grant programme – catching up last year's backlog. Overall target 67 disabled facilities grants completed	Phil Hollows	On-going

C3	Better access to and take up of health and wellbeing activities including improved leisure facilities	Complete a full feasibility study for improved health and leisure facilities	Adam Allen	Q2
C4	Engaging more local people and visitors to make better use of our excellent outdoor environment to improve their health	Explore the feasibility of creating a trailhead cycling facility in Bacup	Guy Darragh	Q3
C5	A more joined up approach working with health partners, Lancashire County Council and the voluntary sector to improve the mental health of local people	To lead on the development of a partnership Health and Wellbeing Strategy	Communities Manager (being recruited)	Q2
		Improving joined up working on health issues	Communities Manager (being recruited)	On-going
C6	To manage the impact of increasingly frequent flooding on local communities	Liaison through the Spaces for Water group and supporting community response in the event of a major flooding incident	Lee Childs	On-going
C7	Supporting vulnerable individuals and families to recover from the Covid pandemic	Managing Government funding to support vulnerable individuals	Communities Manager (being recruited)	On-going
		Promoting local support services through Rossendale Connected Hub	Communities Manager (being recruited)	On-going
C8	Working with the police to ensure strong neighbourhood policing and traffic enforcement	Regular liaison meetings with Lancashire Police Inspector	Neil Shaw	On-going
		Deployment of the mobile traffic enforcement team	Lancashire Police	On-going
D. Effective and efficient council				
D1	A constitutional system and processes which support sound governance, are widely understood and support transparency and accountability	Review of Constitution with specific focus on the Finance Procedure Rules and Code of Conduct for Members	Clare Birtwistle	Q2
		Provide good quality member induction and training programme	Clare Birtwistle	On-going
		Training to officers on the updated Constitution	Clare Birtwistle	Q1
		Update the RIPA policy and provide training and guidance to officers	Clare Birtwistle	Q1
D2	A robust approach to managing projects well	Contract Procedure Rules training to officers	Clare Birtwistle	Q2
		Contract management training to officers	Clare Law	Q2
		Project management training for officers	Project managers	Q2

D3	To ensure our portfolio of assets maximise income and/or support service delivery	Conduct year 1 of the Strategic Asset Review with reviews for 4 wards undertaken.	Lucie Greenwood	On-going
		Undertake rent renewals for industrial properties	Lucie Greenwood	Q4
		Transfer 11 garage sites to the council	Lucie Greenwood	Q3
D4	To have a digital strategy in place which is customer focused and moves us towards being a digitally enabled council with cost effective and responsive customer services	Agree a Digital Strategy and action plan	Andrew Buckle	Q1
		MS 365/Teams roll out and Virtual Phone implementation	Andrew Buckle	Q2
		Deploy customer portals for Citizen Access and Revenues & Benefits Document Management next generation	Andrew Buckle	Q4
D5	To promote staff welfare, development and satisfaction	Agree an Organisational Development strategy	Clare Law	Q1
		Manage post Covid safe return to work	Kelly Forrest	Q1
		Undertake staff surveys and engagement events	Clare Law/Cath Burns	On-going
D6	A financially sustainable organisation with a financial strategy which supports good decision-making	Provision of high quality and timely financial and accountancy advice and support to all council services, managers and projects	Karen Spencer	On-going
		Regular monitoring of financial performance against the Medium Term Financial Strategy	Karen Spencer	On-going
D7	Securing significant external funding to deliver projects and services	Haslingden National Lottery bid funding secured	Guy Darragh	Q1
D8	To be recognised as a good council with a reputation for improving residents' lives	Addressing outcomes from Local Govt Association Corporate Peer Challenge	Neil Shaw	Q2-Q4
		Shortlisted for national local government award	CMT	Q3
		Raised profile through national publications and events	CMT	On-going
		Good news stories and achievements through local and regional media	Viva PR	On-going
D9	To effectively manage any future transition to a unitary local authority and that the views and needs of Rossendale are effectively represented	Managing any actions which arise from the Lancashire Leaders meetings	Neil Shaw	On-going

Subject:	Civica Contract	Status:	For Publication
Report to:	Full Council	Date:	8 th September 2021
Report of:	Finance Manager	Portfolio Holder:	Resources
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
Contact Officer:	Craig Finn	Telephone:	01706 252527
Email:	craigfinn@rossendalebc.gov.uk		

1.	RECOMMENDATION(S)
1.1	Council is asked to give approval to enter into a 7 year contract with Civica UK Ltd for provision of the Councils Financial Management System – Civica Financials User Interface (UI), through the Crown Commercial Services (CCS) Data and Application Solutions (DAS) framework agreement at a total cost of £311k.

2. PURPOSE OF REPORT

2.1 This report seeks approval to enter into a seven year Corporate Contract through a framework agreement to reacquire and maintain the Council's Civica Financial Management System.

The Crown Commercial Services, Data and Application Solutions (RM3821) is a compliant framework, as exposed in the Official Journal of the European Union (OJEU 2019/S 041-093753)

3. BACKGROUND

3.1 The Council's Financial Management Information System (FMIS) is currently provided by Civica UK Ltd. The FMIS ('Civica Financials') is a fully integrated software package which is used for the production and monitoring of the Council's accounts, raising of orders for supplies and services, payments to suppliers, invoicing for services and production of management information.

3.2 The software proposed, Civica Financial User Interface, is an updated version of the Council's current Civica Financials system as the current software solution is approaching end of life and Civica have advised that it will not be supported beyond August 2021.

3.3 In March 2021 the Council re-contracted with Civica UK Ltd for a seven year period for its Civica Pay cash receipting system, this system interfaces directly into the Civica Financial software and will continue to interface into the new software. Aligning both contracts will enable the Council to re-tender for both solutions at the end of the term, to let as one lot, avoiding any potential multi-vendor issues.

4. RISK

4.1 If the Council doesn't enter into a new contract it would leave its core, critical financial systems being un-supported by Civica, with the potential to have a serious impact on operational activity such as supplier payments, income receipts and production of in year monitoring statements and statutory accounts.

5. FINANCE

5.1 The Council current annual budget for the FMIS is c£33k.

5.2 The total contract value of the seven year Civica Ui contract is £311k. The proposal protects the Council from inflationary risk. Annual charges are fixed for the duration of the agreement and are not subject to RPI or similar indexation, unlike the existing contract terms.

5.3 The table below details the financial implications

Civica UI contract costs

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Total
	£	£	£	£	£	£	£	£
Financials	36,840	36,840	36,840	36,840	36,840	36,840	36,840	257,880
Implementation	910	910	910	910	910	910	910	6,370
Licence	2,100	2,100	2,100	2,100	2,100	2,100	2,100	14,700
Set up	10,017							10,017
Upgrades	3,180	3,180	3,180	3,180	3,180	3,180	3,180	22,260
	53,047	43,030	43,030	43,030	43,030	43,030	43,030	311,227
Existing Base Budget	33,153	33,186	33,220	33,253	33,286	33,319	33,353	232,770
Budget shortfall	-19,894	-9,844	-9,810	-9,777	-9,744	-9,711	-9,677	-78,457

The year one costs include an additional one-off £10k for Civica Consultancy services to oversee and implement the new software.

The table above shows there is a budget shortfall of £20k in year one and £10k in each year thereafter, totalling £80k over the life of the contract. This shortfall will be financed from reserves and provisions.

6. LEGAL

6.1 The Data and Applications Solutions (DAS) Framework Contract (RM3821) has been tendered by Crown Commercial Services (CCS) on behalf the public sector. This process 'pre-qualifies' prospective suppliers and is a compliant route to market. Group 2 of the Framework Agreement is specifically for Local Government and includes Call Off contracts for a maximum duration of 7 years. The Council's incumbent supplier is an 'approved' provider on this Framework Agreement.

7. POLICY AND EQUALITIES IMPLICATIONS

7.1 No policy or equalities implications.

8. CONCLUSION

8.1 In order to continue to have access to a supported financial software solution the Council is required to either re-tender or call off a framework agreement. The Council's contract procedure rules state 'It is considered desirable and in the best interest of the Council for a tender proposal to be negotiated with a contractor already engaged by the Council '(CPR 2.2 iii).

Subject:	Community Renewal Fund	Status:	For publication
Report to:	Full Council	Date:	8 th September 2021
Report of:	Director of Economic Development	Portfolio Holder:	Leader of the Council/Portfolio Holder for Regeneration and Economic Development
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception <input type="checkbox"/>	Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
Contact Officer:	Cath Burns	Telephone:	01706 252429
Email:	cathburns@rossendalebc.gov.uk		

1.	RECOMMENDATION(S)
1.1	Members to note this exciting bid to the Community Renewal Fund to provide a business growth and innovation programme across Rossendale, Pendle and Burnley.
1.2.	On the result of an approval of the bid by Central Government, delegate the signing of any necessary contracts with the accountable body and Rossendale Borough Council to the Chief Executive and Head of Legal, in consultation with the Portfolio Holder for Regeneration and Economic Development, given the tight time scale for a 31 st March 2022 delivery.

2. PURPOSE OF REPORT

- 2.1 To provide an update on a bid to the Community Renewal Fund to provide a business growth and innovation programme across Rossendale, Pendle and Burnley.
- 2.2 To gain support from Members to following through on the contract to deliver the bid, if approved by Central Government. A decision from Government is outstanding at the time of writing with a Government requirement to deliver the programme by 31st March 2022.

3. BACKGROUND

- 3.1 The Community Renewal Fund was announced in the Government's Spring 2021 Spending Review; £220 million additional funding, which is primarily revenue based, via upper tier authorities to help places across the UK prepare for the introduction of the UK Shared Prosperity Fund. It offers a short window of opportunity up to 31st March 2022 to target people and places most in need as identified in Government's index of economic resilience. Focus is to support the fragile economy; the impact of COVID-19 and BREXIT by improving access to working capital, increasing confidence and encouraging investment.
- 3.2 Within the East Lancashire districts, Rossendale, Pendle and Burnley were identified by the Government as Priority 1 places most in need. Lancashire County Council, as the upper tier authority, called for outline and follow up full bids for the Community Renewal Fund over a very short timescale to meet the Government's deadline.
- 3.3 Working in partnership with Lancashire County Council, Growth Lancashire and BOOST, the three councils have developed a bid for £995k of Government support. With approximately £600k private sector match funding, the programme if successful will create around £1.6m investment across Rossendale, Pendle and Burnley. An announcement of the bid's success by Central Government is expected any time within the month from 22

July 2021.

4. GROWTH AND INNOVATION FUND – SUMMARY

The Growth and Innovation Fund consists of three elements following the Government's criteria in this primarily revenue based programme:

1. Revenue Growth and Innovation grants up to £100k. Covering R&D, new product development, feasibility studies, new or improved technology solutions. Eligible sectors include digital, manufacturing, engineering, retail, leisure, hospitality.
2. Capital Growth and Innovation grants up to £20k explicitly supporting local manufacturers in developing low carbon technologies by acquiring new machinery. This complements a similar proposal led by the Chamber of Commerce.
3. Five revenue start-up grants of up to £20k to fund professional services, small items of equipment or to subsidise cost of renting new or larger commercial premises. For any business trading less than 3 years.

Outcomes target

- Jobs Created 100
- Jobs safeguarded 50
- Innovation Plans 15
- New to firm products and services 5
- New businesses supported 5

Beneficiaries target

- Small Businesses 27
- Medium Businesses 15
- Large Businesses 3

PRACTICALITIES OF DELIVERY

If our Community Renewal Fund bid is approved, delivery needs to be executed quickly to be completed by the 31st March 2022 deadline. The following is proposed:

- The Growth and Innovation Fund is a partnership between Burnley, Pendle, Rossendale Borough Councils and Growth Lancashire.
- Burnley Borough Council will be the Accountable body, and Burnley will make payments to eligible businesses, and all partners will be responsible for targeting and recruiting businesses so equitable spread across each of the 3 boroughs. Rossendale Borough Council is fortunate in this respect to have a Business Advisor already in place with a pipeline of businesses looking to apply.
- Contracts will be put in place between Burnley as the Accountable Body and each of the district councils. It should be noted that risk will be transferred to Rossendale Borough Council if there is any clawback of grant for Rossendale businesses.
- A promotion and engagement plan is in place.
- The Fund will be managed by a project board.
- Growth Lancashire to develop and appraise grant applications, for approval by a grants panel.
- Reflecting the contract award, the business will sign a grant offer letter which includes terms and conditions.
- Monthly monitoring of outputs and claims by Growth Lancashire of all approved

- projects with staged grant payments.
- Collation of case studies and end of project report.
- Programme wide evaluation to help plan delivery of the future UK Shared Prosperity Fund

5. RISKS

5.1 Lack of engagement from eligible grant applicants -

The Fund has been designed in response to local need/evidence. In terms of operational strengths, the Fund has three separate elements and is to be co-delivered by Growth Lancashire and three Local Authority partners, thus increasing the scale of business engagement with potential beneficiaries. Growth Lancashire has been selected as an existing Growth Hub delivery body. A clear plan sets out how the main activities of the Fund will be delivered, including promotion and engagement.

Beneficiaries who are awarded a grant are unable to deliver in the required timescales - Deliverability will be a key recruitment criteria and only those schemes which have satisfactorily evidence that deliverability within the timescales is achievable will be presented to a Grants Panel for consideration. The Fund will consider the potential to over-commit available funds via a small number of conditional approvals which will only be enacted should sufficient monies be available.

Insufficient staffing capacity to deliver the Fund -

Growth Lancashire is able to recruit flexibly and quickly in order to ensure that the necessary capacity is available to successfully deliver the project. This is complemented by staffing resource which is already in place and co-delivery with the three local authority partners, all of which have in-house Economic Development teams.

More demand than funding available -

Promotion of the Fund will be designed and delivered in such a way that key eligibility criteria is clear at the outset. Despite what is expected to be significant interest in the Fund, only those proposals which align most closely with the objectives of the Fund will be invited to submit a Full Application.

6. FINANCE

6.1 There are no direct financial implications for this Council as Burnley Council are acting as the Accountable body and will be paying grants direct to the eligible businesses.

6.2 It is anticipated that the risk of grant clawback will be transferred to the Council, however this will be mitigated by the fact that Growth Lancashire will fully appraise the applications and the Council will have a presence on the project board that approves the applications.

7. LEGAL

7.1 In the event that the bid is successful, all legal agreements will be properly considered to ensure that the Council's interests are protected and that sound governance and indemnity arrangements are in place prior to completion of any agreements.

8. POLICY AND EQUALITIES IMPLICATIONS

8.1 The Growth and Innovation Fund complements our existing business support programme being delivered by our Economic Development and Property Services Team via our Business Advisor to deliver on our Corporate Strategy and Economic Development Strategy.

9. CONCLUSION

9.1 The proposed Growth and Innovation Fund will bring significant resources to our Valley businesses in light of the impact of COVID-19 and BREXIT. The programme will be a useful pilot for the UK Shared Prosperity Fund which is understood to be coming on-stream in the new financial year.

No background papers.

Subject:	Business Centre Improvement Works	Status:	For Publication
Report to:	Full Council	Date:	8 September 2021
Report of:	Facilities Management Officer	Portfolio Holder:	Resources
Key Decision:	<input type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
Contact Officer:	Lee Childs	Telephone:	01706 252527
Email:	Leechilds@rossendalebc.gov.uk		

1.	RECOMMENDATION(S)
1.1	To approve Capital Funding for the Post Covid 19 Building Works and Office Moves within the Business Centre at Futures Park Bacup.
1.2	To approve an addition to the Capital Programme of £44,000 to be funded from either borrowing or capital receipts.

2 PURPOSE OF REPORT

- 2.1 To seek approval from full council to approve capital funding for building works and office moves within Futures Park post Covid.

3. BACKGROUND

The Covid-19 pandemic enforced homeworking and arrangements were made for the majority of office based council staff to work remotely from home to continue to successfully deliver the council services. The council has subsequently taken the opportunity to review staff working practices and developed a more flexible working policy to support a more agile and outcome based working module, this will include more flexibility for staff to work remotely as needed whilst continuing to maintain efficient and effective service delivery.

In addition, the council has completed an options appraisal to support a review of the most efficient usage of The Business Centre, Futures Park building, following a change in the shift of the focus for all business sectors during and post Covid pandemic.

Considerations taken into account of the use of the building most effectively include:

- Revisiting the use of all available space at Futures Park
- Improved synergy to office locations and use
- Creation of additional meeting rooms and private working areas
- Considering future growth requirements
- Commercialisation of The Business Centre
- Future use of the One Stop Shop (OSS).

In order to prioritise the opportunities in alignment with demand, any works would take place on a stage-by-stage basis considering; the Business Centre, council offices, car park, break out area and future use of OSS.

The Business Centre

The Business Centre offers services to our partners and independent businesses within the private and third sectors through leasing of rooms to private tenants, renting out boardrooms, meeting rooms on daily basis for which we have a pricing structure.

To improve this current arrangement, it is proposed that the externally leased offices are situated in a dedicated area of the building, separate to the council main function. The 1st floor west wing would be allocated with exclusive use of private tenants. Private tenants would have their own entry /exit door via the OSS and the existing FOB security door system would be upgraded and programmed to accommodate this. Tenants would continue to have full use of facilities on the 1st floor including welfare facilities and all tenant meeting room bookings would be within the existing boardroom Room 110. The provision of access to free on-site parking would remain.

Currently there is one private tenant situated on the 1st floor west wing that would be required relocation to the east wing and the relocation of the three council storage rooms from the east wing to create additional vacant tenant rooms to lease. The vacant rooms would be decorated to a commercial standard and would be offered on an unfurnished, managed basis. The marketing strategy would be enhanced to create individual listings, increased agent engagement and listings on the existing Invest in Rossendale Pages.

The lease rates would remain as existing although specialised rates will be agreed with third sector users.

In speaking with local agents and SMEs, it is noted that the current climate demonstrates a demand for new start-up businesses who are trying to navigate a new way of working. In the business environment, the location of your business can make a big difference providing prestige and professionalism.

Futures Park has an ability to re-launch a Virtual Office provision. This service would allow businesses to hire a mailbox at Futures Park for approx. £25 per calendar month plus vat. All businesses would be thoroughly vetted. This service would provide a business address that businesses can use on their websites, advertising etc. They will also be able to collect mail securely stored via the OSS during business hours, access the on-site meeting rooms to meet with clients and would have access to networking events and business support through the council's Economic Development Team. As their business grows, the business centre offers the provision of physical offices to expand into.

Council offices

The relocation of the Business Centre tenants and storage creates an opportunity to consider the layout and use of the council offices. Further to internal consultations and taking future growth into consideration, a matrix has been drawn up of proposed space allocations against the following criteria:

- Improve synergy to office locations to promote cross service working
- Access to paper files for those teams that require this
- Sufficient officer accommodation spacing within offices
- Additional smaller meeting rooms for internal meetings
- Access to breakout space and provision to support online/private working stations.

There is room to rationalise requirements and streamline office storage, although, staff will

have a requirement to still attend online meetings and will need access to quiet space as well as breakout space to support space requirements. As we move forward post Covid-19 it is critical that any moves support not only current requirements and have potential to support future department expansions and changes easily.

The council offices currently have high speed broadband and use the wireless facilities in the building, however there is a need to extend the wireless coverage throughout the building to mitigate any potential 'black spots' access issues and provided officers with the availability to work effectively from all areas of the building.

A relocation would facilitate two meeting areas for one to ones and private working space.

Car Parking

During the Covid-19 pandemic the car park has increasingly been used by people not working or visiting the building. To ensure the future correct usage of the car park new signage will be installed with "visitors only" in the 1st car parking quadrant and "staff and tenants only" signs for the remaining 3 quadrants. Staff will be issued with car parking permits. If the signage fails to be effective alternative methods will need to be explored. The car park will also be re-lined on completion of the construction work for Plot 1.

Breakout Area

The current breakout area on the ground floor would be reviewed with options to include functional desk spaces that could be used during business hours enabling staff to move from their dedicated desks when needed.

Future Use of One Stop Shop

Further consultation will be carried out with customers, partners and elected members to review the usage of the One Stop Shop.

4. RISK

- 4.1 Failure to implement the proposed changes will reduce the opportunity to generate more revenue from room rental to private tenants and restrict flexible working practices of officers in the post covid agile working environment, such as, virtual meetings etc.

5. FINANCE

The works to be carried out will include forming a designated tenant only area on the 1st floor west wing this works will include a new private tenant only entrance with up-graded door entry security FOB system and an existing tenant will be relocated from the 1st east wing to the new private tenant area.

Instillation of improved wireless network switches with additional wireless devices to increase the wireless coverage throughout the building.

The car park will be re-lined and new signage will be erected in the car park creating designated visitor and staff only parking to ensure sufficient car parking is available for staff and private tenant.

Works will be completed to facilitate to the Rossendale council offices will be carried out,

two new photo copying rooms will be created which will be strategically positioned to improve productivity and a new resource stationary room will be created to accommodate a new central stationary system.

Office moves will be carried out to improve office area space for staff, support cross service working and provide more private working space improve office area space for staff.

The total cost of the capital works is estimated to be £44,000, however the works will be carried out on a phased basis

It is anticipated that the additional revenue cost of £7,500pa. will be funded by the additional rental income generated by attracting new tenants, following the implementation of the capital works.

In a typical year our existing tenants generate an annual income of c£38k for the Council, with the works and improvements we estimate a further annual income of up to c£18k, totalling £56k pa.

As at 31st March 2021 the Council had £2.647m of unallocated capital receipts which could be used to fund this scheme. Officers will give consideration as to the optimum funding arrangements, which may include: use of capital receipts, internal borrowing and any other requirements for PWLB borrowing. Should the Council require to borrow to fund the project the table below shows the financial impact.

10 Years

Financial Model (£000s)	Yr1 £000	Yr2 £000	Yr3 £000	Yr4 £000	Yr5 £000	Yr 6/10 Ave £000	10 Years £000
Rental Income	11	11	11	11	11	11	Total Project cost 47
Minimum Revenue Payment	4	4	4	4	4	4	Total Income 110
Interest	1	1	-	-	-	0	
Expenditure	5	5	4	4	4	5	
Surplus/(-)Deficit*	6	6	7	7	7	6	Net Surplus/(-)Deficit 63

NB

1 - £44k PWLB Borrowing over 10 yrs

2 - Asset life and MRP over 10 yrs

3 - £18.5k p.a. rental income, less £7.5k contribution to additional revenue costs

The works will be procured in accordance with the Council's procurement rules.

Following the capital works the ongoing repair & maintenance will be met from within existing revenue budgets.

6. LEGAL

- 6.1 All contracts for goods and services will be tendered and let in accordance with the Council's constitution and public procurement regulations to ensure value for money is obtained and mitigate any challenges to the procurement process.

7. POLICY AND EQUALITIES IMPLICATIONS

7.1 No policy or equalities implications.

8 CONCLUSION

8.1 The impact of Covid-19 has provided the council with an opportunity to review the Business Centre and make improvements to better place the private tenant offering and increase revenue potential, review the current room allocation of council officers to improve synergies to promote effective cross service working, create additional internal meeting rooms and private working areas post Covid-19.

8.2 To approve the capital funding of £44,000.

NOTICE OF MOTION FOR FULL COUNCIL

UNDER PARAGRAPH 11.1 OF THE COUNCIL PROCEDURE RULES

The following Motion to be submitted to Full Council on the date indicated below:-	
This Council believes planning works best when developers and the local community work together to shape local areas and deliver necessary new homes; and therefore calls on the Government to protect the right of communities to object to individual planning applications.	
Date of Council Meeting:-	8 th September 2021
Notice submitted from	
Councillor Patrick Marriott	Date: 8 th July 2021
Councillor Sean Serridge	Date: 8 th July 2021
Notice received and validated by S151 Officer: Karen Spencer	
Comments: No additional comments	Date: 25 th August 2021
Notice received and validated by the Deputy Monitoring Officer: Yasmin Ahmed	
Comments: No additional comments	Date: 19 th August 2021
Notice received on behalf of the Head of the Paid Service and entered in the book open to Public Inspection	
Received by: Neil Shaw	Date: 9 th July 2021