

Lancashire County Council

Cabinet

Thursday, 7th December, 2023 at 2.00 pm in Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston

Agenda

Part I (Open to Press and Public)

No. Item

1. Apologies for Absence

2. Disclosure of Pecuniary and Non-Pecuniary Interests

Members are asked to consider any Pecuniary and Non-Pecuniary Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.

3. Minutes of the Meeting held on 2 November 2023 (Pages 1 - 8)

4. Questions for Cabinet

To answer any verbal questions and supplementary questions from a county councillor, about any matter which relates to any item under Part I on the agenda for this meeting under Standing Order C35(7).

To submit a question to Cabinet, click [here](#).

There will be a maximum of 30 minutes for the questions to be asked and answered.

Matters for Decision:

The Leader of the County Council - County Councillor Philippa Williamson

5. Corporate Performance Report - 2023/24 Quarter 2 (Pages 9 - 54)

The Cabinet Member for Resources, HR and Property (Deputy Leader) - County Councillor Alan Vincent

6. Money Matters 2023/24 Position - Quarter 2 (Pages 55 - 94)



7. **Procurement Report** (Pages 95 - 104)
8. **Appointment to Outside Body - Lancashire Integrated Better Care Fund Board** (Pages 105 - 106)
9. **Tree Asset Management Plan** (Pages 107 - 130)

The Cabinet Member for Resources, HR and Property (Deputy Leader) - County Councillor Alan Vincent and The Cabinet Member for Health and Wellbeing - County Councillor Michael Green

10. **Request for Waiver of Procurement Rules - Reception Aged Vision Screening** (Pages 131 - 134)

The Cabinet Member for Highways and Transport - County Councillor Rupert Swarbrick

11. **Submission by Lancashire County Council to Zero Emission Bus Fund** (Pages 135 - 140)

The Cabinet Member for Adult Social Care - County Councillor Graham Gooch

12. **Lancashire County Council Carers Strategy** (Pages 141 - 172)
13. **Lancashire Safeguarding Adults Board Annual Report 2022/23** (Pages 173 - 204)

The Cabinet Member for Education and Skills - County Councillor Jayne Rear

14. **SEND Sufficiency Strategy Implementation – Provision of Special School Places and Special Educational Needs Units at Mainstream Schools** (Pages 205 - 214)
Please note that Appendices 'A' and 'B' to this report are in Part II and appears as Item No. 22 on the Agenda.

15. **The Future of Maintained Nursery Provision at Gisburn Road Community Primary School, Barnoldswick** (Pages 215 - 262)

The Cabinet Member for Environment and Climate Change - County Councillor Shaun Turner

16. **Landfill Contract Extension** (Pages 263 - 266)
Please note that Appendix 'A' to this report is in Part II and appears as Item No. 23 on the Agenda.



Matters for Information:

17. **Urgent Decisions taken by the Leader of the County Council and the relevant Cabinet Member(s)**

The following urgent decision had been taken by the Leader of the County Council in accordance with Standing Order C16(1) since the last meeting of Cabinet, and can be viewed by clicking on the link below:

- [Lead Member and Champion Appointments](#)

18. **Urgent Business**

An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Member's intention to raise a matter under this heading.

19. **Date of Next Meeting**

The next meeting of Cabinet will be held on Thursday 18 January 2024 at 2.00pm at County Hall, Preston.

20. **Notice of Intention to Conduct Business in Private**

No representations have been received.

Click [here](#) to see the published Notice of Intention to Conduct Business in Private.

21. **Exclusion of Press and Public**

The Cabinet is asked to consider whether, under Section 100A(4) of the Local Government Act 1972, it considers that the public should be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 12A to the Local Government Act 1972 as indicated against the heading to the item.



Part II (Not Open to Press and Public)

The Cabinet Member for Education and Skills - County Councillor Jayne Rear

22. Appendices 'A' and 'B' of Item 14 - SEND Sufficiency Strategy Implementation – Provision of Special School Places and Special Educational Needs Units at Mainstream Schools (Pages 267 - 272)

Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The appendices contain information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The Cabinet Member for Environment and Climate Change - County Councillor Shaun Turner

23. Appendix 'A' of Item 16 - Landfill Contract Extension (Pages 273 - 276)

Exempt information as defined in Paragraphs 3 and 5 of Part 1 of Schedule 12A of the Local Government Act 1972. Appendix 'A' contains information relating to the financial or business affairs of any particular person (including the authority holding that information); and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.)

Angie Ridgwell
Chief Executive

County Hall
Preston



Lancashire County Council

Cabinet

**Minutes of the Meeting held on Thursday, 2nd November, 2023 at 2.00 pm in
Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston**

Present:

County Councillor Phillippa Williamson Leader of the Council
(in the Chair)

Cabinet Members

County Councillor Alan Vincent
County Councillor Peter Buckley
County Councillor Graham Gooch
County Councillor Michael Green
County Councillor Jayne Rear
County Councillor Aidy Riggott
County Councillor Rupert Swarbrick
County Councillor Cosima Towneley
County Councillor Shaun Turner

County Councillors Azhar Ali OBE and Lorraine Beavers were also in attendance under the provisions of Standing Order No. C14(2).

1. **Apologies for Absence**

There were no apologies.

2. **Disclosure of Pecuniary and Non-Pecuniary Interests**

None.

3. **Minutes of the Meeting held on 5 October 2023**

Resolved: That the minutes of the meeting held on 5 October 2023 be confirmed as a correct record and signed by the Chair.

4. **Questions for Cabinet**

There were no questions received.



5. Medium Term Financial Strategy Update 2024/25 - 2026/27

Cabinet considered a report that provided a forecast of the financial position for the county council for the next 3 years and contained an updated position compared to that presented to Cabinet and Full Council in February 2023.

The forecast contained detailed assumptions that had been discussed in depth with services and research undertaken nationally to benchmark the reasonableness of the council's assumptions in comparison to other local authorities.

It was noted that the previous medium term financial strategy forecasted a budget surplus of £12.077m in 2024/25 with it becoming a deficit position of £19.103m by 2026/27. The updated position forecasted a gap of £14.505m in 2024/25, with it increasing to £18.294m in 2026/27.

Resolved: That

- i. The revised funding gap of £18.294m covering the period 2024/25 to 2026/27, as set out in the revised financial outlook forecast for the council, be noted;
- ii. The budget adjustments for 2024/25, and following years' changes, included in the revised medium term financial strategy, be approved; and
- iii. The contents of the county council's reserves position be noted.

6. Appointments to Outside Bodies

Cabinet considered a report that set out the outcome of the Political Governance Working Group's review of outside bodies, following the Working Group's meetings on 17 May and 21 September 2023.

In presenting the report, it was proposed to appoint Andy Walker, Head of Business Growth, to the Liverpool John Lennon Airport Consultative Committee.

Resolved: That

- i. The following be approved:
 - a. The proposed Protocol on County Council Appointments to Outside Bodies as set out at Appendix 'A' of the report;
 - b. The revised list of outside bodies and appointments as set out at Appendix 'B' of the report, including the addition of the Pennine Community Safety Partnership and the Pilkington Charitable Trust, and those to be joint working arrangements instead;
 - c. The appointment of County Councillor Ash Sutcliffe to the Pennine Community Safety Partnership and the Pilkington Charitable Trust; and
 - d. The appointment of Andy Walker, Head of Business Growth, to the Liverpool John Lennon Airport Consultative Committee.
- ii. The Director of Law and Governance be authorised to finalise arrangements for the administration of the Emily Rainford Trust, the Marsden Heights Educational Foundation, and the Bostock Scholarship Fund.



7. Procurement Report

Cabinet considered a report seeking approval to commence the following procurement exercises in accordance with the county council's procurement rules:

- i. Framework Agreement for the supply, installation, maintenance and repair of bus shelters;
- ii. Provision of Traffic Management Services;
- iii. Provision of a Dynamic Purchasing System - Cleaning and Facilities Services;
- iv. Fleet Vehicle Replacement Programme 2023/2024; and
- v. Improvements for Accrington Railway Station Access.

Resolved: That the commencement of procurement exercises for the following be approved:

- i. Framework Agreement for the supply, installation, maintenance and repair of bus shelters;
- ii. Provision of Traffic Management Services;
- iii. Provision of a Dynamic Purchasing System - Cleaning and Facilities Services;
- iv. Fleet Vehicle Replacement Programme 2023/2024; and
- v. Improvements for Accrington Railway Station Access.

8. Adult Services Non Residential Care Charging Policy

Cabinet considered a report on the Adult Services Non-Residential Care Charging Policy. The Non-Residential Care Charging Policy set out how Lancashire County Council charged for non-residential adult social care services and formed part of the suite of Care Act policies currently under review in readiness for Care Quality Commission inspection.

Resolved: That the Non-Residential Care Charging Policy as set out at Appendix 'A' of the report, be approved.

9. Adult Services Residential Care Charging Policy

Cabinet considered a report on the Adult Services Residential Care Charging Policy. The Residential Care Charging Policy set out how Lancashire County Council charged for residential and nursing adult social care services and formed part of the suite of Care Act policies currently under review in readiness for Care Quality Commission inspection.

Resolved: That the Residential Care Charging Policy as set out at Appendix 'A' of the report, be approved.

10. Adult Social Care Winter Plan 2023/24

Cabinet considered a report on the Adult Social Care Winter Plan for 2023/24. The Lancashire County Council Adult Social Care Winter Plan had been updated for 2023/24, to reflect the services in place and the social care planning and response to winter pressures.



It was noted that the upcoming winter was anticipated to be challenging, and the plan included information about various actions being taken across the winter period, and the proposed social care capacity enhancements to provide resilience and system support.

Resolved: That the Lancashire County Council Adult Social Care Winter Plan for 2023/24, as set out at Appendix 'A' of the report, be approved.

11. Statutory and Non Statutory Complaints and Customer Feedback 2022-2023

Cabinet considered a report on the statutory and non-statutory complaints and customer feedback for 2022-2023. It was noted that Lancashire County Council had a legal obligation to publish a complaints and customer feedback report on statutory social care complaints on an annual basis. There were two statutory procedures, both different: one for children and young people's social care complaints and one for adult social care complaints.

In addition to the statutory requirements, a non-statutory report on complaints and customer feedback made through the Corporate Complaints Procedure (for complaints and feedback about all other services), was set out at Appendix 'C' of the report.

Resolved: That the annual reports on Complaints and Customer Feedback for 2022/23, be noted.

12. Corporate Parenting Board - Revised Terms of Reference

Cabinet considered a report on the revised Terms of Reference of the Corporate Parenting Board.

The Corporate Parenting Board was a working group of the Cabinet and following the Cabinet meeting held on 6 July 2023, it was agreed that the county council sign up to the Care Leaver Covenant's 'whole Council approach' and adopt the five-part strategy. Responsibility for overseeing the council's adoption and implementation belonged to the Corporate Parenting Board and therefore the Terms of Reference had been amended to reflect this.

In presenting the report, the Cabinet thanked the Chair of the Corporate Parenting Board, County Councillor Stephen Clarke, and all the members across the county council for the work they had done, as well as all the external partners who contributed to the work of the board, and the young people who attended to share their experiences.

Resolved: That the Corporate Parenting Board's revised Terms of Reference, as set out at Appendix 'A' of the report, be approved.



13. Approval to Consult on the Inclusion of Armed Forces Children & the Children of School Staff in the Admission Arrangements for Lancashire Community and Voluntary Controlled Schools from 2025 to 2026

Cabinet considered a report seeking approval to consult on the inclusion of the Armed Forces Children & the Children of School Staff in the Admission Arrangements for Lancashire Community and Voluntary Controlled Schools from 2025 to 2026. The county council, as admission authority, determined the admission criteria that were used to prioritise pupils for places at community primary and secondary schools.

It was noted that the Department for Education's School Admissions Code 2021 contained provisions allowing admission authorities to give priority within their admission arrangements to children based on eligibility for one or more of the pupil, early years or service premiums, as well as allowing admission authorities to give priority in their admission criteria to the children of school staff.

Additionally, in November 2022, the Ministry of Defence issued Statutory Guidance on the Armed Forces Covenant Duty, with an expectation that county council's take all possible steps to support Armed Forces families in the delivery of their services.

It was therefore proposed to change Lancashire County Council's admission criteria, applied when considering applications for community and voluntary controlled schools, to include children eligible for Services Premium, in order to provide support to Armed Forces families and children of staff, to assist community and voluntary controlled schools with their recruitment.

Resolved: That the proposal to undertake a formal consultation process to change Lancashire County Council's admission criteria for community and voluntary controlled schools be approved to include:

- i. Children of Staff; and
- ii. Children eligible for Services Premium.

14. Update of the School Place Planning Delivery Programme 2023-25

Cabinet considered a report that provided an update on the School Place Planning Delivery Programme 2023-25.

The report proposed to progress projects which would provide additional places at Broughton in Amounderness Church of England Primary School, Preston; Holy Trinity Roman Catholic Primary School, Pendle; and Longridge High School, Ribble Valley.

It was noted that Appendix 'A' to the report was in Part II and was set out at Item 21 on the agenda.



Resolved: That, the following be approved:

- i. The temporary expansion of Broughton in Amounderness Church of England Primary School, Preston, by 1 form of entry, by increasing the admission number from 35 to 60 with effect from 2024/25;
- ii. The commencement of a public consultation on the proposal to permanently expand Broughton in Amounderness Church of England Primary school, Preston, by 1 form of entry, by increasing the published admission number from 35 to 60 with effect from 2025/26;
- iii. The temporary expansion of Holy Trinity Roman Catholic Primary School, Pendle, by 0.5 form of entry, by increasing the published admission number from 15 to 30 for 2024/25;
- iv. The capital allocation for the Holy Trinity Roman Catholic Primary School, Pendle, project set out at Appendix 'A' of the report; and
- v. The additional capital allocation for the Longridge High School project set out at Appendix 'A' of the report.

15. Lancashire Warm Spaces Grant Scheme

Cabinet considered a report on the Lancashire Warm Spaces Grant Scheme. It was noted that the report described the proposal for the provision of warm spaces in Lancashire Libraries and the implementation of a grant scheme to support access to warm spaces in the community, together with an online directory and supporting resources.

Resolved: That, the following be approved:

- i. The implementation of a warm spaces grant scheme for local organisations, to a total value of £72,000; with a maximum allocation of £500 per application; and
- ii. The utilisation of Lancashire Libraries as warm spaces, with a budget allocation of £25,000.

16. Urgent Decisions taken by the Leader of the County Council and the relevant Cabinet Member(s)

There had been no urgent decisions taken since the last meeting of Cabinet.

17. Urgent Business

There were no items of Urgent Business.

18. Date of Next Meeting

It was noted that the next meeting of Cabinet would be held at 2pm on Thursday, 7 December 2023 at County Hall, Preston.



19. Notice of Intention to Conduct Business in Private

Cabinet noted the Notice of Intention to Conduct Business in Private and that no representations had been received.

20. Exclusion of Press and Public

Resolved: That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 12A to the Local Government Act 1972.

21. Appendix 'A' of Item 14 - Update on the School Place Planning Delivery Programme 2023-25

Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The appendix contained information relating to the financial or business affairs of any particular person (including the authority holding that information). It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Resolved: That Appendix 'A' of Item 14 - Update on the School Place Planning Delivery Programme 2023-25, be noted.

Angie Ridgwell
Chief Executive

County Hall
Preston



Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Strategy and Performance

Part I

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Delivering better services;

Corporate Performance Report - 2023/24 Quarter 2

(Appendices 'A' – 'C' refer)

Contact for further information:

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donna.talbot@lancashire.gov.uk

Brief Summary

This report covers the second quarter of 2023/24 and provides an overview of performance for forty three Key Performance Indicators (KPIs) which were agreed by Cabinet on 8 June 2023, following a comprehensive review. This report enables monitoring against the four priorities of the corporate strategy:

- Delivering better services
- Protecting our environment
- Supporting economic growth
- Caring for the vulnerable

This report also includes an additional section on corporate health.

Recommendation

Cabinet is asked to consider and comment on the information set out in Appendices 'A' to 'C'.

Detail

The key performance indicators in this report were agreed by Cabinet on 8 June 2023 following a comprehensive review with portfolio holders and discussions at Cabinet/Executive Management Team. Ambitions for 2023/24 have been agreed

with portfolio holders, and targets (or expected ranges for performance) have been set for the majority of Key Performance Indicators, with further work underway for newly developed metrics. Appendix C provides further details.

A [Corporate Performance Dashboard](#) enables further drill down into the Key Performance Indicators including definitions, trends, benchmarking information, and detailed commentary on performance. The report clearly highlights any issues with performance and describes actions being taken to improve, alongside demonstrating areas of good practice.

Appendices

Appendices 'A' - 'C' are attached to this report. For clarification they are summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	Executive Summary
Appendix 'B'	Key Performance Indicator performance overview (printed version of the online dashboard)
Appendix 'C'	Key Performance Indicator commentary demonstrating areas of good performance, and highlighting issues, causes and actions where needed

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

Each Key Performance Indicator included in this report has commentary proportionate to current performance, including issues, causes and actions. Risks to achieving performance targets are clearly identified where appropriate.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Corporate Performance Report
Executive Summary
2023/24 Quarter 2

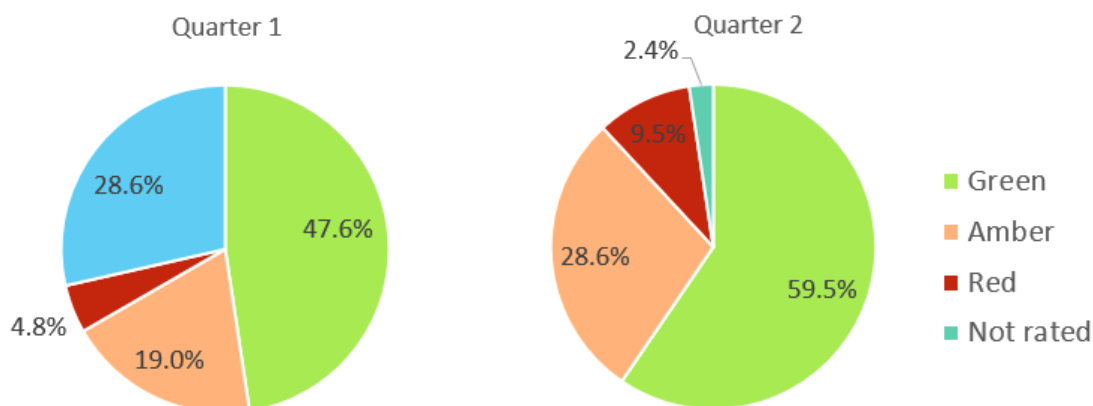
Introduction

At its meeting of 8 June 2023, Cabinet agreed the Council's performance dashboard for 2023/24 to monitor progress towards achieving our four priorities: delivering better services, protecting our environment, supporting economic growth, and caring for the vulnerable, as well as providing an overview of our corporate health. The dashboard includes 42 key performance indicators (KPIs) plus an overarching measure of the degree to which we are achieving or exceeding our targets.

Overview of performance

The percentage of rated KPIs that are achieving or exceeding their target, for quarter 2 is 61.0%. Although this is lower performance than in quarter one, we have significantly more KPIs with ratings in this quarter (12 unrated in quarter 1 compared to one unrated in this quarter) as shown in the charts below.

Comparison of KPI ratings in quarters 1 and 2:



The unrated measure is still in development. The number of KPIs rated as Green (on track to be delivered) has increased from 20 in quarter 1, to 25 in this quarter, with notable improvements in adult social care in particular.

The Chief Executive and each Executive Director has provided a summary of performance for their areas of responsibility in the following sections.

Angie Ridgwell, Chief Executive

This report provides an overview of the first half of 2023/24's performance against our corporate performance metrics. As proposed last quarter, we have now established a standardised indicator rating process, enabling more of our metrics to be rated, with only one unrated compared to 12 previously.

It is pleasing to see an increase in indicators rated green in line with our ambitions set out in the quarter 1 monitoring report. There is more work to do though in driving up our overall performance. As part of the ongoing performance review process, we have incorporated assurances that action plans are in place to improve performance where issues are highlighted.

Over the last period, we have continued to make significant strides in securing the first devolution deal for Lancashire. If this crystallises it will be an historic moment for our county

which has previously explored these opportunities but not been able to secure the unanimity required to achieve them. The Levelling Up bill, which is crucial to Lancashire's devolution deal, received royal assent in November and now paves the way for Lancashire to create a Combined County Authority. The current quarter will see much focus on preparing the detailed proposal for our consultation which will be put to Full Council for consideration and subsequently a formal decision in spring next year.

The macro and geo economic challenges continue to put pressure on our budgets, on service demand, and also on projects. Early signs indicate that inflation and interest rates may have peaked which is good news, but it is likely to be some time before the impact of this comes through our performance outcomes and financial forecasts. We continue to seek opportunities to become more efficient whilst maintaining good levels of services for Lancashire residents. With social care representing some 71% of our net budget our relationship with the NHS through the Integrated Care Board and place based partnership is critical and we continue to be very active in this space.

Our finance colleagues are gearing up for the financial settlement which will be relatively late this year and we hope not on Christmas Eve. Indications are that the settlement will be "tight" so our ongoing work to drive up efficiency is incredibly important as is better collaboration and partnership working with and in our communities.

At an operational level, it is good to note the consistently positive results from our climate and environmental activities, recognising that this activity can become a challenge when the organisation faces more immediate pressures. It is important that we continue to maintain our strategic positions and balance these with the challenge of operational delivery.

There are a number of areas where we continue to experience challenges. Action plans are in place to address the attainment gap for our more disadvantaged children, our attainment score at key stage 4, and adult social care assessment and reviews. Addressing educational attainment is essential to bring long term returns for Lancashire and social care assessments will assist with some of our immediate pressures. We are of course reliant on our partnerships with schools, as well as the NHS to secure the necessary improvements in these areas.

It is also important that we continue to maintain a fit and healthy workforce as we strive to create a more favourable future for our residents. It's encouraging to see that we have maintained our improving trend in attendance. The stronger engagement and support offer through our people strategy will continue to drive this work. Happy and healthy staff deliver better services and the results from our recent staff survey are currently being analysed to inform how we can further improve.

Our new governance arrangements with streamlined boards below the executive management team continue to bed in and evolve. This provides a good line of sight to inform effective strategic decision making and strong operational delivery. The ongoing constitution review, including the scheme of delegation, will compliment this work and ensure decisions are made at the right level, effectively balancing empowerment of staff to deliver their services with appropriate oversight.

Louise Taylor, Executive Director of Adult Services and Health and Wellbeing

This quarter the Adult Services Directorate has received some positive news as part of a peer challenge conducted by colleagues from other Northwest councils. We were highly commended on the passion of our staff and their honesty, and how organised and professional



our hosting was. Other areas of strength noted were within mental health, provider services, advocacy, the carer offer, and the Living Better Lives in Lancashire vision for adult social care. In this quarter we have commissioned an external agency to support our work to reduce waiting lists and backlogs and our delivery partner is supporting our efforts to improve data quality.

On areas for attention, the peer challenge team confirmed that our improvement plan reflects the areas we need to focus on. They also asked us to bring greater focus on how we manage risk, generally and linked to self-neglect, in tackling our waiting lists and offering legal literacy training to staff around legislation governing adult social care. We are continuing to work on how we can improve our process for auditing cases, increasing the number and quality of audits undertaken, and we will be implementing our plan for reducing backlogs and waiting lists.

In the next quarter we are undertaking a lessons learned exercise to help us to maintain focus in readiness for inspection. We will also be further developing our demand management strategy, to effectively manage our workloads and meet our savings targets, and we will continue to firm up the detailed plan for the roll out of our new strengths based operating model, Living Better Lives in Lancashire.

The last quarter has seen a number of positive developments for our Public Health teams including our contribution to the Lancashire and South Cumbria Place Integration Deal, particularly with the emerging development of collaboration agreements with district council partners, and working with Integrated Care Board colleagues to develop a joint Prevention and Health Inequalities Plan.

We are continuing to intensively work on the NHS Health Checks programme, Health Visiting Service and substance misuse services, to further improve performance. Alongside this, our areas of focus include reviewing how we engage with local communities as well as how we strategically utilise the wealth of data and intelligence so that we can more robustly understand and respond to both current and future need.

Jacqui Old, Executive Director of Education and Children's Services

Children's services continues to go from strength to strength. Our commitment to improving the lives of our young people remains central. Our performance information demonstrates tight traction, and we continue to manage demand well. We have significantly reduced the number of children in care by ending care orders and the vacancy rate for social workers is currently under 5%, the national average is 20%. This is no mean feat.

This quarter, we have taken pride in some outstanding initiatives that have made a really big impact on families. The launch of ten family hubs in September has been embraced by our communities, bringing together various agencies and partners and our library service continues to expand offering a wide range of engaging events across all libraries.

In Education Improvement we have maintained high standards in teaching and learning and we're actively addressing the challenges posed by the influx of students from other areas. Through collaboration with Asset Management, we're working to ensure that all districts have sufficient school places, allowing children to receive the education they deserve.



Some of the key areas we are working on is in relation to disadvantage. The average attainment 8 score of Lancashire disadvantaged pupils at Key Stage 4 reduced to 32.4 compared to the previous academic year of 34.9. We acknowledge the need for continued efforts to bridge the attainment gap for disadvantaged pupils and we are offering training and support to schools, with a special emphasis on peer-to-peer mentoring.

Whilst the work to support our care leavers into education and training is bearing significant fruit we are not seeing the same level of improvement for all young people. We have therefore created the Careers and Education Team who have a plan to prioritise increasing the engagement of young people.

In SEND and Alternative Provision we have completed our self-assessment in preparation for a potential inspection by the CQC and Ofsted. Ensuring excellence in our Inclusion Service is a top priority.

In the next quarter we intend to focus on Alternative Provision. We have identified the need for an Outreach First model of delivery in our alternative provision strategy.

The rising demand for Education Health & Care Plans and annual reviews is a significant concern. We are also trying to improve our offer for teenagers at risk of being received into care. We are currently falling short of our target for timely annual reviews and this backlog needs attention, including understanding the impact of key stage changes.

Lastly, the in-year budget pressure continues to be a challenge and whilst we have seen the average weekly cost of new placements showing signs of reducing, plus contributions from health increasing, we are not seeing the same traction with spend relating to children in need under section 17 of the Children Act 1989. Despite these green shoots of progress, we have a robust plan to bring spend in line with budget.

Phil Green, Executive Director of Growth, Environment and Transport

We have made significant progress in developing Lancashire's £50m Levelling Up Fund programme and clearing the final hurdles for work to commence in Q3 on the new elite and community cricket facility at Farington. At an operational level, in addition to the KPI detail within the report, the Directorate 'speed dial' dashboard continues to indicate at least 'good' performance across the majority of indicators.

A busy period helping our workforce meet the needs of the economy has seen the Lancashire Skills Pledge continue to gain traction with businesses signing up to a further 28 pledges, maintaining progress against a target of 120 ahead of the annual celebration in Q3. Sticking with employment and skills, 87 young apprentices also have benefitted from grant payments to businesses and the Skills Bootcamp Wave 4 programme has exceeded the DfE target thanks to a total of 436 starts across the provider network against an annual target of 700 (62%).

In highways, despite the high volume of customer contact, the Highways District Lead team continue to maintain excellent performance standards and have been nominated for Team of the Year within the staff awards, one of a number of success stories to be recognised within the Directorate and across the council as a whole.

Ongoing global factors and evolving macro-economic conditions continue to impact economic performance, major developments and construction with knock on implications for some key



performance areas. Whilst the rate at which prices are rising stayed at 6.7%, UK inflation remains higher than most comparable economies. To help slow prices, the Bank of England has maintained the increased UK interest rate at 5.25% over the same period. The highest rate since February 2008 continues to impact on real estate and investment decisions with ongoing implications for business and commercial developments.

Whilst industrial sectors and major developments such as Lancashire Central remain attractive to investors and we make good progress with land disposals, our vacant business park office spaces present ongoing financial challenges.

A busy quarter has seen automation levels in Customer Access stabilise at 50% as anticipated whilst telephony wait times have fluctuated throughout the quarter linked to management balancing training with roll out of technology changes.

The next quarter should see some significant milestones achieved on the major development programme including initial work on the new hospitals programme. We will be responding to a number of new and emerging policy areas from waste reforms to strategic and public transport investment supported by recruitment to key posts such as a project manager to drive investment in electric vehicle infrastructure in Lancashire.

Mark Wynn, Executive Director of Resources

We continue to make good progress developing our approach to service delivery and ways in which the Resources Directorate can better support the whole council to deliver services.

The second in-year update on financial performance will be considered alongside the performance report at December Cabinet. The projected overspend has reduced from a £7.6m overspend at Quarter 1 to a forecast overspend of £5.9m at Quarter 2. The projected overspend is primarily due to factors outside our direct control and is not as significant as is being reported by a number of other councils.

Cabinet considered the updated medium term financial strategy (MTFS) forecast at the November meeting. The previous MTFS forecast a budget surplus of £12.077m in 2024/25 with this becoming a deficit position of £19.103m by 2026/27. The updated position forecasts a gap of £14.505m in 2024/25, with this increasing to £18.294m in 2026/27. The movement reflects the inflationary and service demand pressures affecting local government as a whole. In line with our pro-active approach to financial management, work was undertaken by Directorates to identify financial savings and efficiency earlier this year in recognition of the remaining budget gap. This has resulted in "management action" savings totalling c£23m being included in the updated medium term financial strategy.

A further updated MTFS will be reported to Cabinet in January 2024, as part of the budget report. This report will include the 'government settlement figures for 2024/25 and potentially some revised assumptions for future years.

Our focus on reducing time lost to sickness continues. With regular information and support to managers being provided, including detailed dashboards for Directorates and individual service areas. This has helped deliver a further reduction in the rolling 12-month sickness absence position; however, there is still work to do to achieve our target. Mental Health remains the largest cause of absence and is a focus, including our 'supporting good days at



work' project. We have also been developing a holistic wellbeing offer, joining up occupational health, Employee Assistance programme, Employee Support Team and People Services to intervene early, and get the right support in place.

The new boards to ensure effective officer decision making are now established including for: Strategic finance; Assets, Strategy; Policy and Performance; Compliance and Assurance; Strategic People; and Change and Digital. We are also collating updates to the constitution for consideration by Full Council in December. Advice on the governance arrangements for the creation of the Combined County Authority are progressing and the Royal Assent of the Levelling Up and Regeneration Bill last week takes this opportunity for Lancashire a step forward.

Within Resources we are also managing our programme of property reviews to ensure that we have the right properties, maintained to a good standard and in the right locations to help deliver services. This has already enabled us to dispose of several surplus properties around the county, meeting this year's strategic savings target for property, and work is well advanced on future reviews. Part of the maintenance activity this year has included the refresh and repair of the Council Chamber and Committee Rooms, and the team have done a really good job to manage these works to a high standard within a tight timescale.



Our Corporate Priorities 2021 - 2025



Our Vision

Here at Lancashire County Council we are helping you to make Lancashire the best place to live, work, visit and prosper.

Our Values

Supportive, Innovative, Respectful, Collaborative.

Our Partnerships

Through collaboration with partners and the sharing of ideas, assets, skills and knowledge, we will create a future for Lancashire that better meets all our needs.

Our Communities

We value local communities and will help them to provide care and support to their families, friends, neighbours and colleagues.

Our Accountability

We will ensure good governance, strong performance management, prudent financial control and transparent decision making for the taxpayers.



DELIVERING BETTER SERVICES

- Provide services that are effective, efficient and appropriate to local circumstances.
- Improve services by changing the way we do things.
- Help people and families live healthier lifestyles and enjoy a better quality of life.



CARING FOR THE VULNERABLE

- Protect, safeguard, support and enable the most vulnerable residents in our society.
- Challenge and reduce areas of inequality and provide opportunity for all.
- Ensure children of all abilities do well in our schools and colleges, gaining important skills and expertise for life.



PROTECTING OUR ENVIRONMENT

- Lead on environmental improvement schemes and renewable energy initiatives.
- Work with businesses and communities on food prevention, decarbonisation projects and climate change resilience.
- Promote zero recycling and better waste management.



SUPPORTING ECONOMIC GROWTH

- Develop and build effective infrastructure and transport networks, to help people and businesses connect and grow.
- Secure inward investment, to boost and level up the county.
- Invest in skills and innovation, to secure economic growth and maximise Lancashire's potential.

Our Corporate Priorities

No matter what our job at Lancashire County Council we are all working towards the same vision of making Lancashire the best place to live, work, visit and prosper. That's a big vision, so to help us deliver it, Cabinet have set four priorities which put the need to work with communities and develop productive partnerships at the heart of all we do.

Click on the links to explore the progress against these priorities:

[Delivering better services](#)

[Protecting our environment](#)

[Supporting economic growth](#)

[Caring for the vulnerable](#)

[Corporate health](#)

[Cabinet Member Portfolios](#)

[How to use - Dashboard Instructions](#)

Link to live dashboard: [Microsoft Power BI](#)



Corporate Strategy Performance Dashboard - How to Use



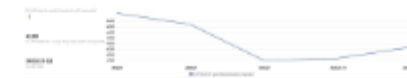
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Click here to return to the home page



Click on header links to browse between the priorities dashboard pages



Latest available figure

Click on trend graphs to explore trends in detail

Home icon | **Protecting the Environment Overview** | Lancashire County Council logo

Back | Delivering better services | Protecting the Environment | Supporting Economic Growth | Caring for the Vulnerable

Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
23GET001a	65% by 2035	High	2022/23 Q2	% of Waste Re-used, Recycled and Composted	43.00	!	
23GET001b	60% Quarterly (2022/23)	High	2022/23 Q2	% of Waste Re-used, Recycled or Composted at Household Waste Recycling Centres (Excluding inert Waste)	61.20	!	
23GET002a	25% by 2025 50% by 2030 100% by	High	2022/23 Q2	% of LCC Vehicle Fleet that is Ultra-low Emission	1.50	✓	

Link

Link

Link

Details the targets as agreed with relevant services

Is low or high figure good?

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Status of Indicator

- ✗ Requires Improvement
- ! Slightly below desired level
- ✓ Achieved

Click on the links to navigate to detailed pages for each indicators including trends, definitions, latest performance overviews



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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
1ECS001a	Quartile 2 - 98.5-99.0	High	2023/24	% of parents who get one of three preferred school places (Primary)	98.9	✓		Link
1ECS001b	Quartile 2 - 94.8-96.7	High	2023/24	% of parents who get one of three preferred school places (Secondary)	96.5	✓		Link
1ECS002a	2023/24 85%	High	2023 b Spring Term	% of 2 year old children eligible for free funded education	90.5	✓		Link
1ECS002b	2023/24 85%	High	2023 b Spring Term	% of 3 and 4 year old children eligible for free funded education	101.0	✓		Link
1ECS004a	<700	Low	2023/24 Q2	Number of children in Lancashire, not on roll and not receiving suitable education	827.0	!		Link
1ECS005a	5000000	High	2023/24 Q2	Number of visits to libraries and Number of e-downloads (annual cumulative indicator)	2,655,636.0	✓		Link
1PH001b	51.7% Annual target (2023/24)	High	2023/24 Q1	NHS Health Checks undertaken (proportion of eligible population per quarter) %	52.1	✓		Link
1PH003c	National 95%	High	2023/24 Q2	PH 0-19: Infants who received a 6-8-week review by the time they turned 8 weeks %	88.3	!		Link
1RES003a	TBC	Low	2023/24 Q2	Number of Complaints upheld by the Ombudsman	10.0	!		Link
1RES004a	2023/24 10 days	Low	2023/24 Q2	VIP correspondance answered in timescales average (days)	10.0	✓		Link

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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
1GET000a	10	High	2023/24 Q2	Condition and maintenance score	9.80	✓		Link
1GET002a	90% Quarterly (2022/23)	High	2023/24 Q2	Safety carriageway defects repaired within 4 hours (emergency) %	100.00	✓		Link
1GET002b	90% Quarterly (2022/23)	High	2023/24 Q2	Safety carriageway defects repaired within 2 working days (urgent) %	97.01	✓		Link
1GET002c	90% Quarterly (2022/23)	High	2023/24 Q2	Safety carriageway defects repaired within 5 working days (non-urgent) %	91.41	✓		Link
1GET002d	90% Quarterly (2022/23)	High	2023/24 Q2	Safety carriageway defects repaired within 10 working days (non-urgent) %	96.04	✓		Link
1GET002e	90% Quarterly (2022/23)	High	2023/24 Q2	Safety carriageway defects repaired within 20 working days (non-urgent) %	97.76	✓		Link
1GET003a	90% Quarterly (2022/23)	High	2023/24 Q2	Non-Traffic Management (NTM) lamp-out faults repaired within 5 working days %	100.00	✓		Link
1GET003b	90% Quarterly (2022/23)	High	2023/24 Q2	Traffic Management (TM) lamp-out faults repaired within 20 working days %	100.00	✓		Link
1GET006a	88.75% Quarterly (2022/23)	High	2023/24 Q2	% of calls presented to the Customer Access Service answered	93.45	✓		Link

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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
2GET001b	60% Quarterly (2022/23)	High	2023/24 Q2	% of Waste Re-used, Recycled or Composted at Household Waste Recycling Centres (Excluding Inert Waste)	60.50	✓		Link
2GET002d	7.5	High	2023/24 Q2	Sustainable travel index	7.50	✓		Link
2GET003a	Target year 5 2024/25 is 2.88%	Low	2023/24 Q1	Condition of A road % Red	2.10	✓		Link
2GET003b	Target year 5 2024/25 is 3.73%	Low	2023/24 Q1	Condition of B road % Red	3.30	✓		Link
2GET003c	Target year 5 2024/25 is 6.02%	Low	2023/24 Q1	Condition of C road % Red	5.20	✓		Link
2GET004a	Year on year reduction	Low	2021-22	Gross tonnes of Carbon dioxide equivalent (tCO2e)	43,203.00	✓		Link
2GET005a	120 sites (10% of all BHSs) surveyed, and management advice provided starting from 2023/24	High	2023/24 Q2	Number of Biological Heritage Sites (BHSs) surveyed with management advice provided	116.00	✓		Link
2GET006a	An improving trend in the % of AQMAs with air quality within compliance limits	High	2023/24 Q2	% of Air Quality Management Areas (AQMA) with air quality within compliance limits.	84.00	✓		Link

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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
3ECS001a	2022/23 65%	High	2021/22	% Good Level of Development at Early Years Foundation Stage	62.1	!		Link
3ECS001b	2022/23 59%	High	2022/23 a Prov	% Expected Standard in Reading, Writing & Maths at Key Stage 2	58.0	!		Link
3ECS001d	2022/23 47	High	2022/23 1 Prov	Pupils Average Attainment 8 Score at Key Stage 4	44.9	X		Link
3ECS002a	2023/24 95.5%	High	2023/24 Q1	% of Young People in Employment Education or Training	95.2	✓		Link
3GET003a	Above 80%	High	2023/24 Q2	Strategic Development and Infrastructure Programme performance (including multi-district regeneration programmes) (% RAG rating)	63.8	!		Link
3GET004a	5.5 by end of Summer Term 2024	High	2023/24 Q2	% Gatsby benchmark achieved by Lancashire Careers Hub (Skills)	6.1	✓		Link

Caring for the Vulnerable Overview



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Corporate Health

Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
4ASC002c	90	High	2023/24 Q2	The percentage of adult social care providers rated good or outstanding by the Care Quality Commission	89.1	✓		Link
4ASC003b	90	High	2023/24 Q2	Safeguarding timeliness – section 42 decision within 2 days of concern raised	98.6	✓		Link
4ASC004b	72.6	High	2023/24 Q2	Percentage of people with long-term support needs receiving community-based packages of support	70.4	✓		Link
4ASC005b	1265	Low	2023/24 Q2	Number of Initial assessments, Reassessments and Occupational Therapy assessments waiting over 28 days	1438.0	!		Link
4ASC008a	77.6	High	2023/24 Q2	Proportion of Registered carers receiving formal support from the County Council (via carers direct payments)	91.5	✓		Link
4ASC010b	90	High	2023/24 Q1	Percentage of Care Act eligible people hospital discharged into own home (or potentially 'to usual place of residence')	92.0	✓		Link
4ASC013a	80	High	2023/24 Q2	Proportion of completed Annual Reviews in rolling 12 months	36.5	✗		Link
4ECS003a	5.3	Low	2023/24 Q2	Children becoming looked after (Rate and Number)	5.3	✓		Link
4ECS004a	71	High	2023/24 Q2	Long term stability of placements for children looked after	72.5	✓		Link
4ECS005b	2022-23 36	High	2022/23 a Prov	Disadvantaged Pupils Average Attainment 8 Score at Key Stage 4	32.4	✗		Link
4ECS006a	52%	High	2023/24 Q2	% of Care Leavers in Education, Employment or Training	53.4	✓		Link
4PH003a	Above national average	High	2023/24 Q1	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: alcohol %	42.4	!		Link
4PH003b	Above national average	High	2023/24 Q1	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: opiates %	5.3	✓		Link

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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
5RES001a	0 Percent	Low	2023/24 Q2	% Revenue forecast outturn variance to budget	0.57	!		Link
5RES001b	TBC	TBC	2023/24 Q2	Capital forecast compared to budget £m	152.70	!		Link
5RES001c	TBC	TBC	2023/24 Q2	% of identified savings on track	86.10	!		Link
5RES002a	11.25 absence days per FTE. (Annual)	Low	2023/24 Q2	Sickness Absence days per FTE	3.25	!		Link
5RES002b	To be comparable with statistical neighbours. (13.5%)	Low	2023/24 Q2	% Staff turnover	13.50	✓		Link
5RES002c	Baseline for new indicator, target for subsequent quarters	Low	2023/24 Q2	% Vacancies	13.48	✗		Link



Cabinet Members' Areas of Responsibility

Leader County Councillor **Phillippa Williamson**

Responsible for:

- Governance
- Legal
- Corporate Strategy
- Performance
- External Relations
- Corporate Communications

Cabinet Member for Resources, HR and Property (Deputy Leader) County Councillor **Alan Vincent**

Responsible for:

- Asset and Facilities Management
- Property, Land and Buildings
- Finance, Procurement and Treasury Management
- External Funding
- Business Continuity, Emergency Preparedness, Health & Safety and Resilience
- Human Resources
- Partnerships and Companies
- Member Support
- Appointments to Outside Bodies

Cabinet Member for Adult Social Care County Councillor **Graham Gooch**

Responsible for:

- Adult Social Care
- Working with NHS and other partners
- Safeguarding Adults and Quality Assurance
- Find, Develop and Commission Care
- Care Market Sustainability, Supply and Quality
- Care Services Delivery including In-house and Independent Provision

Cabinet Member for Children and Families County Councillor **Cosima Towneley**

Responsible for:

- Children's Social Care
- Safeguarding Children and Young People
- Fostering and Adoption Services
- Corporate Parenting
- Young People's Services and Engagement
- Youth Justice Services
- Early Years and Childcare Provision

Cabinet Member for Community and Cultural Services County Councillor **Peter Buckley**

Responsible for:

- Cultural Services including Libraries, Museums and Archives
- Community Safety and Domestic Abuse
- Equalities, Community Cohesion, Counter Terrorism and Prevent
- Refugee Integration and Welfare Rights
- Customer Access and Digital Services
- Registrations and Coroners Services
- Voluntary, Community and Faith Sector
- Parish and Town Councils

Cabinet Member for Economic Development and Growth County Councillor **Aidy Riggott**

Responsible for:

- Economic Development and Growth
- Levelling Up and Regional Affairs
- Strategic Investment, Major Projects and Infrastructure
- Economic Partnerships
- Place-Making and Regeneration
- Business Support and Collaboration
- Tourism and the Visitor Economy

Cabinet Member for Education and Skills County Councillor **Jayne Rear**

Responsible for:

- Pupil Place Planning
- Special Educational Needs and Disability
- School Performance
- School Transport
- School Governor Support
- Schools Condition and Capital Programme
- Further, Higher, Technical and Adult Education
- Lifetime Skills and Apprenticeships

Cabinet Member for Environment and Climate Change County Councillor **Shaun Turner**

Responsible for:

- Climate Change
- Nature Recovery, Biodiversity and Environment Strategies
- Local Air Quality Management
- Waste Management and Recycling
- Flood Risk Management
- Rural affairs
- County Council Countryside Sites and Area of Outstanding Natural Beauty
- Public Rights of Way
- Planning, Archaeology and Development Control

Cabinet Member for Health and Wellbeing County Councillor **Michael Green**

Responsible for:

- Public Health
- Health and Wellbeing Strategy
- Health and Social Care Joint Strategic Needs Assessment
- The Lancashire Health and Wellbeing Board
- Trading Standards and Scientific Services
- Healthwatch
- Start for Life and Family HUBs

Cabinet Member for Highways and Transport County Councillor **Rupert Swarbrick**

Responsible for:

- Highways Asset Management
- Roads, Bridges/Structures, Street Lighting and Highway Drainage
- Network Management, Traffic Control Systems and Parking
- Traffic Safety Policy
- Public Transport Policy including Transport for the North
- Local Transport Planning
- Active Travel
- School Transport

For further information relating to performance reported in this dashboard, please contact:

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mike.kirby@lancashire.gov.uk

Corporate Performance Report




KPI commentary

2023/24 Quarter 2

Introduction

This quarter 2 (Q2) 2023/24 report provides a summary of performance for the 43 key performance indicators (KPIs) agreed by Cabinet in June 2023. The report includes the latest available data for each KPI and provides an overview of progress. Some of the KPIs are new for this year and still being developed. The narrative in this report explains the current position for all performance indicators. The online [Corporate Performance Dashboard](#) accompanies this report and can be viewed alongside it. This dashboard includes the lower level performance indicators available for composite KPIs. Each KPI states the time range of the data in the 'as of date'.

Throughout the report the rating (RAG status) for each KPI is shown as:

	Achieving, or on track to achieve, the target/expected level of performance.
	Slightly below desired level.
	Requires improvement.



Instructions on using the Corporate Performance Dashboard are [Here](#)

Delivering Better Services

This section reports on performance relating to the efficiency of our services in key areas and the council's use of resources.

Link to the Corporate Performance Dashboard: [Delivering Better Services Overview](#)

Percentage of parents receiving their preferred school place

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Quartile 2	High	2023/24	% of parents who get one of three preferred school places (Primary)	98.9	✓	
Quartile 2	High	2023/24	% of parents who get one of three preferred school places (Secondary)	96.5	✓	

Performance remains above national and regional benchmarks, with both indicators in quartile two nationally (1 being best performing, 4 being lowest). Quartile 2 performance for primary schools is currently 98.5% - 99.04%. For secondary schools it is 94.8% - 96.7%.

To achieve this:

- Publicity, including social media has reduced the number of late applications.
- Our website shows levels of subscription for individual schools and maps of geographical priority areas.
- Officers attend open evenings for the most oversubscribed schools, and year 6 parent information sessions held in the areas with the most pressure for places.

Causes:

- Pressure for places has occurred where there have been unexpected levels of migration, particularly in Pendle, Burnley, and Preston.
- As predicted, there has been a significant growth in pupil numbers, with 580 more secondary school applications for September 2023 compared to September 2022.

Actions:

- The expansion of popular schools including Unity College (Burnley), Primet Academy (Colne) and Saints John Fisher & Thomas More RC High School (Colne). The number of places available for Year 7 pupils has been increased, as has the availability of places in higher year groups to accommodate in-year admissions.



- 9 secondary schools increased their intake of pupils to reflect the growth in demand for September 2023; Longridge High, St Cecelia's RC High, Fulwood Academy, Lostock Hall Academy, Academy@Worden, Albany Academy, Parklands Academy, Bowland High, Clitheroe Royal Grammar School.
- The bulk of appeal hearings have taken place over the summer term, and we continued to operate waiting lists for over-subscribed schools until 1 September 2023.

Take up of free funded early years education.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
2023/24 85%	High	2023 b Spring Term	% of 2 year old children eligible for free funded education	90.5	✓	
2023/24 85%	High	2023 b Spring Term	% of 3 and 4 year old children eligible for free funded education	101.0	✓	

*Population figures are based on Office for National Statistics mid-year estimates whereas the take up figures are the actual number of children accessing a place in Lancashire, which also includes children who do not live within the Local Authority boundary. In some terms the actual number of children can higher than the estimated population.

Issues/causes:

- This remains on target and above benchmark performance.
- Take up is still lower in some areas, which are monitored and targeted.
- Challenges around the take up of places for 2 year olds still remain in Pendle, Hyndburn, Rossendale, and Preston, however significant progress has been made.
- Take up is still low from social care vulnerable groups (such as children in our care, children in need and children with child protection plans).

Actions:

- Ensuring all internal and external partners working directly with families have a good awareness and understanding of the funded entitlements so that they can support families to take up the offer.
- The priority for the coming year will be focussing on increasing the take up of places for vulnerable children i.e., those open to Children's Social Care and the Children and Family Wellbeing service.
- Awareness raising sessions are delivered on a regular basis to social workers, foster carers & prospective adopters stressing the benefits of accessing a place.
- Training is being also rolled out to Children and Family Wellbeing teams so that they can support families to undertake 2 year old eligibility checks, rather than just signposting them.
- Working with Children's Social Care to ensure discussions happen in supervision and Independent Review Officer meetings to ensure children are taking up a place.
- Continuing to target geographical areas where take up is lower, and working closely with black and minority ethnic communities to help increase awareness of the funded entitlements for 2, 3 & 4 year olds where there may be cultural barriers.

Children missing from education

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
<700	Low	2023/24 Q2	Number of children in Lancashire, not on roll and not receiving suitable education	827.0	!	

Issues/Causes:

- The seasonally expected increased figure reflects the recording of all in year admissions for children who moved into Lancashire over the summer and still did not have a school place on the system at the end of September, and therefore meet the definition of a child who is missing education. 685 (83%) of all the cases within this



cohort were classed as a 'child missing from education' because they moved into or within the area.

- Most children who were recorded as a child missing from education were within areas with pressure on school places; Preston 287 (35%), Burnley 121 (15%) and Pendle 135 (16%).

Actions:

- Work continues to look at increasing capacity in schools in areas where pressure on places may be causing a delay in admissions for children missing education.
- It is possible that some children who are in the cohort are already in provision, but this has not been notified to the Local Authority. The new education management system should improve the accuracy of these figures going forward once access to live school data is made available.

Use of Libraries

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Red: <4,500,000 Amber: 4,500,000 - 4,999,999 Green:	High	2023/24 Q2	Number of visits to libraries and Number of e-downloads (annual cumulative indicator)	2,655,636.0	✓	

Issues/causes:

- Physical visitor figures for quarter 2 show that we have reached a plateau across the libraries in the county at around 75% of pre-pandemic level (in line with other library authorities nationally). Electronic loans for the Q2 period remain stable but are showing a slight seasonal drop-off similar to previous years.
- Our largest library (The Harris in Preston) is undergoing major regeneration and running a reduced service in temporary premises, significantly affecting usage.
- Physical format library issues are at about 91% of pre-pandemic levels. This may partially be explained by the switch to electronic downloads (books, magazines and newspapers) as many library users now regularly read both physical format books and downloads.

Actions:

- The service continues to be proactive in offering events and activities at libraries.
- Ongoing improvements to public free computer facilities and Wi-Fi together with public charging points for digital equipment.
- Promotion of our E-resources continues; usage of formats such as eNewspapers and eMagazines has grown significantly.

Highways condition and maintenance score

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
10	High	2023/24 Q2	Condition and maintenance score	9.80	✓	

This score is a combination of 5 indicators measuring timeliness of highways repairs, 2 indicators measuring timeliness of repairing streetlights and one measuring the percentage of gullies cleaned. The average score for the 5 indicators in quarter 2 was 9.66 out of 10 and for streetlight repairs was 10 out of 10 (both meeting targets). The scores are weighted (70% highways, 30% streetlights) and combined to give a score of 9.8 out of 10. There was no data for gullies in quarter 2.

All categories of repairs for both carriageway and street lighting are above target for quarter 2 due to improved weather conditions. The aim is to maintain the good performance on defect repairs established during quarter 2.

Issues/Causes:

- The tender for gully cleansing has not been awarded so there is no data available yet.

Actions:

- The tender is currently being evaluated with a view to it coming into operation at the beginning of the new year.



Percentage of customer access service calls answered.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
88.75% Quarterly (2022/23)	High	2023/24 Q2	% of calls presented to the Customer Access Service answered	93.45	✓	

- The performance of calls answered increased from 89.73% in quarter 1 to 93.45% in quarter 2, exceeding the target.
- Performance has improved due to NoWcard volumes returning to normal following the 5-year renewal anniversary period and a reduction in schools-related calls over the summer period.
- Performance is heavily bolstered by automated interactions which now account for 50% of calls handled.

Uptake of NHS health checks

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Annual coverage target for year end 23/24 is 51.7%	High	2023/24 Q1	NHS Health Checks undertaken (proportion of eligible population per quarter) %	52.1	✓	

Issue

- All eligible residents were invited for a Health Check, and 52.1% received one, which is slightly above the expected target.

Causes

- General Practice continues to report recruitment and retention challenges and other clinical priorities which result in lower delivery, also affecting the NHS Health Check Pilot delivery, specifically in West Lancashire.

Actions

- We are engaging with General Practice federations, Local Medical Committee Integrated Care Board, and Population Health to understand the recruitment and retention challenges, and clinical priorities which have resulted in lower coverage.
- We continue to work closely with colleagues from the contracts and data quality teams to improve the quality and breadth of data collected from the NHS Health Check by General Practices. There is an ongoing review of the claims process.
- We are working with the third-party provider to increase uptake and develop community outreach models that will help reduce the variation in uptake.
- The provider delivers outreach in a variety of settings such as bowel and lung check screening sessions, Spar HQ, Baxi boilers and the Sahara Women's Centre.
- The communication and marketing strategy is being reviewed to reflect best practice, our communities team and corporate communications are involved.
- In Q2 we developed a draft communication and marketing strategy which will be further developed in Q3.

Health visitor checks for newborn babies

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
National 95%	High	2023/24 Q2	PH 0-19: Infants who received a 6–8-week review by the time they turned 8 weeks %	88.3	!	

Issue:

- 2947 babies were due their 6–8-week review in quarter 2, of which 2602 (88.3%) were completed between 42-56 days after birth. A further 253 babies were seen/reviewed outside of this range, taking the performance above the national target.



Causes:

- There are still some vacancies in the service, 14 health visitor vacancies and 3 school nurse vacancies.
- A further 48 appointments (which would have taken place 42-56 days after birth) were cancelled due to people not attending, cancelling, or declining and a small number of babies were admitted to neonatal intensive care.

Actions:

- In the new service model workforce has been considered, and we are working with regional colleagues in the Office for Health Inequalities and Disparities.
- The service is prioritising targeted and specialist support to vulnerable families.
- All the nurses who have been supported to qualify as Specialist Public Health Nurses have been retained, and a further 15 nurses have started the course this September.
- A return to practice programme delivered by Plymouth University is now being utilised to help recruit health visitors.
- Enhanced methods of recruitment and staff incentive schemes are also used to bring staff into the service.
- Staff sickness levels are being monitored closely, reducing the figure to less than 4%, which is on target.
- The service utilises a skill mix model to maximise capacity and increase the number of face-to-face visits, junior staff are trained and appropriately supervised.
- The procurement exercise for the delivery of the new service model is underway and will be implemented from 1st April 2024.

Number of complaints upheld by the Ombudsman.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
TBC	Low	2023/24 Q2	Number of Complaints upheld by the Ombudsman	10.0	!	

Our aim is to resolve complaints at the lowest level in the organisation as quickly as possible. There are different resolution levels for complaints dependent on the complaint procedure and all are handled by the corporate team:

- Single stage for adult social care statutory complaints and for those also involving the NHS.
- 3 stage children's social care statutory complaints
- 2 stage corporate complaints for everything else.

Issues:

- There were 10 complaints upheld by the Ombudsman in total during quarter 2 (6 more than Q1).
- 4 of these were statutory complaints in adult social care and 6 were non-statutory complaints relating to children's services.
- Rather than focusing on numbers of complaints, the Ombudsman always focuses on the ability for us to respond and learn from complaints. Having systems which allow people to be heard and complaints to be made, shows that we're open to customer feedback.

Causes:

- Whilst it is not too unusual (due to the sheer volumes involved) to get 4 adult statutory complaints upheld in one quarter, looking at themes, 2 complaints were about poor quality commissioned care in adult social care.
- 5 of the 6 complaints upheld in Children's related to SEND. including:




- delays to Education, Health and Care Plans (EHCP's)
- the time it takes to review and update EHCP's
- Lack of alternative educational provision for children not in mainstream schools.

Actions:

- Specific recommendations and associated actions are made for each complaint upheld and individual action plans produced and monitored to ensure they are delivered.
- Benchmarking amongst peers is done annually with their published statistics from the Ombudsman as part of the statutory Annual Reporting on complaints. The annual complaints and feedback reports for 2022/2023 were presented to Cabinet on 2 November.

Correspondence answered within timescales

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
2023/24 10 days	Low	2023/24 Q2	VIP correspondance answered in timescales average (days)	10.0	✓	

Issues:

- There has been an increase of enquires responded to in 2023-24 Q2 (851), up by 42 from Q1. This is similar to the same period last year.
- However, the average current processing time in days has stayed at 10 days which is within target.

Causes:

- Common themes have been Telecare, School transport and School placements, as well as bad weather generating more information requests in some service areas which can be hard to pre-empt.

Actions:

- Continued development of data presentation to allow further comparison and sharing of common themes.



Protecting our Environment

This section reports on the work being undertaken to protect our environment, both by providing services to Lancashire's citizens and by improving the environment footprint of the council's services.

Link to the Corporate Performance Dashboard: [Protecting our Environment Overview](#)

Waste re-used, recycled or composted at Household Waste Recycling Centres

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
80% Quarterly (2022/23)	High	2023/24 Q2	% of Waste Re-used, Recycled or Composted at Household Waste Recycling Centres (Excluding Inert Waste)	60.50	✓	

Issues:

- Waste containing Persistent Organic Pollutants such as upholstered domestic seating which can no longer be landfilled remain at similar levels to Q1 – c.650t
- Green waste has reduced compared to Q1, down by c.300t. We see higher volumes of garden waste in spring and summer therefore performance is likely to drop in subsequent months.

Causes:

- Total waste arisings are down this quarter across the majority of all waste streams, with the exception of cardboard / paper / textile and footwear.

Actions:

- We are in the process of procuring these contracts:
 - Paper/Card
 - Wood
 - Scrap Metal
 - Processed/Non processed residual waste.
- All to be in place by: 1st April 24.

Sustainable travel index

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
7.5	High	2023/24 Q2	Sustainable travel index	7.50	✓	

The Sustainable Travel Index is comprised of three parts:

- Implementation progress in the quarter of Bus Service Improvement Plan
- Implementation progress in the quarter of Active Travel Capability and Ambition Fund
- % of passengers satisfied with levels of safety, reliability and affordability of bus services in the quarter compared to annual average for Lancashire.

Each element is scored out of 10 with the 3 parts weighted equally. The combined scores (5, 7.5 & 10) gives a total average score of 7.50 out of 10.

Issues:

- Performance is currently rated as good and on target.
- Implementation of the Bus Service Improvement Plan (BSIP) and Active Travel Capability and Ambition Fund (CAF) have been impacted by design capacity issues.

Causes:

- Implementation of the BSIP and CAF is primarily in the development stage. There were driver shortages which have delayed some bus service enhancements. Whilst milestones have been met for CAF in this Quarter, resourcing issues have the potential to impact progress in the next quarter. With respect to both programmes, performance may decline in the future as on the ground delivery accelerates, should construction issues emerge.

Actions:

- Action has been taken in the quarter to address the emerging issue with design capacity, with additional support brought in from other services.



- Specific to BSIP implementation, driver shortages are a nationwide issue and outside our direct control, however, local operators are reporting an improvement in recruitment and retention. We will consider the continuing impact of this in our review of the BSIP and adjust programme expectations accordingly.

Carbon dioxide reduction from the council's operations

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Year on year reduction	Low	2021-22	Gross tonnes of Carbon dioxide equivalent (tCO2e)	43,203.00	✓	

Issues:

- This is an annual measure and the latest value for 2021-22 is reported, with the downward trend showing from the baseline year of 2019-20.
- A long-term target for organisational emissions has not been set, however, in the short-term a year-on-year reduction has been achieved, with performance on track for reducing emissions from our operations.

Causes:

- There was a large reduction in emissions between 2019-20 and 2020-21 due to changes in working practices during the covid pandemic.
- It is positive that emissions in 2021-22 did not return to pre-pandemic levels and continued to reduce, this was largely due to a reduction in our emissions from electricity consumption.
- Reductions will become harder to achieve in future years as the actions needed to achieve savings become more costly and difficult to implement however carbon reduction implications will be a factor in future property reviews.

Actions:

- A full report on the greenhouse gas emissions arising from the activities of the county council is being finalised and this together with work to develop a carbon descent plan for our estate will inform the next steps of a pathway to reduce emissions from county council operations further.
- The 2022-23 emissions data is being compiled.

Biological heritage sites surveyed with management advice provided.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
120 sites (10% of all BHSs) surveyed, and management advice provided starting from 2023/24	High	2023/24 Q2	Number of Biological Heritage Sites (BHSs) surveyed with management advice provided	116.00	✓	

Issues

- 52 Biological Heritage Sites (BHSs) have been surveyed this quarter, this includes grasslands, fens, flushes, bogs, heathland, habitat mosaics and waterbodies.
- In total 116 sites have been surveyed during Q1 and Q2 keeping on track to deliver the annual target of 120 sites surveyed and the long-term target of surveying all BHSs over a 10-year rolling programme.
- 5 advice management plans have been completed.

Causes

- The focus has been on completing site visits during the survey season as this work cannot be completed at other times of the year. Work to complete the management advice plans will follow at the end of the season in Q3 and Q4.

Actions

- The final surveys of the season will be completed during Q3.
- Management advice plans will be written up over the winter season and landowners contacted ahead of the 2024 survey season.



Air quality management areas within compliance limits

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
An improving trend in the % of AQMAs with air quality within compliance limits	High	2023/24 Q2	% of Air Quality Management Areas (AQMAs) with air quality within compliance limits.	84.00	✓	

Issues:

- There are 19 Air Quality Management Areas (AQMAs) across 8 districts, all declared due to exceedances of nitrogen dioxide caused by road transport.
- Data is sourced from the latest district air quality reports which are published annually. Based on the latest data from reports published by the end of 2022, 84% of AQMAs were within compliance limits.
- This is the first year of reporting on this indicator, but this shows a good direction of travel for improving air quality in the worst performing areas and achieving the long-term goal to reduce the number of AQMAs. Pollution levels can, however, fluctuate each year and AQMAs must stay within compliance limits for several years before being revoked.

Causes:

- County Council actions to address issues in AQMAs are set out in each district council report with a review of progress provided. Measures delivered include key infrastructure schemes such as Heysham M6 Link, Penwortham Bypass, Broughton Bypass, Preston Western Distributor, which have resulted in reduced congestion and improved air quality in key areas.
- Delivery of initiatives including the development of the Local Cycling and Walking Infrastructure Plans, supporting the transition to electric vehicles and traffic management measures contribute to improving air quality.

Actions:

- Actions identified in the AQMA action plans are on track and there is ongoing engagement with district councils to input to the development of new district action plans where needed, this includes an updated action plan for Lancaster scheduled for development this year.

Condition of the road network (A,B,C roads)

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Target year 5 2024/25 is 2.88%	Low	2023/24 Q1	Condition of A road % Red	2.10	✓	
Target year 5 2024/25 is 3.73%	Low	2023/24 Q1	Condition of B road % Red	3.30	✓	
Target year 5 2024/25 is 6.02%	Low	2023/24 Q1	Condition of C road % Red	5.20	✓	

Actions:

- Good progress continues to be made in respect of maintaining the condition of the A, B and C road networks.
- They are on track to achieve the standards set for the end of Transport Asset Management Plan Phase 2 (March 2025).



Supporting Economic Growth

This section reports on the council's activities to support new businesses, including the development of infrastructure and, recognising the importance of knowledge and skills development, educational attainment. Link to the Corporate Performance Dashboard: [Supporting Economic Growth](#)

Educational attainment

Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
3ECS001a	2022/23 65%	High	2021/22	% Good Level of Development at Early Years Foundation Stage	62.1	!	
3ECS001b	2022/23 59%	High	2022/23 a Prov	% Expected Standard in Reading, Writing & Maths at Key Stage 2	58.0	!	
3ECS001d	2022/23 47	High	2022/23 1 Prov	Pupils Average Attainment 8 Score at Key Stage 4	44.9	X	

General issues:

- Lancashire experienced a high impact from the pandemic, with school absence rates being higher than the national averages. Research shows that absence rates impact on educational attainment.
- OFSTED outcomes from post-pandemic inspections, have continued to be Good, highlighting the work that schools and early years education providers have done to provide high quality education and stability for children during such an unprecedented time.
- The finalised published data for the 2022/23 educational attainment KPIs are still awaited, along with associated comparator data. However, our available management information rates the KPIs as Amber, with 2023/24 targets to be set once all published data are available.

Good level of development achieved at early years foundation stage

Note: No change to performance data this quarter.

Actions in progress:

- Provision of a large range of Continuous Professional Development opportunities for reception class practitioners.
- Consultants working with schools over a period to improve outcomes.
- The Early Years Quality Improvement Teamwork in localities provide support to clusters of schools each term.
- Significant support has been provided to every primary school for communication and language development to close the word gap (which is where some children are thought to have heard significantly more words than their peers, when starting school).

Achieving expected standard in reading, writing and maths at KS2 (year 6)

Issue:

- Provisional data has been published for 2022/23. The Lancashire pupils reaching the expected standard in reading, writing and maths at Key stage 2 improved to 58% compared to the previous academic year of 57%. The provisional rate is 1% below the target of 59%. This remains below the latest national (59%) but similar to the regional (58%) performance. Revised data will be published in December 2023.

Causes:

- Lancashire schools have focused on Writing and Maths in particular this year and have seen significant increases in progress in these areas however this has been to the detriment of reading scores which have dipped slightly meaning we didn't meet the national average for reading.



Actions:

- Provision of a large range of courses/support sessions to schools covering all aspects of Key Stage 2 Attainment and Progress.
- Consultants working with schools over a period to improve outcomes.
- Lancashire Professional Development Service works with clusters of schools.
- Reviewing our offer and ensure we are offering training in those areas of locality that most need it. Providing support for schools in difficulty.

Average attainment 8 score at KS4 (years 10 and 11)**Issue:**

- Provisional data has been published for 2022/23. The average attainment 8 score of Lancashire pupils at Key Stage 4 reduced to 44.9 compared to the previous academic year of 47.6. The provisional rate is 2.1 below the target of 47. The score remained below the latest national (46.3) but higher than the regional (44.5) performance. Revised data will be published in December 2023.


Causes:

- The grade boundaries for all examinations were reset to 2019 levels. This means despite the levels of absence due to Covid Pandemic this wasn't taken into account in the grade boundaries for GCSEs.

Actions in progress:

- Providing high quality training for governors to enable governing boards to robustly challenge and hold school leaders to account.
- Enhanced traded offer including consultancy in English, Maths and Science for mainstream, special and alternative provision settings at Key Stage 4 and a wide range of subjects at KS2.
- Close working with the Inclusion service in their development of the Alternative Provision strategy for all schools.

Young people in employment, education or training

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
2023/24 95.5%	High	2023/24 Q1	% of Young People in Employment Education or Training	95.2	✓	

Note: No change to performance data this quarter as quarter 2 data not available until early November.

Ongoing Actions:

- Work is continuing alongside Public Health, supporting colleges with the health and wellbeing of their students and staff.
- The key stage 4 to key stage 5 transition pilot with Nelson and Colne College and some local schools has been progressing, with schools sharing information with the college about young people who may need further support when they progress in September.
- Three new members of staff joined the team in July, creating the Careers and Education Team within Education Improvement.
- A 'Not in employment, education or training' (NEET) action plan is being developed to support the delivery of the increasing EET priority within Education Strategy, which will be a focus throughout the next academic year.
- To further improve our position, we will focus on reducing the number of young people whose participation status is not known.

Economic impact index (EI)

Officers are not yet in a position to report data against this proposed new indicator as it remains in development. Each year the council supports hundreds of businesses from inception to start-ups to grow on to expansion, office space, and through to import and export



and internationalisation. Support comes in many different forms including business support, grants, business loans, property services, project delivery, skills advice and guidance. This support and intervention helps create jobs for the workforce benefitting our residents and communities. Work is underway to map a business's journey through these stages and to collect data which demonstrates the value each stage is providing.

The European funding model for the Growth Hub has now come to an end and we have transitioned to a model of funding based on UK Shared Prosperity Fund allocations from 10 Lancashire Councils' limited core Department for Business and Trade grant and LCC match. Given that the outputs demanded by these Councils, the procured delivery partners and the level of resource applied to the service have all changed, we are taking this time to rebase these business engagement and jobs impact indicators and extend the monitoring to the new services from the Local Enterprise Partnership and Marketing Lancashire which have been added to the Department. New national approaches to monitoring sub-regional economic data are also being considered. This will inform the proposed index of performance data to report on a quarterly basis. A further update will be provided in Q3.

Strategic development and infrastructure programme performance (including multi district regeneration programmes)

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Above 80%	High	2023/24 Q2	Strategic Development and Infrastructure Programme performance (including multi-district regeneration programmes) (% RAG rating)	63.8	!	

Issues/causes

- The wider programme is continuing to make positive progress despite significant challenges facing key projects including market conditions, pricing and inflationary impacts, alongside procedural matters and programming. A number of projects have made significant progress and are close to significant milestones that will see their performance rating move from red to amber and from amber to green.
- Current economic conditions (including high inflation/rising interest rates in particular) have implications for investment, real estate, property, development and construction. As some projects progress and reach contract tender, prices are significantly above forecast creating budgetary pressures. The time then taken to review, manage risk and resolve through mitigation is creating further timescale delivery risks.
- The bespoke risk scoring system generates the current overall performance score of 63.8% (amber). The threshold for 'green' is set high (for major development programmes) at 80%.

Actions

- 7 of the 9 programmes are currently at amber stage. The programmes are being managed diligently by the county council's project teams through a governance structure which reports to Head of Service, Directors, Executive Directors and Cabinet Members as required.
- The City Deal and Transforming Cities (Cottam Station) programmes are rated as red pending financial, legal and programme risks which continue to be negotiated between the partners.
- Project teams are overseeing a variety of risk management and mitigation with scenario planning, options and escalation of matters for resolution as required to maintain delivery. Actions include financial, legal and commercial negotiations, additional work to secure planning permission and revision to designs, tenders and programme timescales.
- Significant projects are monitored closely, and difficult decisions taken including to suspend and re-evaluate where necessary.



Gatsby benchmark achieved by Lancashire Careers Hub (Skills)

Target	Good is	As of Date	Metric Name	Latest Value	RAG Status	Trends
5.5 by end of Summer Term 2024	High	2023/24 Q2	% Gatsby benchmark achieved by Lancashire Careers Hub (Skills)	6.1	✓	

Issue/Causes:

- Lancashire Skills & Employment Hub Service finished the end of the academic year on an average of 6.4 Gatsby Benchmarks, against a target of 5.5 (in August 2023, after the end of the summer term), across the network of all 154 secondary schools, special schools, alternative providers and colleges across wider Lancashire. The network performed above the national average on every one of the 8 Gatsby Benchmarks and continues to be in the top quartile nationally.
- This academic year (Sept 2023 to July 2024) service target is 5.5.

Action:

- The next update will be in January 2024 – for the autumn term (September to December 2023). The network has grown to 155 with the Lancaster University School of Mathematics now signed up.



Caring for the vulnerable

This section includes performance about our adult social care services, support to children, young people and their families, and public health. Link to the Corporate Performance Dashboard: [Caring for the Vulnerable Overview](#)

Percentage of people with long-term support needs receiving community-based packages of support (rolling 12 months)

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
72.6	High	2023/24 Q2	Percentage of people with long-term support needs receiving community-based packages of support	70.4	✓	

Issues:

- The overall number of people receiving long term support increased by 1% (quarter 2 compared with quarter 1), with more people receiving community based services (16,112 in Q1 to 16,352 for Q2 2023/24) and slightly fewer people in residential or nursing care in the quarter (6,932 in Q1 to 6,884 in Q2). Based on the previous 12 months performance, we anticipate a continued improvement towards meeting the target.
- Availability of local resources within a community varies across the county and where there are gaps it can mean that we need to commission a formal service from a care provider rather than meet those needs through assets that could be available in the community.
- Practitioners are not always fully aware of the potential community support available.

Causes:

- When there are backlogs of people awaiting assessment practitioners are more likely to commission higher levels of formal support (which may include residential care), as they are unable to spend time identifying alternatives whilst balancing the risks associated with people being unsupported.
- As people wait for assessments, there is more likelihood that their circumstances will change, and their needs may increase.
- Practice and commissioning activity can vary between areas, often dependent on community-based provision being available and capacity within the domiciliary care market to provide support.

Actions:

- We are working to find a digital solution that will enable practitioners to have access to details about community resources in each area.
- A revised assessment process that focuses more on people's strengths and assets alongside a digital catalogue of services will support practitioners to identify and use local services more effectively.
- Our strategy is to have the right people supported in the right place and only provide paid formal social care where necessary. We will always explore the most appropriate community options first and consider residential as a last option.
- The commissioning team is working to find and address gaps in community assets.
- Focused work on the backlogs of people awaiting assessments continues to support our risk management of waiting lists and ongoing demand management.
- External support continues to help reduce the Occupational Therapy assessment waiting list and provides capacity within the Occupational Therapy Service to promote care that is proportionate to people's needs.



Percentage of registered carers receiving formal support from the County Council

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
77.6	High	2023/24 Q2	Proportion of Registered carers receiving formal support from the County Council (via carers direct payments)	91.5	✓	

Issues:

- The proportion of registered carers receiving formal support has reduced slightly in this quarter, although performance over the last 12 months has been consistently high and we are expecting this strong performance to continue.
- The carers service has 2 targets, (i) to respond to requests within 5 days, performance is currently 100%; (ii) to undertake an assessment within 6 weeks, current performance is 87%.
- The number of people waiting has increased, although overall performance remains high.
- Proportionally, the number of carers receiving support has increased but the amount of direct support being provided has not increased at the same rate.

Causes:

- The carers services have been impacted by summer leave and recruitment challenges, (the latter particularly in Central Lancashire). This has impacted on capacity to respond to demand.

Actions:

- A Carer’s Strategy is in development.
- We strive to ensure unpaid carers continue to be supported where eligible and we continue to regularly monitor this performance.

Safeguarding timeliness – section 42 decision within 2 days of concern raised

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
90	High	2023/24 Q2	Safeguarding timeliness – section 42 decision within 2 days of concern raised	98.6	✓	

Issues:

- Our performance remains consistently above the 90% target. This quarter's performance is 98.62% and we expect this strong performance to continue.
- We continue to act upon safeguarding alerts as soon as they are received by the service. We use the Care Act eligibility criteria to decide on next steps. Cases are pre-screened so that decisions on whether to progress to a formal assessment can be made quickly by the safeguarding team.

The percentage of adult social care providers rated good or outstanding by the Care Quality Commission

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
90	High	2023/24 Q2	The percentage of adult social care providers rated good or outstanding by the Care Quality Commission	89.1	✓	

Issues:

- We are currently slightly below the target (89.14% against 90.0%), which is the average overall rating for community and residential providers. This is an increase from the last reporting period, in relation to care providers rated as good or outstanding by the Care Quality Commission (CQC) and we anticipate performance to continue to improve for the remainder of the year.
- The performance for our residential care homes is above the Northwest and England averages.
- We have improved performance from last quarter and have met all internal targets.
- Performance has improved due to our quality assurance teams continuing to work with providers to improve their quality and performance.



- A further driver for improvements in the homecare market is the requirement for providers to have a Good or Outstanding CQC rating to be part of the Council’s homecare contracts. The new Homecare contract went live on the 13th November. We currently have 39 providers on the existing framework and from November this will increase to 79. This approach encourages further improvement of quality across the market.

Causes:

- CQC inspect on a risk basis and reinspection rates are infrequent. This indicator does not change significantly from one quarter to the next.
- In the care home sector we commission places from providers with differing CQC ratings – outstanding, good or occasionally requires improvement – based on an individual’s choice. Analysis from the quality team has highlighted common themes in relation to performance, these include lack of leadership and recruitment and retention issues.
- The market is reporting nationally that they are struggling due to increased costs and workforce challenges particularly in the nursing market.

Actions:

- Regarding residential homes, recovery plans are in place to continue to support providers to make improvements. Multi-agency meetings discuss any emerging areas of concern and recently these have included fire safety, staff training, medication training and mental health awareness.
- We are working with the NHS to support providers with current challenges. This includes supporting providers with improvements and developing a longer-term plan ensuring that we only commission good quality care.
- We have awarded above inflation fee rises which include 16% increase for residential and 12.6% for home care in our standard fees for residential and nursing care and home care, and 10.8% for specialist care homes. This is higher than the national inflation rate. This should assist providers in maintaining and/or improving quality.
- We are developing a new residential and nursing strategy which will consider the challenges of the market and plan for future needs. In due course we will also develop a residential care framework contract.
- We are currently working on the fee setting processes for 2024/25 to ensure value for money and support for the market.

Number/Percentage of Care Act eligible people hospital discharged into own home (or to 'usual place of residence')

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
90	High	2023/24 Q1	Percentage of Care Act eligible people hospital discharged into own home (or potentially to usual place of residence)	92.0	✓	

Issues:

- This is a local measure and there is no national benchmarking currently available.
- We anticipate performance to remain strong over the remainder of the year, however there will be pressures over winter which may impact on the overall performance.
- There are challenges in collating data and this metric is reported a quarter in arrears.
- There are some challenges in enabling more people to return home safely after a stay in hospital (as explained below).

Causes:

- There are challenges with the data as some information relating to hospital discharge is not fully recorded on the adult social care case management system.
- Discharging people to the right place at the right time is also impacted by:
 - o A lack of sufficient therapeutic support in short term care in the community.
 - o Some risk averse decision making by hospital therapists and nurses.



- o Sufficiency of homebased short term care support, especially supporting people with dementia.
- o Initial decisions before leaving hospital on the requirement for the need for more than one carer at each visit.
- Significant vacancies in discharge teams impacts on outcomes and the timeliness of discharge.

Actions:

- Work is underway to transform short term care in Lancashire and ultimately create increased capacity of homebased care (through tighter management and a single point of access). Work has commenced in West Lancashire prior to roll out across the county.
- Work is underway to enable more people to access short-term therapeutic care beds rather than provision with no therapeutic offer, using our in-house residential and residential rehabilitation beds.
- There are multiple initiatives to improve recruitment within our discharge teams, however it is slow progress with turnover remaining higher than average.
- Development of a ‘system dashboard’ is in progress which will give improved oversight of flow and performance across organisations relating to hospital discharge and short-term care.
- The new homecare contracts roll out from November which will enable the service to get people home more quickly after a period in short-term care.
- The Better Care Fund (BCF) national team will be undertaking a diagnostic that will improve the effectiveness of getting people home at the earliest opportunity.

Proportion completed annual reviews in rolling 12 months

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
80	High	2023/24 Q2	Proportion of completed Annual Reviews in rolling 12 months	36.5	×	

Issues:

- The proportion of completed annual reviews in a rolling 12-month period is significantly below target and has been so for some time.

Causes:

- Practice issues have been identified in terms of recording reviews on the case management system. The number of reviews being undertaken in practice is likely to be higher than formally reported.
- Increased demand and complexity combined with reduced staffing due to absence and recruitment/retention challenges has resulted in insufficient staffing capacity to meet both the demands of new work and timely annual reviews.
- The Mental Health service has a dedicated staffing resource to complete annual reviews which has effectively managed the demand in this service.
- Although demand is stable into the service, the complexity of people and their circumstances has continued to increase. Consequently, practitioners work with people for longer to ensure that they are safe and achieve their desired outcomes. This then reduces capacity to take on new work/reviews.
- There are backlogs in all teams, apart from Mental Health, and priority has been given to those people who need an initial assessment or a reassessment (for example, due to changed circumstances) rather than an annual review for those people already in receipt of services.

Actions:

- An action plan to address outstanding reviews is being progressed. An external agency is being sourced to support with reviews alongside considering the availability of internal capacity (for example, by working additional hours or overtime).
- New ways of working will support demand management and a proactive approach to reviews.



- Data cleansing is underway which will support improved reporting and data quality.

Number of Assessments, reassessments and OT assessments waiting over 28 days.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
1265	Low	2023/24 Q2	Number of Initial assessments, Reassessments and Occupational Therapy assessments waiting over 28 days	1438.0	!	

Issues:

- We are currently using our ‘Promoting Independence Project Team’ (PIPT) to support reducing the number of people waiting more than 28 days.
- The number of people waiting more than 28 days for an assessment has steadily increased since March but the length of time that people are waiting has significantly reduced.
- 90% of people have waited less than 3 months for an initial assessment, 89% of people have waited less than 3 months for a reassessment and 90% of people have waited less than 28 days for an Occupational Therapy assessment.
- The number of people waiting less than 28 days for an initial assessment has slightly increased indicating there are more ‘new’ people requesting support (although demand over a rolling 12 months remains stable).
- The number of people waiting for an assessment increased over the summer due to staffing issues, however we are projecting to meet target by the end of the year.
- Within Older People, Physical Disability and Learning Disability and Autism services, East Lancashire has the highest percentage of people waiting more than 28 days for both an initial assessment and a reassessment of their needs.

Causes:

- Demand for services and support tends to peak and reduce over the course of the year. In addition, staffing capacity is reduced over the summer holidays due to annual leave, covid sickness absence has increased and heading into winter months there is a general increase in staff sickness absence. This impacts on capacity of staff to meet demand.
- In the previous quarter Central Lancashire experienced a significant increase in demand, and this was combined with a reduction in capacity. Staffing challenges have been addressed via ongoing recruitment strategies and the support of PIPT.

Actions:

- Fortnightly Performance Boards are in place which review the performance dashboards, progress in reducing the backlogs, and agree actions.
- PIPT continue to support Central Lancashire Older People and Physical Disability service however they have also returned to supporting the North and East areas.
- A new practice model and ways of working is being implemented. This will enable us to support people who require an initial assessment of needs in a timely manner, proactively manage those people with more complex needs, and will support proportionate and timely reviews.

Children becoming looked after

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
5.3	Low	2023/24 Q2	Children becoming looked after (Rate and Number)	5.3	✓	

Issue:

- With 132 children becoming looked after during Quarter 2 the rate (5.3 per 10K) increased on the previous month but remains low and on target. This is below the national and North West region rates which is in line with expectations given our emphasis on preventative approaches including Family Safeguarding, Trauma Informed Practice and the wider Children’s system transformation.



Causes:

- A peer review of family safeguarding has noted that the model of work has resulted in a sustained reduction of children becoming looked after which is very positive.
- More effective use of child protection planning, and pre-proceedings work ensures families receive help and support before children are received into care.
- Targeted work by the Children in Our Care teams to rescind care orders for Children who can safely live at home with their parents.
- Performance is improving withing the extrafamilial harm and complex safeguarding teams resulting in more teenagers receiving the right support at the right time.

Ongoing Actions:

- Ongoing senior leadership oversight into children becoming looked after across the service.
- The service is reviewing and strengthening pre-proceedings work to ensure more families have this important opportunity to improve the lived experience of their children before proceedings are initiated.
- Over the next 12 months the service is planning to strengthen the support service to support children who live with their wider families under a special guardianship order earlier to avoid the risk of breakdown.
- The multi-agency element of the contextual safeguarding teams is being developed to work with children and young people are risk of exploitation in order to divert them and help them achieve much better outcomes in adulthood. This will further reduce the number of teenagers who are received into care.

Placement stability of children looked after

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
71	High	2023/24 Q2	Long term stability of placements for children looked after	72.5	✓	

Issue:

- The stability rate of children looked after measures the percentage of looked after children, aged under 16 at the month end, who had been looked after continuously for at least 2.5 years who were living in the same placement for at least 2 years. As an outcome the stability rate for looked after children, is on target at 72.5% at the end of Q2. This is in line with national (71%) and North West region (72%) rates.

Causes:

- Focused work was completed around the redesign of our permanence panel process 18 months ago, with the new 'lasting homes' policy being launched a little over 12 months ago now.
- Managers are skilled at creative care planning and understand the complexity around finding new homes for our children.
- There remains a very small cohort of young people who have very complex needs and who are becoming our most difficult to care for young people. There is senior leadership oversight and planning for these young people.

Actions:

- Significant focus continues to be held around working to support placement stability for children within the permanence service generally. Stability meetings are routinely held to strengthen children's homes at the first sign of vulnerability and significant attempts are made to work with carers/providers if a notice to end a child's home happens – the focus being around what can be done to support a change in position/ increase support and prevent breakdown.
- The picture around stability also needs to acknowledge the positive outcomes which we see for children. The children who experience planned changes to their care plans; children who go home to parents or connected carers and children who are stepping



down from children's' residential homes to foster homes. Senior Managers have a strong understanding and oversight of these children and their plans, and these are reviewed and progressed.

Successful completion of treatment for opiates and not returned within 6 months, and

Successful completion of treatment for alcohol misuse and not returned within 6 months.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Above national average	High	2023/24 Q1	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: alcohol %	42.4	!	
Above national average	High	2023/24 Q1	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: opiates %	5.3	✓	

Issues/Causes:

- Reduced investment nationally up until 2021, increasing complexity and poorer general health of people entering treatment has an adverse impact on outcomes and capacity.
- Building additional capacity in the treatment system includes employing a significant number of additional staff over the 3-year grant period. Recent additional investment has increased competition for trained and experienced workers across the country. Therefore, many of the newly recruited staff have transferable skills but not a background in substance use treatment. This results in additional training and induction requirements, impacting the speed at which they can take on a full caseload.
- The stretching targets to increase numbers in treatment across the whole service have meant that so far, despite increased staff numbers, we haven't been able to reduce caseloads and enhance caseload segmentation approaches to increase quality/outcomes as planned.

Actions:

- Plans submitted to the Office for Health Improvement and Disparities (OHID). Helped gain significant additional investment for Lancashire through the Supplemental Substance Misuse Treatment and Recovery Grant. The investment is being used to build capacity in the treatment system.
- We are increasing the quality of key working and case management by recruiting and training additional workers to reduce caseload sizes, enhance caseload segmentation approaches, increase clinical supervision, and providing training and development for new and existing staff.
- Our plans target individuals in underrepresented groups to bring them into treatment. We have interventions with key partners in Primary Care, hospital-based services, the criminal justice system, housing services and the recovery community.
- In quarter 1 we completed the recommissioning of our Recovery Infrastructure organisation; this revised model should contribute to maintaining people in recovery.
- We must improve the treatment outcomes and increase the number of people in treatment by 20% (based on 2021/22 data) by 2025, phased over three years. In year two (2023/2024) we need to draw in an additional 460 people into the treatment system.

Attainment gap of disadvantaged pupils

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
2022-23 36	High	2022/23 a Prov	Disadvantaged Pupils Average Attainment 8 Score at Key Stage 4	32.4	×	

Issues:

- Disadvantaged pupils are defined as those who receive Free School Meals or are Looked After Children. Attainment 8 is a measure published annually showing the average academic performance of a secondary school. Provisional data has been published for 2022/23. The average attainment 8 score of Lancashire disadvantaged pupils at Key Stage 4 reduced to 32.4 compared to the previous academic year of



34.9. The provisional rate is 3.6 below the target of 36. The score remained below the latest National (35.1) and Regional (33.5) performance. Revised data will be published in December 2023.

Causes:

- The grade boundaries for all examinations were reset to 2019 levels. This means despite the levels of absence due to Covid Pandemic this wasn't taken into account in the grade boundaries for GCSEs. The children most affected were the children on the Grade 3 to 4 grade boundaries.

Actions:

- Schools continue to focus on closing the gap with disadvantaged students. Much of the work around behaviour and attendance will impact these children the most. Schools continue to attend our training offer around improving outcomes for disadvantaged and schools' pupil premium policy is scrutinised as part of our wider advisory support for schools. A disadvantaged conference has been organised to focus on addressing this issue with plans for a peer to peer support/mentoring to continue on from that.

Care Leavers in education, employment or training

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
52%	High	2023/24 Q2	% of Care Leavers in Education, Employment or Training	53.4	✓	

Issue:

- At the end of Q2, 344 of the 644 (53.4%) care leavers aged 18-20 were in Employment, Education or Training (EET), which is improved performance on Q1 2022/23 (50.8%) and now above the 52% target. This was one of the highest rates seen in recent times for this cohort.

Causes:

- We have seen general improvement across the service regarding the EET status of our young people, although there is significant variance across teams ranging from 43.8% to 60.5%.
- We expected to see a rise in the number of our young people engaged in education in this new academic year. This is reflected in the most recent performance data.
- The obvious correlation between a stable home, health issues and parenting are recognised, and it is important to note the service recorded 7% of our young people were not in employment, education or training due to looking after young children and 8% due to illness/disability.
- The general direction of travel in regard to this performance indicator is positive having improved by 4% in the last 12 months and we expect this will continue as we progress our action plan going forward.
- Our service aims to steady this performance and achieve more consistency across teams. In saying this, we acknowledge the challenges presented by the variation of opportunities for employment and stable homes across our districts available to our young people.

Short Term Actions:

- Ensure the children in our care are receiving full time education and Personal Education Plans are undertaken with the future in mind throughout secondary school.
- Ensuring FE colleges and universities opportunities are shared with all young people who are considering such options.
- Targeted and tracked work with partner employment agencies to provide individual young people with opportunities that are appropriate to their individual circumstances and support to access them.
- Employment Support team having a presence in offices, sitting alongside Personal advisors to build relationships and our collaboration with them and our young people in direct work.



- Sharing the range of opportunities to build CVs of young people who have been out of a routine of work/education for a long period of time – taster days, volunteering, online courses.
- Work with commissioning team to ensure there is understanding with our supported living providers that in future they will promote and enable our young people to engage in a range of EET opportunities.

Long Term Actions:


- While our lasting home panels continue, further strategic work with District Councils is planned to address housing issues for our young people as we are mindful the shortage of single living permanent homes available to them has a significant impact on this area of our work.
- The partnership working with health is improving and we expect to have evidence of improved emotional wellbeing outcomes. This will enable more young people to feel and be ready for the work environment.
- Greater partnership working with adult social care to enable more young people with additional needs to access employment opportunities.



Corporate Health

This section provides an overview of the corporate health of Lancashire County Council and reports on staffing, finance and overall performance. Link to the Corporate Performance Dashboard: [Corporate health overview](#)

Sickness absence in Lancashire County Council

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
11.25 absence days per FTE. (Annual)	Low	2023/24 Q2	Sickness Absence days per FTE	3.25	!	

Issues

- The target for 2023/24 is to reduce sickness absence days by 12%, which would result in an absence days per full time equivalent (FTE) of 11.25 and 4.31% working days absent over the year.
- The current rolling 12-month position at the end of Quarter 2 2023/24 is 12.32 absence days per FTE and 4.72% working days absent. This is a 1% reduction from the end of Quarter 1 2023/24 (12.45).
- Absence in Q2 2023/24 is slightly higher than in Q2 2022/23 with 3.25 absence per FTE compared to 3.05 absence per FTE in Q2 2022/23. Primarily driven by increased absence in August and September compared with the previous year across a number of different absence reasons, the previous year saw an absence peak in July before stabilising, in the year prior (2021/22) September was the month with the highest absence for the Quarter.


Causes

- The primary reasons for absence in Q2 2023/24 are similar to Q2 last year. In addition, we have seen an increase in the number of medical appointments that could result in further treatment/surgery, diagnosed cancer absences and out of work related accidents and incidents. Whilst there was a slow increase of respiratory illness during Q2, it has not been at past years' levels.

Actions

- Heads of service are provided with an absence dashboard which supports services to identify areas of increasing absence and highlighting staff that have hit policy triggers with repeat and lengthy absences.
- Long term absence cases continue to be reviewed monthly to ensure actions can be progressed. From September further analysis of short-term absence triggers is planned to enable tracking of actions being taken to manage the absence levels.

Turnover in Lancashire County Council

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
To be comparable with statistical neighbours. (13.5%)	Low	2023/24 Q2	% Staff turnover	13.50	✓	

Issues

- Turnover over 12 months continues at a steady rate with 13.5% at the end of Q2 2023/24 compared with 13% at the end of Q1. With similar trends in the previous year slightly increasing between Q1 and Q2.

Causes

- The significant primary reason for employees leaving in Q2 continues to be voluntary resignation, with a buoyant jobs market leading to opportunities elsewhere.
- The number of leavers and profile of leaving reasons is similar between Q2 2023/24 and Q2 2022/23 with turnover within the quarter at 3.8%.



- Similar turnover patterns compared with Q1, with front line services in Adult Services and Resources having a higher turnover, when excluding front line services, the remaining directorate have around 11% turnover.

Directorate	Leavers	Average Headcount	Turnover
Adult Services and Health & Wellbeing	436	3456	12.62%
Education & Children's Services	409	3412	11.99%
Growth, Environment & Transport	300	2390	12.55%
Resources	637	3959	16.09%
LCC Total	1782	13217	13.48%

*Leavers over 12 months (October 2022 to September 2023 (end of Q2))

Actions

- Further analysis will be undertaken to look at specific services and roles that may be affected by high and low turnover rates, including looking at industry standards for specific roles and services.
- Additional work to be undertaken with exit interview analysis to understand why employees are choosing to resign, and destinations.
- Identify hard to recruit positions and analyse turnover in these areas, making retention a priority, as there is evidence of difficulty recruiting.

Vacancy Rate in Lancashire County Council

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Baseline for new indicator, target for subsequent quarters	Low	2023/24 Q2	% Vacancies	13.48	×	

Issues

- Further work is ongoing to improve the quality of information around vacancies. The accuracy of this has improved since Q1, but there is further work to be undertaken to link other datasets.
- At the end of Q2 2023/24, there were 2059 system reported vacancies which is a vacancy rate of 13.48% compared to 17% in Q1, however some of this reduction may be due to improving data accuracy.


Causes

- Primarily data quality and problems extracting reliable information. Some process issues have also been identified.
- Incoming starter data and recruitment data will impact on vacancy rates. Once data sets have been aligned a clearer picture will be available of true vacancies, when pending workers are accounted for.

Actions

- Work has been undertaken to cleanse our data and challenge vacancies that have been held in in staffing hierarchies.
- Establish improved ways of linking and analysing datasets which assess the impact of vacancies, to inform workforce plans that address risks, issues or challenges.

Revenue forecast compared to budget

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
0 Percent	Low	2023/24 Q2	% Revenue forecast outturn variance to budget	0.57	!	

The 2023/24 Quarter 1 revenue budget monitoring was delayed due to the knock on effect of the delayed outturn for 2022/23. The Quarter 1 forecast position was reported to Cabinet in October, with a forecast overspend of £7.629m reported which was 0.73% of the revenue net



budget. The main pressures were across demand led services, particularly Adult and Children’s Social Care and home to school transport. These pressures were offset by promising income levels across several services. The Quarter 2 forecast position will also be reported to December Cabinet as part of a separate report. The Quarter 2 forecast for the 2023/24 revenue budget is an overspend of £5.903m which is 0.57% of the revenue net budget. The main pressures continue to relate to areas such as Children’s Social Care and home to school transport. These pressures continue to be offset by increasing levels of income. All Directorates are working to reduce the overspend position through reduced costs, additional income or early/over delivery of savings.

Capital forecast compared to budget

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
TBC	TBC	2023/24 Q2	Capital forecast compared to budget £m	152.70	!	

Capital spend to October 2023 is £94.940m against a budget of £156.713m (60.6%). The forecast to year end is £157.666m which is 100.61% of the budget.

The capital delivery programme for 2023/24 was reviewed and agreed at October Cabinet with programme and project managers following confirmation of the 2022/23 financial outturn and risk assessed based on what has been identified as an achievable in-year programme for the current financial year. The forecast outturn at quarter 2 is projected to be very close to the agreed delivery budget and will continue to be closely monitored over the rest of the financial year.

Percentage of identified savings on track

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
TBC	TBC	2023/24 Q2	% of identified savings on track	86.10	!	

In 2023/24 there are agreed savings of c£80m to be delivered. These savings are a combination of service specific savings and strategic savings agreed by Full Council in February 2023 and also delayed savings and those savings agreed earlier that have an agreed profile for delivery in 2023/24.

Issues:

- Forecasts by services (based on RAG ratings) at Quarter 2 indicate that 86.1% of savings are currently on track to be delivered in 2023/24.

Causes:

- The savings that are encountering the greatest difficulties in being delivered are those savings that were agreed prior to the pandemic. These were delayed, and post pandemic in some cases a different environment is being operated within and therefore the original saving may not be deliverable entirely as originally proposed.

Actions:

- In all instances where a saving is currently RAG rated as "Red" mitigations are being put in place by services to ensure a budget pressure is not created due to delayed/non delivery of savings.



Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Finance

Part I

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Delivering better services;

Money Matters 2023/24 Position - Quarter 2

(Appendices 'A' - 'B' refer)

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Brief Summary

This report provides an update to Cabinet on the county council's 2023/24 revenue and capital financial position, as at the end of September 2023.

The Quarter 2 monitoring position contains assumptions relating to demand levels across a number of services such as social care and waste management, which continue to be volatile, however as we are at the halfway point in the financial year we are able to forecast with a greater level of confidence compared to Quarter 1.

Whilst a small overspend of £5.9m (0.57% of the budget) is still forecast on the revenue budget, the overspend has reduced by £1.7m from the position reported at Quarter 1 and activity is ongoing to find offsetting reductions to achieve a more balanced final outturn position.

In February 2023 an indicative Capital Delivery Programme of £239.859m was agreed at the Full Council budget meeting. This delivery programme figure was revisited following confirmation of the final 2022/23 programme and along with subsequently approved additions and re-profiling of the programme now stands at £156.713m. This figure will form the basis of the capital programme monitoring throughout the rest of the financial year. The forecast position at Quarter 2 is an overspend of £0.953m primarily the result of a small amount of earlier than planned delivery on agreed schemes and not overspends on projects.

In summary:

- (i) The 2023/24 revenue forecast outturn is £1044.949m, representing a projected overspend of £5.903m (0.57%) of the agreed budget.
- (ii) The 2023/24 amended programme is £156.713m with expenditure to date totalling £94.940m, which is c61% of the total delivery programme.

Recommendation

Cabinet is asked to:

- (i) **Review and agree** the current forecast overspend of £5.903m on the revenue budget in 2023/24.
- (ii) **Review and agree** the current forecast spend on the capital programme of £157.666m.

Detail

2023/24 Revenue Position as at 30th September 2023 (Appendix 'A')

The budget monitoring process for Quarter 2 was undertaken building upon the detailed work completed as part of the Quarter 1 position which included a review of the 2022/23 outturn variances. A review of all budgets, including demand levels, costs to date, income levels and savings delivery are all reviewed as part of the process.

An overspend of £5.9m is forecast for 2023/24 as shown in the table below:

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q1 Forecast Variance
	£m	£m	£m	%	£m
Adult Services and Health & Wellbeing	446.426	448.587	2.161	0.48%	3.636
Education & Children's Services	250.539	256.346	5.807	2.32%	5.027
Growth, Environment & Transport	171.297	173.955	2.657	1.55%	2.182
Resources & Chief Executive Services	170.783	166.061	-4.722	-2.76%	-3.216
Grand Total	1,039.046	1,044.949	5.903	0.57%	7.629

The forecast revenue overspend of £5.903m represents a variance of 0.57% against the overall revenue budget of £1,039.046m. The forecast outturn position is subject to a number of assumptions around the anticipated profile of expenditure for the rest of the year which, as always, is difficult to predict in some demand led budget areas. The detailed report (Appendix 'A') identifies those areas where forecast pressures exist and which are subject to detailed reviews designed to reduce costs. The focus will remain on continuing to tightly control and drive down costs wherever possible including the identification of offsetting cost reductions.



The key overspending areas remain in relation to demand led areas such as home to school transport, and children's social care. These overspends are offset partially by additional income from both grants and other income streams. Some aspects of particularly overspending areas were evident as part of the 2022/23 outturn position and will be reviewed to determine whether an adjustment needs to be made to the medium-term financial strategy.

Chief Finance Officer Commentary

This report sets out the Council's current year position which like most other Councils across the country is a challenging position.

In this year we continue to see pressures on inflation and pay awards (that were above what was expected when the budget was set) and significant increases in some of the demand led services (e.g. home to school transport).

This is the second report for this financial year and the projected overspend has reduced from £7.6m to £5.9m. Within this estimate it is important to note:

- This projection contains a number of estimates and mitigating actions put in place by officers and could of course alter prior to the year end.
- The current year's budget also requires the delivery of £80m of approved saving plans and it is important officers continue to focus on the delivery of these.
- All officers will continue to review spending plans and commitments in view of the current year financial position.

It is encouraging to note that as part of the first financial report a number of areas of overspend and savings delivery pressures were noted and action and mitigation plans have been produced (eg School Catering and Adult Services) to avoid this becoming a continuing financial problem in future years.

Senior officers in the Council continue to make this a priority area of activity and each Executive Director has provided a summary of financial performance for their areas of responsibility in the following sections.

Executive Director of Adult Services and Health and Wellbeing

Adult Services has been applying a number of measures to ensure there is robust and effective budget management. This includes oversight via the Directorate Finance Board, identifying accountable Directors and Heads of Services for savings proposals, and exploring all opportunities with the NHS for cost sharing.

The trend and risk in managing the Adult Services budget continues to be around balancing overspends in care packages and underspends in staffing. The latter, poses the service with challenges in terms of recruitment and retention, quality and consistency and for residents longer waiting times for support, which is an ongoing priority to address.

We know our service has a high comparator cost to other county authorities and as a result, a lot of our action is focused on implementing a strength-based practice model, a new procurement system to reduce the cost for homecare, introducing a new financial scheme of delegation to ensure tighter financial controls and identifying

where support offered by the voluntary, community and faith sector can replace more costly, specialist social care support.

We continue discussions with the District Council Chief Executives and our Public Health teams within the council and NHS to agree where preventative approaches can be effective to supporting improved health and wellbeing.

Our public health grant team is also undertaking a best value assessment of all our public health programmes with an aim to address the inflation of our contractual spend and the increasing staff costs in some of our providers due to the changes agreed for those under the NHS agenda for change contracts nationally.

Executive Director of Education and Children's Services

The Directorate's Leadership Team continues to focus on strengthening financial management and ensuring the robust decision making is in place before committing to significant spend. For example, all high cost and same day placements are subject to an approval process that brings Heads of Service together with the Director of Children's Social Care to discuss alternative options for these children. The approach is having a positive impact on the average weekly cost of new placements in residential homes but is in the context of an increasing number of young people with more complex needs needing homes. Strengthened oversight and challenge has also been applied to payments for support and assistance to families, helping to ensure that universal service offers have been fully considered before incurring additional spend. Where traded service income has fallen, an element of consequent overspend is being offset by holding vacancies and options to expand to markets beyond Lancashire are being considered.

Moving forward, we will continue to focus on addressing the challenges around sufficiency of homes, both fostering and residential, for children in our care, and in our focus on sustaining reductions of new entrants in to care through approaches such as Family Safeguarding and strengthening our multi-agency support for children and young people at risk of/being exploited. These, together with offset from underspends across the Directorate and bringing forward future savings options, will help to reduce financial pressures within the Education and Children's Services budget.

Executive Director of Growth, Environment and Transport

At Quarter 2 the forecast budget performance for 2023/24 in Growth, Environment and Transport is currently a net overspend of 1.55%. Leadership and management teams have made improvements in budget performance in a number of areas, however this net overspend represents a 0.28% increase on Quarter 1 primarily due to the scale of increasing costs associated with home to school transport where the forecast in year pressure has increased to £6.4m.

Studies have shown how the scale and pace of rising costs and demand for home to school transport are now an area of very significant concern for local government nationally. In particular, large counties and rural areas like Lancashire account for the majority of home to school spend, despite holding comparatively less school-age population, meaning the per capita burden of expenditure in counties is disproportionately high compared to other local authorities. The key factors driving these budget pressures are a 'perfect storm' of increasing demand and costs



including rising numbers of children and vulnerable young people requiring transport; increased journey length linked to capacity in (special) schools; and the impact of inflation, market conditions and higher cost forms of transport.

With no change to the base budget for 2023/24 (as this pressure emerged during the later part of the 2022/23 financial year), in a challenging financial context, this increasing pressure continues into the 23/24 forecast. Efforts elsewhere to manage the budget in Growth, Environment and Transport mean a 34% reduction in the home to school transport pressure would be required to potentially balance the directorate's overall budget. A special cross directorate project team established in Quarter 1 continues to focus on options for an action plan to manage demand and spend to inform overall budget direction.

Elsewhere across the three core departments, budget is closer to expected performance at this stage in the year with underspends, other than home to school transport, continuing to outperform overspends. In Highways and Transport, sound budget management together with income projections from developers, utility companies continue to result in a significant forecast underspend. Waste Management continues to forecast a positive outturn figure but income from recycled materials remains under close review due to the risk of volatile prices driven by market conditions.

In Growth and Regeneration, integration of the Local Enterprise Partnership continues with structural and company changes relative to previous budget years continuing to generate some interim in-year budget pressures. Nevertheless, these continue to forecast to resolve over the medium term. The net position is balanced by budget management in other areas such as Strategic Development.

Environment and Planning is forecast to manage spend and broadly balance its budget whilst growing the new department sustainably within the available spending envelope.

Executive Director of Resources

The Resources directorate shows an underspend of £3m which is similar to the previously reported position.

The directorate continues to have staffing underspends as a consequence of recruitment issues to a number of vacancies across the services.

Some of the key areas of focus for officers in the current year include:

- Digital Services where the increased costs of oracle licences post go live are reflected for one year only before they are included in the council's wider budget planning process for 2024/25.
- Catering services are predicting an overspend as a consequence of pay and food inflation. A recovery plan has been developed for this service area and will bring the service into a surplus position in the 2024/25 financial year given some changes can only be made on an academic year basis as the customers are schools.

- The Coroners service is still continuing to see an increase in its costs which are outside of the control of the Council.

The Directorate is seeing some areas of underspend which are in part due to the inflationary increases in costs borne by the Council being not as high as estimated earlier.

Within the directorate we continue to review budgets and income in light of the financial challenges facing the Council.

Despite the capacity challenges facing the Directorate we continue to develop initiatives that will drive forward the Council's agenda. Developments include a redesigned Change Programme, People Strategy including Recruitment and Retention, Business Planning and improved Performance Management.

2023/24 Capital Programme (Appendix 'B')

In February 2023 an indicative Capital Delivery Programme of £239.859m was agreed at the Full Council budget meeting. This delivery programme figure was revisited following confirmation of the final 2022/23 slipped delivery figures and along with subsequently approved additions and re-profiling of the programme have decreased the in-year programme to £156.713m. This figure will form the basis of the capital programme monitoring throughout the rest of the financial year. The forecast position at Quarter 2 is an overspend of £0.953m primarily the result of a small amount of earlier than planned delivery on agreed schemes and not overspends on projects.

The project and programme managers will be held accountable using the following actions:

- Detailed monitoring of the delivery programme throughout 2023/24 to ensure variances are reported in a timely manner and a robust level of challenge is provided to programme and project managers to ensure delivery remains on track.
- Use of the budgetary control facilities in the new Oracle Fusion system.
- Monitoring of projects to measure the on-going effect of price increases between project design and project delivery.
- Performance reports developed to enable the capital board to undertake this monitoring and challenge.

The Quarter 3 monitoring position will be reported to Cabinet at a future meeting.

Appendices

Appendices 'A' - 'B' are attached to this report. For clarification they are summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	2023/24 Quarter 2 Revenue Monitoring
Appendix 'B'	2023/24 Capital Financial Position

Implications:

This item has the following implications, as indicated:

Risk management

The county council's overall approach to managing financial risks continues to be to identify and acknowledge risks early and build their impact into financial plans while continuing to develop strategies which will minimise their impact. This approach operates in parallel with the identification and setting aside of sufficient resources to manage the financial impact of the change risks facing the organisation.

The financial risks and opportunities that could affect the position outlined in the report primarily cover the following areas. Many of these risks equally present opportunities:

Demand

There is continued pressure on the council's budget, particularly around adult and children's social care and also home to school transport, and the most up to date demand forecasts have been included within the Quarter 2 position. Any increase in demand above the current forecast will add additional pressure to the reported overspend. Services and finance are closely monitoring levels of demand and the costs of placements, with services working hard to reduce demand pressures whilst also meeting the needs to service users.

Inflation

Whilst inflation has been built into the 2023/24 budget, in some cases this is presenting a pressure as the level of inflation in the final quarter of 2022/23 remained higher than anticipated. Inflation continues to be closely monitored across all services in addition to cost of living related issues that could impact on costs of delivering some services.

Savings Delivery

The 2023/24 budget that agreed savings including those delayed from previous financial years will be delivered in 2023/24. There are also a significant number of other factors, both internal and external, which may impact upon delivery, and these will need to be clearly identified and either minimised or optimised as appropriate. In instances where savings are delayed, it is expected that mitigations are identified and delivered by services to nullify the impact on the in-year monitoring position.



Legal

Matters referred to in this financial forecast will be subject to council consideration where appropriate.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Appendix A

2023/24 Quarter 2 Revenue Monitoring

1. Overall Revenue Budget Forecast – Quarter 2

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q1 Forecast Variance
	£m	£m	£m	%	£m
Adult Services and Health & Wellbeing	446.426	448.587	2.161	0.48%	3.636
Education & Children's Services	250.539	256.346	5.807	2.32%	5.027
Growth, Environment & Transport	171.297	173.955	2.657	1.55%	2.182
Resources & Chief Executive Services	170.783	166.061	-4.722	-2.76%	-3.216
Grand Total	1,039.046	1,044.949	5.903	0.57%	7.629

The forecast revenue overspend of £5.903m represents a variance of 0.57% against the overall revenue budget of £1,039.046m. The forecast outturn position is subject to a number of assumptions around the anticipated profile of expenditure for the rest of the year which, as always, is difficult to predict in some demand led budget areas. This report provides details of those areas where forecast pressures exist and which are subject to detailed reviews designed to reduce costs. The focus will remain on continuing to tightly control and drive down costs wherever possible including the identification of offsetting cost reductions.

The pay offer from The National Employers for local government services (an increase of £1,925 on all National Joint Council from scale points 1 – 43 and 3.88% on scale point 44 and above) has now been agreed and has not affected the forecast pay assumptions in the Quarter 1 position. As agreed at Quarter 1 the impact of the higher than budgeted pay award has been offset from a contribution from the Transitional Reserve.

The key overspending areas remain in relation to demand led areas such as home to school transport, and children's social care. These overspends are offset partially by additional income from both grants and other income streams. Some aspects of particularly overspending areas were evident as part of the 2022/23 outturn position and will be reviewed to determine whether an adjustment needs to be made to the medium-term financial strategy.



2. Adult Services and Health and Wellbeing Directorate

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q1 Forecast Variance
	£m	£m	£m	%	£m
Disability (Adults)	5.441	5.508	0.067	1.23%	0.602
Residential & Day Care Services for Older People	-1.326	1.460	2.786	-210.08%	1.619
Total Adult Care And Provider Services	4.115	6.968	2.853	69.33%	2.221
Mental Health	37.687	38.643	0.956	2.54%	0.734
Learning Disabilities, Autism	171.409	171.729	0.320	0.19%	0.674
Social Care Services (Adults)	224.553	222.520	-2.034	-0.91%	-0.214
Total Adult Community Social Care	433.649	432.892	-0.758	-0.17%	1.193
Strategic and Integrated Commissioning & Contracts	5.320	5.217	-0.103	-1.93%	-0.047
Total Strategic and Integrated Commissioning	5.320	5.217	-0.103	-1.93%	-0.047
Quality, Contracts and Safeguarding Adults	4.845	4.908	0.063	1.31%	-0.145
Total Quality, Contracts and Safeguarding Adults	4.845	4.908	0.063	1.31%	-0.145
Quality and Improvement	1.097	1.097	0.000	0.00%	-0.004
Business Development	0.477	0.477	0.000	0.00%	0.245
Total Quality Improvement and Principal Social Worker	1.574	1.574	0.000	0.00%	0.241
Total Adults	449.503	451.558	2.055	0.46%	3.463
Public Health & Wellbeing	-71.340	-71.340	0.000	0.00%	0.000
Health Improvement	57.413	57.413	0.000	0.00%	0.000
Health Equity Welfare & Partnerships	4.801	4.801	0.000	0.00%	0.000
Health, Safety & Resilience	2.072	1.704	-0.368	-17.75%	-0.343
Trading Standards & Scientific Services	3.978	4.451	0.473	11.90%	0.517
Total Public Health	-3.077	-2.971	0.106	3.43%	0.173
Total Adult Services and Health and Wellbeing	446.426	448.587	2.161	0.48%	3.636

The total net approved budget for Adult Services and Health and Wellbeing in 2023/24 is £446.426m. The forecast outturn position at Quarter 2 is a net cost of £448.587m, resulting in an overspend of £2.161m, which is equivalent to 0.48% of



the budget. At Quarter 2 the position for the Directorate includes Public Health budgets, however from Quarter 3 this will be reported within the Growth, Environment and Transport Directorate following changes to reporting lines.

The figures presented in the table above present the net budget position, however for those services within Care and Provider Services this does not fully represent the size of the budget, as both services contain a large commissioning expenditure budget and also have significant income levels which result in the very high percentage variance. The variance is much smaller when you look at the gross spend of the service.

Adult Services – Forecast overspend £2.055m

The service continues to experience recruitment and retention difficulties and sickness absences across services increases the reliance on agency workers. Staffing shortages within in-house residential services for example require "day 1" cover, in the main is provided through agencies, where costs are higher. However, as a service the aim is to contain any required agency spend within the staffing budget envelope.

Overall, demand levels remain relatively consistent, with the notable exception of home care where demand levels continue to rise. The focus of the service over the course of 2023/24 is to implement a strength-based practice model, bring in a new procurement system to reduce the cost for home care, introducing a new financial scheme of delegation to ensure tighter financial controls and identifying where support offered by the voluntary, community and faith sector can replace more costly, specialist social care support.

Savings progress

In 2023/24 Adult Services have savings of c£37m to deliver, which are a combination of delayed savings and proposals that were agreed by Full Council in February 2023. The savings have been identified and will be delivered against a challenging background of growing needs of an ageing and increasingly disabled (physical and emotional) adult population as identified by the Director of Public Health in his annual report, as well as the precarious nature of the care market.

In order to deliver the savings programme, the Directorate has a governance structure which includes the Adult Finance Board, to ensure the service monitors progress and mitigates, where possible, any risk linked to the delivery of savings.

One of the identified savings proposals is about how the service reduces demand. Benchmarking data shows that when compared to other similar authorities, Lancashire is not approached by proportionately more people. Of those who do come forward, the county council continues to over-prescribe long-term social care packages of support. Local Authorities that perform better typically have a stronger preventative offer and make greater use of community provision funded within the voluntary community and faith sector as an alternative to formal packages of care.

From an adult social care perspective, they generally also deliver a strength-based social care practice model which is something that has been piloted in Lancashire and due to be implemented county wide in 2023/24.



Pressures linked to the care market

Issues impacting on the budget which are increasingly difficult to control/manage include the Fair Cost of Care, an exercise all authorities were required to complete in readiness for social care reform in 2023 to support market stability and resilience. Many of the reforms are now delayed until 2025/26 however the Fair Cost of Care exercise has been used to inform the provider fee increases for 2023/24. Authorities will be required to publish the results of their Fair Cost of Care exercises, and this is highly likely to illustrate that most councils are not always able to fund to a level acceptable to the care market, thereby impeding market sustainability. We have assumed that the funding provided from government will cover the extra cost pressures associated with increasing the prices paid to our providers associated with the social care reforms.

The council continues to experience challenge in securing care in some parts of the county due to rurality for example, and some types of care i.e. nursing home provision for older people requiring support for their mental health. We are trialling, with the NHS, the use of some of our in-house provider care home beds for this purpose and whilst numbers are still quite modest the outcomes for the individuals are better and cost savings have been identified. This is enabling people to return from high cost out of area placements and long stay institutional settings which is beneficial to the person and reduces cost. Our Director of Health and Care for Lancashire intends to progress this through the Integrated Care Board.

Budget pressures continue to be experienced primarily in the cost of home care for all adults including older people and those with mental health or learning disability. The county council is also being approached to meet the increasing costs from providers arising through increases in fuel and energy costs and are under considerable pressure from the market to provide additional financial support. In some instances, due to staffing problems and cost pressures, homecare providers are declining business resulting in a reliance on non-framework higher cost provision.

Income generation

The overall position for the Directorate includes an over-recovery of income in some areas, particularly performing well in relation to direct payment clawback. Work continues with the NHS to achieve better value for money by working together and, where appropriate, to pool budgets. As part of service delivery, joint funding from the NHS, service user income and direct payment clawback are part of day-to-day operational activity, with levels of income increasing, partially due to additional demand levels and also due to improved business processes and collaborative working. This will continue to be monitored and reported in future reports and forms part of next year's savings proposals as there is more work to do.

The forecast position includes the application of various elements of grant income, some of which was not budgeted for, and therefore provides additional support to the Adult Services budget where eligible expenditure has been incurred.



Public Health & Wellbeing – overspend £0.106m

The total budget for Public Health & Wellbeing Services in 2023/24 is a net income budget of (£3.077m) as it includes the ring-fenced Public Health Grant of £74.572m. The service is reporting a forecast overspend of £0.106m at the end of Quarter 2.

Public Health functions have been re-aligned to service delivery priorities establishing the Health Improvement service allowing the Health, Equity, Welfare and Partnership service to focus on improving health and wellbeing by addressing the wider determinants of health, together with welfare benefits advice and also the county council staff employee support for health and wellbeing. In addition, the Health, Equity, Welfare and Partnership service will retain working to support stronger and safer communities through partnership working, addressing community safety and domestic abuse by working directly with communities and through volunteering, to improve health and wellbeing outcomes.

As the Public Health Grant is ring-fenced any underspend occurring in year is transferred to the Public Health Grant Reserve re-invested into the service. The total contribution into the reserve from underspending budgets is £4.575m offset by contributions from the reserve of £6.091m resulting in a net reduction in the reserve of £1.516m.

Public Health and Wellbeing – Forecast to breakeven

The Public Health and Wellbeing budget is underspent as the Contained Outbreak Management Fund (COMF) monies have been used to meet employee costs as appropriate. This service block shows a breakeven position as all unspent Public Health Grant will be transferred into the reserve (£1.899m).

Health Improvement – Forecast to breakeven

The new Health Improvement service is working to improve health and wellbeing by focusing on healthy lifestyle risk factors: healthy weight, tobacco, physical activity, sexual health and substance use. It also supports people by commissioning a range of support services e.g. complex needs housing support, detox and rehabilitation and public health mental health and wellbeing. The Team also delivers the contract management function on behalf of public health. The service is forecast to breakeven following a net contribution to the public health reserve of £1.816m.

Health Equity, Welfare & Partnership – Forecast to breakeven

Although a breakeven position is reported for the service, it is important to note that this includes a contribution to the Public Health Grant Reserve for service budgets that have underspent. After a contribution from the Contain Outbreak Management Fund of £0.411m for staffing costs and underspending on commissioned services, the year-end net contribution into the reserve is £0.860m.

Health, Safety & Resilience – underspend £0.368m

The net underspend position is as a result of some income targets overachieving, particularly across health safety and quality and the health protection team.



Trading Standards & Scientific Services –overspend £0.473m

Trading Standards & Scientific Services forecast to overspend due to budget pressures on closed landfill sites, environmental testing, one-off and recurring costs of ICT system replacement and upgrade.



2. Education and Children's Services Directorate

Service Area	Net Budget £m	Net Forecast Outturn £m	Net Forecast Variance £m	Net Forecast Variance %	Q1 Forecast Variance £m
Front Door, Assessment & Adolescent Services	11.455	11.532	0.077	0.67%	-0.062
Family Safeguarding	14.073	16.122	2.050	14.56%	2.066
CSC: Looked After Children/Leaving Care	127.050	129.643	2.593	2.04%	1.782
Fostering, Adoption Lancashire Blackpool & Residential	39.079	40.411	1.332	3.41%	1.309
Family Safeguarding Project	0.023	0.021	-0.002	-10.83%	-0.003
Total Children's Social Care	191.680	197.729	6.048	3.16%	5.092
Inclusion	8.411	8.576	0.166	1.97%	0.471
Children and Family Wellbeing Service	20.796	18.599	-2.197	-10.56%	-1.825
Cultural Services	11.869	12.568	0.700	5.90%	0.363
Education Improvement 0-11 to 11+-25 (Combined)	4.793	6.321	1.528	31.89%	1.417
Total Education & Skills	45.868	46.065	0.197	0.43%	0.426
Safeguarding, Inspection & Audit	15.976	15.893	-0.083	-0.52%	-0.061
Education & Children's Services Central Costs	-5.039	-5.042	-0.003	-0.07%	0.000
Total Education and Children's Services	10.937	10.851	-0.086	-0.79%	-0.061
Policy Info & Commission Start Well	2.054	1.701	-0.352	-17.16%	-0.430
Total Policy Commissioning and Children's Health	2.054	1.701	-0.352	-17.16%	-0.430
Total Education and Children's Services	250.539	256.346	5.807	2.32%	5.027

The total net approved budget for Education and Children's Services (ECS) in 2023/24 is £250.539m. As at the end of September 2023, the service is forecast to overspend by £5.807m, an increase in overspend of £780,000 compared to Quarter 1.

Children's Social Care – Forecast overspend £6.048m

The largest areas of spend within the Children's Social Care Service are for residential and fostering placements for children in our care and social work teams, with activity cutting across a number of service areas.

Residential and fostering placements (including in-house residential provision) are forecast to overspend by c£400,000.



Overall, there has been a decrease in the number of children looked after over the last 2 to 3 years and on average the number of children entering care has fallen since September 2020 from 2,133 to 1,792 in September 2023, a reduction of 341 (c16%).

The fall in numbers of children looked after over this period is largely due to the impact of the implementation of Lancashire Family Safeguarding in February 2021, focus on ending Care Orders for children placed with parents and more recently the work being undertaken to improve the county council's response to teenagers at risk of being received into care. Whilst there was some early delivery of Lancashire Family Safeguarding savings in 2021/22 the number of new entrants aged 0-12 was above the level required to deliver budgeted recurring savings during the early part of 2022/23, and although new entrants reduced during the latter half of that year and have been better than target to date in 2023/24, under delivery of savings of c£1.500m is anticipated in 2023/24. This is an improved position compared to Quarter 1.

Whilst the total number of children looked after has fallen the cost of agency residential placements has increased significantly since September 2021. This is in largely due to the extremely complex needs that children being received into care are presenting with, alongside a national care crisis resulting in an increase in the average costs of these placements.

The service is undertaking a range of activity to address placement sufficiency and to ensure more children can be cared for within families wherever possible. Where this is not possible, more children will be placed in local authority owned children's homes. For example, innovative approaches are being explored that would enable the county council to recruit and support more foster carers who could provide homes for children aged 13 and over, who can present some challenges to traditional foster carers. This, along with other mechanisms, could increase in-house fostering sufficiency and reduce dependency on the agency fostering market and residential settings. In house residential services have significantly increased occupancy rates, to 96%, and the programme to increase the number of in-house homes continues, with the first home awaiting inspection by Ofsted and works on the second due for completion in November 2023.

All high cost and same day placements are subject to an approval process that brings Heads of Service together with the Director of Children's Social Care to discuss alternative options for these children. At times this results in children remaining at home or children being matched to in-house foster carers or children's homes who may have otherwise been discounted. Where a high-cost placement is required, supplier costs are scrutinised and challenged using a nationally recognised care costing tool. Alongside this it is anticipated that two of the new council run children's homes will meet some of this demand for children with disabilities. These actions have slowed down growth in agency residential placements during 2023/24.

Forecast overspends on social work and other teams including staff related costs of c£2.100m are in large part due to the use of agency and managed service staff to fill vacant posts. However, all managed teams have now ceased, and the number of agency staff reduced by 26.00 FTE since the end of Quarter 1.

The budget for the Children's Social Care Service also covers other allowances, payments and assistance to families. Payments relating to assistance to families (Section 17), family support and other support for children looked after and children with disabilities, are forecast to overspend by c£4.500m which is an increase of £1.600m compared to 2022/23. This is an area of spend which saw also significant increases during 2022/23 particularly in the latter half of the year. The forecast assumes early delivery of c£250,000 of savings relating to reductions in Section 17 spend proposed to be delivered from 2024/25 to support bringing down the overspend position.

A new Section 17 procedure has been launched which highlights a range of universal services that should be utilised instead of Section 17 funds. A large proportion of the spend relates to providing housing for families where housing have discharged their duties and for independent assessments within proceedings. Task and finish groups have been set up to report on how these costs could be reduced.

Largely offsetting variances from budget for other allowances and payments are detailed below.

- A forecast overspend of c£700,000 on Special Guardianship Orders (SGO's) is largely due to higher uplifts than budgeted for.
- Regular payments are forecast to overspend by c£250,000 although this is a reduction in spend compared to 2022/23.
- Direct Payments for children with disabilities is forecast to overspend by c£200,000 although this is also a reduction in spend compared to 2022/23.
- Overspends of c£150,000 are forecast for Staying Put.
- Child Arrangement Orders (CAO's) are forecast to underspend by c£750,000 which is a reduction in spend compared to 2022/23.
- Leaving Care allowances are forecast to underspend by c£500,000 which is broadly in line with the position in 2022/23.

Education and Skills – Forecast overspend £0.197m

Inclusion - Overspend £0.166m

Forecast overspends are largely relates to the Specialist Teaching Service which is forecast to under recover income by c£450,000 offset by staffing underspends c£150,000. There have been difficulties in recruiting teaching staff to the service in previous years as the posts require specialist qualifications, however some appointments have recently been made, with all specialist teacher roles now filled. The staff are making a difference in the role they play in supporting schools and providing the right interventions and information for children. Staffing levels have a direct impact on income.

The remainder of the service is forecast to underspends by c£300,000 on staffing offset by overspends of c£150,000 on non staff costs.

Children Family and Wellbeing Service (CFW) – Underspend £2.197m

Forecast underspends of c£1.100m relate to staffing due to vacancies across the service, c£0.800m to additional Supporting Families Programme funding and



c£300,000 to operational costs. Underspends on CFW are being used to offset pressures across the Education and Children's Services budget.

Cultural Services – Overspend £0.700m

Forecast overspends of c£270,000 relate to staffing, c£150,000 to non-staff costs and c£280,000 to under recovery of income across the service. Work is ongoing regarding income targets in particular for both Lancashire Outdoor Education and Lancashire Music Service.

Education Improvement - Overspend £1.528m

Forecast overspends of c£2.350m relate to under recovery of income across the service. This is due to some schools opting out of the advisory service offer and ongoing pressures on some income generating services including Governor Services and the Professional Development Service, with pressures on school budgets affecting buy-back of services.

The above overspends are partly offset by forecast underspends on non-staff costs of c£650,000 and c£150,000 on staffing.

The review of the service continues to be undertaken in light of the reduction of the number of schools currently buying into the service and competition from other organisations. The service is looking at what savings can be made through a restructure. This will align the service to the current market and school needs rather than previous needs. The service is also looking at expanding into other markets such as traded Attendance Support and marketing advisor support to schools beyond Lancashire.

Policy Commissioning and Children's Health – Forecast underspend £0.352m

Policy, Information and Commissioning Start Well – Forecast underspend £0.352m

Forecast underspends relate to staffing the delivery of additional savings relating to the use of c£300,000 of resettlement grants within services which align to activity set out within grant funding criteria.

3. Growth, Environment and Transport Directorate

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q1 Forecast Variance
	£m	£m	£m	%	£m
Waste Management	77.654	76.506	-1.148	-1.48%	-1.148
Highways	17.678	14.906	-2.773	-15.68%	-2.753
Public & Integrated Transport	64.559	71.375	6.816	10.56%	6.254
Customer Access	3.692	3.489	-0.203	-5.50%	-0.079
Total Highways and Transport	163.583	166.275	2.693	1.65%	2.273
Business Growth	0.476	1.171	0.694	145.74%	0.481
Strategic Development	3.391	2.585	-0.806	-23.78%	-0.657
LEP Coordination	0.071	0.213	0.142	200.15%	0.124
Estates	0.664	0.714	0.050	7.53%	-0.007
ED Skills	0.003	0.014	0.011	386.25%	-0.001
Total Growth & Regeneration	4.605	4.696	0.091	1.98%	-0.060
Planning and Environment	3.110	2.983	-0.126	-4.06%	-0.032
Total Environment & Planning	3.110	2.983	-0.126	-4.06%	-0.032
Total Growth Environment Transport	171.297	173.955	2.657	1.55%	2.182

Highways & Transport – Forecast Overspend £2.693m

The total net approved budget for Highways and Transport in 2023/24 is £163.583m and the forecast outturn position is an overspend of £2.693m.

Waste Management – Forecast Underspend £1.148m

Forecast underspends of c£1.600m relate to expected additional income for recycled materials however prices are volatile and driven by market conditions and will be kept under review throughout the year.

Partly offsetting this are forecast overspends of c£700,000 on the cost of waste disposal. As highlighted in the 2022/23 outturn report, processes at Thornton Waste Recovery Park that reduce the amount of waste that needs to be sent for disposal suffered unplanned down time during 2022/23. As a result, more waste needed disposal than had been budgeted for. The issues which caused the unplanned downtime are expected to be resolved in Summer 2023, consequently there has also been more waste requiring disposal than budgeted for in 2023/24.

Highways – Forecast Underspend £2.773m

A detailed review of the large demand led income budgets including parking and bus lane enforcement, developer support and work undertaken by utility companies



shows an overall forecast underspend of c£1.500m. Using a combination of early data for 2023/24 and the outturn from 2022/23, the review shows a large forecast under recovery of income on parking and bus lane enforcement. However, this is more than offset by forecast over recovery of income from both utility companies and housing developers. Options to increase pay and display charging in high volume areas continue to be explored as a previously agreed saving is still to be delivered. An income shortfall on bus lane enforcement is due to less people being fined for using bus lanes illegally. Bus lane restrictions have now been in place for some time and consequently public awareness has increased. As stated above these income streams are demand led and will be kept under review throughout the year.

Further underspends of c£400,000 relate to public realm agreement payments to District and Parish Councils for work they undertake on the county council's behalf. This budget was increased in 2022/23 with some of that increase allocated whilst some remains unallocated.

The remainder of the forecast relates to staffing with underspends within school crossing patrols and the use of transitional reserves to cover additional pay costs resulting from the pay award offer.

Public and Integrated Transport (PIT) – Forecast Overspend £6.816m

The most significant budget pressure within this service, of c£6.400m, relates to the costs of home to school transport, mainly for children with special educational needs. In the 2022/23 academic year an overspend of c£5.000m was reported largely due to significant increases in passenger numbers and journey distances in line with best practice as outlined in statutory guidance in relation to maximum periods that a child should spend being transported (45 minutes for primary and 75 minutes for secondary school children). The timing of these increases means that the impact has not been reflected in the budget for 2023/24. Despite being a significant overspend compared to budget there is still a degree of uncertainty around the forecast depending on the changes in passenger numbers in the 2023/24 academic year from September 2023. Work is being undertaken to identify how cost pressures can be mitigated going forward.

Bus stations are expected to overspend by c£500,000 due to a combination of inflationary cost pressures mainly relating to utility price increases which will be addressed in the 2024/25 medium term financial strategy, increased security costs, particularly at Preston bus station, and an income pressure due to departure charges not increasing in 2023/24 (and in previous years). Focus remains on increasing bus patronage following the pandemic which is supported by additional grant from the Department for Transport, and as such it is not appropriate to increase charges to bus operators at this time. The forecast position includes the transfer of Chorley Bus Station.

Fleet services are forecast to overspend by c£400,000. There are several factors contributing to the overspend including a reduction in the amount of external work being undertaken despite the service attracting some new customers recently, as well as increasing the number of MOT tests undertaken.

Concessionary travel is forecast to underspend by c£500,000. In the past 2 to 3 years the county council has reimbursed operators based on pre-pandemic passenger numbers. Government advice has been subject to change in this area, but the latest guidance suggests either continuing to pay at pre-pandemic levels or tapering down support, but that if support is reduced the resulting saving is used to fund additional bus services. Payments are expected to continue throughout 2023/24 at 90% of pre-pandemic levels (or actuals if they are greater than 90%) and c£1.500m is forecast to be transferred to reserves to fund spend on bus services. Historically, prior to the pandemic, the service underspent by approximately £1.500m and whilst a saving of £1.000m has been taken in 2023/24 an underspend is still expected.

Customer Access – Forecast underspend £0.203m

The forecast reflects that some staff within the service have been working on the implementation of a new system which will provide greater automation and an improved experience for the customer. As this is a new system this time is chargeable to the capital budget and whilst it has been necessary to backfill some posts, not all have been backfilled, resulting in a non-recurrent underspend.

Growth and Regeneration – Forecast overspend of £0.091m

The total net approved budget for Growth and Regeneration in 2023/24 is £4.605m and the forecast outturn position is an underspend of £0.060m.

Business Growth – Forecast overspend £0.694m

The forecast overspend largely relates to non-delivery of savings targeting additional income from the Lancashire County Developments Limited Business Parks and securing increased contributions from unitary and district council partners. Savings of £700,000 are included in the budget for 2023/24 and the position shows that efforts are being made to mitigate the non-delivery of savings, with action taken across Growth and Regeneration to reduce expenditure which is expected the result in no significant overspend from budget.

Strategic Development – Forecast Underspend £0.806m

The forecast underspend mainly relates to a combination of staffing and operational spend on the major project team which will offset the budget pressure forecast for Business Growth and LEP Coordination.

LEP Coordination – Forecast Overspend £0.142m

The forecast overspend is due to an income shortfall and will ultimately be addressed as part of the integration of the LEP into the upper tier authorities.

Environment and Planning – Forecast Underspend £0.126m

The total net approved budget for Environment and Planning in 2023/24 is £3.110m and the forecast outturn position is an underspend of £0.126m.

Planning and Environment – Forecast Underspend £0.126m

Overall, no significant variance from budget is forecast at Quarter 2, however, there are offsetting under and overspends across the service with underspends forecast



on staffing due to several vacant posts offset by reduced capital recharger income as a number of these vacancies would deliver capital projects.

Several vacant posts will be recruited to soon to help with project delivery following the County Council's recent success in securing large capital grants for active travel and public transport schemes.

Other variances to budget include an operational overspend on public rights of way of c£100,000. New ways of managing the operational overspends on countryside and public rights of way are therefore under consideration. The pressures are offset by c£50,000 of additional income.



4. Resources Directorate and Chief Executive Services

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q1 Forecast Variance
	£m	£m	£m	%	£m
Corporate Budgets (Pensions & Apprenticeship Levy)	6.541	6.541	0.000	0.00%	0.010
Corporate Budgets (Treasury Management)	40.674	40.674	0.000	0.00%	0.000
Resources	3.611	0.661	-2.950	-81.69%	-3.008
Total Resources	50.825	47.876	-2.950	-5.80%	-2.998
Lancashire Pension Fund	-0.002	-0.003	-0.001	-37.01%	-0.001
Exchequer Services	4.872	4.734	-0.138	-2.83%	-0.162
Financial Management (Development and Schools)	0.023	0.171	0.148	644.32%	0.193
Financial Management (Operational)	1.822	1.824	0.002	0.10%	0.120
Corporate Finance	8.519	7.489	-1.030	-12.09%	-1.064
Payroll Services	1.127	1.119	-0.008	-0.70%	-0.023
Procurement	2.779	2.730	-0.048	-1.74%	-0.014
Internal Audit	1.098	1.005	-0.093	-8.43%	-0.066
Total Finance Services	20.237	19.070	-1.167	-5.77%	-1.017
Service Assurance	22.652	23.611	0.959	4.23%	0.702
Digital Business Engagement	2.663	2.359	-0.305	-11.44%	-0.099
Design & Implement	5.477	5.732	0.254	4.64%	0.254
Operate	3.897	4.084	0.187	4.80%	0.322
Architecture	1.104	0.958	-0.146	-13.19%	-0.146
Total Digital Service	35.794	36.744	0.950	2.65%	1.033
Corporate Strategy And Policy	0.220	0.058	-0.162	-73.68%	-0.162
Facilities Management	30.377	30.261	-0.115	-0.38%	1.279
Asset Management	9.016	8.489	-0.527	-5.84%	-0.323
Business Intelligence	1.567	1.603	0.036	2.29%	0.035
Total Strategy and Performance	41.180	40.412	-0.768	-1.87%	0.830
Coroner's Service	2.509	2.923	0.414	16.51%	0.389
Legal and Governance Services	17.000	17.251	0.251	1.48%	0.145
Registration Service	0.013	-0.013	-0.026	-203.53%	-0.061
Total Law & Governance	19.522	20.161	0.639	3.28%	0.473
Programme Office	1.380	1.566	0.186	13.51%	0.003
Organisational Development	0.711	0.646	-0.065	-9.18%	-0.065
Total Organisational Development and Change	2.091	2.212	0.121	5.80%	-0.062
Human Resources	2.760	2.648	-0.112	-4.06%	-0.095
Skills Learning & Development	3.305	3.163	-0.142	-4.31%	-0.079
Total People Services	6.065	5.811	-0.254	-4.19%	-0.174
Communications	1.503	1.399	-0.104	-6.90%	-0.126
Total Communications	1.503	1.399	-0.104	-6.90%	-0.126
Total Resources	177.217	173.685	-3.532	-1.99%	-2.042



Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q1 Forecast Variance
	£m	£m	£m	%	£m
Chief Executive	2.104	1.085	-1.019	-48.44%	-1.003
Corporate Budgets (Funding and Grants)	-8.538	-8.709	-0.171	-2.00%	-0.171
Total Chief Executive Services	-6.434	-7.624	-1.190	-18.50%	-1.174
Total Resources and Chief Executive Services	170.783	166.061	-4.722	-2.76%	-3.216

Resources – Forecast underspend £2.950m

The underspend relates to contingency and other central budgets which are normally utilised in year that have been held back in view of the in-year challenges facing the Council.

Corporate Budgets (Treasury Management) – Forecast to break-even

Whilst a break-even position is forecast, this contains the assumption that if there is under-delivery on the £9m budget saving for treasury management will be offset by reserves as per the agreed budget decision, however it is not known at this stage in the financial year whether this will be required.

Financial Services – Forecast underspend £1.167m

Exchequer Services – Forecast underspend of £0.138m

The forecast underspend predominantly relates to staffing as a result of vacancies that the service is experiencing and an overachievement of income. This is offset in part by overspends on ICT expenditure.

Financial Management (Development and Schools) – Forecast Overspend £0.148m

The forecast overspend relates to staff cost pressures and the under – recovery of income. This pressure is partially offset by underspends across operational budgets.

Corporate Finance – Forecast underspend £1.030m

The underspend largely relates to early delivery of a saving relating to contributions to the insurance provision. This saving was taken following a review of the provision level, meaning it was possible to deliver this saving early to support the overall pressure on the county council revenue budget position forecast for 2023/24.

Digital Services – Forecast overspend £0.950m

The total net approved budget for Digital Services in 2023/24 is £35.794m. As at the end of September 2023, the service is forecast to overspend by £0.950m. The most significant forecast variances are explained below.

- Forecast underspends of c£1.000m relate to staff costs and vacant posts offset by c£800,000 to cover the cost of contractors and commissioning work from external providers/consultants. The service continues to experience difficulties in recruiting staff. Underspends are further offset by forecast under



recovery of income of c£800,000 due to fewer requests for chargeable one-off change projects as opposed to business-as-usual work.

- Forecast overspends of c£100,000 relate to renewals (payments to third party suppliers for maintenance, support and licences). Of this overspends of £1.300m for Oracle licences are partly offset by non-recurring underspends on managed security operations of c£550,000 and underspends of c£650,000 across various other renewals. Additional funding of £756,000 was included in the budget from 2023/24 for managed security operations, however, the contract is expected to commence later in the year.
- Education Services is forecast to overspend by c£200,000 following a fall in the number of schools buying back services, in particular broadband, and the cessation of provision of some other products/services in 2022/23.
- Forecast overspends of c£100,000 relate to various other expenditure and income across Digital Services.

Strategy and Performance – Forecast underspend £0.768m

The total net approved budget for Strategy and Performance in 2023/24 is £41.180m. As at the end of September 2023, the service is forecast to underspend by £0.768m.

Corporate Strategy & Policy – Forecast underspend £0.162m

The forecast is non-recurring and relates to staff vacancies, with the vacant posts expected to be filled towards the end of the financial year.

Facilities Management – Forecast underspend £0.115m

Forecast overspends predominantly relate to school catering (c£1.3m), as highlighted in the 2022/23 outturn report the service has faced unprecedented inflationary increases in their two main cost areas namely salary and food costs. To try to mitigate the financial position the service has taken a number of actions including increasing the selling price of meals in conjunction with school meal funding since April as part of their annual price review and are continuing to look at menu options and product changes to make cost savings without affecting the quality of the meals provided and will continue to do so throughout the year. Despite this the size of the inflationary increases means there is still a significant budget pressure remaining in-year, but it is anticipated that the actions being identified will significantly reduce the scale of the financial challenge from 2024/25.

Offsetting this are lower than budgeted costs across the centralised property portfolio. Whilst we have seen a significant increase in property running costs particularly around gas and electricity, provision was made in the budget for these and other costs have not risen as much as was assumed, and so the overall forecast is likely to underspend. As we are only halfway through the year this position is still subject to change and will be monitored closely through the rest of the year, in particular spend on repairs and maintenance which can be particularly volatile.



Asset Management – Forecast Underspend £0.527m

Underspends relate to staffing as there are still many vacant posts across the service. Work is ongoing to recruit to these posts and the variance will depend on how quickly they are filled.

Further underspends relate to street lighting energy. We have seen large increases as expected across energy budgets; however, they have not been as high as originally forecast. There has also been some reduction in consumption as some lights have been replaced with more energy efficient alternatives.

Partly offsetting these is an overspend on the property design and construction service. This team are income generating, predominantly delivering capital projects and work for schools and their income is generated based on fees earned from the projects delivered each year and as such can vary significantly. There is still some uncertainty as to exactly what projects will be delivered in the second half of 2023/24 and this will be kept under review throughout the year.

Law and Governance – Forecast overspend £0.639m

The total net approved budget for Law and Governance is £19.522m. As at the end of September 2023, the service is forecast to overspend by £0.639m.

The figures presented in the table above present the net budget position, however for the Registrars Service this does not fully represent the size of the budget, as the service contain a large expenditure budget and also has significant income levels which result in the very high percentage variance, however the variance is much smaller when you look at the gross spend of the service.

Coroners – Forecast overspend £0.414m

The rise in number of referrals continues and is compounded by the rise in costs in toxicology, funeral directors, and charges from the trust for storage. In addition, to these rises the service has had to enter into a new contract agreement to deliver CT scanning post-mortems which has increased the pressure on the budget.

The forecast overspend includes the anticipated pay award for National Joint Council (NJC) staff and the Joint Negotiating Committee for Coroners, of 3.5%.

Legal and Governance Services – Forecast overspend £0.251m

The forecast overspend at Quarter 2 is mainly due to income pressures across various areas within the service, slightly offset by some staffing underspends.

Organisational Development and Change – Forecast overspend £0.121m

The total net approved budget for Organisational Development and Change in 2023/24 is £2.091m. As at the end of September 2023, the service is forecast to overspend by £121,000 due to staffing budget pressures in the Programme Office.



People Services – Forecast underspend £0.254m

The total approved net budget for People Services in 2023/24 is £6.065m. As at the end of September 2023, the service is forecast to underspend by £254,000 largely due to overachievement of income and small staffing underspends.

Communications Service – Forecast underspend £0.104m

The forecast underspend for the Communications Service relates to staffing costs, partially offset by overspends on ICT related costs.

Chief Executive Services – Forecast underspend £1.190m

The total net approved budget for Chief Executive Services in 2023/24 is -£6.434m and the forecast outturn position is an underspend of £1.190m. The reason this service has a negative budget is due to a budgeted contribution from the Transitional Reserve relating to the overall financial gap for the county council revenue budget.

The underspend relates to contingency and other central budgets normally utilised in year which have been held back in view of the in-year challenges facing the Council.



Appendix B

The County Council's Capital Financial Position

2023/24 Quarter 2

Capital Programme Monitoring – October 2023

1. Introduction

In February 2023 an indicative Capital Delivery Programme of £239.859m was agreed at the Full Council budget meeting. This delivery programme figure was revisited following confirmation of the final 2022/23 slipped delivery figures and along with subsequently approved additions and re-profiling of the programme have decreased the in-year programme to £156.713m. This figure will form the basis of the capital programme monitoring throughout the rest of the financial year.

The delivery programme is shown in section 2 split by block. The delivery programme has been agreed with service heads and corresponds to the additional monies requested through the February 2023 budget setting process as well as reflecting current issues around the delivery of large-scale projects.

This year the teams responsible for capital delivery are on track to deliver:

- Improvement works to over 100 schools including some large-scale expansions to build additional capacity.
- Improvement works to the value of £45m on the county's highways network on highways, footpaths street lighting and bridges including flood prevention and repair work.
- Investment in new roads and improved junctions as well as increasing safer travel routes, road safety schemes and increasing access to active travel routes including cycle routes throughout the county.
- Improvements to Bus services through provision of new bus stops and laybys including increasing accessibility at bus stops to allow inclusive travel access.
- Investment in projects aimed at the economic regeneration of the county and increasing employment opportunities.
- Investment in replacing the county's fleet of vehicles looking to lower emissions where possible with the use of electric vehicles and charging points.
- Improvements in the county's building assets which include office bases and service delivery buildings but also older peoples and children's homes.
- Works funded by housing developers to mitigate the impact of their development and to allow for sustainable housing provision in the county.

The project and programme managers will be held accountable to continue to be on track to deliver their forecast outputs using the following actions:

- Detailed monitoring of the delivery programme throughout 2023/24 to ensure variances are reported in a timely manner and a robust level of challenge is provided to programme and project managers to ensure delivery remains on track
- Use of the budgetary control facilities in the new Oracle Fusion system.
- Monitoring of projects to measure the on-going effect of price increases between project design and project delivery.
- Performance reports developed to enable the capital board to undertake this monitoring and challenge.

2. Delivery Programme

Table 1 – 2023/24 Capital delivery programme by block

Service Area	Delivery Programme agreed Feb 23	Changes to planned delivery	Total Delivery Plan for Monitoring
	£m	£m	£m
Schools (including DFC)	29.602	-0.953	28.649
Highways	48.650	-2.995	45.655
Transport	22.001	-3.363	18.638
Externally Funded Schemes	0.934	3.110	4.044
Central Systems & ICT	6.555	-0.543	6.012
Adult Social Care	16.715	1.459	18.174
Corporate - Property	18.500	-8.725	9.775
Economic Development	77.250	-64.566	12.684
East Lancs Levelling Up Fund	0.000	6.783	6.783
Vehicles	4.500	-1.201	3.299
Transforming Cities Fund	15.152	-12.152	3.000
Grand Total	239.859	-83.146	156.713

The current delivery programme has been set and is made up of the Cabinet agreed 2023/24 budget and an expected delivery amount for prior year schemes. The total delivery programme is £156.713m. The forecast spend for 2023/24 is £157.666m, giving a variance against the delivery programme of £0.953m, c0.60%. The variance is primarily the result of a small amount of earlier than planned delivery on agreed schemes and not overspends on projects. Table 2 shows the delivery plan and forecast spend by block and a detailed narrative by block is provided in section 4.

3. Delivery Programme

Table 2 – 2023/24 Capital outturn forecast by block

Service Area	Total delivery programme for 2023/24	Spend to date	Total Forecast spend	Forecast Variance
	£m	£m	£m	£m
Schools (exc DFC)	26.340	17.570	28.426	2.086
Schools DFC	2.309	0.000	3.309	1.000
Highways	45.655	26.523	43.642	-2.013
Transport	18.638	11.096	17.267	-1.371
Externally Funded	4.044	2.261	4.011	-0.033
Central Systems & ICT	6.012	4.269	5.386	-0.626
Adults Social Care	18.174	18.174	18.174	0.000
Corporate - Property	9.775	4.102	9.567	-0.208
Economic Development	12.684	5.499	10.806	-1.878
East Lancs Levelling Up Fund	6.783	0.498	6.783	0.000
Vehicles	3.299	1.301	2.148	-1.151
Transforming Cities	3.000	3.647	8.147	5.147
Totals	156.713	94.940	157.666	0.953

The forecast outturn spend for 2023/24 is £157.666m and funded from a combination of borrowing (£39.855m), Grants (£110.067m) and Contributions (£7.744m).

A more detailed narrative on the key items making up the variances by block can be found below in section 4 of the report.

4. Detailed Narrative

The forecast outturn variances by block from the budget for delivery in 2023/24, with comments by programme or significant project are as follows:

Schools (including Devolved Formula Capital (DFC))

The Schools capital programme (including DFC) has a 2023/24 delivery plan of £28.649m. Forecast outturn as of October 2023 is £31.735m, a variance of £3.086m.

A summary of the programmes within the Schools block is given below.

Basic Need Programme

The purpose of the basic need programme is to increase school pupil places in targeted areas via grant funded school expansions or new school build projects. There is an expectation of high delivery across basic need schemes in 2023/24, with the majority of projects progressing well. A conservative delivery plan was entered, with a contingency amount moved into next year, and so there is a risk of additional delivery across a number of projects.

Works have continued into this year on a new primary school commissioned to be built at the former Higher Standen site in Clitheroe. The new school opened to schedule in September 2023, with the project now in the defects liability period. This project has progressed well, resulting in a forecasted additional delivery variance of £0.431m. The expansion at Colne Primet academy is also due for completion within this financial year. This has resulted in an additional delivery variance of £1.058m. If this project manages to complete without delay, the additional delivery variance may increase to £1.751m. The construction works at Broughton-in-Amounderness CE primary school have completed and the project is now in the defects period, this is ahead of the conservative delivery estimate and so has an additional delivery variance of £0.498m. Works at Clitheroe Bowland high school are due to complete on time, with the contractor scheduled to erect steelwork at the school in November. The main risk to this project is the weather, which could result in the required crane being unable to operate.

There are two 2023/24 commissioned projects still working through early design and tender approval phases. Of these basic need feasibility projects, there is a forecasted slipped delivery variance of -£0.724m. There has been a delay in the feasibility works at Lea community primary school as planning consent is required, which has pushed back planned commencement from October 2023 to a target of January 2024. Works at Longridge high school are also delayed with the latest planning due to go to committee in December 2023 with works to start on site in January 2024, resulting in a slipped delivery variance of -£0.400m.

Condition Programme

The condition programme delivers a variety of grant funded works to address priority condition issues at school buildings. Due to the push on basic need schemes this financial year, there has been a reduced forecast on the delivery of school condition projects in year.

Work on condition projects is mostly undertaken during periods of school closure at termly breaks. Many projects progressed well over the summer, however with few school breaks remaining and the risk of adverse weather over the winter period, there is an overall forecasted slipped delivery variance of -£0.201m. Planned delivery is liable to change once contractors are engaged and work timetables agreed or when projects get to site, and unforeseen issues are exposed.

Roof replacement works at Morecambe Sandylands primary school are expected to incur a saving of -£0.417m. The project is currently in the defects stage with costs yet to be finalised.

A recent discovery that reinforced autoclaved aerated concrete (RAAC) can become crumbly over time and prone to collapse has resulted in urgent RAAC specialist surveys to be conducted in schools. A project has been set up to cover RAAC surveys for schools in Lancashire with a primary budget of £0.020m. There is a potential risk that results of the surveys may show urgent work required in schools, which could cause significant impact on the delivery plan.

Devolved Formula Capital (DFC)

The DFC programme is a grant funded programme for small to medium capital projects. It is allocated to schools on a formula basis by the DfE in order for schools to spend on capital projects within expenditure guidelines. The DFC 2023/24 allocation has been passed onto schools, with spend in line exceeding the delivery plan, and a forecasted £1.000m additional delivery variance.

Highways

The Highways capital programme has a 2023/24 delivery plan of £45.655m. Forecast outturn as of October 2023 is £43.642m, a variance of -£2.013m

Delivery of the Highways programme is progressing well, in-particular the rural programme where we are forecasting additional delivery of £0.340m. Within the traffic signal programme additional prior year schemes have been delivered following a change of contractor.

Works within the 2023/24 moss road programme are yet to be programmed and it is unlikely that this work will be done over the autumn and winter months due to the ground conditions. This is forecast to cause a slipped delivery variance of -£0.350m.

The 2023/24 footway slurry seal programme is now forecast to be delivered in 2024/25 due to contractor availability, this forecasts slipped delivery at -£0.486m.

Four schemes in the walking and cycling programme have operational delays due to having to obtain consent from the Environment Agency and also complications with landowners, slipping -£0.237m into future years.

Issues with the tender have caused a delay to works on the vehicle restraint barriers programme causing -£0.234m of delivery forecast to slip into 2024/25.

A review of how bridge inspections are carried out has led to a pause in work being commissioned, resulting in slippage of -£0.400m.

Within the storm damage programme slippage of -£0.500m is forecast across 3 schemes whilst drainage solutions and permissions are obtained. Works at Ackhurst Lodge are to be reprogrammed to 2024/25 as the opportunity to work in the river has passed, exploratory works at Bank Brow have been completed but construction works are awaiting a drainage solution. Work at Rams Clough culvert is awaiting the design to be finalised.

There are risks to the delivery across the whole programme, the increases in the cost of living is still affecting the service. Structural defect numbers remain high, the costs of which are being closely monitored. The weather is also a risk, the uncertainty over weather forecasting means planning and budgeting for certain programmes is difficult, but it also impacts on road repairs as certain types of treatment can only be done within specific temperature ranges.

Transport

The Transport capital programme has a 2023/24 delivery plan of £18.638m. Forecast outturn as of October 2023 is £17.267m, a variance of -£1.371m.

The safer roads schemes programme will see the installation of average speed cameras on five classified dangerous A roads in Lancashire. In partnership with Jenopitk, the highways teams have made excellent progress and it is expected that several of the cameras will be in use this year including those on the A581 and A588, testing permitting, ahead of schedule. This creates a forecast creating additional delivery variance of £0.343m.

A joint programme with West Lancs CC and Historic England to create the Ormskirk eastern gateway is almost complete with the 2023/24 delivery plan figure of £1.281m forecast to be spent in year which would then leave the remaining budget for the programme to cover retention fee payments in 2024/25.

In May 2023 the active travel programme was awarded a further £5.500m due to the successes to date and the quality of future plans, but it is anticipated the majority of this funding will be utilised in 2024/25. The 2023/24 delivery plan for the programme has a forecast additional delivery variance of £0.318m due to the better than expected delivery on the Sandylands Morecambe scheme.

The bus service improvement plan programme will aim to create more bus priority measures, better quality information for all passengers in more places and improved frequencies of service including evenings and weekends. A budget of £1.400m was included in the 2023/24 delivery plan, but the programme has a forecast slippage variance of -£0.464m as a number of schemes are still waiting to progress beyond the advertisement/public engagement phase.

The M55 link road programme is designed to improve links between the motorway network and the Lytham St Annes area and is now forecast to open in the first quarter of 2024/25. The new dual carriageway will relieve congestion upon the current smaller

routes in addition to supporting both the area's tourism and Blackpool airport enterprise zone. £6.000m has been included for the 2023/24 delivery plan to move on from earthworks to construction with the residual funding to be required in 2024/25 and expenditure continues to be in line with that forecast.

Externally Funded

The externally funded capital programme has a 2023/24 delivery plan of £4.044m. Forecast outturn as of October 2023 is £4.011m, a variance of -£0.033m.

The UCLAN masterplan is a project which is set to remodel the Adelphi roundabout area to accommodate a new large public square and a change to the junctions which includes the removal of the traffic signals. It is currently forecasting spend of £0.371m which is in line with the 2023/24 delivery plan. The project is now complete on site and all costs have been committed. It is planned that the project will be closed by the end of the 2023/24 financial year.

The section 278 Burnley 'town2turf' project is set to improve pedestrian access from Burnley town centre to Burnley football club area. It is currently in the construction stage and is estimated to complete in July 2024. The scheme is currently forecast to spend £2.202m in 2023/24 in line with the delivery plan, however it has been noted that it is likely to see an increase to the overall budget in order to complete in 2024/25.

The section 278 funding for the 'town2turf' public realm project has been created to assist the Burnley 'town2turf' project. It is forecasted to spend the agreed 2023/24 delivery budget of £0.239m; however, it has been noted that there could be a small risk of overspend due to limited scope of works.

Central Systems and ICT

The central systems and ICT capital programme has a 2023/24 delivery plan of £6.012m. Forecast outturn as of October 2023 is £5.386m, a variance of -£0.626m

The Oracle fusion programme is now live, and the installation work formally closed. Future operations will concentrate on maintenance and continuous improvement and will be recognised as business-as-usual revenue expenditure. The payments to suppliers up to the close down of the capital project have been on budget for this year. No further payments are expected on the capital project.

The project to upgrade the document handling service hardware, required as the previous system was no longer supported, is now completed, and utilised the full £0.031m budget for 2023/24. The on-going project to upgrade the associated software has a delivery plan of £0.186m and it is forecast that this will also be used in full in completing the work this year.

It is now forecast that the social care reform project to upgrade the Lancashire patient records system will progress in collaboration with the NHS to improve sharing of information. A delivery budget of £0.441m was included for 2023/24 although it is expected that -£0.220m will slip into next year for the final completion.

The works on the customer contact centre system have been completed using the full delivery budget of £0.147m whilst it is anticipated the delivery of the replacement of the Genesys telephony platform will partially slip into 2024/25 causing a slipped delivery variance of -£0.399m.

Adults Social Care (ACS)

The ACS capital programme has a 2023/24 delivery plan of £18.174m. Forecast outturn as of October 2023 is £18.174m, a variance of £0.000m.

The disabled facilities grant (DFG) is capital funding for the provision of home adaptations to help older and disabled people to live as independently and safely as possible in their homes. An initial allocation of £16.715m was received for the year from the department for levelling up, housing and communities (DLUHC), however an additional £1.459m allocation was received from DLUHC in August 2023 increasing the full year allocation to £18.174m. The full amount for the DFG has now been fully passported to district councils to distribute.

Corporate – Property

The corporate property capital programme has a 2023/24 delivery plan of £9.775m. Forecast outturn as of October 2023 is £9.567m, a variance of -£0.208m.

The Bowgreave rise residential care home project proposes to increase affordable extra care schemes for older people in addition to supported housing apartments for younger adults with disabilities. The construction has now come to an end and the property is currently being utilised. The forecasted spend of £0.933m is in line with the 2023/24 delivery plan. The project is due to complete this financial year.

The 3rd floor construction works at County Hall has now completed on time. The project has a forecasted underspend of -£0.060. It is on track to close within this financial year.

The general condition works which sits within the homes for older people programme includes the fittings of medical alerting systems within 15 buildings. The project is currently forecasting slippage of -£0.113m into 2024/25 as it is currently in the construction stage and delayed completion is now due in spring 2025.

The 'where our children live' scheme has an overall slipped delivery of -£0.664m. Whilst the original work was scheduled to commence in 2023/24 it is forecast that the majority of the spend will now fall into 2024/25 following a review of the deliverability of the programme.

Economic Development

The economic development capital programme has a 2023/24 delivery plan of £12.684m. Forecast outturn as of October 2023 is £10.806m, a variance of -£1.878m.

Samlesbury Enterprise Zone will be a national centre of excellence for advanced engineering and manufacturing related companies. Work is continuing into 2023/24 with works on zone B and C earthworks now progressing, expected to run from August 2023 to May 2024. This has been made possible following the removal of the remaining 4,500 tonnes of coal tar, which is to be treated and recycled for use on the Heyhouses M55 project. Work on zone D and the creation of access to plot 9 is also now approved and commenced at the end of September. The majority of the work is likely to take place in quarters 3 and 4 of 2023/24, but slippage of -£0.964m is forecast for part of the work to now fall into 2024/25.

The grant funded low carbon investment projects has a delivery plan of £0.463m as work progresses to identify energy savings options in council buildings, including White Cross and Lancashire business parks. Works will also include the early implementation of low carbon technologies as examples at key development sites including Lancashire Central and Samlesbury enterprise zone. The projects currently remain at the planning stage and due to this -£0.232m of slipped delivery has been forecast and expected to be utilised in 2024/25.

The Farrington programme which in partnership with Lancashire cricket club will see the site host a number of county level cricket matches and become the centre of excellence for women's cricket in Lancashire. Whilst final approval is awaited a delivery budget of £1.702m has been approved to undertake further necessary planning and the initial site clearance. Actuals to date are £1.014m, the forecast remains unchanged at this point but with the provision that further work will commence as soon as there is approval for the planning application.

Revised plans have been submitted for the Lancashire Central site at Cuerden in conjunction with Maple Grove Developments which will include commercial and housing areas on the site. The programme has a forecast slipped delivery variance of -£0.564m due to the delayed commencement and it is forecast that the programme will require significant increases in funding in 2024/25 as works progress to begin construction.

The annual contribution to the City Deal has been completed but those to Brierfield mill, Lomeshaye industrial estate and Eden North are now forecast to be required in 2024/25 creating combined slippage of -£0.633m.

Vehicles

The vehicles capital programme has a 2023/24 delivery plan of £3.299m. Forecast outturn as of October 2023 is £2.148m, a variance of -£1.151m.

Slippage of -£1.151m has been forecast within the vehicle replacement programme, largely due to procurement issues for electric fleet vehicles and manufacturing delays for the 10 Renault master minibuses on order.

Substantial orders totalling £5.903m are expected to be placed throughout the remainder of 2023/24 with anticipated vehicle delivery in 2024/25.

The delivery plans for 2023/24 onwards will continue to deliver LCC's vehicle replacement strategy to ensure that all LCC owned vehicles are fit for purpose and repaired or replaced at the most cost-effective time.

East Lancashire levelling up fund (East Lancs LUF)

The East Lancs LUF capital programme has a 2023/24 delivery plan of £6.783m. Forecast outturn as of October 2023 is £6.783m, a variance of £0.000m.

The East Lancs LUF is a programme of works agreed in March 2023 as part of a successful bid to the national levelling up programme. Work in 2023/24 will be focused on the design development and case-making work as agreed with the Department for Levelling Up, Housing and Communities (DLUHC), with a full business case (FBC). The budget for this work is set to complete spend in January 2024 as forecasted, with the FBC set to be submitted in January and approved by Department for Transport (DfT) in the spring. Once approved this will allow the release of the delivery funding for the wider programme of c£50.000m in later years as expected and these substantial works to East Lancashire will be delivered in full by 2027.

Transforming Cities Fund (TCF)

The TCF capital programme has a 2023/24 delivery plan of £3.000m. Forecast outturn as of October 2023 is £8.147m, a variance of £5.147m.

There has been confirmation of support from the DfT to fund the development of the full business case for Cottam Parkway project so work is forecasted to accelerate on this project from quarter 3 onwards. There is no agreement yet on the funding of the full delivery of this project due to the timescales anticipated for delivery no longer being co terminus with TCF programme and discussions with Dft around this will continue.

Discussions are also ongoing with the DfT regarding whether the delivery of the technology package can be achieved. Costs on the whole of the TCF project have materially increased since the original business case was presented, largely due to pressures caused by external price increases.

The transforming ringway scheme in Preston is due for completion in 2023/24.

Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Finance

Part I

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Delivering better services;

Procurement Report

(Appendix 'A' refers)

Contact for further information:

Rachel Tanner, Tel: (01772) 534904, Head of Service - Procurement,
rachel.tanner@lancashire.gov.uk

Brief Summary

In line with the county council's procurement rules, this report sets out a recommendation to approve the commencement of the following procurement exercises:

- (i) Provision of Lancashire Skills Bootcamp Services – Wave 5
- (ii) Reactive Gully Cleansing
- (iii) Provision of Surface Carriageway Road Planing

This is deemed to be a key Decision and the requirements of Standing Order C19 have been complied with.

Recommendation

Cabinet is asked to approve the commencement of the procurement exercises as set out in Appendix 'A'.

Detail

Appendix 'A' sets out the detail of the procurement exercises and basis upon which it is proposed to carry out the process including :

- The description of the service or works

- The procurement route proposed
- The estimated contract value
- The proposed basis for the evaluation of the tender submissions.

Appendices

Appendix 'A' is attached to the report. For clarification it is summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	Procurement Exercises

Consultations

The relevant heads of service and key operational staff have been consulted in drawing up the proposals contained within this report.

Implications:

This item has the following implications, as indicated:

Financial

The estimated value of the contracts will be contained within the funding arrangements set out in Appendix 'A'. If significant variations should result from this position a further report to cabinet will be required.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Procurement Title

Provision of Lancashire Skills Bootcamp Services – Wave 5.

Procurement Option

Open Tender Procedure compliant with the Public Contract Regulations 2015.

New or Existing Provision

Existing – current contract end date 30/09/2024 with delivery to be completed by 31/03/2024.

Estimated Contract Value and Funding Arrangements

The estimated contract value to be tendered under Wave 5 is £5,346,500. This is for a one year project (Wave 5) from April 2024 – March 2025. Within the tender there will be potential options to extend the contract using future funding, which would create a total contract value of circa £10,000,000.

Under the existing Wave 4 contracts, extension options are expected to be proposed for April 2024 – March 2025 to suppliers for circa £1,096,500.

All funding is subject to award of a DfE grant, with a requested proposal amount of circa £6,443,000 to cover the 2024-2025 period. The County Council is not guaranteed to receive the full amount, therefore the above contract costs are subject to change following receipt of the DfE grant. Further detail around the contractual costs can be found within the contract detail section of this report.

Contract Duration

The contract is anticipated to commence on or shortly after the 1st April 2024. The contract will expire on 31st September 2025 however, all Skills Bootcamp delivery is to be completed by 31st March 2025. The remaining 6 months (up to September 2025) is in place to enable job outcomes to be achieved in line with requirements.

The County Council is including the option to extend the contracts in a number of scenarios for period(s) of up to 24 months until the 31st September 2027 for Service Providers who are satisfactorily meeting the KPIs and objectives of the project and where further funding has been secured.

Lotting

The Tender will be split into the following lots:

1. Construction
2. Engineering & Manufacturing
3. Digital
4. Sales, Marketing & Procurement
5. Creative & Design
6. Pathways to Advance Apprenticeships
7. HGV
8. Other

These lots will ensure Skills Bootcamps can offer a wide scope of delivery to meet the skills gaps identified in Lancashire. The lotting structure matches the recommended DfE approach used in the proposal document for grant funding for Wave 5 (April 2024 – March 2025).

A set number of learners is apportioned to each lot based on initial expression of interests however, this is subject to change based on confirmation of grant funding from the DfE and the outcome of the tender.

Evaluation

Quality Criteria 90%

Financial Criteria 10%

The contract(s) will be established by evaluating tenderers against the following criteria:

- Stage 1: The Standard Selection Questionnaire will evaluate suppliers against the following criteria: mandatory and discretionary grounds, economic and financial standing, technical capability questions, relevant experience, Health and Safety and Quality Assurance. Each tenderer must pass this stage to proceed to stage 2.
- Stage 2: The tender bids will be evaluated on:
 - 90% Quality (includes approach to delivery (40%), capacity and knowledge (15%), programme plan (10%), justification of value for money based on bootcamp job roles / technical skills requirements (15%) and social value (10%))
 - 10% financial. A lower financial weighting has been apportioned due to the County Council using a benchmark cost per learner per Bootcamp and the potential inclusion of ceiling prices.

Contract Detail

This procurement will seek applications for Lancashire Skills Bootcamps which will support Lancashire and its employers to fill skills shortages, by bringing participating individuals closer to better jobs through training, which meets the skills needs of local employers and providing guaranteed interviews.

The overall aim is to procure a programme of Skills Bootcamps across Lancashire in the priority areas to fill the hard-to-fill vacancies business are experiencing and to give Lancashire residents the opportunity to upskills and access new career paths.

The County Council is inviting quotes via an Open over threshold tender for the delivery of Skills Bootcamp provision for the following priority areas:

- Construction - specifically looking for: Construction Plant Operatives, Civil Engineering, Groundworks and Highways, Constructions Site Supervisors, and Retrofit, Heat Pump and Solar Thermal Hot Water Installation.
- Engineering and Manufacturing - specifically looking for: Manufacturing Operatives and Technicians, Electric Vehicle Maintenance, Telecoms, Additive Manufacturing, Automation and Robotics, and Electrical Skills.
- Digital – Specifically looking for: Cyber Security, Data Analyst, IT Technical Support, Front End Web developer, and Software Development.
- Sales, Marketing and Procurement – Document/Finance Control, Leadership and Management, International Trade, Procurement, and Marketing.
- HGV – specifically looking for: Cat C, Cat C – CE.
- Other – specifically looking for: Teaching Assistant, Agriculture, Healthcare, Admin and Clerical in Healthcare Sector, and Project Management.

The previous and current skills bootcamp contracts were established on a similar basis, with some contracts being extended into further wave periods, please see the breakdown below with rounded costs:

- Wave 3 (22-23) Tendered contract cost: £1,250,542
- Wave 3 extensions (23-24) (using wave 4 funding): £1,114,354
- Wave 4 (23-24) Tendered contract cost: £1,981,100

Under this Wave 5 funding there will be the 2 areas below:

- Wave 5 Tendered contract: £5,346,269
- Wave 4 extensions: £1,096,637

Future funding may be received within 24/25 and 25/26 which will allow extensions to the Wave 5 contracts, which are estimated to be up to circa £3,600,000.

The County Council is currently awaiting confirmation of the DfE grant funding therefore all information provided is based on the proposal submitted as part of the grant funding application, and is therefore subject to change based on the awarded value to the County Council.

Throughout the Wave 5 period research will be completed as to a longer-term procurement route for accessing Skills Bootcamp Services as more funding is applied and granted to the County Council.

Procurement Title

Reactive Gully Cleansing

Procurement Option

Open Tender Procedure compliant with the Public Contract Regulations 2015.

New or Existing Provision

New contract for a continuing requirement for Reactive Gully Cleansing across Lancashire.

Estimated Annual Contract Value and Funding Arrangements

The total estimated value of Reactive Gully Cleansing in Lancashire is £1,500,000 per annum. £7,500,000 over 5 years.

Funding is to be made available from the revenue budget for Highways.

Contract Duration

The Framework Agreement will be established for a period of 4 years.

Lotting

The Framework Agreement will be split into two Lots:

Lot 1 – East Area

Lot 2 – West Area

Service Providers will be ranked for each Lot.

EvaluationSelection Stage (Pass/Fail):

The tender will be evaluated using the Standard Selection Questionnaire which is compliant with the Public Contract Regulations 2015.

The Standard Selection Questionnaire will evaluate suppliers against the following criteria: mandatory and discretionary grounds, economic and financial standing, technical capability questions, relevant experience, Health and Safety and Quality Assurance. Each tenderer must pass this stage in order to proceed to the award stage.

Award Stage:

The evaluation will be based on 25% Quality Criteria and 75% Price.

The Quality criteria will consist of technical questionnaire which will include social value and environmental awareness and commitment to quality including mobilisation and contract management.

The Price evaluation will be of submitted rates for the service required as part of the contract.

The scores awarded for the Quality and Price criterion will be added together to give the Tenderer's overall score, which will be used to rank the Providers (per Lot).

Background

The Highways Service have an ongoing requirement for the reactive cleansing of gullies across Lancashire.

In 2020, a Framework was awarded for a Gully Emptying Framework which consisted of two Lots.

Lot 1 Reactive CCTV Works/Gully Jetting and
Lot 2 Planned Gully Emptying.

The contractor appointed to Lot 2 (Planned Gully Emptying) on the original Framework was unable to meet the requirements of the Framework and withdrew their services. The Reactive Gully CCTV Works/Gully Jetting was then temporarily undertaken by Lancashire County Council (Highways Services). A separate tender procedure was conducted to put in place a new Framework for Lot 2 Planned Gully Emptying (approved by Cabinet 1st December 2022).

This new Framework is a replacement Framework for Reactive CCTV Works/Gully Jetting only (which is due to expire in February 2024).

Contract Detail

The Agreement will be used by Highways, for a reactive Gully Emptying / CCTV Works / Gully Jetting service.

This will enable Highways to call off services from these Lots for Gully Emptying / CCTV works and Gully Jetting services to ensure a continued service is provided.

Procurement Title

The Provision of Surface Carriageway Road Planing

Procurement Option

Open Tender Procedure compliant with the Public Contract Regulations 2015.

New or Existing Provision

New Framework Agreement for a continuing requirement for surface carriageway road planing across Lancashire.

Estimated Annual Contract Value and Funding Arrangements

The total estimated value of surface carriageway road planing works, across Lancashire is £850,000 per annum; £3,400,000 over 4 years.

Funding is to be made available from the revenue and capital budgets for Highways depending on the scheme.

Framework Duration

The Framework will be awarded for a 4-year period commencing in March 2024.

Lotting

The contract will include 2 Lots.

Lot A**Planing by measured surface area.**

A mini competition will be conducted for each project based on a measured area. All contractors appointed to one or more Lot B sub-lots will be appointed to Lot A and will be invited to tender for mini competitions.

Lot B**Ranked sub-Lots based on the schedule of rates for planing works - dependant on the size of the machines operated by contractors.**

Lot B1 – Cold Planing Machine – 0.35m

Lot B2 – Cold Planing Machine – 0.50m

Lot B3 – Cold Planing Machine – 1.00m

Lot B4 – Cold Planing Machine – 1.20m/1.5m

Lot B5 – Cold Planing Machine – 2.00m/2.10m

Lot B6 – Cold Planing Machine – 3.20m

Contractors are able to tender for and be appointed to one or more Lot B sub-lots. Contractors appointed to the Framework will be ranked for each sub-lot based on the schedule of rates submitted with the tender return. Work will be offered to the first ranked contractor for the applicable sub-lot. If the first ranked contractor is unable to accept the work, Highways will contact the contractors in ranked order for each sub-lot until work is appointed.

Evaluation

Selection Stage (Pass/Fail):

The tender will be evaluated using the industry standard PAS:91 Supplier Questionnaire which is compliant with the Public Contract Regulations 2015.

The Supplier Questionnaire will evaluate contractors against the following criteria: mandatory and discretionary grounds, economic and financial standing, technical and professional capability questions, Health and Safety, Quality Management and Environmental Management. Each tenderer must pass this stage in order to proceed to the award stage.

Award Stage:

The evaluation will be based on 20% Quality Criteria and 80% Price.

The Quality criteria will consist of a technical questionnaire which is expected to cover the areas of health & safety and social value.

The Price evaluation will comprise submitted rates for the work required as part of the framework and shall be based on estimated annual quantities detailed on the Schedule of Rates included in the tender pack.

Background

The Highways Service have an ongoing requirement for the provision of surface carriageway road planing across Lancashire.

The successful contractors will be required to provide equipment and experienced labour for any work awarded via Lot A or Lot B.

The road planing contractors use plant & machinery to remove part, or all, of the road surface in preparation for road re-surfacing.

Framework Detail

The Highways Service is to appoint a maximum of up to 5 service providers to the framework to provide the road planing works. The contractors will be required to meet the LCC Specification which will be prepared for the tender. The Specification will outline the standards that the contractors are expected to work to, and the equipment required. The Specification will include the relevant sections from the 'Manual of Contract Documents for Highways Works' (MCHW).

The Framework will state that contractors shall be permitted to submit revised pricing to the County Council on an annual basis and this shall determine the rankings for each sub-Lot of Lot 2. The County Council will request and review evidence to substantiate any proposed increase to the contractors rates.

Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Law and Governance

Part I

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Delivering better services;

Appointment to Outside Body - Lancashire Integrated Better Care Fund Board

Contact for further information:

Joanne Mansfield, Tel: (01772) 534284, Democratic Services Officer
joanne.mansfield@lancashire.gov.uk

Brief Summary

The addition of the Lancashire Integrated Better Care Fund Board to the county council's list of outside bodies and the appointment of a county council representative to the Board.

Recommendation

Cabinet is asked to approve:

- (i) The addition of the Lancashire Integrated Better Care Fund Board to the list of outside bodies, to which the county council makes appointments.
- (ii) Subject to (i) above, to authorise the Director of Law and Governance, in consultation with the Cabinet Member for Resources, HR and Property (Deputy Leader), to approve a nomination to act as the county council's representative to the Lancashire Integrated Better Care Fund Board, until the next county council elections in 2025.

Detail

The Better Care Fund is one of the government's national vehicles for driving health and social care integration. It requires integrated care boards and local government to agree a joint plan, owned by the Lancashire Health and Wellbeing Board. These

are joint plans for using pooled budgets to support integration, governed by an agreement under section 75 of the NHS Act (2006).

The purpose of the Lancashire Integrated Better Care Fund Board is to provide a joint governance and leadership to the effective management of the Lancashire Better Care Fund. The Board meets every two months with membership including representatives from Lancashire County Council, the Lancashire & South Cumbria Integrated Care Board, District Councils and other partners.

The Director of Law and Governance, in consultation with the Cabinet Member for Resources, HR and Property (Deputy Leader) is authorised to approve in year appointments and changes to outside bodies, as agreed by Cabinet at its meeting in July 2018. However, as the Lancashire Integrated Better Care Fund Board is required to be added to the list of outside bodies, approval by Cabinet is necessary.

Approval is therefore requested for the Lancashire Integrated Better Care Fund Board to be added to the county council's list of outside bodies and to authorise the Director of Law and Governance, in consultation with the Cabinet Member for Resources, HR and Property (Deputy Leader), to approve a nomination to act as the county council's representative to the Lancashire Integrated Better Care Fund Board, until the next county council elections in 2025.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There are no risks associated with the proposals set out in the report.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Strategy and Performance

Part I

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Protecting our environment;

Tree Asset Management Plan

(Appendix 'A' refers)

Contact for further information:

Paul Binks, Tel: (01772) 532210, Highway Asset Management Manager,
paul.binks@lancashire.gov.uk

Brief Summary

The Tree Asset Management Plan sets out the strategic approach to managing the county council's tree assets over the next ten years.

Appendix 'A' of the Plan sets out several detailed policies in relation to managing the county council's trees, including the procedure for considering requests to prune or remove trees.

Recommendation

Cabinet is asked to approve the Tree Asset Management Plan 2023 - 2033 attached at Appendix 'A'.

Detail

The county council is responsible for maintaining approximately 7,000km of vehicular highway, much of which has trees growing along it. There are approximately 800 hectares of accessible recreational countryside sites and hundreds of small incidental sites across the county, including greenspace around the property portfolio, which contains tens of thousands of county council owned trees.

Following on from the Tree Risk Management procedures (approved by Cabinet in November 2022) a tree management plan is required to provide direction and

guidance on how trees and tree cover owned or maintained by the county council will be managed over the next decade. This will also provide for the management of trees in line with the objectives of the Environment and Climate Strategy (2023-2025). This tree management plan will form part of a broader framework setting out how our trees contribute to:

- landscape enhancement,
- nature recovery and biodiversity,
- carbon capture, and
- countryside recreation

The development of this framework will be informed by the emerging Local Nature Recovery Strategy being developed during 2024 for Lancashire.

The scope of this management plan is limited to the trees that are owned or managed by the county council.

In terms of replacing trees lost on the highway, the Highways Management Plan has a policy preventing new or replacement tree planting within adopted highway verges. The Plan states:

"Replacement of trees we have felled - The county council will not replace trees we have felled for whatever reason. However, we will allow a district or parish council to fund a replacement tree..... "

The adoption of this tree management plan would remove the above no re-planting policy, and the Highway Management Plan will be amended accordingly.

This now makes available a significant amount of potential planting sites and will allow those existing street trees which have been found to have died or become unstable to be removed and replaced with young healthy trees. Design guidance is included to ensure that new planting schemes are fit for the site.

The plan sets out the type and extent of pruning which would be considered acceptable when a maintenance request is submitted and details the issues considered by staff when making such decisions to provide clarity for customers and elected members. The limited circumstances when tree felling requests would be supported are also detailed within the plan.

To ensure that the county council's woodlands meet their full potential in terms of biodiversity, habitat provision, and recreation, the management plan sets out a commitment that each woodland will benefit from the creation of a bespoke woodland management plan. These plans will detail the management and maintenance needs such as dealing with invasive exotics, restocking, coppicing or thinning operations. These will be developed during 2024.

Many thousands of trees were planted by the county council from the late 1950s through to the mid-1980s under licence, typically on land owned by district councils or other large private landowners such as United Utilities. These sites have been subject to limited woodland management regimes.

Therefore, there are risk management, potential liability, and duty of care matters to be addressed. During the first twelve months of the plan an officer working group will be established to carry out a review of these licences and propose a clear future for these sites to either surrender the trees back to the lessor; or to assimilate the trees into the county council's tree risk management regime.

The approach taken with district councils regarding tree preservation order reviews of county council owned stock is also detailed within the plan.

Appendices

Appendix 'A' is attached to this report. For clarification it is summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	Draft Tree Asset Management Plan 2023 - 2033

Consultations

N/A

Implications:

This item has the following implications, as indicated:

This management plan, if approved by Cabinet, will ensure that the county council's tree assets are managed in a systematic and planned manner.

Risk management

There is reputational and liability risk to the county council in failing to systematically maintain trees across its estate and comply with the changes in legislation.

Finance

The objectives of the Tree Asset Management Plan 2023-2033 can be delivered within existing resources using a combination of county council budget and external grant funding sourced via the recently established Treescapes team.

Legal

There is also risk presented by the potential liabilities and terms of the historic tree planting licences which this Plan will address and mitigate.

List of Background Papers

Paper	Date	Contact/Tel
None		
Reason for inclusion in Part II, if appropriate		
N/A		



Tree Asset Management Plan

County Council trees and woodland assets 2023-2033

Contents

1. Summary

SECTION ONE – Background and Scope

2. Why is an asset management plan required?

3. Scope of the asset management plan

4. Vision statement

5. Purpose and goals

6. Delivery

7. Stakeholders and governance

8. Sustainability

9. Woodland Management

SECTION TWO – Management and Inventory

10. Existing tree management and inventory

11. Maintenance request handling policies

12. New planting species selection

13. Design issues and guidance for new planting

14. Review and performance monitoring

15. Trees planted under licence

16. Tree preservation



1. Summary

This Tree Asset Management Plan is the counterpart of the Tree Risk Management Procedure. The Plan provides the strategic policy on how the county council's arboriculture assets will be managed during the life of the asset management plan. Section two provides several management policies in relation to managing the assets and considering requests to prune or remove trees.

The Plan recognises that there are often multiple demands and pressures on the finite planting space available within the county council's estate. Design guidance is included to ensure that new planting schemes are fit for the site and provide the maximum betterment value.

The Plan sets out the type and extent of pruning which would be considered acceptable when a maintenance request is submitted from a customer and details the issues considered by staff when making such decisions to provide clarity for customers and elected members.

As with all landscape management plans, the Plan defines a clear vision for the development of these assets. Governance of the Plan is also detailed along with policies on sustainability and tree preservation matters with district councils.

SECTION ONE – Background and scope

2. Why is an asset management plan required?

The county council is responsible for maintaining 7,000km of highway, much of which has trees growing alongside. There are approximately 800 hectares of accessible recreational countryside sites and hundreds of small incidental sites across the county council's estate, including many around operational premises. These contain tens of thousands of tree assets owned by the county council. There are in the region of 250 operational sites which have trees growing within their grounds, some with substantial tree populations.

Our countryside service oversees the management and maintenance of 82 countryside sites.

As custodians of these trees there is a clear duty to ensure that best practice management and maintenance is in place.

The benefits of growing healthy vigorous trees on publicly accessible land and of living and working in a green and leafy environment are well known and universally recognised. This betterment can be categorised in the following ways:

- Improvements to air quality
- Temperature moderation
- Flood risk reduction
- Water quality
- Carbon capture
- Habitat and biodiversity
- Health and wellbeing
- Added asset value

This Plan aims to provide a clear approach to guide and inform the management and development of these arboriculture assets and maximise potential opportunities for improvement where appropriate.

In terms of replacing trees lost on the highway, the current policy in the Highways Management Plan has a policy preventing new or replacement tree planting within adopted highway verges. The Plan states:

"Replacement of trees we have felled - The county council will not replace trees we have felled for whatever reason. However, we will allow a district or parish council to fund a replacement tree..... "

The adoption of this tree management plan removes the above no re-planting policy.

This makes a significant amount of potential planting sites available and will allow those existing street trees which have been found to have died or become unstable to be removed and replaced with young healthy trees. Design guidance is included to ensure that new planting schemes are fit for the site.



The new approach also helps to implement Section 40 of the Natural Environment and Rural Communities Act 2006 as amended by section 102 Environment Act 2021 which places a duty to conserve and enhance biodiversity on local authorities in England. As such the county council must from time to time consider what action it can properly take to further the general biodiversity objective when revising existing or creating new policies.

3. Scope of the asset management plan

This tree asset management plan will govern the management of all existing trees and guide future tree planting schemes across the county council's estate. This management plan will run from 2023 to 2033.

One of Lancashire County Council's key corporate priorities is to 'Protect our Environment' and the high-level view of how this will be delivered is presented in the Environment and Climate Strategy for Lancashire County Council (2023-2025).

This plan supports delivery against many of Strategy's objectives as follows:

Reducing waste and tackling pollution:

1. Reducing waste and increasing reuse and recycling
2. Improving air quality
3. Improving water quality

Climate change:

1. Reducing greenhouse gas emissions to lessen the impacts of climate change
2. Ensuring our infrastructure, assets and services are resilient to the impacts of climate change
3. Managing flood risk and water resources

Natural and historic environment:

1. Conserving, restoring, re-establishing and enhancing habitat quality and species diversity
2. Ensuring our residents have access to high quality, natural spaces
3. Conserving and enhancing our historic environment and outstanding landscapes
4. Using nature-based solutions to tackle climate change

4. Vision statement

The county council aims to deliver trees and woodlands for the communities of Lancashire to enjoy which are safe and resilient to change.



5. Purpose and goals

Trees are by no means permanent landscape features so even the most persistent of specimens eventually require removal. There is then the additional pressures from new and emerging infections such as the current situation with ash die back disease.

This plan seeks to ensure that continuity of tree cover across the county council's estate is maintained and as such every tree removed is replaced. It is acknowledged that tree cover should be increased rather than just maintained.

Current woodland cover across Lancashire is at 5.7%, the county councils' Environment and Climate Strategy 2023-2025 acknowledges that work is needed to increase this to work towards the governments ambition of 12% woodland cover by 2050. Tree planting targets for land owned by the county council will be established, informed by the new statutory Local Nature Recovery Strategy for Lancashire when it is prepared and adopted.

However, it is recognised that the county council's estate is limited, and we do not own significant tracts of land that are not in operational use. In addition, there are often competing interests on the limited land holdings of the county council. For example, land that isn't in day-to-day operational use can be within areas of search for new uses such as renewable energy, carbon capture, nature recovery, countryside recreation and active travel.

Nevertheless, there is an abundance of external funding opportunities for new and replacement tree planting. Such schemes will be energetically pursued to deliver new tree planting at scale – but balanced with the alternative new uses set out above. It is envisaged that most of the future funding will come from external grant awards through actively seeking out tree planting grants for sites across Lancashire.

Exemptions to this replacement policy are trees which are naturally lost through windthrow (blowing over in storms) or just die naturally within woodland settings as these are replaced through natural regeneration. The success of this being considered in the appropriate woodland management plan.

Another exemption is any trees which are removed as part of a woodland thinning program on sites which are too dense and as such hinder greater biodiversity and overall condition of the woodland compartment.

6. Delivery

The Tree Asset Management Plan will be delivered collaboratively across the council, pursuing external funding opportunities through the county council's new Treescapes Team to deliver new tree planting at scale.



7. Stakeholders and governance

A Tree Asset Management Plan Officer Working Group will be established comprising senior officers from the county council, service users and volunteers (representative from local tree planting and conservation groups). This working group will meet quarterly to discuss progress on delivery and any emerging tree related matters.

8. Sustainability

In delivering the Tree Asset Management Plan consideration will be given to environmental sustainability by:

- Wherever possible, sourcing nursery stock locally from within Lancashire, subject to the appropriate procurement rules and regulations.
- No plastic tree shelters, or rabbit guards will be used on planting schemes to prevent any plastics from entering new woodland areas.
- No inorganic fertilisers or peat-based compost will be used in any planting scheme, should any soil improvement be needed this will be achieved using organic fertilisers and peat free composts.

9. Woodland management

The county council is responsible for managing and maintaining many hectares of publicly accessible woodland for recreational activities which would benefit from renewed focus. This approach seeks to explore opportunities to increase biodiversity and provide safer public access.

To ensure that these woodlands meet their full potential in terms of biodiversity, habitat provision and recreation, each woodland will benefit from the creation of a bespoke woodland management plan. These management plans will set a clear vision for the development of the woodland and detail their management and maintenance needs such as dealing with invasive exotics, restocking, coppicing or thinning operations. Once the management plans have been produced the resources required to complete these interventions will be understood and can be costed and considered.



SECTION TWO – Management and Inventory

10. Existing tree management and inventory

The county council has a clear duty of care under several Acts of Parliament (Occupiers Liability Acts 1957 & 1984 and the Health and Safety at Work etc. Act 1974) to ensure that trees on county council land are safe for the public, workers and visitors.

Therefore, to meet this duty and to support the delivery of this management plan all trees across the county council's estate will be subject to cyclical proactive safety inspections and be recorded within the corporate inventory and risk management system.

All new tree planting will be registered as assets within the inventory and all tree removals will be arranged and recorded within the inventory to allow for accurate reporting regarding numbers of trees removed and planted each year.

Details of the process is provided in the tree risk management procedure which is available from the following web address:-

[Tree safety and tree related guidance - Lancashire County Council](#)

From this web page are two other documents relating to tree safety, especially in conjunction with the highway.

The tree safety management guidance which as part of the highways management plan sets out the need for cyclical inspection of highways trees. The third-party tree guidance, details the roles and responsibilities for non-county council organisations planting trees in county council land and establishes the need as the highway authority for ensuring that trees planted under consent and trees adjoining the highway on private land do not pose a hazard to road users.

11. Maintenance request handling and policies

The county council receives many thousands of requests each year to prune or remove trees. This plan aims to provide clarity and a framework for the community, local businesses, and county councillors with regards to the type and extent of pruning which would be appropriate when requests are made.

Trees and woodlands can make a significant positive contribution to quality of life, the local economy, the environment and provide wildlife habitats; yet due to their eventual size, persistence in the landscape and seasonal debris can sometime cause nuisance or concern to neighbouring properties. Therefore, often a professional judgement is required to balance the negative impacts a tree could pose to neighbouring property against maintaining the health of the tree and the wider community impact the tree may provide in terms of landscape character betterment and eco systems services.

British Standard recommendation 3998 (Recommendations for tree works – 2010) provides national guidance on how tree work should be carried out.

The following suite of maintenance policies provide details on how these requests will be considered by officers of the council:

11.1 Tree felling requests

As with all requests for tree maintenance the first thing the officer will do upon visiting the site is to carry out a visual safety inspection of the tree, looking for signs of pests, diseases or any structurally significant defects or decay. Occupation under the tree, distance of the tree to a target, size of the part of the tree most likely to fail and the likelihood of failure are all considered and measured during this inspection. Full details of how this is managed and recorded against the tree are provided in the Tree Risk Management Procedure.

Should there be no arboricultural justifications to remove the tree the request is unlikely to be supported as trees are a valuable community asset. If a decision has been made to remove a tree any immediately adjacent residents are contacted by post to advise them of upcoming felling works and the reasons behind the decision unless of course the tree is imminently dangerous and there is no time to carry out any pre-felling notification.

Under the Environment Act 2021, once implemented there is a duty under section 96A Highways Act 1980 for local highway authorities to consult with residents before felling street trees. However, most trees felled will be because of disease or on highway safety grounds. Felling under those circumstances is exempt from consultation.

Maintenance Policy 1 – Felling

If a tree is found to be dead, dying or to have any structurally significant defects, decay, or diseases then a felling request would be supported, and a works order placed with highways operations to remove the tree.

There may be some requests to fell a healthy tree which are supported as there may be extenuating circumstances which renders the trees' retention undesirable. These could be that the tree is an inappropriate species for the location (wrong tree in the wrong place) as there is insufficient space for the tree to fully establish without causing conflict or significant nuisance to adjacent structures or property.

11.2 Tree pruning types

Tree pruning can be categorised into three types, crown thinning (BS 3998 – clause 7.5), crown lifting (BS 3998 – clause 7.6), and crown reduction (BS 3998 – clause 7.7). Any supported pruning request would fall into the above three categories.



Crown thinning involves the removal of a specified percentage of the smaller secondary and tertiary branches to reduce the density of the canopy whilst maintaining the original height and shape. It is a time consuming and highly skilled operation. The percentage of density removed is often between 10-30% of the leaf area. Thinning of more than 30% is not recommended. Thinning requests are seldom supported as it is rarely a once-only operation. Often repeat pruning is necessary as the tree re-grows the lost leaf area; particularly on species that are predisposed to sprouting epicormic shoots.

Crown lifting involves the removal of the lower branches, or the tips of higher attached branches that may be dropping down causing an obstruction. This type of pruning is carried out to increase the clearance under the tree. It is often carried out on highway trees to prevent branches striking high sided vehicles and to allow clear pedestrian access under the tree. This type of pruning is specified in a way to achieve a stated clearance under the tree.

Crown reduction involves removing the ends of primary scaffold branches to reduce the height or spread of the canopy. It is specified either as a desired height of the tree after pruning or to achieve a given clearance from a structure which the tree is being reduced from. The extent to which a tree can successfully withstand reduction differs greatly from species to species and also depends heavily on the vigour of the tree.

A form of reduction frequently requested is pollarding (BS 3998 – clause 7.10) which involves a significant reduction in height to form a pollard head. Pollard regrowth requires careful management as if not repeated on a regular cycle the pollard regrowth can become liable to breaking out which impacts on the stability of the canopy.

Previously pollarded trees may require re-pollarding to remain in scale with the available space. Re-pollarding is a time consuming and expensive exercise. Therefore, this policy does not support pollarding trees which have not already been pollarded previously.

Another form of reduction is retrenchment pruning or veteranisation (BS 3998 – Annex C.2) as it is sometimes referred to. This is only ever considered on extremely old trees or mature lased pollards, which due to their advanced age, are now at the stage where the canopy declines and major limbs are shed. Retrenchment / veteranisation involves removing a portion of the canopy to manage this natural structural decline in a safe and pre-planned way.

Pruning request types

The majority of pruning requests received can be loosely categorised into the following:

- Pruning to abate seasonal debris
- Pruning to abate tree cast shade
- Pruning to abate encroachment.
- Climbing shrub removal
- Root pruning
- Television reception
- Root trespass and property damage



11.3 Seasonal debris

Seasonal debris such as autumn leaf fall, aphid residue, bird droppings, seed and fruit dropping and petal shedding are all issues which are often cited as a reason in a pruning request submitted to the county council, as they can cause inconvenience to neighbours of county council trees which may be shedding debris into their property.

Maintenance Policy 2 - Season debris

Whilst crown thinning may abate these seasonal inconveniences this is likely to only have a moderate impact and would require repeating many times in future years as the tree grows back. Therefore, this is not considered an appropriate remedy for seasonal debris.

Removing an otherwise healthy tree could not be supported as this would be considered disproportionate to lose a healthy tree for a season inconvenience.

11.4 Tree Cast Shade and Obstructions

Tree cast shade is often cited as a reason in a pruning request submitted to the county council. With trees in urban areas, it is likely that most trees will cast shade over a resident's property at sometime during the day.

A pruning remedy may be to reduce the tree but unfortunately this then generates a future pollarding cycle to be maintained. Each pollard cycle costs in the region of £300-500 so there is a significant costly future maintenance regime should pollarding be considered.

Due to this heavy reduction is unlikely to be considered appropriate to abate tree cast shade. One of the county council's tree officers would assess the situation to ascertain if the level of cast shade could be considered to have a significant impact on a resident's reasonable use and enjoyment of their property and garden area. This assessment would consider the height of the tree, the distance to the property, in particular useable garden areas and principal windows in habitable rooms and the directional bearing to the property.

The need for heavily pruning trees can be reduced and phased out by selecting the correct species for the spatial confines of the planting site.

Maintenance Policy 3 - Tree Cast Shade and Obstructions

Pruning requests will always be supported where tree growth is obstructing access or obscuring sight lines, especially at road junctions as highway safety takes precedent over tree health or amenity issues. If it is considered that shade is having a material impact on the resident's reasonable use of their property or garden, then consideration would be given to pruning to alleviate the situation.



11.5 Tree Encroachment

Trees on county council land will often trespass over the airspace of neighbouring properties. Low and excessive encroachment is often one of the reasons behind a pruning request being submitted to the county council.

Reduction and / or crown lifting can often successfully resolve encroachment issues. However, the county council likely has tens of thousands of trees which encroach over neighbouring property. There is no legal requirement to remove encroaching branches, and there would be a significant budget required to prune all encroaching trees. Under common law, and provided that the trees are not under statutory protection neighbours are legally able to prune back any encroaching branches, if they have due regard for the long-term stability of the tree and offer the arisings back.

Maintenance Policy 4 - Tree Encroachment

The county council would always wish to discuss any encroachment issues with neighbours and if the encroachment is excessive and as with tree cast shade, is having a detrimental impact to a residents' reasonable enjoyment of their property or garden, then arrangements would be made to carry out the relevant works at no cost to the neighbour.

11.6 Climbing Shrub Removal

Climbing shrubs, in particular Ivy, are often the source of a pruning request; to remove the Ivy because of the belief that it is damaging the tree or that it is causing the tree to become denser and thus is casting more shade.

Arboricultural Practice Note 10 published by the Tree Advice Trust confirms that there has been no scientific research or quantitative investigation into the alleged detrimental impact of this shrub on trees. In end-of-life trees the weight of Ivy can render a tree more predisposed to windthrow because of greater winder resistance but this should not be an issue on a healthy tree. The additional habitat provided by this shrub has long been recognised.

Maintenance Policy 5 - Climbing shrubs

Requests made to remove Ivy would consider the health and condition of the tree and the proximity of the tree to neighbouring property and structures. Where it is considered that there is an added risk of windthrow, or deep excessive shade cast then works would be arranged to sever the Ivy at the base of the tree. This would result in the Ivy dying and very slowly falling out of the canopy of the tree over a long period of time.



11.6 Stump management

There are several options to manage tree stumps, they can be ground out, left at knee height, left to regrow as a coppice or killed with herbicide plugs drilled into the stump.

Maintenance Policy 6 - Stump management

The stump management decision is governed by the site conditions. In an informal area and with a species capable of coppicing, allowing a coppice stool to develop may be appropriate. Whereas a self-seeded tree growing in an inappropriate position may require killing off with herbicide plugs to prevent the tree from growing back.

Stump grinding is very destructive so may often not be appropriate due to underground services or nearby structures, in such areas retaining the stump at knee height to prevent a trip hazard may be the appropriate course of action.

11.7 Television reception

Requests to remove or prune trees due to interference with terrestrial or satellite television reception are common. Often it is unclear which tree or trees are responsible for the interference. If the property is adjacent to a woodland or copse of trees there could be many trees blocking line of sight for the signal.

The remedies of felling hitherto perfectly healthy trees or significantly reducing trees is considered to be a disproportionate response. Often there are non-tree interventions such as switching provider / moving to cable-based television or adjusting or moving the aerial of dish.

Maintenance Policy 7 - Television reception

Requests to prune or fell a tree or groups of trees to mitigate or prevent interference with terrestrial or satellite television reception cannot be supported or accommodated. It is likely that the provider will be able to suggest an alternative solution to the problem, for example relocating the aerial/dish or means to boost the signal.

11.8 Root trespass and property damage

Many enquiries are received each year regarding roots from county council trees which have entered adjacent properties. The allegations for damage can be categories into:

- Damage to driveways and paving
- Damage to garden walls or other lightly loaded structures
- Blockage of pipes and underground services
- Damage to building



With all enquires relating to tree root trespass and damage the initial response will be to assess the tree, this can either be in the form of an on-site inspection or referring to a recent survey if the tree has undergone its cyclical inspection within the last six months.

Root barriers to prevent root trespass and damage are an effective method of control for newly planted trees. However, with an established tree it is highly unlikely to be considered as the level of root severance to install the barrier would likely render the tree unstable and predisposed to a future windthrow event.

Root pruning again can be effective on young or newly planted trees but for a mature specimen is unlikely to be considered as a remedy as there is potential for increased windthrow risk and basal decay for anything greater than minor root pruning.

Felling a hitherto healthy tree due to limited movement or reflection of paving or other lightly loaded structures is considered to be significantly disproportionate. Should the damage be considered to be significant, and the tree be found to be either self-seeded or planted in a highly inappropriate position for the site and root characteristics of the species then the tree would be removed.

With regards to underground pipes and services, roots can enter and block pipes and drains however the drain or pipe must first be leaking for the roots to follow the moisture gradient and enter at the break, so root blockage is a symptom of a defect with the drain network and not the primary cause.

Regarding allegations or tree related subsidence or heave to a property, there could be multiple reasons why a property is moving from leaking drains to insufficient foundations. Therefore, with all such allegations the Officer is unable to make any comment without access to a structural and geotechnical report, usually commissioned on behalf of the property owner's insurers. This would provide crucial detail on the amount of clay within the subsoil and vitally the volume change potential of the clay content.

If after reference to such reports, it is clear that a tree or trees are causing movement in the property (in areas with highly shrinkable clay contents) then the tree would be removed as a priority.

Maintenance Policy 8 - Root trespass and property damage

Requests to remove or prune a tree due to movement or deflection in driveways, paving, garden walls or lightly loaded structures are unlikely to be supported, the customer is advised to contact their property insurer in the first instance so that they may discuss their concerns and agree an appropriate course of action.

Requests to remove or prune a tree due to blocked or leaking underground utilities are unlikely to be supported, the customer is advised to contact their utility company over the matter as it is likely that there is a leak or crack in the network which has allowed the roots to enter.

Requests to prune or remove a tree due to allegations of tree related subsidence or heave cannot be considered without access to a full structural and geotechnical survey report commissioned by the property owner's insurers.



12. New planting species selection

The native tree species are of more value than non-native tree species debate is long-standing. Native species only planting schemes are popular amongst the nature conservation community and are typically seen as being inherently "ecological" whereas planting schemes which include significant amounts of non-native species are sometimes not; unless of course considered in the context of their country of origin in which case they become "ecological".

It is considered that native species only planting would be unworkable and unwise as biodiversity is essential in adding resilience to the tree population across the county councils' estate. Anecdotally it has been noted that some of the most widely planted native species (birch and alder) appear to be struggling to cope with the high temperatures which have occurred during recent summers – and which are forecast to increase in frequency.

Therefore, whilst continuing to use native species in many planting schemes this plan makes no commitment to limit planting to just the comparatively few native tree species (30 main species with around an additional 30 sub-species) with the main consideration being species fitness for the surrounding environment (both built and natural). Native only planting would also exclude many hundreds of species of attractive trees which would thrive in our changing climate.

13. Design issues and guidance for new planting

Woodland creation / block planting

Since the mid-nineteenth century, the need for good quality accessible greenspace has been understood. Therefore, the design and placement of new woodland planting is of great importance to all residents of Lancashire in their everyday lives.

It is acknowledged that some new woodland or copse creation using whips (one- or two-year-old saplings) can appear mundane bordering on unattractive for the first decade or two after planting as the ambient daylight levels are too high to accommodate attractive vernal herbaceous forbs (spring flowering woodland wildflowers) and as such unattractive rank and tussocky vegetation becomes dominant as the trees have yet to achieve their attractive mature forms.

The open structure also catches wind-blown debris and litter. Often new plantings can be rather blocky and reminiscent of shrub mass planting which was popular at the end of the last century and is now almost universally considered to have been a poor design choice.

Such planting schemes are depauperate (lacking in biodiversity) for the first decade as they tend to only include a handful of native tree and shrub species with the field layer dominated by a few rank and tussocky species.

Often new tree planting schemes can be blocky with little or no accessible internal space. Therefore, with this planting style the public only interacts with the outer edge of the planting. This can often be a poor interaction (for the reasons stated above regarding litter and depauperate nature) so such a scheme could be considered mundane or incongruous in amenity and landscape character terms. So, design

consideration is needed to elicit a less passive more positive response to the planting.

Edge interaction is clearly a key element in the design of a scheme. Consideration should be given to stratifying the vegetation of the edge of any compartment to improve season interest by the use of shrubs, ground cover and vernal forbs.

Placemaking should be a consideration in the design of any new planting scheme. Placemaking being the process of ensuring that the scheme is authentic, distinctive and responds to and reinforces the locally distinctive patterns of the surrounding area. With placemaking in mind high quality, socially and often economically beneficial places can be established.

Place-keeping should also be a major consideration in the design of the scheme, place-keeping being the process of considering the future maintenance needs of the scheme during the design process to ensure that the site can be maintained to an acceptable standard with the (often limited) resources available.

Once the initial funding to plant out the site is used the quality and ease of maintenance has considerable impact on the overall success of a site or planting scheme. It is not always feasible or realistic to assume that long term responsive maintenance will necessarily happen or to the extent required, so the likelihood of this should be considered in the design or placement of the scheme.

It should also be considered with the placement of new woodland compartments that not all experiences to be had in wooded areas are necessarily positive for everyone. An overgrown dense woodland might be places of special value for play and exploration for children yet other members of the community may see them differently and view them as unsafe or a threat.

Stand-alone planting

Planting stand-alone trees mostly uses much larger nursery stock than woodland creation planting using whips, so standards and selected standards are used. This would generally be in a suburban or urban setting.

In placing these trees consideration should be given to the spatial confines of the site and the eventual size of the species selected. Site lines, fenestration and bearing should also be considered. Amenity contribution and seasonal interest should also be a major consideration in species selection.

There are many specialty species developed for urban planting which have compact canopies minimising potential future pruning needs and often have considerable seasonal interest so it is likely that these will make up the vast majority of the suburban planting. This clearly brings a risk of hackneyed and overplanted species being used and as such inauthentic planting being carried out, the most over planted suspects being Himalayan Birch, the 'Lutescens' cultivar of Whitebeam and the "Chanticleer" variety of Callery Pear. So, whilst these are an excellent choice for suburban planting, consideration should be given to more infrequently planted species including but not limited to:

- *Parrotia persica* "Vanessa" (Persian Ironwood Vanessa cultivar)



- *Liquidambar styraciflua "Worplesdon"* (Sweet Gum Worplesdon cultivar)
- *Tilia mongolica* (Mongolian Lime)
- *Tilia cordata "Winter Orange"* (Small Leaved Lime Winter Orange cultivar)
- *Ulmus Vada Wanoux* (Dutch Elm disease resistant Elm cultivar)
- *Davidia involucrata* (Pocket Handkerchief Tree)
- *Acer rubrum "Red Sunset"* (Red Maple Red Sunset cultivar)
- *Koelreuteria paniculate* (Golden Rain tree)

Japanese flowering cherries have been a popular species and have been extensively planted in the suburbs for their attractive spring displays. Unfortunately, this species is predisposed to aggressive surface rooting and causes uneven and lifted paving. Due to this, this species will no longer be selected for planting in hard surfaced areas.

In soft dig areas where surface rooting would not cause any safety or cosmetic issues then flowering cherry can be used. Extending season interest should be considered by including the cherries which are winter flowering such as *Prunus x subhirtella Autumnalis Rosea*.

Tree pit design

Trees planted in hard surfaced areas can make an impact in the reduction of surface water flooding and as such has a significant role to play in a sustainable urban drainage system (SUDS). Therefore, one of the performance criteria in assessing and adopting a tree pit design / engineered solution must be urban water management. Other performance criteria required in the tree pit design being:

- Stormwater capture
- Stormwater storage
- Silt / debris capture
- Root control / barrier
- Irrigation access

14. Review and performance monitoring

The progress of the plan will be reviewed on an annual basis, to be carried out at the end of the tree planting season each April. During this review the numbers of trees planted that year will be counted and compared against the number of tree removals. The number of completed woodland management plans will also be counted and reported at this time.



15. Trees planted under license

During the 1960s, 70s and 80s the county council was the catalyst and driver for large scale tree planting. The desire to plant trees was driven by the following objectives;

- Plant trees to support clean air objectives of the 1960s
- Plant trees to deliver land reclamation objectives – removing industrial scars from the county
- Plant trees for public amenity, landscape and wildlife
- To develop a forestry estate big enough to support an in-house forestry team

To acquire sites for planting the authority used several approaches including land purchase, encouragement of landowners to take up tree planting grants and entering tree planting licences with mainly district councils (but also did include private ownership and utility companies).

Under such agreements the county council planted many thousands of trees in land not owned by the county council. Unfortunately, the exact number of such planting sites is not known with total accuracy due to the passage of time, staff, and organisational change; both within and outside the authority (local government boundary changes). An estimate of the number held is around 25. It is reasonable to say that as time has passed the county council's involvement in the sites has reduced year on year.

Whilst involvement in the sites has reduced over time, it is highly likely that responsibilities and ownership of the trees has not reduced. It is also true that many of the licensors (the landowners) may not be fully aware that the county council owns trees on their land.

There are clearly risk management, potential liability, and duty of care matters to be addressed and resolved. During the first twelve months of the asset management plan a working group will be established with staff from the tree management team, legal services, countryside service and estates to resolve this issue, the program of works being:

- To establish an accurate record of active tree licences
- Assess what we currently know about the relationship between lessor (landowner) and licensee.
- Assess the implications of each licence in terms of lessor, condition of woodlands, risks
- To assess lessor understanding and aspirations.
- Assess details within licence agreements as to terms and conditions, surrender and termination clauses.

With the information above the county council will be in a better position to fully understand the level of responsibility it has, determine a programme of works for appropriate actions and determine the level of resource that may be needed to implement a plan.



16. Tree Preservation

The making of tree preservation orders comes under the jurisdiction of the district councils in their role as local planning authorities and as such any requests made to the county council would be passed onto the appropriate district tree officer for consideration.

There are some county council trees which are subject to tree preservation orders. The majority being covered within old blanket (area classification) orders. Government has prepared guidance on the expediency and suitability of trees for proposed preservation orders and guides against placing preservation orders on trees which are on council land or are under a correct arboricultural management regime.

Therefore, as all county council trees are subject to the care and jurisdiction of the tree management team and are now considered to be fully managed assets, any new provisional tree preservation orders placed on county trees will not normally be supported on the grounds that such protection fails to meet the expediency tests and thresholds set by Government.

Government advises local planning authorities to keep their tree preservation under review and if need be, to revoke preservation orders which are no longer required, therefore where county council owned trees are protected the county council will request that the district council carry out a review of the existing protection and to remove the protected status of trees by revoking and remaking the preservation orders.

In failing to keep older tree preservation orders under review there is now the highly inefficient position in terms of time and resources of county council officers applying for formal consent to district councils for permission to carry out essential maintenance works to county council owned trees – often resulting in a time lag that could be hazardous.

Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director Public Health and Wellbeing

Part I

Electoral Division affected:
None;

Corporate Priorities:
Caring for the vulnerable;

Request for Waiver of Procurement Rules - Reception Aged Vision Screening

Contact for further information:

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Brief Summary

The current Reception Aged Vision Service provision expires on 31 March 2024. The Public Health Improvement Team is seeking to extend the contract by 4 months until 31 July 2024 to align the contract end date with the academic school year.

At the beginning of the school year (September), each school will be assigned a date for their vision screening service from September to July. Undertaking a tender exercise mid-school year risk disrupting the service delivery and could lead to some reception-aged children not receiving a vision screen. Extending the contract to July 2024 will therefore ensure that the screening programme delivered over the school academic year will be completed smoothly and transitioned to the new contract from the next school year onwards.

Recommendation

Cabinet is asked to approve a waiver of the county council's procurement rules as set out at paragraph 14.2 of Appendix R of the county council's Constitution to extend the Reception Aged Vision Screening service contract by 4 months until 31 July 2024.

Detail

Children with vision problems are especially at a disadvantage in terms of school enrolment, educational attainment, and learning. Children with poor vision often

show signs of poor reading comprehension and may struggle to keep up with class assignments. Ultimately, poor vision can therefore negatively affect a child's ability to learn and grow in an educational setting.

Furthermore, children with undiagnosed vision problems tend to avoid recreational activities that require distance vision, such as team sports and may demonstrate poor hand-eye coordination. When a child does not participate in physical activity during the day, they miss out on the benefits exercise can have on their academic performance and motor development.

Reception Aged Vision screening is an integral part of the universal delivery of the national Healthy Child Programme (HCP) 0-19 years, and meets the criteria laid down by the UK National Screening Committee, which recommends that screening of children's vision should be offered to all children aged 4 to 5 years.

Screening for reduced vision in children aged 4 to 5 years is primarily undertaken to detect children with amblyopia, a form of abnormal vision system development. Early detection of amblyopia is necessary to avoid permanent visual impairment by allowing treatment to be undertaken within the sensitive period of neuroplasticity (growth and change) in the visual system.

The primary aim of the childhood vision screening programme is to offer all eligible children aged between 4-5 years in reception a vision screen that identifies impaired vision. This is provided to schools (Reception year) in the 12 districts of Lancashire and is orthoptist-led.

The outcome of the screening test is communicated to each child's parents or carers. The provider also makes contact with the Electively Home Educated team to reach reception children not educated at school. Children who fail the tests are referred to either an orthoptist in the Hospital Eye Service or a community optometry clinic, based on the results of the screen, for diagnosis and commencement of treatment.

At the beginning of the school year (September), each school will be assigned a date for their vision screening service from September to July. During the academic year 2022/2023, the provider screened 96% of all eligible children. 1,679 of the children screened failed the test and were referred on for further treatment.

Undertaking a tender exercise mid-school year risks disrupting the service and could lead to some reception-aged children not receiving a vision screen. Extending the contract to July 2024 will therefore ensure that the screening programme delivered over the school academic year will be completed.

The current service provision expires on 31 March 2024. The Public Health Improvement Team is seeking to extend the contract by 4 months until 31 July 2024 to align the contract end date with the academic school year.

Consultations

N/A



Implications:

This item has the following implications, as indicated:

Risk management

The potential gap in service delivery is significant, as it would be mid-stream into the academic year. An extension to the current contract will support continuity, while compliant procurement process is enabled. The risk of challenge from the provider market to extend this contract by 4 months is deemed low.

Financial

This service is currently funded from within the Public Health budget. The extension will not present any additional costs and will be contained within the existing budget envelope.

Legal

The current contract is a public contract subject to the Public Contracts Regulations 2015. As such, the contract can only be lawfully modified in the circumstances contained within Regulation 72 of the Public Contracts Regulations 2015.

Regulation 72(1)(e) provides:

Where the modifications, irrespective of their value, are not substantial within the meaning of paragraph (8)

(8) A modification of a contract or a framework agreement during its term shall be considered substantial for the purposes of paragraph (1)(e) where one or more of the following conditions is met:—

- (a) the modification renders the contract or the framework agreement materially different in character from the one initially concluded;*
- (b) the modification introduces conditions which, had they been part of the initial procurement procedure, would have—*
 - (i) allowed for the admission of other candidates than those initially selected,*
 - (ii) allowed for the acceptance of a tender other than that originally accepted, or*
 - (iii) attracted additional participants in the procurement procedure;*
- (c) the modification changes the economic balance of the contract or the framework agreement in favour of the contractor in a manner which was not provided for in the initial contract or framework agreement;*
- (d) the modification extends the scope of the contract or framework agreement considerably;*
- (e) a new contractor replaces the one to which the contracting authority had initially awarded the contract in cases other than those provided for in paragraph (1)(d).*

The value of the proposed modification is £55,622.80 and the effect will be limited to continuing the existing contractual services for an extended duration of 4 months.

It is suggested that the modification does not meet any of the Regulation 72(8) conditions and therefore the proposal should be regarded as non-substantial and so lawful for the purposes of the Public Contracts Regulations 2015.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Highways and Transport

Part I

Electoral Division affected:
Chorley Rural West; Heysham;
Lancaster Central; Lancaster
East; Lancaster South East;
Leyland Central; Leyland South
Longridge with Bowland;
Lostock Hall & Bamber Bridge;
Morecambe Central;
Morecambe North; Morecambe
South; Moss Side & Farington;
Penwortham East & Walton-le-
Dale; Penwortham West;
Preston Central East; Preston
Central West; Preston City;
Preston East; Preston North;
Preston Rural; Preston South
East; Preston South West;
Preston West; Skelmersdale
East; Skerton;

Corporate Priorities:
Protecting our environment;

Submission by Lancashire County Council to Zero Emission Bus Fund

Contact for further information:
Matthew Moll, Enhanced Bus Partnership Manager,
matthew.moll@lancashire.gov.uk

Brief Summary

Lancashire County Council is preparing a bid to the Department for Transport's Zero Emission Bus Regional Area fund on behalf of Preston Bus; Stagecoach Cumbria and North Lancashire; and Stagecoach Merseyside and South Lancashire.

If successful, the Department for Transport will pay grant funding to Lancashire County Council for onward payment to the operators. Whilst Lancashire County Council will not be contributing any of its own money beyond the cost of preparing

the bid submission and associated legal fees, the Department for Transport require the county council to co-ordinate the bid, design the scheme to ensure consistency with Subsidy Control and value for money principles and to protect the grant funding in distress situations.

The deadline for submission is Friday 15 December 2023.

Recommendation

Cabinet is asked to:

- (i) Approve the submission of a bid to the Department for Transport's Zero Emission Bus Regional Area fund.
- (ii) Authorise the Director of Highways and Transport, in consultation with the Director of Law and Governance to agree the detail of the final terms of the submission.
- (iii) Authorise the Director of Highways and Transport, in consultation with the Director of Law and Governance, to approve the final terms of the Grant Funding Agreement with the Department for Transport, flow-down Grant Funding Agreements with the operators and all other relevant legal and contractual documentation relating to the scheme to which the Council is required to be party.

Detail

The second Zero Emission Bus Regional Areas fund was launched by the Department for Transport on Friday 8 September 2023. As part of the National Bus Strategy the government is aiming to fund 4,000 zero-emission buses, with the first round of the fund providing approximately 1,300 of these.

The funding provides up to 75% of the additional cost of purchasing a zero-emission bus over an equivalent new diesel vehicle. It also provides up to 75% of the cost of charging / refuelling infrastructure. The first round of the fund provided roughly £210,000 per vehicle including infrastructure costs.

The deadline for submission of bids is 4pm on 15 December 2023. Notification of successful applications is expected to be announced in March 2024 with funding to be provided in both the 2023/24 and 2024/25 financial years. Operators are expected to order vehicles by 31 January 2025.

Unlike the first funding round, there is a single stream of funding (rather than a Fast track and Standard track) and a single bid stage without the need for a full business case. However, there is a new funding priority structure:

- Priority 1 = Transport authorities not in receipt of first round funding and which are classed as a 'Rural' authority;



- Priority 2 = 'Non-Rural' transport authorities which were not in receipt of first round funding;
- Priority 3 = Transport authorities which were in receipt of first round funding.

Overall, there is currently £129m available nationally with a minimum of £25m and a maximum of £50m to be allocated to Priority 1 bids. This equates to approximately 600 vehicles overall, with up to a third being allocated to Priority 1 bids. After discussion with the Department for Transport, the county council's bid would be submitted under Priority 2.

Bus Operator Involvement

Transport authorities were required to ensure that all local bus operators within the authority area had the chance to be involved in the authority's bid. To comply with this requirement, an email was sent to all local bus operators which operated within Lancashire as of early September 2023. Of the six operators to express interest (either formally or informally), three operators continued to engage in the process, providing the details and data required for the bid, these being:

- Preston Bus – covering the Preston urban area network, principally services 19 and 35;
- Stagecoach Cumbria and North Lancashire – covering the core University – Lancaster – Morecambe – Heysham corridor; and
- Stagecoach Merseyside and South Lancashire – covering services 1 to Longridge, 3 to Penwortham and 111 to Leyland (and potentially Wigan).

All three operators acknowledged that the county council expects operators to provide the remaining funding. The fund does include an element of contingency for price increases and unexpected costs which operators may incur.

Legal Issues

The Department for Transport require the Council to co-ordinate the bid, design the scheme to ensure consistency with Subsidy Control and value for money principles and to protect the grant funding in distress situations. A number of legal agreements between the Council and the Operators/their respective supply chains will be required to ensure the delivery of the scheme to Department for Transport requirements. The Council will need to sign a Grant Funding Agreement with the Department for Transport, flow-down Grant Funding Agreements with each of the operators and perhaps direct agreements/guarantees with companies within the operators' supply chains to protect the grant funding in distress situations.

As part of the bidding process, legal advice is being sought on subsidy control and due to the levels of grant funding which will be required it is expected that our subsidy control analysis will ultimately need to be referred to the Competition and Market Authority's Subsidy Control Unit which will give its own view as to its adequacy. The Subsidy Control Unit's advice will be necessarily made public.

Whilst the primary risk around subsidy control lies with the beneficiary of the funds (the operators), the subsidy control legislation places an onus on the Council to carry

out its own due diligence on subsidy control compliance. Not only does this carry a PR risk if it is not done properly there will be an additional clawback risk on the Council in the arrangements with DoT. This clawback risk will need to be covered off with the operators.

As protector of the grant funding and via the operation of the various legal agreements with an ongoing reporting obligation to the Department for Transport, the county council should expect a continuing role in the scheme to ensure it is delivered in accordance with Department for Transport requirements.

Money Involved

There is no requirement for county council funds to provide the 25% match funding. The county council expects operators to provide all funding not covered by the Department for Transport.

The funding to be requested is approximately £15.750m from the Department for Transport, with all other funding needed to purchase the vehicles and recharging equipment provided by the operators.

Benefit for Lancashire County Council

With an increasing focus on decarbonisation and improving air quality, this is an opportunity to support bus operators willing to invest in new zero emission vehicles, without any financial contribution from the county council being required beyond the cost of preparing the bid.

Consultations

Lancaster City Council has indicated support for this bid and provided information on the Air Quality Management Areas within Lancaster for including within the bid.

Implications:

This item has the following implications, as indicated:

Risk management

Reputational / Relationship with Stakeholders

If Lancashire County Council did not proceed with the bid, then it is likely to create a level of friction with the three bus operators involved as well as Lancaster City Council. The Department for Transport published a list of authorities which submitted expressions of interest, and there may be some backlash from residents / community groups if Lancashire County Council did not to proceed with a bid that would help to improve air quality in parts of the county.

Operator Withdrawal

There is a risk that the operators involved could drop out of the bid or seek to reduce the number of vehicles purchased. This happened with the first round of the Zero

Emission Bus Regional Area fund following the high levels of inflation impacting on prices of vehicles, infrastructure and electricity. Operators are required to provide a letter of support as part of the bid which will express intent to proceed with the purchase of Zero Emission Buses if successful, and the financial contribution from the fund is expected to include a level of contingency. Inflation appears to be reducing, increasing the likelihood that there will be limited increase in price between the quotes received for the bid and the final cost upon purchase.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Strategic & Integrated Commissioning

Part I

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Caring for the vulnerable;

Lancashire County Council Carers Strategy 2024-27

(Appendix 'A' refers)

Contact for further information:

Kieran Curran, Tel: (01772) 536068, Senior Policy, Information and Commissioning Manager, kieran.curran@lancashire.gov.uk

Brief Summary

A new adult Carers Strategy is presented to Cabinet following engagement with Carers and others in Lancashire throughout 2023. The strategy identifies five key priorities for the county council to focus on over the next three years and will directly inform the production of an extensive Action Plan, planned for early 2024.

Recommendation

Cabinet is asked to approve the Lancashire County Council Carers Strategy 2024-27, as set out at Appendix 'A'.

Detail

The Care Act 2014 gives adult Carers in Lancashire the right to support from the county council, and the NHS Long Term Plan calls on the health service to improve identification and support for Carers. There were 113,097 unpaid, informal Carers in Lancashire at the time of the 2021 Census. All these Carers play a vital role in supporting some of our most vulnerable residents and keeping people safe and independent at home.

The county council is committed to giving Carers access to support so they can continue to care, including giving them a break to avoid deterioration of their health and wellbeing and the need to place loved ones in a care setting.

The Carers Strategy was developed through extensive engagement with groups of Carers in Lancashire, discussions with other councils and colleagues across the Lancashire and South Cumbria Integrated Care System, reviews of national reports and studies focused on Carers, and analysis of Census data and the Survey of Adult Carers in England 2021-22.

The strategy sets out the principles governing our support for Carers and identifies five priorities to guide this work in the future. The strategy will directly inform an Action Plan which will detail specific activity to implement the strategy's intention to better support the health and well-being of Carers in Lancashire.

The strategy will be used to inform further discussions with the Integrated Care Board and other councils in the wider Integrated Care System, to enable the production of a system-wide Carers Strategy planned for publication in 2024.

The vision for the strategy is aligned with Living Better Lives in Lancashire:

"We are committed to delivering strength-based support through Living Better Lives in Lancashire, our vision for adult social care that helps residents live as independently as possible. Our vision is to create a true partnership with Carers so they can achieve healthy, fulfilled lives, and be supported in ways that recognise the breadth and impact of their caring role."

The five priorities identified by the Carers Strategy are:

- **Better information and advice** that is easy to find and understand.
- **Health and wellbeing and living a fulfilled life:** Carers should be able to get support so they can look after their health and do the things they want to do.
- **Giving Carers a voice:** Carers are recognised and respected as "experts by experience." Opportunities to have their say are frequent and have a purpose.
- **Carers have access to quality short breaks** that are flexible, varied, and easy to understand and arrange, and that help to support Carers' health and well-being.
- **Reshape and join-up services for Carers** so they can more easily access care and support for themselves and the person they care for.

Appendices

Appendix 'A' is attached to this report. For clarification it is summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	Lancashire County Council Carers Strategy 2024-27

Consultations

Commissioners held focus groups and one-to-one sessions at local Carers meetings across Lancashire throughout 2023. Further consultation on the strategy took place with other local authorities in the North West and with the NHS via the Lancashire and South Cumbria Carers Strategic Partnership Group. The county council will



continue to share its findings with Carers as it develops a fully co-produced Action Plan, based on the strategy's priorities, to be published in early 2024.

Implications:

This item has the following implications, as indicated:

Risk management

Approval of the Carers Strategy will support the county council to meet its duties under the Care Act to prevent, reduce and delay care and support needs and to shape the market for care and support in Lancashire.

Financial

The Lancashire County Council Carers Strategy 2024-27 does not identify any specific budget or financial requirements. These will be considered within the Carers Action Plan and the procurement of a new Lancashire Carers Service from 2025.

Legal

The Lancashire County Council Carers Strategy 2024-27 helps the county council meet its obligations under the Care Act 2014.

Equality and Cohesion

It is anticipated that the Carers Strategy should contribute positively to the Public Sector Equality Duty's general aims and particularly the aim of advancing equality of opportunity for carers. Carers are disproportionately likely to be female (sex/gender protected characteristic) and those they care for are most likely to be from the age (older people) and disability protected characteristics groups. The resulting Action Plan will be subject to an Equality Impact Assessment.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





Lancashire County Council Carers Strategy

2024 – 2027





Millions of people across the country provide unpaid care for an ill, older, or disabled family member or friend. The number of unpaid Carers is increasing as our population ages and all these Carers play a vital role in keeping loved ones safe and independent at home.



Foreword



Cllr Graham Gooch
Cabinet Member for
Adult Social Care

Across the country, millions of people provide unpaid care for an ill, older, or disabled family member or friend. The number of unpaid Carers is increasing as our population ages and all of these Carers play a vital role in keeping loved ones safe and independent at home and in protecting the NHS. Our health and social care partners would be severely affected without them.

Carers across the county do fantastic work and we want to support them to continue their caring role. We understand the strain and additional pressure put on Carers by the pandemic and many other external factors and challenges affecting people's lives. This strategy intends to put Carers at the heart of what we do to ensure they have a good quality of life.

Lancashire is already supporting Carers in many ways, but we want to do as much as we can to ensure Carers can access support they need, when they need it. After talking to and meeting with Carers to inform this strategy during 2023 we want to put into place support for them informed by what they have told us, what matters to them and learn from what they think of the services they currently receive.

This strategy explains the areas we want to focus on to support Carers further, working with the NHS and our wider key partners, and ensure we are involving them in shaping and designing services which make a difference to them and the person they care for.

We are focused on:

- What Carers have told us matters to them.
- What we intend to do to deliver on the challenges identified in this strategy.
- How we will know we have made a difference.

This strategy will continue to develop the work between the county council and our Integrated Care Board so that health and social care providers work together to put into place a shared vision that recognises and supports Carers and the work they do.





Introduction

This strategy is for all adult unpaid Carers who live in, or care for someone who lives in, the Lancashire County Council area. The strategy sets out what we will do to improve the health and wellbeing of Carers. We will ensure Carers are respected and that we understand more about what it means to be a Carer. We will develop high quality support services for Carers that meet their needs and improves their lives as Carers. We will recognise Carers and value them as partners in delivering services.

To do this, we will work with the new Lancashire and South Cumbria Integrated Care Board to improve the lives of Carers and those they care for and the way Carers are identified and supported. We will make the best use of joint resources and deliver consistent services across the county.

This strategy has been shaped by adult Carers from Lancashire. Carers voices and experiences are directing the future of services and support which are important to them. We will continue to co-produce with Carers, other stakeholders and providers of carer services to help develop future support for Carers. The priorities we have identified through these discussions are based on recognising Carers' vital role and we will continue to be guided by what Carers tell us as we implement our plans.



Who is a Carer?

The Care Act 2014 defines a Carer as “an adult who provides or intends to provide care for another adult” and “someone who helps another person, usually a relative or friend, in their day-to-day life. This is not the same as someone who provides care professionally, or through a voluntary organisation”.

A Carer is anyone who cares, unpaid, for a friend or family member, neighbour or loved one, who due to age, illness, disability, a mental health problem or substance misuse or other issues cannot live day to day without their support. Each caring situation is unique. Often a caring role arises unexpectedly or occurs alongside work or education. Many Carers, especially early in their caring journey, do not see themselves as Carers or see that the support they provide is helping someone close to them.

There are many kinds of unpaid Carers of all ages and backgrounds, including Parent Carers, Young Carers, and Young Adult Carers. This strategy concentrates on adult Carers accessing their support and care needs from Adult Social Care. But we will collaborate with colleagues in Children’s Services, with the NHS, and with community and voluntary organisations, to deliver the actions from this strategy.

According to the Census data there are

**113,097
CARERS**

in the Lancashire
County Council Area

**9.65% OF
POPULATION**

**ALMOST
1 IN 10 PEOPLE**





Our vision and principles

Our vision

We are committed to delivering strength-based support through Living Better Lives in Lancashire, our vision for adult social care that helps residents live as independently as possible.

Our vision is to create a true partnership with Carers so they can achieve healthy, fulfilled lives and be supported in ways that recognise the breadth and impact of their caring role.



Our principles

The following principles will underpin the work we do to support Carers, and from these detailed action plans will be created to identify the specific things that will develop our services further. Our principles are:

- To identify and support Carers as early as possible.
- To support Carer's health and wellbeing and maintain their independence.
- To tailor support directly to Carer's needs.
- To ensure Carers have a voice, that they are respected, listened to and treated as "experts by experience."
- To communicate clearly and regularly with Carers.
- To deliver high quality services across the health and social care system to meet the needs of all Carers and the people they care for.
- To reduce bureaucracy and making it easier for Carers to arrange support.
- To prevent Carer isolation and reach under-served parts of our community.
- To support Carers to remain in work, training, or education.
- To make the best use of our resources in supporting Carers.





Our purpose

Direction

The purpose of our Carers Strategy is to provide an overall direction for how Carers in the Lancashire County Council area will be supported. It is not intended to be an action plan in its own right, but a plan will follow from the strategy. This plan will detail how the Carers Strategy will lead to better services and support for Carers.



Action Plan

An Action Plan will sit behind the Carers Strategy and show the actions that are needed to make the strategy happen. We will share the strategy and Action Plan with the Lancashire and South Cumbria Integrated Care System (ICS) and inform their Carers Strategy, scheduled for 2024.

We will continue to work with the NHS and community and voluntary providers to make our plans achievable, agree who will carry out specific actions, and ensure that we keep each other accountable.

Services which specifically support Carers will be re-commissioned in line with the principles and direction set out in the Carers Strategy and Action Plan. These services help to identify Carers and include information and advice, assessment and support for Carers, respite and emergency planning, and peer support. The contracts for these services will be managed by Lancashire County Council and its partners, and reviewed regularly.

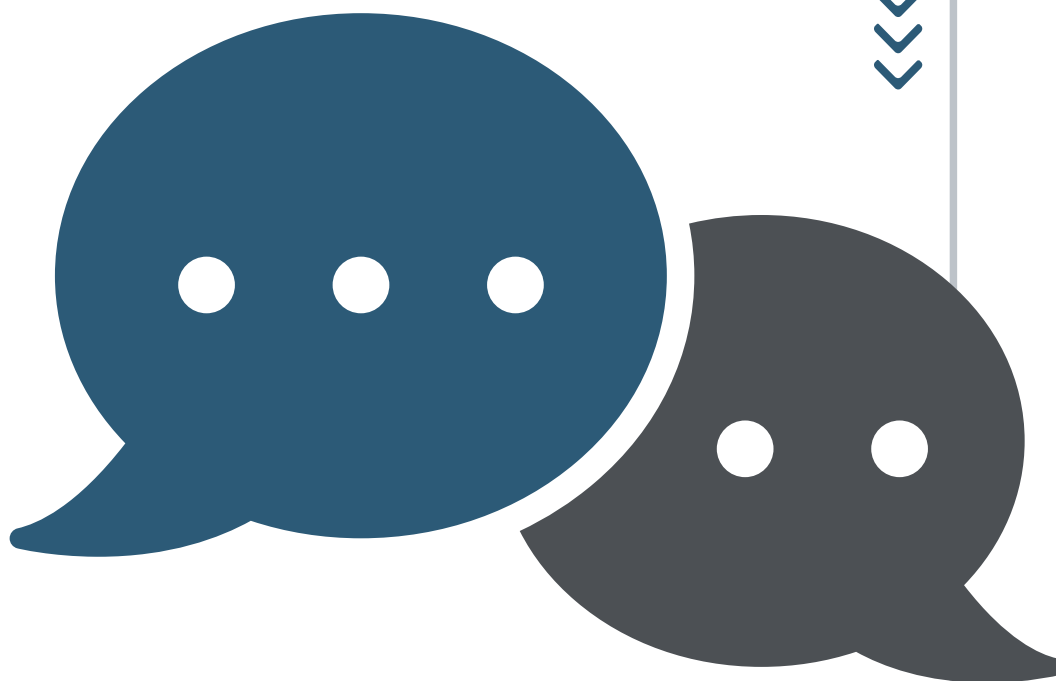


Carer services

Our carer support services will work with local partners to deliver services that meet the needs of communities and neighbourhoods.

All social care, health, and other partners across Lancashire recognise that we need to do more to support Carers. Lancashire's Health and Well Being Strategy identifies support for Carers as one of its key themes and priorities. The Integrated Care Strategy also says Carers are a big part of their plans. We will align this Carers Strategy to the county council's wider service plans to ensure all staff and services are working towards the delivery of the strategy, backed by national guidance and legislation.

The strategy also fits with the county council's plans to transform how we deliver social care and will mean we do more to talk to Carers and identify what they need and what they want for themselves. We will also draw on what has worked elsewhere as we implement the priorities identified here.





What Carers have told us

The voices and experiences of Carers are the most powerful influence on this strategy.

Throughout 2023 we visited Carer Cafes – local groups of Carers run by the Lancashire Carers Service – to speak with Carers about their experiences, the services they receive, and how we could better support them. These conversations and the feedback we received, along with the data presented on the next pages, helped us to prioritise the areas we need to focus on and what we need to do next. We will also engage with the Carers groups again during 2024 to continue testing whether we are meeting the purpose of the strategy.

Getting support

I had a social worker at first but then my allocated worker got taken away. Social workers aren't always contactable.

I'm not computer literate. Phone is better than online for me.

I didn't go online at all until my father's diagnosis.

Everything changes so quickly with the support that my mum needs, it's hard to keep on top of things.

I struggle when something is only available online. I forget passwords and things like that. It's difficult to schedule Zoom calls so I need some help with that.

Information, Advice and Guidance

People don't know the help is there. We need to promote the services more.

Trying to find things out is difficult. I don't know what I'm entitled to. The benefits system can be difficult to understand. There isn't enough communication with us.

I want information about carers allowance. Nobody explains this stuff to you.

I want good, reliable information, simply expressed.

I don't know about my rights to benefits and council tax or water bills or any type of entitlements. You don't know what you're entitled to.

I need help and information with budgets and benefits. Help with LPAs, info and advice, help to apply. Council tax reductions – no one knows about them. Talking to other carers is the only way you find out.

Being recognised as a Carer

It's a job. An unpaid job. I have so much on my mind all the time. You always put yourself on the back burner until you crack up.

I don't feel valued. Recognition is important, it's not always about the money.

We're a forgotten, invisible army. I'm so tired, stressed, and exhausted.

It's as if you don't exist. You feel like you're invisible.

Afterwards you realise what you did as a carer, you don't realise at the time as you just have to get on with it.

I didn't recognise myself as a carer, my daughter did. It's been a real eye-opener to see how nice it was to chat with other carers. It was time just for me. You tend to lose friends when you become a carer.



Support from other Carers

I'd like more opportunities to share my experiences with other carers.

I'd like to do more things with other carers. Just listening to other carers really helps.

I like peer support. Other Carers know exactly what I'm talking about. More opportunities to get together would be great.

It would be good to have someone to talk to and confide in regularly.

Caring for someone is very socially isolating and talking to other carers really helps me.

Taking a break

I really struggle with getting my mum on a bus to go to day care, it just feels too hard and easier just to stay at home, even though it means that I won't get a break.

I don't know where to start getting Respite. How do you get it?

Overnight respite care for those with dementia would be great as it would allow us to catch up on missed sleep. I'm up most of the night with my mum who has dementia and it is absolutely exhausting.

There is far too much paperwork – it's too complicated.

I feel guilty that my mum doesn't get out much and I would welcome the opportunity to be able to take her out more. However, it's really hard pushing a wheelchair, so we are really limited.

I was allocated respite of 2 hours per week, however, as I live in a rural location it doesn't really provide much time for me to get out and about and do things that I enjoy.

What did Carers tell us is working for them?

There are lots of complicated forms to fill out but someone from the Carers Service helped me.

I was put in touch with a social prescriber who introduced me to carers services, social activities I could take my mother to and social events for myself. Really helpful.

The county council clearly put the quality of carers services at the top of the priority list. Long may that continue.

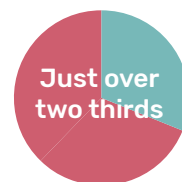
The Carers Service has been a lifeline for me – you can throw a problem at them, they might not have all the answers but they are really helpful.



What do we know about Carers in Lancashire?



73.4% of cared-for people are over 55 or older



67.9% are 65 year of age or older



35+ hours a week

Caring for someone is at least a full-time job (35+ hours a week) for more than half (**55.1%**) of Carers with more than a third (36.7%) spending more than **75 hours a week** caring and **29.7%** devoting **100 hours** or more **to caring** for someone.

Identify as a Carer

A quarter (24%) of carers took over 5 years to identify as a carer, and 9% took over 10 years.

Excluding Carers that had not received support or services, **over a third (36.9%) felt** they were very or **extremely satisfied** with the support they received. **Only 8.2% felt** they were very or **extremely dissatisfied.**



61.3%

have been looking after or helping the person they care for



for more than **5 years**

Feeling Socially Isolated

Carers report that they feel socially isolated. The proportion of carers who felt they have as much social contact as they want with people they like decreased to **27.6%** in **2021-22** from **30.3%** in **2018-19**. The proportion that felt they have **little social contact** and **feel socially isolated increased** from

14.5% to almost

one in five (19.8%)



Not being able to spend time doing the things that you enjoy

Only **13.4%** of Carers say they are “able to spend my time as I want, doing things I value or enjoy” with **86.6 % of Carers** reporting either **they do not do enough of these things** or don't do anything they **value or enjoy**, which highlights a major concern regarding the stresses and pressures Carers feel because of their role. The percentage of carers that feel they have encouragement and support has increased from **32.5%** in **2018-19** to **37.4%** in **2021-22**, bucking the national trend (nationally, this metric decreased over the same period by **3.1%**).



Most cared-for people

73.2%
live with their carer

“Universal” services are a mainstay of support for carers.

Carers rely heavily on information and advice services with more than half reporting use in the last 12 months (**56.1%**) and **60% of Carers** saying they find it **helpful**. But only **12.8% of Carers in Lancashire** say this is **very easy to find** and **more than a quarter (26.5%)** say it is **difficult to find**.



Carer-related issues and concerns are the top reason why the public contacts the county council by phone



35.9%

reported using support from carers groups or someone to talk to as a Carer in the past 12 months



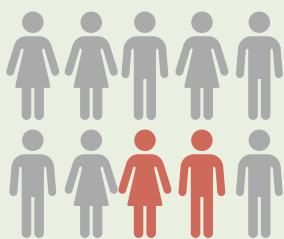
but 61.4% said they had not which points to the potential to increase the awareness of these types of services.



What do we know about Carers in Lancashire?

Many carers are retired
60.4%

or not in paid work
18.2%



2 in 10 Carers are in full or part time work



receive some sort of **income (whether full-time or part-time, employed or self-employed)**

and more than one-in-five



21.3%

say their caring role prevents them from working.

The proportion of Carers who reported that the person they care for had used any type of take a break service **at short notice declined**

take a break service

from **one-in-five (20%) in 2017-18**



to just over **one in ten (12.1%) in 2020-21**



Unsurprisingly, the burden on Carers – often caring for very long hours, day after day – affects their health and well-being.

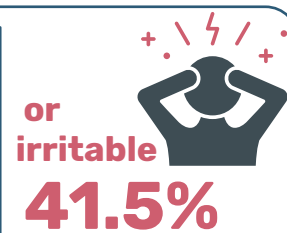


78.6%
feel tired

Many Carers say they are stressed



with more than two-in-five saying they feel depressed



7.9%

Only a tiny minority of Carers say they have not suffered any negative impact on their physical or mental health and well-being.



What does Lancashire County Council do to support Carers?

We arrange for Carers to receive different types of support through our Lancashire Carers Service. The Service is delivered free of charge to Carers in Lancashire by a number of organisations working together across the county. Services provide Carers with information, advice and a wide range of specialist support designed to help them continue in their caring role. The aim is to reduce the impact of their caring role on their health and wellbeing.

The Lancashire Carers Service works directly with individual carers to discuss their concerns and needs and design a tailored personalised support package.

There is a wide range of support already in place across Lancashire that includes:

- Carers' assessments, reviews, and support planning.
- Coffee and Chat/Carer Cafe support groups across Lancashire.
- Regular magazines and bulletins providing information on local groups, activities, and courses.
- Understanding dementia courses.
- Mental health for Carers courses.
- Support for contingency and emergency planning.
- A huge range of digital resources.
- Access to a CHAT line operated by Volunteers, 24 hours a day, 365 days a year.



- Access to our volunteer befriending and sitting in services to help Carers take a break from caring and provide additional company and support.
- Opportunity for Carers who are not “IT savvy” to become members of our Volunteer led Pen Pal’s scheme.
- Access to other community, health, and wellbeing services
- Opportunities to volunteer, make friends and provide support for others.
- Access to bespoke counselling support and wellbeing coaches.
- Carers’ Awareness Briefings for professionals.
- Carers Count – a specialised advocacy service exclusively for Carers in Lancashire

Carers can also join the Carers Community Network to share their experiences, connect with other Carers and stay informed of any new support for Carers.

The county council also provides Carers with support to take a short break from their caring role by offering short-term or longer periods of respite to the cared-for person, whether in residential care or a day centre, and we will be looking at various ways we can improve and expand this part of our offer.





Our priorities

From all the activity we have detailed – looking at data and surveys, reviewing the latest reports and studies on being a Carer, and – most importantly – speaking directly with Carers in Lancashire, we have identified five key priorities that make up this strategy. These are backed by “I” statements which describe what quality support should look and feel like for Carers. In response to these “I” statements, the county council will use established “We” statements to respond to Carer’s needs and explain how we should be meeting them. These components will become part of our core offer to Carers and form the basis of a new Lancashire Carers Service.

**Better
information
and advice**



**Health and
wellbeing
and living a
fulfilled life**





**Give
Carers
a voice**



**Carers have
access to
quality short
breaks**



**Reshape
and join-up
services for
Carers**





Priority 1:

Better information, advice, and guidance for Carers that is easy to find and understand.

Carers should be confident in the information we provide and professionals should offer a consistent and connected message to Carers about what they can expect.

“I” Statements

- I can get information and advice that is accurate, up to date and provided in a way that I can understand.
- I know what my rights are and can get information and advice on all the options for my health and care.
- I can get information and advice that helps me think about and plan my life.

“We” Statements

- We provide free information and advice to everyone, including people who arrange or fund their own support and care.
- We provide accurate and up-to-date information in formats that we tailor to individual needs,
- We tell people about person-centred approaches to planning and managing their support and make sure that they have the information, advice, and support to think through what will work best for them.

Priority 2:

Health and wellbeing and living a fulfilled life:

Carers should be able to access relevant support easily so they can look after their health do more of the things they want to do. Professionals should understand the impact of a Carer's role and tailor support to Carer's individual needs.

"I" Statements

- I can live the life I want and do the things that are important to me as independently as possible.
- I am treated with respect and dignity.
- I am supported to manage my health in a way that makes sense to me.

"We" Statements

- We have conversations with people to discover what they want from life and the care and support that will enable this.
- We work with people to make sure that their support plans promote wellbeing and enable them to be as independent as possible.
- We think creatively about solutions that enable people to do things that matter to them.



Priority 3:

Giving Carers a voice. Carers are recognised and respected as “experts by experience”. Opportunities to have their say are frequent and have a purpose. Carers can get support from other Carers.

“I” Statements

- I feel valued and my views and experiences are listened to by professionals and others.
- I have a co-produced personal plan that sets out how I can be active and involved in my community, including opportunities to learn and pursue my interests.
- I can meet people who share my interests and can join and participate in a range of groups.

“We” Statements

- We talk with people to find out what matters most to them, their strengths, and what they want to achieve and build these into their care and support plans and our services.
- We make sure that Carers can be as active and involved in their community as possible, doing things that are important to them, especially with other Carers.
- We have a clear picture of all the community groups and resources in our area and use this when supporting people and planning services.

Priority 4:

Carers have access to quality short breaks. These should be flexible, varied and easy to arrange, and help support Carers’ health and wellbeing.

“I” Statements

- I can access different types of bespoke, flexible, and timely respite, including short breaks, to meet my needs.
- I can get information and advice about respite when I need it.
- I am supported to plan ahead for important changes in life that I can anticipate.

“We” Statements

- We will ensure Carers have access to the right information, advice and support when they need it, including help in planning for short breaks and emergency situations.
- We will provide Carers with options to take breaks from caring, to maintain their own physical and mental health and wellbeing.
- community groups and resources in our area and use this when supporting people and planning services.

Priority 5:

Reshape and join-up services for Carers so they can more easily access care and support for themselves and the person they care for.

We will continue to transform the way we deliver social care and do more to work with the NHS to make things simpler and easier for Carers.

“I” Statements

- I have care and support that is coordinated, and everyone works well together and with me.
- When I or the person I care for moves between services, settings or areas, there is a plan for what happens next and who will do what, and all the practical arrangements are in place before change happens.
- I can get skilled advice and support to understand how care and support and personal budgets work.

“We” Statements

- We work in partnership with others to make sure that all our services work seamlessly together from the perspective of the person accessing services.
- We work with people as equal partners and combine our respective knowledge and experience to support joint decision-making.
- We make sure that our organisational policies and procedures reflect the duties and spirit of the law and do not inadvertently restrict people’s choice and control.



Our plans for the future

While we are proud of the support we offer Carers in Lancashire, we are always aware of the challenges in getting them the support they need. Economic uncertainty, the impact of COVID-19 and the pace of social and technological change have further highlighted these challenges in recent years.

Where these challenges have led to gaps in support in the past, we aim to address these in response to what carers have told us. By building on what has worked for Carers across health and social care, we will involve our Carers in the design and delivery of what their support will look like during the life of this strategy and beyond.

The next step is to co-produce our Action Plan, tied to our priorities and detailing the specific projects that will help us to meet them. We will focus on measurable and achievable goals and ensure we are working in ways that Carers support:

- Improve professional awareness and understanding of the role of Carers, including more training and education, and formal commitments to acknowledging Carers, using the new Carers Charter.
- A new and comprehensive information, advice and guidance offer for Carers in Lancashire, providing access to digital solutions and technology where required, backed by new industry standards.
- Identification and support for Carers through social care needs assessments of the people they care for and strength-based discussions with the Carer.
- More opportunities for Carers to be represented and involved in strategic planning and commissioning decisions through a new Carers Partnership Board.
- Offer short breaks or replacement care for Carers that are flexible, accessible, and available to meet Carers needs and prevent carer breakdown. Access to some of these services may be dependent on meeting certain eligibility criteria.
- A complete review of current service provision before procurement of a new Lancashire Carers Service, including specific reviews of Carers provision in acute, reablement, mental health and Occupational Therapy, including new practice pathways for health and social care practitioners.
- Working better with NHS colleagues to increase the number of Carers who are identified in hospitals and community health settings, ensuring patients who are registered with their GP practice as a Carer are referred to the Lancashire Carers Service.
- Review of our assessment and eligibility criteria for Carers and Carers Payments.
- Revamping of our current Peace of Mind 4 Carers contingency planning and provision service.
- Break down barriers where communication and sharing of information about the cared for person is an issue.
- Find ways to improve access to support Carers who are 'seldom heard from' and Carers from minority ethnic groups to reduce isolation and health inequalities.
- Develop support for county council employees who are Carers and advice and information for businesses with Carers in their workforce.

Appendix A

Legislation and Safeguarding

The Care Act 2014 recognises that supporting adult carers is as important as supporting the people they care for. The Care Act gives adult carers the right to support from their local authority, which can include information and advice, preventative services, carers' assessment, and support to meet carers' needs based on national eligibility criteria. The Care Act also places a duty on local authorities to identify Young Carers and provide support for Parent Carers and Young Carers as a young person becomes an adult. The Children and Families Act covers the rights of both Young Carers and Parent Carers.

The NHS Long Term Plan calls on the NHS to improve identification and support for Carers, underlining the need for us to work with the NHS to improve services for Carers. The Plan also says that the NHS will introduce 'Carer Quality Markers' in primary care, provide better support for carers in emergencies and make sure that Carers benefit from wider use of social prescribing.

The Work and Families Act 2006 and the Employment Rights Act 1996 gives Carers rights to ask for support at work that can help them manage work and caring responsibilities. The Equality Act 2010 protects Carers against discrimination or harassment because of their caring responsibilities.

Safeguarding protects an adult's right to live in safety, free from abuse and neglect. The emphasis is on people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult's wellbeing is promoted. Safeguarding is for people who, because of issues such as dementia, learning disability, mental ill-health or substance abuse, have care and support needs that may make them more vulnerable to abuse or neglect.





Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Adult Services

Part I

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Caring for the vulnerable;

Lancashire Safeguarding Adults Board Annual Report 2022/23

(Appendix 'A' refers)

Contact for further information:

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Hayley.Hughes@lancashire.gov.uk

Brief Summary

The Lancashire Safeguarding Adults Board Annual Report for 2022/23 provides a summary of the work undertaken by the Safeguarding Adults Board in Lancashire over the last year.

Recommendation

The Cabinet is asked to:

- (i) Consider and comment upon the contents of the report.
- (ii) Consider the implications of the report for the conduct of council business and highlight any areas of priority for the council.

Detail

The Care Act 2014 requires that in every Local Authority administrative area, there must be a Safeguarding Adults Board. Key local agencies are represented on the Board at a senior level, but the Board has an Independent Chair.

The Safeguarding Adults Boards are required to produce and publish an Annual Report which reflects on safeguarding practice and issues in the area. The Lancashire Safeguarding Adults Board agreed to sign off and publish the report in August 2023. Due to an error, the Annual Report was published on the Lancashire Safeguarding Adults Board website in August 2023, prior to being considered by Cabinet. Plans in place for the 2023/24 Annual Report will ensure that the report is presented to Cabinet, prior to publication.

The Lancashire Safeguarding Adults Annual Report 2022/23, set out at Appendix 'A', provides a summary of the work undertaken by the Safeguarding Adults Board in Lancashire over the last year. The report introduces Stephen Chapman as the new Independent Chair for Lancashire, which reflects a period of change for the Board. The report reflects challenges faced across the partnership in 2022/23, post-Covid, and at a time when demand increased and agencies continued to do their very best for the residents of Lancashire.

Within the report is evidence of Lancashire's commitment to keeping people safe, and free from abuse and neglect across the County. Key partners including the local authority, Lancashire Constabulary and Integrated Care Board (health) have all provided information on activity in organisations and their key priorities.

Key achievements identified from partners in the report included a redesigned safeguarding adult service; supporting the workforce with their own health and wellbeing; introduction of Right Care, Right Person for reporting concerns for welfare to the Police; closer working between mental health services and the Police through Street Triage; Campaigns for Think Victim, and safeguarding Awareness week; data alignment in health areas to support response to challenges; learning and development sessions in response to safeguarding themes; increased partner collaboration through revised membership and focused strategy, and improved connectivity between networks such as the Violence Reduction Network.

During this reporting year, the Lancashire Safeguarding Adults Board membership, along with the roles and responsibilities of the supporting sub-groups, have undergone a review and a new three-year strategy is now in place, supporting priorities and identified outcomes for the partnership.

Information regarding safeguarding activity in the local authority and an overview of the seven Safeguarding Adult Reviews is also included within the report. Key themes from the learning of the reviews feature on self-neglect; mental capacity assessments; domestic abuse; mental health and resident harm and care needs. The recommendations from these reviews have been progressed through action planning groups and sub-group activity.

Sub-Group activity has included progression of awareness on domestic abuse through training and shared best practice; development of self-neglect processes addressing Safeguarding Adult Review recommendations; shared best practice on making safeguarding personal and development of a commission to hear voices from vulnerable residents who have been through the safeguarding process; delivery of guidance and awareness on the Mental Capacity Act, and development of a survey to frontline staff to support further training and support.



Going into 2023/24, there is a commitment to ensuring that learning from Safeguarding Adult Reviews quickly translates into improved service delivery, and a demanding workplan for the year ahead is in place which will translate into tangible outcomes in line with the Care Act 2014. Areas for the strategy and business plan have also been included.

Resources to support the Lancashire Safeguarding Adults Board are being restructured, with a new structure to be established from January 2024. This restructure ensures support is focused in each local authority place based area (Blackburn with Darwen, Blackpool and Lancashire), and finance available to support activity in safeguarding adults is clearly defined and managed through the Lancashire Safeguarding Adults Board.

Consultations

All Board Partner Agencies have been consulted during the preparation of the Lancashire Safeguarding Adults Board Annual Report 2022/23. The report reflects comments made and includes information directly provided by the Agencies. The Annual Report was published in August 2023, following sign off by the Lancashire Safeguarding Adults Board.

Implications:

The report sets out the development of the Lancashire Safeguarding Adults Board Strategy for 2023-25, which is to be reviewed annually and reported through future annual reports. The Strategy will cover the safeguarding priorities for residents in Lancashire, including (but not exclusive to):

- Focused learning from Safeguarding Adult Reviews
- Compliance with Statutory Duties
- User and carer engagement
- Raising awareness in communities
- Board operation
- Prevention
- To identify good practice and areas for improvement
- Transitions - children to adults

Risk management

This report reflects the activity of the Lancashire Adult Safeguarding Board for 2022/23. Areas of improvement have been identified for the activity in 2023/24. Future annual reports will be focused on providing evidence and progress on strategic aims by all partner organisations and the Safeguarding Adults Board. The risks are set out in the report and monitored by the Lancashire Safeguarding Adults Board.



Legal

Failure to meet the statutory requirements in the provision of services could increase the risk of harm. It would also impact on the reputation of the council and partner agencies. Inspection of the constituent member organisations will look at statutory compliance of the board and engagement with it and between partners.

Equality and Cohesion

Any deficits in service are likely to impact more significantly on those living in areas of high deprivation. Adult Services are also likely to be used disproportionately by people from the disability and age (older people) protected characteristics groups and the reference to domestic abuse suggests women may also be disproportionately impacted by the work of the Lancashire Safeguarding Adults Board. Acting on findings from the report may therefore contribute positively to the Public Sector Equality Duty's aim of advancing equality of opportunity for people from those protected characteristics groups. The board conduct impact assessments when it invokes new or reviews existing policies, and on changes to delivery impacts are assessed on multi-agency basis with statutory partners.

Financial

The Lancashire Safeguarding Adults Board's Joint Partnership Business Unit and activity is financed from multi-agency contributions. For the year 2022/23, support for the Board is structured to fall within available resources.

Appendices

Appendix 'A' is attached to this report. For clarification it is summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	Lancashire Safeguarding Adult Board Annual Report 2022/23

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





Lancashire Safeguarding Adult Board

Annual Report: 2022/23

Publication Date: TBC
Final Draft 1.0 (10.08.2023)

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1. Foreword

Welcome to the Lancashire Safeguarding Adults Board's (LSAB) Annual Report for 2022/23, and my first for the Partnership having only been appointed in May 2023. During 2022/23 the role of the LSAB Chair was previously covered by both Stephen Ashley and more recently Tony Pounder. I would like to take this opportunity to acknowledge the considerable and effective leadership provided by them during this time of transition.

This report accurately describes the challenges faced across the Partnership during 2022/23, post Covid and at a time when demand increased, and agencies continued to do their very best for the public of Lancashire. Now more than ever partnerships need to be efficient and effective, ensuring every opportunity is taken for improvement.

The Health and Care Act 2022 now provides legislation for the Care Quality Commission (CQC) to commence a meaningful and independent assessment of adult care provided at a Local Authority and Integrated Care System level. These inspections are now underway, and the Lancashire Partnership welcome the future inspection (no date confirmed) and see it as an opportunity for further improvement. We will also provide the appropriate information and people to evidence our commitment to keeping people safe, free from abuse and neglect across the County.

In support of this statement, we have recently reviewed the LSAB membership, along with the roles and responsibilities of the supporting subgroups. A new three-year strategy will be in place by August 2023, with supporting priorities and identified outcomes. Going in to 2023/24, we are committed to ensuring the learning from Safeguarding Adult Reviews (SAR's) quickly translates into improved service delivery and that we also have a demanding workplan for the year ahead which will translate into tangible outcomes in line with the Care Act 2014.

The Board and wider Partnership are truly looking forward to the year ahead, where we will continue to listen to our service users, learn from where we could have done better and deliver the very best service possible.

In conclusion, I would like to thank all those people across Lancashire who have played their part over the last year in keeping people safe. That includes not just those with specialist roles and specific responsibilities for safeguarding but all those members of the public, family members and individuals who have taken steps to report concerns and seek improvements in services. Working together, we will reduce the number of people in need of care and support, and prevent abuse and neglect.

Steve Chapman

Chair, Lancashire Safeguarding Adults Board

2. The Board – Purpose & Structure

2.1 Purpose of the Board

The Care Act 2014 requires a local authority to establish a Safeguarding Adults Board (SAB), which aims to help and protect individuals who it believes to have care and support needs and who are at risk of neglect and abuse and are unable to protect themselves, and to promote their wellbeing.

Section 43 (3) sets out how the SAB should seek to achieve its objective, through the co-ordination of members' activities in relation to safeguarding and ensuring the effectiveness of what those members do for safeguarding purposes.

A SAB may undertake any lawful activity which may help it achieve its objective. Section 43 (4) sets out the functions which a SAB can exercise in pursuit of its objective are those of its members. Section 43 (5) Schedule 2 includes provision about the membership, funding and other resources, strategy and annual report of a SAB. Section 43 (6) acknowledges that two or more local authorities may establish a SAB for their combined geographical area of responsibility.

<https://www.legislation.gov.uk/ukpga/2014/23/section/43>.

Six principles are set out in the Care Act 2014:

Empowerment	Prevention	Proportionality
Protection	Partnership	Accountability

Making Safeguarding Personal

In addition to these principles it's also important that safeguarding partners take an approach to safeguarding that focuses on the person, not the process. It means that safeguarding should be person-led and outcome-focused, engaging the person in a conversation about how best to respond to their safeguarding situation in a way that enhances involvement, choice, and control, as well as improving quality of life, wellbeing, and safety.

2.2 Core Duties

The Board has three core duties under the Care Act 2014:



2.3 What will we do?

Our vision is that as Partner organisations we will work together to protect people in our communities to promote wellbeing and rights being supported, safe from abuse and neglect.

2.4 Aims and Principles of Cooperation

Working together to ensure adults at risk are:

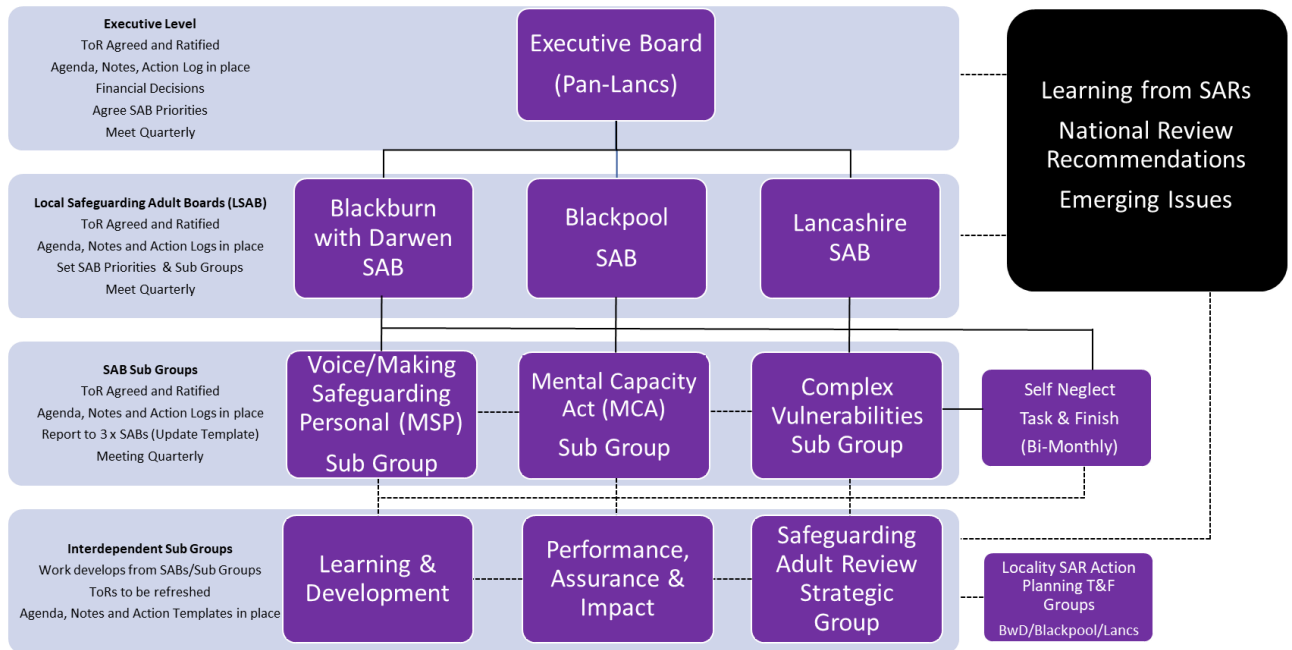
- safe and able to protect themselves
- treated fairly and with dignity and respect protected
- able to easily access support, protection and services

2.5 Partnership Structure

The SAB is supported by an Independent Chair to oversee the work of the Board, to provide leadership, offer constructive challenge, and ensure independence. The day-to-day work of the Board is undertaken by the subgroups and the Joint Partnership Business Unit (JPBU). See process on next page.

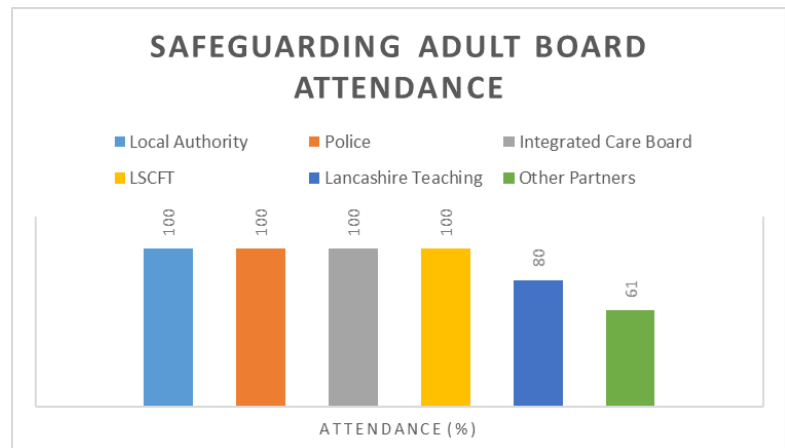
The JPBU supports the operational running of these arrangements and manages the Board on behalf of the multi-agency partnership. The Board facilitate joint working, ensure effective safeguarding work across the region, and provide consistency for our partners who work across Pan Lancashire (Blackburn with Darwen, Blackpool and Lancashire).

Safeguarding Adult Board Process



2.6 Members 2022/23

- Lancashire County Council
- Lancashire and South Cumbria Integrated Care Board
- Lancashire Constabulary
- Lancashire & South Cumbria Foundation Trust (LSCFT)
- Mersey Care NHS Foundation Trust
- Lancashire Teaching Hospital NHS Trust (LTHT)
- East Lancashire NHS Trust (ELHT)
- Southport & Ormskirk Hospital Trust (SOHT)
- University Hospitals of Morecambe Trust
- Lancashire Fire & Rescue Service (LFRS)
- North West Ambulance Service (NWAS)
- Healthwatch Lancashire
- District Councils
- Department for Work & Pensions (DWP)
- Progress Housing Group (PHG)
- National Probation
- His Majesty's Prisons (HMP)
- Lancashire Women
- Active Lancashire



2.7 Subgroups

The Subgroups reported for 2022/23 are all pan-Lancashire, covering Lancashire, Blackpool and Blackburn with Darwen and include:

- Complex Vulnerabilities (including self-neglect task and finish group)
- SAB Learning and Development
- Voice/Making Safeguarding Personal

- Mental Capacity Act (MCA)/Deprivation of Liberty (DOLS), Liberty Protection Safeguards (LPS)
- Strategic Safeguarding Adult Reviews (SAR)

2.8 Complex Vulnerabilities Subgroup

The subgroup met on four occasions in 2022/23

Key objectives are:

- To ensure an effective mechanism is in place to tackle the complexities associated with safeguarding adults in line with the 'prevention' principle of the Care Act 2014.
- To develop a mechanism to support those individuals that do not meet the thresholds of statutory criteria to access support from statutory services.
- To provide oversight and direction to Partners to ensure appropriate approaches to complex safeguarding are embedded within practice and partner systems, policies, processes and identified training needs.

2.9 Self Neglect Task and Finish group

The Task and Finish group met on six occasions in 2022/23.

Self-neglect nationally is a frequent theme in SARs where people are living at home. The purpose of this task and finish group is to review the LSAB Self-Neglect Framework launched in March 2019 with a view to a pan-Lancashire approach. This group reports into the SABs Complex Vulnerabilities subgroup.

2.10 SAB Learning and Development Subgroup

The subgroup met on three occasions in 2022/23. The group was stood down due to a governance review late 2022.

Key objectives are:

- To facilitate an integrated approach to safeguarding learning and development across Blackburn with Darwen, Blackpool and Lancashire.
- Develop an annual safeguarding adult workforce development plan alongside an operational plan in line with SABs priorities.
- Development of multi-agency training resources
- Quality assure and approve any learning being delivered.
- Drive forward the recommendations of SARs, Domestic Homicide Reviews (DHRs) and learning reviews across the partnership and seek assurance that learning is embedded within practice

2.11 Voice/Making Safeguarding Personal Subgroup

The subgroup met on four occasions in 2022/23.

Key objectives are:

- To ensure an effective mechanism is in place to capture the 'voice' of the adult in line with requirements of The Care Act 2014.
- To provide oversight and direction to Partners to ensure person centred approaches to safeguarding are embedded within practice.

2.12 MCA/DOLS/LPS Subgroup

The subgroup met on four occasions in 2022/23.

Key objectives are:

- To ensure an effective mechanism is in place to tackle the complexities associated with safeguarding adults in line with the 'prevention' principle of the Care Act 2014.
- To develop a mechanism to support those individuals that do not meet the thresholds of statutory criteria to access support from statutory services. Page 11 of 39

2.13 Strategic SAR Subgroup

The subgroup met once in 2022/23.

Key objectives are:

- To ensure an effective SAR process is in place and in line with the Pan-Lancashire Multi-agency Safeguarding Policy and compliant with requirements of The Care Act 2014.
- To provide oversight, direction and ensure quality control mechanisms for the SAR process, including but not limited to referrals and timelines.

3. What is Safeguarding?

3.1 Section 42 of the [Care Act 2014](#) requires that each local authority must make enquiries (or cause others to do so) if it believes an adult is experiencing, or is at risk of, abuse or neglect.

This applies where a local authority has reasonable cause to suspect that an adult in its area (whether or not ordinarily resident there)

- has needs for care and support (whether or not the authority is meeting any of those needs),
- is experiencing, or is at risk of, abuse or neglect, and
- as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it (Care Act 2014, section 42)

When an allegation about abuse or neglect has been made, enquiries are led by a qualified social worker to find out what, if anything, has happened. The enquiry will seek to establish whether any action needs to be taken to prevent or stop abuse or neglect, and if so, by whom.

3.2 Who can raise a safeguarding concern?

Anyone can raise a concern about a vulnerable adult with care and support needs who is at risk of abuse or neglect.

This may be family or friend, a carer, a professional working with adults with care and support needs or somebody who thinks they have been abused. It may even be a tradesperson or a member of the public seeing something in a health/care setting or home.

Alternatively, if a person has contacted other professionals (such as the police, health services or voluntary organisations) and there is concern that abuse is taking place, those agencies will also raise a concern.

3.3 How to raise a safeguarding concern

There are a number of ways a safeguarding concern can be raised.



Whether you are a member of the public or a professional, you can contact the Customer Access Service using the dedicated safeguarding line 0300 123 6721 and follow the options applicable to you.



Alternatively, you can visit the website at www.lancashire.gov.uk/health-and-social-care/adult-social-care/report-a-concern-about-an-adult/ Here you will find information about Safeguarding including how to identify abuse and the types of abuse that can occur. There is also information on the Safeguarding process.

4. Activity and Performance Information

4.1 Local Context and Background

Lancashire is in the North West of England and is a shire county and "2-tier authority", meaning it is controlled by a county council (Lancashire County Council), and 12 local government district councils. The Joint strategic needs assessment (JSNA) can be found here [jsna-annual-commentary-2022-23.pdf](https://www.lancashire.gov.uk/health-and-social-care/adult-social-care/report-a-concern-about-an-adult/) (lancashire.gov.uk)

The population within the Lancashire-12 area was 1,235,300, an increase of 0.7% on the 2020 mid-year estimate figure of 1,227,076, and an increase of 5% (63,961) since 2011, when the population was 1,171,339 people.

The highest percentages of children under 15 years across the Lancashire-12 area in 2021 were in Preston 19% (27,500), Pendle 19% (19,500), Burnley 19% (18,300), and Hyndburn 19% (15,500), while the lowest percentages of children under 15 were in Fylde 14% (11,300), Wyre 15% (16,500), and Ribble Valley 15% (9,400).

The districts with the highest percentages of population age 65 and over were Wyre 28% (31,100), Fylde, 28% (22,700), and Ribble Valley 24% (14,800). The districts Lancashire JSNA annual commentary 2022/23 7 with the lowest percentages of population over 65 years old were Preston 15% (21,800), Pendle 18% (17,200), Burnley 18% (16,800), and Hyndburn 18% (14,900).

All Lancashire-12 districts had between 2% and 4% of their population aged 85+, with the largest numbers of 85+ population in Lancaster (3,900), , Fylde (3,200), and West Lancashire (3,100), while the lowest numbers of people over 85 were in Rossendale (1,500), and Burnley and Ribble Valley (1,900 each).

Lancashire County Council provides long-term adult social care services to over 23,000 people each year. Over 15,000 people receive services enabling them to live at home (including home care, day care, direct payments, transport, meals and respite care), over 6,000 are supported in residential care and over 2,000 are supported in nursing care.

Recent surveys conducted with both carers and service users in Lancashire-12 indicate high levels of satisfaction generally with the adult social care services received, though satisfaction levels have shown a slight decrease from previous years. This in part may be a reflection of the difficulties in maintaining a high-quality service when resources are being stretched.

4.2 Safeguarding Activity

How Safeguarding was managed in Lancashire changed during this reporting year 2022/23

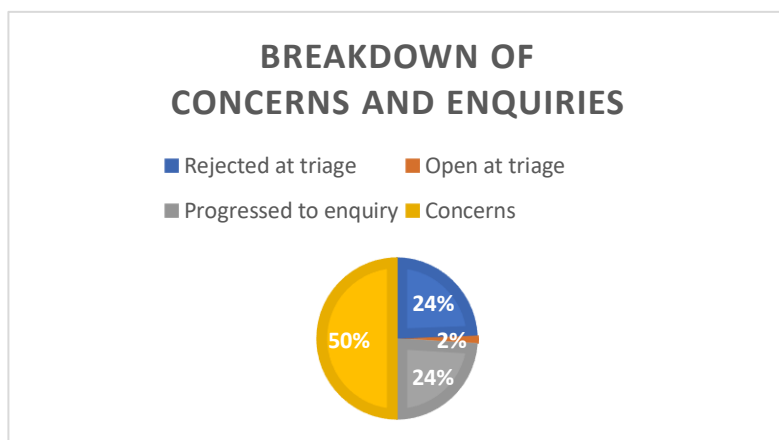
The new approach aims to be:

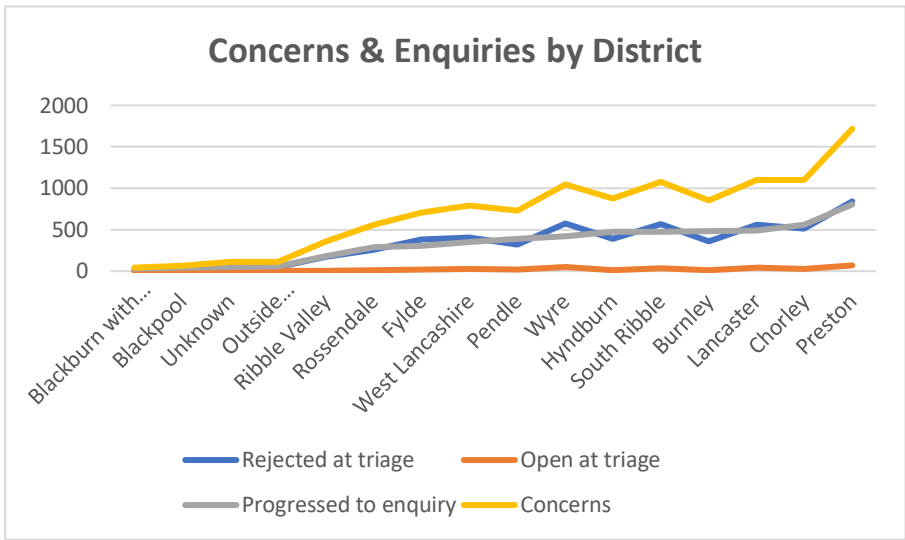
- A person-centered approach to all safeguarding activity
- An end to waiting lists of outstanding safeguarding concerns
- A desire for a single Safeguarding service, integrating MASH and Safeguarding Enquiry Service
- Better quality information to support safeguarding decisions
- Improved relationships with providers and partners
- Swifter responses and conclusions to safeguarding enquiries
- Standardised practices and processes

As of 7 March 2023 13,551 concerns have been received during 2022/23 to Lancashire County Council Safeguarding team, compared to 9208 in 2021/22.

24% of concerns raised, progressed to become a Safeguarding Enquiry.

6,103 enquiries have been closed during 2022/23.



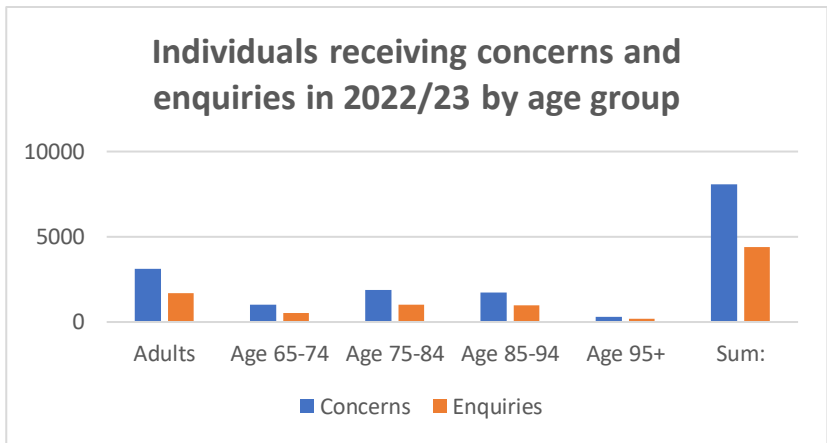


This table shows a breakdown of the concerns and enquiries by District area, including enquiries made to Lancashire relating to other areas such as Blackpool and Blackburn with Darwen.

Preston had the highest level of concerns flagged which also progressed to enquiry, but also has the largest population in the county.

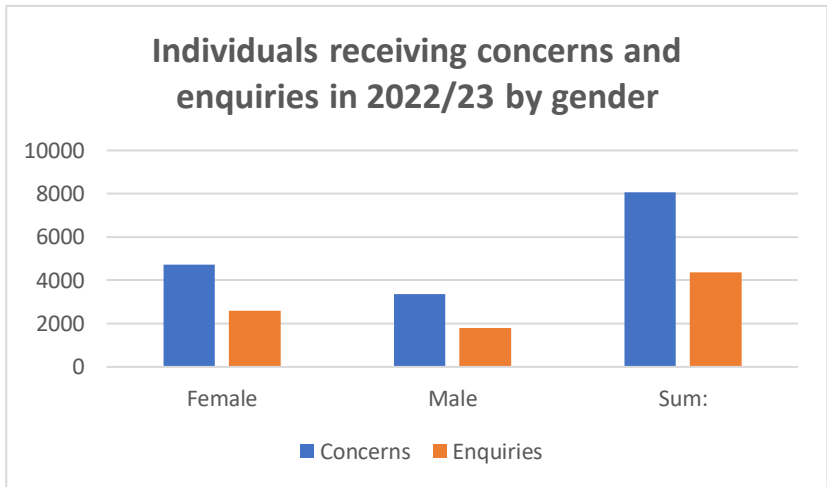
Breakdown of Concerns and Enquiries (Age Group).

Age 75-84 are highest group in Older Adults



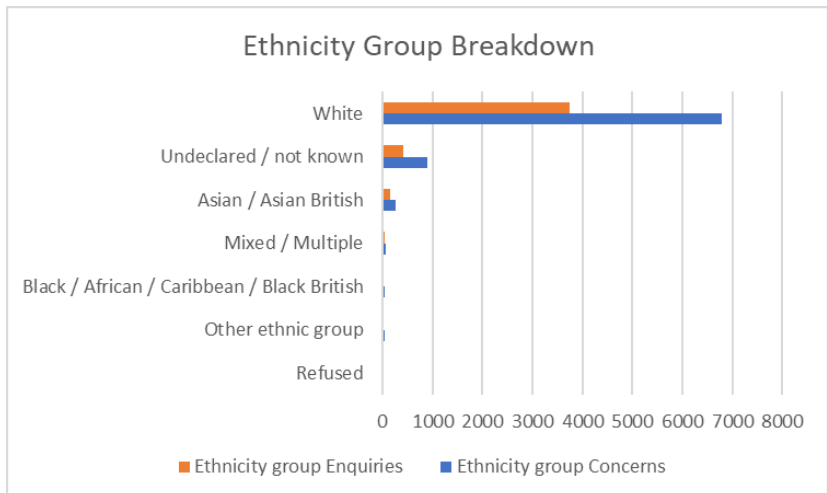
Breakdown of Concerns and Enquiries (Gender)

Females are higher for both Concerns and Enquiries

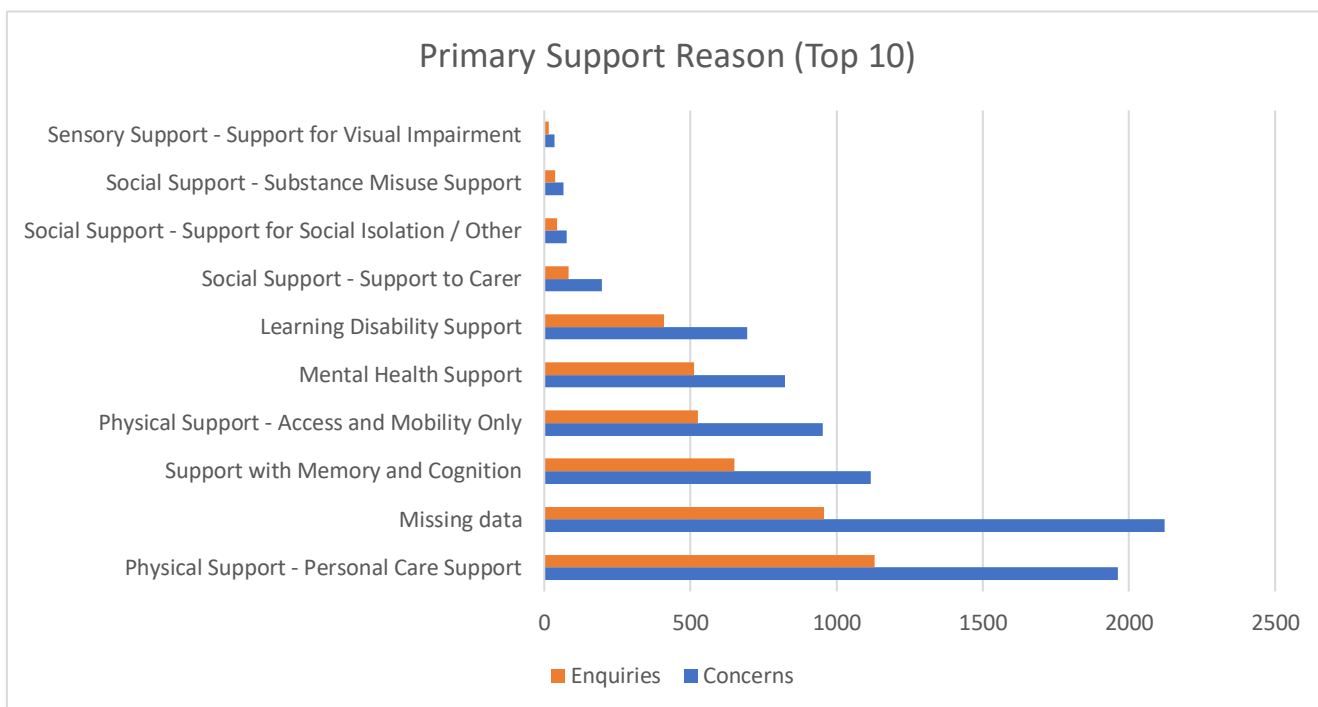


Breakdown of Concern and Enquiries (Ethnicity)

White is the largest number for both Concerns and Enquiries

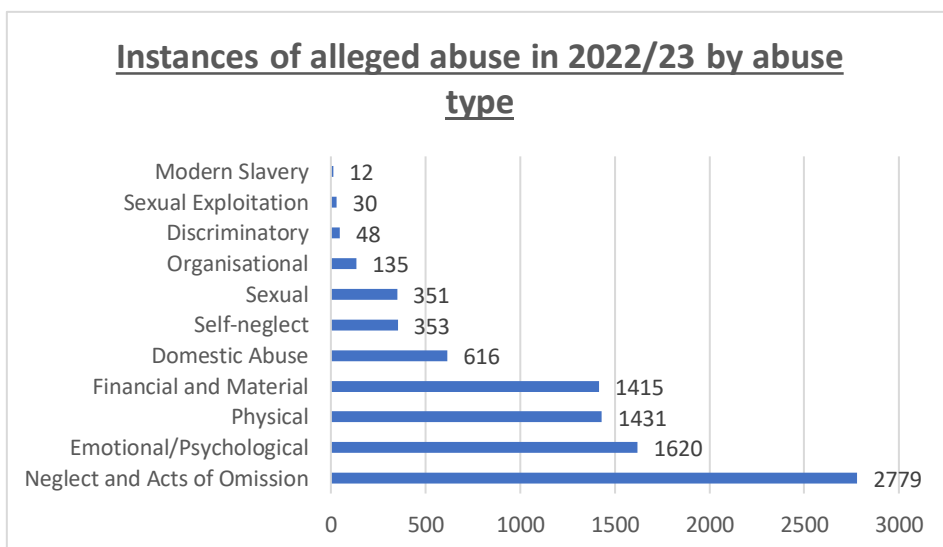


Primary Reasons for Enquiries and Concerns for 2022/23 are Personal Care Support, Support with Memory and Cognition and Physical Support (Access and Mobility).



Breakdown of Enquiries Closed in 2022/23 (Abuse Type) Neglect and Acts of Omission, Emotional / Psychological, and Physical Abuse as top three reasons.

These also matched the top three reasons in comparison to data in 2021/22



The number of Safeguarding Alerts has reduced by 9 % and at this point it is understood that this is due to the increase of quality in professional referrals that have been raised on the Safeguarding online reporting for LCC. The complexity of alerts has increased and this has had an impact on resources availability to deliver. There is also a shortage of Social Work staff and increase in agency workers which also impacts on a stable service offer.

Changes in the operating model to a strengths based operating model has made significant improvements to the services we deliver.

4.3 What is a Safeguarding Adult Review (SAR)?

The SAB must arrange a SAR when an adult in its area dies as a result of abuse or neglect, whether known or suspected, and there is concern that partner agencies could have worked more effectively to protect the adult.

The SAB must also arrange a SAR if an adult in its area has not died, but the SAB knows or suspects that the adult has experienced serious abuse or neglect.

The SAB should be primarily concerned with weighing up what type of 'review' process will promote effective learning and improvement action to prevent future deaths or serious harm occurring again.

This may be where a case can provide useful insights into the way organisations are working together to prevent and reduce abuse and neglect of adults. SARs may also be used to explore examples of good practice where this is likely to identify lessons that can be applied to future cases.

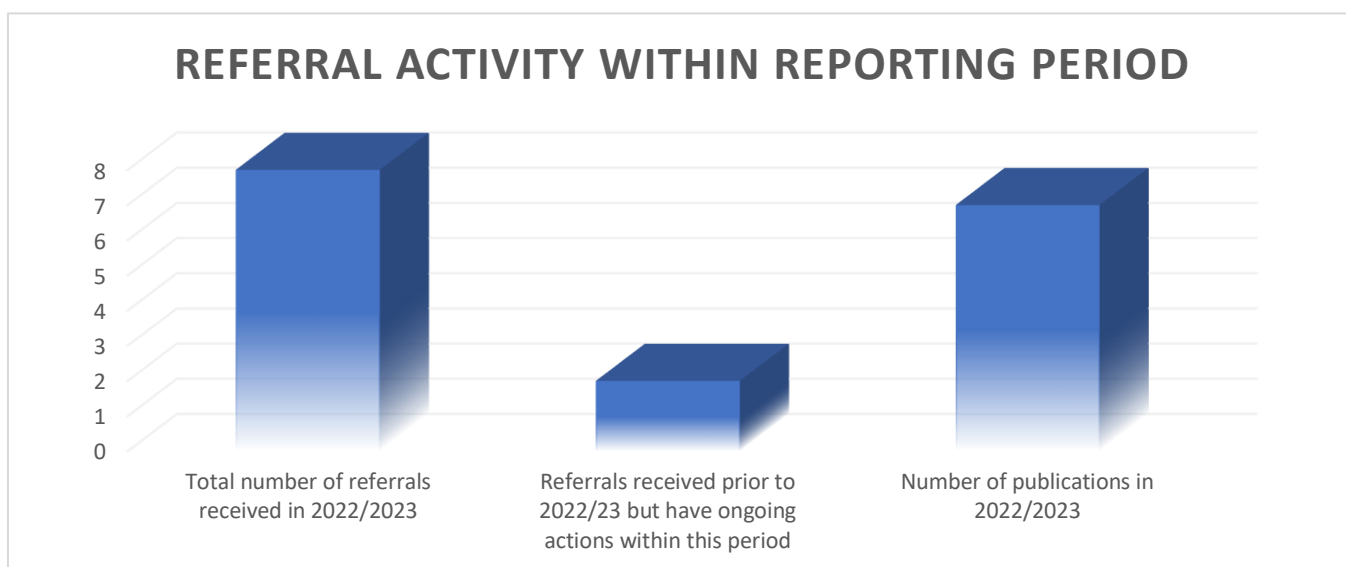
4.4 SAR Process

Any agency can request a SAR. Once a referral is made it will go through some key stages including initial scrutiny, consideration of meeting the SAR Criteria, and commissioning of an Independent Chair and Reviewer. Once the SAR process starts a number of panels will be held to understanding learning and involvement from relevant agencies and what could be done to support prevention. A report is then developed and published with a number of recommendations and actions for the SAB to take forward. Some recommendations may be for specific agencies, and some may be allocated to Sub Groups already managing improvements along particular themes e.g. Self Neglect.

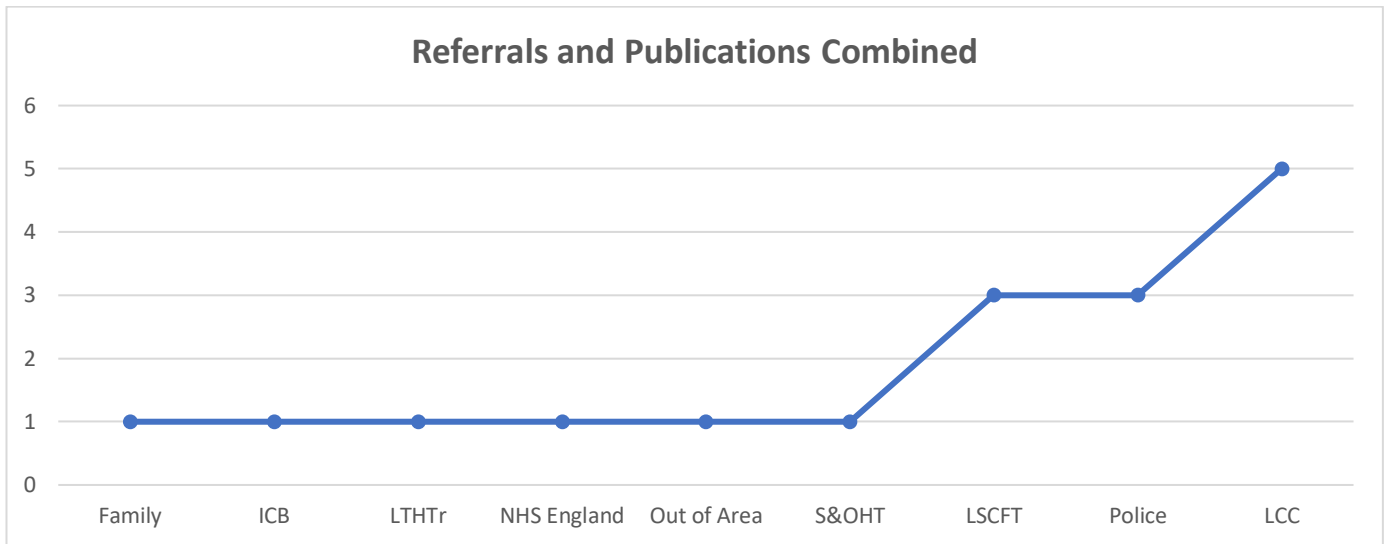
4.5 Lancashire SAR Activity

The findings from SARs in Lancashire are reported here, which include:

- the findings of the reviews arranged by the SAB under section 44 (safeguarding adults reviews) which have concluded in that year (whether or not they began in that year),
- the reviews arranged by the SAB under that section which are ongoing at the end of that year (whether or not they began in that year),
- what the SAB has done during that year to implement the findings of reviews arranged by it under that section, and
- where the SAB decides during that year not to implement a finding of a review arranged by it under that section, the reasons for its decision.

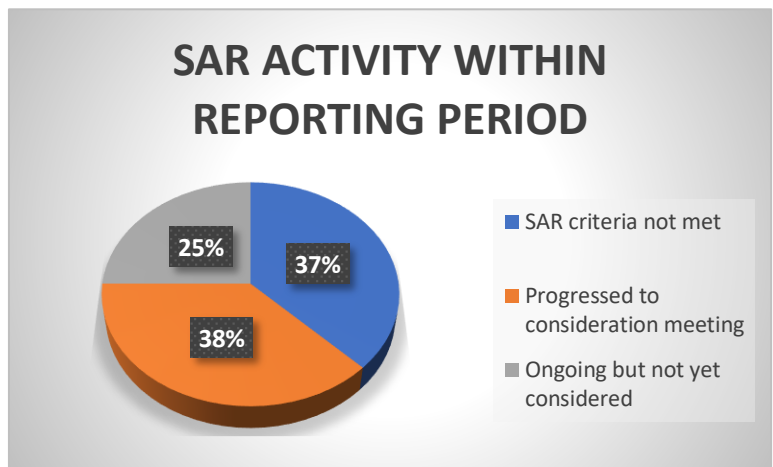


The activity being reported on in this period as shown in the above has been broken down into agencies who have referred, below.



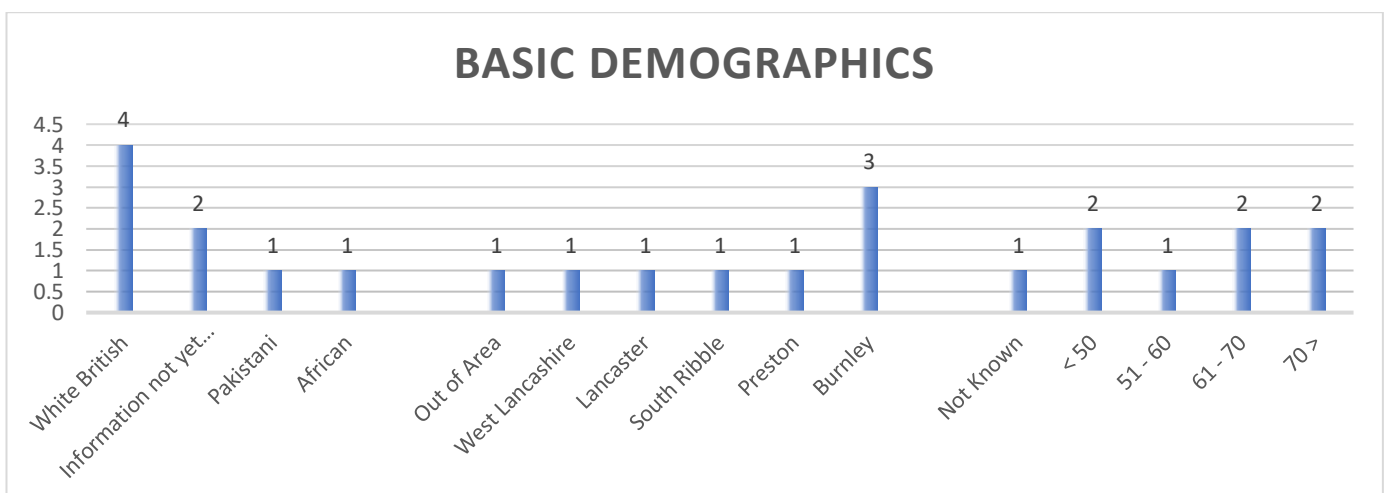
During this reporting period – 1st April 2022 to 31st March 2023, the SAB received **eight** referrals for SARs Review. Of these, **one** has progressed to become a joint SAR/DHR which is currently ongoing.

Three did not meet the criteria, **two** were progressed to a consideration meeting, one of which met the criteria and the other didn't. The remaining **two** referrals are currently in progress.



4.6 Demographics

When looking at the social demographics of the referrals being reported on within this period, below is a summary of the these which outlines the ethnicity, district and age range:



4.7 Published SARs

The following seven referrals were received prior to the reporting period 2022/23, but were published within the reporting period:

Case 1 - Adult K

This case concerns an 80-year-old male who passed away in hospital, the immediate cause of death was identified to be sepsis and leg ulcer, with evidence of other contributory health conditions including community acquired pneumonia, chronic obstructive airways disease and Atrial Fibrillation (AF). The presentation of Adult K on admission to hospital gave professionals cause for concern; he was reported to be in a poor state of health, dehydrated, malnourished and with evidence of self-neglect.

Adult K was cared for at home by his wife. He had refused healthcare for a number of years and concerns regarding his self-care specifically arose from March 2018 up until his death in December 2018. From August 2018 onwards, Adult K's wife had reported difficulties in caring for Adult K, she also had her own medical needs which would impact on her ability to continue to provide care for her husband.

A week before admission to hospital, Adult Social Care undertook an equipment assessment and subsequently a full care and support assessment. This led to a support package being agreed in Adult K's best interests, although sadly Adult K was admitted to hospital not long after this assessment and was not able to benefit from this support prior to his death.

The key themes and learning points are summarised below:

- Prevention
- Carer's Assessment
- Self-neglect
- Mental Capacity
- Public Awareness of Self-neglect
- Holistic Working

Case 2 - Adult L

This case involved resident on resident harm within a care home setting and concerns were raised that partner agencies could have worked together more effectively to protect Adult L. Due to the nature of the incident, NHS England were responsible for commissioning a Mental Health Homicide Review (MHHR) so together, it was decided to jointly commission an independent review to meet the requirements of both a SAR and MHHR.

Adult L had a diagnosis of Alzheimer's and lived in a Lancashire Care Home; she was injured after an incident at her Care Home. During the incident Adult L was pulled from her bed in the night and physically assaulted by a male Care Home resident (second adult), resulting in her sustained a fractured hip and fractured shoulder which required hospitalisation. Adult L died 2 months after this incident at the age of 91, her cause of death was established to be a subdural bleed. The second adult had dementia and had a history of violence when agitated.

The focus of the SAR was the circumstances surrounding the physical assault against Adult L, including placement planning and the care and support provided to both Adult L and the second adult by all agencies in the year prior to the incident. Although the Safeguarding Adult Referral was received in respect of Adult L, the second adult was vulnerable by virtue of his dementia diagnosis, it is therefore the case that many of the learning themes arising from the review relate to the care and support provided to the second adult.

The key themes and learning points are summarised below:

- Pre-admission Assessment and Information Sharing
- Domestic Violence and Abuse
- Risk Management
- Monitoring of Second Adult's Placement
- Lack of multi-agency discussion
- Needs of other care home residents
- Violence against staff and other residents

- Whistle-blowing
- Deprivation of Liberty Safeguards (DoLS)

Case 3 - Adult M

This case concerns three males, known for the purposes of the review as David, George and William. All of the men were known to have alcohol dependence and suffered from various physical illnesses and mental health problems, they were all in receipt of health and social care support.

David, George, and William lived together in accommodation provided by an independent social housing landlord. Each had their own agreed levels of support provided by a private company, but no staff were permanently resident at the premises.

In July 2019, a fire was discovered at the house. David was discovered deceased within the property and William suffered burns and smoke inhalation but managed to exit the property safely. George was found close by with a note which made clear his intentions to end his own life by setting fire to himself. It appears his mental health had deteriorated in the weeks prior to the fire. George was convicted of manslaughter and is serving a custodial sentence.

The key themes and learning points are summarised below:

- Placement Process
- Timely reviews and risk assessments
- Management oversight and escalation
- Information sharing
- Involvement of Primary Care

Case 4 - Adult O

Adult O had a diagnosis of Paranoid Schizophrenia, Moderate Learning Disability, type 2 diabetes and high blood pressure. She refused medication with the exemption of a depot injection for her pre-determined medical condition which she accepted as part of her routine without any real understanding of its purpose.

Agencies attempted to support Adult O with known hoarding and self-neglect, but engagement proved to be difficult for her. Adult O's Mental Capacity was questioned. An assessment was undertaken which concluded that she had capacity around self-care and hygiene.

Following multiple no access visits over a 2-day period in February 2020, police forced entry to Adult O's home. Sadly, she was found to be deceased. The cause of death was determined as natural causes.

The key themes and learning points are summarised below:

- Self-neglecting and Hoarding
- Compliance with Valid Consent
- Mental Capacity
- Making Safeguarding Personal and Non-Engagement
- Working relationships between agencies and within agencies
- Lead Professional

Case 5 - Adult P

Following complaints from the public about Adult P's behaviour, Police Officers attended his home address and found that Adult P, who had previously suffered and addressed alcohol misuse, had relapsed and began to misuse alcohol again. Adult P was found to be living in very poor home conditions and neglecting his needs. He told professionals that his mental health was deteriorating and on occasion he reported feeling suicidal.

Upon receipt of a safeguarding referral the Multi-Agency Safeguarding Hub referred Adult P to mental health services which triggered the commencement of an initial assessment.

In the meantime, Adult P attended the hospital Emergency Department on several occasions under the influence of alcohol and feeling unwell. On all but one occasion, he left the hospital before being seen.

Within six weeks of professionals learning of Adult P's decline, a neighbour reported a concern having not seen him for a while. Police officers attended the address and sadly found Adult P deceased.

The key themes and learning points are summarised below:

- COVID-19
- Multi-Agency Safeguarding Hub Referral Process
- Recognising and Addressing Dual Diagnosis
- Understanding the Mental Health Act/Mental Capacity Act
- Alcohol Dependency
- Professional and Public Knowledge of Available Support
- Multi-Agency Models and Convening Multi-Disciplinary Team Meetings

Case 6 - Adult T

In July 2020 Mary was taken to hospital by ambulance following a fall at her home where she lived with her husband. Upon arrival, staff at A&E were concerned about her presentation and care and referred her to social services. As a result, support was offered to Mary but, for reasons unknown, she was unable to engage. In October 2020 Mary was further admitted to hospital with significant dehydration, emaciation and multiple pressure sores. Sadly, she passed away a few days later, aged 74.

The focus of the SAR was the circumstances surrounding her unnoticed decline of health and frailty.

The key themes and learning points are summarised below:

- Management of Patient Non-Engagement with Health Services
- Consideration of Mental Capacity
- Understanding of Controlling Relationships in Older People
- Recognition of Self-Neglect and Application of the Self-Neglect Framework
- Effectiveness of Information Sharing
- Effects of COVID-19 Pandemic on the support afforded to Adult T
- Professionals' Assessment of the Family

The following SAR is reported here as this was managed within the reporting period, but was published on 24th April 2023:

Case 7 - Adult S

This is related to a historical case looking back over 30 years. This case involved a care leaver and the living arrangements made following the closure of a facility which catered for those with mental impairment. Due to the historical nature of this case, the SAR panel recognised that the events would not occur now as systems and processes have since been developed to address the issues raised within this review. The review provided assurance to the SAB that this scenario would not exist today due to the advancement of systems.

The Summary of Learning Points for this case are below:

LP1: Assessments considering whether to approve a person as a carer for a vulnerable adult should consider finances in detail. This should include detailing how the person's finances are being managed and where any monies being received including any benefits are being paid. This should include checking relevant documentation including bank statements and documentation from regarding benefit payments.

LP2: Statutory partners should ensure that financial auditing is in place and across their services where carers are approved for vulnerable people.

LP3: All approved placements for vulnerable adults should have support plans which actively consider and review the activities and stimulation which each person being cared for requires.

LP4: GP Surgeries should ensure that all vulnerable persons who qualify for an annual health check receive the same. This should include making arrangements to visit persons at home to complete the health check for those who cannot attend the surgery.

LP5: Services providing live in carers to vulnerable adults should review whether annual health checks are being accessed and support their carers to access annual health checks for the persons they are caring for.

LP6: Keeping accurate records and in particular responding fully to enquiries/concerns from families in a timely manner. This should be recorded on the case management system.

LP7: Agencies should recognise the importance of all significant relationships when making best interest decisions under the Mental Capacity Act 2005 and that practitioners check their own practice in respect of this.

LP8: Consideration is given by agencies working with vulnerable adults to ensure that appropriate documentation is retained around the person's journey and decision making processes.

4.8 Learning and Implementation Activity

For all published SARs during 2022/23, action planning meetings have taken place to review the recommendations and actions from all reports have been progressed by either key agencies or through the Sub Group Activity. Highlights include:

- Large scale review and implementation of how safeguarding concerns and enquiries are managed in Lancashire
- A review of the operational processes on how high risk domestic abuse cases are managed
- Changes to how agencies share information to support vulnerable adults e.g. access to information virtually to support mental health assessments
- How carers assessments are shared with relevant agencies (now sent to GPs)
- New delivery model in health to manage safeguarding issues on more placed based approach to support prompt action and interventions
- New home packs - support included for vulnerable residents in social housing
- Improved escalation process around contracts with commissioned services

Recommendations which have been multi agency and are linked to particular themes have been allocated to subgroups as referenced earlier in this report. Each has a workplan with key areas of focus including:

- Mental Capacity Act (MCA)
- Domestic Abuse
- Mental Health
- Voice of the Adult
- Making Safeguarding Personal
- Self-Neglect
- Multi-agency working

Policies and procedures

A number of policies and procedures have been reviewed and updated to make sure they align with changes to legislation including the Domestic Abuse Act and Mental Capacity Act. Guidance including Seven minute briefings and toolkits have also been developed to support staff learning circles, awareness events and quick references on the Lancashire Safeguarding Adults Website, including Making Safeguarding Personal, Covert Medication Policy, access to caselaw.

Work was also completed to support changes to Liberty Protection Safeguards (LPS) including multi-agency response to consultation, planning and engagement with partners on understanding what needs to be put in place.

Since the end of the reporting period, this work has since been stood down by the government and the impact of this decision will be progressed into the next reporting year.

Training

Learning from Reviews events have been set up for front-line staff and a programme for 2023/24 is in development. Across the partnership staff have been encouraged and have attended awareness training covering Trauma Informed and Suicide Prevention sessions. The SAB has also supported awareness campaigns, including White Ribbon, National Safeguarding Week and MCA Awareness Week.

Risk Management

Issues have been progressed to the SAB where there are concerns around increased pressures in health and social care and potential risks to increased safeguarding of vulnerable adults around

particular themes. These have included seeking assurance on demand management on access to in-patient mental health beds, care home resident safety planning, and progression of work to support front line services in managing self-neglect.

Assurance

Assurance has been sought around domestic abuse pan-Lancashire approach, and changes have been proposed on the process of how high risk cases are managed. Surveys on domestic abuse and MCA have been developed for frontline staff to provide an understanding of subject areas and help identify where training and awareness needs to be strengthened. The outcomes of this work will be analysed in early 2023/24.

Activity has also taken place to ensure that organisations have protocols in place for Making Safeguarding Personal (MSP).

4.9 Healthwatch 'Voices' Project Proposal

Healthwatch Together have proposed a commissioned Project to the SABs to deliver a robust engagement project which will review the involvement of people within the safeguarding process. The project will look to start in Summer 2023 into 2024. We know processes are more successful when they involve people as fully as possible; engaging with people to increase understanding, choice, and control so that we improve the quality of life, wellbeing, and safety of the individual.

The project will explore:

- The experience of the individual
- The experience of the carer (where applicable)
- The experience of the professional

Scope

The number of people to engage with will be determined by the number of consenting individuals identified by each Council. Estimations have been made using safeguarding closure data gathered from Lancashire County Council (in comparison with local authority population sizes).

The target is based on population figures and safeguarding data provided by Lancashire County Council, Blackpool and Blackburn with Darwen Council.

Healthwatch Together will work with the SABs to independently support them to review their safeguarding process. Healthwatch will provide expert advice on engaging with people, both members of the public and multi-agency professionals to gather their thoughts, experiences, and opinions.

This feedback will be used to generate realistic recommendations which Healthwatch will report on following the project and will review 12 months post initial professional survey findings to monitor achievement and implementation.

5. Contribution from Statutory Partners

5.1 Lancashire County Council

The Local Authority safeguarding responsibilities and functions are defined within the Care Act 2014 which states Adults have the right to live life free from harm and abuse and with dignity and respect. It is important that all agencies who work with adults who may be at risk from abuse engage in the prevention of abuse. The local authority retains the responsibility for overseeing a safeguarding enquiry and ensuring that any enquiry satisfies its duty under Section 42 of the Act to decide what action (if any) is necessary to help and protect adults with care and support needs, experiencing or at risk of abuse or neglect and to ensure that appropriate action is taken. The Local Authority has the statutory duty to establish a safeguarding board and to publish a strategic plan, publish an annual report and conduct SAR in specific circumstances.

In undertaking its responsibilities to safeguard individuals, it is important to do so in a way that supports the adult in making choices and having control in how they choose to live their lives by 'Making Safeguarding Personal.' At its core, this approach includes promoting an outcomes based approach in safeguarding that works for an individual resulting in the best experience possible

The Care Act 2014 also sets out a clear legal framework for how local authorities and other parts of the system should protect adults at risk of abuse or neglect and to promote wellbeing within local communities. Together with partners we seek to raise public awareness so that professionals and other staff and communities as a whole play their part in preventing, identifying, and responding to abuse and neglect.

Key Successes in 2022/23

A Redesigned Safeguarding Adult service:

The Council's redesigned safeguarding adults service implemented between November 2021 and April 2022 was completed and the new model is now business as usual. The change programme ended on 31.3.2023 with a face-to-face meeting with Health and Police partners when presentations and data demonstrated the benefits realised together with evidence of a much-improved service user journey.

The key service delivery objectives achieved are: single social worker approach to delivering statutory section 42 requirements, a timely response, and ensuring the service user is directing how the risks to their safety and wellbeing is best managed and the outcomes they want to achieve. The service developed a portal with improved guidance of raising a safeguarding alerts and provided extra support for providers in raising alerts the service has received a reduction of 9% of alerts which may be due to improved quality of information.

Supporting Adult Safeguarding colleagues

The service deployed significant resources to promoting the health, wellbeing, and work balance of staff within the safeguarding service. We believe this has contributed to the service being able to retain confident, competent, and experienced practitioners who are delivering safe, legal, and person-centred practice.

We continued to support a "hybrid model" enabling staff to work from home and office bases which is reducing travel, time and expenses and enabling increase contact time with service users and keeping vulnerable adults safe by providing a timely response.

Striving for best safeguarding practice

Making Safeguarding Personal is the strengths based model applied in the safeguarding service ensuring that at each step of the enquiry, the views of the person who is at risk are heard and outcomes where possible met. At times it difficult to meet the preferred outcome fully due to the nature of the issue however outcomes partially or fully met is on an upward trend having improved during this reporting year from 70.7% to 94.9%

We refreshed and commissioned two days safeguarding training and ½ day caseload management training and delivered across the whole safeguarding workforce.

As part of the council's commitment to safer communities all staff within the service were given refreshed training regarding the Prevent agenda and the service has appointed Prevent champions to maintain active awareness raising in this key area. The service also has representation at the Channel panel which is an early intervention scheme that supports individuals at risk of radicalisation.

We relaunched the Provider forums to share learning, information, and guidance with sector specific forums for Care/Nursing homes and for Homecare.

We reviewed and finalised the contract monitoring process and procedure for out of area placements and implementation is in progress.

We promoted use of the Social Care Training Hub which offers providers access to free non-mandatory training. The Hub has financial support from monies awarded by Health Education England.

Key Challenges in 2022/23

Recruitment to permanent vacancies with staff experienced in safeguarding adults work has been particularly challenging. These vacancies filled with agency staff create continuing difficulties for the staffing budget.

Post Pandemic there continued to be significant work needed with registered care providers regarding their responsibilities to meet assessed care needs and deliver safe services by competent and well-trained staff. The social care support officer team, which became fully operational as part of the redesigned safeguarding service, is supporting care providers to understand the importance of when to raise a safeguarding alert and when required how to provide good quality referral information.

A small number of providers have unfortunately gone into liquidation giving short timescales to relocate residents to new care homes which in itself creates a crisis situation where residents need to be moved safely. Safeguarding services are fully involved with this work ensuring the safety of residents

The regulated care sector reports that they are continuing to deal with the impact of the pandemic. Continued challenges with recruitment and retention in the sector has led to organisations struggling to provide quality care – and where this is being undertaken it has often been at prohibitive costs of agency staff.

Priorities for 2023/24

1. To implement a revised electronic safeguarding audit tool to ensure that there is continuous improvement in service delivery and practice.
2. To review the existing framework and communication arrangements with internal lead officers regarding DHRs, and making sure there is rich agency learning, within a non- blame culture and an opportunity for continuous improvement
3. To improve the resilience of the Triage service within the safeguarding adults service by implementing robust contingency plan arrangements so that demand is well-managed and avoids the accumulation of an unacceptable backlog.
4. To undertake in partnership with health partners, commissioners and providers theme specific safeguarding deep dive activity and route cause analysis to make recommendations and find solutions to reduce the risks of the below identified harm.

- Altercations and serious incidents between residents in Care settings where those individuals have complex care needs.
- Choking Incidents (in care settings)
- Self neglect

5.2 Lancashire Constabulary

The Constabulary's role is to collaborate with partners to uphold the 6 principles of safeguarding. Our purpose is to prevent and detect crime and preserve the King's peace. Our vision is simple: Preventing and fighting crime. Keeping our communities and people safe.

Our Strategy

To deliver on our vision there are five key areas we must focus on:

- Put victims at the heart of everything we do
- Reduce crime, harm, and antisocial behaviour
- Effectively respond to incidents and emergencies
- Investigate and solve crimes and deliver the best outcomes to all
- Deliver an outstanding service to the public and build confidence

Key Successes in 2022/23

- "Right Care, Right Person" has seen a reduction in deployments to "Concern for Welfare" thereby ensuring that the person is attended to by the right agency/professionals to address any concerns.
- Street Triage (Police & Mental Health Services working collaboratively) has been rolled out in East Lancashire in January 2022 to provide a collaborative response to individuals presenting to the Police in mental health "
- "Op Signature" is now adopted as our response to victims of fraud, which requires a uniformed response to anyone who is the victim of courier fraud or romance fraud who is aged over 70 years and/or presents as vulnerable

- Think Victim campaign commenced in 2021 and seeks to raise awareness and improve quality of investigations. The focus has been heavily weighted towards identifying vulnerability in, for example, elderly persons.
- Efficiencies in MASH has seen processing of VA referrals without delay and, for periods, “live” time.
- There has been a reduction in the number of individuals detained under s136 MHA. The data for the recent years that evidence that decline last year are as follows:
2019/20 – 1427
2020/21 – 1353
2021/22 – 1506
2022/23 – 1220

Key Challenges in 2022/23

- Supporting and liaison with care settings for those young people aged 18-24 to assist with a trauma informed police approach once adulthood has been reached.
- Increased community liaison from the uplift in Community safety officers evidences the commitment to “Plan on a Page” priorities
- Launch of Right Care Right Person and ensuring the model is working and that the impact of the changes can be measured
- Continued multi-agency response to exploitation
- Review of force response to domestic abuse and rape and creation of specialist rape teams
- Embedding the force response to Violence against Women and Girls strategy through the National Police Chiefs Council and the College of Policing national framework for delivery.
- Delivering training to support the recruitment of hundreds of new police officers into Force

Priorities for 2023/24

1. Improving the force response to rape and serious sexual assault through Op Soteria, a new national operating model for the investigation of rape and serious sexual assault
2. Improving the quality of domestic abuse investigations
3. "Op Warrior" is the force response to tackling serious and organised crime. Operation Warrior targets the individuals and gangs involved in crime, as well as associated issues such as violence and intimidation, large scale drug supply, exploitation and fraud, all of which can cause serious harm to local communities
4. The change programme known as the TOM (Target Operating Model) started in April this year and will look at how we can make our processes and functions more victim focused, more efficient and more effective

5.3 Lancashire and South Cumbria Integrated Care Board (LSC ICB)

Health and Care Act 2022 - This period of report saw significant change in view of ICB health and care act legislation 2022, moving 8 CCGs into on ICB organisation.

The ICB became the statutory partner of the Safeguarding Adult Board on 1st July 2022 being accountable for a wide range of safeguarding activity to support the whole population of Lancashire and South Cumbria.

The ICB is established with the expectation to:-

- Improve outcomes in population health and healthcare
- Tackle inequalities in outcomes, experience and access
- Enhance productivity and value for money
- Help the NHS support broader social and economic development

A core contribution of improving outcomes in population health and healthcare is through assurance and scrutiny of the health services we commission to meet the needs of our population. This includes through the Board ensuring that organisations that provide health services have the right procedure in place to keep people safe from abuse and neglect and a workforce which is skilled and empowered to

do so. Additionally, that multiagency working is evident and leading to robust risk assessment and collaboration.

We ensure that where there are lessons to be learnt from SARs as a partnership, a health system or single agency, these are embedded and shared across health organisations where appropriate. We are connected to the governance arrangements within the NHS Trusts across Lancashire and South Cumbria to assure the organisations actions are embedded.

The ICB ensures that there are effective arrangements in place for sharing information between organisations and the health system where someone might be at risk of being harmed.

We employ specialist safeguarding expertise to support the whole health economy including 'Designated Professionals' and 'Named GP's' who specialise in safeguarding adults and the Mental Capacity Act.

The safeguarding team at the ICB are connected to regional and national workstreams to ensure the voice and representation of our communities is heard at every level.

Key Successes in 2022/23

Learning

The ICB has held a number of learning and development sessions for safeguarding across the health economy to support the themes and trends from safeguarding activity. These have followed a Appreciate Enquiry model and included bring service user voices to the core of how we consider safeguarding challenges. The sessions have explored themes including self-neglect, suicide & trauma informed approaches, and the invisible male.

The ICB has improved the connectivity between all incidents which are reported by our NHS providers to ensure that there is robust safeguarding expertise applying scrutiny and support and ensure that any themes or trends which may impact on our ability to effectively safeguard our population are identified and considered across the whole health economy.

Assurance and Performance

The ICB has focussed on aligning reporting and our use of data in assurance across the previous 8 CCG footprints. This has supported us in developing a more robust dashboard of activity to improve how we respond to challenges and how we deploy our resources to respond to risk.

We have maintained place-based assurance meetings during first year of ICB and while safeguarding Delivery Model being developed to ensure there is a safe transition to the new ways of working.

Partnership collaboration

The ICB continues to lead on partnership work around how we respond to self-neglect within our communities. This work has brought a range of partner organisations together to truly reflect on existing ways of working and consider how we agree a shared value set and approach to supporting complex individuals who self-neglect and place an emphasis on taking a more preventative and trauma informed approach to practice.

The ICB has led the relaunch of the Safeguarding Champions Model across the Regulated Care Sector. So far topics have included: Resilience Hub Support for Regulated Care Staff; Learning from SARs and Safe Recruitment Practices (incl. PIPOT, exploitation, case studies).

Two ICB wide 'Primary Care' safeguarding conferences were held in September 2022 with 96 GP practice staff in attendance. The sessions included learning from DHRs, importance of routine enquiry, coding of records and think family. Local GP Safeguarding forums have continued to improve safeguarding practice across all Primary Care which have included sessions on the '999 reunite' scheme and clinical responsibility for DHR/ SAR chronologies

The ICB chairs and leads on a pan-Lancashire Mental Capacity workstream which has been actively working with partners to improve MCA practice. This has included re-launching guidance on how health and social care professionals prescribe and administer covert medication.

The ICB also presented a case study of excellent practice to the National Safeguarding Adult Network to showcase some of the best practice and strong multi-agency working across our system.

Duty to Co-operate

The ICB has established links with Violence Reduction Network (VRN) and VRN Partnership Board. The ICB, along with partners, has endorsed a pledge and committed to delivering a trauma informed workforce and is working with partners to ensure that this is rolled out across organisations. So far, over 4,500 staff have been trained across Lancashire and South Cumbria.

Emergency Department Navigators are commissioned via VRN from Acute Services across the system. ICB have worked in year to strengthen the future resilience of this recognised clinical model of delivery, additionally ensuring all Trust areas have access.

Key Challenges in 2022/23

Workforce

Although we have not seen the same unique pressures on health services as there was during the pandemic, there remains significant work by all health services in both recovery and responding to the ever-growing demand on NHS services. This continues to be a challenge for NHS workforce to have the capacity to attend training and some partnership meetings. Although this reduced capacity has impacted on training and some development meetings, all key safeguarding protection meetings have remain a key focus and always prioritised by staff.

The safeguarding workforce across the ICB and health economy remains static and does not reflect the diversity of our communities. Work is ongoing in how we can attract a wider and more diverse range of professionals into the safeguarding agenda. An ICB set workforce plan has been agreed along with allocated funding and a plan is in development to support a move into a new delivery model.

Deprivation of Liberty delayed Applications.

The ICB has inherited a number of Court of Protection applications for Deprivation of Liberty which remain outstanding. Additional resources have been put in place to support this work and the ICB continue to closely monitor. In all cases there is a robust risk assessment applied to ensure any concerns or immediate actions are identified and resolved, and that there is a risk-based prioritisation model in place for any other work needed.

New ICB arrangements

There are historic safeguarding commissioning arrangements across Lancashire and South Cumbria based on the local arrangements which were historically established by Clinical Commissioning Groups. The ICB is driven to deliver an equitable offer and only have variance within the safeguarding offer when there is warranted reason to do so.

Analysis of Impact from SARs

There has been reduced assurance and audit undertaken on a multi-agency basis due to the lack of an effective quality assurance subgroup for the LSAB. Although there has been a focus on ensuring actions resulting from SARs are monitored, there is a need to improve our assurance the learning is embedded and having a positive impact on our population.

Priorities for 2023/24 - Statutory Deliverables

Safeguarding Delivery Model

Implementation and appraisal of the ICB safeguarding delivery model. This will be a move to a single team working at system across Lancashire and South Cumbria for economies at scale that are value added, plus Place based focus so we know our local community populations needs.

As part of our developing model and strengthening our connections across the Northwest, the ICB is leading work with Greater Manchester ICB and Cheshire and Mersey ICB in developing a peer supervision model and stronger cross working and co-development of best practice tools.

Learning

The ICB is aligning the outstanding actions from SARs to ensure the ICB has a single aligned approach to responding to actions. This includes being clear in our approach to learning communications, evolving how we learn from reviews, embedding an open learning culture and different learning styles to support our workforce. Ensuring we are clear what learning is to support front line practice and for the system. The ICB will device a clear audit programme that will form part of its overall assurance and accountability framework.

We plan to introduce a research best practice forum with academic partners to ensure safeguarding professionals are appraised of latest research practice that benefit outcomes of our vulnerable communities and individuals.

Continuous Improvement

As we begin to work as a single health system across Lancashire and South Cumbria we are focussed on ensuring that our data and key performance indicators are fully aligned and support a maturing the dashboard. Our Safeguarding Assurance Framework will be reviewed to reduce impact and bureaucratic demand on services and move to being more thematic basis and reflective of the learning from reviews and incidents.

As part of developing our local 'Place Based' offer we want to ensure we are consistent and equitable in how we support and local health services and our communities. Within this we must consider how we measure and record safeguarding activity so that it is more outcome focussed.

This continuous improvement work includes developing a health economy wide audit calendar, a proactive communication and campaign strategy and a refresh of governance and connectivity for local multiagency groups and networks.

Workforce

Focus on developing and widening the diversity and capability of the safeguarding workforce across the entire health economy and consider succession and workforce longevity for this cohort. This includes how we deploy the resources and skills available within the ICB to best deliver high impact and best value for our population. In order to achieve that we will be placing a strong focus on the training and knowledge of our workforce to ensure they can meet the ever-evolving safeguarding agenda.

The ICB is dedicated to adopting a more pro-active approach to safeguarding and working with partners through multi agency working arrangements to consider how we can support transformational work which places stronger emphasis on preventative models of care. We need to ensure that the voice of adults with care and support needs are at the heart of our future commissioning strategy as an organisation and that safeguarding is a golden thread throughout everything we do

5.4 Lancashire South Cumbria Foundation Trust (LSCFT)

LSCFT provide health and wellbeing services across Lancashire and South Cumbria including:

- Inpatient and Community mental health services
- Perinatal mental health services inclusive of inpatient perinatal Mental Health unit
- Forensic services including low and medium secure care
- Physical health and wellbeing services
- Learning Disabilities and Autism
- Eating Disorders

Our strategic approach to safeguarding is linked to our agreed Safeguarding Strategy 2022-2025, which takes account of the updated priorities and business plans of the SABs and Partnerships, our commissioned safeguarding specifications and updated safeguarding multi-agency systems and processes across the County. Our Safeguarding Strategy aims to ensure our services protect and prevent harm, abuse or neglect for service users and their families. LSCFT takes a Think Family approach to safeguarding practice.

Our Trust Safeguarding Strategy aligns the national and key local priorities to improve safeguarding outcomes in LSCFT.

The Safeguarding team has led the implementation of the priorities within the Trust Safeguarding Strategy and through analysis of the impact of delivery of the nine core objectives, triangulating this with dissemination of learning from SARs and DHRs.

Delivery of our priorities is monitored and reviewed via the Safeguarding Team portfolio groups and our internal governance structures.

Key Successes in 2022/23

LSCFT continue to strengthen safeguarding practice & systems to sustain compliance with revised statutory Safeguarding, MCA and Prevent Guidance and responsibilities.

LSCFT continues to collaborate across Local Authority Safeguarding services to strengthen information sharing, support provider led enquiries and ensure clinical contribution in Section 42 referrals, with independent oversight provided within this by LSCFT Safeguarding team. There is a well-established process for receiving requests for provider led responses within Central and West and Pennine localities, with dedicated Social Workers in the team providing the oversight. This is being improved with the implementation of regular interface meetings to discuss Adult Safeguarding relevant to Mental Health service users.

We have continued to promote understanding and key messages in relation to domestic abuse via organisational communications, focused supervisions and training initiatives. We have continued to engage with multi agency partners to co deliver training, ensure a co-ordinated approach to domestic abuse and actively strengthened internal processes for Multi Agency Risk Assessment Co-ordination (MARAC).

We have carried out significant activity to raise awareness of the Think Family Agenda, connecting safeguarding adults with the safeguarding children agenda. We have trained over 1,000 practitioners in L3 Think Family safeguarding training during 2022/23.

We have revised all safeguarding adults training packages, written a training brochure that supports the mandatory training offer. Developed an electronic course evaluation which has increased the level of assurance around safeguarding training having a positive impact on practice. We continue to deliver monthly lunch and learn sessions as a way of cascading key messages across the organisation. We support the preceptorship programme and LSCFT induction.

Self-neglect together with neglect feature within SARs, we have issued briefings in regards to this issue to strengthen awareness and support complex case activity as required

LSCFT undertake regular safeguarding visits to Central & West and Pennine to mental health inpatient units and there is a current focus on strengthening information sharing with Local Authority as part of safeguarding alerts, reporting of safeguarding incidents and implementation of key safeguarding messages into practice.

LSCFT continues to work collaboratively with Adult board members to develop and implement best practice relating to Self-Neglect, Mental capacity, complex vulnerabilities subgroups.

Key Challenges in 2022/23

Domestic abuse and implementation of the new multi-agency risk reduction assessment and coordination (MARRAC) pathway/Application of routine enquiry and DASH - LSCFT have a key role in supporting prevention activity aligned to the Domestic Abuse Act to fulfil core safeguarding responsibilities. This will require a review of training to promote understanding of domestic abuse, its links to emotional well-being, mental health and the impact. We have continued to contribute to the Multi-Agency Risk Assessment Conference (MARAC) processes with such increased activity, which has placed a greater demand on our resources.

Self-neglect/MCA – LSCFT recognise the challenge of supporting service users where self-neglect is a feature of their presentation. Good evidence in applying the principles of MCA allows for multi-agency responses and shared care planning. LSCFT will continue to enhance the quality of MCA activity to raise standards and achieve best practice

Mandatory Safeguarding Level 3 training compliance - Mandatory training compliance is not where we would like it to be following the introduction of a new compliance monitoring system. We have worked hard to offer more accessible training for staff. Think Family is a theme we see in our SI's and safeguarding reviews, therefore we will continue to embed this approach across the Trust, staff will think about family rather than an individual. This approach will support LSCFT to meet both local and national requirements, competences, standards and safeguarding responses.

Priorities for 2023/24

The Safeguarding Strategy has been developed and supports the Trusts vision, values and quality priorities. We will strive to embed a "culture of vigilance" throughout the organisation where safeguarding is an important part of everyday care.

We will continue to work on improving MCA compliance across the Trust, via ongoing audit activity, an updated training strategy, the provision of continued specialist MCA advice and supervision, and other mechanisms of quality improvement. We will enhance the quality of MCA activity to raise standards and achieve best practice, including celebrating good practices and identifying areas to strengthen. This work will continue whilst we await further updates from Government regarding the implementation of the Liberty Protection Safeguards and / or other changes to the substantive MCA 2005.

We will continue to undertake targeted awareness raising and specific audit work in terms of perpetrators of domestic abuse, and establish an effective MARAC model across Lancashire with our partners. We will aim to have routine enquiry embedded in practice and evidenced in clinical records that appropriate responses have taken place.

We will take steps to improve practice in relation to self-neglect and neglect of adults. We will continue to work with the Safeguarding Adult Board in improving the self-neglect strategy. We will demonstrate a learning organisation by learning lessons from case reviews and embedding best practice across the Trust.

5.5 NHS Hospital Trust (Southport and Ormskirk)

Key Successes in 2022/23

- The successful bid and recruitment of a Health Independent Domestic Abuse Advisor (HIDVA) from the Lancashire Ministry of Justice funding. Collaboration with Sefton Local Authority to provide a second HIDVA for Southport and Ormskirk NHS Trust from the Merseyside Ministry of Justice funding. This has supported the learning from recent DHRs highlighting the requirement for Acute Trusts to have on-site HIDVAs.
- Successful business case and subsequent recruitment of a substantive Learning Disability and Autism Practitioner to develop a workforce to care for patients with a LD and or autism.
- Development of a Deprivation of Liberty Safeguards (DOLS) portal streamlining the process for the completion of DOLS authorisations.
- Continued bi-weekly meetings with Sefton Local Authority Safeguarding Team to discuss cases referred, information required and outcomes.
- Achieving >90% compliance in all 6 levels of safeguarding training

Key Challenges in 2022/23

- The release of staff for training with the competing demand of clinical activity and pressures
- Vacancies within the Safeguarding team
- Preparing for the implementation of Liberty Protection Safeguards
- Staff completing safeguarding documentation in busy clinical areas

Priorities for 2023/24

- We will develop and embed the role of the HIDVA and increase staff awareness in relation to domestic abuse and the potential opportunity for support during health appointments and visits.
- We will increase awareness and responsiveness to self-neglect working as a multi-agency partnership.
- We will work in new ways under a new organisation and aligning safeguarding processes across the new organisation with St. Helens and Knowsley NHS Trust.
- We will ensure the Safeguarding Team undertake Trauma Informed Training, incorporating the principals into their practice.
- We will ensure the Trust is compliant with the requirements of the Domestic Abuse Act (2021).
- We will ensure the Trust is compliant with the Serious Violence Duty (2022)
- We will implement the Oliver McGowan e-learning for all staff.
- We will support the Learning Disability (LD) and Autism agenda providing clinical expertise in LD and autism and drive the LD and Autism improvement plan.
- We will continue to ensure the development of a network of safeguarding ambassadors.
- We will seek to maintain training compliance ensuring compliance to the intercollegiate documents.
- We will ensure compliance with the NICE Guidance 'Integrated health and social care for people experiencing homelessness,' (2022)
- We will increase staff awareness of advocacy and other services such as IMCAs.

6. Looking Ahead to 2023/24

6.1 2023/24 Strategy

A Strategy for the Lancashire SAB is in development and will be set out with agreement of key partners, and focus on the learning from SARs and agreed priorities which will consider:

- Compliance with Statutory Duties
- User and carer engagement
- Raising awareness in communities
- Board operation
- Prevention
- To identify good practice and areas for improvement
- Transitions - children to adult

6.2 Business Plan

Having a clear Business Plan to review and report on progress will be a key area going forward to 2023/24, and include areas of focus on:

- Prevention and Engagement - Feedback, partnership
- Managing and responding - Understanding 'safeguarding concern'
- Data and performance
- Learning from and shaping practice - Identification, assessment, and management of risk
- Assurance and audit work - Tracking compliance/Self-assessment
- Empower - Making Safeguarding Personal (MSP)

7. Board Finance & Resources

7.1 During 2022/23 Lancashire has had a shared partnership responsibility which is supported through both financial investment and resourced through a Joint Partnership Business Unit (JPBU) to deliver the following:

- Secretariat management and support to the SABs
- Support to Sub Group activity and associated task and finish groups
- Commissioning of SARs
- Funding the role of Independent Chair
- Develop and Publish Annual Reports
- Learning and Development in relation to learning from case reviews on pan-Lancashire/multi-agency level
- Development of pan-Lancashire guidance in relation to key priorities
- Publicity and Communications

Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the (Acting) Director of Education, Culture and Skills

Part I

Electoral Division affected:
Accrington North; Accrington
South; Accrington West &
Oswaldtwistle Central; Pendle
Central; Pendle Rural;

Corporate Priorities:
Caring for the vulnerable;

**SEND Sufficiency Strategy Implementation – Provision of Special School
Places and Special Educational Needs Units at Mainstream Schools**
(Appendices 'A and 'B' refer)

Contact for further information:

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Brief Summary

This report provides an update and the current position on the placements available in Lancashire maintained special schools throughout the county, and the potential risk this poses to Lancashire. There are significant risks to the county council being able to meet its statutory duties associated with the number of additional places required for September 2024.

The report contains a proposal to close Pinfold Primary School in Scarisbrick, Ormskirk as a mainstream school, and to repurpose the building as satellite provision attached to a Special School provision.

The report outlines the proposals to increase the availability of special needs provision throughout the county, through the further development of mainstream school Special Educational Needs Units.

Approval is sought for a feasibility study to be undertaken as a priority across the primary and secondary settings in Leyland, Burnley and Garstang, to identify additional physical space within schools, colleges or alternative Lancashire County Council buildings to change the use of these to become satellite provision for the associated special schools in the area.

In addition, approval is being sought to confirm the budget spend to create additional places from January 2024 at The Loyne Specialist School in Lancaster, Kirkham Pear Tree School, Mayfield Specialist School in Chorley, and Kingsbury Primary School in Skelmersdale.

Finally, approval is being sought on the costings provided for phase 2 of the expansion of West Lancashire Community High School in Skelmersdale.

This is deemed to be a Key Decision and the requirements of Standing Order C19 have been complied with.

Recommendation

Cabinet is asked to:

- (i) Approve the completion of feasibility studies and initiation of informal consultations needed to create 205 additional special school places for September 2024, comprising 104 for children entering reception and/or primary age, 76 for children transitioning into secondary school and 25 post-16 placements.
- (ii) Subject to (i) above, authorise the Executive Director of Education and Children's Services, in consultation with the Cabinet Member for Education and Skills, to review the outcomes of the informal consultations, and to decide whether to proceed with the formal consultations to create the additional 205 special school places identified in (i) above.
- (iii) Approve the initiation of the consultation processes on the proposal to close Pinfold Primary School in Scarisbrick, Ormskirk, as a maintained mainstream provision, and to repurpose the building as satellite special school provision, attached to a special school within the same locality.
- (iv) Approve the individual school project costings for the refurbishment or other building works required to create additional capacity at The Loyne Specialist School in Lancaster, Kirkham Pear Tree School, Mayfield Specialist School in Chorley, and Kingsbury Primary School in Skelmersdale, due to be completed by January 2024.
- (v) Approve the budget for the completion of the second phase of the West Lancashire Community High School in Skelmersdale expansion.
- (vi) Approve the initiation of feasibility studies and informal consultation process to create Special Educational Needs units at West Street Primary School, Colne and Barrowford Primary School, Barrowford.
- (vii) Subject to (vi) above, authorise the Executive Director for Education and Children's Services, in consultation with the Cabinet Member for Education and Skills to review the outcomes of the informal consultations, and to decide whether to proceed with the formal consultations for the development of Special Educational Needs units at the two schools identified in (vi) above.

Detail

This report proposes the development of more specialist provision across Lancashire for children and young people with special educational needs and disabilities, in view of the continuing increase in demand for this type of provision.

Update on current position

This section of the report builds on the September 2023 Cabinet report in which approval was provided to undertake preliminary work to explore the options for increasing the number of places at existing special schools, to ensure sufficiency of provision from January 2024. The September Cabinet report identified that:

- 138 more special school places would be required for pupils with significant learning difficulties and/or autism across the county.
- The shortfall in special school places for children and young people with social, emotional, and mental health needs was addressed by commissioning 383 places within the independent and non-maintained sector.
- 15 expressions of interest had been received from Lancashire special schools wishing to undertake further expansion.

Although the report also referenced a need to increase post-19 provision, this will be considered in the future. The focus of the current report is on the development of provision for pupils of statutory school age and post-16 provision.

The forecast for the number of special school places for children and young people with significant learning difficulties and/or autism has been updated, as more information has become available about the increase in demand for special school places throughout 2023, and the availability of systems that support more accurate modelling.

Primary special school places

This analysis has identified a need to create 104 new special school places for primary children by September 2024. The performance of previous years indicates that, on average, 33% of children with education, health and care plans in reception require a special school place and that there is an annual increase of 4.4% in the number of children taking up special school places more generally. Based on the number of children of reception age with education, health and plans currently this means that at least 174 special school places will be required in September 2024. The information available to date indicates there will be 70 places available for reception aged children from September 2024, from within the existing maintained special school capacity and therefore a further 104 places will be required.

Secondary special school places

At the time of writing this report, there are 703 children in year six with an education, health and care plan, of which 429 currently attend a mainstream school. It is anticipated, based on previous years' performance, that 24% of children in mainstream schools transfer into a special school as they transition into the

secondary phase of their education. This equates to a requirement for 103 additional special school places for children who will be entering secondary school in September 2024. Currently, it is expected that there will be 77 special school places available and therefore there is a requirement for an additional 26 places. These places are for children with significant learning difficulties and/or autism.

There is an additional requirement for special school places for children with social, emotional and mental health needs. In the current year six cohort, there are 66 children with social, emotional and mental health needs. On average, there is a 70% increase in the number of places required for children presenting with this type of need at secondary level, and it is therefore anticipated that there will be a requirement for a total of 115 places in year seven in September 2024. The information currently available indicates there are likely to be 65 places available and therefore an additional 50 places will be required.

Overall, 76 more special school places will be required for pupils transitioning from primary to secondary school in September 2024, comprising 26 places for children with significant learning difficulties and/or autism and 50 places for children with social, emotional and mental health needs.

Post-16 specialist provision

There are two schools in each of the north and south areas that do not have sixth forms. The schools that have sixth forms in these areas are at capacity for the next year. There is therefore a further requirement to create an additional nine post-16 places in the north area and 16 in the south for September 2024. These places will be needed for young people with significant learning difficulties and/or autism.

Location of additional special school places

The distribution of all 205 additional special school places that will be required as presented above across the county is presented in the table below.

Geographical Location	Location for additional capacity:	Primary Places Needed	Secondary Places Needed	Specialist College
South – Preston, South Ribble, Chorley, and West Lancashire	Leyland	39	Learning Disabilities/Autism Spectrum Disorder – 10 Social, Emotional, Mental Health – 19	16
East- Burnley, Pendle, Hyndburn, Ribble Valley, and Rosendale	Burnley	42	Learning Disabilities/Autism Spectrum Disorder – 10 Social, Emotional, Mental Health – 15	

North – Lancaster		11	Learning Disabilities/Autism Spectrum Disorder – 6 Social, Emotional, Mental Health – 9	9
North - Fylde, and Wyre		12	Social, Emotional, Mental Health - 7	

It is perhaps worth noting that the North is separated into geographical areas. If it is not possible to secure additional places within the specific localities identified above, there may need to be a consideration for identifying suitable spaces within a central location for the North, to be used as a satellite provision that all pupils in this area can access.

In summary, there is a need to create 205 additional special school places for September 2024, comprising 104 for children entering reception and/or of primary age, 76 for children transitioning into secondary school, of which 26 for children with significant learning difficulties and/or autism and 50 for those with social, emotional and mental health needs and 25 post-16 placements.

Pinfold Primary School, Scarisbrick, Ormskirk

Pinfold Primary School is a local authority maintained mainstream school for children aged between four and 11 years. In September 2023, the Governing body of the school held a meeting and made the decision to close the school as it is no longer financially viable. The school has a pupil admission number of 51 and there are currently four pupils on roll. The school is therefore no longer financially viable, and there are sufficient mainstream school places in the neighbouring schools to accommodate pupils in the local area.

It is therefore proposed that a stage one consultation be undertaken on a proposal to close Pinfold Primary School as a mainstream school, and to repurpose the building to create special school satellite provision attached to a maintained special school within that location. As outlined above, there continues to be increasing demand for special school places in the South of the county, and this proposal will serve to mitigate some of the risk in the local authority being able to fulfil its duty in providing sufficient school places.

Primary special school provision for January 2024

In September 2023, Cabinet approved the initiation of feasibility studies and informal consultation processes to expand and increase the numbers of special school places in The Loyne Specialist School, Kirkham Pear Tree School, Acorns Primary School, Mayfield Specialist School, The Coppice School and Kingsbury Primary School, for the more immediate need to create an additional 39 special school places for primary aged children from January 2024. The feasibility studies and informal consultations are not required for the immediate increase in places as the number of increased places for January in each of the settings will not exceed 10%. Feasibility

studies and informal consultations will take place for any further increases in the number of places.

The proposal at the time was that eight and nine places would be created in The Loyne Specialist School and Kirkham Pear Tree School respectively, and that this would be sufficient to meet demand in the north of the county. Similarly, it was proposed that 12 places would be created at Kingsbury Primary School, to fulfil the requirement for additional special school places in West Lancashire. The feasibility studies have been completed with respect to these expansions and support the original proposals.

Three options were put forward to create the ten places that were required in the Preston/Chorley area of the county. These schools were Acorns Primary School, Mayfield Specialist School and The Coppice School. The conclusion from the feasibility studies completed for these three schools was that Mayfield Specialist School provided the best option, as it would be the easiest to complete by January 2024, because of the groundworks required. It is therefore expected that the additional 39 special school places required from January 2024 will be created in the following four schools:

- Kirkham Pear Tree School, Kirkham – 9 places
- The Loyne Specialist School, Lancaster – 8 places
- Mayfield Specialist School, Chorley – 10 places
- Kingsbury Primary School, Skelmersdale – 12 places

The provisional costings were approved by Cabinet on 7 September 2023. Cabinet is asked to approve the individual school project costings identified for each of the four schools above, set out at Appendix 'A'; these costings do not exceed the previously approved overall provisional costing.

West Lancashire Community High School, Skelmersdale

West Lancashire Community High School is a special school for pupils aged between 11 and 19 years with significant learning difficulties and/or autism.

In March 2023, an urgent decision was taken by the Leader of the Council and the Cabinet Member for Education and Skills, on behalf of the Cabinet, in accordance with the provisions of Standing Order C16(1). The reason for urgency was that the county council had a legal duty to ensure adequate provision was made for pupils with special educational needs and disabilities, including post-16 learners. Regulation 18 of the Special Educational Needs Regulations required that the Education Health and Care plan must be reviewed and amended before 31 March, if the transfer was from secondary school to a post-16 institution. The demand on special school places in 2022/23 was such that there would not be enough places for those that required them without this additional capacity at West Lancashire Community High School, which was the reason for seeking an urgent decision before 31 March 2023.

Following consideration of the responses received in respect of the statutory consultation, approval was given to permanently increase the number of special

school places at West Lancashire Community High School by 50 places, from 126 to 176. This increase was through expansion of provision on the school site. Funding was also approved for the completion of phase one of the expansion, which was to provide up to 20 places for young people aged 16 – 19 who continued to require a placement in a special school as from September 2023.

The county council has a legal duty to ensure adequate provision is made for pupils with special educational needs and disabilities. In order to assist in mitigating some of the risk associated with Lancashire not being able to fulfil its statutory duty in terms of providing sufficient special school places, Cabinet is asked to approve the budget to complete phase 2 of the expansion of West Lancashire Community High School. Phase 2 of the expansion will provide up to a further 20 places for children and young people aged 11 – 16 years.

Phase 3 of the project will be the subject of a future Cabinet report in respect of the final 10 proposed places at West Lancashire Community High School.

Special Educational Needs Units

Approval is being sought to initiate feasibility studies and the informal consultation process in respect of the following two schools:

- West Street Primary School, West Street, Colne
- Barrowford Primary School, Rushton Street, Barrowford, Nelson

Both schools are judged to be good schools by Ofsted. Preliminary investigations indicate that these schools may already have the space needed to accommodate the development of a Special Educational Needs unit.

Barrowford Primary School already has a Special Educational Needs unit for up to 16 children with social emotional and mental health difficulties. The current proposal is for a further unit for up to 16 children with social communication and interaction needs.

The addition of a Special Educational Needs unit to a mainstream school is considered to be a prescribed alteration, and therefore the local authority is required to complete the necessary statutory processes, in order to implement this type of permanent change. The informal consultation is not a requirement of the statutory process although it is recommended.

Cabinet is asked to authorise the Executive Director of Education and Children's Services, in consultation with the Cabinet Member for Education and Skills, to review the outcomes of the informal consultations, and to decide whether to proceed with the formal consultation to establish a Special Educational Needs unit at West Street Primary School and Barrowford Primary School.

The results of the formal consultation and feasibility study will be presented to Cabinet for final approval for the permanent addition of the Special Educational Needs unit later this year.

Appendices

Appendix 'A' & 'B' are attached to this report. For clarification they are summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	Breakdown of costings for four settings to increase pupil numbers from January 2024
Appendix 'B'	Costings for phase 2 of the special school expansion at West Lancashire Community High School

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

The county council and partners across education, health and care are required to work together to plan for and meet the needs of children and young people who have special educational needs and disabilities, in line with the Special Educational Needs and Disabilities Code of Practice 2014.

If the decision was not to proceed with the proposals contained within the report, the risk would be insufficient places and potential for increased costs out of area. This proposal only mitigates some of the risk of this and the county council failing in its duty to provide sufficient school places and risk to reputational damage of the county council.

There would also be a continued risk to a considerable overspend on the revenue-high needs block funding as places would have to be sought in the Independent sector at considerable cost to the local authority.

Property Asset Management

The approval of a school expansion that requires a build project that will extend the footprint of the building will be subject to obtaining relevant planning permission and Section 77(3) consent for the change of use of the land (or meeting the terms of The School Playing Fields General Disposal and Change of Use Consent (No 5) 2014.)

Works to premises necessary in respect of increasing the availability of special school provision is identified through the feasibility studies.

Procurement

The selection of contractors to undertake the capital works will be carried out in full compliance with the Public Contract Regulations 2015, either through the use of

established frameworks or through undertaking a compliant procurement exercise following the county council's Procurement Rules, where appropriate.

Financial

Any building works that are agreed by the authority outlined in the proposals to increase the availability of special needs provision throughout the county will be funded via the High Needs Provision Capital Allocation and capital receipts arising from the disposal of assets previously held for education where appropriate. The High Needs allocation is grant funding and the amounts of funding available may limit the schemes that are deliverable.

By increasing the county council's internal Special School Provision, this will enable progress to be made towards keeping up with the demand for special school places and reducing reliance on the use of independent school placements which present a growing pressure on revenue- high needs block funding.

The demand for special school places increased by 10.7% in 2022, in comparison with 2021. Prior to this, the average increase in demand has been 8% per year. The indicative funding allocations for the High Needs Block are expected to increase by 3% per year. This is likely to increase the gap between expenditure and funding over the next few years. Special Educational Needs and Disabilities sufficiency work is being carried out to address these issues, and to prevent Lancashire County Council going into a High Needs Deficit Position. The additional internal places created will therefore help to support the growing financial pressures on the revenue - High Needs Budget.

Financial implications are set out at Appendices 'A' and 'B' and are deemed to be Part II and exempt from publication as the appendices contain information relating to the financial or business affairs of any particular person (including the authority holding that information). There are sufficient funds currently uncommitted to meet the costs of this project. Works to the two other schools mentioned in the earlier paper is now no longer required as these four schools provide the places required at this point in time. Should this change in the future then a further report to cabinet will be required.

Equality and Cohesion

This proposal impacts on both the age (young people) and disability protected characteristics of the Equality Act 2010 and is designed to contribute positively to the Public Sector Equality Duty's general aim of advancing equality of opportunity and its related aim of increasing participation in public life for these children and young people, their families and carers.

List of Background Papers

Paper	Date	Contact/Tel
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N/A

Reason for inclusion in Part II, if appropriate

Appendices 'A' and 'B' are not for publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The appendices contain information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.



Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Education Improvement

Part I

Electoral Division affected:
Pendle Rural;

Corporate Priorities:
Delivering better services;

The Future of Maintained Nursery Provision at Gisburn Road Community Primary School, Barnoldswick

(Appendices 'A' to 'E' refer)

Contact for further information:

Debbie Ormerod, Tel: (01772) 531878, Access to Education Entitlements Lead Officer,
debbie.ormerod@lancashire.gov.uk

Brief Summary

On 7 September 2023, Cabinet agreed to a statutory notice being published to begin a representation period on the future of the local authority maintained nursery provision currently delivered by Gisburn Road Primary School in Barnoldswick. A Statutory Notice was published, to begin the consultation period in relation to the school discontinuing the nursery provision, by permanently raising its age range from 3-11 years to 4-11 years, with effect from 31 December 2023. The consultation period took place from 14 September 2023 to 2 November 2023.

As part of the statutory process, a decision should now be taken about the proposal and this will be done by Lancashire County Council, who is the decision maker. If the Authority does not decide within two months from the end of the consultation period, the proposal and any representations about the proposal must be passed to the Schools Adjudicator for a decision.

Recommendation

Cabinet is recommended to:

- (i) Consider the information in this report.
- (ii) Approve the proposal as detailed in the statutory notice to discontinue the local authority maintained nursery provision at Gisburn Road Primary School

by permanently raising its age range from 3-11 years to 4-11 years, with effect from 31 December 2023, noting that there will still be nursery provision at the school that will be Governor-led.

(iii) Approve that an appropriate statutory decision letter be sent out, as specified under legal requirements, to give the reasons for the decision to the parties that have been consulted.

Detail

Following Cabinet approval in September 2023, the statutory notice was published on 14 September 2023, and the representation period ran from 14 September to 2 November 2023. The local authority is now at stage 3 of the statutory process, as defined by The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013, and this is set out in the table below:

Stage	Description	Timescale
Stage 1	Publication of Statutory Notice and Proposal	14 September 2023
Stage 2	Representation (formal consultation)	14 September to 23 November 2023
Stage 3	Decision	7 December 2023
Stage 4	Implementation	31 December 2023

The statutory notice, Lancashire County Council Childcare Sufficiency Assessment, Section 18 Proposal, factors for consideration and the Equality Impact Assessment can be found at Appendices 'A' to 'E' respectively.

Factors Relevant to all Types of Proposal

The Department for Education's statutory guidance for decision-makers deciding prescribed alteration and establishment and discontinuance proposals, was published in October 2018. The guidance sets out several factors which must be taken into consideration for all types of proposal. These factors, and supporting comments, are set out in Appendix 'C'.

Consultation responses

Three responses were received from parents during the consultation period. The concerns raised and the responses provided are set out in Appendix D. All of the respondents were worried about the nursery closing, without recognising that there was simply to be a change in the management of the provision.

All of the respondents have been contacted, with reassurances given by the School Business Manager that their families will not be adversely affected by the proposal.

Appendices

Appendices 'A' to 'E' are attached to this report. For clarification they are summarised below and referenced at relevant points within this report.



Appendix	Title
Appendix 'A'	Statutory Notice
Appendix 'B'	Lancashire County Council Childcare Sufficiency Assessment
Appendix 'C'	Section 18 Proposal
Appendix 'D'	Factors for Consideration
Appendix 'E'	Equality Impact Assessment

Implications:

This item has the following implications, as indicated:

Risk management

Local authorities have a statutory duty to secure sufficient and suitable early years provision, to meet the needs of children and families in each district, by influencing and shaping provision through local partnerships and by identifying gaps, enabling new provision and developing the market.

As evidenced in the annual Lancashire County Council Childcare Sufficiency Assessment report there is more than sufficient good quality nursery providers in the Pendle area. The report will be updated in the Spring term 2024.

The nursery at Gisburn Road is not seeking to close, it is proposing to provide Governor-led early years provision. Prior to seeking a decision about a possible change in management, the governors had verbally consulted with parents on how the nursery would operate. Families understand the proposal and they have been reassured that their children can continue to attend a nursery on the school site.

Human Resources

There will be TUPE considerations for the staff. All those part of the organised grouping will transfer to the governor led provision.

Financial Implications

The Governing Body has clarified that the impact on the school budget will be minimal.

Should the outcome of the consultation be to change the management of the school nursery from the local authority to the Governing Body, there would not be an adverse financial impact on the local authority.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Barnoldswick Gisburn Road Community Primary School

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that Lancashire County Council intends to make a prescribed alteration to **Barnoldswick Gisburn Road Community Primary School, Gisburn Road, Barnoldswick, Lancashire, BB18 5LS** from 31 December 2023.

It is proposed that the school will permanently raise its age range from 3-11 years to 4-11 years with effect from 31 December 2023, through the closure of the Nursery.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be inspected at **Barnoldswick Gisburn Road Community Primary School** at the address above; at Pendle Borough Council offices; at Lancashire County Council's County Hall office and Barnoldswick Library. Copies can be obtained from The County Pupil Access Team in the Education Improvement Service, PO Box 100, County Hall, Preston, PR1 0LD.

Copies can also be accessed through www.lancashire.gov.uk – Have Your Say Consultation page.

Any person may object to or make comments on the proposal by posting them to The County Pupil Access Team at the above address. Responses can also be emailed to consultation@lancashire.gov.uk

To be considered as part of the decision-making process to determine the proposal, responses must be received no later than 2 November 2023.

Signed: Heloise MacAndrew, Director of Corporate Services
Publication Date: 14 September 2023

Explanatory Notes

Under the provisions of the Freedom of Information Act 2000, information about representations to the published proposal may be accessed by members of the public.

The proposal arises because of concerns about financial and educational viability of the nursery. The nursery has low and reducing pupil numbers which is impacting on the financial viability of the school.

The Authority will need to decide whether to implement the proposal before 29 February 2024, otherwise it must be referred to the Adjudicator for a final decision.

Lancashire County Council

Childcare Sufficiency Assessment

April 2022- March 2023

Pendle

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Introduction

The Childcare Act 2006 places a statutory duty upon local authorities to secure sufficient childcare, so far as is reasonably practicable, for working parents or parents who are studying or training for employment, for children aged 0-14 or up to 18 for disabled children.

The Childcare Sufficiency Assessment (CSA) is a county wide review of the supply and demand of childcare, take up of funded provision, the availability of places, the quality and cost of provision. The information has been broken down into area reports for ease of reading, this provides the reader with an overview at a localised level.

Methodology

In order to gather up to date, accurate childcare supply data, we carried out an online survey with childcare providers. We also surveyed a sample of parents throughout Lancashire to ascertain demand including childcare needs, opinions, and trends. As it is not possible to include data for all parents and providers in Lancashire, the information in this report should be seen as a guide to local provision, rather than being conclusive. It is also important to note that any figures represent a snapshot in time. Some tables will have blank cells as we may not have all provider types in each area, or the data has not been supplied by the providers. Caution should be given where there is only one provider type in that group. Data from the termly census and headcount claims is used to map the take up of funded childcare places and Ofsted data is used to identify the quality of childcare in Lancashire.

Types of Childcare

Childcare includes Childminders, Day Nurseries, Pre-Schools, Nursery Units of Independent Schools, Breakfast Clubs, After School Clubs, Holiday Schemes, Maintained Nursery Classes, Maintained Nursery Schools, and School Governor Led Provision (section 27).

Registered Childcare: Ofsted is the Office for Standards in Education, Children's Services and Skills. It regulates childcare for children from birth to 18 years of age. Ofsted operates two registers:

The Early Years Register: If a provider is caring for children from the age of birth to 5 years for more than two hours a day, on more than fourteen days per year they must register with Ofsted on the Early Years Register and meet the requirements of the Early Years Foundation Stage.

The Childcare Register: A childcare provider must register on the compulsory part of the Childcare Register if they provide care for children aged 5 to 8 years for more than two hours a day on more than fourteen days per year. A childcare provider will be on both the Early Years Register and the Childcare Register if they care for children under and over the age of 5 years. Some childcare providers who care for children over the age of 8 years, who provide care in the child's home, are activity based i.e., sports coaching or for very short periods of time can join the voluntary part of the childcare register.

Schools

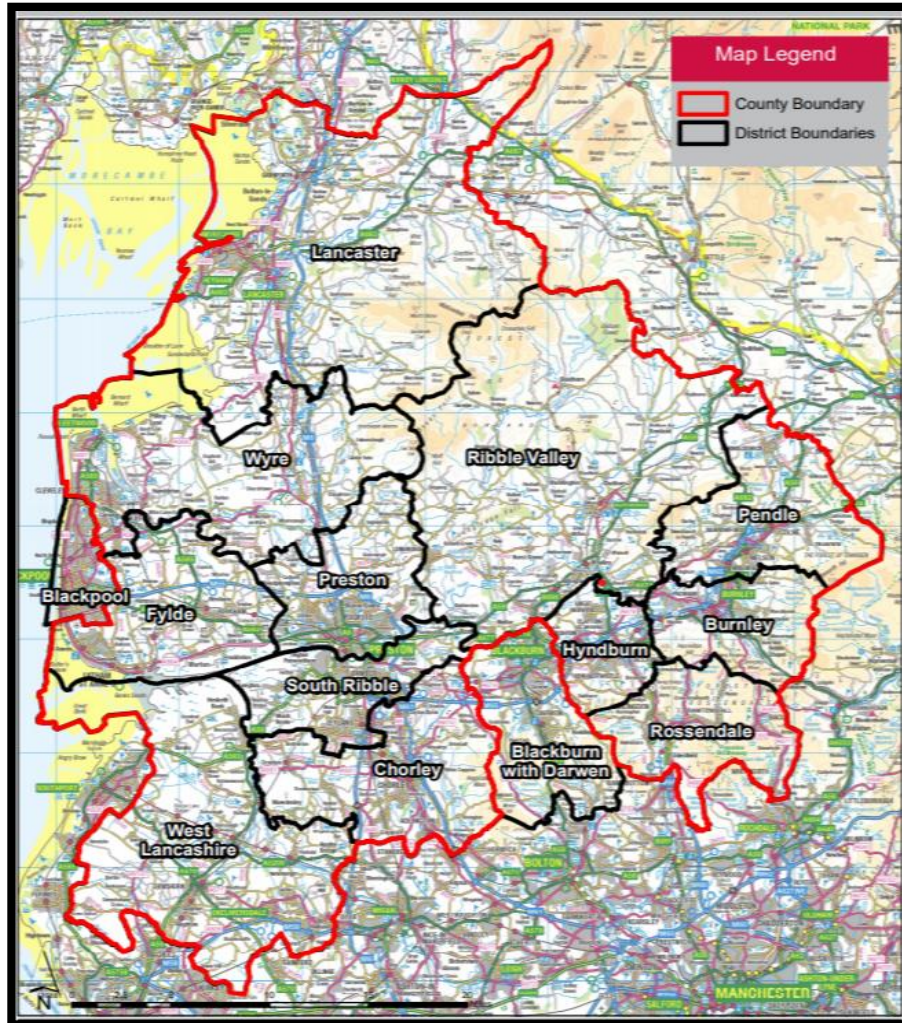
Maintained Nursery Classes and Governor Led Provision (section 27) are included within an overall school inspection and are not required to have a separate Early Years Ofsted registration; however, they must follow the Early Years Foundation Stage (EYFS) Statutory Framework.



Lancashire Overview

Lancashire County Council is the fourth largest County Council in the country. The population is 1,227,076. The population for 0-19 year olds within this figure is 281,290. Lancashire is made up of 12 districts. Below you can see a map of Lancashire showing the county and district boundaries.

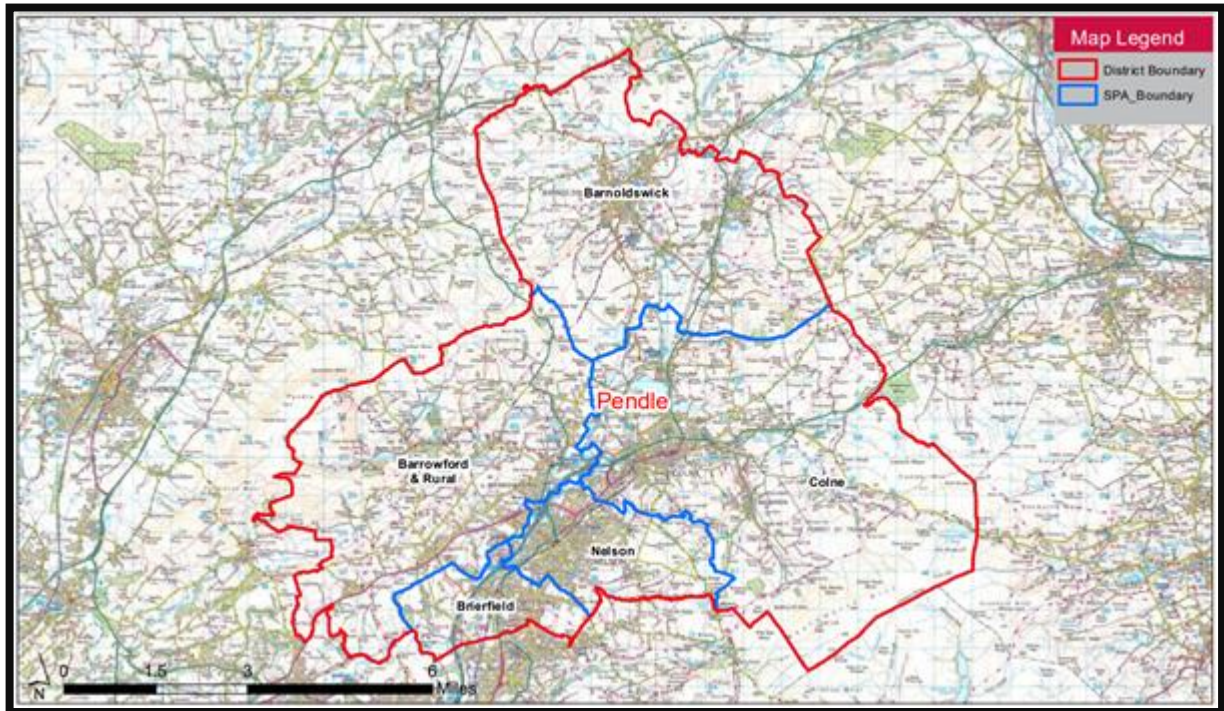
Lancashire's defining characteristics are its size and diversity. Each district has its own unique demography and geography. It is an area of vast contrasts with busy urban centres, coastal regions and large agricultural areas. For the purposes of this report these districts have been broken down further into localised geographical areas.



Pendle

Pendle district is in the East of Lancashire, it covers 169 square kilometres. The map below shows the local geographical areas for the Pendle district, these include.

- Barnoldswick
- Barrowford & Rural
- Brierfield
- Colne
- Nelson



Local Demographics

Over recent years the population has grown. The population for the district is 92,145. It is estimated that between 2018 and 2043 the population of Pendle will increase by 4.1%.

The table below shows population figures for the district.

Area	Total Population	0-1 year olds	1 year olds	2 year olds	3&4 year olds	5-11 year olds
Barnoldswick	17007	176	183	179	410	1435
Barrowford & Rural	9589	108	111	78	187	636
Brierfield	11092	166	156	159	314	1193
Colne	22750	252	248	260	514	1956
Nelson	31707	487	479	474	1090	3674
Pendle	92145	1189	1177	1150	2515	8894

According to the 2019 Index of Multiple Deprivation (IMD), Pendle was the 37th most deprived area out of 317 districts and unitary authorities in England. The IMD shows that 32% of the lower super output areas in the district were in the 10% most deprived in the country.

Area	No. of wards	No. of LSOA's	IMD average rank *	IMD in 20% most deprived
Pendle	12	57	37	Yes

Pendle has a very high proportion of private-sector jobs in comparison to the rest of the county average. A large percentage of the working age population rely on welfare benefits.

Pendle is situated at the end of the M65 motorway. The M65 provides access to local major motorways taking commuters into Manchester and Yorkshire. Public transport includes access to railway stations and bus routes, providing families with options for commuting throughout the district.



Parent Survey

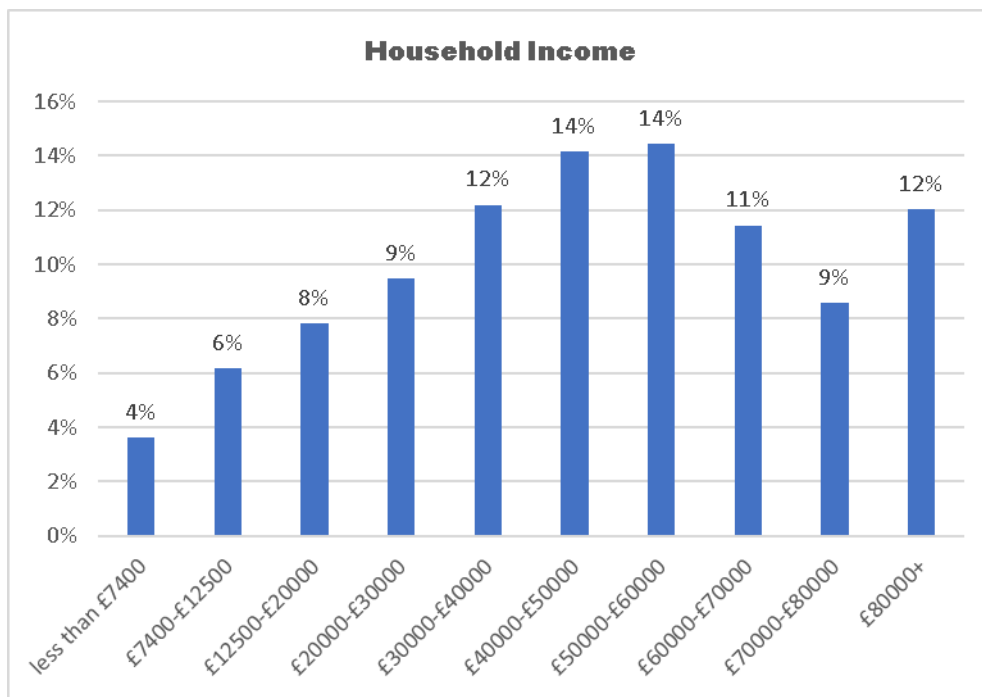
As part of our statutory duty, we gathered the views of parents and families that use formal childcare. Using the help of our early year's providers, parents were asked to complete a short online survey. Questions in the survey covered topics such as current childcare usage patterns, opening times, paying for childcare, satisfaction levels and Early Education Funding (EEF).

There were 664 completions in total. Whilst the majority of responses were from Preston, Chorley, Lancaster and South Ribble we did receive submissions from all 12 districts. The summary below is provided at a Lancashire level.

Your Household

Nearly all respondents to our survey are married or living with a partner, in most cases both partners are working full time. The majority of those surveyed have children aged 0-4 years. The most used childcare provider types are After School Club and Day Nursery.

We asked parents about their household income, this is displayed in the graph below.



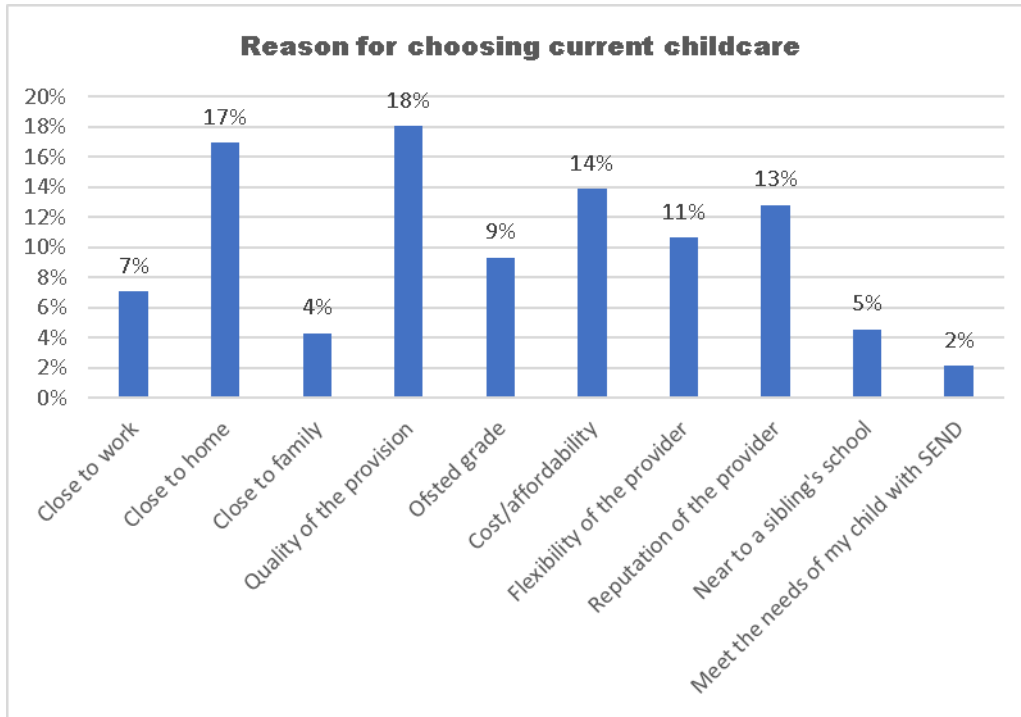
Childcare Needs

On average most parents/carers need between 10 and 30 hours of childcare per week. Nearly half of respondents said they use childcare because they work, 23% told us it is also for their child's learning and development and a small percentage state they use childcare for respite and to look for work. 5% of parents/carers access childcare solely to use their child's Early Education Funding. A small number of parents need childcare after 6pm or other patterns not specified.

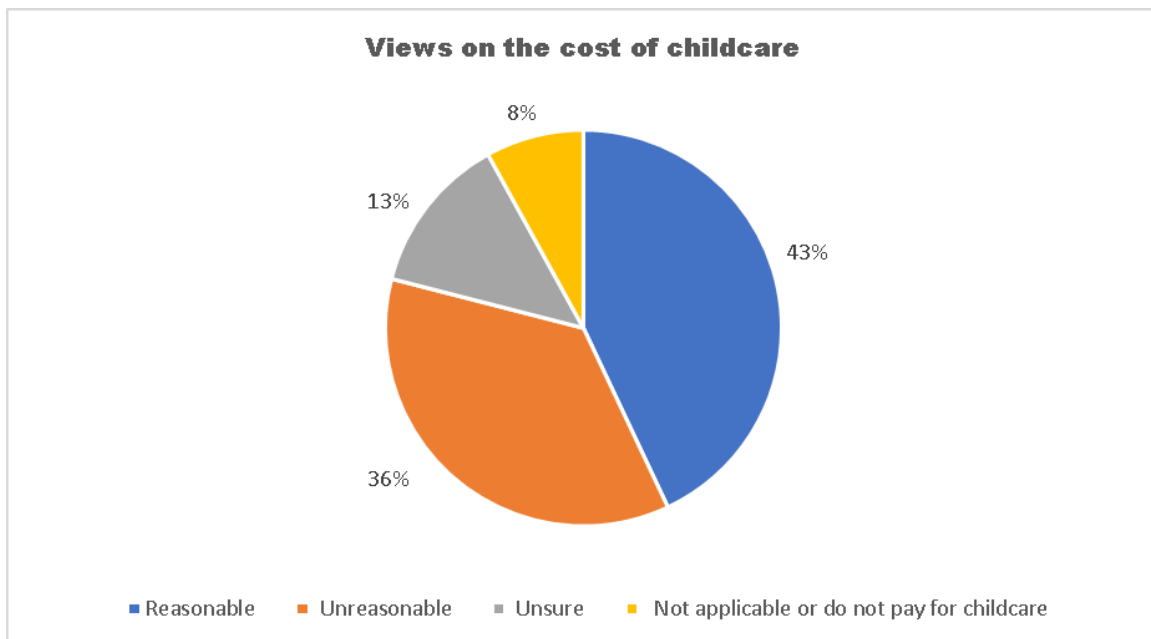
Nearly three quarters of the respondents said that finding information about suitable childcare was easy.



We asked parents/carers what their most important factors were when choosing childcare, the responses are summarised below.

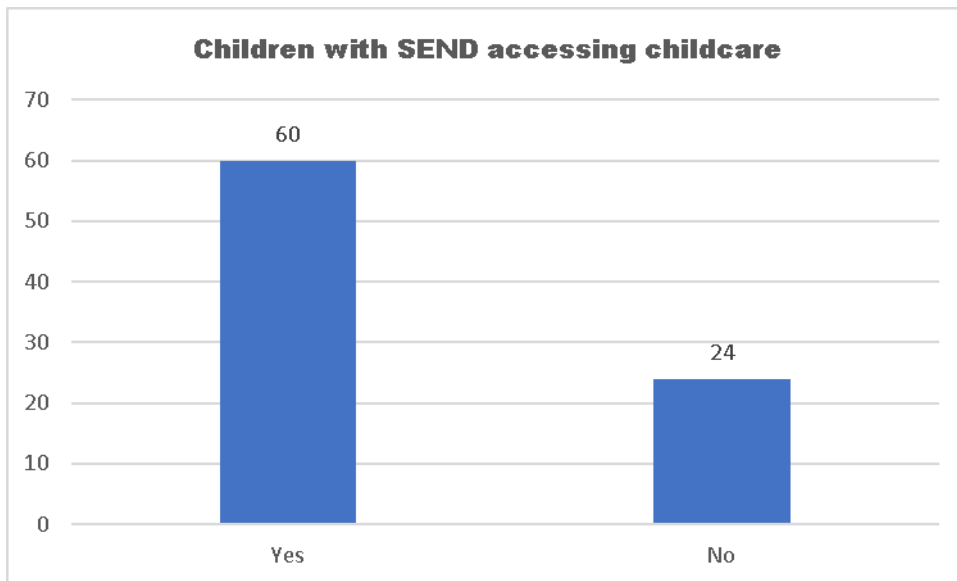
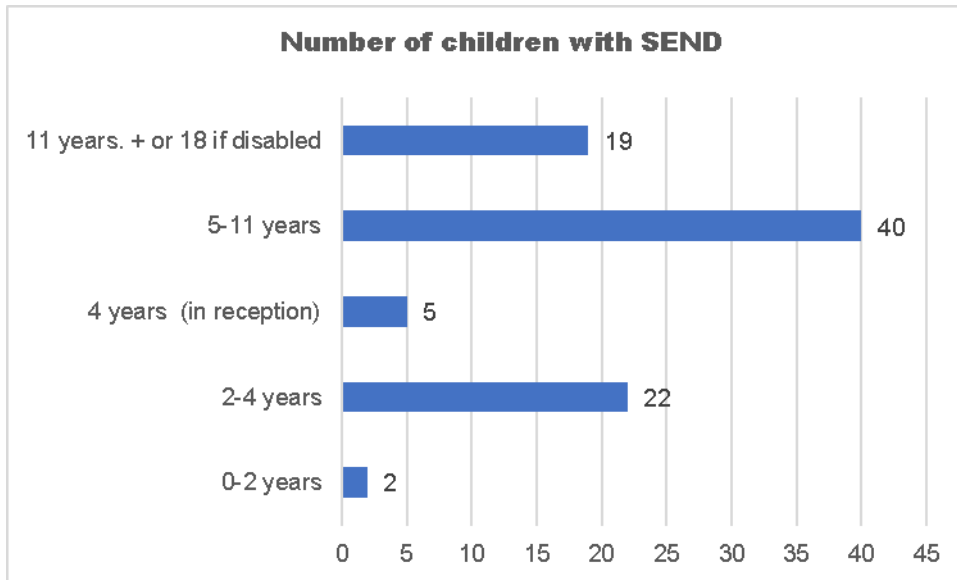


The chart below shows parent/carer views on the cost of childcare. Over half of parents/carers that completed our survey pay for their childcare through using wages, followed by the Tax-Free Childcare scheme and finally using Early Education Funding.



Special Educational Needs and/or Disabilities (SEND)

We asked parents/carers if they have a child or children with SEND. The graphs below show the number of children with SEND and the following graph shows those who access formal childcare.



Early Education Funding

Nearly all our respondents were aware of the Early Education Funding for 2,3&4 year olds. 56% access a funded place however, 44% do not, this is due to the child's age either being too young or too old for funded places. Most parents access funded places at a Day Nursery or Pre-School Playgroup. 5% access funded places with a registered Childminder.



Childcare Provision

In Lancashire we have a large number of childcare providers offering a variety of childcare options and flexibility to enable families to access work and training.

The information provided in the tables below was captured in Autumn term 2022 and shows an overview of childcare providers in the area.

When counting the number of different providers, we include those who may offer more than one type of provision. In our provider type count this would be shown as three types of provision e.g., Pre-School Playgroup, Breakfast Club and After School Club however, those different types of provision may all come under one Ofsted registration. In the Movement in the Market and Quality of Provision sections of this report the numbers shown represent the number of Ofsted registrations rather than the number of provider types.

Provider Type Breakdown

The table below shows the district provider types available; on the following page the tables show provider types at a more localised level.

Provider Type	Pendle		
	Number	Responses	% Responses
Childminder	23	23	100%
Day Nursery	23	21	91%
Pre-School Playgroup	1	1	100%
Maintained Nursery School	5	4	80%
Maintained Nursery Class	5	5	100%
Governor Led Provision (s27)	1	1	100%
Nursery Unit of Independent Schools	1	1	100%
Breakfast Club	19	16	84%
After School Club	19	16	84%
Holiday Scheme	7	6	86%
Total	104	94	90%



	Barnoldswick			Barrowford & Rural			Brierfield		
Provider Type	Number	Responses	% Responses	Number	Responses	% Responses	Number	Responses	% Responses
Childminder	5	5	100%	1	1	100%	2	2	100%
Day Nursery	4	4	100%	4	4	100%	2	2	100%
Pre-School Playgroup	0	0	0%	0	0	0%	1	1	100%
Maintained Nursery School	0	0	0%	0	0	0%	1	1	100%
Maintained Nursery Class	1	1	100%	0	0	0%	1	1	100%
Governor Led Provision (s27)	0	0	0%	0	0	0%	0	0	0%
Nursery Unit of Independent Schools	0	0	0%	0	0	0%	0	0	0%
Breakfast Club	5	5	100%	4	2	50%	0	0	0%
After School Club	5	5	100%	5	3	60%	0	0	0%
Holiday Scheme	1	1	100%	0	0	0%	1	1	100%
Total	21	21	100%	14	10	71%	8	8	100%

	Colne			Nelson		
Provider Type	Number	Responses	% Responses	Number	Responses	% Responses
Childminder	9	9	100%	6	6	100%
Day Nursery	7	6	86%	6	5	83%
Pre-School Playgroup	0	0	0%	0	0	0%
Maintained Nursery School	1	0	0%	3	3	100%
Maintained Nursery Class	1	1	100%	2	2	100%
Governor Led Provision (s27)	0	0	0%	1	1	100%
Nursery Unit of Independent Schools	0	0	0%	1	1	100%
Breakfast Club	5	4	80%	5	5	100%
After School Club	5	4	80%	4	4	100%
Holiday Scheme	2	2	100%	3	2	67%
Total	30	26	87%	31	29	94%



Movement in the Market

The table below shows the number of new Ofsted childcare registrations across Pendle alongside the number of providers who have closed.

In Pendle whilst there have been some closures during the past 12 months, overall, we have seen 5 providers join the childcare market and 6 leave. These numbers reflect the changes in the market and in some cases, provision may have been taken over by another provider or organisation. This shows in our data as a closed provider and a new provider, however, the provision and places available have remained in the area.

Area	Total Number of Providers	New Provider Registrations	Closed Providers	Net Change	% Change
Barnoldswick	12	1	2	-1	-8%
Barrowford & Rural	10	0	1	-1	-10%
Brierfield	7	1	1	0	0%
Colne	22	1	1	0	0%
Nelson	24	2	1	1	4%
Pendle	75	5	6	-1	-1%

Summary of Movement in the Market

Over the last year in Pendle 6 providers have closed, this includes 2 Childminders, 1 Pre School Playgroup and 3 After School Clubs. However, 5 providers have opened over the last year, and this includes 3 Day Nurseries, 1 After School Club and 1 Holiday Scheme.

Whilst we have seen these changes in the area, we do still have capacity and some providers are willing to increase their places if demand requires it.

Area	Settings with potential of increasing capacity if required
Barnoldswick	5
Barrowford & Rural	4
Brierfield	4
Colne	12
Nelson	15
Pendle	40



Childcare Places

In this section we look at childcare places available in the area. The data is gathered over four weeks in Autumn term and should be seen as a snapshot of places at that time. Assessing childcare places is a complex process which depends on a large number of variables including but not limited to, the effects of changes in child population, demographics, housing developments, movement of families within an area, local geography and parental choice.

The number of childcare places should be seen as an estimate as a provider will be limited by the requirements of the Statutory Framework for the Early Years Foundation Stage (EYFS). This includes having suitable floor space and staff to child ratio. Insurance policies may stipulate a maximum number of children they can care for at any one time. The tables below show information for both the maximum number of places available, and the number of places a setting is currently 'working to' at any one time. For example, whilst we have floor space for 24 children, we are staffed for 16 children, therefore in the example given a provider would be working to 16 places.

0-4 Year Olds

Area	Population Requiring Childcare	Maximum Number of Places	Surplus Capacity (Maximum Places)	Working to Places	Surplus Capacity (Working to)
Barnoldswick	632	854	222	834	202
Barrowford & Rural	296	460	164	408	112
Brierfield	520	592	72	436	-84
Colne	838	1088	250	1012	174
Nelson	1718	1712	-6	1624	-94
Pendle	4003	4706	703	4314	311

Summary of Childcare Places 0-4 Year Olds

The table above shows we have sufficient places for 0-4 year olds at district level. When removing the population requiring childcare from the maximum places and the working to places, in Brierfield and Nelson we have a shortfall of places.

However, providers still have the capacity to increase to their maximum number of places. 40 settings have said they would be willing to expand if the demand required it. Families may also choose to travel across Pendle and neighbouring districts to access a childcare place. We will continue to monitor the places in the area in particular Brierfield and Nelson to understand the demand for childcare in the local area.



5-14 Year Olds

Area	Population Requiring Childcare	Maximum Number of Places	Surplus Capacity (Maximum Places)	Working to Places	Surplus Capacity (Working to)
Barnoldswick	192	317	125	309	117
Barrowford & Rural	87	283	196	274	187
Brierfield	159	25	-134	25	-134
Colne	262	388	126	388	126
Nelson	490	312	-178	290	-200
Pendle	1190	1325	135	1286	96

Summary of Childcare Places 5-14 Year Olds

Childcare for children of school age is complex to report on due to the different requirements for Ofsted registration. Some schools in Lancashire operate their childcare under Section 27 of the (Education Act 2002), which allows schools to operate community services, including childcare, directly under the management of the school and its Governors. This type of provision is exempt from Ofsted registration, as it is inspected as part of the school inspection. Therefore, these childcare places may not all be counted in our data.

This is also true of childcare solely for over 8 year olds as Ofsted registration for these providers is voluntary. As a result, there are likely to be more places available than we can predict, particularly in this age group.

Also, in some communities the demand for after school childcare is lower due to children attending mosque. In Brierfield and Nelson we have a shortfall of places. We will continue to monitor places in the area in case of any change in demand.



Early Education Funding

3&4 Year Olds (Universal Entitlement)

Every 3&4 year old is eligible for 15 hours funded childcare the term after their third birthday until they start school. Parents can choose to access this provision flexibly and use more than one provider to meet their childcare needs. The funding is available for 15 hours per week for 38 weeks per year. Some parents may choose more flexibility and use the funding throughout the year, a total of 570 hours is available.

3&4 Year Olds (30 Hours Extended Entitlement)

In addition, some families are eligible for the extended entitlement of 30 hours childcare for 3&4 year olds. This funding is targeted at working families who can access a total of 1,140 hours per year or 30 hours a week for 38 weeks of the year. It can also be used more flexibly over the year and with one or more childcare providers.

2 Year Olds

Some 2 year old children are eligible to access up to 15 hours of Early Education Funding. A child is eligible to access a place the term after their 2nd birthday, 570 hours are available 15 hours for 38 weeks per year, or parents may choose more flexibility and use the funding throughout the year.

Eligibility for a 2 year old funded place requires one of the following benefits:

- Income Support
- Income based Job Seekers Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- Universal Credit
- Child Tax Credit and an annual income under (£16,190)
- The guaranteed element of State Pension Credit
- Support through part 6 of the Immigration and Asylum Act
- The Working Tax Credit 4 week run on (the payment you get when you stop qualifying for Working Tax Credit)

Children can also be eligible for 2 year old funding if they:

Are looked after by the council, have left care under a Special Guardianship Order, Child Arrangement Order or Adoption Order, if they get Disability Living Allowance, if they have a statement of Special Educational Needs (SEN), a current Education Health Care Plan (EHC), they are identified as a Child In Need, have a Child Protection Plan, are children of Gypsy Roma Heritage living in Lancashire, are children of Serving Armed Forces Personnel residing in Lancashire or are children who meet the criteria for Portage.

For more information about the criteria for 30 hours and 2 year olds funding please visit:

<https://www.lancashire.gov.uk/children-education-families/early-years-childcare-and-family-support/paying-for-childcare/>



Early Education Funding for 2 Year Olds

Eligible population data is provided by the Department for Education (DfE) based on a snapshot in time. Where the percentage take up is over 100% families may have become eligible after the data was provided therefore are not included in the eligible population.

Area	Spring Term 2022			Summer Term 2022			Autumn Term 2022		
	Eligible Population	No of Children	% take up	Eligible Population	No of Children	% take up	Eligible Population	No of Children	% take up
Barnoldswick	42	33	79%	50	41	82%	50	55	110%
Barrowford & Rural	23	20	87%	27	24	89%	20	17	85%
Brierfield	75	57	76%	68	56	82%	72	53	74%
Colne	80	76	95%	76	90	118%	81	85	105%
Nelson	284	186	65%	256	174	68%	252	180	71%
Pendle	504	372	74%	477	385	81%	475	390	82%

Summary of Take Up for 2 Year Olds

Increasing the take up of Early Education Funded places is key to helping ensure that all children have the best start in life and achieve their full potential. Accessing a funded place helps promote positive outcomes in children's health and wellbeing, learning and behaviour as well as preparing them for starting school. The take up of 2 year old places in Pendle have increased over the year. Following actions from our last published CSA report a campaign to increase take-up of funded provision has been implemented. This has included working with partner agencies to encourage families to access provision and work with local childcare providers to promote marketing and advertising of the funded provision. This campaign is going to continue, and we will monitor the take up of places in the area.

Early Education Funding for 3&4 Year Olds

The eligible population data is taken from the Office for National Statistics (ONS) which may not reflect the actual number of 3&4 year olds living in an area.

Area	Spring Term 2022			Summer Term 2022			Autumn Term 2022		
	Eligible Population	No of Children	% take up	Eligible Population	No of Children	% take up	Eligible Population	No of Children	% take up
Barnoldswick	390	345	88%	390	334	86%	390	321	82%
Barrowford & Rural	178	164	92%	178	158	89%	178	174	98%
Brierfield	299	283	95%	299	320	107%	299	325	109%
Colne	489	489	100%	489	475	97%	489	503	103%
Nelson	1037	977	94%	1037	914	88%	1037	944	91%
Pendle	2393	2258	94%	2393	2201	92%	2393	2267	95%

Summary of Take Up for 3&4 Year Olds

On average the take up for 3&4 year olds has been consistent throughout the year. Accessing a funded place helps promote positive outcomes in children's health and wellbeing, learning and behaviour as well as preparing them for starting school. Therefore, the take up of 3&4 year old Early Education Funded places will continue to be monitored.



Accessibility of Childcare

Some of the main factors which influence parent's decisions when considering childcare include opening hours, the cost of childcare, and the quality of provision, including provision for children with Special Educational Needs and or Disabilities (SEND). Flexibility of childcare enables parents to have a greater choice of provision and to balance work and family life. A summary of opening hours is contained in the table below.

Opening Hours

Provider Type	Average Opening Days	Average Opening Weeks	Average Opening Hours	Open Weekends (%)
Childminder	5	47	10	9%
Day Nursery	5	48	10	0%
Pre-School Playgroup	4	38	6	0%
Maintained Nursery School	5	38	7	0%
Maintained Nursery Class	5	38	6	0%
Governor Led Provision (s27)	5	38	9	0%
Nursery Unit of Independent Schools	5	50	9	0%
Breakfast Club	5	40	1	0%
After School Club	5	40	3	0%
Holiday Scheme	4	47	9	0%
Pendle	5	42	7	1%



Help Paying for Childcare

There are many different kinds of financial support available to help families pay for childcare. The support available will depend on individual circumstances.

Support available for families

- Child Benefit
- Child Tax Credit
- Working Tax/Universal Credit
- Childcare Element of Working Tax Credit
- Childcare Vouchers
- Tax Free Childcare
- Early Education Funding for 2, 3&4 year olds

Support available for parents who are studying

- Care to Learn
- Childcare Grant
- Discretionary Learner Support Fund, Hardship Fund/Bursaries
- Parents Learning Allowance
- Access to Learning Fund
- NHS Student Grants and Bursaries
- Professional and Career Development Fund
- Educational or Charitable Trust Funding

Families living with disabilities or special educational needs

- Disability Living Allowance (DLA)
- Personal Independence Payment (PIP) (for children aged over 16)
- Direct Payments
- Disabled Childcare element of Child Tax Credit

<https://www.lancashire.gov.uk/children-education-families/early-years-childcare-and-family-support/paying-for-childcare/help-paying-for-childcare/>



Childcare Fees

Cost remains a deciding factor when parents are looking for childcare, we asked our providers about their fees, the responses are summarised below.

Provider Type	Under 2's				2 year olds				3-4 year olds				5-14 year olds (18 yrs SEND)			
	Hour	Session	Day	Week	Hour	Session	Day	Week	Hour	Session	Day	Week	Hour	Session	Day	Week
Childminder	£4.88		£39.33	£187.38	£4.76		£39.22	£186.88	£4.76		£39.06	£186.13	£4.60	£12.33	£37.50	£193.57
Day Nursery	£6.64		£59.56	£253.00	£6.33		£53.86	£228.39	£6.22		£51.57	£225.37				
Pre-School Playgroup						£10.00	£23.00			£10.00	£23.00					
Maintained Nursery School					£5.50	£15.33	£35.00	£178.00	£5.50	£15.33	£35.50	£178.00				
Maintained Nursery Class					£5.00	£14.00	£27.00	£135.00	£5.00	£14.00	£27.00	£135.00				
Governor Led Provision (s27)																
Nursery Unit of Independent Schools																
Breakfast Club						£4.00				£5.67				£4.50		
After School Club										£8.00				£7.56		
Holiday Scheme							£60.00	£270.00			£60.00	£269.00			£22.00	£91.20

Summary of the Cost of Childcare

Childcare providers have supplied us with their hourly, sessional, daily and weekly fees. Some may have different charging patterns, and this can depend on age, opening times and additional services offered. Therefore, it is more difficult to compare childcare charges across the sector. In Pendle a parent can expect to pay between £4.60 and £6.64 per hour.

Day Nursery is the provider type that has the most expensive hourly rate at £6.64 per hour. Childminder is the provider type that has the lowest hourly rate at £4.60 per hour. However childcare fees in Pendle appear consistent without many extreme variables in hourly, sessional, daily and weekly charges. This should be seen as a guide to childcare fees in Pendle.



Quality of Childcare Provision

Quality of care and education is one of the most important aspects when a parent is choosing childcare for their children. Access to high quality childcare has long term benefits for children, particularly those from disadvantaged families. The tables below show an overview of Ofsted inspection outcomes for Outstanding, Good, Requires Improvement and Inadequate providers. The tables also include providers who have yet to be inspected and those providers on the childcare register who receive a met or not met outcome.

Childminders who are part of a Childminding Agency receive an overall judgement, in the table below this shows as effective or compliant. The majority of children in Lancashire will have access to good high-quality childcare.

Childcare on Domestic Premises - Childminders

Area	Outstanding	Good	Requires Improvement	Inadequate	Met	Not Met	Not Yet Inspected	Effective	Compliant
Barnoldswick	0	1	0	1	0	0	1	2	0
Barrowford & Rural	0	1	0	0	0	0	0	0	0
Brierfield	0	2	0	0	0	0	0	0	0
Colne	4	5	0	0	0	0	0	0	0
Nelson	0	6	0	0	0	0	0	0	0
Pendle	4	15	0	1	0	0	1	2	0

Childcare on Non-Domestic Premises – including, Day Nurseries, Pre-School Playgroups, Nursery Unit of Independent Schools, Maintained Nursery Classes, Maintained Nursery Schools, Governor Led Provision (S27), Breakfast Clubs, After School Clubs and Holiday Clubs

Area	Outstanding	Good	Requires Improvement	Inadequate	Met	Not Met	Not Yet Inspected	Effective	Compliant
Barnoldswick	0	4	1	0	0	0	2	0	0
Barrowford & Rural	1	4	0	0	0	1	3	0	0
Brierfield	0	4	0	0	0	0	1	0	0
Colne	1	10	0	0	0	0	2	0	0
Nelson	4	9	1	0	0	1	3	0	0
Pendle	6	31	2	0	0	2	11	0	0

Summary of the Quality of Provision

From the information shown we can see that 56 childcare providers in Pendle have been inspected and are Good and Outstanding. 12 providers are still awaiting inspection. Some providers may not have had early years children present at the time of inspection and some providers may only be registered on the Childcare Register, therefore will have received a Met or Not Met judgement. Colne has the highest number of Outstanding providers. We can summarise that families accessing childcare in these areas are using high-quality childcare provision.



Provision for Children with Special Educational Needs and/or Disabilities (SEND)

It is vital for children with SEND to be supported within high quality provision with practitioners who have an excellent understanding and are able to carry out effective observation, assessment and planning. Inclusion should be embedded as part of everyday practice, where staff are flexible and ensure individual needs are met.

The tables below show providers responses about their provision for children with SEND.

Area	Do You Offer Places for Children with SEND		Number of Children Accessing with SEND
	YES (%)	No (%)	
Barnoldswick	92%	8%	24
Barrowford & Rural	100%	0%	26
Brierfield	100%	0%	22
Colne	95%	5%	54
Nelson	100%	0%	114
Pendle	97%	3%	240

Area	Changes in Demand		
	Remained the same	Decreased	Increased
Barnoldswick	82%	9%	9%
Barrowford & Rural	88%	0%	13%
Brierfield	71%	0%	29%
Colne	50%	17%	33%
Nelson	41%	18%	41%
Pendle	59%	12%	29%

Summary of SEND provision

The numbers of children accessing a SEND place were highest in Nelson.

59% of providers in Pendle who responded to our survey said that demand for SEND places remained the same. Demand for SEND places has increased the most in Nelson.



Business and Finance

Sustainability has been one of the main challenges for childcare providers. Changes in demand for childcare and the rising cost of living has placed financial pressure on the sector.

Providers are struggling to recruit knowledgeable, qualified practitioners. This has led, in some areas to settings reducing childcare places available or even closure.

Moving forwards, we will continue to monitor the take up of childcare places to understand the impact of the rising cost of living and the recruitment and retention of staff.

Childcare providers were asked about the sustainability of their business and the impact of any changes over the last year. The tables that follow summarise the responses.

Area	Are you Sustainable?	
	YES (%)	No (%)
Barnoldswick	96%	4%
Barrowford & Rural	90%	10%
Brierfield	100%	0%
Colne	100%	0%
Nelson	100%	0%
Pendle	97%	3%

Area	Timescale of Providers Being Concerned About Longer Term Viability				
	3 months	6 months	12 months	24 months	No concerns
Barnoldswick	0%	9%	35%	0%	57%
Barrowford & Rural	0%	20%	50%	0%	30%
Brierfield	0%	20%	20%	10%	50%
Colne	0%	0%	22%	3%	75%
Nelson	2%	0%	29%	17%	52%
Pendle	0%	10%	31%	6%	53%

Area	Changes in Demand		
	Lower	Higher	No Change
Barnoldswick	26%	13%	61%
Barrowford & Rural	20%	30%	50%
Brierfield	40%	20%	40%
Colne	16%	44%	41%
Nelson	29%	36%	36%
Pendle	26%	29%	45%



Summary of Business and Finance

In Pendle 97% of providers who completed the survey have indicated that they are sustainable currently, however a small number of providers in Barrowford & Rural have highlighted concerns about sustainability.

53% of providers have no concerns. However, 41% of providers are concerned about the longer term viability of their business within the next 12 months.

Providers in Colne have seen the biggest increase in demand for childcare. Demand has reduced by 40% in Brierfield. 45% of providers in Pendle have not seen a change in demand.



Key Findings and Action Plan

Area	Key Findings
Pendle	<p>Pendle has 75 Ofsted registered childcare providers. Over the last 12 months the net change in the number of providers is - 1. 40 providers said they would increase their numbers if demand required it. Pendle district shows a surplus in places for 0-4 year olds, however, in Brierfield and Nelson we have a shortfall of places for 0-14 year olds. The average EEF2 take up for the district is 79% and the average take up for EEF 3&4 year olds is 94%. This is an increase in take of EEF 2,3&4 since our last published CSA. 95% of providers have received an Ofsted judgement that was Good or Outstanding. 97% of providers offer places for children with SEND, 59% have said demand for these places has remained the same. 97% are sustainable and 53% providers in Pendle have no concerns about their future viability, however, 41% are concerned about their longer term viability within the next 12 months. 45% of providers have seen no change in demand for childcare places.</p>
	<p>Actions</p> <ol style="list-style-type: none"> 1. We will work with local providers and schools to understand the demand for childcare for 0-4 year olds in Brierfield and Nelson. If additional places need to be created we will work with existing providers. 2. We will monitor providers who are concerned about the longer term viability and finance. 3. We will continue to monitor the take up for Early Education Funding for 2,3&4 year olds. 4. We will continue to support providers with staff recruitment by advertising vacancies on our website.

Conclusion

To summarise, Pendle has sufficient childcare places to meet the needs of working parents. Our latest assessment shows we have childcare places available across all age ranges and all provider types at district level. However, we have a shortfall of places in Brierfield and Nelson, providers who completed our survey indicated a lower demand for places in these areas. We will work with local providers to understand parental needs and capacity within existing settings.

The rising cost of living has placed financial pressure on the sector and providers are struggling to recruit qualified practitioners. This is leading some settings to reduce the number of childcare places available. We will continue to respond to providers who may require further support.

Monitoring the take up of Early Education Funding across all areas of Pendle is going to remain. We will continue to respond to areas where take up of Early Education Funding is low or if any childcare providers close.



MATTERS TO BE SPECIFIED IN SECTION 18 PROPOSALS FOR ALTERATIONS TO SCHOOLS

Extract of Schedule 2 to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2013 (as amended)

1. Contact details

The proposal to discontinue the nursery provision delivered by Barnoldswick **Gisburn Road Community Primary School, Gisburn Road, Barnoldswick, Lancashire, BB18 5LS** by permanently raising its age range from 3-11 years to 4-11 years with effect from 31 December 2023, is published by Lancashire County Council, the relevant local authority. Barnoldswick Gisburn Road Community Primary School is a community school. The local authority can be contacted at the following address: County Pupil Access Team, Education Improvement Service, PO Box 100, County Hall, Preston, Lancashire, PR1 0LD.

2. Description of alteration and evidence

This proposal is for the closure of **Barnoldswick Gisburn Road Community Primary School** (the school) nursery by permanently raising its age range from 3 to 11 years to 4-11 years. The school will remain open and unchanged for primary school provision.

Participation in Education or Training

When the school approached the local authority to discuss the future of its nursery provision, it was proposed that overall financial position of the school would be improved by permanently raising the age range from 3 - 11 years old to 4 - 11 years old

Should the outcome of the consultation be to remove the nursery at the school, there would not be an adverse financial impact on the local authority. The overall financial position of the school would be improved by permanently raising the age range from 3 - 11 years old to 4 - 11 years old.

As evidenced in the annual LCC Childcare Sufficiency Assessment report there is more than sufficient good quality providers in the Pendle area.

Conclusion

As the number of pupils accessing the nursery will be accommodated by the new on site Governor-led provision, the closure of the nursery will not have an adverse impact on the community.

3. Objectives

The objective of this proposal is to permanently raise the age range of the school from 3 to 11 years to 4-11 years with effect from 31 December 2023, through the closure of the nursery.

The proposal is to set up Governor Led provision on the existing school site.

The primary element of the school is unaffected by this proposal.

As the number of pupils accessing the nursery will be accommodated by the new on site provision, the closure of the nursery will not have an adverse impact on the community.

4. Effect on other local education institutions

As the proposal is to close the nursery provision at the school, there is not expected to be any adverse impact on other local providers.

5. Project Costs and Value for Money

The overall financial position of the school would be improved by permanently raising the age range from 3 - 11 years old to 4 - 11 years old.

6. Implementation

It is proposed to close the school's nursery on 31 December 2023.

When the school approached the local authority to discuss the future of its nursery provision, it was proposed that overall financial position of the school would be improved by permanently raising the age range from 3 - 11 years old to 4 - 11 years old.

Should the outcome of the consultation be to remove the nursery at the school, there would not be an adverse financial impact on the local authority.

As the number of pupils accessing the nursery will be accommodated by the new on site provision, the closure of the nursery will not have an adverse impact on the community.

The overall financial position of the school would be improved by permanently raising the age range from 3 - 11 years old to 4 - 11 years old.

7. Procedure for responding to the consultation

Following publication of this proposal on 14 September 2023, any person may respond, support, object to or make comments on the proposal by posting them to County Pupil Access Team, Education Improvement Service, PO Box 100, County Hall, Preston, Lancashire, PR1 0LD.

Responses can also be emailed to consultation@lancashire.gov.uk or

Have your say! Consultation page - www.lancashire.gov.uk

To be considered as part of the decision-making process to determine the proposal, responses must be received no later than 2 November 2023.

Barnoldswick Gisburn Road Community Primary School, Maintained Nursery

Factors to be considered by decision-makers when deciding prescribed alteration, establishment and discontinuance proposals

The Department for Education's (DfE) statutory guidance for decision-makers deciding prescribed alteration and establishment and discontinuance proposals, published in October 2018, sets out several factors which must be taken into consideration for all types of proposal. These factors are set out below, along with an explanatory comment:

Related proposals

DfE guidance: Any proposal that is 'related' to another proposal must be considered together. A proposal should be regarded as 'related' if its implementation (or non-implementation) would prevent or undermine the effective implementation of another proposal.

Comment: This is a stand-alone proposal and is not reliant on the outcome or implementation of another proposal.

Conditional approval

DfE guidance: Decision-makers may give conditional approval for a proposal subject to certain prescribed events.

Comment: It is not anticipated that the decision-maker will set any conditions in relation to the approval of this proposal.

Publishing decisions

DfE guidance: All decisions (rejected and approved – with or without modification) must give reasons for such a decision being made. **Within one week** of making a decision, the decision-maker should arrange (via the proposer where necessary) for the decision and the reasons behind it to be published on the website where the original proposal was published. The decision-maker must also arrange for the organisations listed to be notified of the decision and reasons: the governing body/proposers (as appropriate); the trustees of the school (if any); the local Church of England diocese; the local Roman Catholic diocese; any other organisation that they think is appropriate; and the Secretary of State (in school opening and closure cases only).

Comment: Arrangements are in place to ensure that the decision will be communicated to interested parties within one week of the decision being made. This will be done via the school organisation website, where the original proposal was published, and also by sending a letter to specific individuals or organisations, such as those stated in the guidance, local councillors and OfSTED.

Consideration of consultation and representation period

DfE guidance: The decision-maker will need to be satisfied that the appropriate fair and open local consultation and/or representation period has been carried out and that the proposer has given full consideration to all the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected. The decision-maker must consider **ALL** the views submitted, including all support for, objections to and comments on the proposal.

Comment: The consultation document proposed to discontinue the maintained nursery at Barnoldswick Gisburn Road Community Primary School by permanently raising its age range from 3 to 11 years to 4 to 11 years, with effect from 31 December 2023 and asked for views on the proposal. Full details of the consultation process are set out in Appendix 'A'.

The consultation ran for longer than the minimum 4-week period to account for the half term holiday period, ensuring that anyone wishing to respond had adequate time to do so. By the close of the consultation period on 2 November 2023, 3 responses were received.

Support	Neither agree nor disagree	Object
nil	nil	3

Response 1. [sic]

My first thought would be “the adequate facilities“ they mention accommodating all the pre school 3 year olds locally. What would the numbers be and would local alternative schools or Nurseries be able to absorb the additional numbers?

*Would an external provider (private business) be willing to provide the service in alternative accommodation such as the rainhall centre etc?
I guess that would be dependent on several things being in place but we would need numbers first.*

It also feels short notice to change from the end of this year? What about those who have made plans for their children to start at Gisburn Road next year, have they been notified of the intention to remove the 3year olds provision?

In terms of being more financially viable?? Not sure how this will be the case, unless they intend to remove posts/ teachers.

Answer

As Gisburn Road Nursery will not be closing, merely changing to Governor led provision, there is no requirement for other nurseries to absorb additional numbers because the nursery will continue with no change to its provision. The number of places offered reflects the year-on-year admission numbers seen by Gisburn Road School. If in a year of high birth rate there is a greater demand for places, then

additional staff can be employed to maintain pupil to staff ratios and accommodate the additional children.

The provision will not change and so those parents who have planned for their children to start at Gisburn Road next year will not be affected and will still be offered a place as per the admissions policy.

The Governor led provision will prove more financially viable in the long run, as there is no requirement for the nursery to have a teacher leading the provision. Therefore, when a member of the teaching staff chooses to leave the school they can be replaced by a level 3 teaching assistant. This would provide considerable savings for the school.

Response 2

Nursery is an essential element of young children learning to bond and socialise with their peers.

The removal of state nursery provision will impact on parents, usually mothers, trying to continue with their careers.

Private nursery is prohibitively expensive and can consume a large part of a full-time income for many workers.

Answer:

As previously stated, the Nursery provision is not being removed. Gisburn Road School Nursery will offer the same nursery places as before. Both 15 and 30 hour government funded places are offered. If parents receiving 15 hour funding wish to top up to a 30 hour place, then providing places are available payment for the additional 15 hours can be made. This is charged at a rate of £4.50 per hour, which is equivalent to the hourly rate school receives for the 15 and 30 hour funded places.

As far as parents and pupils are concerned, the nursery provision will not change. The Section 27 affects only the management of the provision, not the service offered.

Response 3

I am writing to you with regards to the proposed closure of Barnoldswick Gisburn Road Community Primary School nursery. I don't find the letter clear in that it refers to the age range being increased from 3-11 to 4-11 years old. Does that mean that any child currently in the nursery room that turns 4 before the 31st December will still be able to go to the school just not in the nursery room or will they not be eligible until September 2024 when their year group will be starting reception class?

Some points that I would like the council to consider during this consultation period are as follows,

- Why would the council choose to take this action half way through a school year, surely this measure would be better implemented at the end of the school year so it would have less impact of the people that it is most going to affect*
- The mental impact on the children that have only just started at the pre-school (nursery), having to move into a new environment and form new relationships*

- *The financial burden on the parents who have just spent in excess of £200 on uniform, shoes, PE kit, book bags etc. only to be informed 2 weeks into the term that there is a proposal to close the nursery*
- *The LCC Childcare Sufficiency Assessment reporting that there is more than sufficient good quality providers in the Pendle area does not take into account the practicalities of moving a child to another nursery in Pendle. The likelihood is that most families with children at this nursery will live within a 2 mile radius and potentially work in this area as well. Even though the reports claims there are more than enough suitable providers it does not take into account the impracticality of driving to a nursery in Nelson with space to then drive back to work in the Barnoldswick, Earby area. From personal experience when Kelbrook's Brook Farm nursery closed (Pre-school room) in June of this year we found it extremely hard to find a place for our daughter in this area but were very grateful to find that there were still limited places available at Gisburn Road School nursery*
- *What impact will this have on the staff who currently run the nursery*
- *Please specify what the "new on-site governor led provision" is. How will it be operated, what impact will it have on those children, will they have the same quality of support and learning opportunities*
- *Please provide reasons to justify the statement that "the nursery closure will not have an adverse impact on the community". With the closure of other local providers and potentially this nursery there will be a downturn in nursery places of at least 60 places. I would consider that to be an adverse impact of the community.*

Answer:

This parent was contacted, directly by the School Business Manager, when this feedback was received to alleviate any misunderstandings and address concerns, immediately.

He was assured the nursery provision was not closing and would continue to provide the same Pre-school places and quality of education. The only differences would be 'behind the scenes' in the management of the Pre-school; parents and children would see no change to the provision.

All pupils currently attending preschool will be unaffected.

.....

Education standards and diversity of provision

DfE guidance: Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the needs of parents; raise local standards and narrow attainment gaps.

Comment: As evidenced in the annual LCC Childcare Sufficiency Assessment report there is more than sufficient good quality providers in the Barnoldswick area. No nursery places will be lost as a consequence of this proposal.

Demand v need

DfE guidance: The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.

Comment: As evidenced in the annual LCC Childcare Sufficiency Assessment report there is more than sufficient good quality providers in the Barnoldswick area. Additionally, no places will be lost as a result of this proposal.

Proposed admission arrangements

DfE guidance: In assessing demand, the decision-maker should consider all expected admission applications, not only from the area of the LA in which the school is situated.

Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the School Admissions Code.

Comment: Pupils will be admitted to the nursery. The decision will not affect the jurisdiction of the School Admissions Code.

National curriculum

DfE guidance: All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community.

Comment: As this proposal relates to the nursery element of the school, there is no link to the national curriculum. The Early Years Foundation Stage [EYFS] informs a nursery setting.

Equal opportunity issues

DfE guidance: The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to: eliminate discrimination; advance equality of opportunity; and foster good relations.

The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example that where there is a proposed change to single sex provision in the area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly, there should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.

Comment: Please refer to the Equality Impact Assessment at Appendix 'E'.

As there were no responses directly relating to equality to this consultation, no equal opportunities issues have arisen during the representation period and this proposal does not discriminate against any specific groups of the community.

Community cohesion

DfE guidance: Schools have a part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

Comment: Please refer to the Equality Impact Assessment at Appendix 'E'.

Responses were addressed directly during the consultation period. Therefore, no adverse impact on the community or on community cohesion will occur because the nursery places will remain, the proposal suggests that the Governing Body will provide the early years provision, as opposed to the Local Authority.

Travel and accessibility

DfE guidance: Decision-makers should satisfy themselves that accessibility planning has been properly considered and the proposed changes should not adversely impact on disadvantaged groups.

The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

Comment: Please refer to the Equality Impact Assessment at Appendix 'E'.

Funding

DfE guidance: The decision-maker should be satisfied that any land, premises or necessary funding required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal **cannot** be approved conditionally upon funding being made available.

Comment: No land, premises or funding are required to implement this proposal.

School premises and playing fields

DfE guidance: Under the School Premises Regulations all schools are required to provide suitable outdoor space to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely.

Comment: If approved, this proposal will mean that nursery will transfer from the Local Authority to the Governing Body.

There will be no adverse impact on the school's premises as a result of this proposal.

Conclusion

As can be seen from the information outlined above, the consultation received a low number of responses, and the process has not highlighted any issues or concerns for specific groups of children and their families who may be adversely affected by this proposal. It is important to note that it is proposed to change the management of the existing nursery from the Local Authority to the Governing Body. No nursery places should be lost. As evidenced in the annual LCC Childcare Sufficiency Assessment report there is more than sufficient good quality providers in the Barnoldswick area.

Equality Analysis Toolkit

Raising of the School Age at

**Barnoldswick Gisburn Road Community Primary School
For Decision Making Items**

7 December 2023

Question 1 - What is the nature of and are the key components of the proposal being presented?

The increasing of the school age at Barnoldswick Gisburn Road Community Primary School from 3 to 11 years to 4 to 11 years with effect from 31 December 2023.

Question 2 - Scope of the Proposal

Is the proposal likely to affect people across the county in a similar way or are specific areas likely to be affected – e.g., are a set number of branches/sites to be affected?

This relates to the Barnoldswick area only.

Question 3 – Protected Characteristics Potentially Affected

Could the proposal have a particular impact on any group of individuals sharing protected characteristics under the Equality Act 2010, namely:

- Age
- Disability including Deaf people
- Gender reassignment
- Pregnancy and maternity
- Race/ethnicity/nationality
- Religion or belief
- Sex/gender
- Sexual orientation
- Marriage or Civil Partnership Status

And what information is available about these groups in the County's population or as service users/customers?

No. The proposal is focused on provision for 3 to 4 year olds.

As evidenced in the annual LCC Childcare Sufficiency Assessment report there is more than sufficient good quality providers in the Barnoldswick area.

There should be no adverse impact upon pupils currently attending the facility. As those who are 3 will remain in the nursery, although the management arrangements will change.



Question 4 – Engagement/Consultation

How have people/groups been involved in or engaged with in developing this proposal?

On 3 March 2023, Cabinet gave approval for the local authority to publish a statutory notice to consult on the proposal to permanently raise the school's age range from 3 to 11 years to 4 to 11 years, with effect from 31 December 2023.

The statutory representation period took place from 14 September 2023 to 2 November 2023, which is longer than the minimum four week period suggested within DfE guidance 'School Organisation: Maintained Schools: Guidance for Proposers and Decision Makers', to account for the half term holiday period. This consisted of a statutory public notice being issued in the local newspaper and copies of the public notice being displayed at the school and also in local libraries, the LCC website and in the Pendle Borough Council's office.

The public notice and the statutory proposal were sent to a wide range of stakeholders, including County Councillors, parish councils and union representatives. LCC also published the information on the website. In addition to this, the school wrote to all parents and carers to inform them of this process and included all the relevant information on their website.

3 responses were received to the consultation:

Response 1.

The first reply was from local Parish Councillors who were concerned about the possible impact on local families, financial impact, the tight timescales and the availability of nursery provision in the area.

Answer

As Gisburn Road Nursery will not be closing, merely changing to Governor led provision, there is no requirement for other nurseries to absorb additional numbers because the nursery will continue with no change to its provision. The number of places offered reflects the year-on-year admission numbers seen by Gisburn Road School. If in a year of high birth rate there is a greater demand for places, then additional staff can be employed to maintain pupil to staff ratios and accommodate the additional children.

The provision will not change and so those parents who have planned for their children to start at Gisburn Road next year will not be affected and will still be offered a place as per the admissions policy.

The Governor led provision will prove more financially viable in the long run, as there is no requirement for the nursery to have a teacher leading the provision. Therefore, when a member of the teaching staff chooses to leave the school they can be replaced by a level 3 teaching assistant. This would provide considerable savings for the school.

Response 2.



Nursery is an essential element of young children learning to bond and socialise with their peers.

The removal of state nursery provision will impact on parents, usually mothers, trying to continue with their careers.

Private nursery is prohibitively expensive and can consume a large part of a full-time income for many workers.

Answer:

As previously stated, the Nursery provision is not being removed. Gisburn Road School Nursery will offer the same nursery places as before. Both 15 and 30 hour government funded places are offered. If parents receiving 15 hour funding wish to top up to a 30 hour place, then providing places are available payment for the additional 15 hours can be made. This is charged at a rate of £4.50 per hour, which is equivalent to the hourly rate school receives for the 15 and 30 hour funded places.

As far as parents and pupils are concerned, the nursery provision will not change. The Section 27 affects only the management of the provision, not the service offered.

Response 3

I am writing to you with regards to the proposed closure of Barnoldswick Gisburn Road Community Primary School nursery. I don't find the letter clear in that it refers to the age range being increased from 3-11 to 4-11 years old. Does that mean that any child currently in the nursery room that turns 4 before the 31st December will still be able to go to the school just not in the nursery room or will they not be eligible until September 2024 when their year group will be starting reception class?

Some points that I would like the council to consider during this consultation period are as follows,

- Why would the council choose to take this action half way through a school year, surely this measure would be better implemented at the end of the school year so it would have less impact of the people that it is most going to affect
- The mental impact on the children that have only just started at the pre-school (nursery), having to move into a new environment and form new relationships
- The financial burden on the parents who have just spent in excess of £200 on uniform, shoes, PE kit, book bags etc. only to be informed 2 weeks into the term that there is a proposal to close the nursery
- The LCC Childcare Sufficiency Assessment reporting that there is more than sufficient good quality providers in the Pendle area does not take into account the practicalities of moving a child to another nursery in Pendle. The likelihood is that most families with children at this nursery will live within a 2 mile radius and potentially work in this area as well. Even though the reports claims there are more than enough suitable providers it does not take into account the impracticality of driving to a nursery in Nelson with space to then drive back to work in the Barnoldswick, Earby area. From



personal experience when Kelbrook's Brook Farm nursery closed (Pre-school room) in June of this year we found it extremely hard to find a place for our daughter in this area but were very grateful to find that there were still limited places available at Gisburn Road School nursery

- What impact will this have on the staff who currently run the nursery
- Please specify what the "new on-site governor led provision" is. How will it be operated, what impact will it have on those children, will they have the same quality of support and learning opportunities
- Please provide reasons to justify the statement that "the nursery closure will not have an adverse impact on the community". With the closure of other local providers and potentially this nursery there will be a downturn in nursery places of at least 60 places. I would consider that to be an adverse impact of the community.

Answer:

This parent was contacted, directly by the School Business Manager, when this feedback was received to alleviate any misunderstandings and address concerns, immediately.

He was assured the nursery provision was not closing and would continue to provide the same Pre-school places and quality of education. The only differences would be 'behind the scenes' in the management of the Pre-school; parents and children would see no change to the provision.

All pupils currently attending preschool will be unaffected.

Question 5 – Analysing Impact

Could this proposal potentially disadvantage particular groups sharing protected characteristics and if so which groups and in what way? This pays particular attention to the general aims of the Public Sector Equality Duty:

- To eliminate unlawful discrimination, harassment or victimisation because of protected characteristics;
- To advance equality of opportunity for those who share protected characteristics;
- To encourage people who share a relevant protected characteristic to participate in public life;
- To contribute to fostering good relations between those who share a relevant protected characteristic and those who do not/community cohesion;
-

The school has confirmed that no children will be disadvantaged or required to attend another setting, as those who are currently using the nursery will be admitted to reception class in December 2023 because the nursery is remaining open and will remain available.

The work force will not be disadvantaged after it was clarified that no redundancies will occur. Staff will be redeployed within school.



Question 6 –Combined/Cumulative Effect

Could the effects of this proposal combine with other factors or decisions taken at local or national level to exacerbate the impact on any groups?

None anticipated.

Question 7 – Identifying Initial Results of Your Analysis

As a result of the analysis has the original proposal been changed/amended, if so please describe.

No, the original proposal has not been changed or amended.

Question 8 - Mitigation

Will any steps be taken to mitigate/reduce any potential adverse effects of the proposal?

Mitigations against the potential adverse effects of the decision to permanently raise the age range at the school are as follows:

There should be no changes at all to children, families or staff. Changes will occur only to the management of the setting.

Question 9 – Balancing the Proposal/Countervailing Factors

This weighs up the reasons for the proposal – e.g. need for budget savings; damaging effects of not taking forward the proposal at this time – against the findings of the analysis.

There should be no significant changes of pupils, families or staff arising from this proposal as it relates solely to the management arrangements for the nursery.

Question 10 – Final Proposal

In summary, what is the final proposal and which groups may be affected and how?

The proposal is to permanently raise the school's age range from 3 to 11 years to 4 to 11 years, with effect from 31 December 2023.

Question 11 – Review and Monitoring Arrangements

What arrangements will be put in place to review and monitor the effects of this proposal?



If the decision is approved to permanently raise the school's age range from 3 to 11 years to 4 to 11 years, with effect from 31 December 2023, the Authority is legally obliged to implement the proposal.

Equality Analysis Prepared By Debbie Ormerod
Position/Role Access to Education Entitlements Lead Officer.
Equality Analysis Endorsed by Service Head Aby Hardy
Decision Signed Off By
Cabinet Member or Director

For further information please contact
Jeanette Binns – Equality & Cohesion Manager
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Report to the Cabinet

Meeting to be held on Thursday, 7 December 2023

Report of the Director of Highways and Transport

Part I

Electoral Division affected:
Accrington North; Accrington
South; Accrington West &
Oswaldtwistle Central;
Brierfield & Nelson West;
Burnley Central East; Burnley
Central West; Burnley North
East; Burnley Rural; Burnley
South West; Great Harwood,
Rishton & Clayton-le-Moors;
Mid Rossendale; Nelson
East; Oswaldtwistle; Padiham
and Burnley West; Pendle
Central; Pendle Hill; Pendle
Rural; Pendle Rural;
Rossendale East;
Rossendale South;
Rossendale West; Whitworth
& Bacup

Corporate Priorities:
Protecting our environment;

Landfill Contract Extension

(Appendix 'A' refers)

Contact for further information:
Steve Scott, Tel: (01772) 533755, Head of Service - Waste,
steve.scott@lancashire.gov.uk

Brief Summary

The currently scheduled expiry, in March 2025, of the council's contract for the landfilling of residual wastes will require four Waste Collection Authorities in the east of Lancashire to deliver waste to Farington Waste Recovery Park if alternative arrangements are not put in place.

To avoid each refuse collection vehicle having to make long journeys, and to reduce

the environmental and financial impacts of the same, the four Waste Collection Authorities are intent on putting waste transfer arrangements in place within their areas to bulk up the waste in much larger vehicles.

To provide sufficient time for the Waste Collection Authorities to make such arrangements it is proposed that the existing landfill contract is extended for a further 12 months to provide for those four districts only. There is no budgetary implication to the council of this proposal, but Cabinet is requested to approve a waiver of the council's procurement rules on this occasion to facilitate the extension.

Recommendation

Cabinet is asked to approve a waiver of the county council's Procurement Rules, as set out in Appendix R of the county council's Constitution and the award of a contract extension as set out in the report. The waiver is to extend the current contract with Suez UK Ltd for the landfilling of waste for 12 months.

Detail

The county council has a contract for the landfilling of waste with Suez UK Ltd at Whinney Hill Landfill Site in Altham. The contract is due to end on 31 March 2025.

Around 230,000 tonnes per annum of residual wastes are disposed of through this contract. Upon expiry of the contract, the waste will be processed at the council's Farington and Thornton Waste Recovery Parks at which mechanical and biological treatment processes capture additional recycling, reduce the waste by volume and turn a significant proportion of it into refuse derived fuel, which can subsequently be used to create electricity or in manufacturing processes.

The new processing arrangements will have specific impacts on three Waste Collection Authorities, Hyndburn, Burnley and Rossendale councils who, due to their proximity to the landfill site have historically delivered their residual waste directly to it. A requirement to deliver their waste to Farington Waste Recovery Park will significantly increase journey times and Waste Collection Authority costs.

A fourth Waste Collection Authority, Pendle Council, currently delivers its residual waste to a waste transfer station within Pendle which is provided by the county council. Whilst entirely separate from the landfill contract, the contract for provision of the waste transfer station which is also with Suez UK Ltd also ends on 31 March 2025 which would then leave the Waste Collection with a requirement to transport its waste to Farington Waste Recovery Park.

Options for mitigating both the cost and environmental impacts of the new arrangements have been discussed in detail with the four Waste Collection Authorities. The potential for a regional waste transfer facility to incorporate all four districts is not considered viable and as such each Waste Collection Authority has been making plans to provide their own waste transfer solutions.

To help the Waste Collection Authorities mitigate the risk of delay in delivering these solutions it is proposed to extend the landfill contract. The contractor has confirmed



its willingness to do so but requires a minimum extension term of 12 months, such that suitable arrangements can be made at the landfill site to accommodate the waste. An extension would only be to facilitate disposal for the four Waste Collection Authorities, which would be in the region of 90,000 tonnes in comparison to the 230,000 tonnes per annum currently landfilled.

A 12 month extension would not be in accordance with the council's procurement rules, but it is considered that the disproportionate cost to the Waste Collection Authorities of each individual refuse collection vehicle delivering to Farington, and the environmental impact of these additional journeys together with the short time period needed for the extension, justifies waiving procurement rules in this instance.

Appendices

Appendix 'A' is attached to this report. For clarification it is summarised below and referenced at relevant points within this report.

Appendix	Title
Appendix 'A'	Additional implications

Consultations

Blackpool Council (as a party to the Joint Working Agreement)

Hyndburn, Burnley, Rossendale and Pendle councils.

Implications:

This item has the following implications, as indicated below and in Appendix A:

Financial

The estimated cost of the contract extension is confidential and as such is provided in Appendix 'A'.

The medium-term financial strategy currently assumes that the costs of waste disposal will reduce from 2025/26, the extension of the contract will delay some of those savings being realised. However, there were also additional costs built into the budget to prepare for the cessation of the landfill contract, some of which may therefore also be delayed. The service will endeavour to manage the change in circumstances within the budget envelope already included in the medium term financial strategy.

It should be noted that there is a significant operational benefit to this proposal, in that it allows the two waste recovery parks to ramp up processing operations in two instalments, rather than receiving the 230,000 tonne equivalent (that is currently landfilled) from day one.

Procurement

There is no provision under the current contract for an extension to the existing landfill arrangements; and agreeing such an extension would not be in accordance with the council's procurement rules as it will be for longer than the 3 calendar months permitted under paragraph 13.2(v).

A minimum extension term of 12 months is a requirement of the provider on the basis that there are development costs and potential staff/plant costs for the landfill site to accommodate the waste. The provider considers that these costs can only be recovered without an increase in the contract price by extending for a 12 month period.

Risk management

There is risk of disruption to Waste Collection Authority collection services should transfer solutions not be delivered prior to the current expiry of the landfill contract. The proposed extension mitigates that risk.

List of Background Papers

Paper	Date	Contact/Tel
N/A	N/A	N/A

Reason for inclusion in Part II, if appropriate

Appendix 'A' - Exempt information as defined in Paragraphs 3 and 5 of Part 1 of Schedule 12A of the Local Government Act 1972. Appendix 'A' contains information relating to the financial or business affairs of any particular person (including the authority holding that information); and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.)



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Document is Restricted

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