

Lancashire County Council

Internal Scrutiny Committee

Friday, 21st September, 2018 at 10.00 am in Cabinet Room 'B' - The Diamond Jubilee Room, County Hall, Preston

Agenda

Part I (Open to Press and Public)

No.	Item
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1.	Apologies
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2.	Disclosure of Pecuniary and Non-Pecuniary Interests
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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 Meetings held on 20 July 2018 and 21 August 2018	(Pages 1 - 8)
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4.	Update from the Chair	(Verbal Report)
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5.	Lancashire Parking Services	(Pages 9 - 16)
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6.	Report of the Grit Bins and Non-Priority Routes Task and Finish Group	(Pages 17 - 44)
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7.	Task and Finish Group Request - Education Scrutiny Committee	(Pages 45 - 48)
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8.	Internal Scrutiny Committee Work Programme 2018/19	(Pages 49 - 76)
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9.	Urgent Business
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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.

10. Date of Next Meeting

The next meeting of the Internal Scrutiny Committee will be held on 16 November 2018 at 10:00am in Cabinet Room B, County Hall, Preston.

L Sales
Director of Corporate Services

County Hall
Preston

Lancashire County Council

Internal Scrutiny Committee

Minutes of the Meeting held on Friday, 20th July, 2018 at 10.30 am in Committee Room 'B' (The Diamond Jubilee Room) - County Hall, Preston

Present:

County Councillor David O'Toole (Chair)

County Councillors

J Rear	P Rigby
J Fillis	A Riggott
S Holgate	M Salter
M Iqbal	D Whipp
E Lewis	G Wilkins
E Nash	

1. Apologies

There were no apologies.

2. Constitution: Membership; Chair and Deputy Chair; and Terms of Reference of the Internal Scrutiny Committee

The report presented set out the constitution, membership, Chair and Deputy Chair and Terms of Reference of the Internal Scrutiny Committee for the municipal year 2018/19.

Resolved: That;

- i. The appointment of County Councillors David O'Toole and Jayne Rear as Chair and Deputy Chair of the Committee for the remainder of the 2018/19 municipal year be noted.
- ii. The new Membership of the Committee following the County Council's Annual Meeting on 24 May 2018 be noted; and
- iii. The Terms of Reference of the Committee be noted.

3. Disclosure of Pecuniary and Non-Pecuniary Interests

None were disclosed.

4. Minutes of the Meeting held on 18 May 2018

Resolved: That the minutes from the meeting held on 18 May 2018 be confirmed as an accurate record and signed by the Chair.

5. Highways Winter Service Plan update

The Chair welcomed to the meeting County Councillor Keith Iddon, Cabinet Member for Highways and Transport; Phil Barrett, Director of Community Services; Ridwan Musa, Highways Manager West; Paul Binks, Highways Asset Manager; Ingrid Bidle, Core Business Support Manager (HAMS Project); and County Councillor Joe Cooney representing the Winter Gritting Service – Grit Bin Provision Task and Finish Group.

County Councillor Cooney informed the Committee that the task group had met twice and was looking at the provision of grit bins and also the service of gritting secondary routes. The review of existing grit bin provision was looking to see what condition the grit bins were in and if they were in the right location.

At the Internal Scrutiny Committee in November 2017 some actions were raised regarding the Highways Winter Service Plan.

Members had requested access to the gritter tracking system for all county councillors. Members were informed that the tracking system complied with the General Data Protection Regulation (GDPR) and was therefore only available for essential users and operational purposes, so access was not available to county councillors.

Members had requested that the Highways Team's twitter feeds on gritting events included more information. They were informed that there was a limited amount of characters that could be included in the twitter feeds and the Highways Team was legally advised about the information it provided. Members requested to view the legal advice that had been given to the Highways Team.

Regarding the Winter Service Review 2017/2018 it was noted that the Winter Maintenance Service was provided in line with the Winter Service Plan. Rotas were managed to ensure there was full coverage. Preparations for 2018/2019 were already in place. Rotas were being developed and vehicles were being serviced.

The Committee was advised that there was a proposal to change the gritting trigger level from plus 1 degree to plus 0.5 degree. This would be detailed in a report to go to Cabinet in August. If it was approved, this would be the only change to the Winter Service Plan for the 2018/2019 season. Members raised concerns as to whether this would cause delays to gritting on the primary routes which would then impact on the potential to grit secondary routes that feed on to the primary routes.

Resolved: That;

- i. The content of the report presented be noted.
- ii. The task and finish group relating to grit bin assessment and provision is currently in progress and will report back to the service be noted.

- iii. The treatment intervention level proposal be reviewed by the Grit Bin task and finish group.
- iv. Legal advice be sought on the gritter tracking system and twitter feed.
- v. Thanks be given to the Highways Team for the work done over the winter 2017/2018.

6. Progress Report on Potholes

Regarding potholes the Committee had requested an update on progress, the impact of additional funding and new equipment. Members had also requested an update on response times, repeat visits and an update on the HAMS project and the 'Report It' website.

The Highways Team was recovering from the huge backlog of defects as a result of the harsh winter. At the peak the team had up to 45 two person teams fixing potholes this winter and spring. These teams were district based but were a county wide resource.

The use of funding was reported to members to fix potholes that met intervention levels and to undertake minor repair works, using spray injection patching in areas which may not have reached intervention levels but were likely to deteriorate in the foreseeable future. Members felt that the intervention levels should be revisited as they did not seem appropriate.

Members were advised that some of the additional resources had been utilised to fund spray injection patching to repair potholes on a find and fix basis and to target areas where Highways had become aware of potholes through inspections and public reports. Up to 8 machines were in use on Lancashire's roads and this was the largest number compared with other authorities. The quality and productivity of the repairs was good. The process was now reducing the number of potholes that were being recorded during routine inspections and highway inspectors had noticed that the condition of the network had improved due to the implementation of spray injection patching works.

Regarding response times, it was reported that LCC had adopted a standard response time for repairs of 20 working days. Highway safety defects were regularly monitored. The Committee was informed that the percentage of repairs in the 17/18 financial year was down on the previous year. Members requested greater detail on response times especially around the geographical spread. The Highways Team informed the Committee that they would have a better picture when the pothole policy went into the HAMS system on 26 July 2018.

In terms of the drop in performance, Members were advised that this was partly a result of the prolonged wet and cold winter which had stretched resources. Difficulty was also experienced with the new HAMS system and some loss in functionality in organising work. Work needed to be done with the system and deployment of staff particularly to ensure the efficient allocation of defect repair work to repair teams and to avoid multiple reporting of the same defect falsely increasing the total recorded and having a negative impact on reported

performance. There was a new project underway to establish HAMS system process improvements. LCC was adapting the HAMS system to fit its own needs. Service performance was being closely monitored by highway service management and the ongoing training of highway operatives and office based staff and system improvements should improve performance for the current year. The implementation of the new Highway Safety Inspection policy, approved by Cabinet, would support improved performance.

Regarding repeat visits, Members stated that plugging was an unsatisfactory way of repairing potholes. They were informed that the Highways Team was now using a better quality binder for plugging and this would help the plugs adhere better. Analysis of areas of repeat visits were used to develop programmes of work to tackle these roads and funding had been allocated for this purpose in 2018/19.

The 'Report It' site had been redesigned as a result of feedback from county councillors and the public. Members agreed that the terminology on the 'Report It' website needed to be reconsidered.

Concerns were raised about the backlog of long term defects and the Committee was reassured that the Highways Team would follow these up. Regarding the delivery programme, the Highways Team stated that it planned to deliver a much bigger programme with its own resources and external resources for the financial year 2018/19. Modern technology and new materials meant works could be completed much quicker.

Resolved: That the report presented be noted.

7. Budget Scrutiny Review Panel Proposal

The report presented set out a proposal to establish a Budget Scrutiny Review Panel to further enhance the scrutiny of budget proposals under consideration by Cabinet.

County Councillor George Wilkins voted against the proposal and requested his name be recorded in the minutes.

Resolved: That the Internal Scrutiny Committee approve the establishment of the Budget Scrutiny Review Panel.

8. Local Authority Funding and Income Generation Task Group - initial response

County Councillor Jayne Rear presented an update from the Local Authority Funding and Income Generation Task Group.

Members were advised that the report from the task group had been received and each recommendation had been reviewed and assigned to an appropriate

senior officer at the council. A feasibility study would be carried out on each of the recommendations to identify the nature and scale of the opportunity to generate income, as well as the scale of any investment that might be needed and the timeframe required for implementation. The outcomes would be reported back to the task group. Where recommendations were not considered viable opportunities for income generation, details would be provided as to the reasons why this conclusion had been reached.

Resolved: That the verbal update provided be noted.

9. Work Programme 2018/19

The work plan for the Internal Scrutiny Committee for the 2018/19 year was presented. The topics included were identified at the work planning workshop held on 2 July 2018.

A request was made for the Committee to look at the whole issue surrounding parking in Lancashire, especially around the transition from borough to county.

Resolved: That the report be noted.

10. Urgent Business

There were no items of Urgent Business

11. Date of Next Meeting

The next meeting of the Internal Scrutiny Committee would take place on Friday 21 September 2018 at 10.00am in Cabinet Room B (The Diamond Jubilee Room) at the County Hall, Preston.

L Sales
Director of Corporate Services

County Hall
Preston

Lancashire County Council

Internal Scrutiny Committee

Minutes of the Meeting held on Tuesday, 21st August, 2018 at 1.00 pm in Committee Room 'C' (The Duke of Lancaster Room) - County Hall, Preston

Present:

County Councillor David O'Toole (Chair)

County Councillors

J Rear	P Rigby
S Holgate	A Riggott
M Iqbal	M Salter
E Lewis	D Whipp
J Mein	G Wilkins
E Nash	

1. Apologies

There were no apologies.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

None were disclosed.

3. Call In Request: Update on Preston Youth Zone Operator

The Chair welcomed County Councillor Geoff Driver, Leader of the County Council; County Councillor Albert Atkinson; Deputy Leader of the County Council; Cabinet Members County Councillors Peter Buckley and Keith Iddon; Angie Ridgewell, Interim Chief Executive; Sue Procter, Director Programmes and Project Management; and Julia Johnson and Rob Cathey from Legal Services to the meeting.

Presenting the case for the Call-In were County Councillors Azhar Ali and Kevin Ellard along with Guy Topping, Chair of Preston Youth Zone and Managing Director of Barton Grange Group; and John Chesworth, Board Member of Preston Youth Zone.

The report presented stated that on 9 August 2018, Cabinet received a report on the update of the Preston Youth Zone Operator. Cabinet resolved that:

- i. The council withdrew from the delivery of a Preston Youth Zone on the Preston Bus Station site and extend the Public Realm treatment associated with the Bus Station redevelopment across the whole western apron.
- ii. The additional Public Realm works estimated at £1.25m be funded from the £5.925m currently allocated to the Preston Youth Zone.

- iii. The £3.431m capital funding remaining following reductions of £1.244m abortive costs and £1.25m additional Public Realm costs be repurposed.
- iv. The £150,000 revenue allocation previously committed to the operation of the Preston Youth Zone be released.
- v. Officers explored with stakeholders alternative options that might work in the current environment.

Following requests from nine County Councillors representing more than one political group, in accordance with the 'Call In' procedures, the Chair of the Internal Scrutiny Committee convened a meeting of the Committee to consider calling in the decision.

The Committee carefully considered all of the information presented as part of the case for Call-In as well as further representations on behalf of the Preston Youth Zone.

Following the debate, a proposal was put forward and seconded that Cabinet decision on 9 August 2018 in relation to update on the Preston Youth Zone Operator should be called in.

On being put to the vote, the motion was lost. Therefore the Committee:

Resolved: That the Cabinet decision on 9 August 2018 in relation to update on the Preston Youth Zone Operator should not be called in.

4. Urgent Business

There were no items of Urgent Business.

5. Date of Next Meeting

The next ordinary meeting of the Internal Scrutiny Committee would take place on Friday 21 September 2018 at 10.00am in Cabinet Room B (The Diamond Jubilee Room) at the County Hall, Preston.

L Sales
Director of Corporate Services

County Hall
Preston

Internal Scrutiny Committee

Meeting to be held on Friday, 21 September 2018

Electoral Division affected: (All Divisions);
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Lancashire Parking Services

(Appendix 'A' refers)

Contact for further information:

Peter Bell, Tel: 01772 536818, Regulation and Enforcement Manager,
peter.bell@lancashire.gov.uk

Executive Summary

This report provides an overview of Lancashire parking services provision of school and village enforcement, the centralisation of permit administration and the differences of on and off street enforcement.

Recommendation

The Internal Scrutiny Committee is requested to:

- i. Note and comment on the report
- ii. Discuss and agree any further recommendations as required.

Background

Since 1995 local authorities in England have had the ability to assume control for parking enforcement in their areas from the police. Almost all local authorities have now assumed these powers. This means that parking offences on the public highway are not dealt with by the police and the courts but by the civil authorities – the local authority and an independent traffic tribunal which hears appeals. The law on civil parking enforcement was revised and consolidated through the Traffic Management Act in 2004, and the current arrangements came into force in 2008.

Lancashire County Council adopted decriminalised parking enforcement (DPE) powers on the 6th September 2004. Initially it was implemented through the Parkwise partnership, a collaboration between the county council and the 12 district councils in Lancashire, which undertook enforcement of both on and off street parking regulations. Parking agency agreements were established in each district council area. Penalty charge notices (PCNs) issued under DPE were valued at £60.

In 2008 the Traffic Management Act 2004 converted the existing DPE into Civil Parking Enforcement (CPE) and parking attendants became civil enforcement officers (CEO). The value of a PCN also changed with two tiers of contravention being introduced. Higher rate contraventions are generally for parking somewhere that you shouldn't, for example on a double yellow line. A lower rate contravention is

generally for not complying with the rules that allow parking, for example expiry of paid for time. Councils could choose higher/lower rates within two bands either £70/£50 or £60/£40. Lancashire opted to set PCNs at £70/£50 for higher and lower rate contraventions respectively.

In 2009 the Parkwise partnership was terminated and Parkwise no longer exists. The county council established a new on street parking enforcement scheme rolled out across the county to be known as Lancashire Parking Services. The district councils retained responsibility for their off street car parks. Lancaster, South Ribble and Wyre district councils opted to collaborate with the county council for the procurement of an enforcement contractor and the county council currently undertakes enforcement and processes PCNs on their behalf. Burnley, Pendle, Preston, Ribble Valley, Chorley, Fylde, Hyndburn and West Lancashire district councils chose to collaborate in the procurement of a separate off street enforcement contract for their car parks. This partnership is known as Chipside Lancashire.

On and off street enforcement

Irrespective of the local management and 'back office' arrangements associated with parking enforcement, the legislation that governs it is the same for on and off street regimes. The county council as the highway authority operates parking enforcement on street whilst the districts enforce their off street car parks, all Penalty charge notices must identify the authority that has issued them. An exception to the off street enforcement is Preston Bus Station car park which the county council is responsible for. Penalty charges must also identify the authority whose responsibility it is to enforce. Whilst, for example, Lancaster use the county council enforcement contract Penalty charge notices on their car parks will be issued by CEOs identifiable as working on behalf of the City council and PCNs will have a unique pre-fix that shows they are from Lancaster city council. These tickets are then processed by the county council using the policies set by the city council for their PCNs.

Under the current contract with NSL (our enforcement provider) the county council purchases 63,000 hours of enforcement per annum. This equates to daily deployment of around 20 CEOs covering the county. CEOs are deployed from four bases located in Preston, Blackpool, Burnley and Lancaster. Officers for the district councils that utilise the county contract are also deployed from these bases. Each District purchases their own enforcement hours based on their own enforcement requirements.

Targeted enforcement

Deployment of CEOs, had over the years settled into a regular pattern. In recent months the opportunity to review the deployment and operation of the service has been taken. The service is now more reactive and responsive to complaints and feedback about parking contraventions. Whilst the core of the service still deploys to those areas where parking restrictions are most prevalent and where the observance of them will have the greatest impact on network management, the service now uses the intelligence that is provided from complaints and feedback to tackle any identified problems. A list of locations that have benefitted from targeted enforcement is included in the appendix of this report.

Patrols are also undertaken outside of the most regularly patrolled areas to discourage motorists from contravening restrictions on the basis that this creates a heightened awareness of risk of enforcement leading to less abuse of restrictions. Targeted enforcement is undertaken using a redistribution of the core contract hours for the enforcement contract.

School Enforcement

Contravention of parking restrictions and inconsiderate parking in and around schools at the beginning and end of the school day is a regular complaint that is received by the county council. In order to tackle this problem a six month trial was implemented at the beginning of 2018. The county council purchased 2000 hours of additional enforcement to provide enhanced enforcement for approximately 125 enforceable days to be deployed at schools that requested enforcement of restrictions adjacent to them, in particular school keep clear markings.

Contact with schools was made through the schools portal and county councillors were advised of the initiative.

Of the 600 or so schools that were sent the letter, an initial 121 schools 'signed up' for the enforcement. During the following 6 months complaints were regularly received that related to schools that had not expressed interest in the enforcement trial. By the end of the trial period 160 schools had received enforcement under this scheme. The breakdown by district as a result of this trial are shown below:

District	Number of Schools requested	Total Visits	PCN issued am	PCN issued pm	Total PCN's Issued
Burnley	15	32	14	9	23
Chorley	9	12	1	0	1
Fylde	8	11	2	2	4
Hyndburn	11	18	1	2	3
Pendle	12	25	3	13	16
Lancaster	20	56	1	3	4
Preston	26	56	2	9	11
Ribble Valley	7	8	3	2	5
Rossendale	12	16	2	3	5
South Ribble	15	21	1	1	2
West Lancashire	10	12	0	0	0
Wyre	15	19	0	2	2
Total	160	286	30	46	76

For this school year it is planned to carry on with school enforcement and the county council will aim to visit all schools that have an enforceable school keep clear marking with the aim of ensuring that the restrictions are better observed. This will be communicated to school head teachers through the schools portal.

Residents parking permit administration

Within Lancashire there are 90 residents parking schemes with only the Wyre district not having one. Historically permits have been issued by the county council direct, or through an agreement, by district councils. Following a consolidation of the legal orders that underpin residents parking schemes the county council made a decision to undertake all permit administration in the interests of equity, efficiency and consistency across the county. As part of this process a review of permit prices was also undertaken. Within the 90 schemes permits were available at 22 different price points ranging from free of charge to £125. The schemes directly administered by the county council (Burnley, Fylde, Ribble Valley and West Lancs) were standardised to a £25 permit fee in April 2016.

In 2017, Preston City Council served notice on the county council resulting in permits being issued by the county council from April of that year.

The county council served notice on Pendle, Lancaster and Chorley district councils in January 2018 advising them that permit administration would be undertaken by the county council direct. The Lancaster and Pendle changes took place in April and Chorley in June 2018.

Lancaster resident parking schemes have run with annual resident's permits and 30 use visitor cards for a number of years requiring residents to visit the city council to replace full cards on a regular basis. Permit administration to the county means that such face to face transactions are not practicable. The arrangement elsewhere in the county comprises resident and visitor permits being issued annually at a cost £25 per permit. A traffic regulation order is required to set the price and permit types which is subject to statutory consultation.

Consultation has been delayed until the future of carer's permits in Lancaster has been resolved. Carer permits have only been available in Preston and Lancaster, with Lancaster permits currently the only ones in operation. These permits are available to organisations that provide care services which allow their staff to park whilst visiting residents within schemes. Across the remainder of the county the care provider utilises the resident's visitor permit.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There are no risks raised by this report

Local Government (Access to Information) Act 1985
List of Background Papers

Paper	Date	Contact/Tel
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NA		
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Reason for inclusion in Part II, if appropriate		
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NA		
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Appendix A - Targeted enforcement information

Location	No of visits	PCNs Issued	Vehicles moved	Notes
Apr-18				
Trunnah Rd and Brown Street junction, Cleveleys	13	13	16	Target area enforcement
Kirkham All areas/ Ribby Road	9	82	59	Target area enforcement
Bacup Road,Rawtenstall	14	0	0	Target area enforcement
Lime Street,Nelson	1	1	0	Target area enforcement
Edward street, Nelson	1	1	0	Target area enforcement
Leeds Road, Nelson	3	11	10	Target area enforcement
Hunter Street, Carnforth	11	2	0	Customer complaint request for visit
Market Street, Carnforth	3	3	0	Customer complaint request for visit
Total	55	113	85	
May-18				
Southfield Street, Nelson	1	0	0	Customer complaint request for visit
Manchester Road, Nelson	2	3	0	Customer complaint request for visit
Colne Road, Nelson	2	6	0	Customer complaint request for visit
Spendmore Lane, Coppull	1	3	10	Customer complaint request for visit
Coppull Area	4	7	18	Customer complaint request for visit
Plungington Road Preston	4	5	6	Target area enforcement
Pershore Road,Lytham St Annes	5	4	0	Target area enforcement
Freckleton	1	4	0	Target area enforcement
Regent Road , Morecambe	4	6	0	Customer complaint request for visit
Devonshire Road, Morecambe	4	6	0	Customer complaint request for visit
Yorshire Street, Morecambe	4	8	0	Customer complaint request for visit
Total	32	52	34	
Jun-18				
Kirkham, All areas Ribby Road	5	35	25	Customer complaint request for visit
Eaves Lane Chorley	8	2	12	Customer complaint request for visit
Salmon street, Off London Rd, Preston	1	0	0	Customer complaint request for visit
Adelaide Street Preston	10	0	1	Customer complaint request for visit
Townley St, Nelson	5	1	0	Customer complaint request for visit

Leeds Road, Nelson	3	0	8	Target area enforcement
Accrington Road Whalley	2	0	0	Target area enforcement
Venise Street , Burnley	1	0	0	Target area enforcement
Carnforth All areas inc Grosvenor Place	6	11	0	Target area enforcement
Bowerham Road Lancaster	6	4	0	Customer complaint request for visit
Coulson Road, Lancaster	5	4	0	Customer complaint request for visit
Wyresdale Road, Lancaster	13	2	3	Customer complaint request for visit
Total	32	52	34	
Jul-18				
Kirkham All areas	4	12	0	Target Enforcement/ Road works on church street
Freckleton All ares	2	4	0	Target Enforcement
Chapel Lane Coppull o/s 221 after 5pm	6	2	0	Customer complaint
Schoolhouse Green, Ormskirk	3	0	0	Customer complaint
Wigan Road, Ormskirk	2	0	0	Customer complaint
Moorgate, Ormskirk	11	6	18	Target Enforcement
Chapel Street , Ormskirk	12	0	0	Customer complaint
Hall Brow Close , Ormskirk	16	0	4	Customer complaint
Barlow Street/Blackburn Road, Accrington	2	0	0	Customer complaint
School Street, Accrington	1	0	0	Customer complaint
Matlock Grove, Burney	20	1	8	Target Enforcement
Brougham Street,Burnley	3	12	7	Target Enforcement / CEO x 2 lots of threats/abuse
Wilton Street, Barrowford, Pendle	3	1	0	Customer complaint
Gisburn Road, Barrowford, Pendle	6	0	0	Customer complaint
Camden Street, Barrowford, Pendle	3	0	0	Customer complaint
Daisy Bank/Quernmore Road, Lancaster	10	0	2	Customer complaint
Derby Road, Lancaster	5	2	10	Target Enforcement
Ridge Lane, Lancaster	7	0	1	Target Enforcement
Ridge Street, Lancaster	7	0	1	Customer complaint
Totals	123	40	51	

During April – Jul 2018:

- 242 targeted visits have been undertaken resulting in
- 257 PCNs being issued and
- 204 vehicles being moved on.

Internal Scrutiny Committee

Meeting to be held on Friday, 21 September 2018

Electoral Division affected:
(All Divisions);

Report of the Grit Bins and Non-Priority Routes Task and Finish Group (Appendix 'A' refers)

Contact for further information:

Gary Halsall, Tel: (01772) 536989, Senior Democratic Services Officer (Overview and Scrutiny), gary.halsall@lancashire.gov.uk

Executive Summary

Provided at Appendix 'A' is the report of the Grit bins and non-priority routes task and finish group.

Recommendation

The Internal Scrutiny Committee is asked to:

1. Support the recommendations of the task and finish group, as set out in the report at Appendix A;
2. Consider the appropriate mechanism for reviewing the responses to the task and finish group's recommendations.

Background and Advice

At its meeting on the 17 November 2017, the Internal Scrutiny Committee received a report on the county council's winter gritting service. In considering the report it was agreed that a task and finish group be established to review:

- the amount of grit bins currently in place;
- grit bin locations; and
- the criteria used to agree grit bin placement.

Membership of the task and finish group

The following county councillors were appointed to the task and finish group:

- County Councillor Joe Cooney (chair)
- County Councillor Steven Holgate
- County Councillor Hasina Khan
- County Councillor Jenny Purcell
- County Councillor Cosima Towneley
- County Councillor David Whipp
- County Councillor Barrie Yates

Scope of the scrutiny review

The focus of the task and finish group was to:

- Review the location and condition of grit bins across the county; and
- Make recommendations on expanding the pool of volunteers to assist with the performance of gritting secondary routes.

The task and finish group's report is set at Appendix 'A'.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Legal

Whilst the provision of grit bins is not a duty, the specific power to do so is found in S185 Highways Act 1980. Being the provision of storage bins for sand or grit or other materials in such positions as the highway authority may determine

Recommendations are made for further consideration to be given to issues and this would need to include a full assessment of the legal and financial risk and implications.

Risk management

This report has no significant risk implications.

Local Government (Access to Information) Act 1985

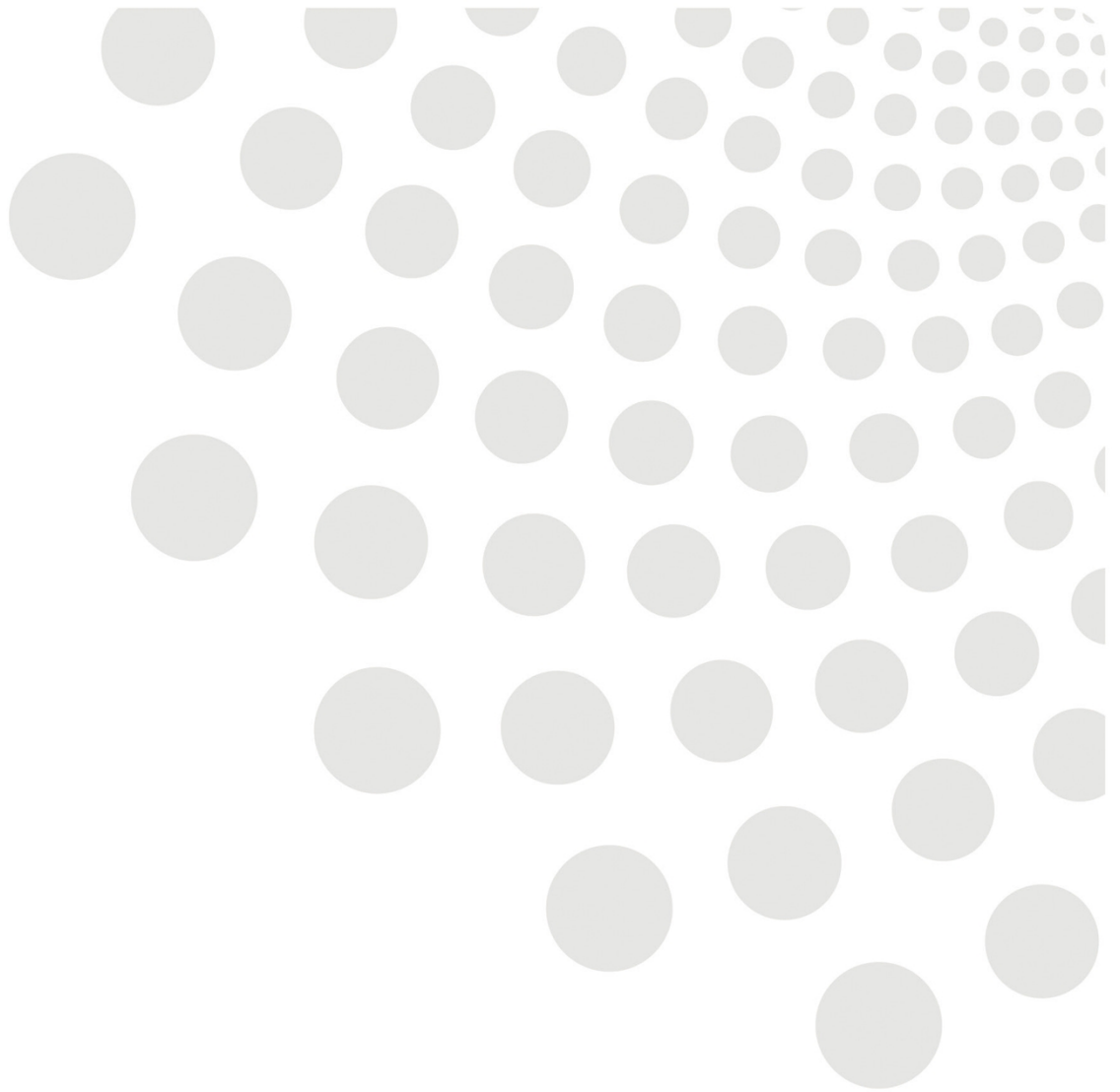
List of Background Papers

Paper	Date	Contact/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A



Grit bins and non-priority routes

Overview and Scrutiny Review – August 2018

For further information regarding this report, please contact

Gary Halsall

Senior Democratic Services Officer (Overview and Scrutiny)

01772 536989

gary.halsall@lancashire.gov.uk

www.lancashire.gov.uk

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Background

On the 17 November 2017, the Internal Scrutiny Committee received a report on the county council's winter gritting service. In considering the report it was agreed that a task and finish group be established to review the number of grit bins currently in place; grit bin locations; and the criteria used to agree grit bin placement.

Scope of the review

At the start of the review it was agreed that the task and finish group should focus on:

- Reviewing the location and condition of grit bins across the county; and
- Formulating recommendations on expanding the pool of volunteers to assist with the performance of gritting secondary routes.

During the course of the task and finish group's review, the Internal Scrutiny Committee at its meeting on 20 July 2018, considered an update report on the county council's highways winter service plan. At that meeting it was noted that a separate report would be presented to Cabinet in August 2018, detailing a proposal to change the road surface treatment intervention level from the current plus 1 degree to plus 0.5 degree for the 2018/19 winter season. As the next scheduled meeting of the Internal Scrutiny Committee was not until 21 September 2018, the Committee resolved that the proposal to reduce the treatment intervention level be considered by this task and finish group and to formulate any recommendations to Cabinet prior to taking a decision in August. The task and finish group's findings and recommendations on this proposal are set out at Annex A to this report.

Membership of the task and finish group

The task and finish group was made up of the following County Councillors:

- County Councillor Joe Cooney (chair)
- County Councillor Steven Holgate
- County Councillor Hasina Khan
- County Councillor Jenny Purcell
- County Councillor Cosima Towneley
- County Councillor David Whipp
- County Councillor Barrie Yates

Methodology

The task and finish group considered documentary evidence from a variety of sources. Key lines of enquiry were submitted in advance of the task and finish group's first meeting.

For the grit bin element of the review the task and finish group enlisted the help of all 84 county councillors to carry out a short survey about grit bins in their division and to report their findings back to the group. The task and finish group stipulated in its communication that it would not be looking to make a recommendation on having more grit bins on the network, but that it would be reviewing how existing provision could be realigned. Complaints data in relation to grit bins was also reviewed.

This report reflects the views and recommendations of Overview and Scrutiny. It does not necessarily reflect the views of the county council. In many cases, suggestions are made for further consideration to be given to issues, and this would need to include a full assessment of the legal and financial risks and implications.

❖ Officers

The following people attended meetings of the task and finish group:

- Harvey Danson, Area Highways Manager North
- Phil Durnell, Head of Service Highways
- Dwayne Lowe, Area Highways Manager East
- Ridwan Musa, Area Highways Manager West

❖ Documents and websites

The county council's:

- Winter service plan 2017/18;
- Winter in Lancashire website: <http://www.lancashire.gov.uk/winter/>;
- Local Government Association: [your winter weather questions answered](#)

Numerous council websites from around the United Kingdom were also researched and are referenced throughout this report.

Findings

❖ Context

The Lancashire Winter Gritting Service is an important part of the way the council manages the highway network both financially and in terms of how important it is to people in Lancashire.

The County Council, as the authority responsible for highways, has a legal duty to ensure, as far as reasonably practicable, that people can use the highways safely without being endangered by ice and snow. This means the county council does everything it can so far as is reasonably practicable and aims to keep traffic moving on priority routes and work to minimise delays and accidents in which ice or snow is a contributory factor.

This is a statutory duty found in:

- Section 41 Highways Act 1980 as amended by Section 111 Railways and Transport Safety Act 2003; and
- Part 2 Traffic Management Act 2004.

The Local Government Association asserts that "given the scale of financial and other resources involved in delivering the Winter Service it is not reasonable either to – provide the service on all parts of the network; ensure running surfaces are kept free of ice or snow at all times, even on the treated parts of the network. It would cost hundreds of millions of extra pounds to grit all roads. Also, many roads are simply too narrow or too steep for a gritting lorry to navigate. Instead, councils try to find other solutions like supplying local grit bins for residents, liaising with parish councils and community groups to grit more residential or remote areas and working with farmers to clear rural areas."

The council's priority routes cover 41% of the network in Lancashire (2900km of 7000km). Secondary routes are treated in periods of prolonged sub-zero temperatures. Local contractors and farmers are also employed to assist in the clearing of snow. The council also has a number of mutual aid agreements with the Highways Agency and neighbouring local highway authorities covering short sections of highway where it is more efficient for that authority to undertake Winter Service operations on the council's behalf. Agreements with district councils (policy WS5 – Method Statement for Agreements with District Councils) are also in place to improve Lancashire's resilience in dealing with prolonged severe winter weather.

There is no legal duty requiring councils to provide grit bins. The specific power to do so is found in S185 Highways act 1980. Being the provision of storage bins for sand or grit or other materials in such positions as the highway authority may determine.

The council's highways service is delivered through three distinct area teams sharing the district areas as follows:

- Area East – Burnley, Hyndburn, Pendle, Ribble Valley, Rossendale districts
- Area North – Fylde, Lancaster, Wyre districts
- Area South – Chorley, Preston, South Ribble, West Lancs districts

The council benchmarks its service provision with the Association for Public Service Excellence (APSE), Midland Service Improvement Group (MSIG) and the Northern Highways Management Group.

❖ Self-help

Government guidance to the public on clearing snow and ice from a road, path or cycleway states, "You can clear snow and ice from pavements yourself. It's unlikely that you'll be sued or held responsible if someone is injured on a path or pavement if you've cleaned it carefully". Advice on how to clear snow and ice is set out at **appendix A** to this report. In addition to this the council's 'Winter in Lancashire' website also provides advice for residents and businesses on snow clearance, gritting and winter maintenance: <https://www.lancashire.gov.uk/winter/what-you-can-do/>

❖ Grit bins

The material stored in the council's grit bins, and commonly called "grit" or "salt" is a sand/salt mix (50:50 ratio), and can be used by the public on the highway as necessary to melt ice and snow and as a preventative measure to circumvent the formation of ice during cold snaps.

The council's grit bins are stocked at the start of the winter season and are replenished as they are used. An online or telephone request can be made to the council to restock a grit bin, sand / salt stock levels are monitored throughout the season and the grit bins are usually refilled at least once during the winter.

The sand/salt mix stored in the council's grit bins is for use on public roads and pavements and cannot be used on private property. Grit bins for domestic and business use need to be purchased privately and can be purchased by contacting the council using the contact details displayed on its 'Winter in Lancashire' website: <https://www.lancashire.gov.uk/winter/gritting/grit-bins/>

There are more than 2000 grit bins and 500 salt heaps (a small pile of salt placed adjacent to the highway used in rural areas where grit bins cannot be sited) placed across Lancashire as follows:

- Area South - **450** grit bins 17%
 - Preston, Chorley, West Lancs and South Ribble – Total 450
- Area North - **383** grit bins and 300 heaps 26%
 - Lancaster – 268 bins / 300 heaps – Total 568
 - Wyre and Fylde – 115 bins
- Area East - **1221** grit bins and 280 heaps 57%
 - Burnley – 194 bins / 11 heaps – Total 205
 - Hyndburn – 197 bins / 3 heaps – Total 200
 - Pendle – 425 bins / 87 heaps – Total 512
 - Ribble Valley – 87 bins / 179 heaps – Total 266
 - Rossendale – 318 bins
- Total grit bins 2054 and total heaps 580 = **2634 grit bins and heaps**

The cost of filling grit bins and providing heaps during 2017/18 was as follows:

- Area South - filled twice - £27500
- Area North - filled 3 times - £36000
- Area East - filled 4 times - bins - £53000 and heaps £6000
- In total the council spent £122,500 and used 800 tonnes of sand/salt mix at £40000 (a normal year is 350 – 400t). Therefore, a grand total of **£163000 or £62 per bin/heap.**

The capital cost of purchasing and deploying a new grit bin is £350 – including an initial fill. Where there is a planned refill across a number of grit bin sites, the refill cost is approximately £62 per bin.

During the review, it was highlighted that the grit bin criteria was last changed during the 2000s and that officers had been using the current form/criteria since at least 2008. The grit bin assessment form was developed against national guidance and was similar to those used by other local authorities. A copy of the assessment form is set out at **appendix B** to this report. A copy of the council's policy (WS7) on the provision of grit bins is set out at **appendix C**.

The council's current grit bin assessment criteria includes the following characteristics:

- Exposed location significantly affected by winter weather;
- Difference in levels causing a hazardous condition such as a steep bend with adverse camber;
- Junction hazard;

- High traffic flows at peak times;
- High pedestrian movements; and
- The number of premises for which the road is an access.

Some factors the task and finish group noted on grit bin provision included:

- A number of grit bins located on priority routes may serve side roads;
- Grit bins were normally sited where there's no obstruction caused by its placement;
- The council does not lock its grit bins. However, any grit bins found to be locked were in the ownership of the parish/town council with parish lengthsman holding the keys and spreading grit (sand/salt mix);
- The policy (WS7) referenced that each grit bin would be identifiable by a unique reference number and a 'highway use only' label attached to them;
- An initial assessment for a new grit bin is carried out via desktop exercise and local knowledge. If there was any uncertainty then officers would conduct a site visit. It was suggested that the cost of any site visit (if required) would not outweigh the cost of providing a new grit bin;
- The council's highways team relied on receiving complaints from the public on the condition of grit bins. If grit bins needed to be replaced the site of the bin would be re-evaluated. If it did not meet the current criteria then the bin would be removed altogether.

It was noted that the council had not sought to cover the cost of purchasing grit bins through sponsorship. However, the council has had requests from and has worked with parish councils.

During the review the task and finish group was informed that if all the grit bins were reassessed against the current criteria, a significant number would be removed from the network.

The task and finish group upon being appraised of this information felt that a review of existing grit bin provision and locations on the network was necessary. Given the size of the task, the group felt that it should enlist the help of all 84 county councillors and utilise their local knowledge to carry out a short survey on grit bins within their division. It was recognised that some members would have very few grit bins in their division whilst others had considerably more. Data on the location of grit bins across Lancashire was requested and provided to all county councillors. The survey comprised of the following questions for members to answer:

1. Is it there?
2. Is the condition poor or adequate?
3. Is it full?
4. Is it in the right location?

5. Do you feel there is a better location for it?
6. Is there anywhere you feel in your division there should be a grit bin?

The task and finish group stressed that it was not looking to make a recommendation on having more grit bins, but that it hoped to assess how existing provision could be improved by moving any surplus grit bins to new locations. Where no response had been received from county councillors, it was automatically assumed that no change was needed in their division irrespective of what might be the case on the ground.

Initially, county councillors were provided with the data set from the council's MapZone/MARIO system which was sorted by county councillor division. However, it was noted that a small number of grit bins (26) were unaccounted for by comparison to the spreadsheet data maintained by the Area teams (sorted by locality). Following this discovery, county councillors were then provided with both data sets, though evidence was received that the data contained within the spreadsheets omitted grit bins that were currently on the network and listed on the MapZone data. The task and finish group felt that the disparity in data needed to be addressed.

In total, 27 members responded to the task and finish group's survey request either in full, partially or by providing comments and in some cases photographs. Some responses were also received from parish and town councils on behalf of county councillors.

In summary:

- 290 grit bins had been surveyed;
- 155 were reported as full (c53%);
- Some grit bin locations had changed on the ground, but locations had not been updated on MapZone data (no evidence had been received to substantiate if this was the case with the spreadsheet data);
- Some grit bins were missing on the network, but still recorded in the data;
- 15 requests were made by county councillors to move grit bins from current locations;
- 24 requests had been made for new grit bins; and
- Only two grit bins had been identified as potential surplus.

From the findings received, the following issues, comments and suggestions were also raised:

1. One grit bin was located behind barriers for some building work and was not accessible;
2. The council should lock all grit bins;
3. The council should consider purchasing grit bins with larger storage capacities;

4. Grit bins should have Lancashire County Council labels on them so that residents know who to contact if there is a problem with the bin;
5. Grit bins should be numbered;
6. A number of grit bins were used as rubbish bins or moved from their known location;
7. Many grit bins were found to be waterlogged;
8. Is the criteria for the provision of grit bins right? Is it too rigid? Would like to see more flexibility built in to the criteria;
9. Can Section 106 monies be used to purchase grit bins for new housing developments?
10. County Councillors are the 'eyes and ears' of their divisions – requests to fill grit bins, replace, move or request a new bin should sit with them;
11. Surveys such as this should be directed to parish councils – suggestion that a similar exercise be conducted on identifying unnecessary/damaged/out of date road signage and other 'house-keeping' aspects;

A number of grit bins surveyed during June/July were found to be full of grit (sand/salt mix). The question of whether these grit bins were needed was posed. In addition, it was reported that a number of grit bins that were full contained hardened grit (sand/salt mix) which needed to be broken up or was perhaps not fit for purpose.

Complaints data from the council's VIP system (councillors, MPs et al) since October 2012, and complaints data from the council's HAMS (Highways Asset Management System) since April 2017 was received as part of the review. The following points were gathered from the data:

- Between May 2017 and July 2018 there were 936 logged contacts received for grit bin refill requests – some of these were repeat requests;
- Between July 2017 and July 2018 there were 555 new and replacement grit bin requests – some of these were repeat requests;
- Theft of grit (sand/salt mix) from grit bins had been reported to the council by members of the public;
- A number of Grit bins had been damaged in road traffic collisions;
- A considerable number of reports had been received in relation to missing or damaged grit bin lids, resulting in waterlogging/open to the elements; and
- Instances whereby people had used grit bins to climb over walls/garages to gain access to private property.

The task and finish group felt that the council should review alternative grit bin designs available, in particular to address the common issue of broken lids.

Benchmarking

A number of county councils maintain large numbers of grit bins. For instance Devon County Council had 3500 grit bins; Surrey County Council had over 1800 grit bins and Northumberland County Council had over 1500 grit bins.

Some councils had carried out a review of their grit bin provision and proposed new ways of working. For instance North Yorkshire County Council gave Parish Councils

in its area the opportunity to keep grit bins that did not meet the county council's assessment criteria and to pay annual maintenance fee of £75, which would see it filled twice over the course of the winter.

East Sussex County Council changed its policy on the provision of grit bins whereby existing bins introduced under its old scheme would still be maintained by the council, and new bins would be provided only when paid for by parish, town or district councils.

At Devon County Council requests from members of the public for new grit bins are discussed with their town or parish council or county councillor who then contacts the council to assess the request.

In 2013, Surrey County Council took the decision to adopt a new digital software system developed by KaarbonTech. The software enables the council's highways team to monitor the location, filling and usage of grit bins using Android smart devices. The software can record bins in need of repair and/or filling and work packages are allocated wirelessly to teams out on the road. Work can be planned more strategically resulting in fewer journeys and lower fuel costs. Details of asset ownership and management agreements are also recordable.

There are many examples of unique ideas implemented by councils throughout the United Kingdom including using different colour grit bins to differentiate ownership, private purchase schemes, community gritting partnership schemes, selling bags of salt at household waste recycling centres and sponsorship opportunities on grit bins. The task and finish group felt that the council should consider measures such as the sponsorship of grit bins.

Salt heaps

Whilst the grit bin survey did not focus on salt heaps, a report had come through from one county councillor via a farmer that their sheep had eaten much of a salt heap and suggested that a grit bin be provided instead. It was noted that the location of the salt heap was amongst unfenced land which belonged to the farmer.

Some councils, in particular Oxfordshire County Council, no longer provide salt heaps on the roadside because salt is also damaging to grass, hedgerows, trees and water courses.

❖ Winter gritting of secondary routes and snow clearing

Secondary routes

The council's policy (WS10) on secondary road network treatment states that "once the defined Priority Road Network is maintained clear, where persistent ice and/or snow are present or forecast to be present on the defined Secondary Road Network during the current 24 hour period (midnight to midnight) and are forecast to remain for the succeeding 24 hour period (midnight to midnight), treatment of the Secondary Road Network will commence as soon as possible using all available resources, but only during daylight hours."

In reviewing the scope to increase the capacity for the gritting of secondary routes, it was noted that one town council had invested in its own facilities and regularly salted routes in its area. Members were informed that there was no control over anyone assisting in this way and that on the whole, this would be of benefit to the council's winter service. However, not all areas were parished. A number of parish and town councils did not receive enough precept and some did not employ a lengthsman.

The policy for Agreements with district councils were mainly for the clearance of footways. Although, not all districts were working to same principles/arrangements.

Snow clearing

Whilst the task and finish group had already noted that additional resources in terms of labour and plant were already provided by district and parish councils, it was also noted that the private sector, including farmers, contractors and plant hire companies assisted with snow clearance. Section 150 of the Highways Act 1980 imposes a duty upon highway authorities to remove any obstruction of the highway resulting from the accumulation of snow.

During the course of the review, the task and finish group was informed that a large number of contractors, in particular farmers no longer provided snow clearance on behalf of the county council.

It was reported that the snow clearing contract was a low value contract. The actual value of spend in any given year was dependent on weather conditions. Over the last four years usage had been low due to the relatively mild winters we had experienced. Snow Clearing is managed through a Framework Agreement which enables the council to manage critical areas such as health and safety, insurance, vehicles, operators and to identify training needs.

During 2017, the council conducted a new tender process but due to the low return was unable to proceed as there was insufficient bids to place the contract. Current arrangements were therefore extended to cover the winter period 2017/18. However,

the council was due to go out to tender again this year (around September 2018) to put in place a new Framework Agreement. The procurement exercise would be carried out via the council's website.

The feedback from the contractors on this contract highlighted two main areas of concern. These are:

1. The low value of spend on this contract; and
2. Insurance requirements – contractors were having to meet a level of insurance which can be an additional cost. Due to the low usage on this contract some contractors don't consider the contract to be viable for them. The council previously paid an hourly rate.

The council's procurement team has been working with the highways team to resolve the situation. On the issue of insurance, the highways team were considering the feasibility of providing contractors with assistance. On the procurement process, the team was looking to simplify the process although due to the nature of the work, it was reported the team had to conduct due diligence checks to ensure there was no significant risk to the public, operatives, property and infrastructure. Prospective contractors are therefore required to provide essential information to the council.

The task and finish group was provided with a copy of an article published on the Farmers Weekly website (dated 1 January 2016) written by Tim Price, Rural Affairs Specialist at NFU Mutual entitled "Am I insured for snow clearing jobs?"¹.

The article recognised that;

"Clearing snow from blocked rural roads is a service carried out by many farmers. It is a task often done without payment – or for expenses only – while some farmers have contracts with councils or other bodies to provide snow clearing services on a profit-making basis."

Amongst other advice, the article explains that the

"First step is to check your tractor insurance policy. Typically, agricultural vehicle policies will include what is termed "permitted standard uses".

Policies providing this cover will include wordings such as "Covered for use whilst lent to public authorities for the purpose of snow, frost or ice clearance".

¹ Farmers Weekly: <https://www.fwi.co.uk/business/business-clinic-insured-snow-clearing-jobs>

Cover is provided while the policyholder is using the vehicle for these purposes.

The insurance position is different if snow-clearing services are provided on a contract or one-off basis for profit.

In these circumstances, insurers should be informed so policies can be extended to provide cover. Underwriters may charge an additional premium relative to the risk.

Agricultural vehicle policies usually provide cover for trailers and implements such as snow ploughs when attached to any insured vehicle.

When not attached, the amount of cover provided may be limited unless the implement has been specified – so it is worth checking the position with your insurer.

The same rules usually apply for farmers using vehicles insured under a tractor policy to clear snow from roads and car parks for organisations such as village halls."

On the possibility of utilising large contractors to assist with snow clearance, the council had to be mindful of a contractor's core business and that having their drivers out in the evenings/nights would inevitably affect their ability to drive and work the following day and therefore jeopardise the business. In essence, officers wished for more farmers to come forward. Although, it was confirmed that the contract could be offered to anyone including parish councils and not just limited to farmers.

It was confirmed that the council would not ask contractors to spread grit.

In considering all the information the task and finish group felt that the council should work with the National Farmers Union, NFU Mutual and farmers to address and allay fears around liability.

To assist the contractors with the new tender, the procurement team was considering running open days/home visits to assist contractors in providing the details needed.

Contractors would be required to state what equipment they had. It was also confirmed that officers from the county council would visit contractors and check equipment. The council also provided training for contractors.

The task and finish group felt that the council should enlist the help of all county councillors to promote the snow clearing contract once the tender was published on the county council's website.

Some examples of other council processes include:

Lincolnshire County Council's website currently invites interested contractors and farmers to complete an application form rather than navigate/login to an online procurement process.

In the county of Gloucestershire, snow plough operators are appointed by the parish councils within the county council's administrative boundary. Parish and town councils within West Sussex County Council's boundary also work with farmers and contractors who can assist with snow clearance as and when needed.

Derbyshire County Council paid a minimum of £200 per year even if there was no snow.

The Department for Transport in November 2013, issued a guidance note on temporary snow ploughs² which provides examples of schemes including Wiltshire Council's Parish Response Scheme whereby snow clearance is co-ordinated by Parish Councils. The council's own insurance covered all accidents and damage to the road surface.

Renfrewshire Council utilised JCB3X plant machines with the bucket replaced by ploughs. One company that assisted the council in this way confirmed that liability is covered in the first instance via the council policies as they are working their behalf. The company's own insurance policy in respect of motor and road furniture damage also covered duties performed under council direction.

Practical considerations were also set out in the guidance note. Under legal requirements it was confirmed that tractors and other vehicles used for snow clearing on public roads, using a snow plough may also use 'red' diesel. From the 1 November 2013, agricultural tractors, light agricultural vehicles and agricultural material handlers used for gritting roads would also be permitted to operate on 'red' diesel.

² Guidance note: <https://www.gov.uk/government/publications/temporary-snow-plough-use>

❖ Volunteer schemes

The task and finish group received a report evidencing existing and former voluntary "snow angel/warden" schemes implemented by some councils to support the delivery of winter gritting services across England. Voluntary schemes such as these and in particular at Bradford Council had proven to enable communities to provide an enhanced winter service whilst bringing local people together for a common goal; even suggesting that over 50% of people who signed up to become a snow warden volunteered for other projects and schemes within their community.

Some councils as part of their schemes provide equipment such as snow shovels, high-visibility vests, shoe grippers and grit to volunteers/parish councils. Guidance on personal safety measures, fitness to participate in the scheme, useful contacts, public liability and the availability of grit was also provided. Cambridgeshire County Council's community gritting scheme allows parish or town councils to agree specific routes in their area which are important to the local community and agrees them with the county council. Volunteers then sign up to grit these routes.

Parish and Town Councils within Derbyshire County Council's administrative boundary who sign up to its snow warden scheme are asked to encourage local residents to help themselves by clearing areas of footway adjacent to their property and to identify an individual with the authority to order the refilling of grit bins on behalf of the parish or town council.

Devon County Council's snow warden and community self-help scheme encourages Parish and Town councils that sign up to the scheme to take responsibility for the grit bins and salt bags in their communities and also encourage responsible use of grit and help minimise abuse of grit.

The task and finish group was informed of Chorley Council's partnership with Spice – a charity founded to support and strengthen communities using Time Credits. "The Time Credits model works simply: for each hour that an individual contributes to their community or service, they could earn a Time Credit. This Time Credit can then be spent on accessing an hour of activity, such as local attractions, training courses or leisure, or gifted to others."

The task and finish group felt that as well as recommending a voluntary snow warden scheme be implemented for Lancashire it should also include the ability for volunteers to be rewarded through a time credit scheme.

In addition to this, it was also suggested that the council should explore any opportunities with the Youth Offending Team and Safer Lancashire Community Payback Teams to assist with snow clearing and gritting.

Conclusions

From the findings received, the task and finish group felt that additional opportunities and initiatives could be explored to enhance policy and the provision of grit bins in Lancashire and these are reflected in its recommendations.

The task and finish group welcomed the work being undertaken by the council to address the issues of insurance and the low return rate for the snow clearing contract. Members of the group felt that county councillors could greatly assist in the promotion of the contract with local farmers in their divisions.

It was felt that the council should implement a voluntary snow warden scheme to enable community groups and parish and town councils to assist with snow clearance, gritting and grit bin monitoring throughout the county and enhance the council's winter service and the provision of grit bins.

Recommendations

This report reflects the views and recommendations of Overview and Scrutiny. It does not necessarily reflect the views of the county council. In many cases, suggestions are made for further consideration to be given to issues, and this would need to include a full assessment of the legal and financial risks and implications.

The task and finish group recommends that the Cabinet Member for Highways and Transport:

1. Address the inconsistency of grit bin location data held in MapZone/MARIO/Highways Asset Management System and the spreadsheet data retained by the Highways Teams;
2. Permit the sponsorship of grit bins;
3. Amend the grit bin policy so that the views of the county councillor are sought on new/move or remove requests;
4. Review and act on the findings of the grit bin survey;
5. Review grit bin locations every two years;
6. Review alternative grit bin designs available, with particular focus on more robust lids/access/design;
7. Write to all Lancashire district councils to consider including the purchase of grit bins through Section 106 Agreements in relation to new housing developments;
8. Implement a voluntary snow warden scheme for community groups and parish and town councils in Lancashire to sign up and assist with snow clearance, gritting and grit bin monitoring;
9. Explore the opportunity to implement a time credit scheme to support volunteers, should a voluntary snow warden scheme be implemented;
10. Explore opportunities with the Youth Offending Team and Safer Lancashire Community Payback Teams to assist with snow clearing and gritting;
11. Invite all county councillors to promote the snow clearing contract tender once published on the county council's website;
12. Work with the National Farmers Union/NFU Mutual and farmers to address and allay concerns around liability.

The task group is grateful for the support and advice of those who provided information and evidence to support its work.

Appendices

- ❖ **A – Clear snow from a road, path or cycleway (advice from gov.uk website retrieved 28 August 2018)**

<https://www.gov.uk/clear-snow-road-path-cycleway>

"You can clear snow and ice from pavements yourself. It's unlikely that you'll be sued or held responsible if someone is injured on a path or pavement if you've cleared it carefully.

How to clear snow and ice

When you clear snow and ice:

- do it early in the day - it's easier to move fresh, loose snow
- don't use water - it might refreeze and turn to black ice
- use salt if possible - it will melt the ice or snow and stop it from refreezing overnight (but don't use the salt from salting bins as this is used to keep roads clear)
- you can use ash and sand if you don't have enough salt - it will provide grip underfoot
- pay extra attention when clearing steps and steep pathways - using more salt may help"

❖ B – Grit bin assessment form (2017/18 winter service plan)

Proposed/ Actual Location of Salt Bin	Date of Assessment	Assessed By	
Characteristic	Severity	Standard Scores	Assessed Score
Gradient	Greater than 1 in 10	75	
	1 in 10 to 1 in 30	40	
	Less than 1 in 30	Nil	
Severity of bend	Sharp	60	
	Moderate	25	
	Slight	Nil	
Close proximity to and falling towards	Heavily trafficked road	90	
	Moderately trafficked road	75	
	Lightly trafficked road	30	
Assessed traffic density at peak times	Moderate	40	
	Light	Nil	
Number of premises for which this is the only access	Over 50	30	
	20 - 50	20	
	0 - 20	Nil	
Pedestrian movements	High	60	
	Moderate	25	
	Low	Nil	
TOTAL			

Please circle as appropriate:

Request Approved Request Not Approved Keep Existing Remove Existing

For scores between 120 and 200, please provide additional justification:

Signed:.....Date.....

❖ **C – Policy (WS7) provision of grit bins****8. Provision of Grit Bins****Policy WS 7****Provision of Grit Bins**

The County Council will only provide grit bins at new locations on roads maintainable at the public expense that are not on the Priority Road Network for precautionary salting. The County Council will assess requests for new grit bins based on the following criteria:

- exposed position or otherwise significantly affected by winter weather;
- combination of vertical and horizontal profile producing a hazardous condition such as a steep bend with adverse camber;
- junction hazard such as a steep road down to a junction with a main road;
- traffic density at peak times;
- high pedestrian movement such as to local centres and public transport interchanges, including railway stations;
- the number of premises for which the road is an access.

The County Council will not provide a grit bin at locations scoring less than 120, but will give further consideration to locations scoring between 120 and 200, with the final decision dependent on the judgement of an appropriate senior officer. Locations scoring more than 200 warrant the provision of a bin.

Where for any reason a grit bin requires replacing, the County Council will reassess the location. Should a location no longer warrant a grit bin, removal can only take place following consultation with relevant local councillors (County, District and Parish) and approval by an appropriate senior officer.

8.1 All requests for new grit bins and reassessments of existing locations require completion of the Grit Bin Assessment form (Appendix C). In general, the more criteria met the higher the justification, but the assessment methodology allows for a degree of flexibility within the overall policy framework. Area Offices should send copies of approved Grit Bin Assessment forms to the Head of Asset Management to update records.

8.2 The County Council currently has over 1,800 grit bins/heaps and has stockpiled untreated salt and sand with a 50:50 salt/sand mix to fill and maintain these bins/heaps. This will reduce the amount of salt used and thereby contribute to increased resilience whilst still providing de-icing in typical winter conditions and better traction on snow. Inquiries with other local authorities indicate a 50:50 mix to

be optimum, with further reductions in the proportion of rock salt potentially compromising the de-icing property. A facility for the mixing storage and distribution of this material is operational at Myerscough Smithy, Samlesbury.

8.3 All County Council grit bins will have a 'Highway Use Only' label attached to discourage misuse of the material and each bin will be identifiable by a unique reference number. The County Council will monitor the use of material and restock as required, but cannot guarantee to maintain supplies of material to all grit bins at all times as this will ultimately depend on the continuing availability of material.

❖ **Annex A - Road surface treatment level and recommendations**

Following the resolution of the Internal Scrutiny Committee meeting held on 20 July 2018, the task and finish group received a copy of a draft report on a proposal to change the road surface treatment intervention level from the current plus 1 degree to plus 0.5 degree for the 2018/19 winter season. The report would be presented to Cabinet at its meeting scheduled for 9 August 2018.

The proposal set out the rationale to reduce the level of the forecast road surface temperature to falling below plus 0.5 degree, before gritting of the route would be instructed. This was based on evidence gathered over the previous two winter seasons and with consideration by county council decision makers (Area Duty Officers – ADO). It was noted that the advancement of forecast and monitoring technology, equipment developments, existing salt storage and fleet management arrangements provided an opportunity to reduce winter maintenance costs and disruption to ordinary daytime highway maintenance activities due to downtime.

A summary of the treatments undertaken over the previous two winters was provided and compared with the same scenario at the proposed plus 0.5 degree treatment intervention level. Of the 7434 individual route treatments undertaken countywide, the proposed treatment intervention level would have resulted in an overall reduction of 894 individual route treatments and a salt usage reduction of approximately 3600 tonnes. Whilst this would have contributed significantly to the cost saving, it would also have represented a significant reduction in the amount of natural mineral used.

In essence the evidence suggested that gritting had been instructed when it was not necessarily required and that an intervention level of plus 1 degree was too pessimistic.

It was reported that officers had benchmarked treatment intervention levels with neighbouring authorities. Fifty percent of neighbouring authorities had reduced their intervention levels to +0.0C. It was stated that Highways England was currently reviewing its treatment intervention level for motorways and trunk roads in England. It was confirmed that there was no guidance on trigger levels. However, a new code of practice – "Well Managed Highway Infrastructure" was due to be published soon.

The task and finish group was informed that the accuracy of forecasts had improved in recent years. Previously forecasts were made using increments of a degree. However, recent advancements in technology provided readings in increments of 0.1 degree. The county council had contracted MetDesk as its third party forecaster. It was highlighted that reducing the intervention level also reduced the margin for error by the forecaster and subsequent lack of action by the council. The third party forecaster would also be informed of the council's reduced intervention level and

would report to the council accordingly allowing the decision maker to instruct reactive treatment to the network.

It was reported the decision making process would not be affected by the change to the intervention level and that consequently there would be no increased risk to the council from misinterpretation of the forecast by the area duty officer. All area duty officers had recently undertaken the Institute of Highways Engineers (IHE) Professional Certificate in Winter Services Decisions Makers course – a recognised national accreditation.

On whether the reduction would give more capacity to grit more secondary routes, it was highlighted that the criteria for gritting secondary routes would remain the same – officers would continue to make decisions on priority routes only.

In discussing recommendations, the task and finish group welcomed the opportunity to scrutinise the Cabinet Member for Highways and Transport's proposal prior to any decision being taken. Whilst one member wished for the intervention level to remain unchanged, there was a consensus that the proposal be approved by Cabinet with a recommendation that the Internal Scrutiny Committee be asked to review the impact of the revised intervention level on the forthcoming winter service and for this review to take place in Spring 2019.

The task and finish group agreed to recommend Cabinet to:

1. Approve the proposal to reduce the treatment intervention level; and
2. Request the Internal Scrutiny Committee in Spring 2019 to review the impact of its implementation on the forthcoming winter service.

Cabinet at its meeting on 10 August 2018 resolved:

That;

1. The recommendations of the Internal Scrutiny Committee's Task and Finish Group on the proposed lowering of the treatment intervention level as set out in the report be noted;
2. The proposed amendment to the Winter Service Plan, as set out in the report, be approved.

Internal Scrutiny Committee

Meeting to be held on Friday, 21 September 2018

Electoral Division affected: (All Divisions);
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Task and Finish Group Request – Education Scrutiny Committee

(Appendix 'A' refers)

Contact for further information:

Samantha Parker, Tel: (01772) 538221, Senior Democratic Services Officer,
sam.parker@lancashire.gov.uk

Executive Summary

This report sets out the request from the Education Scrutiny Committee for a task and finish group to be established on schools causing concern - support arrangements.

Recommendation

The Internal Scrutiny Committee is recommended to approve the task and finish group request.

Background and Advice

The Full Council, at its meeting on 24 May 2018, agreed the terms of reference for the Overview and Scrutiny Committees for the municipal year 2018/19. Part of the terms of reference for the Internal Scrutiny Committee is to consider requests from the other Overview and Scrutiny Committees on the establishment of task and finish groups.

A request has been received from the Education Scrutiny Committee to establish a task and finish group on schools causing concern - support arrangements and the request is set out at Appendix 'A'. The Internal Scrutiny Committee is recommended to approve the task and finish group request.

Consultations

NA

Implications:

This item has the following implications, as indicated:

Risk management

This report has no significant risk implications.

Local Government (Access to Information) Act 1985 List of Background Papers

Paper	Date	Contact/Tel
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NA		
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Reason for inclusion in Part II, if appropriate		
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NA		
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Task and Finish Group Request Form

Date: 10/9/18	Requested by: Education Scrutiny Committee
Chair: CC Christian Wakeford	
Title: Schools Causing Concern - Support Arrangements	

Purpose of the task and finish group	<p>At the Education Scrutiny Committee held on 10 September 2018, members were provided with a detailed report and presentation on the journey of schools causing concern and the impact on services. The report provided details on the package of support provided to schools that are deemed to be in difficulty through the school improvement services and also included information on the impact on services such as school admissions, finance and place planning (see below link to report).</p> <p>http://council.lancashire.gov.uk/ieListDocuments.aspx?CId=181&MId=9157&Ver=4</p> <p>From the extensive information provided to members and the subsequent discussion, two recommendations were agreed by the Committee to:</p> <ol style="list-style-type: none"> i. Establish a task and finish group to further explore the service provision around schools causing concern ii. Provide an annual report to the committee on school admissions and schools causing concern <p>The Committee felt that given the volume and broad range of information provided at this meeting, it would be more beneficial to further explore the impact of schools in difficulty/causing concern on families and services in Lancashire as part of a task and finish group to allow for a more comprehensive study.</p>
Initial outcomes identified	<p>The following key areas were identified as potential initial outcomes with a view to identifying a more detailed work plan as part of the first meeting of the group:</p> <ul style="list-style-type: none"> • To further understand the service provision across school admissions, school improvement and place planning in relation to schools in difficulty/causing concern. • To explore the current schools infrastructure in Lancashire (community, free schools, academies, voluntary etc) to further understand the potential implications to the local authority, pupils and parents where a decision is taken to close a school.

Internal Scrutiny Committee

Meeting to be held on Friday, 21 September 2018

Electoral Division affected: (All Divisions);
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Internal Scrutiny Committee Work Programme 2018/19

(Appendices 'A' to 'E' refer)

Contact for further information:

Samantha Parker, Tel: 01772538221, Legal and Democratic Services,

sam.parker@lancashire.gov.uk

Executive Summary

The work programme for the Internal Scrutiny Committee is attached at Appendix 'A'.

The topics included were identified at the work planning workshop held on 2 July 2018.

Recommendation

The Internal Scrutiny Committee is asked to:

- i. Note and comment on the report;
- ii. Consider topics not yet scheduled; and
- iii. Discuss and confirm any further topics required and reasons for scrutiny.

Background and Advice

A statement of the work to be undertaken and considered by the Internal Scrutiny Committee for the 2018/19 municipal year is set out at Appendix 'A'.

The work programme will be presented to each meeting for consideration.

The new work programme includes topics to be discussed at committee meetings, events, task groups, rapporteur work, briefing notes and training for members. Also included are a number of items not yet scheduled for members to consider.

In addition, the work programmes for the Children's Services, Education, External and Health Scrutiny Committees are attached at Appendices 'B' to 'E'.

Members are requested to note and comment on the report, consider topics not yet scheduled and to discuss and confirm any further topics.

Consultations

NA

Implications:

This item has the following implications, as indicated:

Risk management

This report has no significant risk implications.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Paper	Date	Contact/Tel
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NA

Reason for inclusion in Part II, if appropriate

NA

Internal Scrutiny Committee Work Programme 2018/19

The Internal Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events, training and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Councils Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Internal Scrutiny Committee will:

- Determine which Overview and Scrutiny Committee considers a matter where this is not clear.
- Receive for approval requests from the other Overview and Scrutiny Committees to establish task groups and/or other working groups
- Receive for approval requests from the other Overview and Scrutiny Committees to establish as necessary joint working arrangements with district councils and other neighbouring authorities
- Review and scrutinise all services provided by the authority, unless specifically covered by the terms of reference of another Overview and Scrutiny Committee
- Consider matters relating to the general effectiveness and development of Overview and Scrutiny in the authority including training for County Councillors and Co-optees
- Recommend the Full Council to co-opt on to a Committee persons with appropriate expertise, without voting rights
- Establish arrangements for the scrutiny of member development, and receive reports from the Member Development Working Group

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda. The dates are indicative of when the Internal Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Meeting						
Lancashire Highways – Pothole repairs update	Update on progress around Lancashire on repairs to potholes including impact of the extra funding to support this work.	Committee meeting	Harvey Danson/ Rob Wilson/ Ridwan Musa/ Paul Binks/ Phil Barrett/ CC Keith Iddon	20 July 2018	The content of the report presented be noted.	NA
Highways Winter Service Plan Update	Update on plans including lessons learnt from 2017/18, winter gritting and assessment process for new grit bins. Also information on process for new housing developments and impact on service.	Committee meeting	Harvey Danson/ Rob Wilson/ Ridwan Musa/ Paul Binks/ Phil Barrett/ CC Keith Iddon CC Joe Cooney	20 July 2018	<p>The task and finish group relating to grit bin assessment and provision is currently in progress and will report back to the service be noted.</p> <p>The treatment intervention level proposal be reviewed by the Grit Bin task and finish group.</p> <p>Legal advice be sought on the gritter tracking system and twitter feed.</p>	
Parking Services and Enforcement	Information to members on current issues around parking	Committee meeting	Peter Bell	21 September 2018		

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
	enforcement particularly in villages and schools. Parking services transition from district to county.					
Winter Gritting Service – Grit Bin Provision Task Group	Final report of the task group	Committee meeting	CC Joe Cooney	21 September 2018		
Customer Access Service	Update to members on any impact of budget savings agreed. Update on improvements to the service particularly around telephone response times.	Committee meeting	Sarah Jenkins/ CC Peter Buckley	16 November 2018		
Household Waste Recycling Centres (HWRC)	Update to committee following the review of the service in September.	Committee meeting	Steve Scott/ CC Albert Atkinson	16 November 2018		
Budget savings update	Update on budget savings impact on services identified in January 2018	Committee meeting	TBC	18 January 2019		
Local Government Funding and	Further update to committee on progress of recommendations	Committee meeting	TBC	18 January 2019		

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Income Generation Task Group						
Blue Badges	Impact following changes to legislation.	Committee meeting	Sarah Jenkins/ CC Peter Buckley	15 March 2019		
Task Group						
'Does Local Government Work for Women'	Task group agreed through Full Council	Task Group	CC Erica Lewis	TBC - ongoing		
Grit Bin Placement Review	Task group agreed through Internal Scrutiny Committee	Task Group	CC Joe Cooney	TBC - ongoing		
Single Use Plastics	Task group agreed through Full Council	Task Group	CC Gina Dowding	TBC - ongoing		
Bite Size Briefing						
Countryside Matters	Information to members on overview of the range of services provided including list of LCC sites	Bite size briefing for members	Andrew Mullaney/ CC Albert Atkinson	TBC		
Update on Planning Matters	Information to members on changes to legislation and impact.	Bite size briefing for members	Andrew Mullaney/ CC Michael Green	TBC		
Briefing Note						
Planning Controls	Enforcement of planning controls including information on public perception.	Briefing note for members	Andrew Mullaney	September 2018		

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Street Lighting	Update on service timescales on publically reported faults plus energy spend update.	Briefing note for members	TBC	October 2018		
Member Grants, CGF and LIF	Impact on third sector and community organisations in relation to the withdrawal of funding	Briefing note for members	TBC	November 2018		
Highway Verges	Monitoring and impact of additional funding. Information on different responsibilities of the county council and boroughs. Environmental versus safety Policy around trees on verges and type of trees planted (in relation to roots)	Briefing note for members	Ridwan Musa	November 2018		
Topics not yet scheduled						
Residual Waste	Potential opportunity for more savings which could reduce the impact to some services and areas of concern for residents	TBC	TBC	TBC		
Conservation and Collection Team	Would savings maintain current team and increase its activity and work more effectively and commercially – consultation due Oct/Nov 2018	TBC	TBC	TBC		

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Community Transport	Impact of the budget savings – consultation June 2018	TBC	TBC	TBC		
Vacancies	How vacancies were being addressed and cost of agency and consultancy staff	TBC	TBC	TBC		
Budget Early Intervention and Prevention	Are the additional savings identified making savings or diverting costs elsewhere	TBC	TBC	TBC		
Waste Arisings	1% target reduction in waste arisings. Impact on resources within the service for delivery of the option	TBC	TBC	TBC		

Children's Services Scrutiny Committee Work Programme 2018/19

The Children's Services Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Councils Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Children's Services Scrutiny Committee will:

- Scrutinise matters relating to services for Children and Young People delivered by the authority and other relevant partners
- Review and scrutinise any matter relating to the planning, provision and operation of the health service in the area and make reports and recommendations to NHS bodies as appropriate
- Invite interested parties when reviewing any matter relating to the planning, provision and operation of the health service in the area, to comment on the matter and take account of relevant information available, particularly that provided by the Local Healthwatch
- Review and scrutinise any local services planned or provided by other agencies which contribute towards the health improvement and the reduction of health inequalities in Lancashire and to make recommendations to those agencies, as appropriate
- Take steps to reach agreement with NHS body, in the case of contested NHS proposals for substantial service changes
- Refer a matter to the relevant Secretary of State in the case of contested NHS proposals for substantial service changes where agreement cannot be reached with the NHS
- Refer to the relevant Secretary of State any NHS proposal which the Committee feels has been the subject of inadequate consultation

- Scrutinise the social care services provided or commissioned by NHS bodies exercising local authority functions under Section 31 of the Health Act 1999
- Draw up a forward programme of health scrutiny in consultation with other local authorities, NHS partners, the Local Healthwatch and other key stakeholders
- Acknowledge within 20 working days to referrals on relevant matters from the Local Healthwatch or Local Healthwatch contractor, and to keep the referrer informed of any action taken in relation to the matter
- Require the Chief Executives of local NHS bodies to attend before the Committee to answer questions, and to invite the chairs and non-executive directors of local NHS bodies to appear before the Committee to give evidence
- Invite any officer of any NHS body to attend before the Committee to answer questions or give evidence

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda.

The dates are indicative of when the Children's Services Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Meeting						
SEND – Lancashire Parent Carer Forum	Progress on the establishment of the Lancashire Parent Carer Forum	Meeting	Sophie Valinakis Catherine Ratcliffe (Contact)	4 July 2018	<p>A letter be sent from the Chair of the Committee to the Regional Manager at Contact with a copy to the Department for Education highlighting the concerns raised on the progress in Lancashire on the establishment of a Lancashire Parent Carer Forum.</p> <p>An action plan be drafted on delivery and timescales by Contact.</p> <p>A further update on progress from Contact be provided to the Committee later in the autumn.</p> <p>Members attend engagement events in their areas and report back to the Committee.</p>	Response received
Ofsted Report	To receive report and to discuss any further items to be included in the work programme	Meeting	John Readman Amanda Hatton	10 October 2018		

Appendix B

Children's Health	Overview of current challenges across Lancashire	Meeting	Sakthi Karunanithi	10 October 2018		
Task Group Report	Receive the Supporting Pupils at School with Medical Conditions task group report	Meeting	CC Ian Brown	10 October 2018		
Children's Partnership Board	Update following review	Meeting	Dave Carr	28 November 2018		
Child and Family Wellbeing Service	Service provision update following outcome of consultation on budget saving proposal. Report from Cllr Brunskill – mobile resources	Meeting	Debbie Duffell Cllr Stella Brunskill	28 November 2018		
Lancashire Parent Carer Forum	Progress of forum establishment and engagement with parents	Meeting	Contact David Graham Sophie Valinakis	28 November 2018		

0-19 Healthy Child Programme	Issues contributing to the court judgement on the procurement process	Meeting	TBC	TBC		
Inquiry Day						
SEND (joint Education and Children's Services)	Social skills/connections between YOT and teen suicide Transition from primary to high school	Inquiry Day	David Graham	TBC		
Task Group						
Teenage Suicide	TBC	Task Group	TBC	TBC		
Rapporteur						
Children and Family Wellbeing	Mobile resources to challenge pockets of deprivation and rural isolation	Rapporteur	Cllr Stella Brunskill	October		
Bite Size Briefing						
Online Safeguarding	Overview of training provided by LSCB	Bite Size Briefing	LSCB	11 December 18		
Ofsted report	Overview of report detail	Bite Size Briefing	Amanda Hatton	4 October 2018		
Risk Sensible Model	Overview of training provided by LSCB	Bite Size Briefing	LSCB	11 December 18		
Domestic Abuse Perpetrator Programme	Overview of programme	Bite Size Briefing	Debbie Thompson	13 March 18		

Briefing Note						
Secure units	Update following inspection and recommendation from Cabinet	Briefing Note	Amanda Hatton	September 2018		
Children's Social Care	New models of delivery following overspend	Briefing Note	Amanda Hatton/Neil Kissock	October 2018		
YOT	Budget savings proposal	Briefing Note	Barbara Bath	November 2018		
SCAYT+	Budget savings proposal	Briefing Note	TBC	November 2018		
Children's Partnership Board	Review update	Briefing Note	Amanda Hatton	September 2018		
Domestic Abuse	Update following conclusion of the cabinet working group	Briefing Note	John Readman CC Williamson	TBC		
National Troubled Families Programme	Update on data system and recruitment	Briefing Note	Debbie Duffell	November 2018		
Children Looked After	Breakdown of Lancashire children looked after placed outside of Lancashire	Briefing Note	Sally Allen	TBC		

Education Scrutiny Committee Work Programme 2018/19

The Education Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Councils Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Education Scrutiny Committee will:

- Scrutinise matters relating to education delivered by the authority and other relevant partners
- Fulfil all the statutory functions of an Overview and Scrutiny Committee as they relate to education functions of a Children's Services Authority

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda.

The dates are indicative of when the Education Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Meeting						
Maintained Nursery Schools	Financial situation facing nursery school provision	Meeting	Helen Belbin Andrew Good Nursery Headteacher	25 June 2018	The outcome of the nursery task group be reported back to the Committee in November.	
SEN Attainment	Update from the joint meeting around initiatives to support progress	Meeting	Steve Belbin	25 June 2018	Report noted. No further recommendations.	
Schools causing concern	Impact on services involved in support schools causing concern	Meeting	Debbie Ormerod Steve Belbin Mel Ormesher Steph Rhodes	10 September 2018		
School Budgets	Funding issues and impact on schools, staffing needs/support systems to share good practice	Meeting	Andrew Good Helen Belbin Steve Belbin	13 November 2018		
Maintained Nursery Provision	Update following conclusion of task group work	Meeting	Andrew Good Steve Belbin Helen Belbin	13 November 2018		

School Governors	Skills, training, financial challenges facing schools, recruitment	Meeting	LASGB Ajay Sethi Margaret Scrivens	13 November 2018		
School attendance	Missing from home and education Elective Home Education	Meeting	Frances Molloy	26 March 2019		
EY Education	Overview of provision across Lancashire	Meeting	TBC	TBC		
SEND Transport Policy	Review of policy	Meeting	TBC	TBC		
Inquiry Day						
SEND (joint Education and Children's Services)	Social skills/connections between YOT and teen suicide Transition from primary to high school	Inquiry Day	David Graham	TBC		
Bite Size Briefing						
Online Safeguarding	Overview from training provided by LSCB	Bite Size Briefing	LSCB	11 December 2018		

School Admissions	Overview of code and legislation	Bite Size Briefing	Debbie Ormerod	10 September 2018		
Ofsted report	Overview of report detail	Bite Size Briefing	Amanda Hatton	4 Oct 2018		
Briefing Note						
Pupil tracking	From primary to secondary faith schools	Briefing Note	Steve Belbin	October 2018		
Summer Born Policy	Overview of policy and process in place	Briefing Note	Debbie Ormerod	October 2018		
Attainment	Provisional key stage attainment	Briefing Note	Steve Belbin	November 2018		
Lancashire Key Stage 4 Performance	Update on attainment levels at key stage 4	Briefing Note/Meeting	Steve Belbin	TBC		
Attainment CLA	Progress of attainment levels for children looked after	Briefing Note/Meeting	Audrey Swann	TBC		
Rapporteur						
Online Safeguarding	TBC – after BSB date confirmed	Rapporteur	John Withington	TBC		

External Scrutiny Committee Work Programme 2018/19

The External Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled or extraordinary Committee meetings, task group, events and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Council's Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the External Scrutiny Committee will:

1. Review and scrutinise issues, services or activities carried out by external organisations including public bodies, the voluntary and private sectors, partnerships and traded services which affect Lancashire or its inhabitants, and to make recommendations to the Full Council, Cabinet, Cabinet Members, Cabinet Committees or external organisations as appropriate.
2. Review and scrutinise the operation of the Crime and Disorder Reduction Partnership in Lancashire in accordance with the Police and Justice Act 2006 and make reports and recommendations to the responsible bodies as appropriate
3. In connection with 2. above, to require an officer or employee of any of the responsible bodies to attend before the Committee to answer questions
4. Co-opt additional members in accordance with the Police and Justice Act 2006 if required, and to determine whether those co-opted members should be voting or non-voting
5. Review and scrutinise the exercise by risk management authorities of flood risk management functions or coastal erosion risk management functions which may affect the local authority's area

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda.

The dates are indicative of when the External Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

Appendix D

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Initial Scrutiny Method	Lead Officers/organisations	Proposed Date(s)	Recommendations	Progress
Flood Risk Management	Partnership working	Committee	United Utilities	June		
Governance of Police and Fire and Rescue Services in Lancashire	Formulate recommendations on the local business plan and respond to public consultation	Committee	Police and Crime Commissioner, Chief Constable, Chief Fire Officer, Fire Brigades Union, Chair of Lancashire Fire Authority	July/Sept (extraordinary meeting tbc)		
Transport for the North (TfN)	Strategic Transport Plan	Committee	TfN and Network Rail?	Autumn/winter		
Lancashire Enterprise Partnership (LEP)		Committee	Martin Kelly, Stephen Young...	Spring 2019		
Energy	Renewable and alternative. How are they coming together? A vision for Lancashire.	Scrutiny Inquiry Day/Committee	British Gas, Electricity North West, Lancashire Energy HQ, Natural Energy Wyre, Halite Energy, Ecotricity...	Winter/spring 2019		
Community Safety Partnerships	Strategic Assessment - overview	Committee	Debbie Thompson and Clare Platt, LCC	January 2019		

Appendix D

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Initial Scrutiny Method	Lead Officers/organisations	Proposed Date(s)	Recommendations	Progress
Community Safety Partnerships	Lancashire Community Safety Agreement - Either ; 1. Prevent; 2. Serious Harm Reduction Strategy; 3. Pan-Lancashire Domestic Abuse Strategy; or 4. Towards Zero Lancashire: Road Safety Strategy for Lancashire.	Committee	LCC	October (prevent?)		
Advanced Manufacturing	Impact of Brexit	Rapporteur (CC C Crompton)	North West Aerospace Alliance, BAE, UCLAN Engineering Innovation Centre (EIC)			
Homes England	Unlocking brownfield sites across Lancashire	Rapporteur (CC A Ali)	Homes England			

Additional suggestions:

- Flood Risk Management - partnership working and the Environment Agency (2019)
- Scrutiny Inquiry Day on Natural Flood Risk Management
- Non-crime

Bite size briefings:

- Universal Credit

Health Scrutiny Committee Work Programme 2018/19

The Health Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session carried out by the Steering Group at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Council's Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](#) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Health Scrutiny Committee will:

- To scrutinise matters relating to health and adult social care delivered by the authority, the National Health Service and other relevant partners.
- In reviewing any matter relating to the planning, provision and operation of the health service in the area, to invite interested parties to comment on the matter and take account of relevant information available, particularly that provided by the Local Healthwatch
- In the case of contested NHS proposals for substantial service changes, to take steps to reach agreement with the NHS body
- In the case of contested NHS proposals for substantial service changes where agreement cannot be reached with the NHS, to refer the matter to the relevant Secretary of State.
- To refer to the relevant Secretary of State any NHS proposal which the Committee feels has been the subject of inadequate consultation.
- To scrutinise the social care services provided or commissioned by NHS bodies exercising local authority functions under the Health and Social Care Act 2012.

- To request that the Internal Scrutiny Committee establish as necessary joint working arrangements with district councils and other neighbouring authorities.
- To draw up a forward programme of health scrutiny in consultation with other local authorities, NHS partners, the Local Healthwatch and other key stakeholders.
- To acknowledge within 20 working days to referrals on relevant matters from the Local Healthwatch or Local Healthwatch contractor, and to keep the referrer informed of any action taken in relation to the matter.
- To require the Chief Executives of local NHS bodies to attend before the Committee to answer questions, and to invite the chairs and non-executive directors of local NHS bodies to appear before the Committee to give evidence.
- To invite any officer of any NHS body to attend before the Committee to answer questions or give evidence.
- To recommend the Full Council to co-opt on to the Committee persons with appropriate expertise in relevant health matters, without voting rights.
- To establish and make arrangements for a Health Steering Group the main purpose of which to be to manage the workload of the full Committee more effectively in the light of the increasing number of changes to health services.

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda. The dates are indicative of when the Health Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

Health Scrutiny Committee work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Scrutiny Method	Lead Officers/organisations	Proposed Date(s)	Recommendations	Progress
Dementia Strategy	Opportunities and challenges	Committee	Dr Z Atcha, LCC	3 July 2018		
Our Health Our Care Programme	Update on the future of acute services in central Lancashire	Committee	Dr Gerry Skailes, Lancashire Teaching Hospitals Foundation Trust and Sarah James, Greater Preston and Chorley and South Ribble CCGs	3 July 2018, September and December		
Delayed Transfers of Care (DToC) and Winter 2019/20	Update on performance as a whole system and preparations for winter 2019/20	Committee	Louise Taylor, Tony Pounder, LCC and NHS Trusts/Chairs of A&E Delivery Boards	6 November 2018		
Ageing population and the implications	Overview on the implications for Lancashire	Committee	Louise Taylor, Dr Sakthi Karunanithi, Tony Pounder, LCC and Dr Amanda Doyle, Healthier Lancashire and South Cumbria	tbc		
Hyper Acute Stroke Services	Consultation	Committee /Joint	Gemma Stanion, Healthier Lancashire and South Cumbria	6 November		

Future meeting dates: 11 December; 5 February 2019; 2 April and 14 May.

Other topics to be scheduled:

Housing strategy for an ageing population (Cabinet Member for Health and Wellbeing to be in attendance)

Healthy New Towns – Whyndyke Garden Village, Fylde

Health Scrutiny Steering Group work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Scrutiny Method	Lead Officers	Proposed Date(s)	Recommendations	Progress
Fylde Coast Integrated Care Partnership (ICP)	Update on the work of the partnership	Steering Group	Wendy Swift, Blackpool Teaching Hospitals Foundation Trust and Andrew Harrison, Fylde and Wyre CCG	15 June		
NWAS	Update on new Government reporting standards and NWAS' new Nursing and Residential Home Triage (NaRT) Tool. (Also hospital pharmacy waiting times and delays for NWAS transport)	Steering Group	Peter Mulcahy and Julie Butterworth, NWAS	19 September		
Hyper Acute Stroke Services	Overview	Steering Group	Gemma Stanion, Healthier Lancashire and South Cumbria	19 September		
Health in All Policies	Embedding spatial planning and economic determinants	Briefing note (and Steering Group)	Dr Aidan Kirkpatrick and Andrea Smith, LCC			
Scrutiny of Budget Proposals 2018/19	Sexual Health Advocacy Services Learning, disability and autism: Enablement Older persons in-house residential services: self-funder fees Extra sheltered care services	Briefing note	Neil Kissock, LCC	-		

Appendix E

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Scrutiny Method	Lead Officers	Proposed Date(s)	Recommendations	Progress
Delayed Transfers of Care (DToC) and Winter 2019/20	Update on performance as a whole system and preparations for winter 2019/20	Steering Group	Louise Taylor, Tony Pounder, LCC and NHS Trusts/Chairs of A&E Delivery Boards	24 October		
Rossendale Birth Centre	Proposals	Steering Group	Kirsty Hamer and Christine Goodman, East Lancs CCG	24 October (10:30 slot)		
tbc	tbc	Steering Group	Mike Maguire, West Lancs CCG	24 October		
Transforming Care (Calderstones)	Model of care for CCG commissioned learning disability beds	Steering Group	Rachel Snow-Miller, Director for Commissioning for All-age Mental Health, Learning Disabilities and Autism and Neil Greaves, Healthier Lancashire and South Cumbria	21 November		
NHSE – Quality Surveillance Group	Overview and relationships with scrutiny	Steering Group	Sally Napper, NHSE	tbc		
Vascular Service Improvement	Improving quality and access to Vascular Services	Steering Group	Tracy Murray, Healthier Lancashire and South Cumbria	21 November (11:30)		
Integrated Care System	Delivery of strategic transformational plans - finance	Steering Group	Gary Raphael, Healthier Lancashire and South Cumbria	21 November		

Appendix E

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Scrutiny Method	Lead Officers	Proposed Date(s)	Recommendations	Progress
Suicide Prevention in Lancashire	Progress report/annual update on outcomes set out in the Logic Model	Steering Group	Dr Sakthi Karunanithi and Chris Lee, LCC	16 January 2019		
Quality Accounts	Preparations for responding to NHS Trusts Quality Accounts	Steering Group	Healthwatch Lancashire	16 January		
Secondary Mental Health Services in Lancashire	Update	Steering Group	Charlotte Hammond, LCC	20 February		
Childhood immunisations	Progress report (invite to be extended to Chair and Deputy Chair of Children's Services Scrutiny Committee)	Steering Group	Jane Cass/Tricia Spedding, NHS England, Sakthi Karunanithi, LCC	20 February		
North West Clinical Senate	Joint working	Steering Group	Prof. Donal O'Donoghue and Caroline Baines	13 March		

Future meeting dates: 17 April and 14 May

Other topics to be scheduled:

Chorley A&E, GTD Healthcare and CCGs - performance

NWAS – transformation strategy and future

Disabled facilities grants and housing associations

NHS Clinical Senate for the North West – (invite Healthwatch?)