

Lancashire County Council

Cabinet

Thursday, 11th July, 2019 at 2.00 pm in Cabinet Room 'B' - The Diamond Jubilee Room, County Hall, Preston

Agenda

Part I (Open to Press and Public)

No. Item

1. Apologies for Absence

2. Disclosure of Pecuniary and Non-Pecuniary Interests

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

3. Minutes of the Meeting held on 13 June 2019 (Pages 1 - 6)

Matters for Decision:

The Leader of the County Council - County Councillor Geoff Driver CBE

4. Request Approval to Commence Procurement Exercises (Pages 7 - 14)

5. Annual Reports of the County Council's Champions 2018/19 (Pages 15 - 40)

The Deputy Leader of the County Council and Cabinet Member for Highways and Transport - County Councillor Keith Iddon

6. Proposed Amendments to the Highways Capital Programme (Pages 41 - 46)

The Cabinet Member for Children, Young People and Schools - County Councillor Phillippa Williamson

7. Proposed Closure of Bleasdale Church of England Primary School (Pages 47 - 78)

8. **School Transport - Results on Consultation Regarding Removal of Funding** (Pages 79 - 128)
9. **Recommendations of the Edward Stocks Massey Bequest Fund Joint Advisory Committee** (Pages 129 - 132)

The Cabinet Member for Community and Cultural Services - County Councillor Peter Buckley

10. **Museum Service Budget Pressures** (Pages 133 - 138)

Matters for Information:

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

The following urgent decision has been taken by the Leader of the County Council and the relevant Cabinet Member in accordance with Standing Order C28(1) since the last meeting of Cabinet, and can be viewed by clicking on the link below:

[Proposed New Tendered Bus Service 280 Preston – Clitheroe - Skipton](#)

12. **Urgent Business**

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

13. **Date of Next Meeting**

The next meeting of Cabinet will be held on Thursday 8 August 2019 at 2.00 pm at County Hall, Preston.

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

No representations have been received.

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

15. Exclusion of Press and Public

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

Part II (Not Open to Press and Public)

The Cabinet Member for Children, Young People and Schools - County Councillor Phillippa Williamson

16. Capital Strategy for Schools - Condition Led Programme 2019/20 (Pages 139 - 142)

(Not for Publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

The Cabinet Member for Economic Development, Environment and Planning - County Councillor Michael Green

17. Update on the Samlesbury Aerospace Enterprise Zone (Pages 143 - 152)

(Not for Publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

Angie Ridgwell
Chief Executive and Director of
Resources

County Hall
Preston

Lancashire County Council

Cabinet

Minutes of the Meeting held on Thursday, 13th June, 2019 at 2.00 pm in Cabinet Room 'B' - The Diamond Jubilee Room, County Hall, Preston

Present:

County Councillor Geoff Driver CBE

Leader of the Council
(in the Chair)

Cabinet Members

County Councillor Keith Iddon
County Councillor Albert Atkinson
County Councillor Michael Green
County Councillor Phillippa Williamson
County Councillor Peter Buckley
County Councillor Graham Gooch
County Councillor Shaun Turner

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

1. Apologies for Absence

There were no apologies.

The Chair welcomed County Councillor Phillippa Williamson to her first meeting of Cabinet as the newly appointed Cabinet Member for Children, Young People and Schools.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

None.

3. Minutes of the Meeting held on 16 May 2019

Resolved: That the minutes of the meeting of Cabinet held on 11 April 2019 be agreed as a correct record and signed by the Chair.

4. The County Council's Financial Position - 2018/19 Outturn

Cabinet received a report providing details on the county council's 2018/19 revenue and capital outturn position.

It was reported that the 2018/19 revenue position at the end of the year was net expenditure of £745.375m, which represented an in-year underspend of £19.265m which

is 2.52% of the revenue budget, and that this position included significant levels of support from reserves that have previously been agreed.

Resolved: That

- i. the council's final revenue and capital outturn position for 2018/19 be noted
- ii. the transfer of the 2018/19 underspend to the transitional reserve be approved

5. Lancashire County Council and the Defence Employer Recognition Scheme

Cabinet received a report setting out a proposal to strengthen the county council's role as an employer of members of the Armed Forces community through the preparation of a formal expression of interest for a 2020 Employer Recognition Scheme Gold Award.

Resolved: That officers be authorised to scope and prepare a formal expression of interest with the Ministry of Defence for a Gold Award under the Defence Employer Recognition Scheme 2020, and that a further report be provided to Cabinet in 2019 to seek approval of the expression of interest, providing details on how the county council intends to meet the award criteria.

6. Proposed Changes to the Transport Capital Programme

Cabinet considered a report seeking approval to re-purpose previously approved funding from the National Productivity Investment Fund programme to support a number of priorities aimed at reducing congestion.

Resolved: That

- i. The re-purposing of funding as detailed at Appendix 'A' totalling £2.455m be approved.
- ii. The allocation of £1.950m of the re-purposed funding to support emerging priorities detailed in the report be approved.
- iii. The creation of a contingency fund of £0.505m be approved.

7. A6 Corridor Works, Broughton, Restricted Parking Zone

Cabinet received a report proposing a Restricted Parking Zone within the centre of Broughton village as part of the work to create the improved public realm that is currently being implemented within the village.

Resolved: That the revocation of existing waiting restrictions and introduction of new waiting restrictions and parking bays as detailed in the report, in order to provide a Restricted Parking Zone within Broughton village centre, be approved

8. Moss Road Strategy

Cabinet received a report presenting a Moss Roads Strategy which aimed to classify each of the roads by virtue of the function it provided and support the prioritisation for schemes for the Capital Maintenance Programme.

Resolved: That

- i. the Moss Roads Strategy, as set out in the report, be approved

- ii. the proposed programme of works, as set out in the report, be approved.

9. Lancashire County Council (Various Roads, Burnley, Hyndburn, Pendle, Preston, Rossendale, Wyre and West Lancashire) (Revocations and Various Parking Restrictions (February/April No1)) Order 201*

Cabinet received a report proposing making a Traffic Regulation Order to address anomalies in parking restrictions and to clarify, simplify and tidy up a number of discrepancies identified in the Preston and Rossendale districts, and new restrictions in the districts of Burnley, Hyndburn, Pendle, Rossendale, West Lancashire and Wyre to improve highway safety for all users and provide some amenity parking.

Resolved: That the proposals for parking restrictions on the various lengths of road within the Burnley, Hyndburn, Pendle, Preston, Rossendale, West Lancashire and Wyre Districts as detailed within this report be approved.

10. Health Improvement Services - Consultation Outcome

Cabinet considered a report on a proposal to remodel health improvement services, including drug/alcohol, tobacco and healthy weight services, following public consultation. The proposal was to:

- Healthy weight services – cease the current Active Lives Healthy Weight (ALHW) contracts on 31 March 2020, reduce the value of the associated budget by £1.5m and to pursue a different offer which maximises the use of open spaces and digital opportunities.
- Substance misuse rehabilitation – remodel services and reduce the value of the associated budget by £675,000.
- Stop smoking services – remodel services.

Cabinet considered the consultation responses, and equality analysis and the mitigations proposed.

Resolved: That

- i. The cessation of the Active Lives Healthy Weight service by 31st March 2020; retaining a residual budget of £500,000 to support development of future health improvement initiatives be approved.
- ii. A reduction in the budget of £675,000 for drug and alcohol rehabilitation services, ahead of a planned re-procurement exercise be approved.
- iii. The proposal to remodel stop smoking services in line with national policy and evidence base with a focus on targeted groups within the community as detailed in the report be approved.
- iv. A one-off investment of £500,000 to assist in the remodelling of services and development of non-clinical approaches with a focus on prevention, to promote good physical and mental health across all ages, including wellbeing and home improvement services as set out in reports elsewhere on the agenda be approved.
- v. Further work be undertaken with partners to identify opportunities for collaborative working to develop integrated approaches to prevention and health improvement.
- vi. Multi-agency workforce development through the roll out of the Making Every Contact Count Programme (for signposting and general lifestyle advice); and

- development of a digital offer, to maximise self-care opportunities afforded by health and wellbeing apps and other social media platforms be endorsed.
- vii. The thanks of Cabinet to the officers who assisted in the production of the report be recorded

11. Integrated Home Improvement Services - Consultation Outcome

Cabinet considered a proposal to cease the Integrated Home Improvement Service, following a full public consultation, taking into account the consultation responses, and Equality Analysis. It was noted that ceasing the service would result in an annual budget saving of £880,000

Resolved: That

- i. The Integrated Home Improvement Service contracts be decommissioned (ceased) by 31st March 2020, and that work be approved to take place with existing providers to deliver this.
- ii. The development of new approaches and integrated pathways, utilising some of the one off investment funding of £0.500m agreed by Cabinet as part of proposals relating to Health Improvement Services be supported.
- iii. A procurement exercise be undertaken to deliver a 'minor adaptations' service which is currently delivered through the Integrated Home Improvement Service.
- iv. The thanks of Cabinet to the officers who assisted in the production of the report be recorded.

12. Lancashire Wellbeing Service - Consultation Outcome

Cabinet considered a proposal to cease the Lancashire Wellbeing Service following a full public consultation, taking into account the consultation responses and Equality Analysis. It was noted that ceasing the service would save £2.010m by 2020/21,

Resolved: That

- i. The cessation of the Lancashire Wellbeing Service by 31 December 2019 be approved.
- ii. Continued support of a Deaf Wellbeing Worker post be approved.
- iii. The development of community based approaches to meet wellbeing needs, recognising the social value of community assets such as green space and local enterprises, utilising some of the one off investment funding proposed as part of the Health Improvement Services item elsewhere on the agenda be supported.
- iv. Multi-agency workforce development through the roll out of the Making Every Contact Count Programme (for signposting and general lifestyle advice); and development of a digital offer, to maximise self-care opportunities afforded by health and wellbeing apps and other social media platforms be endorsed.
- v. The thanks of Cabinet to the officers who assisted in the production of the report be recorded.

13. Delivering Sleep-in Services Consultation Outcome

Cabinet considered a report on proposals in relation to payments for sleep-in services, following a formal consultation with providers. It was noted that the proposed changes had

been developed in response to a successful legal challenge by Mencap in relation to payments for sleep-in services for adults with learning disabilities.

Resolved: That

- i. the findings of the consultation and the Equality Impact Assessment as set out in the report be noted
- ii. The following revised proposal be approved:
 - To pay a flat rate sleep-in fee from 1 October 2019 that is set at £61.18 based on the condition that staff are paid £45 per shift, as and when it is reasonable to vary the contractual provision and/or amend the rate payable.
 - To approve a phasing in period of 6 months with a top up of £13.60 for the period 1 October 2019 to 31 March 2020 to allow time for service providers to transition to new staff terms and conditions. During the transition period, the total fee payable (£74.78) is based on the condition that staff are paid £55 per-sleep-in shift, as and when it is reasonable to vary to the contractual provision and/or amend the rate payable.

14. Choice of Accommodation, First and Third Party Top Ups and Discharge of Hospital Patients with Care and Support Needs - Implementation of the Care Act 2014 (Approval of Revised Adult Social Care Policies and Procedures)

Cabinet were asked to consider three new policy, procedures and guidance documents developed as part of a review of all adult social care policies, practice and guidance following the introduction of the Care Act 2014. The policies presented for approval were:

- Choice of Accommodation
- First and Third Party Top Ups
- Discharge of Hospital Patients with Care and Support Needs (excluding patients being discharged from mental health hospitals)

Resolved: That the policies as set out in the report be approved

15. Urgent Decision taken by the Leader of the County Council

The urgent decision taken by the Leader was noted.

16. Urgent Business

There was no urgent business.

17. Date of Next Meeting

It was noted that the next meeting of Cabinet would be held at 2pm on Thursday 11 July at County Hall, Preston.

18. Notice of Intention to Conduct Business in Private

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

19. Exclusion of Press and Public

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

20. Works to Operational Premises

(Not for Publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

Cabinet considered a report on works to operational premises.

Resolved: That the recommendations as set out in the report be approved

21. Provision for Special Educational Needs

(Not for Publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

Cabinet considered a report on the provision for Special Educational Needs.

Resolved: That the recommendations set out in the report, as amended to also include additional consideration of Option B, be approved.

22. Ceasing to Maintain a Specialist Provision for Special Educational Needs and Disabilities

(Not for Publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

Cabinet considered a report on ceasing to maintain a specialist provision for Special Educational Needs and Disabilities in east Lancashire.

Resolved: That the recommendations as set out in the report be approved.

Angie Ridgwell
Chief Executive and
Director of Resources

County Hall, Preston

Report to the Cabinet

Meeting to be held on Thursday, 11 July 2019

Report of the Head of Service - Procurement**Part I**

Electoral Divisions affected:
(All Divisions);

Request Approval to Commence Procurement Exercises

(Appendix 'A' refers)

Contact for further information:

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

Executive Summary

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

- (i) Provision of local and school bus services in Lancashire.
- (ii) Lancashire Urban Development Fund Manager.
- (iii) Supply of asphalt materials.

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

Recommendation

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

Background and Advice

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

- The description of the supplies/services being procured
- The procurement route proposed
- The estimated contract value
- The proposed basis for the evaluation of the tender submissions.

Where approval has been received from Cabinet to undertake a tender process which is deemed to be a Key Decision, the subsequent award of the contract on the satisfactory completion of the tender exercise shall not be deemed a Key Decision and can be approved by the relevant head of service or director.

Consultations

Relevant heads of service and key operational staff have been consulted in drawing up the proposals to undertake the procurement exercises included within this report.

Implications:

This item has the following implications, as indicated:

Financial

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

Legal

Failure to take steps to procure new contracts lawfully and continuing with the current arrangements where applicable would contravene the council's procurement rules and the Public Contract Regulations 2015. Furthermore, failure to award the contracts may result in the county council facing difficulties in delivering services.

List of Background Papers

Paper	Date	Contact/Tel
-------	------	-------------

None		
------	--	--

Reason for inclusion in Part II, if appropriate		
---	--	--

N/A		
-----	--	--

Procurement Title Provision of Local and School Bus Services in Lancashire
Procurement Option OJEU – Dynamic Purchasing System
New or Existing Provision Existing – currently as a framework agreement with a contract end date 31 December 2019
Estimated Contract Value and Funding Arrangements Approximately £14 million per annum, total contract value £140 million. Revenue funding is managed by the Public and Integrated Transport Service.
Contract Duration The Dynamic Purchasing System (DPS) will be open for a period of up to ten years and three months, commencing on or around 1 October 2019 to 31 December 2029. Individual service contracts will vary in length dependent upon service user requirements. The majority of contracts will be awarded for 3 to 5 years.
Lotting The DPS will be split into two Lots. Lot 1: Local Bus Services Lot 2: School Bus Services
Evaluation A DPS has two stages of evaluation: Stage One invites suppliers to submit applications to join the DPS. The application process assesses a potential supplier against a series of exclusion and selection criteria in the form of a supplier selection questionnaire (SQ). Under the Public Contracts Regulations 2015, every supplier that passes the SQ must be admitted onto the DPS. Stage Two is the evaluation of mini-competitions for individual service contracts (services). All suppliers that have passed Stage One are invited to submit a bid for bus services as and when they are tendered. Only suppliers appointed to the applicable Lot may bid for services. Mini-competitions will be evaluated on a lowest price basis using a request for quote format. It is expected the vast majority of mini-competitions will follow this format, although there may be some instances where there is healthy competition (i.e. a reasonable number of suppliers likely to bid for the service) where an auction format may be better suited. The council will also reserve the right to evaluate using a most economically advantageous tender (MEAT) if it is deemed necessary to do so in any particular instance during the lifetime of the DPS (for example if there are special circumstances that require the council to assess a suppliers service offering as opposed to just accepting lowest price). Due to the nature of the supply base, some of which are small, medium sized enterprises (SMEs) and the way services are tendered (i.e. mini-competition based

on lowest price), social value may be incorporated into the evaluation criteria depending upon the size of the organisation bidding.

Contract Detail

The Public and Integrated Transport Service procure local and school bus services in Lancashire to carry a wide range of service users including children and elderly persons, in addition the services include local bus services across the county and into adjoining local authority areas that are complimentary to bus services provided on a commercial basis, and the provision of home to school journeys within Lancashire and surrounding areas.

Services are developed by the Public and Integrated Transport Service and let as individual contracts. There are 69 suppliers on the current framework, of those 47 suppliers are delivering approximately 237 contracts.

This procurement initiative is to develop a dynamic purchasing system (DPS) which will replace the current framework agreement that is due to expire 31 December 2019.

Mini-competitions are to be completed from the DPS from 1 January 2020, upon expiry of the current framework and suppliers may apply to join the DPS at any time during the term of the DPS.

To be accepted onto the DPS, suppliers will be required to meet minimum selection criteria and vehicles must comply with current public service vehicle/passenger carrying vehicle (PSV/PCV) legislation. Suppliers will be required to provide documented evidence, including the appropriate operator licences, insurance and policies and procedures to be admitted onto the DPS, and the council may upon request and throughout the lifetime of the DPS require suppliers to provide this evidence to confirm validity.

Utilising a DPS approach for the service will allow for a substantial, varied and flexible supply base to be built up over time. This will help increase competition for services and drive better value for the council over the longer-term, whilst meeting the council's key objective of providing a safe and reliable passenger transport service.

Procurement Title	
Lancashire Urban Development Fund (UDF) – Procurement of Fund Manager	
Procurement Option	
OJEU open tender procedure	
New or Existing Provision	
New provision	
Estimated Contract Value and Funding Arrangements	
Approximately £330,000 per annum with a maximum contract value of £1,650,000.	
<p>The Fund Manager fees will be funded by European Regional Development Funding (ERDF) and the county council for the duration of the ERDF project up to March 2023. This will be at a rate of 60% ERDF and 40% county council funds. The investment interest will fund the Fund Managers fees in the longer-term after the ERDF project delivery has ended.</p> <p>The council will cash flow the Fund Manager's fees until the ERDF funds and investment interest are received.</p>	
Contract Duration	
<p>The contract will be let for a period of 5 years.</p> <p>Timescales for commencing the contract are indicative at this stage. It is anticipated that the Urban Development Fund will be formally launched in November 2019, although this timescale may change. It is dependent on a number of factors, in particular the approval of the ERDF funding by MHCLG and the establishment of the Limited Partnership structure for the UDF. Procurement of the Fund Manager cannot commence until the formal ERDF Grant Funding Agreement is signed.</p>	
Lotting	
The tender will not be divided into lots as a single supplier is required to manage the fund.	
Evaluation	
Quality Criteria 60%	Financial Criteria 40%
<p>Social value will account for 5% of the quality criteria. A requirement of ERDF funding is support for sustainable development and equality and diversity and the UDF will reflect these principles in relation to the loan investments and development of the industrial premises. The Fund Manager will be required to ensure that these principles are adhered to in the delivery of the UDF.</p> <p>The remuneration of the Fund Manager will be a combination of fixed fees to cover operating costs and payment by results.</p>	

Contract Detail

The contract is for a Fund Manager to manage the affairs of the Lancashire Urban Development Fund, including investment decisions.

Background to the Lancashire Urban Development Fund

The creation of a new £25 million Urban Development Fund (UDF) vehicle that will undertake loan investment in industrial and commercial workspace in the Lancashire Local Enterprise Partnership area. The fund will comprise of £15 million of European Regional Development Fund (ERDF) grant funding, alongside a further £10 million of private sector, deal level matched co-investment.

Current market conditions are appropriate for the launch of a UDF in Lancashire primarily targeted at industrial workspace, especially for developments of smaller units up to 10,000sqft (930sqm) in size and for a small number of larger units. The Urban Development Fund will operate on the basis of investing in developments to bring forward activity that the market would not otherwise invest in.

To deliver the UDF, the county council will establish a new Special Purpose Vehicle (SPV) that will include the procurement of a professionally qualified Fund Manager to manage all the affairs of the fund, including the making of investment decisions in line with an agreed Investment Strategy. A Limited Partnership will be created by the SPV and a Holding Company Management Board will be established to oversee the management of the fund. An Investment Advisory Panel will be convened as a platform for stakeholders to review and advise on strategic direction of the fund and the way that the Fund Manager operates in Lancashire.

The ERDF funded UDF project will run from June 2019 to March 2023, with the fund anticipated to be launched in autumn 2019. After this period the ERDF funding will end and the UDF will operate on the basis of a recyclable fund, reinvesting the returns and interest in new schemes in Lancashire in the longer-term.

The Urban Development Fund will stimulate the growth and productivity of Small and Medium Sized Enterprises (SME's) in Lancashire by delivering quality fit-for-purpose industrial premises for businesses and help to unlock key strategic employment sites to support growth. The focus of the Fund will be set by an Investment Strategy supporting the key industrial sectors promoted by the Lancashire Enterprise Partnership.

The primary benefits of the UDF will be:

- An increased supply of quality industrial space for eligible SMEs in priority sectors;
- The potential unlocking of stalled and marginal developments;
- The stimulation of a more active developer and development finance market;
- The development of 6,000sqm of industrial workspace;
- £10 million of private sector investment in Lancashire; and
- The recycling of investment returns to create an 'evergreen' investment fund.

Procurement of UDF Fund Manager

A professionally qualified and authorised Fund Manager will be procured to manage all the affairs of the fund, including marketing the fund, identifying and bringing forward deals and making investment decisions at all stages through to term, disposal or exit/realisation. The Fund Manager will act as 'General Partner' to the Limited Partnership under the proposed UDF delivery model.

The Fund Manager will use the ERDF capital to provide loan investments to develop quality fit-for-purpose industrial premises and secure £10 million matched co-investment from developers at a deal level. These investments will be in accordance with an agreed UDF Investment Strategy set by the Holding Company Management Board. The Investment Strategy will be subject to review by the Board and the Investment Advisory Panel during the lifetime of the UDF scheme.

It is anticipated that the UDF will invest at an average rate of approximately £3.5 million per year, realistically bringing forward circa 5 deals during the ERDF delivery period up to March 2023.

The Fund Manager will operate to a set of Investment and Operational Guidelines (IOGs) that set out terms for eligibility and investment type, range, risk profile, pricing and general conduct and will report to the UDF Holding Company Management Board. Key Performance Indicators (KPIs) will be contracted with the Fund Manager and will include achievement of investment targets, level of private sector investment secured and quantity of floor space built.

The output targets for the ERDF funding are 6,000sqm of commercial floor space built and £10 million of private sector investment matching public support.

Procurement Title Supply of Asphalt Materials – Framework Agreement
Procurement Option OJEU – Open tender procedure
New or Existing Provision To replace an existing contract which expires in October 2019.
Estimated Annual Contract Value and Funding Arrangements The estimated annual value is between £6,000,000, and £8,000,000, which will be funded by capital and revenue budgets.
Contract Duration Four year period commencing 1 November 2019.
Lotting Lot 1 – Materials to be delivered Lot 2 – Materials to be collected
Evaluation Stage One: In order for a supplier to join the framework each must complete and pass all parts of the industry standard Selection Questionnaire published by Crown Commercial Services; <p>Part 1 of the questionnaire gathers basic information about the supplier,</p> <p>Part 2 of the questionnaire establishes if there are grounds for exclusion and</p> <p>Part 3 of the questionnaire determines that the supplier meets criteria in respect of financial standing, technical capacity and mandatory requirement to meet the specification. All suppliers who pass Stage One of the evaluation will be appointed to the framework.</p> Stage Two: Calling-off materials from the framework will be based on the lowest price of fixed ranked prices for quantities up to 200 tonnes or the lowest price of a mini-competition for quantities over 200 tonnes.
Contract Detail This contract is for the supply, delivery and collection of asphalt materials for Highway Services. Asphalt materials are currently purchased through an existing Framework Agreement, which is due to expire on 31 October 2019. It is proposed that this will be a multi provider Framework Agreement which provides no guarantee of spend and no commitment to use. Purchases will be made on a call-off basis as and when required and the supplier will be selected on the lowest price of fixed ranked prices for quantities up to 200 tonnes or the lowest price of a mini-competition for quantities over 200 tonnes.

Report to the Cabinet

Meeting to be held on Thursday, 11 July 2019

Report of the Head of Service - Legal and Democratic Services**Part I**

Electoral Divisions affected:
(All Divisions);

Annual Reports of the County Council's Champions 2018/19

(Appendices 'A' – 'E' refer)

Contact for further information:

Janet Nuttall, Tel: (01772) 533110, Business Support Officer,
janet.nuttall@lancashire.gov.uk

Executive Summary

Appendices 'A' – 'E' set out, as follows, the annual reports of the county council's five Champions 2018/19:

Appendix 'A' – Champion for Armed Forces and Veterans
(County Councillor Alf Clempson)

Appendix 'B' – Champion for Disabled People (County Councillor Peter Steen)

Appendix 'C' – Champion for Older People (County Councillor Joan Burrows)

Appendix 'D' – Champion for Parishes – (County Councillor Paul Rigby)

Appendix 'E' – Champion for Young People – (County Councillor Mark Perks)

The report presents a summary from each Champion of activities undertaken between 1 April 2018 and 31 March 2019, including how they have spent their individual budget allocations of £10,000 per Champion.

Recommendation

Cabinet is asked to note the annual reports of the county council's five Champions for 2018/19 as set out in appendices 'A' – 'E'.

Background and Advice

The Leader of the County Council and Cabinet have established five "Champion" roles and provided each Champion with an annual budget of £10,000 to support the work of the Champions in their respective areas, making a total annual budget of £50,000.

The Champions for the year 2018/19 were:-

- Champion for Armed Forces and Veterans – County Councillor Alf Clempson
- Champion for Disabled People – County Councillor Peter Steen
- Champion for Older People – County Councillor Joan Burrows
- Champion for Parishes – County Councillor Paul Rigby
- Champion for Young People – County Councillor Mark Perks

The annual budget of £10,000 for each Champion is allocated for use at their discretion to finance their activities including organising and attending meetings, seminars and conferences and other similar events; the payment of grants or loans to individuals and outside bodies or organisations within the scope of their remit; and other individual costs necessary to enable them to fulfil their roles.

Each Champion is required to submit an annual report to Cabinet setting out how their allocation has been spent.

Attached at Appendices 'A' – 'E' are the annual reports for 2018/19 for each Champion, which outline the activities undertaken and expenditure incurred between 1 April 2018 and 31 March 2019 in their respective roles.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

It is considered that there are no risk management implications to this report.

Financial

Individual Champions' underspends to be carried forward to the following financial year are limited to a maximum of £2,500.

The following table shows the financial resources that were available for allocation in 2018/19 and the level of funding being carried forward to 2019/20.

The Champion for Armed Forces and Veterans, County Councillor Alf Clempson, was refunded £1,200 from a group he had funded out of his 2017/18 budget as the premises they originally sought were unsuitable for purpose, making his total carry over figure for 2018/19 £1,865.

	Funding Brought Forward from 2017/18 (£)	2018/19 Funding (£)	Total available to allocate in 2018/19 (£)	Spent in 2018/19 (£)	Funding Carried Forward to 2019/20 (£)
Armed Forces and Veterans	665 + 1,200 refund	10,000	11,865	10,965	900
Disabled People	0	10,000	10,000	9,052	948
Older People	0	10,000	10,000	10,000	0
Parishes	36	10,000	10,036	9,422	614
Young People	151	10,000	10,151	6,850	2,500*
Total	2,052	50,000	52,052	46,289	4,962

* Available funds at end of 2018/19 to carry forward totally £3,301, however maximum carry forward permitted is £2,500

List of Background Papers

Paper	Date	Contact/Tel
Details of individual proposals	April 2018 – March 2019	Janet Nuttall/(01772) 533110

Reason for inclusion in Part II, if appropriate

N/A

Champion for Armed Forces and Veterans

Report on Expenditure from 1 April 2018 to 31 March 2019

To assist the Leader and appropriate Cabinet Members to work with the organisations that support ex-servicemen and women to work even more closely together and to ensure that veterans and their families get the support they deserve

This report covers the period of the commemorations marking 100 years since the end of the Great War so it is fitting that some of the available funding has been awarded to groups who ran remembrance events and sourced appropriate memorials. I am delighted to support a wide range of groups which in turn support everyone from older veterans to young children in order to both commemorate and educate. I have had personal contact with all groups awarded and in many cases supported them in other ways as well as financial. There are some amazing groups, charities and individuals who support the armed forces community here in Lancashire and I am proud that the champions grant fund continues to support the outstanding work carried out.

Lancaster Military Heritage Group – Morecambe Armed Forces Day (£1,500)

The Lancaster Military Heritage Group sought financial support in order to help celebrate Armed Forces Day in Morecambe. The event was a local celebration of our armed services reflecting the national events. The sum awarded supported the day which included a parade, Drumhead service, displays and a flyby by a Dakota aircraft. Young people were represented by all three services' cadet groups putting on displays including an inflatable boat from the Sea Cadets. The visitors to the day were able to thank Veterans for their service and appreciate the work of the Armed Services locally and discover the work of the next generation of service men and women through the Cadet Displays. Service and veterans charities raised significant funds for a number of charities.

Thornton Action Group – Memorial Benches (£1,295)

The Thornton Action Group requested financial support for the installation of commemorative benches at Thornton War Memorial. The first of these was in honour of Joseph Blackburn, a Thornton market gardener who was wrongly called up in 1917 and then killed in action before the error could be rectified. The other bench was to honour all the armed services, army, navy and air force, which is fitting in this centenary year. The War Memorial is a respected and much valued feature in Thornton and this project will be much appreciated, and welcomed by the local community and especially by the families and friends of war veterans and those who gave their lives serving the country.

The Queen's Lancashire Regiment Veteran's Charity – Veterans Memorial Event (£1,000)

This application was submitted for the benefit of the public and to advance education by the provision and maintenance of a Queen's Lancashire Regiment veterans' memorial at the National Memorial Arboretum. It will provide a living memory of

those who served and it will also retain a rich heritage and advance educational support to the community as a whole.

Dig In North West CIC – Security Metal Window and Shutters (£1,500)

Dig In North West have received a donation of a large outbuilding to be used as out extended workshop. This building is used to run therapeutic sessions for military veterans, and those still serving in our armed forces, in topics such as woodwork, metal work, and stone carving. The charity applied for financial assistance in order to help secure the building, by installing some metal door and window shutters. In the past, the team have had to secure the doors and windows by screwing up wooden boards each night. In the short term, the benefits of simply installing shutters is that the workshop becomes more secure. It now enables the charity to put all of the machinery in place and run a wide range of sessions, with the comfort of knowing their belongings are safe. The activities that happen within the workshop have a lasting and significant benefit for team members. It enables those who feel isolated because of the range of challenges that they face to come together, engage in activity that not only develops new, usable skills for them, but are also an effective distraction from uninvited thoughts and memories. The atmosphere within the workshop is one of camaraderie and genuine peer support.

Recognition awards, plaque, trophy and glass (£163)

It is a vital to acknowledge and reward some of the outstanding work being carried out in Lancashire within the Armed Forces Community. With this in mind we have sourced awards and presentations which are presented at the appropriate times and highlight the commitment of groups and individuals.

Poulton Partnership – Refreshments at the unveiling of the poppy installation (£200)

The people of Poulton knitted poppies for fixing to an installation in St Chad's Church Yard, Poulton-le-Fylde as a memorial to those who fought and died in the First World War. The knitters have given many hours of time, and donations of wool have come from all quarters. A local firm has given materials to make the installation. The notional value of donations is estimated as £300. This application funded the official unveiling of the installation on the 1st November in front of an audience including old soldiers, Wyre Lady Mayor, Poulton Councillors and interested members of the public. Refreshments for those attending in our local Community Hall were estimated at £200. This celebration provided a focus of remembrance for the people of Poulton, and showed deep appreciation for those who fought so bravely to ensure our freedom.

Preston Sea Cadets – Refurbishment of wooden building (£1,000)

The Sea Cadets in Preston have been serving the community of Preston for nearly 100 years offering young people and adults throughout the community comradeship and adventure. This funding will go towards the necessary up keep and maintenance of the present building while the demolition of the original wooden building takes place. The emphasis will be on class rooms and training facilities. Since the old wooden building was closed, capacity to accommodate cadet activities and equipment has been dramatically diminished with space becoming a premium. The benefit of the works will allow the unit to make best use of the facilities they currently have to ensure the young people and adult volunteer staff have a safe and pleasant environment to enhance the learning experience.

Refreshments for the Launch of the Lancashire Armed Forces Hub (£647)

LCC, UCLAN, the NHS and Army HQ in Preston joined forces to create an Armed Forces Hub which would help fulfil the aims of the Covenant and benefit the whole Armed Forces Community in Lancashire. This application was to support the Hub's launch and hosted many veterans and representatives from the armed services and charities.

Cleveleys Parish Church – Band for the special WW1 Service (£150)

This financial support was to pay the Thornton-Cleveleys Band who performed during a WW1 memorial service. The service was just one of the things which was put in place at St Andrew's. They also put up various displays to help people to reflect on the sacrifice of the first World War, by so many. In the week which led up to the 11th, three schools visited the church, 8 classes of primary children in total, to explore the displays and put up their own display of wreaths. The Uniformed Organisations, 2nd Cleveleys St Andrew's Scouting and Girl Guiding also made the poppies from plastic bottles to be placed in the grounds. Following the 11th November there was a week of Open Church for people to come and quietly reflect, helped by the displays. 100 St John's Gospels were given away (all had been donated), and 100 'Silence' booklets, again, donated. It is hoped that the whole project will HONOUR the lives of all those who were devastated by WW1, at home and abroad, and give all those who attended the service or come to walk around the church, something to reflect upon in terms of how much luckier we are to live today, and yet, how necessary are our choices for good and peace.

PCC of Broughton – Road traffic management for the Remembrance Service (£360)

On Sunday 11th November the Parish of St John Baptist, Broughton, held their annual Remembrance Day service in the Parish Church. After the service, a community procession of 500+ people took place from the Parish Church to the Broughton War Memorial on the Garstang Road, where there was a short dedication and wreath laying service. This involved parishioners, members of the local Police Force and Fire Brigade, local councillors, residents and former members of the armed forces. The local Scouts, Cubs, Guides, Rangers, Brownies also took part in the service and procession. This application paid for traffic management and in turn enabled all people, who live in and around the surrounding areas of Broughton to pay their respects and remember all members of the Forces who have given their lives in Wars, since the beginning of the 20th century.

Garstang Royal British Legion – WW1 silhouette (£200)

Garstang RBL raised funds and required further financial aid from the champions fund to source a "there but not there" silhouette which was displayed in the Art Centre Gardens in Garstang. This was a fitting tribute to all who suffered in the local area during the Great War and all subsequent conflicts.

Poulton-le-Fylde Methodist Church – Art and craft materials for Remembrance Sunday (£100)

During October half term (22nd – 26th October 2018) a group of church and community folks had a space in St. Chad's churchyard, enabling younger members of the community to engage with Remembrance Sunday. They engaged in appropriate crafts and activities, hoping to bring the act of remembrance to young people in relevant and interesting ways. Crafts involved decorating rocks as part of the 'Poulton Rocks' initiative and some of the creations were presented by the town

Clergy at the Civic Remembrance Parade on Sunday 11th November 2018. Engaging younger members of the community (and their families) in what Remembrance Sunday means in 2018 as part of the 100 year commemorations was extremely important. There was Community interaction from different groups: churches, local parents, Air Cadets, schools, etc.

Friends of Cleveleys Christmas Tree – remembrance lights switch on (£100)

This application was to cover expenses associated with the switch on of the remembrance lights on the Cleveleys Christmas tree. The funding went towards the provision of refreshments for the participants of the switch on which were provided after the ceremony at Cleveleys Community Church, including a remembrance cake which was cut and shared at the after-ceremony event. A souvenir was provided for each child participating in the event. This formed part of the WW1 100 year commemorations and gave young people the opportunity to participate.

DWS Lifeskills CIC – Management outreach program (£2,000)

This is a family health & lifestyle management outreach program. It promotes personal fitness & gives opportunities to engage in different sporting activities to benefit physical wellbeing, mental health & social interaction and encourage participants to engage in community activities. This project signposts veterans to relevant partner agencies to help with any personal health, debt, housing, addiction & mental health issues. In partnership with local GP surgeries, it engages with as many veterans as possible, initially inviting them to a coffee morning & then to partake in a program of health & wellbeing. This is an outstanding project which is benefitting veterans on a daily basis.

Armed Forces Group Preston – Big lunch event on Ashton Park (£500)

2019 saw the fifth large scale Big Lunch which was held on Ashton Park Preston. The event was fronted by AFG Preston in order to give back to the local community under the terms of the Armed Forces Covenant. The event supported the Green Flag status on the park, increased public awareness of AFG, Dig In and Brick NW, whilst allowing each charity to raise necessary funds, it also increased service usage and recruited new volunteers. This event brought the Armed Forces Community together with a great number of local groups and individuals and raised awareness of veterans issues.

Veterans in Communities – Pull up banners (£250)

The group has been formed since 2013; the outreach information service is a joint venture with VIC and Pendle Armed Forces Group on behalf of the group. Over the last few years there has been weekly outreach across Pendle, various information stands and an art exhibition. These banners will be used for the next two years at any information and outreach event. The PAFG is very different from the other Armed Forces Covenant groups because it is a partnership, the East Lancs CCG are secretaries and Pendle Council is the chair. The Banners show the partnerships involved in the group and makes signposting more effective. We will engage with more veterans who are in need of support, and will ensure they get seen earlier than they might've been. All the information will be in one place so will make it easier for veterans to get information.

County Councillor Alf Clempson
Champion for Armed Forces and Veterans

Schedule of Expenditure for 2018/19

County Councillor Alf Clempson – Champion for Armed Forces Veterans	
Applicant	Amount of Grant
Lancaster Military Heritage Group – Morecambe Armed Forces Day	£1,500
Thornton Action Group – Memorial bench	£1,295
The Queen's Lancashire Regiment Veteran's Charity – Veterans memorial event	£1,000
Dig In North West CIC – Security metal window and shutters	£1,500
Recognition awards, plaque, trophy and glass	£163
Poulton Partnership – for refreshments at the unveiling of the poppy installation	£200
Preston Sea Cadets – Refurbishment of wooden building	£1,000
Refreshments for the Launch of the Lancashire Armed Forces Hub	£647
Cleveleys Parish Church – Band for the special WW1 Service	£150
PCC of Broughton – Road traffic management for the Remembrance Service	£360
Garstang Royal British Legion – WW1 silhouette	£200
Poulton-le-Fylde Methodist Church – Art and craft materials for Remembrance Sunday	£100
Friends of Cleveleys Christmas Tree – remembrance lights switch on	£100
DWS Lifeskills CIC – Management outreach program	£2,000
Armed Forces Group Preston – Big lunch event on Ashton Park	£500
Veterans in Communities – Pull up banners	£250
TOTAL SPENT	£10,965

Champion for Disabled People

Report on Expenditure from 1 April 2018 to 31 March 2019

To assist the Leader and appropriate Cabinet Members by advising on service issues which support and encourage active, independent and healthy lives for disabled people and to raise the profile of disabled people and their needs in the development of policy across the Council.

The past 12 months has seen me visiting a variety of groups involved with disabled people across Lancashire, and whilst a small number have been seeking grants, many more are requesting support, advice and coordination across separate groups. I have also been asked to act as an independent co-chair for the Lancashire Visually Impaired Forum, the Autism Forum and the Lancashire Learning Disabilities Partnership. It has proved to be a baptism of fire, but an enjoyable experience.

Sandy Lane Gardening Group £770 – This group support adults with learning difficulties by introducing them to horticulture as a recreational activity and in some cases helps and supports attendees employment into gardening work. They also produce woodwork items that are sold at Craft Fairs etc. to raise funds for the group. The grant requested was to repair plant storage benches and replenish woodwork stocks.

Staining Craft Group £158 – This group again supports those with learning difficulties, the grant request was to replenish printing supplies that the group use for therapeutic art activities.

Community Solutions North West £852 – The group assists both disabled people and their carers to reintegrate into the community, the grant request was for a safety rail for the disabled access and a replacement door for a storage area.

The Goodlife Community Allotment £600 – This group again provides support and training through gardening activities. They were in desperate need of a leaf blower and hedge trimmer so the participants could keep the site tidy.

Carers Link Lancashire £1,100 – The Carers Link in Hyndburn provides support for disabled families and carers. The group acquired new premises in the centre of Accrington that required restoration. The grant helped to provide disabled access and repairs to a disabled toilet.

Visually Impaired Forum for the LCC area £1,000 – The grant was used to stage and advertise one-day long awareness events in December 2018 and January 2019. These events brought together those with visual impairments, carers, and statutory and voluntary support groups allowing them to network for the benefit of all attendees.

Caritas Care Limited; Mental Health awareness and Life Expectancy awareness events £1,000 – As with the Visually Impaired Forum these events allow networking to ensure providers and recipients get together to maximise the benefits and expertise that are available. It was a privilege to attend and speak at both these events.

McDonald School of Dance £100 – This group provides support and activities to groups supporting those with learning difficulties and autism via music and dance. This grant was one of a number from external providers to help with building restoration work at the facility used by the group.

Charter House Activity Centre CIC £1,000 – The centre provides sensory activities for people with autism and similar disabilities. The centre had to relocate to new premises that required restoration work. The grant provided funding for a disabled toilet.

Rossendale Memory Choir £1,222 – The Memory Choir is made up of people with Dementia and their Carers, they meet once a week with numbers in the region of 50 participants and they give regular concerts throughout Rossendale. The funding requested help to purchase percussion instruments, display equipment and a Christmas party attended by over eighty people.

Danceable £650 – Danceable is the initiative of a young female in the Morecambe area, she engages young people with varying disabilities to exercise using music and dance. The Cabinet Member for Health and Wellbeing, County Councillor Shaun Turner and I attended a session and were very impressed by what we observed whilst skilfully avoiding participation.

Friends of Reminisce £600 – This is a support group for people with dementia and meets in Haslindgen, Rossendale. The funding provided the group with a day out on the East Lancashire Steam Railway. I'm advised that the trip evoked some wonderful memories and received extensive publicity in the local press.

All groups that have received a grant from my Champion for Disabled People's budget received two visits from myself, an initial visit to assess the validity of the claim and a follow up visit once the funds have been allocated.

***County Councillor Peter Steen
Champion for Disabled People***

Schedule of Expenditure for 2018/19

County Councillor Peter Steen - Champion for Disabled People	
Applicant	Amount of Grant
Sandy Lane Gardening Group – Repairs to plant storage benches and woodwork stocks	£770
Staining Craft Group – Printer supplies	£158
Community Solutions North West Ltd – Safety rail and replacement storage door	£852
The Goodlife Community Allotment Pendle Leisure – Leaf blower/hedge trimmer	£600
Carers Link Lancashire – Masonry work to new property	£1,100
Visually Impaired Forum for LCC area – Awareness events in December 2018 and January 2019	£1,000
McDonald School of Dance – Building restorations	£100
Charter House Activity Centre CIC – Disabled bathroom facilities	£1,000
Rossendale Memory Choir – percussion instruments, display equipment and Christmas party	£1,222
Caritas Care Limited – Mental Health awareness event and life expectancy awareness event	£1,000
Danceabled – Dance classes for people with disabilities	£650
Friends of Reminisce – Social outings	£600
TOTAL SPENT	£9,052

Champion for Older People

Report on Expenditure from 1 April 2018 to 31 March 2019

To assist the Leader and appropriate Cabinet Members by advising on service issues across Service Areas which support and encourage active, independent and healthy lives for older people.

This is my second year in the role as Lancashire County Council's Champion for Older People. The role has provided me with the privileged opportunity to get close to, and work closely with, Older People in their communities across Lancashire. Older People, that is people over the age of 55 years, are a valuable part of Lancashire's economy whether that be through their ongoing employment, their work as volunteers, or as carers within family units and they deserve credit for this.

I hope that I have achieved my aim for the year which was to promote a positive image of ageing. Following retirement many people seek to continue and invest more time in their hobbies and interest groups whilst others are looking for interests and opportunities to develop new skills and make new friends. This all contributes to a good quality of life and ensures that they do not become victims of loneliness and isolation, both a serious health risk and the cause of many premature deaths. In fact living with loneliness carries the equivalent health risk of smoking fifteen cigarettes a day! This point was driven home to me when I attended the Campaign to End Loneliness Conference last year.

Thankfully, in Lancashire there are numerous groups providing activities to people over 55 years. The groups that I have visited during the year total thirty one and have included the A59 Club, supporting widows and widowers in central Lancashire, TOFFS (The Over Fifty Fives) Bowling Club in Walton le Dale, Seasons Luncheon Clubs in Longton and Preston, the Rainbow Centre in Morecambe, Seniors Together in Rossendale, the St Anne's Monday Club in Ormskirk and groups established with a Lancashire wide remit such as Singing for the Brain and Men in Sheds. The aforementioned is naming only a few but gives a flavour of the diversity of what's on offer.

Alongside visits to groups, I have attended twenty two events across the County fulfilling my role as Champion for Older People. Examples of these are the Travel for Life Senior Road Users Conferences, the Launch of the Age Concern Virtual Dementia Bus, a celebration of Black History Month and the West Lancashire Health and Wellbeing event. I have supported the Postcards for Kindness and the Festive Cards for the holiday season initiatives being pleased to formally launch the latter at Broadfield House in Leyland.

As Champion for Older People I am allocated a sum of £10,000 per annum, for use at my discretion, within guidelines as set out by the Authority. The Champion Grant fund is an extremely easy and popular way of providing small amounts of funding to

a wide range of groups who need financial support via a simple process. As a result of press releases and my efforts promoting the fund, forty two groups have received grants this year totalling £10,000.

The first grant was paid to Stonemoor Bottom Residents Group and the last to the Shrine of St Walburgh's Church. As in the previous year the fund was over subscribed so four applications have been carried over into 2019/2020. I cannot emphasise enough just how important this fund is to Older People across the County, for whom just a little bit of money, the average grant being £250, can make a major difference to the work that they want to do and the lives of the people they support.

I have attended meetings of the North West Elected Member Champions for Older People Network, a forum where Champions from across the region can share learning and good practice. I have also participated in the meetings of the Lancashire 50+ Assembly, the umbrella body for the many other forums for older people across Lancashire. Forums are well established in East Lancashire, Fylde, Hyndburn, Lancaster and Morecambe, Pendle, Preston, West Lancashire and Wyre. They are a great way for people to engage in service and policy development and many have formed special interest groups, focusing on transport and home care as examples.

In recognition of the International Day of Older People, the LCC Chairman and I hosted a reception for Older People at County Hall in November to celebrate the work of groups mentioned in this report. Over 100 people attended all with the mindset that being older in Lancashire should mean a person has an active fulfilling life and if their choice participating in things that interest them.

The final months of this financial year have seen me visiting a number of care homes starting with three in the Garstang area and one in Leyland. In March I also spent a day in Rossendale meeting members of the faith community and having round table discussions with some of the Young at Heart Group, the Rossendale Memory Choir, Haslingden Community Link and the Rotary Club of Rossendale.

I have welcomed having the ear of senior decision makers in our Authority. I regularly brief the Leader, Deputy Leaders and Cabinet Members, in particular the members for Health and Wellbeing and Adult Services, alongside the Directors of these departments, upon what I have seen and heard whilst out and about. I do hope these findings contribute to the allocation of funding and shaping of services in the future.

The position of Older People's Champion for Lancashire is high profile and demanding, and I take it very seriously. It is vital that I go out and about and meet people across the County. I can safely report that I have done just that, I have travelled many miles during this past year and the appreciation and feedback has been gratefully received and humbling. There is still much to do and I look forward to continuing in the role for the next twelve months ahead.

***County Councillor Joan Burrows
Champion for Older People***

Schedule of Expenditure for 2018/19

County Councillor Joan Burrows – Champion for Older People

Applicant	Amount of Grant
Refreshments for the Older Peoples Champion Network North West meeting 23 January 2018 and Annual subscription fees	£344
Stonemoor Bottom Residents Group – Day trip to the Lake District	£500
St Paul's Church Farington Moss Luncheon Club – New cooker and water heater	£600
St Anne's Monday Club – Entertainment costs	£200
Life Long Song – rental costs and new instruments	£250
Toffs Over Fifty Fives – Room hire and buffet costs for bowling competition days	£300
Lostock Hall Friendship Group – Catering costs at the national volunteer week	£200
Helping Hands – Events and entertainment costs	£300
Preston and District Multiple Sclerosis Society – Christmas Party	£250
New Age Fitness – Exercise equipment/room hire	£300
Longton Over Fifties Luncheon Group – cost of lunches and guest speakers	£200
Brindle Over 55's – cost of guest speakers and entertainment costs	£300
Preston and District Older People's Forum – Cost of meetings, bowling and social events	£350
Parbold Unlimited – Festival workshop for over 50's	£250
South Ribble Pensioners Association – Maintenance of website and issuing newsletters	£170
Lunch and Laughter Group – Day trips and monthly meetings	£200
Cambridge St Methodist Church on behalf of Double Niners – Pensioners Christmas party	£100
Hyndburn Stepping Out – Replace tee shirts and polo shirts	£220
North Meols Nifty 50's Sports and Leisure Club – Barn dance and Jacobs join	£200
Age Concern Central Lancashire – Intergeneration pop concert 19 October 2018	£300
Guru Nanak Gurdwara Cultural Recreational Centre – Interpretation board	£200
Carers Link Lancashire – DDA compliant aluminium doors	£500
Lancashire Linus – materials for quilts and blankets	£200
Thanet Residents Association – Christmas lunch	£400
New Longton Over 60's Mens Club – Re-cover and cushion snooker table	£400
Gt Eccleston Over 60's – Annual Christmas dinner	£200
Refreshments for the North West Annual General Older People's Meeting 23 October 2018	£381
Dream Team Singers – Buffet food and gifts for Christmas party	£200
Find a Friend Christmas Dinner – Hire of church hall	£90

Twirlys Computer Group – Computer/printer equipment	£250
Stonemoor Bottom Residents Group – Theatre trip and afternoon tea	£300
Coal Clough Lane Community Association – food and drink for Christmas party	£200
Cherry Fold Trust/Rosehill Luncheon Club – Christmas presents for elderly	£72
Middlesex Avenue Luncheon Club – New freezer	£100
Hapton Over 50's Luncheon Club – Christmas party	£100
Lowerhouse Lodges/Greenbrook Luncheon Club – Bain Marie and food mixer	£125
Rosehill and Howarth Fold incorporating Heally Heights – Christmas dinner	£100
A59 Club – Annual website subscription fees	£100
Moss Side Community Forum – Christmas party	£200
Longridge and North Preston Rotary Club – Christmas party	£150
Leyland Fire Station – Refreshments for Soup'er Day 8 December 2018	£50
Shrine of St Walburgh Church – Refreshments for seniors lunch on 17 March 2019	£148
TOTAL SPENT	£10,000

Champion for Parishes

Report on Expenditure from 1 April 2018 to 31 March 2019

To assist the Leader and appropriate Cabinet Members by advising on ways to sustain and improve effective working relationships between the Council and Parish and Town Councils in Lancashire.

I have been well received when I attend Parish meetings on behalf of the administration - thankfully I have not needed to attend as frequently as the year has progressed. Credit for this must be given to the Cabinet for all their efforts, especially County Councillor Keith Iddon and the whole Highways team. REPORT IT is very popular with the communities and the speed at which the potholes are filled.

Gullies are an area that needs attention. Parishes feel this is often ignored by the Highways team. I am aware County Councillor Iddon has this high on his agenda to be sorted.

Development Control is an area where Parishes get mixed up between Borough and County, when they know the mix up they resort to Highways and a common concern is the apparent ease at which applications are accepted by the County Council with no infrastructure improvements.

Lancashire County Council hosted a small conference on the 12th March where attendees were made aware of the good work the Council is doing across the County.

I have provided small grants to 31 different Parish and Town councils this year. Whilst most of these are for just a few hundred pounds, the difference that parishes are able to make with these small sums is amazing, and shows just how important and valuable they are to the people and communities across Lancashire.

County Councillor Paul Rigby
Champion for Parishes

Schedule of Expenditure for 2018/19

County Councillor Paul Rigby - Champion for Parishes	
Applicant	Amount of Grant
Bolton-le-Sands Parish Council – Replacement of play area and basket swing	£400
Ireby and Leck Parish Council – Lockable notice board	£100
Staining Parish Council – Two way radios for village events	£350
Trawden Forest Parish Council – 6 self watering planters	£250
Higham Parish Council – Safety hand rails for village hall	£300
Newton-In-Bowland Parish Council – Stone war memorial	£300
Bretherton Parish Council – Replacement of 3 picnic tables	£300
West Bradford Parish Council – War Memorial	£300
Yealand with Redmayne Parish Council – Speed Indicator Device System	£400
Catterall Parish Council – Outdoor fitness equipment	£400
Hilldale Parish Council – Repairs to playground equipment	£400
Longridge Parish Council – Longridge in Bloom	£300
Wilpshire Parish Council – Plants/bulbs	£50
Downholland Parish Council – Installation of advisory signs	£300
Whitworth Town Council – Commemorative WW1 Bench	£200
Cabus Parish Council – Flower planting scheme	£250
Winmarleigh Parish Council – Laptop and Portable Screen	£150
Newburgh Parish Council – Laptop	£300
Simonstone Parish Council – Printer/scanner	£200
Eccleston Parish Council – Refurbishment to the Community Hub	£400
Roughlee Parish Council – Luncheon club	£400
Salesbury Parish Council – Parish website	£280
Downholland Parish Council – Laptop	£400
Lea and Cottam Parish Council – Benches for new field	£500

Parbold Parish Council – Keep Britain Tidy posters	£250
Kirkland Parish Council – Bins for Memorial Hall	£342
Newburgh Parish Council – Disabled toilet and baby changing facilities	£200
St Anne's on Sea Town Council – Gloves and Hi Viz vests for Clean Up Day	£400
Billington and Langho Parish Council – seat for bus shelter	£500
Bickerstaffe Parish Council – new boundary sign	£500
Total Spent	£9,422

Champion for Young People

Report on Expenditure from 1 April 2018 to 31 March 2019

To assist the Leader and appropriate Cabinet Members on efforts across Service Areas to provide high quality employment opportunities and apprenticeships for young people, and to encourage external organisations to do likewise.

McDonald School of Dancing - £100

McDonald School of Dancing was set up in Burscough in 1970 and has taught many young children to dance, from beginner to professional, from medalist to championship. The funding they applied for will was used towards their building restoration project.

Carers Link Lancashire - £1,000

Carers Link Lancashire had recently purchased a property in the centre of Accrington. The funding requested was used for a new DDA entrance to the new community garden all of which would be DDA compliant and inclusive for all, encouraging and promoting intergenerational work, community cohesion and engagement and support and accessible services for carers and the wider communities.

Key Youth Charity - £1,000

Key Youth Charity deliver a range of services from Key's base at Leyland. This includes drop in sessions for Young people experiencing homelessness, and providing counselling, family therapy and life skills sessions. Due to heavy usage the carpets have become worn and stained and therefore the funding requested would be used towards replacing the carpet with a new more suitable flooring that can easily be cleaned.

Headway Preston and Chorley - £1,000

Headway Preston and Chorley requested the funding towards a new school's road safety project. The project provided take away leaflets for children and their families containing road safety information. It targeted school age children in years 1 – 4 although they had a wider reach to siblings and other family members. The project Be Safe Be Seen included messages about wearing bright clothing, cycle lights and wearing a cycle helmet. Information for parents includes advice about crossing road properly and the use of mobile phones when in charge of a child. The aim was to reduce and hopefully prevent the instances of serious injury (including acquired brain injury) through road traffic collisions involving children.

Chorley Cricket Club - £250

Chorley Cricket Club requested funding towards a new junior cricket pitch with an artificial surface and drains. This will allow children between 11-12 to play cricket and

will enable the club to expand and keep offering cricketing opportunities to young people.

M3 Project – £500

The M3 Project is a charity that helps vulnerable young people obtain accommodation and supports homelessness and helps them to access a brighter future. They work with other agencies to encourage young people to develop independent living skills and support them finding permanent accommodation of their own. The grant helped towards essential items for these young people as they move into M3 through to independent accommodation.

Chorley School Sports Partnership - £1,000

Chorley School Sport Partnership requested funding towards the cost of a 16 week program for three small groups of selected year 9 pupils who suffer from low self-esteem/ lacking of self-confidence. The program included a variety of outdoor activities and leadership activities in local primary schools which was linked to Sports Leaders Level 1 Award. The course encouraged the pupils to become more confident in themselves and their ability to communicate with peers and adults. At the end of all the programs there was a celebration event where pupils and parents were invited to a special sports and individual award evening.

UR Potential - £2,000

UR Potential requested the funding towards delivering three sessions in two secondary schools in Wyre and two secondary schools in Fylde. The sessions were offered to up to 25 year elevens in each school. One session explored coping strategies for dealing with exam stress and another session for a follow up. They also offered a third session for small groups or 1-1's for students who needed further support and intervention.

Underspend. - £3,301

I held back some funding expecting three further applications that I had discussed with the groups involved. Unfortunately, one of those applications was received too late in the year (and in the "purdah" period) for consideration, and the other two were never submitted.

***County Councillor Mark Perks
Champion for Young People***

Schedule of Expenditure for 2018/19

County Councillor Mark Perks - Champion for Young People

Applicant	Amount of Grant
McDonald School of Dancing – Improvements to the dance studio	£100
Carers Link Lancashire – Installation of safety door	£1,000
KEY – Unlocking Futures – new flooring and carpets	£1,000
Headway Preston and Chorley – Road safety project	£1,000
Chorley Cricket Club – junior pitch	£250
M3 Project – Essentials for young homeless live independently	£500
Chorley School Sports Partnership – 16 week programme to tackle low self esteem in Year 9 pupils	£1,000
UR Potential – Sessions in secondary to help with exams and revisions	£2,000
TOTAL SPENT	£6,850

Report to the Cabinet

Meeting to be held on Thursday, 11 July 2019

Report of the Head of Service - Policy Information and Commissioning**Part I**

Electoral Divisions affected:
(All Divisions);

Proposed Amendments to the Highways Capital Programme
(Appendix 'A' refers)

Contact for further information:

Janet Wilson, Tel: (01772) 538647, Senior Commissioning Manager,
janet.wilson@lancashire.gov.uk

Executive Summary

As part of the normal process of service delivery, the approved highways capital programme now requires certain amendments in order to meet emerging priorities and to respond to some unanticipated service demands. Cabinet is asked to approve the proposed amendments set out at Appendix 'A'.

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

Recommendation

Cabinet is asked to:

- (i) Approve that the Pothole Action and Flood Resilience allocation of £1.242m be added to the highways block of the capital programme.
- (ii) Approve the proposed amendments to the highways capital programme as outlined at Appendix 'A'.
- (iii) Subject to (ii) above, approve that the Head of Service - Asset Management be authorised to determine the programme for the remaining Pothole Action and Flood Resilience Flood allocation in consultation with the Deputy Leader of the County Council and Cabinet Member for Highways and Transport.

Background and Advice

The highways capital programme is developed 12 months in advance of the year in which it is delivered. The 2019-20 capital programme was developed during 2018-19

and approved by Cabinet in spring 2019. This process ensures that a programme of approximately £23m is deliverable each year.

A number of emerging issues relating to the highway network have recently been identified, the total value of which is £1.87m. These issues, together with the proposed funding sources, are detailed at Appendix 'A'. These emerging issues have arisen from risk based assessments that have resulted in more works than originally anticipated being required in year and from structural failures that require more works than initially anticipated.

Funding sources

1. Additional Local Highways Maintenance Funding

In October 2018, the Chancellor announced in the Budget that the Government was allocating a further £420m of new money for local highways maintenance. The county council's allocation was £10.229m. It is proposed that the contingency of £0.119m is used to help fund the emerging issues.

2. Previously Approved Funding

It is proposed that an under spend of £1m within the previously approved capital programme resulting from efficiencies in service delivery is also used to help fund the emerging issues.

3. 2019/20 Pothole Action and Flood Resilience allocation

In April 2019 the county council was awarded a capital funding allocation of £1.242m from the Department for Transport to assist with repairing potholes and protecting the network from adverse weather. It is proposed that this funding is added to the highways block of the capital programme and that £0.549m is allocated to the emerging issues that are aligned with the conditions of the funding.

Based on objective data and in line with the use of the previous Department for Transport Pothole Action Fund allocation it is proposed that the remaining allocation of £0.693m is allocated to prioritise repairs across Lancashire on sections of roads in a condition which currently require the most regular visits to keep them safe and serviceable. These locations will be ranked on a countywide basis. This approach has two positive outcomes. Firstly, asset management principles have been applied in accordance with the Highways Maintenance Efficiency Programme by proactively identifying and carrying out permanent repairs and, secondly, the maintenance liability and costs incurred by repeated visits to known failing sites will be reduced. The proposed treatments could include patching, surface dressing and resurfacing depending on the nature of the problem.

In line with previous practice it is proposed that a programme of work is developed in consultation with the Deputy Leader of the County Council and Cabinet Member for Highways and Transport to utilise the remaining £0.693m allocation.

4. 2020/21 Local Highway Maintenance Incentive Funding

It is proposed that the first call on the county council's 2020/21 Incentive grant funding from the Department for Transport is to fund those issues where the proposals cannot be completed in full until 2020/21, the value of which is £0.203m.

The total Incentive Fund allocation is anticipated to be £3.867m, assuming that the county council continues to receive the maximum available allocation.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

The changes to the highways capital programme are required to ensure that emerging priorities and unanticipated service demands can be addressed. Failure to deliver these would result in increased risk to the public and safety issues.

Financial

The financial implications of the proposed changes at Appendix 'A' can be accommodated within the overall approved programme allocations, funded by grants and anticipated Local Highway Maintenance Incentive Funding in 2020/21, as summarised below;

Funding Source	£m
Additional Local Highways Maintenance Fund Contingency	0.119
Previously Approved Funding	1.000
2019/20 Pothole Action and Flood Resistance Fund	0.549
2020/21 Local Highway Maintenance Incentive Funding	0.203
Total	1.871

List of Background Papers

Paper	Date	Contact/Tel
-------	------	-------------

None

Reason for inclusion in Part II, if appropriate

N/A

Emerging Issues and Proposed Funding Source

Project Name	Description	Total Costs (£)	Proposed Funding Source			
			Previously approved £10.229m DfT grant - In year priorities (contingency) (£)	£1.242m Pothole Action Fund (£)	Proposed Re-purposed Funding (£)	2020-21 Incentive Fund (£)
Street Lighting Column Inspection and Replacement	A programme of works to inspect and replace 6000 lighting columns where there may be a problem with structural integrity	0.500			0.500	
	A programme of work to replace approx. 100 columns that require replacing as a result of the 2018-19 column testing programme	0.119	0.119			
Road Rail Incursion	A programme of work to assess and where needed put infrastructure in place to reduce the risk of vehicles leaving the carriageway and accessing rail tracks. The programme will be delivered in partnership with Network Rail who will share costs on a 50:50 basis. The county council's contribution will be £193K.	0.193			0.150	0.043
Low Bridge Height Signs on Priority 1 Structures	The signs are required to comply with Traffic Signs Manual Chapter 4 (2013).	0.050			0.020	0.030
Dinckley Bridge, Ribble Valley	The project is part of a programme funded by a specific DfT grant to repair flood damaged roads and bridges. The grant is fully allocated and additional funding is required to enable the completion of the Dinckley Bridge project, including remedial works to the access road that has been damaged during construction. This will then complete the DfT programme of work.	0.228		0.077	0.151	
Road Slips	A programme of work to address cracking on the carriageway due to land slips on adjacent land.	0.070		0.070		
Burnley Road Altham - Retaining Wall and Highway Repairs	The river bank was eroded as a result of the 2015 floods and the boundary wall has collapsed. The site has continued to fail and more extensive work is now required to repair the retaining wall and undertake resulting highway repairs	0.250		0.121	0.129	
Union Bridge Pilling	This is a recently identified problem that involves masonry arch cracking.	0.180			0.050	0.130
Safer Roads Fund – Preparatory Works	Preparatory work including resurfacing prior to Safer Roads funded schemes being implemented. The preparatory work cannot be funded from the Safer Roads Grant	0.281		0.281		
TOTALS		1.871	119,000	0.549	1.000	0.203

Report to the Cabinet

Meeting to be held on Thursday, 11 July 2019

Report of the Head of Service - Education, Quality and Performance**Part I**

Electoral Division affected:
Wyre Rural East;

Proposed Closure of Bleasdale Church of England Primary School

(Appendices 'A' to 'D' refer)

Contact for further information:

Paul Duckworth, Tel: (01772) 516166, Head of Service – Education, Quality and Performance (Acting)

paul.duckworth@lancashire.gov.uk

Executive Summary

On 11 April 2019, Cabinet agreed to a statutory notice being published to begin a representation period on the proposed closure of Bleasdale Church of England Primary School, Preston. A statutory proposal document was published in relation to the proposed closure of the school, which would take effect from 31 August 2019. The representation period took place from 24 April to 24 May 2019.

As part of the statutory process, a decision must now be taken about the proposal by Lancashire County Council, which is the decision maker. If the authority does not make a decision within two months of the representation period ending, the proposal and any representations about the proposal must be passed to the schools adjudicator for a decision.

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

Recommendation

Cabinet is asked to:

- (i) Consider the information in this report.
- (ii) Approve the proposal as detailed in the statutory notice to close Bleasdale Church of England Primary School with effect from 31 August 2019.
- (iii) Approve that an appropriate statutory decision letter be sent out, as specified under legal requirements, to give the reasons for the decision to those who are to be informed of them.

Background and Advice

At the request of the governing board, in partnership with the Diocese of Blackburn, Lancashire County Council started the statutory process in relation to the proposed closure of Bleasdale Church of England Primary School. The process began on 3 December 2018, when Cabinet approved a stage 1 consultation be undertaken on the proposed closure of the school, due to a fall in the numbers on roll at the school making the school educationally and financially unviable.

On 11 April 2019, Cabinet gave approval for a stage 2 statutory notice to be published and for a stage 3 representation period to be undertaken in relation to the proposal to close Bleasdale Church of England Primary School. The reasons for the proposal were the same as stage 1: a fall in the numbers on roll making the school educationally and financially unviable.

Bleasdale Church of England Primary School is a local authority maintained Church of England voluntary aided school, for children aged 4 to 11 years, located in Wyre Rural East electoral division and is deemed by Department for Education categorisation to be a rural school.

As at September 2018, the school had two pupils on roll, one in Year 4 and one in Year 6.

With regard to its financial position, the school had sufficient funding to continue to operate in 2018/19 but, with only two pupils, will go into an irrecoverable deficit from 1 September 2019.

Closing a Maintained Mainstream School: Guidance and Process

There is a defined statutory process in the School Organisation (Establishment and Discontinuance of Schools) Regulations 2013 which must be followed before making a decision on the closure of a maintained school. This is supplemented by further guidance on the process published by the Department for Education.

A broad timetable, which is subject to change, for the overall process to be applied in respect of a proposal to close Bleasdale Church of England Primary School is set out below:

Action	Start
Cabinet approval to consult	3 December 2018
Stage 1 Consultation	7 January 2019 – 15 February 2019
Report back on consultation and Cabinet decision whether to publish Statutory Notice	11 April 2019
Stage 2 and 3 Publication of Statutory Notice and representation period	24 April to 24 May 2019
Stage 4 Decision - CURRENT STAGE	11 July 2019
Stage 5 Implementation	31 August 2019

The Department for Education's statutory guidance states that proposers, in this case the local authority, must consult groups and individuals they feel to be appropriate. In line with this, the local authority published a stage 2 statutory notice and an accompanying proposal document on 24 April 2019, the first day of the stage 3 representation period. These documents were available on the Lancashire County Council website and were widely circulated to interested parties, such as Wyre Borough Council, parish councils, Lancashire County Councillors for the district, the Regional Schools Commissioner and Ofsted. The school also made arrangements to share this information with parents, carers, staff and governors, to display the statutory notice and to include these documents on their website.

No responses were received during the representation period.

The statutory notice, accompanying proposal, factors for consideration and the Equality Impact Assessment can be found at Appendices 'A' to 'D' respectively.

Factors Relevant to all Types of Proposal

Local authorities are under a statutory duty to ensure that there are sufficient school places in their area, to promote high educational standards, to ensure fair access to educational opportunity and to promote the fulfilment of every child's educational potential. To help local authorities to meet their duties and restructure local provision, they have the power to close all categories of local authority maintained schools. Reasons for closing a maintained mainstream school include where it is surplus to requirements (for example there are sufficient places in neighbouring schools to accommodate displaced pupils) or where it is failing and there is no viable sponsored academy solution.

The Department for Education's statutory guidance for decision-makers deciding prescribed alteration and establishment and discontinuance proposals, published in April 2016, sets out a number of factors which must be taken into consideration for all types of proposal. These factors, and supporting comments, are set out in Appendix 'C'.

Conclusions

The stage 1 consultation questionnaire asked respondents whether they agreed or disagreed with the proposal to close the school. Whilst there were only seven responses, 71% strongly agreed or tended to agree. Only one response disagreed with the proposal.

With specific regard to rural schools, the guidance states that 'there is a presumption against the closure of rural school. This does not mean that a rural school will never close, but the case for closure should be strong and the proposal clearly in the best interests of educational provision in the area'.

If the decision is taken to close the school, the local authority will work with the school to ensure that there is a smooth transition for the pupil moving schools.

This report demonstrates that, on the basis of the Department for Education criteria, the decision maker is recommended to approve the proposal to close Bleasdale Church of England Primary School, with effect from 31 August 2019.

Implications:

This item has the following implications, as indicated:

Risk management

The authority has a statutory duty to secure high quality school places for its residents. Alternative school places can be secured for current pupils affected by the proposed closure.

There are implications for staff employed in the school but the authority has experience in staff redeployment and retraining and a good record in avoiding compulsory redundancies. The Human Resources Service at Lancashire County Council is already supporting the school with staffing reduction procedures necessitated by the fall in pupil numbers.

Financial Implications

The current small budget surplus should see the school to September 2019 without falling into a significant budget deficit. However, with only two children on roll, the budget position from April 2019 will be poor and unsustainable going forward.

When a school is closed by an authority, any balance (whether surplus or deficit) reverts to the authority. The authority cannot transfer a closing balance to an individual school, even when that school is a successor to the closing school, except that a surplus or deficit transfers to an academy where a school converts to academy status under section 4(1)(a) of the Academies Act 2010.

Current Education and Skills Funding Agency guidance states that any deficit balance on a closing school is the responsibility of the authority. The Lancashire Schools Forum has an established reserve for some strategic school deficits. The authority will continue to receive Dedicated Schools Grant funding for the pupils when they relocate to new schools within the county.

Equality and Cohesion

A full Equality Analysis has been completed and is set out at Appendix 'D'.

List of Background Papers

Paper	Date	Contact/Tel
-------	------	-------------

None		
------	--	--

Reason for inclusion in Part II, if appropriate		
---	--	--

N/A		
-----	--	--

Bleasdale Church of England Primary School

Notice is given in accordance with section 15(1) of the Education and Inspections Act 2006 that Lancashire County Council, PO Box 100, County Hall, Preston, PR1 0LD intends to close Bleasdale Church of England Primary School, Bleasdale, Preston, PR3 1UY, on 31 August 2019.

There are only two pupils at the school and one of these will leave at the end of the 2018/19 academic year. There are two alternative schools within a reasonable distance and one of these is a Church of England primary school. There is sufficient capacity in these alternative schools to accommodate the remaining pupil.

The proposal arises due to a fall in pupil numbers and the associated impact on the educational and financial viability of the school.

The local authority's opinion is that this proposal is not related to any other proposals that have been, are, or are about to be published. This Notice is an extract from the complete proposal. Copies of the complete proposal can be inspected at Bleasdale Church of England Primary School at the address above; at Lancashire County Council; at the Wyre Borough Council office; and local libraries. Copies can be obtained from Heather Warburton in the Education, Quality and Performance Service, Room 2:27, Lancashire County Council, PO Box 100, County Hall, Preston, PR1 0LD. Copies can also be accessed through <http://www.lancashire.gov.uk/council/performance-inspections-reviews/children-education-and-families/school-organisation-reviews.aspx>.

Any person may object to or make comments on the proposal by posting them to Heather Warburton at the above address. Responses can also be emailed to heather.warburton@lancashire.gov.uk. To be considered as part of the decision making process to determine the proposal, responses must be received no later than 24 May 2019.

Signed: Laura Sales, Director of Legal and Democratic Services
Publication Date: 24 April 2019

Explanatory Notes

Under the provisions of the Freedom of Information Act 2000, information about representations to the published proposal may be accessed by members of the public.

All forms of responses to the consultation were taken into account before the publication of this notice.

The Authority will need to decide whether to implement the proposal before 24 July 2019, otherwise it must be referred to the Adjudicator for a final decision.

Assistance with admission to schools can be obtained from the North Area Pupil Access Team at Mill 14, White Cross, Quarry Road, Lancaster, LA1 3SE.

MATTERS TO BE SPECIFIED IN SECTION 15 PROPOSALS TO DISCONTINUE A SCHOOL

Extract of Schedule 2 to The School Organisation (Establishment and Discontinuance of Schools)(England) Regulations 2013 (as amended):

Contact details

1. The name and contact address of the local authority or governing body publishing the proposals and the name, address and category of the school it is proposed that should be discontinued.

The proposal to close Bleasdale Church of England Primary School, Bleasdale, Preston, PR3 1UY is published by Lancashire County Council, the relevant local authority. Bleasdale Church of England Primary School is voluntary aided. The local authority can be contacted at the following address: Education, Quality and Performance Service, Room 2:27, Lancashire County Council, PO Box 100, County Hall, Preston, PR1 0LD.

Implementation

2. The date on which it is proposed to close the school or, where it is proposed that the closure be implemented in stages, the dates of and information about each stage.

It is proposed to close the school on 31 August 2019. As at March 2019, the school had two pupils on roll with one in Year 4 and one in Year 6. The pupil in Year 6 will leave the school at the end of this academic year to progress on to secondary school. This will leave one pupil at the school.

Reason for closure

3. A statement explaining the reason why closure of the school is considered necessary.

The proposal arises due to a fall in pupil numbers and the associated impact on the educational and financial viability of the school.

Pupil Numbers and Admissions

As at March 2019, the school had two pupils on roll, one in Year 4 and one in Year 6. The pupil in Year 6 will leave the school at the end of this academic year to progress on to secondary school. There were no admissions to the school in September 2018. In addition, the housing forecasts over the next five years are only expected to yield approximately three pupils across the Bleasdale, Calder Vale and Claughton planning area of the Wyre District and there is sufficient capacity to accommodate these pupils in other schools.

Financial Viability

With only one pupil forecast to be at the school in 2019/20, the school will be in an irrecoverable financial deficit position as a result. From April 2019, the school's funding will be based on the two pupils on roll, leading to a considerably lower level of financial resources being available to the school.

The school has sufficient funding to continue operating in 2018/19 but would go into an

irrecoverable financial deficit from September 2019. Staff numbers are already at floor levels and minimal non-staff costs are already at the lowest practicable level.

Consultation

Between 7 January and 15 February 2019, at the request of the governing body and in partnership with the Diocese of Blackburn, the stage 1 consultation took place. During this consultation period, a total of seven responses were received by non-pupils, such as staff, governors and members of the community. In addition, a consultation event was held at the school on 28 January 2019. At this event, nine appointments took place with nine interested parties in attendance.

Conclusion

The local authority has concerns that Bleasdale Church of England Primary School is no longer viable. This is due to the low pupil numbers and the future financial viability of the school. The local authority is satisfied that an alternative school place can be secured for the pupil affected by the proposed closure within a reasonable travelling distance.

Pupil numbers and admissions

4. The numbers (distinguishing between compulsory and non-compulsory school age pupils), age range, sex and special educational needs of pupils (distinguishing between boarding and day pupils) for whom provision is currently made at the school.

Bleasdale Church of England Primary School is a voluntary aided school, providing primary day education for pupils of all abilities. The published admission number of the school is eight and the physical (net) capacity of the school is 56. As at the October 2018 school census, there were two male pupils aged between 4 and 11 on roll.

As at March 2019, there were no pupils with an Education and Health Care Plan (EHCP).

Displaced pupils

5. A statement and supporting evidence about the need for places in the area including whether there is sufficient capacity to accommodate displaced pupils.

Pupil numbers on roll in each year group as at the January 2019 School Census, together with the published admission numbers (PAN) and physical net capacities of the local schools, were as follows:

School	Number on roll as at January 2019 School Census								PAN in 2018/19	Net Capacity
	R	Y1	Y2	Y3	Y4	Y5	Y6	Total		
Bleasdale CE Primary	0	0	0	0	1	0	1	2	8	56
St Mary's Catholic Primary	6	4	7	4	5	3	6	35	7	52
Calder Vale St John CE	3	5	0	5	5	0	5	23	10	53
Total	9	9	7	9	11	3	12	60	25	161

If Bleasdale Church of England Primary School were to close, there is sufficient capacity in the other two local schools to accommodate the pupil who would remain on roll at the end of this academic year. In addition, the housing forecasts over the next five years are only expected to yield approximately three pupils across the Bleasdale, Calder Vale and Cloughton planning area of the Wyre District and there is sufficient capacity to accommodate these pupils in other local schools.

6. Details of the schools or further education colleges at which pupils at the school to be discontinued will be offered places, including:
- a) any interim arrangements;
 - b) the provision that is to be made for those pupils who receive educational provision recognised by the local authority as reserved for children with special educational needs; and
 - c) in the case of special schools, the alternative provision made by local authorities other than the authority which maintains the school.

There are two alternative primary schools within the local planning area. One is a voluntary aided Catholic school and the other is a voluntary aided Church of England school. These schools have been judged as 'Outstanding' and 'Good' by Ofsted and, as at the October 2018 School Census, the pupil numbers at these schools are 35 and 23 respectively. The nearest Church of England school is Calder Vale St John's Church of England Primary School, which is 3.5 miles away from Bleasdale Church of England Primary School by car.

- a) No interim arrangements are proposed. At the point of the proposed closure, there will only be one pupil at the school who will need to be offered a place at an alternative school. The local authority will support the pupil in finding a suitable alternative place.
- b) There are no pupils at the school who are receiving educational provision recognised by the local authority as reserved for children with special educational needs.
- c) Not applicable.

7. Details of any other measures proposed to be taken to increase the number of school or further education college places available in consequence of the proposed discontinuance.

The 'Displaced pupils' section above confirms that there are sufficient places at neighbouring schools to admit the pupil who will be on roll at Bleasdale Church of England Primary School at the point of the proposed closure. The local authority will endeavour to secure a place in accordance with parental preference wherever possible.

Impact on the community

8. A statement and supporting evidence about the impact on the community of the closure of the school and any measures proposed to mitigate any adverse impact.

The local authority recognises that the closure of a school can impact on the wider community, particularly when this is a rural school as is the case with this proposal.

The local community has access to a Parish Hall, which is located across the road from the school. The Parish Hall is made up of a main hall, a meeting room, a kitchen and storage areas, as well as ample car parking. The local church is also located a short way past the school, on the same road. If the school was to close, the local authority is satisfied that the local community would continue to have access to suitable community facilities.

Rural Primary Schools

9. Where proposals relate to a rural primary school designated as such by an order made for the purposes of section 15, a statement that the local authority or the governing body (as the case may be) considered section 15(4):

Bleasdale Church of England Primary School is deemed by the Department for Education's categorisation to be a rural school. As such, the local authority is required to take some additional factors into consideration when a proposal to close a rural school is produced. These factors are considered below:

- As there will only be one child on roll at the point of the proposed closure and there were no admissions to the school in September 2018, the local authority does not believe that there will be an adverse impact on the local community. It is also noted that the local community will continue to have access to other local facilities, namely the Parish Hall and the church.
- The nearest Church of England primary school is Calder Vale St John's Church of England Primary School, which is located 3.5 miles away by car. This is felt to be a reasonable distance from the current school and that this will not result in a significant adverse impact.
- As there will only be one child on roll at the point of the proposed closure and the closest Church of England primary school is only 3.5 miles away, the local authority does not believe that this will have a notable impact on the increased use of motor vehicles.
- Both the local authority and the school, governing body and diocese have given consideration to the alternatives to closing the school and no adequate, long term solutions can be found. Given the pupil numbers and the limited growth for the local area of the next five years, joining a multi-academy trust is not possible as the financial due diligence will show that the school is not viable. In addition, the school has been part of a number of collaborations, including at the time the governing body, in partnership with the Diocese of Blackburn, approached the local authority to consult on its future. Any structural solution would require ongoing financial support to make it viable and, therefore, no adequate solution has been found.

Balance of denominational provision

10. Where the school has a religious character, a statement about the impact of the proposed closure on the balance of denominational provision in the area and the impact on parental choice.

The nearest Church of England primary school is Calder Vale St John's Church of England Primary School, which is located 3.5 miles away. This school was judged to be 'Good' by Ofsted and has the capacity to accommodate the pupil from Bleasdale Church of England Primary School.

Maintained nursery schools

11. Where proposals relate to the discontinuance of a maintained nursery school, a statement setting out:

- a) the local authority's assessment of the quality and quantity of the alternative provision compared to the school proposed to be discontinued and the proposed arrangements to ensure the expertise and specialism continues to be available; and
- b) the accessibility and convenience of replacement provision for local parents.

N/A

Sixth Form Provision

12. Where the school proposed to be discontinued provides sixth form education, the effect for 16 to 19 year olds in the area that closure will have in respect of:

- a) their educational or training achievements;
- b) their participation in education or training; and
- c) the range of educational or training opportunities available to them.

N/A

Special educational provision

13. Where existing provision that is recognised by the local authority as reserved for pupils with special educational needs is being discontinued, a statement as to how the local authority or the governing body (as the case may be) believe the proposals are likely to lead to improvements in the standard, quality and/or range of the educational provision for these children.

N/A

Travel

14. Details of the length and journeys to alternative provision.

Due to the rural location of the school, it is felt that using walking distance as a measure is unreasonable. Therefore, the closest alternative schools measured by travelling in a car from Bleasdale Church of England Primary School are:

Calder Vale St John's Church of England Primary School	3.5 miles
St Mary's Catholic Primary School, Cloughton-on-Brock	3.8 miles

Eligibility for home to school transport is measured from the child's permanent home address to school so the above distances are only a guide as to the possible distances. The local authority will provide transport assistance to the following groups of pupils who live in Lancashire and attend Bleasdale Church of England Primary School at the time that the school is proposed to close:

- Pupils who live over 3 miles* away from the school they move to provided it is their nearest suitable school
- Pupils who live over 3 miles* away from their allocated school even when it is not their nearest suitable school (this is an exception to current policy)

*For those pupils from low income families (these are pupils who are eligible for free school meals or the parents are receiving the maximum amount of working tax credit), travelling expenses will be awarded where the school they move to is over two miles from their home.

If parents want local practical advice on school transport, they can contact the North Area Pupil Access team on 01524 581112 or 01524 581267.

In addition, free transport must also be provided where a pupil is attending their nearest school and the walking route is not suitable, regardless of the distance from home to the nearest school.

15. The proposed arrangements for travel of displaced pupils to other schools including how the proposed arrangements will mitigate against increased car use.

It is likely that this proposal will lead to a minimal increased use of transport as the proposed closure will only affect one pupil, although it is difficult to provide an estimate for this increase as it depends on the alternative school chosen by parents.

Where transport is provided by the local authority, the type of transport provided is at our discretion. If a child is entitled to free transport to and from school, the local authority will normally provide them with a travel pass for a bus service, a contracted vehicle, such as a coach or minibus, or a railway service. In exceptional circumstances, a taxi may be provided.

Bleasdale Church of England Primary School

Factors to be considered by decision-makers when deciding prescribed alteration, establishment and discontinuance proposals

The Department for Education's (DfE) statutory guidance for decision-makers deciding prescribed alteration and establishment and discontinuance proposals, published in April 2016, sets out a number of factors which must be taken into consideration for all types of proposal. These factors are set out below, along with a supporting comment.

Related proposals

DfE guidance: Any proposal that is 'related' to another proposal must be considered together. A proposal should be regarded as 'related' if its implementation (or non-implementation) would prevent or undermine the effective implementation of another proposal.

Comment: This is a stand-alone proposal and is not reliant on the outcome or implementation of another proposal. The local authority's opinion is that this proposal is not related to any other proposals that have been, are, or are about to be published.

Conditional approval

DfE guidance: Decision-makers may give conditional approval for a proposal subject to certain prescribed events. The decision-maker must set a date by which the condition should be met but can modify the date if the proposer confirms, before the date expires, that the condition will be met later than originally thought.

Comment: It is not anticipated that the decision-maker will set any conditions in relation to the approval of this proposal.

Publishing decisions

DfE guidance: All decisions (rejected and approved – with or without modification) must give reasons for such a decision being made. **Within one week** of making a decision, the decision-maker should arrange (via the proposer where necessary) for the decision and the reasons behind it to be published on the website where the original proposal was published. The decision-maker must also arrange for the organisations listed to be notified of the decision and reasons: the governing body/proposers (as appropriate); the trustees of the school (if any); the local Church of England diocese; the local Roman Catholic diocese; any other organisation that they think is appropriate; and the Secretary of State (in school opening and closure cases only).

Comment: Arrangements are in place to ensure that the decision will be communicated to interested parties within one week of the decision being made. This will be done via the school organisation website, where the original proposal was published, and also by sending a letter to specific individuals or organisations, such as those stated in the guidance, local councillors and OfSTED.

Consideration of consultation and representation period

DfE Guidance: The decision-maker will need to be satisfied that the appropriate fair and open local consultation and/or representation period has been carried out and that the proposer has given full consideration to all the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected. The decision-maker must consider **ALL** the views submitted, including all support for, objections to and comments on the proposal.

Comment: The stage 1 consultation period ran from 7 January to 15 February 2019 and was for the recommended minimum period of six weeks during term time and all relevant parties were consulted.

For the stage 1 consultation when the future of the school was being considered, a booklet was produced by the local authority which set out the key factors and information related to the proposal. This booklet included a questionnaire which sought views on the proposal from interested parties and stakeholders. The questionnaire was also made available online and this could be accessed via the local authority's website. The school also arranged for copies of the booklet to be distributed to all parents, carers, staff and governors of the school. Additional copies were also placed in the school's reception. The local authority also ensured that copies of the booklet were made available in prominent locations, such as Wyre Borough Council and local libraries.

One of the questions in the questionnaire asked respondents to say whether they agreed or disagreed with the proposal to close the school. The responses received were as follows:

Number of responses	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree
7	14% (1/7)	57% (4/7)	14% (1/7)	14% (1/7)	0%

During the consultation period, a consultation event was held at the school between 3pm and 8pm on 28 January 2019 for parents, staff, governors and any other interested parties to ask questions and make comments on the proposal. At the event, nine appointments took place and two staff, a representative from the National Education Union, the landowner and five governors attended. Local authority staff in attendance were as follows: Senior Adviser for Primary (North), School Adviser, Human Resources Business Partner, Area Pupil Access Officer (North), School

Provision Planning Principal, School Statutory and Trading Support Manager (Finance). The Diocesan Director of Education was also in attendance.

At the appointment, people were asked whether they would be in support of the school closing. Eight of the nine attendees, whilst expressing their sadness acknowledged what they described as the 'reality' that the school was no longer financially viable with such low pupil numbers.

The responses to the questionnaire were similar to the views expressed at the consultation event. There was a sadness expressed that the closure of the school may be necessary, along with an acceptance that the financial position of the school would become untenable. One questionnaire raised a question about why local parents were not choosing Bleasdale Church of England Primary School as their school of choice and a number expressed concern that once the school was closed there would be no provision in the area should new families arrive. One questionnaire made the point that the number of families in the area fluctuated from time to time.

The local authority response to these concerns is as follows:

If Bleasdale Church of England Primary School were to close, there is sufficient capacity in the other two local schools to accommodate the pupil who will remain on roll at the end of this academic year. In addition, the housing forecasts over the next five years are only expected to yield approximately three pupils across the Bleasdale, Calder Vale and Claughton planning area of the Wyre District and there is sufficient capacity to accommodate these pupils in other schools. The fluctuation in the number of families means that there is not a sustainable level of intake for the school.

A formal consultation was not conducted with the pupils as there will only be one pupil on roll in September 2019.

The local authority then published a stage 2 statutory notice and an accompanying proposal document on 24 April 2019, the first day of the stage 3 representation period. These documents were available on the Lancashire County Council website and were widely circulated to interested parties, such as Wyre Borough Council, parish councils, Lancashire County Councillors for the district, the Regional Schools Commissioner and OfSTED. The school also made arrangements to share this information with parents, carers, staff and governors, to display the statutory notice and to include these documents on their website.

No responses were received during the representation period.

Educational standards and diversity of provision

DfE Guidance: Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the needs of parents; raise local standards and narrow attainment gaps.

Comment: Currently, the local authority has no concerns about the educational standards achieved by pupils at Bleasdale Church of England Primary School. The latest published inspection of Bleasdale Church of England Primary School was in September 2015 when it was judged as Good in all areas. The school was judged as Requires Improvement at its previous inspection.

There are two alternative primary schools within the local planning area. One is a voluntary aided Catholic school and the other is a voluntary aided Church of England school. These schools have been judged as 'Outstanding' and 'Good' by OfSTED.

With only one pupil on roll from September 2019, it is expected that the educational provision would become unviable. There is evidence that schools with a small number of pupils may experience challenges in providing diversity within the curriculum as school budgets are largely determined by the numbers of pupils on roll.

It is noted that the closure of any school does represent a reduction in choice and diversity. However, there were no admissions to the school in September 2018 and no applications for places in September 2019. The first preference applications for the schools in the local area are set out in the table below:

		Five years previous figures										Walking distance in miles from proposed closed school
		2015/16		2016/17		2017/18		2018/19		2019/20		
School	PAN	1 st pref	Total pref	1 st pref	Total pref	1 st pref	Total pref	1 st pref	Total pref	1 st pref	Total pref	
Bleasdale CE Primary	8	1	2	0	0	1	4	0	3	0	4	
St. Mary's Catholic Primary, Claughton-on-Brock	7	7	14	8	19	5	13	3	11	5	11	4.35 m
Calder Vale St. John CE	10	4	8	0	2	4	15	5	12	2	12	2.98 m
Total 1 st pref		12		8		10		8		7		
Bleasdale CE School % of all 1 st pref		8.3%		0%		10%		0%		0%		

If Bleasdale Church of England Primary School were to close, there is sufficient capacity in the other two local schools to accommodate the pupil who would remain on roll at the end of this academic year.

A school-led system with every school an academy

DfE guidance: The 2016 White Paper, Education Excellence Everywhere, sets out the department's aim that by the end of 2020, all schools will be academies or in the process of becoming academies. The decision-maker should, therefore, take into account the extent to which the proposal is consistent with this policy.

Comment: Whilst alignment with the Education Excellence Everywhere has been considered, the creation of/conversion to an academy is not appropriate. Both the local authority and the school, governing body and diocese have given consideration to the alternatives to closing the school and no adequate, long term solutions can be found. Given the pupil numbers and the limited growth for the local area of the next five years, joining a multi-academy trust is not possible as the financial due diligence will show that the school is not viable.

Demand v need

DfE guidance: The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.

Reducing surplus places is not a priority (unless running at very high levels). For parental choice to work effectively, there may be some surplus capacity in the system as a whole. Competition from additional schools and places in the system will lead to pressure on existing schools to improve standards.

Comment: Bleasdale Church of England Primary School has seen a reduction in the number of pupils on roll from 16 in January 2014 to 2 in September 2018. There are no pupils in Reception, Year 1, Year 2 or Year 3 and there were no admissions to the school in September 2018.

As at March 2019, the school had two pupils on roll, one in Year 4 and one in Year 6. The pupil in Year 6 will leave the school at the end of this academic year to progress on to secondary school. There were no admissions to the school in September 2018 and no applications for September 2019. In the next 5 years, just 17 new houses are expected to be completed which may impact upon the schools within the Bleasdale, Calder Vale and Claughton Planning area of the Wyre District. This is expected to yield approximately three pupils for the whole area. Neither the emerging Local Plan nor the available housing data show any additional housing planned for the area which may impact upon future numbers at this school. There is sufficient capacity to accommodate these pupils in other schools.

Should Bleasdale Church of England Primary School close, there is sufficient capacity in other local schools to accommodate the current pupil population. As at January 2019, the pupil numbers (numbers on roll (NOR)) at the alternative local schools are shown in the table below:

School	Number on roll as at January 2019 School Census								PAN* in 2018/19	Net Capacity
	R	Y1	Y2	Y3	Y4	Y5	Y6	Total		
Bleasdale CE Primary	0	0	0	0	1	0	1	2	8	56
St Mary's Catholic Primary	6	4	7	4	5	3	6	35	7	52
Calder Vale St John CE	3	5	0	5	5	0	5	23	10	53
Total	9	9	7	9	11	3	12	60	25	161

* PAN – Published Admission Number

School size

DfE guidance: Decision-makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also consider the impact on the LA's budget of the need to provide additional funding to a small school to compensate for its size.

Comment: The small size of the school is the cause for concern regarding its future and the resulting impact on both educational and financial viability.

With only one pupil on roll from September 2019, it is expected that the educational provision would become unviable. There is evidence that schools with a small number of pupils may experience challenges in providing diversity within the curriculum as school budgets are largely determined by the numbers of pupils on roll.

Proposed admission arrangements

DfE guidance: In assessing demand, the decision-maker should consider all expected admission applications, not only from the area of the LA in which the school is situated.

Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the School Admissions Code.

Comment: There were no admissions to the school in September 2018 and no applications for September 2019.

In summary, the information in the tables above show that if the school were to close, the local authority is satisfied that an alternative school place can be secured for the pupil affected by the proposed closure within a reasonable travelling distance.

National curriculum

DfE guidance: All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community.

Comment: The pupils at Bleasdale Church of England Primary School currently follow the national curriculum, but the provision of a broad and balanced curriculum is a significant challenge with such small numbers of pupils on roll.

Equal opportunity issues

DfE guidance: The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to: eliminate discrimination; advance equality of opportunity; and foster good relations.

The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example that where there is a proposed change to single sex provision in the area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly there should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.

Comment: Please refer to the Equality Impact Assessment at Appendix 'D'.

During the representation period, no comments were made in relation to equality issues.

Community cohesion

DfE guidance: Schools have a part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

Comment: Please refer to the Equality Impact Assessment at Appendix 'D'.

The local authority recognises that the closure of a school can impact on the wider community, particularly when this is a rural school as is the case with this proposal.

The local community has access to a Parish Hall, which is located across the road from the school. The Parish Hall is made up of a main hall, a meeting room, a kitchen and storage areas, as well as ample car parking. The local church is also located a short way past the school, on the same road. If the school was to close, the local authority is satisfied that the local community would continue to have access to suitable community facilities.

Travel and accessibility

DfE guidance: Decision-makers should satisfy themselves that accessibility planning has been properly taken into account and the proposed changes should not adversely impact on disadvantaged groups.

The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

A proposal should also be considered on the basis of how it will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

Comment: Please refer to the Equality Impact Assessment at Appendix 'D'.

During the representation period, no comments were made in relation to travel and transport. Careful consideration has been given to the statutory guidance on the closure of rural schools, and given the fact that there will only be one child on roll in September 2019, there would be no adverse effect of a closure on travel/transport.

The next nearest school of any denomination is Calder Vale St John's Church of England Primary School which is 3.5 miles away by car, which had 23 pupils (plus 5 in Nursery) on roll in October 2018, with a net capacity of 70.

Funding

DfE guidance: The decision-maker should be satisfied that any land, premises or necessary funding required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal **cannot** be approved conditionally upon funding being made available.

Where proposers are relying on the department as the source of capital funding, there can be no assumption that the approval of a proposal will trigger the release of capital funds from the department, unless the department has previously confirmed in writing that such resources will be available; nor can any allocation 'in principle' be increased. In such circumstances, the proposal should be rejected, or consideration deferred until it is clear that the capital necessary to implement the proposal will be provided.

Comment:

The current small budget surplus should see the school to September 2019 without falling into a significant budget deficit. However, with only two children on roll, the budget position from April 2019 will be poor and unsustainable going forward.

When a school is closed by an authority, any balance (whether surplus or deficit) reverts to the authority. The authority cannot transfer a closing balance to an individual school, even when that school is a successor to the closing school, except that a surplus or deficit transfers to an academy where a school converts to academy status under section 4(1)(a) of the Academies Act 2010.

Current Education and Skills Funding Agency guidance states that any deficit balance on a closing school is the responsibility of the authority. The Lancashire Schools Forum has an established reserve for some strategic school deficits. The authority will continue to receive Dedicated Schools Grant funding for the pupils when they relocate to new schools within the county.

School premises and playing fields

DfE guidance: Under the School Premises Regulations all schools are required to provide suitable outdoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely.

Comment: There will be no adverse impact on the school's playing fields as a result of this proposal. The school currently hires its playing field.

Additional factors for consideration

The DfE's statutory guidance for decision-makers sets out a number of additional factors which must be taken into consideration for discontinuance (closure) proposals. These factors are set out below, along with a supporting comment.

Closure proposals (under s15 of the Education and Inspections Act 2006)

DfE Guidance: The decision-maker should be satisfied that there is sufficient capacity to accommodate displaced pupils in the area, taking into account the overall quality of provision, the likely supply and future demand for places. The decision-maker should consider the popularity with parents of the schools in which spare capacity exists and evidence of parents' aspirations for those schools.

Comment: Should Bleasdale Church of England Primary School close, there is sufficient capacity in other local schools (currently graded good or outstanding) to accommodate the current pupil population.

Schools to be replaced by a more successful/popular school

DfE Guidance: Such proposals should normally be approved, subject to evidence provided.

Comment: This is not applicable for this proposal.

Schools causing concern

DfE guidance: In determining proposals, decision-makers must ensure that the guidance on schools causing concern (intervening in failing, underperforming and coasting schools) has been followed where necessary.

Comment: This is not applicable for this proposal.

Rural schools and the presumption against closure

DfE Guidance: There is a presumption against the closure of rural schools. This does not mean that a rural school will never close, but the case for closure should be strong and the proposal clearly in the best interests of educational provision in the area. Those proposing closure should provide evidence to show that they have carefully considered the following:

- alternatives to closure including the potential for federation with another local school or conversion to academy status and joining a multi-academy trust or umbrella trust to increase the school's viability;

- the scope for an extended school to provide local community services and facilities e.g. child care facilities, family and adult learning, healthcare, community internet access etc;
- the transport implications; and
- the overall and long term impact on local people and the community of closure of the village school and of the loss of the building as a community facility.

When deciding a proposal for the closure of a rural primary school, the decision-maker must refer to the Designation of Rural Primary Schools Order to confirm that the school is a rural school.

Comment: The school is listed on 'Get information about schools' and in the DfE's 'Designation of Rural Primary Schools Order' as being in a 'rural hamlet and isolated dwellings'.

Whilst the factors to be considered in the DfE's guidance for decision makers have all been addressed in this document, further information is as follows:

- As there will only be one child on roll at the point of the proposed closure, there were no admissions to the school in September 2018 and no applications for September 2019, the local authority does not believe that there will be an adverse impact on the local community. It is also noted that the local community will continue to have access to other local facilities, namely the Parish Hall and the church.
- The nearest Church of England primary school is Calder Vale St John's Church of England Primary School, which is located 3.5 miles away by car. This is felt to be a reasonable distance from the current school and the local authority does not believe that this will have a notable impact on the increased use of motor vehicles. This will not result in a significant adverse impact.
- Both the local authority and the school, governing body and diocese have given consideration to the alternatives to closing the school and no adequate, long term solutions can be found. Given the pupil numbers and the limited growth for the local area of the next five years, joining a multi-academy trust is not possible as the financial due diligence will show that the school is not viable. In addition, the school has been part of a number of collaborations, including at the time the governing body, in partnership with the Diocese of Blackburn, approached the local authority to consult on its future. Any structural solution would require ongoing financial support to make it viable and, therefore, no adequate solution has been found.

Early years provision

DfE Guidance: In considering a proposal to close a school which currently includes early years provision, the decision-maker should consider whether the alternative provision will integrate pre-school education with childcare services and/or with other services for young children and their families; and should have particular regard to the views of the Early Years Development and Childcare Partnership.

Comment: The school does not include pre-school education, therefore this consideration is not applicable. The pre-school that uses the premises informally will be able to use other local community space.

Nursery schools and the presumption against closure

DfE Guidance: There is a presumption against the closure of nursery schools. This does not mean that a nursery school will never close, but the case for closure should be strong.

Comment: The school does not include nursery provision, therefore this consideration is not applicable.

Balance of denominational provision

DfE Guidance: In deciding a proposal to close a school that has been designated with a religious character, decision-makers should consider the effect that this will have on the balance of denominational provision in the area.

Comment: The school is a voluntary-aided Church of England Primary School. Should Bleasdale Church of England Primary School close, there is sufficient capacity in other local schools with a church denomination to accommodate the current pupil population.

Community Services

DfE Guidance: Some schools may be a focal point for family and community activity, providing extended services for a range of users, and its closure may have wider social consequences. The effect on families and the community should be considered when considering proposals about the closure of such schools. Where the school is providing access to extended services, provision should be made for pupils and their families to access similar services through their new schools or other means.

Comment:
No extended services are available on this site.

Conclusion

This report has demonstrated that, on the basis of the DfE criteria, the decision-maker is recommended to approve the proposal to close Bleasdale Church of England Primary School, with effect from 31 August 2019.

Equality Analysis Toolkit

The proposed closure of Bleasdale Church of
England Primary School

For Decision Making Items

July 2019

Question 1 - What is the nature of and are the key components of the proposal being presented?

Proposal to close Bleasdale Church of England Primary School, with implementation on 31 August 2019.

Under The School Organisation (Establishment and Discontinuance of Schools) Regulations 2013, the local authority is both the proposer and the decision-maker for this type of proposal and must carry out a statutory consultation process before a decision on the closure of a maintained school is made.

At the request of the governing board, in partnership with the Diocese of Blackburn, Lancashire County Council (LCC) started the statutory process in relation to the proposed closure of Bleasdale Church of England Primary School. The process began on 3 December 2018, when Cabinet approved a stage 1 consultation be undertaken on the proposed closure of the school due to a fall in the numbers on roll at the school making the school educationally and financially unviable.

Question 2 - Scope of the Proposal

Is the proposal likely to affect people across the county in a similar way or are specific areas likely to be affected – e.g. are a set number of branches/sites to be affected?

This decision would impact the pupils at Bleasdale Church of England Primary School, where there will be one pupil on roll in September 2019. The family concerned will be provided with support to find an appropriate alternative school. LCC will provide assistance with transport to alternative provision for any children that are eligible under the authority's current transport policy.

Question 3 – Protected Characteristics Potentially Affected

Could the proposal have a particular impact on any group of individuals sharing protected characteristics under the Equality Act 2010, namely:

- Age
- Disability including Deaf people
- Gender reassignment
- Pregnancy and maternity
- Race/ethnicity/nationality
- Religion or belief
- Sex/gender
- Sexual orientation
- Marriage or Civil Partnership Status

And what information is available about these groups in the County's population or as service users/customers?

No disproportionate adverse impact is anticipated as a result of this proposal. In terms of protected characteristics potentially affected, the pupil who will be affected is male and of primary school age.

A small number of staff may also be affected but information on their protected characteristics is not known.

The school is a Church of England primary school and one of the alternative school options is also a Church of England primary school, so no adverse impact in relation to religion or belief is anticipated.

Question 4 – Engagement/Consultation

How have people/groups been involved in or engaged with in developing this proposal?

There is a defined statutory process in the School Organisation (Establishment and Discontinuance of Schools) Regulations 2013 which must be followed before making a decision on the closure of a maintained school. This is supplemented by further guidance on the process published by the Department for Education.

The statutory process consists of two consultation stages. The stage 1 consultation ran from 7 January to 15 February 2019 and was for the recommended minimum period of six weeks during term time and all relevant parties were consulted. For the stage 1 consultation when the future of the school was being considered, a booklet was produced by the local authority which set out the key factors and information related to the proposal. This booklet included a questionnaire which sought views on the proposal from interested parties and stakeholders. The questionnaire was also made available online and this could be accessed via the local authority's website. The school also arranged for copies of the booklet to be distributed to all parents, carers, staff and governors of the school. Additional copies were also placed in the school's reception. The local authority also ensured that copies of the booklet were made available in prominent locations, such as Wyre Borough Council and local libraries.

The stage 1 consultation questionnaire asked respondents whether they agreed or disagreed with the proposal to close the school. Whilst there were only seven responses, 71% strongly agreed or tended to agree. Only one response disagreed with the proposal.

During the stage 1 consultation period, a consultation event was held at the school between 3pm and 8pm on 28 January 2019 for parents, staff, governors and any other interested parties to ask questions and make comments on the proposal. At the event, nine appointments took place and two staff, a representative from the National Education Union, the landowner and five governors attended. Local authority staff in attendance were as follows: Senior Adviser for Primary (North),

School Adviser, Human Resources Business Partner, Area Pupil Access Officer (North), School Provision Planning Principal, School Statutory and Trading Support Manager (Finance). The Diocesan Director of Education was also in attendance.

At the appointment, people were asked whether they would be in support of the school closing. Eight of the nine attendees, whilst expressing their sadness acknowledged what they described as the 'reality' that the school was no longer financially viable with such low pupil numbers.

A formal consultation was not conducted with the pupils as there will only be one pupil on roll in September 2019.

The local authority then published a stage 2 statutory notice and an accompanying proposal document on 24 April 2019, the first day of the stage 3 representation period. These documents were available on the LCC website and were widely circulated to interested parties, such as Wyre Borough Council, parish councils, Lancashire County Councillors for the district, the Regional Schools Commissioner and OfSTED. The school also made arrangements to share this information with parents, carers, staff and governors, to display the statutory notice and to include these documents on their website.

No responses were received during the representation period.

Question 5 – Analysing Impact

Could this proposal potentially disadvantage particular groups sharing protected characteristics and if so which groups and in what way? This pays particular attention to the general aims of the Public Sector Equality Duty:

- To eliminate unlawful discrimination, harassment or victimisation because of protected characteristics;
- To advance equality of opportunity for those who share protected characteristics;
- To encourage people who share a relevant protected characteristic to participate in public life;
- To contribute to fostering good relations between those who share a relevant protected characteristic and those who do not/community cohesion;

No. There are no groups of individuals with protected characteristics at the school.

There is only one pupil affected by the proposed closure. No issues of equality have been raised during the consultation processes.

Question 6 – Combined/Cumulative Effect

Could the effects of this proposal combine with other factors or decisions taken at local or national level to exacerbate the impact on any groups?

This is a stand-alone proposal and is not reliant on the outcome or implementation of another proposal. The local authority's opinion is that this proposal is not related to any other proposals that have been, are, or are about to be published.

Question 7 – Identifying Initial Results of Your Analysis

As a result of the analysis has the original proposal been changed/amended, if so please describe.

No changes or amendments have been made to the original proposal as a result of the consultation outcomes.

Question 8 - Mitigation

Will any steps be taken to mitigate/reduce any potential adverse effects of the proposal?

If the decision is taken to close the school, the local authority will work with the school to ensure that there is a smooth transition for the pupil moving schools. The local authority also has processes in place to assist staff affected by the closure decision, should it be taken, which would assist them in securing alternative posts or retraining if desired.

Question 9 – Balancing the Proposal/Countervailing Factors

This weighs up the reasons for the proposal – e.g. need for budget savings; damaging effects of not taking forward the proposal at this time – against the findings of the analysis.

The small size of the school is the cause for concern regarding its future and the resulting impact on both educational and financial viability.

As at March 2019, the school had two pupils on roll, one in Year 4 and one in Year 6. The pupil in Year 6 will leave the school at the end of this academic year to progress on to secondary school. There were no admissions to the school in September 2018 and no applications for September 2019.

Question 10 – Final Proposal

In summary, what is the final proposal and which groups may be affected and how?

The proposal is to close Bleasdale Church of England Primary School, with effect from 31 August 2019. At the end of the 2018/19 academic year, there will be one pupil at the school.

Question 11 – Review and Monitoring Arrangements

What arrangements will be put in place to review and monitor the effects of this proposal?

Once a decision has been taken to close the school, the local authority is legally obliged to implement the proposal. Through the school adviser, the local authority will ask in general terms whether the remaining pupil has settled into their new school and whether they are making good progress. It is expected that the Headteacher of the receiving school will track the pupil's progress.

Equality Analysis Prepared By: Sarah Hirst

Position/Role: 16-19 Education and Skills Lead

Equality Analysis Endorsed by Line Manager and/or Service Head: Paul Duckworth Head of Service – Education, Quality and Performance (Acting)

Decision Signed Off By: Councillor Phillippa Williamson

Cabinet Member or Director: Cabinet Member for Children, Young People and Schools

For further information please contact

Jeanette Binns – Equality & Cohesion Manager

Jeanette.binns@lancashire.gov.uk

Report to the Cabinet

Meeting to be held on Thursday, 11 July 2019

Report of the Head of Service - Public & Integrated Transport**Part I**

Electoral Divisions affected:
(All Divisions);

School Transport - Results on Consultation Regarding Removal of Funding
(Appendices 'A' and 'B' refer)

Contact for further information:

Liz McClarty, Tel: (01772) 532423, Transportation Officer,
liz.mcclarty@lancashire.gov.uk

Executive Summary

At its meeting on 14 February 2019, Full Council approved, as part of the county council's budget for 2019/20 a proposal to cease funding for services where no pupils statutorily entitled to free school transport had travelled on a contracted school bus for two years, and where season ticket revenue did not cover the cost of the contract to operate the service. This decision was subject to consultation, with a final decision to be made by Cabinet, taking into account the responses.

This report outlines the results from the consultation.

Recommendation

Cabinet is asked to:

- (i) Note the findings of the consultation.
- (ii) Agree to the implementation of the proposed procedure to cease funding for services that do not carry pupils statutorily entitled to transport assistance to school.
- (iii) Authorise officers to engage with representatives of schools affected to explore opportunities to maintain services in accordance with procedure.

Background and Advice

The county council is statutorily required to provide transport assistance to school for some students. The eligibility criteria for transport assistance is set out in the "Mainstream Home to School Transport Policy".

Where students qualify for free home to school transport or school transport assistance, the council provides school transport services. Normally, this is by issuing a pass to travel on a school bus provided by the county council, or on a service provided on a commercial basis by a bus operator. Where there are seats available on bus services commissioned by the council, other students may use them by buying a season ticket or paying a fare. However, in some cases, school bus services are provided by the council where there are no students entitled to free home to school transport or school transport assistance.

On 14 February 2019, Full Council approved the removal of the funding for school bus services where there had been no students who were entitled to free home to school transport or school transport assistance travelling for two years, and where the revenue from fares and season tickets did not cover the cost of the service. This approval was subject to the outcome of a consultation on the proposal.

The School Transport Consultation Report is set out at Appendix 'A'. This proposal allows schools and parents a full academic year's notice before funding is removed. During this time, officers will work with schools and bus operators to determine whether arrangements can be made to provide a service at no cost to the council. This means that from September 2020, the school bus services listed within the School Transport Consultation Report may no longer be provided.

Subsequently, all school contracts will be reviewed annually to determine whether there are school bus services operating that have not been carrying students entitled to free home to school transport or school transport assistance for two years and, if so, whether revenue from the sale of passes and tickets exceed their operating costs. This annual review will take place in June each year so that schools can be made aware in September if funding is to be withdrawn for services operating the following September.

Consultations

The consultation on this proposal ran for six-weeks between 25 February 2019 and 8 April 2019, during which time, parents, carers, students, schools and bus operators were asked for their views.

Head teachers of the affected schools were contacted directly, as well as all the other schools to which the council provides school transport. The schools directly affected were encouraged to publicise the consultation via their websites and social media accounts. These schools were also asked to share the information with their feeder schools and a notice was posted on the school portal system.

Bus operators on the local and school bus framework were also contacted directly and asked to submit responses.

Additionally, the consultation was promoted via social media, a press release and on relevant pages of the county council website, including the bus information and school admissions pages. The consultation was promoted internally to staff via a link to the press release on the intranet, and to county councillors via C-First (the councillors' portal). A stakeholder email was sent to Chief Executives of district and unitary councils, NHS bodies including Clinical Commissioning Groups, and MPs by the Chief Executive.

An electronic version of the consultation questionnaire was available online on the county council's website. Paper copies of the consultation questionnaire and alternative versions were also made available. In total, 195 questionnaires were completed; 179 were completed by students, parents and carers, 12 were completed by head teachers and four were completed by bus operators.

Key findings:

1. General use of the school transport service

When asked which school the student attended, the majority of respondents (97 out of 143) said Clitheroe Royal Grammar School.

About four-fifths of respondents (81%) said that they currently used school bus services. About one-sixth of respondents (17%) said they did not currently use school bus services, but may do so in the future.

66% said that they had a season ticket and 26% said that they paid a fare on the bus. 6% said that they had a free pass and 1% said that they had a discounted pass provided on faith grounds.

The bus services respondents most commonly said they used the 623 service (35 respondents), the 876 service (22 respondents), the 860 service (16 respondents), the 889 (9 respondents) and the 775 service (9 respondents).

The bus stops respondents most commonly said they used Hollies Road, Wilpshire (10 respondents); Berry Lane, Longridge (8 respondents) and the Traders Arms, Mellor (8 respondents).

2. The proposal in general for removing the funding for school transport services

About nine tenths (88%) of the respondents said that they disagreed with the proposal to remove the funding for school transport services and about a tenth of respondents (9%) said they agreed with the proposal.

The most common responses as to why respondents agreed or disagreed with the proposal to remove funding for school transport services were that rural services already had a minimal bus service (25%), that children's safety would be at risk walking the streets (22%) and that there were no alternatives and so students would be stranded (25%).

When asked how it would affect them, if there was no bus service, respondents were most likely to say that it would have an effect on parents and carers work hours or

risk to their employment (29%); that it would be impossible to get to school (23%) and that the students would have to attend a different school or not their choice of school (18%).

When asked how they would get to school, if there was no bus service for them, respondents were most likely to say that they would use the car (42%) or use other public transport (41%).

When asked if there was anything that the council needed to consider or that could be done differently, respondents were most likely to indicate that these were essential services and should not be changed (29%) or that the bus services should be rerouted to be more cost effective or serve wider catchments (19%).

3. Head teachers

Head teachers were asked how strongly they agreed or disagreed with the proposal. Six head teachers agreed with the proposal, four disagreed and two neither agreed nor disagreed.

When asked why they agreed or disagreed with the proposal to remove the funding for school transport services, most head teachers generally focused on the fact that it may make it difficult or impossible for some students, especially current students, to get to their school.

When asked how this would affect their school, head teachers responses included the following comments; that it would not affect them, that it could mean a reduction in pupil numbers, that low income families without a car would not be able to attend school and in the long term that expressing a preference for a specific school would not be possible.

Head teachers were then asked if they would be prepared to organise school bus services themselves. Two head teachers said 'yes'; five said 'no' and five said 'don't know'.

Head teachers were then asked if they would consider paying the county council to organise these services for them. Three head teachers said 'yes'; five 'no' and four said 'don't know'.

When asked if they thought there was anything else that the council should consider or could be done differently relating to the proposal to remove funding for school transport services, head teachers responses were that young people in rural areas had already been disproportionately affected by cuts to services; that it was not the responsibility of the school to organise or pay for transport and that they would struggle to afford to pay to organise services.

4. Bus operators

When asked how strongly they agreed or disagreed with the proposal to remove the funding for school transport services, three bus operators responded that they disagreed with the proposal and one said that it neither agreed nor disagreed with the proposal.

When asked why they agreed or disagreed with the proposal, bus operators responses included concerns about their ability to plan if contracts were to be ceased part way through and concerns about the oversight of future contracts.

When asked how the proposal to remove the funding for school transport services would affect their company, bus operators said that they would lose a bus service they currently operated; it could be an opportunity to approach the council to operate the services more cost efficiently and that reducing a contract was difficult after putting funding and contracts in place within their company.

When asked if they would be interested in providing school bus services commercially in conjunction with the schools themselves, three respondents said 'yes' and one 'no'.

When asked if they thought there was anything else that the council needed to consider or that could be done differently, bus operators responded that members of the public could buy tickets to fill seats; it was important to keep to the contract term agreed between the council and bus operators; the council could charge an administration fee to make the services profitable or appoint an outside organisation to take on the administration of the service.

5. Other responses to the consultation

There was one petition asking the council to rethink the proposal and to ensure that there was provision for children who used the 623 bus service to get from Mellor and surrounding villages to Clitheroe Royal Grammar School. This petition had been signed by 388 people.

Letters were received from Nigel Evans MP and Kate Hollern MP, on behalf of parents, who were concerned that if the 623 bus service was withdrawn, their children would have to switch schools.

Implications:

This item has the following implications, as indicated:

Risk management

Services may have to be reintroduced if new statutory scholars start attending schools where the service has been removed. This would be mitigated by focusing on those routes where there has been no statutory scholar for at least 2 years.

Financial

The saving agreed by Full Council in February 2019 totalled £100,000, with £50,000 removed from the budget in 2020/21 and £50,000 in 2021/22. If the services identified to be withdrawn within this report are agreed, then the service will fully deliver the saving agreed within the required timescales.

Legal

If the proposal is agreed, funding will be removed for school bus services where there have been no students who are entitled to free home to school transport or school transport assistance travelling for two years and where the revenue from fares and season tickets does not cover the cost of the service. However, those students entitled to statutory free school transport will continue to receive it.

Equality and Cohesion

It is acknowledged that this proposal will impact children and young people who currently use the identified services and their families, or those who may do so in the future, and that this may also impact some pupils and their families also on the basis of their religion or belief including having no religion or belief if their service is withdrawn. The Equality Assessment is set out at Appendix 'B'.

Although potential mitigation is proposed as an integral part of the arrangements, in terms of looking to identify alternative ways to continue making some provision for those schools affected, this may not be successful in all cases.

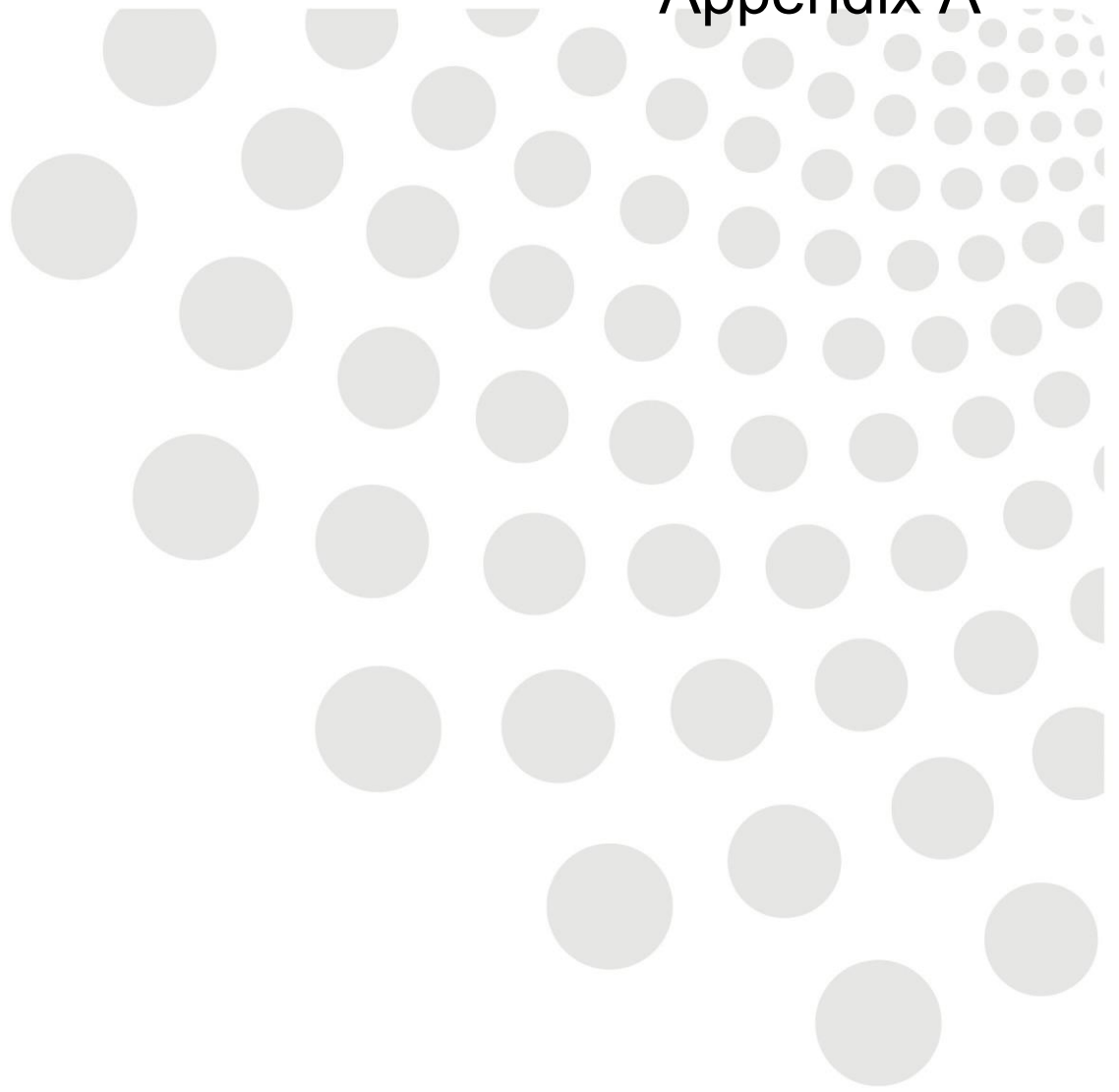
Education, Quality and Performance - Pupil Access

One of the issues that may arise from the removal of some school bus services relates to the possibility of pupils seeking a change of school due to parental concerns relating to accessibility or safety on public transport. Parents express preferences for schools based on a number of factors, one of which is how their child might undertake the journey to school. Where schools are situated in urban centres they are often well served by public transport, as well as school bus services. Pupils attending the more rural schools tend to rely more heavily on commissioned school transport.

With the same overriding concern, there is also a possibility that the removal of school bus services may impact on the popularity of some schools. If parents are not able to make arrangements so that their child is safely dropped off and picked up, and the school is not well served by public transport, they may not express a preference for the school on their secondary school application form.

List of Background Papers

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



School transport

Consultation report – 2019



**Melissa Sherliker, Mick Edwardson, Mike Walker
and Stephanie Windross**

May 2019

For further information on the work of Business Intelligence please contact us at
Business Intelligence
Lancashire County Council
County Hall
Preston
PR1 8XJ
Tel: 0808 1443536
www.lancashire.gov.uk/lancashire-insight

Contents

1. Executive summary	3
1.1 Key findings	3
1.2 Key findings – head teachers.....	4
1.3 Key findings – bus operators	5
1.4 Other responses to the consultation	5
2. Introduction.....	6
3. Methodology	8
3.1 Limitations	9
4. Main findings - students, parents and carers	10
4.1 Use of school transport.....	10
4.2 The proposal for removing the funding for school transport services	13
5. Main findings – head teachers	18
5.1 The proposal for removing the funding for school transport services	18
6. Main findings – bus operators.....	22
6.1 The proposal for removing the funding for school transport services	22
7. Other responses	25
7.1 Petitions and letters from service users	25
Appendix 1 – students, parents and carers demographics.....	26
Appendix 2– bus service numbers and stops	29
Appendix 3 – other responses	31

1. Executive summary

This report summarises the response to Lancashire County Council's consultation on school transport.

The fieldwork ran for six-weeks between 25 February 2019 and 8 April 2019. In total, 195 questionnaires completed (179 were completed by students, parents, carers and others. 12 were completed by head teachers and four were completed by bus operators).

1.1 Key findings

1.1.1 Use of the school transport service

- When asked which school the student attended, the majority of respondents (97 out of 143) said Clitheroe Royal Grammar School.
- About four-fifths of respondents (81%) said that they currently use school bus services. About one-sixth of respondents (17%) said they don't currently use school bus services, but may do in future.
- Two-thirds of respondents (66%) said that they have a season ticket. About a quarter of respondents (26%) said that they pay a fare on the bus. About one in twenty respondents (6%) said that they have a free pass and one in every one hundred respondents (1%) said that they have a discounted pass provided on faith grounds.
- The bus services respondents most commonly said they used were the 623 (35 respondents), the 876 (22 respondents), the 860 (16 respondents), the 889 (9 respondents) and the 775 (9 respondents).
- The bus stops respondents most commonly said they used were Hollies Road (10 respondents); Berry Lane, Longridge (8 respondents); and the Traders Arms, Mellor (8 respondents).

1.1.2 The proposal for removing the funding for school transport services

- About nine-tenths of respondents (88%) said that they disagree with the proposal to remove the funding for school transport services and about a tenth of respondents (9%) said they agree with the proposal.
- The most common responses as to why respondents agree or disagree with the proposal to remove funding for school transport services were that rural services already have a minimal bus service (25%), that children's safety will be at risk walking the streets (22%) and that there is no alternative transport/students will be stranded (25%).
- When asked how it would affect them, if there was no bus service, respondents were most likely to say that it will have an effect on parents and carers work hours/risk to their employment (29%), that it would be impossible to get to school

(23%) and that the students would have to attend a different school/not their choice of school (18%).

- When asked how they would get to school, if there was no bus service for them, respondents were most likely to say that they would use the car (42%) and use other public transport (41%).
- When asked if there is anything they think we need to consider or that we could do differently respondents were most likely to say that this is an essential service, do not change it (29%) and that we should rethink the bus route to be more cost effective/wider catchment (19%).

1.2 Key findings – head teachers

- Respondents were asked how strongly they agree or disagree with the proposal. Six head teachers agreed with the proposal, four disagreed and two neither agreed nor disagreed.
- When asked why they agree or disagree with the proposal to remove the funding for school transport services, most head teachers generally focused on the fact that it may make it difficult/impossible for some students, especially current students, to get to their school.
- When asked how this would affect their school, head teachers responses included that it would not affect them, that it could mean a reduction in pupil numbers, that low income families without a car would not be able to attend school and in the long term that expressing a preference for a specific school would not be possible.
- Head teachers were then asked if they would be prepared to organise school bus services themselves. Two head teachers said 'yes', five said 'no' and five said 'don't know'.
- Head teachers were then asked if they would consider paying the county council to organise these services for them. Three head teachers said 'yes', five said 'no' and four said 'don't know'.
- When asked if they think there is anything else that we need to consider about or that could be done differently about the proposal to remove the funding for school transport services, head teachers responses were that young people in rural areas have already been disproportionately affected by cuts to services, that it is not the responsibility of the school to organise or pay for transport, and they would struggle to afford to pay to organise services.

1.3 Key findings – bus operators

- When asked how strongly they agree or disagree with the proposal to remove the funding for school transport services, three bus operators responded that they disagree with the proposal and one said that they neither agreed nor disagree with the proposal.
- When asked why they agree or disagree with the proposal bus operators responses included concerns about their ability to plan if contracts are ceased part way through and concerns about the oversight of future contracts.
- When asked how the proposal to remove the funding for school transport services would affect their company, bus operators said that they would lose a bus service they currently operate, it could be an opportunity to approach the council to operate the services more cost efficiently, and that reducing a contract is difficult after putting funding and contracts in place within their company.
- When asked if they would be interested in providing school bus services commercially in conjunction with the schools themselves, three respondents said 'yes' and one said 'no'.
- When asked if they think there is anything else that we need to consider or that could be done differently, bus operators responded that members of the public could buy tickets to fill seats, it is important to keep to the contract term agreed between the council and bus operators, and the council could charge administration fee to make the services profitable or appoint an outside organisation to take on the administration of the service.

1.4 Other responses to the consultation

- There was one petition asking Lancashire County Council to rethink the proposal and ensure that there is provision for children who use the 623 bus service to get from Mellor and surrounding villages to Clitheroe Royal Grammar School. As of 8 April 2019, this petition was signed by 388 people.
- Letters were received from Nigel Evans MP and Kate Hollern MP on behalf of parents who were concerned that if the 623 bus service is withdrawn their children will have to switch schools.

2.Introduction

Lancashire County Council, like many councils across the country, is going through financially challenging times. This is as a result of funding not keeping pace with the increasing demand and cost of services being delivered. We need to continue to look at ways of reducing costs to help balance the books for future years. This means that we have to consider changes to some of the services we currently provide, as we do not have the resources to continue to deliver what we have done in the past. These changes were considered by our county councillors and we are now looking to consult on what impact the proposals may have.

Timescales

- 3 December 2018 – Cabinet agreed to consult on proposals
- 25 February - 8 April 2019 – consultation with parents, students, schools, bus companies
- 11 July 2019 – report the consultation outcomes to Cabinet
- September 2019- If proposal is unchanged following cabinet decision, we will give schools and parents a full academic year's notice before funding is removed. During this time, we will work with schools and bus operators to see if there is another way to provide the service
- September 2020 – propose to remove funding for bus services where students entitled to free home to school transport haven't used the service for two years and where the revenue from fares and season tickets does not cover the cost of the service.

Background to the proposal

We are legally required to provide free home to school transport for some students. We also currently provide transport assistance to some other students where we are not legally required to.

Where students qualify for free home to school transport or school transport assistance, we provide school transport services. Normally, this is a school bus. Where there are seats available on these bus services, other students may use them by buying a season ticket or paying a fare. However, in some cases we are still providing school bus services where there have been no students who are entitled to free home to school transport or school transport assistance travelling for two years.

On 3 December 2018, the county council's Cabinet agreed in principle to remove the funding for school bus services where there have been no students who are entitled to free home to school transport or school transport assistance travelling for two years and where the revenue from fares and season tickets does not cover the cost of the service. This agreement in principle is subject to the outcome of this consultation on the proposal.

Each year we will review which services are affected by our revised approach. The services currently affected are

- S24 Lancaster Meeting House Lane - Central Lancaster High School
- 605 Holmeswood - Rufford - Tarleton Academy (used as a connection service to Burscough Priory, Bishop Rawstorne Church Of England Academy, St Bede's Catholic High School)
- 623 Mellor, Traders Arms - Clitheroe Royal Grammar School
- 684 Ashton - Lea Endowed Church of England School - St Mary's Catholic Primary School
- 699 Penwortham - Browndedge St Mary's Roman Catholic High School & Sports College - Walton-Le-Dale High School
- 743 Skelmersdale War Memorial - Lathom High School
- 860 Blackburn Roe Lee - Clitheroe Royal Grammar School (also serving Bowland High School)
- 873 Accrington Gloucester Avenue - St Anne's Roman Catholic Primary School
- 889 Simonstone - Clitheroe Royal Grammar School
- 913 Skelmersdale War Memorial - Our Lady Queen Of Peace Catholic High School

If Cabinet agrees to this proposal, we will give schools and parents a full academic year's notice before funding is removed. During this time, we will work with schools and bus operators to see if there is another way to provide the service. This means that from September 2020, the school bus services listed above may no longer be provided.

We also still provide the following services

- 775 Mellor Brook - Langho The Rydings – Clitheroe Royal Grammar School
- 876 Longridge - Clitheroe Royal Grammar School

There have been no students who are entitled to free home to school transport or school transport assistance travelling on these services for two years, but the revenue from fares and season tickets currently covers the cost of the services. We are proposing to keep providing these services. However, if their revenue stops covering the cost of these services we would remove their council funding. In this situation, these services will be treated in the same way as other services. We will give schools and parents a full academic year's notice before funding is removed and we will work with schools and bus operators to see if there is another way to provide the service.

We are phasing out the entitlement to free home to school transport for students attending faith schools. This entitlement will be completely phased out by September 2022 and could result in this proposal affecting some of the school bus services that serve faith schools.

3. Methodology

For this consultation, we asked parents, carers, students, schools and bus operators for their views.

We contacted head teachers of the affected schools directly as well as all the other schools that the council provides school transport for. We encouraged the schools directly affected to publicise the consultation via their school website and school social media account. We asked these schools to share this information with their feeder schools as well and posted a notice on the school portal system. We encouraged the schools directly affected to publicise the consultation via their school website and school social media account. We asked these schools to share this information with their feeder schools as well.

We also emailed the bus operators affected.

We additionally promoted the consultation via social media, a press release and panels on relevant pages of the county council website including the bus information and school admissions pages. The consultation was promoted internally to staff via a link to the press release on the intranet and to county councillors via C-First (the councillors' portal). A stakeholder email from the Chief Executive was sent to Chief Executives of district and unitary councils, health, Clinical Commissioning Groups and MPs.

An electronic version of the consultation questionnaire was available online at www.lancashire.gov.uk. Paper copies of the consultation questionnaire and alternative versions were also available by calling 0300 123 6734 or sending an email to schoolbusmanagers@lancashire.gov.uk.

The fieldwork ran for six-weeks between 25 February 2019 and 8 April 2019. In total, 195 questionnaires completed (179 were completed by students, parents and carers. 12 were completed by head teachers and four were completed by bus operators).

The students, parents and carers questionnaire outlined the proposal to remove the funding for school bus services where there have been no students who are entitled to free home to school transport or school transport assistance travelling for two years and where the revenue from fares and season tickets does not cover the cost of the service.

The questionnaire introduced the consultation by stating that we are legally required to provide free home to school transport for some students. It also explained that we currently provide transport assistance to other students we are not legally required to with links to documents that provided a detailed explanation of free home to school transport and school transport assistance.

The main section of the questionnaire for students, parents and carers included ten questions, which covered which school the student attended, if bus services are currently used, if the students has a type of pass or pays a fare on the bus, the bus service number used and the name of the bus stop used.

The questions that covered respondents' views on the proposals asked how strongly they agreed or disagreed with the proposals, why they agree or disagree with the proposals, how the proposals would affect them, how the students would get to school if there was no bus service and if they think there is anything else that we need to consider or that we could do differently.

The remaining questions asked respondents for information about themselves. For example, if they are a deaf person or have a disability. This information is presented in appendix 1.

The questionnaire for head teachers asked how strongly they agreed or disagreed with the proposals, why they agree or disagree with the proposals, how the proposals would affect them, if there was no bus service, if they would be prepared to organise school bus services and if not would they be prepared to pay the county council to organise school bus services. It then asked if they think there is anything else that we need to consider or that we could do differently.

The questionnaire for bus operators asked how strongly they agreed or disagreed with the proposals, why they agree or disagree with the proposals, how the proposals would affect them, if there was no bus service, if they would be interested in providing school bus services prepared to organise school bus services and if they think there is anything else that we need to consider or that we could do differently.

In this report, students, parents and carers responses to the open questions have been classified against a coding frame to quantify the qualitative data. However, due to the small number of responses from head teachers and bus operators their responses to the open questions are presented in full.

Coding is the process of combining the issues, themes and ideas in qualitative open responses into a set of codes. The codes are given meaningful names that relate to the issue, so that during close reading of responses it can be seen when similar issues relate to a similar code. As the analysis process continues the coding frame is added to and refined as new issues are raised by respondents. All responses to open questions are then coded against the coding frame, and can be subsequently analysed as quantitative data.

3.1 Limitations

The findings presented in this report are not representative of the views of people who use school bus services. Neither are they representative of the population of Lancashire. They should only be taken to reflect the views of people who were made aware of the consultation, and had the opportunity and felt compelled to respond.

In charts or tables where responses do not add up to 100%, this is due to multiple responses or computer rounding.

4. Main findings - students, parents and carers

4.1 Use of school transport

Respondents were first asked which school they, or their child, currently attends. The majority of respondents (97 out of 143) said Clitheroe Royal Grammar School.

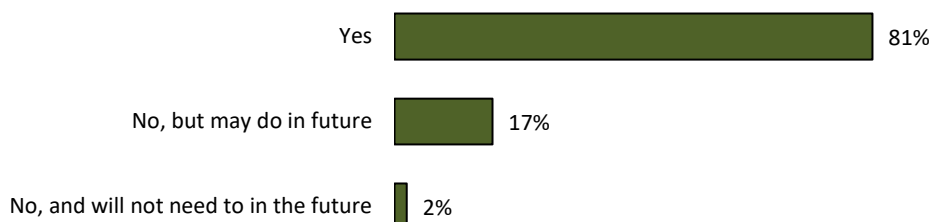
Table 1 - Which school do you, or your child, currently attend?

School	Number
Clitheroe Royal Grammar School	97
Bowland High	12
Ribblesdale High	5
Mellor St. Mary's High	4
Queen Elizabeth's Grammar School	3
Westholme School	3
St. Bede's, Ormskirk	2
Brownedge St. Mary's	2
Upholland High	1
Millfield High	1
St Joseph's RC High	1
Holy Cross	1
Lancaster Royal Grammar	1
St. Christopher's CE High	1
Penwortham Girl's High	1
St. Augustine's RC High	1
Broughton High	1
Archbishop Temple	1
St. Aidan's High	1
Fearn's Community Sports College	1
St. Michaels Chorley	1
Alder Grange High	1
St. Bede's Catholic High School	1

Base: all respondents (143)

Respondents were then asked if they or their child currently use school bus services. About four-fifths of respondents (81%) said 'yes', about one-sixth of respondents (17%) said 'no, but may do in future' and one in fifty respondents (2%) said 'no, and will not need to in future'.

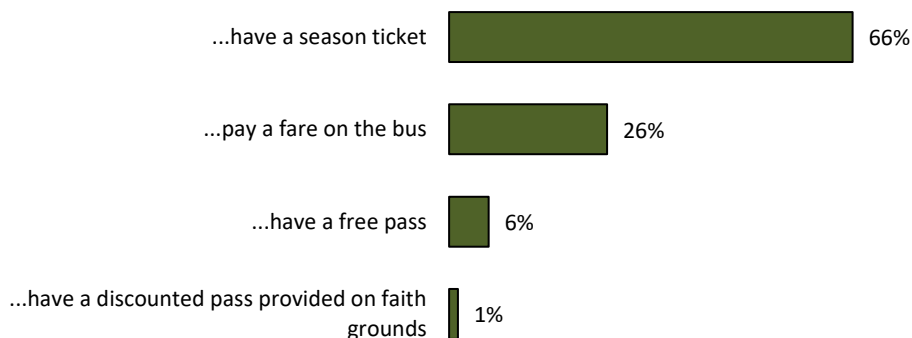
Chart 1 - Do you or your child currently use school bus services?



Base: all respondents (144)

Respondents were then asked if they or their child has a bus pass or pays a fare on the bus. Two-thirds of respondents (66%) said that they have a season ticket, about a quarter of respondents (26%) said that they pay a fare on the bus, about one in twenty respondents (6%) said that they have a free pass and one in a hundred of respondents (1%) said that they have a discounted pass provided on faith grounds.

Chart 2 - Do you/your child...?



Base: all respondents (139)

Respondents were then asked to give the service number(s) of bus(es) they use and the bus stop name where they catch the bus to school.

Respondents were most likely to say that they used the bus services 623 (35 respondents), 876 (22 respondents), 860 (16 respondents), 889 (9 respondents) and 775 (9 respondents).

Table 2 - What is/are the service number(s) of bus(es) used by your child to get to school?

Service No.	No.
605	1
623	35
699	2
743	1
860	16
889	9
775	9
876	22

Base: respondents who gave a response that included one of the services listed in our proposal (95)

The bus stops that respondents were most likely to say that they use were Hollies Road (10 respondents), Berry Lane, Longridge (8 respondents) and the Traders Arms, Mellor (8 respondents).

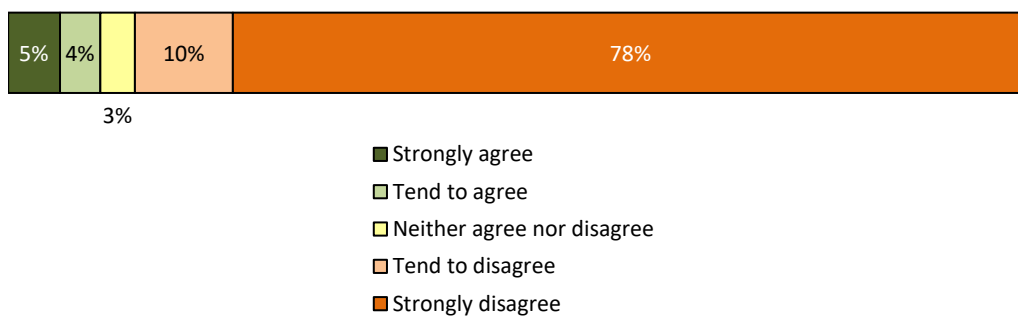
Respondents identified many different bus services and bus stops and their responses are presented in full in appendix 2.

4.2 The proposal for removing the funding for school transport services

Respondents were then asked how strongly they agree or disagree with the proposal to remove the funding for school bus services where there have been no students who are entitled to free home to school transport or school transport assistance travelling for two years and where the revenue from fares and season tickets does not cover the cost of the service.

About nine-tenths of respondents (88%) said that they disagree with the proposal and a tenth of respondents (9%) said they agree with it.

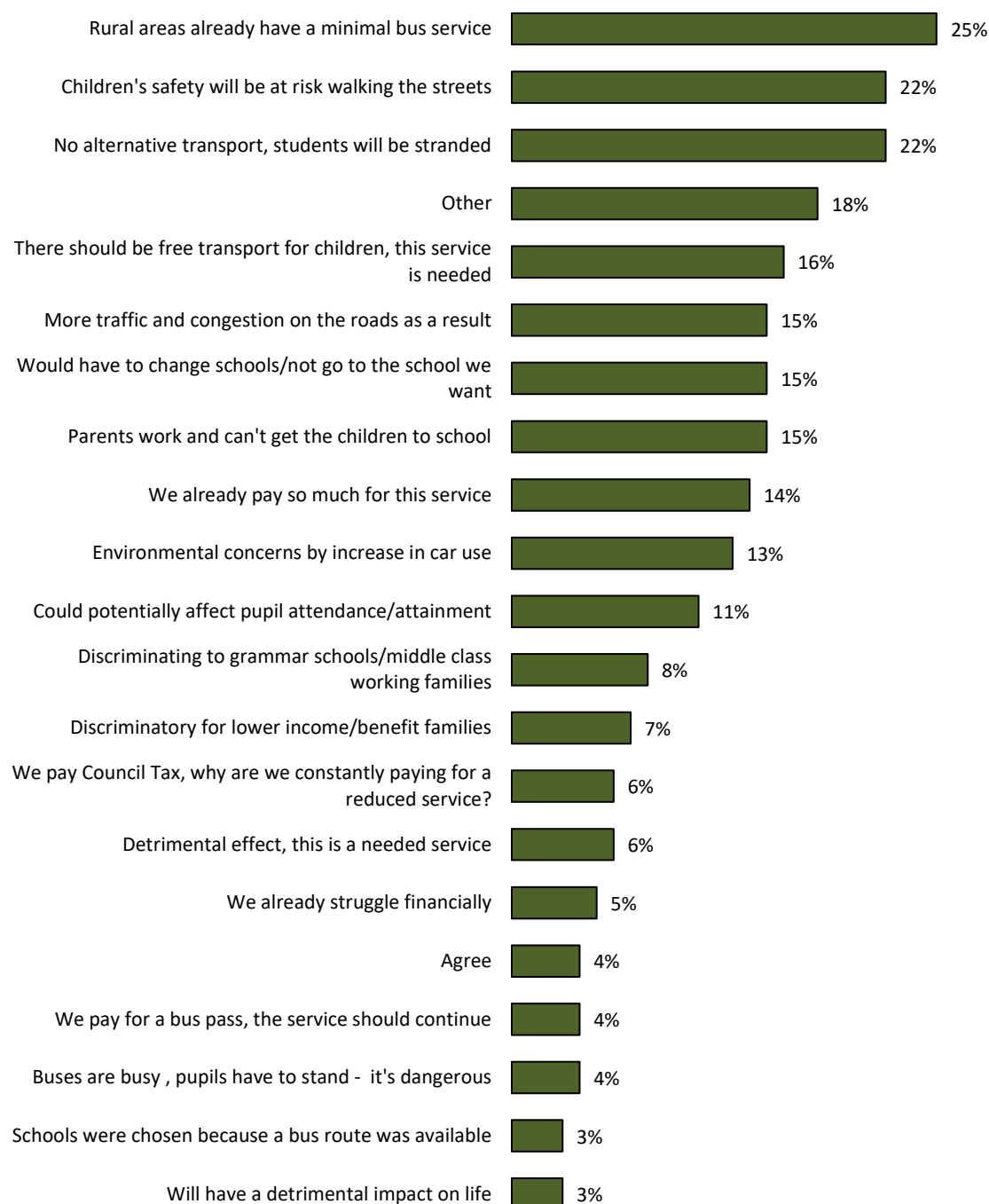
Chart 3 - How strongly do you agree or disagree with this proposal?



Base: all respondents (177)

Respondents were then asked why they agreed or disagreed with the proposal. The most common responses to this question were that rural services already have a minimal bus service (25%), that children's safety will be at risk (22%) and that there is no alternative transport/students will be stranded (22%).

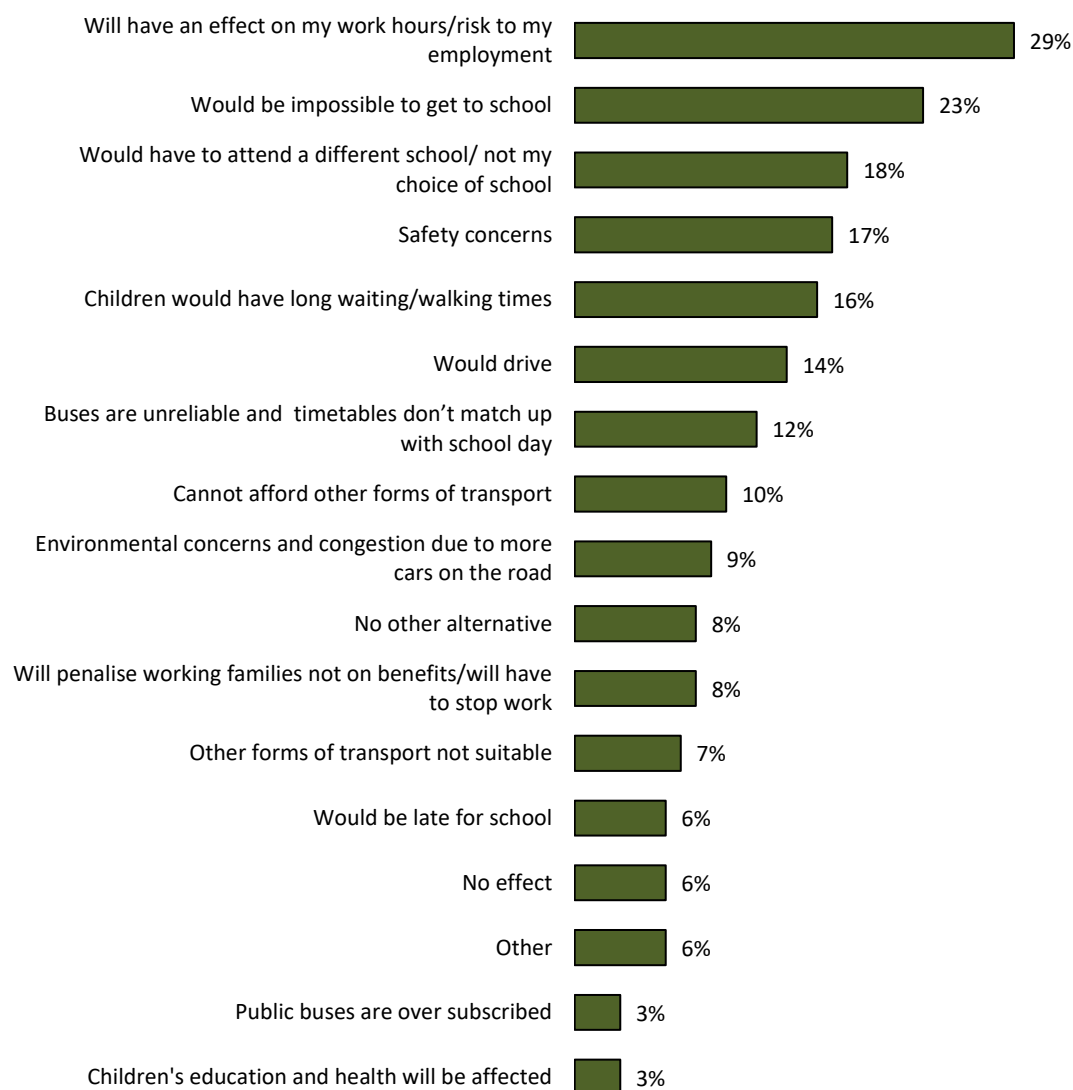
Chart 4 - Why do you say this?



Base: all respondents (157)

Respondents were then asked how it would affect them if there was no bus service. The most common responses to this question were that it will have an effect on parents and carers work hours/risk to their employment (29%), that it would be impossible to get to school (23%) and that the students would have to attend a different school/not their choice of school (18%).

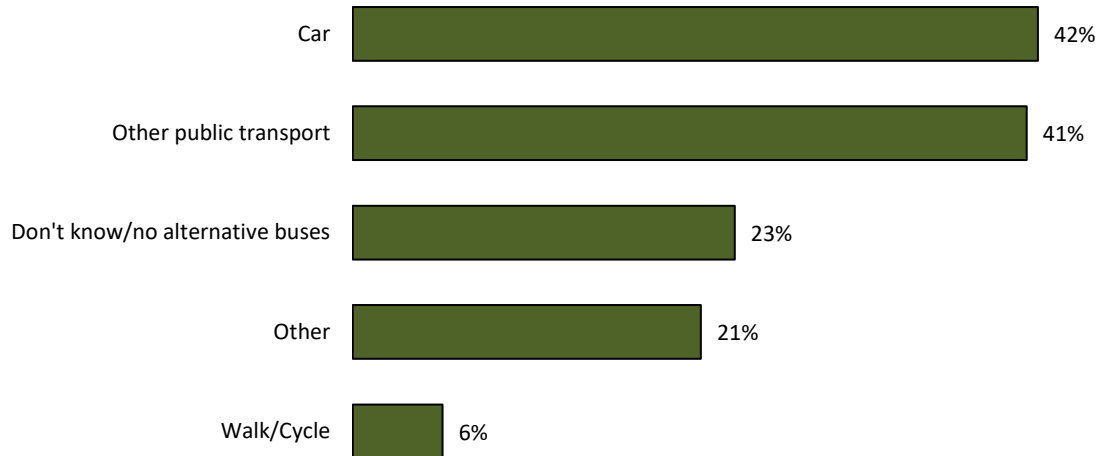
Chart 5 - If there was no bus service, how would this affect you?



Base: all respondents (163)

Respondents were then asked how they or their child would get to school if there was no bus service for them to use. The most common responses to this question were that they would use the car (42%) and use other public transport (41%).

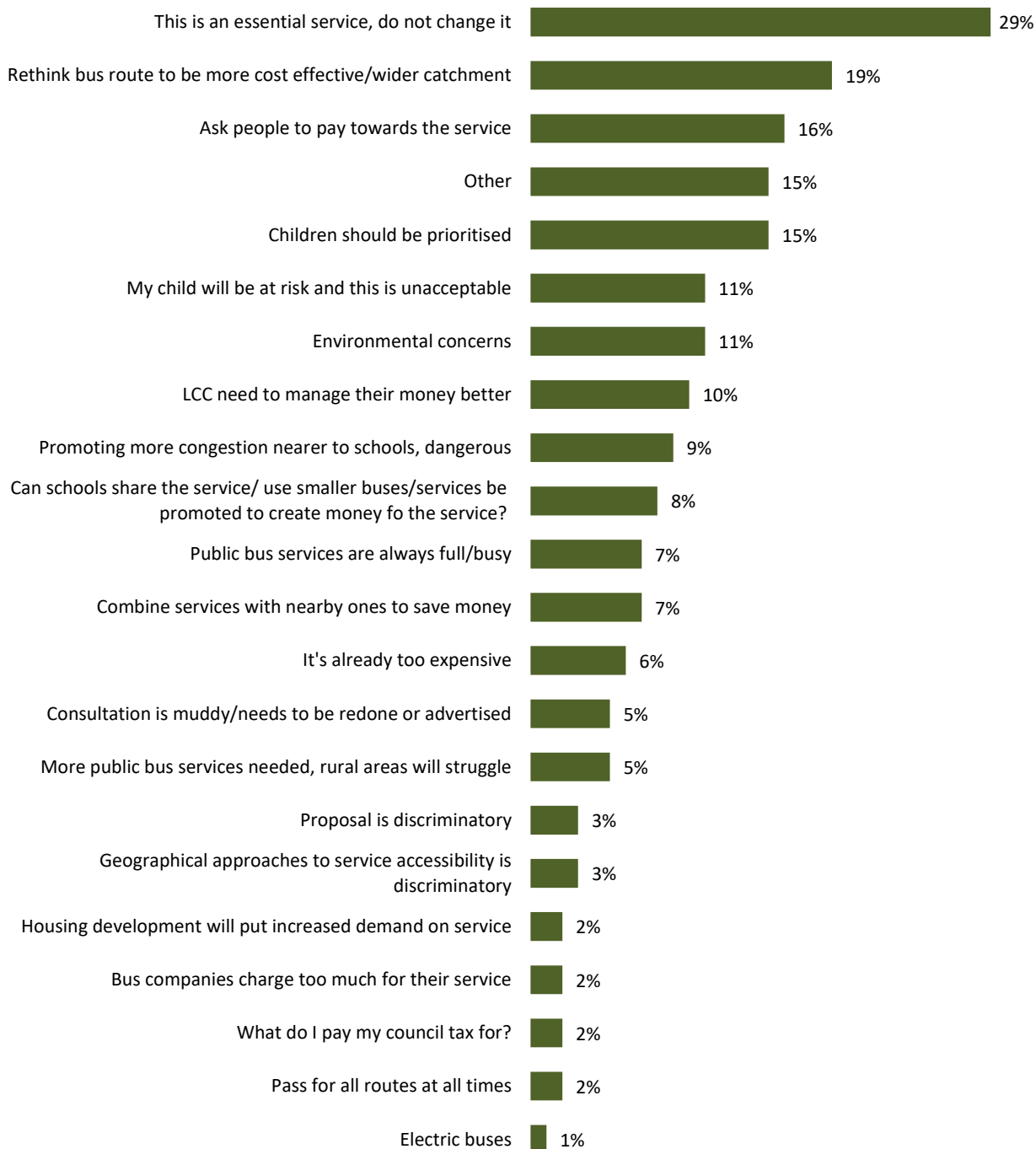
Chart 6 - If there was no bus service for you/your child to get to school, how would you/your child get to school?



Base: all respondents (145)

Respondents were then asked if there is anything they think we need to consider or that we could do differently about our proposal. The most common responses to this question were that this is an essential service, do not change it (29%) and that we should rethink the bus route to be more cost effective/wider catchment (19%).

Chart 7 - Thinking about our proposal, is there anything else you think we need to consider or that we could do differently?



Base: all respondents (123)

5. Main findings – head teachers

5.1 The proposal for removing the funding for school transport services

5.1.1 How strongly do you agree or disagree with this proposal?

Respondents were asked how strongly they agree or disagree with the proposal. Six head teachers agreed with the proposal, four disagreed and two neither agreed nor disagreed.

Table 3 - How strongly do you agree or disagree with the proposal?

	No.
Strongly agree	2
Tend to agree	4
Neither agree nor disagree	2
Tend to disagree	0
Strongly disagree	4

Base: all respondents (12)

5.1.2 Why do you say this?

Respondents were then asked why they agree or disagree with the proposal. Their responses were:

"This proposal, if carried through, would fundamentally undermine the ability of students in rural areas to get to school. It would affect children currently at schools, who might be forced to move, as well as eliminating the ability to express a preference for new parents and children. It is also fundamentally arbitrary, as the deciding factor of whether anyone entitled to free home to school transport has travelled on the service will vary in an unpredictable way."

"If families choose schools out of catchment they should be responsible for transport costs."

"We have several families, who use the service, on low income, and consequently can't afford to run a car. They would really struggle to get their children to our school as there is no other bus route that serves the area at convenient school times."

"Funds could be better spent."

"What are the plans if students who are entitled to free home to school transport or school transport assistance come into the equation?"

"We are desperately trying to ensure that parents of Skelmersdale children choose Skelmersdale high schools for their child rather than looking outside of the town. This increases the likelihood of parents in the Old Skelmersdale area of town looking to Ormskirk as more accessible than their local high school due to transport issues. There are no service bus routes which pass by the two Skelmersdale high schools."

"The impact on the opportunity and availability of transport options for students is dwindling and this will lead to a lack of choice and an increase in cost for students and their families."

5.1.3 How would this affect your school?

Respondents were then asked if there was no bus service, how it would affect their school. Their responses were:

"In the short term, not at all as none of our services is on the initial list. In the long term, it would have a grave impact on the ability of students to get to my school and eliminate their ability to express a preference for a school."

"Maybe."

"It would not."

"We have several families, who use the service, on low income, and consequently can't afford to run a car. They would really struggle to get their children to our school as there is no other bus route that serves the area at convenient school times."

"It wouldn't. My school has ceased to have a school bus service for several years. Pupils access public transport which routes via the school at the beginning and end of the school day."

"Currently, it would not affect my school."

"No direct impact."

"Not relevant to our school as yet."

"Further reduction in pupil numbers is a serious concern as there is no public transport route which passes school. Parents are therefore even more likely to look to Ormskirk or Deans Trust Wigan which are on public bus routes."

"To maintain provision for some communities, private arrangements would have to be made with bus companies or some areas of the current catchment would become isolated."

5.1.4 Would you be prepared to organise school bus services yourself?

Respondents were then asked if they would be prepared to organise school bus services themselves. Two head teachers said 'yes', five said 'no' and five said 'don't know'.

Table 4 - Would you be prepared to organise school bus services yourself?

	No.
Yes	2
No	5
Don't know	5

Base: all respondents (12)

5.1.5 If not, would you consider paying the county council to organise these services for you?

Respondents were then asked if they would consider paying the county council to organise these services for them. Three head teachers said 'yes', five said 'no' and four said that they 'don't know'.

Table 5 - If not, would you consider paying the county council to organise these services for you?

	No.
Yes	3
No	5
Don't know	4

Base: all respondents (12)

5.1.6 Is there anything else that we need to consider or that could be done differently?

Respondents were then asked if there is anything they think we need to consider or that we could do differently. Their responses were:

"If the proposal goes through it would be a grave dereliction of the council's duty towards young people in rural areas - who have already been disproportionately affected by cuts to services. Please reconsider this."

"It is not the responsibility of the school to organise or pay for someone to organise transport."

"Current school budgets would make it very hard to support paying to organise services, but if it were a cost effective method than may be the best route to look at."

6. Main findings – bus operators

6.1 The proposal for removing the funding for school transport services

6.1.1 How strongly do you agree or disagree with this proposal?

Respondents were then asked how strongly they agree or disagree with the proposal. Three of the four respondents disagreed and one neither agreed nor disagreed.

Table 6 - How strongly do you agree or disagree with the proposal?

	No.
Strongly agree	0
Tend to agree	0
Neither agree nor disagree	1
Tend to disagree	1
Strongly disagree	2

Base: all respondents (4)

6.1.2 Why do you say this?

Respondents were then asked why agree or disagree with the proposal. Their responses were:

"There needs to be a body to oversee the provision of school transport to maintain standards in terms of vehicle safety and safeguarding. Will this be left to the school to organise, or the parents, or will an operator be allowed to run a service as a commercial operation / registered service? Without control or supervision, who will carry out the required checks? Is the operation of a service going to be left in the situation where competing operators may run more than one vehicle on the service at different fare rates?"

"In any business normally a 5 year plan is in place. When accepting a contract from LCC it is taken into account the 4-5 year term. Finance employee, operators disc and vehicle finance are taken on by the company with the 4-5 year plan to cover all the factors."

6.1.2 How would this affect your company?

Respondents were then asked if there was no bus service, how it would affect their company. Their responses were:

"We are an approved LCC school bus operator but we do not currently run any of these services."

"Whilst it is understandable if the service is running with lack of passengers and not meeting the funding criteria but taking a 5 year contract with LCC and it being reduced part way through is unpredictable and difficult after putting the funding and contracts into place within our company."

"We would lose a bus service we currently operate."

"Loss of contracts if we sat on our hands, or it could give us the opportunity to approach the council to operate the services more cost efficiently."

6.1.3 Would you be interested in providing school bus services commercially in conjunction with the schools themselves?

Respondents were then asked if they would be interested in providing school bus services commercially in conjunction with the schools themselves. Three bus operators said 'yes' and one said 'no'.

Table 7 - Would you be interested in providing school bus services commercially in conjunction with the schools themselves?

	No.
Yes	3
No	1
Don't know	0

Base: all respondents (4)

6.1.4 Is there anything you think we need to consider or do differently?

Respondents were then asked if whether there is anything they think we need to consider or that we could do differently. Their responses were:

"Is it not possible for LCC to continue to provide the structure for these services but charge an administration fee so that it is profitable? If not, can the schools, via LCC, appoint an outside organisation to take over their role and report back regarding the performance and standards of the chosen operators?"

"It is paramount you consider keeping to the contract term agreed between LCC and the bus operator. This will keep the goodwill and consistent good service provided by LCC and the bus operator to the school transport services."

"Children go to the library, shops, cinema, walk the streets, they are members of the public so why are school buses restricted to only school children. The bus has many seats and it should be an idea to fill as many seats as possible by anyone willing to pay for a ticket. Parents are dangerously blocking our roads and schools up with cars and it should be enforced, the students should be on the buses not in mummy and daddys cars, it's getting ridiculous and dangerous."

7. Other responses

7.1 Petitions and letters from service users

During the consultation period, we received three other responses to our proposals. There was an online petition about the number 623 bus service, and both Nigel Evans MP and Kate Hollern MP shared their concerns about the proposal to remove the funding for 623 bus service.

7.1.1 Petitions

7.1.1.1 Petition

https://www.ribblevalleylibdems.org.uk/mellor_school_bus_623

As of the 8 April 2019, the above petition received 140 electronic signatures a paper copy of the petition was also handed in with 248 signatures.

The petition was prefaced with the following statement.

Lancashire County Council are currently consulting on the withdrawal of the 623 Bus which goes from the Trader's Arms, Mellor, via Ramsgreave, Wilpshire and Salesbury to Clitheroe Royal Grammar School once in the morning and returning once after school. In many of the areas it stops at there is no service bus that would take children to and from school. Therefore we are calling upon the County Council to think again.

We the undersigned call upon Lancashire County Council to think again and ensure that there is provision for children who would use the 623 Bus to get from Mellor and surrounding villages to Clitheroe Royal Grammar School.

7.1.2 Responses from MPs

Nigel Evans MP and Kate Hollern MP both contacted us on behalf of parents who were concerned that they will have to remove their children from their current school if the funding for the 623 bus service is withdrawn. These communications can be found in appendix 3.

Appendix 1 – students, parents and carers demographics

Table 8 - Are you...?

	%
A Lancashire resident	97%
A member of a voluntary or community organisation	9%
An employee of Lancashire County Council	8%
An elected member of a parish or town council in Lancashire	3%
Other	2%
An elected member of a Lancashire district council	<1%
An elected member of Lancashire County Council	<1%

Base: all respondents (170)

Table 9 - Are you...?

	%
Male	23%
Female	74%
Other	1%
Prefer not to say	2%

Base: all respondents (176)

Table 10 - What was your age last birthday?

	%
Under 11	0%
11-15	1%
16-18	2%
19-34	3%
35-49	55%
50-64	28%
65+	3%
Prefer not to say	7%

Base: all respondents (176)

Table 11 - Are you a deaf person or do you have a disability?

	%
Yes, learning disability	0%
Yes, physical disability	3%
Yes, sensory disability	0%
Yes, mental health disability	1%
Yes, other disability	2%
No	85%
Prefer not to say	10%

Base: all respondents (144)

Table 12 - Are there any children or young people in your household aged under 20?

	%
Yes, aged under 5	9%
Yes, aged 5-11	45%
Yes, aged 12-16	65%
Yes, aged 17-19	20%
No children aged under 20	10%
Prefer to not say	3%

Base: all respondents (176)

Table 13 - Are there any disabled young people aged under 25 in your household?

	%
Yes	6%
No	88%
Prefer not to say	6%

Base: all respondents (176)

Table 14 - Do you have access to a car or van in which you could travel to and from school?

	%
Yes, to travel to school	35%
Yes, to travel from school	27%
No	49%
Don't know	3%
Prefer to not say	13%

Base: all respondents (146)

Table 15 - What is your religion?

	%
No religion	17%
Christian	62%
Buddhist	0%
Hindu	1%
Jewish	1%
Muslim	5%
Sikh	0%
Any other religion	1%
Prefer not to say	15%

Base: all respondents (174)

Table 16 - Which best describes your ethnic background?

	%
White	80%
Asian or Asian British	5%
Black or black British	1%
Mixed	1%
Other	1%
Prefer not to say	13%

Base: all respondents (177)

Appendix 2– bus service numbers and stops

Table 17 - What is the service number(s) of bus(es) used by your child to get to school?

Bus Service	No.
623	35
876	22
860	16
775	9
889	9
5	4
15	3
22	3
510	3
Non- LCC service	2
680	2
699	2
890	2
1	1
11	1
14	1
43	1
66	1
67	1
280	1
395	1
458	1
464	1
484	1
487	1
526	1
605	1
616	1
625	1
626	1
628	1
629	1
630	1
633	1
743	1
789	1
811	1
820	1

Base: all respondents (130)

Table 18 - What is the bus stop name where by your child catches the bus to school?

Bus stop name	No.	Bus stop name	No.
Hollies Road	10	Blackburn Roe Lee	1
Berry Lane, Longridge Post Office	8	Bonny Inn	1
Traders Arms (Mellor)	8	Booth Road	1
Simonstone	6	Digmoor	1
Church Lane (Mellor)	6	Dolphinholm Abbeystead Road	1
Millstone	5	Four Lane Ends Sabden	1
Brockhall	5	Holden	1
Wilpshire Hotel	4	Holy Souls	1
Vicarage Lane	4	Hothersall Lane	1
Nelson Bus Station	3	Jesters	1
Buck Inn Grindleton	3	Lammack	1
Pendle Drive	3	Longsands Lane	1
Somerset Avenue	2	Lostock Hall	1
Shady Lane	2	Lower Wheelton	1
Spread Eagle (Mellor)	2	New Longton School	1
Bulls Head	2	Newton Bowland	1
The Rydings	2	Parbold	1
York Lane	2	Ramsgreave Drive	1
Spring Mill	2	Read Constitutional Club	1
Stonebridge	2	Ribchester	1
Milestone Mellor	2	Samlesbury Hotel	1
Fielden Arms	2	Shadsworth road	1
Langho	2	Stonehill	1
Clitheroe area	2	Stoneygate Lane	1
Sparth Road, Clayton Le Moors	2	Stopper lane	1
Whalley	2	Trafford Gardens	1
Chatburn	2	Upholland Labour Club	1
Accrington Bus Station	1	Victoria Road	1
Allanson Hall Farm, Adlington	1	Wall Terrace	1
Asda	1	West Bradford Farm	1
Barker Lane	1	Whinney Lane	1
Barley/Newchurch	1	Calderstones Park	0
Bee Lane	1	Somerset Road	0

Base: all respondents (132)

Appendix 3 – other responses

3.1. Petition

https://www.ribblevalleylibdems.org.uk/mellor_school_bus_623

The above petition received 140 signatures and was prefaced with the following statement.

Lancashire County Council are currently consulting on the withdrawal of the 623 Bus which goes from the Trader's Arms, Mellor, via Ramsgreave, Wilpshire and Salesbury to Clitheroe Royal Grammar School once in the morning and returning once after school. In many of the areas it stops at there is no service bus that would take children to and from school. Therefore we are calling upon the County Council to think again.

We the undersigned call upon Lancashire County Council to think again and ensure that there is provision for children who would use the 623 Bus to get from Mellor and surrounding villages to Clitheroe Royal Grammar School.

3.2 Nigel Evans MP

I am writing on behalf of, and in support of [REDACTED], Mellor.

[REDACTED] uses the 623 bus each day to reach school, unfortunately it is under consultation that the service may be removed, leaving [REDACTED] to walk around 2 miles to Ramsgreave Train Station to catch a bus. If the consultation axes the bus, [REDACTED] will have to regrettably switch schools.

Further to this, [REDACTED] Governors at Balderstone St Leonards Church of England Primary School, [REDACTED] the Board will have to relieve CRGS as a secondary school choice for their pupils because of the logistical challenges.

I would be grateful if you could include this representation in the consultation, it would be truly damaging to CRGS's students in Mellor and surrounding areas should the 623 be removed.

I am writing to express my concern at Lancashire County Council's proposal to withdraw the school bus service 623 from Mellor to Clitheroe Royal Grammar School (CRGS).

My [REDACTED] at the Grammar School and currently walks a quarter of a mile to catch the school bus.

If the 623 is withdrawn, his nearest options for travel will be a bus stop 1.8 miles away or Ramsgreave railway station 2 miles away. In both cases there would be final 0.8 mile walk in Clitheroe to reach school. Realistically, these routes are not viable. If the school bus is withdrawn I will be forced to remove [REDACTED] from the school that [REDACTED] and is very proud to attend.

I feel it is worth highlighting that the 623 service is full of children. There are no empty seats. In addition, two other CRGS school buses routes have been targeted for withdrawal. This proposal, if implemented, will affect a large number of Ribble Valley families.

[REDACTED]
[REDACTED] The school is in a rural setting and many of our pupils do not live near a scheduled bus stop. If the CRGS school bus service is withdrawn then, in effect, CRGS will be removed as a secondary school choice for our pupils. The Head Teacher and I have written to Lancashire County Council to express our concern.

I would be grateful if you would raise these serious issues with Lancashire County Council and persuade them to continue running the existing school bus services.

3.3 Kate Hollern MP

I write on behalf of constituent [REDACTED]

My constituent has contacted our office regarding her concerns at the recent announcement made by Lancashire County Council for the consultation of the potential withdrawal of the 623 bus service for school children between Blackburn and Clitheroe.

[REDACTED] that closure of the service would be detrimental to education of the children that rely on this form of transportation to attend school.

I would be most grateful if you can look into the matter raised and for any assistance you can offer.

I have been extremely worried about the recent announcement by LANCASHIRE county council that they are consulting about the potential withdrawal of the 623 bus service which transports school children between Blackburn and clitheroe.

[REDACTED] prepare and get through the clitheroe exam. We will be devastated if this bus service stops as there will be no way [REDACTED] getting to school in September.

There are already lots of other children using the service and all their futures and education depend on this bus service. Please can you help in getting this idea quashed? I know savings have to be made in the council but these are not savings...they will harm our youngsters.

Equality Analysis

School Transport
Summer 2019

Question 1 - What is the nature of and are the key components of the proposal being presented?

The County Council proposes to remove the funding for school bus services where there have been no students who are entitled to free home to school transport or school transport assistance travelling for two years and where the revenue from fares and season tickets does not cover the cost of the service.

This proposal was agreed in principle by County Council Cabinet on 3rd December 2018 subject to a consultation being carried out on the proposal and its outcome being reported back for consideration of a final proposal prior to any implementation.

Question 2 - Scope of the Proposal

Is the proposal likely to affect people across the county in a similar way or are specific areas likely to be affected – e.g. are a set number of branches/sites to be affected?

At this stage 10 school bus services are at risk of meeting the criteria whereby funding might be withdrawn from September 2020, the proposal includes provision to give 12 months notice of the withdrawal of a service during which time the County Council will work with schools and bus operators to see if there is another way to provide the service. These services are:

S24 Lancaster Meeting House Lane to Central Lancaster High School;

605 Holmeswood, Rufford to Tarleton Academy (used as a connection service to Burscough Priory, Bishop Rawsthorpe Church of England Academy and St Bede's Catholic High School);

623 Mellor, Traders Arms to Clitheroe Royal Grammar School;

684 Ashton to Lea Endowed Church of England School and St Mary's Catholic Primary School;

699 Penwortham to Brownedge St Mary's Roman Catholic High School and Sports College and Walton-le-Dale High School;

743 Skelmersdale War Memorial to Lathom High School;

860 Blackburn Roe Lee to Clitheroe Royal Grammar School (also serving Bowland High School);

873 Accrington Gloucester Avenue to St Annes Roman Catholic Primary School;

889 Simonstone to Clitheroe Royal Grammar School;

913 Skelmersdale War Memorial to Our Lady Queen of Peace Catholic High School.

There are also two services identified as having no eligible pupils having used the service for the past two years but where revenue from season tickets and fares currently meets costs but where it is possible that this situation may not continue. In that event these services would be subject to the application of the proposed policy. These services are:

775 Mellor Brook, Langho The Rydings to Clitheroe Royal Grammar School;

876 Longridge to Clitheroe Royal Grammar School.

Should the proposal be approved it would set down criteria that could potentially be applied to any school bus service funded by the County Council in the future.

Question 3 – Protected Characteristics Potentially Affected

Could the proposal have a particular impact on any group of individuals sharing protected characteristics under the Equality Act 2010, namely:

- Age
- Disability including Deaf people
- Gender reassignment
- Pregnancy and maternity
- Race/ethnicity/nationality
- Religion or belief
- Sex/gender
- Sexual orientation
- Marriage or Civil Partnership Status

And what information is available about these groups in the County's population or as service users/customers?

The proposal will impact children and young people (age protected characteristic) who use any school bus services affected by it.

As some of the schools served by services are Church of England or Roman Catholic schools whilst others are not, the religion or belief protected characteristic is also relevant and people could be impacted on grounds of their religion or belief.

Question 4 – Engagement/Consultation

How have people/groups been involved in or engaged with in developing this proposal?

Head teachers at the affected schools were contacted directly as well as all the other schools that the County Council provides school transport for. The schools directly affected were encouraged to publicise the consultation via their school's website and social media account. These schools were also asked to share the information with their feeder schools and a notice was also placed on the school portal system at the County Council which schools regularly access.

Bus operators affected were also emailed directly.

The consultation was also promoted via the County Council's social media account, press releases, panels on the relevant pages of the County Council's website - e.g. bus information and school admissions pages – and was promoted to LCC staff via Staff News and County Councillors through C-First the County Councillors portal. A stakeholder email was also sent to District and Unitary Councils, health partners including Clinical Commissioning Groups and MPs.

The consultation period ran for six weeks from 25 February 2019 to 8 April 2019 to allow for school holidays. The consultation was available on-line and print versions were available on request. 195 completed responses were received of which 179 were completed by students, parents or carers, 12 were completed by headteachers and 4 were completed by bus operators.

NB: The comments below are not necessarily reflective of the views of Lancashire residents or users of school bus services but are reflective of those people who were made aware of the consultation and had the opportunity and felt compelled to respond. It was also clear that some bus services attracted a larger numerical response than others, but this equality analysis addresses the proposal as a whole.

In terms of the demographics of respondents to the public consultation:

97% of respondents were residents of Lancashire.

Sex/gender 74% of respondents were female and 23% were male, 1% identified as "other" and 2% preferred not to say. Consultations on County Council services

do seem to attract a disproportionate number of responses from women so this is not an unusual response rate.

Age 1% of respondents were aged 11-15 and 2% were aged 16-18 which is a higher figure than for many consultations and suggests some young people took the opportunity to respond. Over half (55%) of respondents were aged 35-49 and over a quarter (28%) were aged 50-64 which may reflect the likely level of interest from this age group as parents or grandparents.

Disability or Deaf People – 85% of respondents answered "no" to this question whilst 10% prefer not to say. There was a lower response from disabled or Deaf People than for most consultations. 3% of respondents had a physical disability, 1% had a mental health related disability and 2% had an "other" disability.

Ethnicity 80% of respondents identified as White and 13% "prefer not to say". 5% of respondents identified as Asian or Asian British, 1% as Black or Black British, 1% as Mixed and 1% as other. Respondents appear to be broadly comparable to the Lancashire population.

Religion or Belief 62% of respondents identified as Christian; 17% had "no religion"; 5% were Muslim; 1% were Hindu, Jewish and "Any Other Religion" respectively and 15% "prefer not to say". These figures are broadly in line with the Lancashire population at the 2011 Census.

Three other questions were included in the demographic questions which do not directly relate to protected characteristics but are of relevance to this proposal.

Respondents were asked if they had any children or young people in their household aged under 20. 10% of respondents had no children or young people in their household and 3% preferred not to say. 9% of respondents had children aged under 5, 49% had children aged 5-11, 65% had children aged 12-16 and 20% had children aged 17-19. This is reflective of the nature of the proposal.

Respondents were also asked if there were any disabled young people in their household aged under 25. 6% of respondents said there were which is reflective of many service consultation demographics.

Finally respondents were asked if they had access to a car or van in which they could travel to and from school. 35% said they had access to a car or van they could use to travel to school; 27% said they had access to a car or van they could use to travel from school; 49% said No, 3% said "don't know" and 13% "prefer not to say".

Of those who responded to the public/wider consultation 81% used or their child used school bus services, 17% said they did not but might do in the future and 2% did not and said they would not need to in the future.

For the public consultation 88% of respondents disagree with the proposal and 9% agree with it. Of the headteacher respondents 6 agreed with the proposal, 4 disagreed and 2 neither agreed nor disagreed. Three of the bus operators disagreed with the proposal and one neither agreed nor disagreed.

Respondents were asked why they said this and for the public consultation the highest responses were that rural areas already had a minimal bus service (25%), that childrens safety could be at risk (22%) and that there was no alternative transport/children would be stranded. Other responses with an equalities dimension included that pupils would have to change school or not go to the school they wanted (15%), parents work and could not get the children to school (15%), it could potentially affect pupil attendance/attainment (11%), it discriminates against pupils going to grammar schools/middle class working families (8%) or lower income/benefit families (7%). Headteacher responses reflected the concerns about the impact on those in rural areas, areas where there were limited or no other transport options and the difficulties of low income families who can't afford to run a car.

The public consultation asked how it would affect respondents if there was no bus service for their childrens' school. 29% said it would have an effect on their work hours/risk their employment; 23% said it would be impossible to get to school; 18% said they would have to attend a different school/not their choice of school; 17% identified safety concerns and 16% said they would face a long walk or long waiting times. A number of responses coded in slightly different ways did focus on similar themes and the impact on low income families was also mentioned. 14% of respondents did say they would drive.

Similarly respondents were asked if there was no bus service for them or their child to use, how they would get to school. 42% said by car, 41% said other public transport, 23% said don't know/no alternative buses and 6% said walk or cycle.

Headteachers also expressed concerns that their budgets would not be able to assist in this area nor did they feel it should be a requirement for schools to do so.

Bus operators were concerned that contracts would be ended partway through their duration and that this may impact their businesses.

A petition and two MPs letters were also received referring to concerns about the potential withdrawal of the 623 service.

Question 5 – Analysing Impact

Could this proposal potentially disadvantage particular groups sharing protected characteristics and if so which groups and in what way? This pays particular attention to the general aims of the Public Sector Equality Duty:

- To eliminate unlawful discrimination, harassment or victimisation because of protected characteristics;
- To advance equality of opportunity for those who share protected characteristics;
- To encourage people who share a relevant protected characteristic to participate in public life;
- To contribute to fostering good relations between those who share a relevant protected characteristic and those who do not/community cohesion;

There is the potential that this proposal could impact the ability of children, families and young people to remain at or select their preferred school if they found it difficult to find an alternative means of transport. This could also mean that they are unable to remain at or choose a school which best meets their religion or belief requirements since a number of the schools served by services which are at risk are faith based schools whilst others are none denominational. It is possible that schools which are alternatives may not have the same faith or non-faith ethos as the school a child currently attends or would prefer to attend. This may be seen as adversely impacting the equality of opportunity for these families and children/young people to choose their preferred school.

A potential impact may also be on the ability of parents/carers to combine taking their child to and from school with their working commitments. This could impact the equality of opportunity/participation in the workforce for some parents/carers and it is likely that women may be more heavily represented amongst those affected.

A number of consultation respondents raised concerns about the safety of children and young people who would no longer be able to catch withdrawn services. This could be based on concerns about waiting for transport or walking further to access it – possibly particularly on dark mornings and evenings. Whilst this may impact most children in a similar way, it is possible that some pupils may be or may feel more vulnerable because of other protected characteristics, e.g. if they

are known to be or are perceived to be LGBT or wear clothes which identify their religion or belief.

A number of comments were made that the proposal discriminates against particular groups at different income levels or who have chosen to send their child to a grammar school. These particular elements are not protected characteristics under the Equality Act 2010.

Question 6 –Combined/Cumulative Effect

Could the effects of this proposal combine with other factors or decisions taken at local or national level to exacerbate the impact on any groups?

Over recent years the County Council's support for non-commercial bus services has reduced. This has affected the numbers and frequency of services and made some journeys less straightforward. Whilst support for non-commercial services is focussed on daytime services which may assist those travelling to and from schools, the times of any services may not be compatible with school hours. Routes may also not be compatible with the journeys which will potentially be withdrawn.

Question 7 – Identifying Initial Results of Your Analysis

As a result of the analysis has the original proposal been changed/amended, if so please describe.

At this stage the proposal remains unchanged.

Question 8 - Mitigation

Will any steps be taken to mitigate/reduce any potential adverse effects of the proposal?

If this proposal is implemented for any school bus service the County Council will give schools and parents a full academic year's notice before funding is removed. During this time the County Council will work with schools and bus operators concerned to see if there is another way to provide the service. This may provide some mitigation for some or all services. However, there remains the possibility

that in some cases no effective mitigation will be identified to retain some or all services.

Question 9 – Balancing the Proposal/Countervailing Factors

This weighs up the reasons for the proposal – e.g. need for budget savings; damaging effects of not taking forward the proposal at this time – against the findings of the analysis.

This proposal has emerged as the County Council, like many councils across the country, is going through financially challenging times. This is as a result of funding not keeping pace with the increasing demand and cost of services being delivered. The County Council needs to continue to look at ways of reducing costs to help balance the books for future years. This means that changes have to be considered to how some services we currently provide are delivered.

It is against this background that this proposal has emerged. The County Council is required to provide free home to school transport for some pupils and will continue to do so. Where there are seats available on these bus services other pupils may use them by buying a season ticket or paying a fare. This proposal will apply to those services where no pupil entitled to free home to school transport has travelled on a service for over two years and where the revenue from sales of season tickets and fares does not meet the cost of providing the bus service.

It is acknowledged that this proposal will impact children and young people who currently use the identified services and their families or may do so in the future and that this may also impact some pupils and their families also on the basis of their religion or belief including having no religion or belief if their service is withdrawn.

Although mitigation is proposed as an integral part of the arrangements in terms of looking to identify alternative ways to continue making some provision for those schools affected this may not be successful in all cases.

Question 10 – Final Proposal

In summary, what is the final proposal and which groups may be affected and how?

The County Council proposes to remove the funding for school bus services where there have been no students who are entitled to free home to school transport or school transport assistance travelling for two years and where the revenue from fares and season tickets does not cover the cost of the service.

Question 11 – Review and Monitoring Arrangements

What arrangements will be put in place to review and monitor the effects of this proposal?

All school contracts will be reviewed annually to determine if there has been no students who are entitled to free home to school transport or school transport assistance for two years and if the revenue from the service does not cover its costs. This annual review will take place in June so that schools can be made aware in the September of any changes i.e if funding will cease in the following September.

Services that have been highlighted in the consultation will be reviewed in August 2019 and we will spend the academic year 19/20 working with schools and operators to see if the service could continue.

Equality Analysis Prepared By Jeanette Binns, Equality and Cohesion Manager and Liz McClarty Transportation Officer

Equality Analysis Endorsed by Line Manager and/or Service Head
Public & Integrated Transport

Decision Signed Off By

Cabinet Member or Director

For further information please contact

Jeanette Binns – Equality & Cohesion Manager

Jeanette.binns@lancashire.gov.uk

Report to the Cabinet

Meeting to be held on Thursday, 11 July 2019

Report of the Head of Service - Legal and Democratic Services**Part I**

Electoral Divisions affected:
Burnley Central East; Burnley
Central West; Burnley North
East; Burnley Rural; Burnley
South West;

Recommendations of the Edward Stocks Massey Bequest Fund Joint Advisory Committee

(Appendix 'A' refers)

Contact for further information:

Sam Gorton, Tel: (01772) 532471, Democratic Services Officer,
sam.gorton@lancashire.gov.uk

Executive Summary

Consideration of the recommendations of the Edward Stocks Massey Bequest Fund Joint Advisory Committee.

Recommendation

Cabinet is asked to:

- (i) Approve the allocation of funds as recommended by the Joint Advisory Committee at its meeting on 14 June 2019 as set out at Appendix 'A'.
- (ii) In respect of the Higher Education Student Scholarship Awards, approve that the interview panel of the Joint Advisory Committee be authorised to award the scholarships at its meeting on 20 December 2019.

Background and Advice

The Edward Stocks Massey Bequest Fund was established by the will of the late Edward Stocks Massey in 1910, in order to fund the provision of education (whether mental, physical, technical or artistic) and the advancements of science, learning, music or other arts for the inhabitants of Burnley.

The objects of the Charity are the provision of Education (whether mental, physical, technical, or artistic) and the advancement of science, learning, music or other arts for the inhabitants of Burnley. Funding for the relief of rates is not allowed.

The fund awards approximately £51,000 each to year to projects, individuals and organisations in the Burnley area. There are five categories of award:

- | | |
|--|---------|
| • Projects proposed by Lancashire County Council | £15,500 |
| • Projects proposed by Burnley Borough Council | £15,500 |
| • Burnley Mechanics Institute | £5,000 |
| • Individuals and Voluntary Organisations | £8,000 |
| • University Scholarships for two students | £7,000 |

For the first four categories, applications are first assessed by officers to ensure they meet the criteria, and are then considered by a Joint Advisory Committee made up of three County Councillors, representing electoral divisions in Burnley, and two Burnley Borough Councillors in the presence of the Trustees. The Joint Advisory Committee's recommendations are then presented to the county council's Cabinet for final approval.

The proposed awards for 2019/2020 are set out at Appendix 'A'.

For the student scholarship awards, a panel of the Committee meets in December and conducts interviews of the candidates. It is proposed that Cabinet approves that the interview panel be authorised to approve these awards.

Consultations

The Joint Advisory Committee at its meeting on 14 June 2019.

Implications:

This item has the following implications, as indicated:

Risk management

Failure to agree the recommendations of this report will delay the allocation of monies to individuals and organisations.

List of Background Papers

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

EDWARD STOCKS MASSEY BEQUEST FUND

SCHEME OF ALLOCATION 2019/2020

Lancashire County Council

Amount of Funding Available - £15,500

	BIDS 2019/2020 £	ALLOCATION 2019/2020 £
APPLICANT		
Burnley Music Centre	£6,250	£6,250
Lancashire County Library Service – Burnley District	£6,250	£6,250
Learning and Skills – Local Cultural Education Partnership	£3,000	£3,000
TOTAL	£15,500	£15,500

Burnley Borough Council

Amount of Funding Available - £15,500

	BIDS 2019/2020 £	ALLOCATION 2019/2020 £
APPLICANT		
Towneley Hall Art Gallery and Museums – Audio	£2,000	£2,000
Towneley Hall Art Gallery and Museums – Heritage Open Day	£3,000	£3,000
Summer Arts Activities for Burnley Children aged 7-11	£1,000	£1,000
Ightenhill Buzzin Bee Trail	£1,500	£1,500
Schools' Mental Wellbeing Project	£5,800	£5,800
Burnley Literary Festival	£2,200	£2,200
TOTAL	£15,500	£15,500

Burnley Mechanics Trust Allocation
Amount of Funding Available - £5,000

	BIDS 2019/2020 £	ALLOCATION 2019/2020 £
APPLICANT		
Mechanics Theatre – Mechanics Community Programming Budget	£5,000	£5,000
TOTAL	£5,000	£5,000

Individuals and Voluntary Organisations
Amount of Funding Available - £8,000

	BIDS 2019/2020 £	ALLOCATION 2019/2020 £
APPLICANT		
Burnley Play Association – Vanguard Community Centre	£750	£500
Burnley Film Makers	£600	£400
Burnley Parish Church of St Peter	£750	£500
Padiham on Parade	£1,900	£1,250
Burnley Singing for Lung Health Group	£1,791	£1,200
Burnley Municipal Choir	£1,000	£700
Burnley Orchestra	£1,000	£700
352 (Burnley) Air Training Corps (ATC)	£2,000	£1,300
Burnley and District Speakers Club	£696.98	£500
TEAM Rise Project	£500	£400
Gawthorpe Textiles Collection	£800	£550
TOTAL	£11,787.98	£8,000

Report to the Cabinet

Meeting to be held on Thursday, 11 July 2019

Report of the Head of Service - Libraries, Museums, Culture and Archives**Part I**

Electoral Division affected:
(All Divisions)

Museum Service Budget Pressures

Contact for further information:

Ian Watson, Tel: (01772) 534009, Libraries and Museums Manager,
ian.watson@lancashire.gov.uk

Executive Summary

Over the last two years, a cross-party Cabinet Working Group has met regularly to review the delivery of agreed budget savings across the museums service. This report provides an update to Cabinet on progress to date and details of budgetary pressures that the service are facing.

Recommendations

Cabinet is asked to:

- (i) Approve additional recurrent funding of £190,000 in the museums service budget from 2020/21.
- (ii) Approve the use of £190,000 of one-off funding from reserves to cover an in-year pressure in 2019/20.
- (iii) Approve the use of one-off funding from reserves of £433,000 in 2019/20 and £433,000 in 2020/21 (£866,000 in total) whilst the long term future of Queen Street Mill Museum and Helmshore Mills Textile Museum is considered.

Background and Advice

The Cabinet Working Group for Museums has maintained an overview of all issues relating to the museum service and requested a detailed report on current financial pressures, which it considered at its meeting in May. There is a forecast budget pressure across the Museums Service (including the Conservation and Collections Team) in 2019/20 of c£623,000. There are three main reasons for the budget pressure, as outlined below:

1. Budget Options Proposal Savings (Agreed by Full Council February 2016) – Budget Pressure c£310,000

In February 2016 Full Council approved savings of c£1.100m based on reducing the number of museums the county council managed from 11 to 6 and withdrawing revenue funding from 5 museums (Judges Lodgings, Museum of Lancashire, Fleetwood Museum, Queen Street Mill and Helmshore Textile Mill). This included the removal of funding for museums management costs and the Collections Team based on the museums service (including the Collections Team, but excluding the Conservation Team) covering all costs by income generated, with the exception of Gawthorpe Hall for which funding remained.

Subsequently a further decision was taken by Cabinet in April 2018 to reopen Judges Lodgings and recurrent funding was approved from 2019/20. In addition, Fleetwood Museum transferred to Fleetwood Museum Trust from April 2018. The county council still owns the Museum of Lancashire although the museum remains closed, and, as such, continues to incur running costs for the building and the site. The county council also continues to own the mills which have now both reopened to the public. One-off reserves funding was approved by Cabinet in April 2018 for the period April 2018 to October 2019 to cover the costs of running the mills pending the outcome of negotiations with the National Trust.

As reductions in the numbers of museums has not taken place as quickly as originally anticipated, the savings required across the museums service have not been achieved. It is estimated that the budget pressure in 2019/20 is c£310,000 of which c£155,000 relates to the Museum of Lancashire and its site and c£155,000 to museums management costs and the now merged Conservation and Collections Team.

The pressure of c£310,000 outlined above does not include any costs which may arise once reserve funding for the mills has been spent. Future potential pressures will depend on the outcome of negotiations with the National Trust and any subsequent decisions the county council makes. The estimated annual revenue cost of operating and opening the mills 3 days per week in 2019/20 is c£394,000 excluding repairs and maintenance. Of the £714,000 of reserve funding approved by Cabinet in April 2018, £328,000 was used in 2018/19 with £386,000 available to cover running costs in 2019/20. Repairs and maintenance costs will continue to be funded from the county council's repairs and maintenance budget.

2. Transfer of Museums Back to Lancaster City Council – Budget Pressure c£35,000

In October 2018, three museums were returned to Lancaster City Council. Whilst Lancashire County Council no longer receives a contribution of c£500,000 per annum from Lancaster, costs have only reduced by £414,000, primarily around costs relating to specialist posts within the Conservation and Collections Team that (under the Transfer of Undertakings, Protection of Employment Regulations) could not be returned to Lancaster, resulting in a pressure of c£86,000 in 2019/20. There are two vacant posts within the team that will be removed from the structure saving £51,000

leaving a pressure of £35,000 in addition to the costs relating to the Conservation and Collections Team outlined above and below.

3. Conservation and Collections Team (Cash Limit Savings Agreed by Full Council February 2017) – Budget Pressure £278,000

In addition to the pressure resulting from the budget option savings and the transfer of museums back to Lancaster City Council as outlined above, there is further pressure on the Conservation and Collections Team of c£278,000 in 2019/20. In February 2018 Full Council approved £278,000 of savings from 2019/20 based on the Conservation and Collections Team becoming cost neutral with the exception of two grade 8 posts (1.0 full time equivalent Registrar and 1.0 full time equivalent Curator). This was based on the team being able to outsource their time and expertise to museums across the UK in order to offset running costs. It was envisaged that, by 2019/20, the future of all museums would be settled and that the requirements of the Lancashire County Council museum collections could be quantified and met by the team. It was also anticipated that the team would have been able to bid for external work in 2018/19 and have orders in place for work to be carried out in 2019/20 and beyond.

The decision to reduce funding for this team was made when it was anticipated that Lancashire County Council would no longer fund museums (with the exception of Gawthorpe Hall). Following the re-opening of Judges Lodgings and the decision made to maintain Queen Street Mill and Helmshore Textile Mill, Lancashire County Council still has commitments to manage its own museums that need to be met until further decisions are taken later in 2019. The position in 2020/21 should then become clear and appropriate action can be taken.

The intention is to increase the income from external work and there are already confirmed orders and submitted bids for 2019/20. Further opportunities for external work will arise during 2019/20 and bids will be accepted based on available capacity within the team. Capacity is dependent on demands on the team for Lancashire County Council work which in turn will depend on decisions made about the future of the mills and the museum store in Preston.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Financial Implications

The service has explored all alternative management options and is unable at the present time to put forward alternative ways of achieving the savings. The budget pressures outlined previously of c£35,000 relating to the transfer of museums to Lancaster City Council and c£155,000 relating to the Museum of Lancashire, are recurrent. Other budget pressures including c£155,000 and c£278,000 (c£433,000 in

total) relating to museums management and the Conservation and Collections Team are to a large extent dependent on the outcome of negotiations with the National Trust about the mills and any subsequent decisions the county council makes.

The outcome of negotiations and next steps will be the subject of future Cabinet reports as the National Trust's position and future intentions becomes clear over the coming months.

Description	Budget Pressure	Comment
Budget Option Proposal (Museum of Lancashire)	£155,000	Recurrent
Lancaster City Council Museum Transfer	£35,000	Recurrent
Budget Option Proposal (Museums Management and Conservation and Collections Team)	£155,000	
Cash Limit Savings (Conservation and Collections Team)	£278,000	
Total	£623,000	

The Cabinet Working Group for Museums considered these issues when it met on 29 May 2019 and agreed the recommendations below:

- Approve additional recurrent funding of £190,000 in the museums service budget from 2020/21.
- Approve the use of £190,000 of one-off funding from reserves to cover an in-year pressure in 2019/20.
- Approve the use of one-off funding from reserves of £433,000 in 2019/20 and £433,000 in 2020/21 (£866,000 in total) whilst the long term future of Queen Street Mill Museum and Helmshore Mills Textile Museum is considered.

The additional recurrent funding will result in an increase to the financial gap (budget shortfall) that the council faces over future years (currently forecast to be £47m by 2022/23). The use of reserves will result in reduced funding available to support the financial gap in future years.

Human Resources Implications:

The Human Resources implications relate to whether the proposals within this report are approved or not. If approved the implications are minimal with the current staffing arrangements remaining as is. If not approved, the service would need to review the operations at Queen Street Mill, Helmshore and within the Conservation and Collections team, which is likely to require redeployment and/or redundancy. If required this would be managed in line with the agreed policies and procedures.

Risk management

The recurring costs (building costs of the Museum of Lancashire and the implications of the return of three museums to Lancaster City Council) are unavoidable. The costs associated with maintaining the mill museums until a final decision about their future is taken is also unavoidable.

List of Background Papers

None

Reason for inclusion in Part II, if appropriate

N/A

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.
It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.
It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Document is Restricted

