

Lancashire County Council

Internal Scrutiny Committee

Friday, 17th January, 2020 at 10.00 am in Cabinet Room 'B' - The Diamond Jubilee Room, County Hall, Preston

Agenda

Part I (Open to Press and Public)

No.	Item
------------	-------------

1.	Apologies
-----------	------------------

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 27 September 2019	(Pages 1 - 6)
-----------	---	----------------------

4.	CAS Blue Badge Service - Revised Eligibility Criteria Update	(Pages 7 - 28)
-----------	---	-----------------------

5.	Corporate Strategy Monitoring - Recommendations of Targets for Key Performance Measures	(Pages 29 - 38)
-----------	--	------------------------

6.	Budget Savings Position	(Pages 39 - 42)
-----------	--------------------------------	------------------------

7.	The appointment of a Joint Health Scrutiny Committee for the Lancashire and South Cumbria Integrated Care System (ICS)	(Pages 43 - 52)
-----------	---	------------------------

8.	Internal Scrutiny Committee Work Programme 2019/20	(Pages 53 - 86)
-----------	---	------------------------

9.	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.

10. Date of Next Meeting

The next meeting of the Internal Scrutiny Committee will be held on Friday 13 March 2020 at 10:00am in Cabinet Room B, County Hall, Preston.

County Hall
Preston

L Sales
Director of Corporate Services

Lancashire County Council

Internal Scrutiny Committee

Minutes of the Meeting held on Friday, 27th September, 2019 at 10.00 am in Cabinet Room 'B' - The Diamond Jubilee Room, County Hall, Preston

Present:

County Councillor David O'Toole (Chair)

County Councillors

M Salter	E Nash
C Crompton	P Rigby
J Fillis	C Towneley
S Holgate	D Whipp
E Lewis	

1. Apologies

Apologies were received from County Councillors Peter Steen and George Wilkins.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

None were disclosed.

3. Minutes of the Meeting held on 12 July 2019

Resolved: That the minutes from the meeting held on 12 July 2019 be confirmed as an accurate record and signed by the Chair.

4. Reducing Single Use Plastics in Lancashire - Update Report

The Chair welcomed County Councillor Albert Atkinson, Cabinet Member for Technical Services, Rural Affairs and Waste Management; Mike Kirby, Director of Strategy and Performance; Rachel Tanner, Head of Service Procurement; Clare Joynson, Head of Service Facilities Management; Ginette Unsworth, Head of Service Communications; William Maxwell, Service Development Manager; and Nigel Craine, Head of School and Residential Care Catering, to the meeting.

The report detailed an update on progress by the various services involved in the delivery of this work and the development of a strategy for Lancashire County Council to become a Single Use Plastics (SUP) free authority, where possible and feasible. It was pointed out that a bite size briefing for councillors had been

arranged for the 9 October to inform them about the issues of plastic waste and what was being done to address this and the role councillors could play.

Members were informed that Lancashire County Council continued to work with suppliers and colleagues in procurement to source alternative products that could be introduced across the service. The service had recently introduced compostable items to combat SUPs and would keep this under review and seek advice from waste colleagues. The total items now recyclable or compostable that the county council had introduced recently replacing SUPs now stood at 20 items.

The committee highlighted the importance of better educating people in terms of SUPs and recycling. Members were delighted that information on this had been taken into schools but it was also important to educate our elders. The county council along with partner authorities were using a number of methods to promote the new recycling pots, tubs and trays campaign including social media messages, stickers on recycling bins, media relations and leaflets and posters. District councils were helping with the campaign by distributing leaflets and promoting the message on the sides of their vehicles. Information had also been put on bus timetables.

With regards to the 70% reduction of stationary used in school kitchens by the introduction of e-tablets it was noted that the decision had been taken to allow for a number of benefits rather than just based on the implications of SUPs. The benefits of the introduction of e-tablets far outweighed the impact on the environment.

Members enquired about the central distribution hub which was one of the benefits of the sustainable procurement strategy that the Schools and Residential Care Catering team operated against. The hub would reduce the number of vehicles delivering food across Lancashire by approximately 3000 per week and reduce carbon monoxide emissions. The hub required suppliers to adhere to SUP packaging limitations.

Regarding alternatives for the re-use of plastics, the committee was informed that this was an ongoing investigation process and would be considered during the development of the strategy. One suggestion from members which had been considered by the Task Group was the use of waste plastic in the resurfacing of roads.

Resolved: That;

- i. The report presented be noted.
- ii. The relevant officers come back to the Internal Scrutiny Committee to present a further update and the draft strategy on reducing Single Use Plastics in Lancashire.

5. Highway Adoption and the Process Involved

The Chair welcomed County Councillor Keith Iddon, Deputy Leader and Cabinet Member for Highways and Transport; and Neil Stevens, Highways Development Control Manager, to the meeting.

The report presented aimed to describe the process of the local highway authority in considering and adopting a road, having regard to typical issues and other influences that often occur, delaying adoption and who is responsible for un-adopted roads.

A Section 38 was used for the adoption of a road and it was delivered under the Highway's Act. Until a new road was completed to an acceptable standard, it was not eligible to be maintained by Lancashire County Council. Adoption usually took around five years from when construction of a development began. Once roads were adopted into the highway they were then maintained at the public expense.

Members were informed that the Highways Authority had a good relationship with developers but that a lot of developers did not want to start discussions on the requirements of adoption at the start of the planning process.

One complicating factor was a requirement for a newly adopted road to be directly connected to another adopted highway without a gap. This was a problem on large estates with many developers working to different timescales or if the road to be adopted was connected to the rest of the network via a bridge which was not maintained by the county council.

Before Lancashire County Council could adopt a road, highways officers had to be satisfied that it met the standard which they had set for the rest of the road network in the county. That included ensuring that work above and below the surface was up to standard including the need to provide proper drainage of surface water from new developments. Legal agreements with statutory drainage authorities needed to be in place before a road could be adopted.

During the construction phase of a road on a new development, highways officers visited the site to make sure they were satisfied with the work. There was then a minimum twelve month gap between a road being laid and it being adopted, with a checklist having to be completed first. It was pointed out to the committee that the county council nor district councils were in a position where they could insist a developer had to put a road up for adoption. Concerns were highlighted for residents of new developments who often were ill informed at the time of purchase about the process of road adoption were then left with un-adopted roads, often years after the purchase. It was felt that the purchasers should be made fully aware at an early stage of what agreements had been put in place. This was reflected under Recommendation 1 of the report which suggested to the Local Planning Authority (LPA) that a timeline of adoption could be provided to purchasers as part of the planning conditions.

Following a detailed discussion it was agreed that Recommendation 1 would be reworded to provide greater clarity and circulated to members.

Resolved: That in relation to Recommendation 1 of the report that this be reworded in light of the discussion and circulated to members and in relation to Recommendations 2 to 5 that these be approved:

2. Officers inform relevant Councillors at the time of a road being adopted.
3. Officers work more closely with Councillors (residents) in locations where house builders are slow in progressing the adoption process (where there are no issues that cannot be resolved).
4. Officers look at opportunities to strengthen the partnership approach between house builders, utilities (drainage), LPA and the highway authority in strategic development locations to assist where possible to unlock issues and speed up the adoption process.
5. Officers inform the relevant Councillor if a road is NOT suitable for adoption and reasons why.

6. Internal Scrutiny Committee Draft Work Programme 2019/20

The draft work programme for the Internal Scrutiny Committee for 2019/20 was presented. The draft work programmes for all other Scrutiny Committees would be presented to the respective committees at their next meeting and agreed work plans would be shared at the November 2019 Internal Scrutiny Committee meeting.

The topics included were identified at the work planning workshop held on 25 July 2019.

It was requested that committee members email their suggestions for further topics for the Work Plan to the Democratic Officer for Internal Scrutiny. One suggestion raised was the County Councillors' relationship with Lancashire County Council's ICT Services.

Resolved: The report presented be noted.

7. Urgent Business

There were no items of Urgent Business.

8. Date of Next Meeting

The next meeting of the Internal Scrutiny Committee would take place on Friday 15 November 2019 at 10.00am in Cabinet Room B (The Diamond Jubilee Room) at the County Hall, Preston.

L Sales
Director of Corporate Services

County Hall
Preston

Internal Scrutiny Committee

Meeting to be held on Friday, 17 January 2020

Electoral Division affected: (All Divisions);
--

CAS Blue Badge Service - Revised Eligibility Criteria Update

Appendix A – Blue Badge Applications Received Since Go-Live

Appendix B – Blue Badges Issued Since Go-Live

Appendix C – Blue Badge Criteria & Application Process

Appendix D – Blue Badge Policy

Contact for further information:

Sarah Jenkins, Tel: 01772 537401, Head of Service Customer Access Service,
sarah.jenkins@lancashire.gov.uk

Executive Summary

Provide an update on the Department for Transport's (DfT) new Blue Badge criteria to extended eligibility to people with 'hidden' disabilities.

Recommendation

The Internal Scrutiny Committee is asked to note the changes to eligibility criteria for Blue Badge applications.

Background and Advice

Lancashire County Council's Blue Badge Service is one of the largest in the country with over 58,000 badges in circulation, and almost 30,000 applications per year.

Between January and March 2018, the DfT consulted with local authorities, individuals, disability groups and other organisations to extend eligibility to people with 'hidden' disabilities. The proposed changes were supported by LCC in order to make the scheme fairer and remove any ambiguity around the current guidance.

In July 2018, the consultation results were announced with 89% of respondents in favour of the proposal. On 30 April 2019, the DfT announced that the changes to the scheme would be coming into force on 30 August 2019. Initially, the proposed changes were expected to see an increase in applications of around 10% (2,500 applications), however, this later rose to 30% (7,500 applications).

Prior to the new criteria going live, all staff were trained in what non-physical disabilities are, what sort of queries they can expect, how to resolve queries and how to assess applications. This enabled us to prepare as much as possible, however, there was an element of the unknown to the new criteria. In order to help with this,

we created a feedback form for staff to raise queries that haven't been covered in training and to help us improve our guidance.

Throughout the last few months we have worked closely with the DfT and other authorities to understand the guidance that was published and worked closely with internal services to make them aware of the changes. Most notably, Lancashire Parking Services, to make them aware of the potential impact on parking spaces, and Corporate Communications, to ensure our web page and social media messages were updated.

Consultations

The DfT consultation was run on a national level. The Blue Badge Scheme is administered by local authorities but the DfT are responsible for providing the national guidelines to which all authorities work.

Implications:

The changes were supported by LCC, however, this also meant an increase in workload for the Blue Badge Service. The changes would mean an increase in initial applications, an increase in badges issued and a requirement to redesign processes and guidance for the new criteria, before undertaking training for all staff.

The focus of the changes was around amending the assessment criteria from difficulty in walking, to difficulty when walking and states that applicants must have 'an enduring and substantial disability which causes them, during the course of a journey, to:

- Be unable to walk;
- Experience very considerable difficulty whilst walking, which may include very considerable psychological distress; or
- Be at risk of serious harm when walking; or pose, when walking, a risk of serious harm to any other person.'

Risk Management

The changes to the criteria brought the risk of an unmanageable number of applications, early applications and a lack of understanding of the conditions affected by the new criteria. To help manage the influx of new applications, we allowed non-physical applicants to reapply earlier than usual in the weeks leading up to go-live, allowing us to concentrate on non-physical applications once they came in.

Go-Live

Applications under the new criteria came in immediately after go-live at 8:00am on 30 August, and had totalled 180 by the end of the day. Lancashire were able to assess and issue their first badge under the new criteria on the morning of 30 August – becoming one the first authorities in the country to do so, and after the first full week of the new criteria, we had issued 123 badges, a sizeable 16% of the national total.

After three weeks of the new criteria, we have received 732 applications (Appendix A) under the new criteria and issued 406 badges – 11% of the national total. This is in addition to another 1955 badges issued under the existing criteria (Appendix B). Many other Local Authorities have suggested they won't be in a position to process these applications for up to six weeks, highlighting how effective our preparation has been compared to our peers, and we have received positive feedback on social media praising the quick turnaround of our application process.

As of 3 January 2020, there had been 1187 applications under the new criteria, which is a 13% increase. There has also been 878 badges issued under the new criteria, 10% of those issued in that time.

We are also holding a twice-weekly panel meeting to review complex cases before a final decision is made, ensuring we give careful consideration to all applications and ultimately make the correct decision. In September we attended a workshop with other authorities to discuss common themes and our decision making process. Further to this, in mid-October we attended a workshop with an independent assessment company who work with a number of local authorities, to get their support and advice around the new criteria.

All of this has helped to improve our knowledge and understanding of the different types of applications we may receive, and we will remain flexible to make any necessary process changes during this review period.

Local Government (Access to Information) Act 1985

List of Background Papers

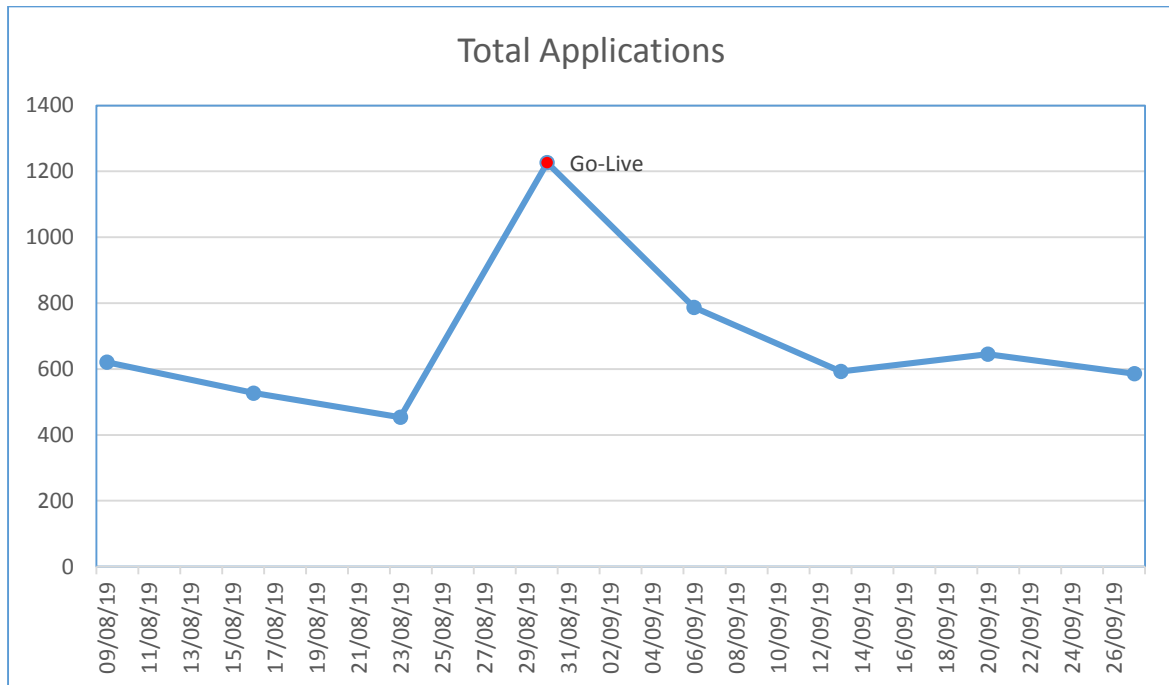
Paper	Date	Contact/Tel
-------	------	-------------

N/A

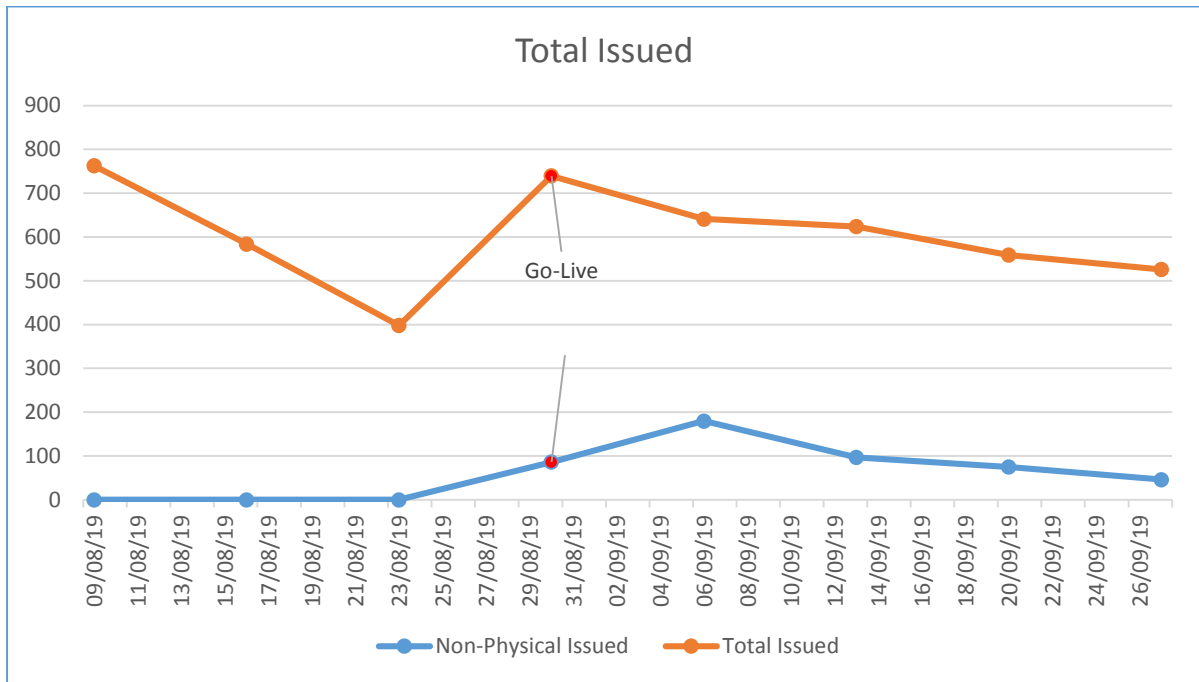
Reason for inclusion in Part II, if appropriate

N/A

Blue Badge Applications Received Since Go-Live



Blue Badges Issued Since Go-Live



BLUE BADGE CRITERIA & APPLICATION PROCESS

ELIGIBILITY

Please note that **all applications are treated as new**, even if a Blue Badge has been held before.

Automatic

You will qualify for a Blue Badge without further assessment if you:

- receive a Personal Independence Payment (PIP)* with the following:
 - 8 points or more for the 'Moving Around' part of the mobility section
 - 10 points in the 'Planning and Following a Journey' part of the mobility section. The description **must** be: unable to undertake a journey due to considerable psychological distress.
- receive the higher rate of the mobility component of the Disability Living Allowance.
- receive a war pensioner's mobility supplement.
- are registered blind (partially sighted is not an automatic qualification).

Further Assessment

Physical Disabilities

You may qualify for a badge if you are over two years old and:

- have an enduring and substantial disability, which means you are unable to walk or have considerable difficulty whilst walking.
- drive a motor vehicle regularly, have a severe disability in both arms and are unable to operate, or have considerable difficulty in operating, all or some types of parking meters.

Non-physical Disabilities

You may qualify for a badge if you are more than two years old and:

- are unable to walk.
- experience very considerable difficulty whilst walking during the course of a journey, including considerable psychological distress.
- could be at risk of serious harm, or pose a risk of serious harm to another person.

Children under the age of 2 years

A parent of a child who is under two years old may apply for a badge for their child, if the child has a medical condition which means they:

- have bulky medical equipment which must always accompany the child.
- must be near a vehicle at all times to receive treatment, either in the vehicle, or driven to a place where the child will receive treatment.

APPLYING FOR A BLUE BADGE

You can apply online for a Blue Badge via the official [GOV.UK website](#).

You will need:

- Your National Insurance Number
- Your driving licence number (if you have one)
- The details of your current Blue Badge (if you have one)
- A passport style photograph, in colour and a true likeness
- Proof of residency*
- Proof of identity*
- Proof of relevant benefits dated within the last 12 months if applying under one of these categories

*details of acceptable documents can be found [here](#).

If you are applying under the further assessment category, **please provide as much information as possible** about your conditions and how they affect you when prompted on the form.

PAYMENT

Blue Badges cost £10.

We will only charge you if your application is successful.

If successful, we will contact you, by letter or telephone to make a payment. We will not issue your badge until we have received payment.

We will only issue a refund if we have taken payment in error. Returns or cancellations are not accepted.

DECLINED APPLICATIONS

If we refuse your application, it is unlikely that you are currently eligible for a Blue Badge.

If you feel that the decision to refuse a Blue Badge is wrong, you can request a review of the decision. The request must be made within 28 days of the date of receiving the refusal.

You must make the request in writing (by letter or email) to the Blue Badge Supervisor and detail:

- If you feel that you did not provide enough information on the application form, explaining what information was missing.
- Why you feel that the decision is wrong.

We may ask you to provide medical confirmation of your disability / medical condition. You will receive a response to your request within 28 days of receipt.

If we still refuse your application after requesting a review of the decision, this decision will be final. You can't make another application within three months of the final decision, unless your mobility changes significantly during that time.

CONTACT DETAILS

Lancashire County Council Blue Badge Service
PO BOX 100
County Hall
Preston
PR1 0LD

bluebadge.admin@lancashire.gov.uk

Tel: 0300 123 6736

Lancashire County Council

Blue Badge Policy

1. Introduction

- 1.1 The Blue Badge (Disabled Person's Parking) Scheme was introduced in 1971 under Section 21 of the Chronically Sick and Disabled Persons Act 1970 ('the 1970 Act').
- 1.2 The aim of the scheme is to help disabled people with **severe mobility problems** to access goods and services, by allowing them to **park close** to their destination. The scheme is open to eligible disabled people irrespective of whether they are travelling as a driver or passenger.
- 1.3 From 30 August 2019, the scheme was extended to include people with non-visible ("hidden") disabilities.
- 1.4 The Blue Badge scheme provides a range of parking concessions for people with severe mobility problems. The scheme operates throughout the UK and is recognised within the European Union.
- 1.5 The Department for Transport (DfT) is responsible for the legislation that sets out the framework for the Blue Badge scheme and issues non-statutory guidance in order to share good practice.
- 1.6 The DfT cannot intervene in the case of individual applications or eligibility decisions.
- 1.7 Lancashire County Council is responsible for the day-to-day administration of the scheme. It is the responsibility of Lancashire County Council to ensure that badges are only issued to residents who satisfy one or more of the eligibility criteria set out in the legislation that governs the scheme. Under no circumstances should anyone who does not satisfy at least one of the criteria receive a badge.

2. Eligibility

- 2.1 The Blue Badge Scheme has two types of eligibility criteria: 'without further assessment' (previously known as 'Automatic') and 'subject to further assessment' (previously known as 'Discretionary').
- 2.2 'Without further assessment' (previously known as 'Automatic')

In order to qualify for a Blue Badge automatically, an application must meet one or more of the following criteria, where the applicant is more than two years old:

- Receives the Higher Rate of the Mobility Component of the Disability Living Allowance (HRMCDLA).
- Receives the mobility component of Personal Independence Payment (PIP) and has obtained 8 points or more under the "moving around" activity.
- Receives the mobility component of PIP and has obtained 10 points specifically for Descriptor E under the "planning and following journeys" activity, on the grounds that they are unable to undertake any journey because it would cause them overwhelming psychological distress
- Is registered blind (severely sight impaired).
- Receives a War Pensioner's Mobility Supplement (WPMS).
- Has been both awarded a lump sum benefit at tariffs 1-8 of the Armed Forces Compensation Scheme and certified as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking.

2.3 'Subject to further assessment' (previously known as 'Discretionary')

An applicant may qualify for a badge after further assessment where the applicant is more than two years old and may be described as one or more of the following:

- A person who drives a vehicle regularly, has severe disability in both arms and is unable to operate, or has considerable difficulty in operation, all or some types of parking meter; or
- A person who has been certified by an expert assessor as having an enduring and substantial disability which causes them, during the course of a journey, to:
 - Be unable to walk;
 - Experience very considerable difficulty whilst walking, which may include very considerable psychological distress; or
 - Be at risk of serious harm when walking; or pose, when walking, a risk of serious harm to any other person

2.4 In all cases, entitlement depends on the applicant's difficulty when walking as part of a journey, and considerations such as difficulty in carrying parcels or luggage are not taken into account.

2.5 Applicants will need to demonstrate that their ability to walk is affected to the extent that they would be **unable to access goods and services** unless allowed to park close to shops, public buildings and other facilities.

- 2.6 The disability experienced by the applicant must endure for at least three years and therefore excludes temporary limitations of mobility, such as a broken leg.
- 2.7 In addition, children under the age of three may be eligible for a badge if they fall within one or both of the following descriptions:
- A child who, on account of a condition, must **always** be accompanied by bulky medical equipment which cannot be carried around with the child without great difficulty.
 - A child who, on account of a condition, must **always** be kept near a motor vehicle so that, if necessary, treatment for that condition can be given in the vehicle or the child can be taken quickly in the vehicle to a place where such treatment can be given.
- 2.9 To qualify for a badge under the criterion as a person with severe disability in both arms, applicants will usually be expected to drive a vehicle with adapted steering on account of a severe disability in both arms (for example, double limb amputation). Alternatively applicants may have a disability that is just as severe (such as thalidomide in both upper limbs) but drive a conventional vehicle.
- 2.10 It is the responsibility of the Council to interpret and apply the above criterion fairly for the citizens of Lancashire.
- 2.11 Under no circumstances must a badge be issued to an applicant who does not meet one of the eligibility criteria set out in the legislation which governs the scheme. Badges must never be issued to people **solely on the basis of their age**.
- 2.12 An applicant may be referred to an expert assessor to determine eligibility.

3. Organisational Blue Badges

- 3.1 An organisational badge may be issued to an organisation for use in a motor vehicle or vehicles when the vehicle or vehicles are to be used to carry disabled people who would themselves be eligible for a badge as specified in Section 4(2) of the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000 ("the 2000 Regulations").
- 3.2 An 'organisation' is defined in the 2000 Regulations as meaning an organisation concerned with the care of disabled persons to which a disabled person's badge may be issued in accordance with section 21(4) of the Chronically Sick and Disabled Persons Act 1970.
- 3.3 Lancashire County Council will check whether the organisation in question:

- **Cares for and transports** disabled people who would themselves meet one or more of the eligibility criteria for an individual Blue Badge; and
 - Has a clear need for an organisational badge rather than using the individual Blue Badges of people it is transporting.
- 3.4 Lancashire County Council considers that **taxi or private hire operators** would not be eligible for an organisational Blue Badge as they are not usually concerned with the care of disabled people who would meet one or more of the eligibility criteria for a badge. Such operators are, of course, able to use an individual's Blue Badge when carrying that person as a passenger.
- 3.5 This same criteria applies to vehicles owned by the council which are used to carry out the functions of a taxi or private hire operator.
- 3.6 Applications for badges from organisations caring for disabled people will be examined to ensure that they are **genuine and necessary**. It is for local authorities to make this judgement, based on their local knowledge of the organisation concerned. Common examples of organisations that may be eligible include residential care homes, hospices or local authority social services departments and community transport operators that transport groups of people who would meet the eligibility criteria for an individual Blue Badge.
- 3.7 In order to help determine eligibility of applications, Lancashire County Council will ask the applicant organisations:
- About the number of qualifying disabled people being cared for.
 - About the type of vehicle(s) being used to carry them, whether it is adapted and how.
 - Why the organisation feels they need an organisational badge rather than using individual Blue Badges of people in their care.
 - How often the badge is likely to be used and for what purpose.
- 3.8 Organisations must care for a **minimum of six eligible people** in order to be considered for an organisational badge.
- 3.9 Organisations must have a contract in place to care for their eligible disabled customer for a period of at least three years in order to be considered for an organisational badge.
- 3.10 All employees of the organisation who will be using the badge will be reminded that they must only use the badge for the purposes of transporting disabled people who meet one or more of the eligibility criteria for a badge. These employees will be reminded that if they use the badge to take advantage of the concessions when there are no passengers in the vehicle who are themselves eligible for a badge they could face a fine of up to £1,000.
- 3.11 The number of badges given to any organisation will be considered on an individual basis and will be dependent on the number of people cared for.

4. Application Methods

- 4.1 The DfT provides the national online application facility through GOV.UK.
- 4.2 Lancashire County Council's website features guidance notes to help with the online application process. This can be accessed at: www.lancashire.gov.uk/roads-parking-and-travel/parking/blue-badges
- 4.3 Computers with free internet access or Wi-Fi facilities are provided at a range of Lancashire County Council sites and other community venues.
- 4.4 For applicants who cannot reasonably be expected to apply online, assistance can be provided to applicants over the telephone by contacting Lancashire County Council's Blue Badge Team on 0300 123 6736.
- 4.5 For applicants who cannot reasonably be expected to complete the online application and telephone assistance would not be appropriate, paper applications can be accepted in exceptional circumstances. The paper application form is based on the DfT's model application form.
- 4.6 Applicants are asked to provide detailed information about their disability and mobility difficulties at the initial application stage. Applicants must answer all questions as fully as possible in order to aid the council's decision making process.

5. Fees

- 5.1 Lancashire County Council charges an administration fee of £10 for the issue of Blue Badges. This includes all applications, regardless of whether the applicant has held a Blue Badge previously.
- 5.2 Only successful applicants will be asked to pay the badge issue fee
- 5.3 Replacement Badges are also charged an administration fee of £10. This includes lost, stolen or damaged Blue Badges.
- 5.4 New and replacement palliative badges are issued without charge.
- 5.5 All replacement badges will be re-issued with the same expiry date of the stolen, lost or damaged badge.

6. Evidence and Photographs

- 6.1 Applicants must provide any supporting documents required in order for their application to be processed (i.e. to prove identity, residency and eligibility when applying under 'without further assessment' criteria).

- 6.2 Applicants should also provide any supporting documents to help support their application when applying under 'subject to further assessment' (e.g. letters and reports from medical specialists).
- 6.3 Customers are advised **not to submit original documentation**. Lancashire County Council cannot guarantee that original documentation will be returned to the applicant.
- 6.4 An applicant's residency status will be verified using a document such as:
- Driving licence
 - Council tax bill
 - Bank statement
 - Benefit award letter from the Department for Work and Pensions (DWP)
 - A letter from a school confirming that a child attends there, if under the age of 16
- 6.4 An applicant's identity will be verified using one of the following documents:
- Passport
 - Valid Photo card Driving Licence
 - Birth certificate
- 6.5 Blue Badges include a digitally scanned, passport-style photograph.
- 6.6 Applicants can upload a digital photograph onto the online application form.
- 6.7 People who are unable to access photographs can provide a suitable photograph taken by other means which meets the passport-style standard.
- 6.8 The only circumstance in which a photograph of the badge holder does not have to be displayed in the badge is in the case of an eligible disabled person with a terminal illness if Lancashire County Council is satisfied that life expectancy of that person is less than six months.

7. Procedures

- 7.1 All applications are treated as 'new' applications and are assessed on the same basis regardless of whether the applicant has previously held a Blue Badge.
- 7.2 All Blue Badges are processed through DfT's Manage Blue Badges system via Northgate Public Service's Blue Badge Client Management System.
- 7.3 All Blue Badges are printed and posted through DfT's Blue Badge Digital Service.
- 7.4 An application is only considered to be completed once all required supporting documentation, a suitable photograph and an application form has been received by Lancashire County Council.

- 7.5 The normal period of issue for a Blue Badge is three years, unless entitlement is linked to an automatic qualifying benefit; in which case it will be issued for a period corresponding to the remaining term of this award (up to a maximum of three years). Badges issued to children under the age of three are issued until the child's third birthday.
- 7.6 Lancashire County Council has a fast-track application process in place for people who have a terminal illness that seriously limits their mobility.
- 7.7 The applicant's GP and anyone else who has been involved in the applicant's ongoing care and treatment are precluded from determining an applicant's eligibility.
- 7.8 Lancashire County Council may make use of factual information from an applicant's GP or from other medical professionals regarding an applicant's condition(s) and treatment(s) as evidence to support the eligibility decision making process.
- 7.9 Individuals must not be in receipt of more than one valid Blue Badge at any time. **Lancashire County Council reserves the right to refuse, withdraw or re-issue a Blue Badge where abuse or misuse is reasonably suspected.**

8. Timescales

- 8.1 The council aims to process Blue Badge applications within **28 days** of a completed application and all evidence being received.
- 8.2 If further information or evidence is requested and no response is received within 28 days, the application will be deemed void and will not be processed any further.

9. Returning Badges

- 9.1 Badges that are no longer required must be returned to:
Lancashire County Council Blue Badge Service
PO Box 100
County Hall
Preston
PR1 0LD
- 9.2 If badges for which a replacement has been provided are subsequently found or recovered, the original badge must be returned to Lancashire County Council so that it can be destroyed.
- 9.3 Damaged badges must also be returned to Lancashire County Council to be officially destroyed.

- 9.4 When a Blue Badge holder dies, the badge must be immediately returned to Lancashire County Council as per regulation 9(1) of the 2000 Regulations.

10. Unsuccessful Applications

- 10.1 Under regulation 8 of the 2000 Regulations (as amended by SI 2011/2675), Lancashire County Council will refuse to issue a Blue Badge if:
- The applicant holds or has held a badge and misuse has led to a conviction for an offence defined in regulations 2(3) and 2(4).
 - The applicant fails to provide the local authority with adequate evidence of their eligibility, either as an individual or as an eligible organisation.
 - The applicant fails to pay the fee chargeable for the issue of a badge.
 - Lancashire County Council has reasonable grounds for believing that the applicant (i) is not the person they are claiming to be, or (ii) would permit another person to whom the badge was not issued to use the badge.
 - The applicant fails to provide evidence of residency.
- 10.2 Lancashire County Council will let the applicant know in writing why their application was refused.

11. Requesting a Review of the Decision

- 11.1 Applicants have the right to request a review of the decision not to issue them with a badge, within 28 days of the date of the decision letter. All requests will normally be dealt with within 28 days of receipt. The request must be made in writing to the Blue Badge Supervisor and detail:
- If you feel that you did not provide enough information on the application form, explaining what information was missing.
 - Why you feel that the decision is wrong.
- 11.2 If, following a request for review, the applicant's application for a blue badge remains unsuccessful this decision will be final.
- 11.3 No further application can be made for a period of three months following the final decision, unless the individual's mobility changes significantly during that period of time.

12. Complaints

- 12.1 If a customer is unhappy about the way in which their application has been handled, or the way in which a member of staff has behaved, they can submit

a complaint by following the council's complaint process, details of which can be found at: <http://www.lancashire.gov.uk/council/get-involved/compliments-comments-complaints.aspx>

- 12.2 In addition to the council's own procedure, if the customer feels that they have suffered an injustice because of maladministration, the Local Government Ombudsman may investigate on their behalf.
- 12.3 The Ombudsman will generally expect the council to have been given an opportunity to investigate and respond to the complaint in the first place, and may refer the complaint back to the Local Authority in the first instance.

Internal Scrutiny Committee

Meeting to be held on Friday, 17 January 2020

Electoral Division affected: (All Divisions);
--

Corporate Strategy Monitoring - Recommendations of Targets for Key Performance Measures

(Appendix 'A' refers)

Contact for further information:

Donna Talbot, Tel: 01772 534300, Head of Business Intelligence,
donna.talbot@lancashire.gov.uk

Executive Summary

Performance indicators have been agreed by Cabinet Committee on Performance Improvement against the 5 objectives of the Corporate Strategy, some reported quarterly some annually. These indicators, set out in Appendix 'A', will form the content of future quarterly corporate performance monitoring reports to the Cabinet Committee on Performance Improvement. Targets have also been proposed for the indicators.

Recommendation

The Internal Scrutiny Committee is asked to note the performance indicators presented at Appendix 'A' and provide feedback on the targets proposed.

Background and Advice

The Corporate Strategy, 'A vision for Lancashire' with 5 over-arching objectives was approved by Full Council on 14 February 2019. The presentation to Full Council included high level key performance metrics, to enable members to monitor progress against the following 5 key objectives over a number of years, and to establish plans for corrective action where necessary:

- Lancashire will be the place to live
- Lancashire will be the place to work
- Lancashire will be the place to prosper
- Lancashire will be the place to visit
- Lancashire will be the place where everyone acts responsibly

All members of all scrutiny committees were invited to attend the 'Corporate Strategy – Scrutiny of Key Metrics' workshop held on the 13 June 2019, to debate the proposed key metrics or identify additional ones as needed. Following on from the workshop, a report reflecting the considerations and officer recommendations was

provided to all members of all scrutiny committees. The proposals were presented to, and approved by the Cabinet Committee on Performance Improvement (CCPI) on 15 October 2019.

The agreed performance indicators are set out at Appendix 'A' with an indication of frequency of reporting, the responsible directorate, current performance, the proposed targets and the rationale for the target. Some of the metrics reflect the county council's enabling and influencing role, rather than its direct responsibility. Targets are proposed against the metrics in Appendix 'A' and are presented for Internal Scrutiny Committee to review and ensure that the targets set are appropriate.

The performance indicators that are available quarterly will be included in the quarterly corporate performance monitoring report provided to CCPI. These will be supplemented by detailed reports which will be scheduled for presentation to CCPI over the year, to enable a more in-depth discussion.

Services will be responsible and 'own' their performance indicators. An officer led performance board is being established and performance issues will be escalated to CCPI. These measures, along with the detailed reports will enable the overall success and progress of the Corporate Strategy to be demonstrated.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

No significant risks have been identified in relation to the proposals contained within this report.

Local Government (Access to Information) Act 1985

List of Background Papers

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

N/A

Reason for inclusion in Part II, if appropriate

N/A

Lancashire will be the place to live

Performance Indicator	Frequency	Directorate	Current Performance	Good is	2020/21 Target	Rationale
Percentage of highways defects repaired within published timescales <ul style="list-style-type: none"> Safety Carriageway Defects repaired within 4 hours (emergency) Safety Carriageway Defects repaired within 2 working days (urgent) Safety Carriageway Defects repaired within 5 working days (non-urgent) Safety Carriageway Defects repaired within 20 working days (non-urgent) 	Quarterly	Growth, Environment and Transport	91.46% (Q2 2019/20) 96.05% (Q2 2019/20) 94.37% (Q2 2019/20) 99.23% (Q2 2019/20)	High	95% 95% 90% 90%	As currently detailed in Highways policy.
Percentage of recycling, reuse and composting of waste	Quarterly	Growth, Environment and Transport	45% (Q2 2019/20)	High	50% (current national target)	Waste Framework Directive (national) target adopted in current Lancashire Municipal Waste Strategy.
Percentage of children and young people who received targeted early help support from Children and Families Wellbeing service which successfully met their identified needs	Quarterly	Education and Children's Services	65% (April - Sep 19) 6 month average.	High	66%	To maintain/improve performance in 2020/21.
Percentage of children looked after who are actually living in Lancashire	Quarterly	Education and Children's Services	77.6% (Oct 19)	High	80%	To improve performance in 2020/21.
Percentage of children achieving a good level of development at the Early Years Foundation Stage	Annual	Education and Children's Services	69.2% (2018/19)	High	72.8%	England average 71.8%
Percentage of Health Checks undertaken of quarterly target number offered	Quarterly	Adults Services and Health and Wellbeing	LCC Q2	High	75%	Local LCC Measure. Offer number usually exceeds the 17,603 target.

			66.9% Uptake (11,780 of 17,603)			
Percentage of Health Checks undertaken of all Offered (year to date)	Quarterly	Adults Services and Health and Wellbeing	LCC 2018/19 (50.1%) Eng 2018/19 (45.9%)	High	58% uptake of all offered Health checks	National measure against all offers, as per Public Health England measure. Target to improve performance to upper quartile
Percentage of adults and older people whose desired safeguarding outcomes are met	Quarterly	Adults Services and Health and Wellbeing	66.8% (Q2 2019/20)	High	70.3%	68.1% (Eng) 65.1% (NW)
Percentage primary pupils offered one of top three preferences (1)	Annual	Education and Children's Services	97.9% (April 19)	High	Maintain Quartile 2, above NW and Eng average	NW 97.6% Eng 97.5% (April 19)
Percentage secondary pupils offered one of top three preferences (1)	Annual	Education and Children's Services	95.3% (March 19)	High	Maintain Quartile 2, above NW and Eng average	NW 94.4% Eng 93.0% (March 19)
Percentage of Care homes in Lancashire rated as Good or Outstanding – all Care Home provision (LCC and non-LCC maintained)	Quarterly	Adults Services and Health and Wellbeing	83.2% (Q2 2019/20)	High	83.5%	82.7% (Eng) 82.2% (NW)
Percentage care providers in the community rated as Good or Outstanding - all Community Based provision (LCC and non-LCC maintained)	Quarterly	Adults Services and Health and Wellbeing	95.6% (Q2 2019/20)	High	96%	86.8% (Eng) 92.3% (NW)

(1) Members requested that indicators relating to the ability of parents to get children into their choice of school were included, as it is recognised as an important factor in choosing to live and work in Lancashire.

Lancashire will be the place to work

Performance Indicator	Frequency	Directorate	Current Performance	Good is	2020/21 Target	Rationale
Number of visits to libraries (2)	Quarterly	Education and Children's Services	3, 629,829 (2018/19)	High	4,000,000	10% increase for each library from 2018/19 equates to 4,000,000 visitors.
Number of PNET sessions	Quarterly	Education and Children's Services	564,130 (2018/19)	High	621,000	10% increase on 2018/19 sessions
Number of library events organised and attendance	Quarterly	Education and Children's Services	6,888 (2018/19)	High	8,400	10%+ increase in events across all libraries in 2019/20 & 2020/21
Number of e-downloads	Quarterly	Education and Children's Services	255,572 e-books & audio only (2018/19)	High	293,908	15% increase on 2018/19 figures for e-downloads (books/audio plus newspapers & magazines).
Percentage of pupils reaching the expected standard in reading, writing and mathematics at KS2	Annual	Education and Children's Services	63% (2018/19 provisional)	High	67%	Close to England average 65% (18/19 provisional)
Average Attainment 8 score at GCSE	Annual	Education and Children's Services	46.6 (2018/19 provisional)	High	47.7	Close to England average 46.7 (18/19 provisional)
Percentage of young people in employment education or training	Quarterly	Education and Children's Services	89.9% (2018/19)	High	94.7%	To move out of bottom national quartile and above NW 93.7% (2017/18).
Proportion of children excluded from school	Quarterly	Education and Children's Services	0.19% (2017/18)	Low	0.09%	In line with England 0.10% (2017/18)
Number of graduates choosing to work in Lancashire (3)	Annual	Growth, Environment and Transport	Annual Report – schedule to be confirmed			

Percentage of adults with learning disabilities in employment	Quarterly	Adults Services and Health and Wellbeing	1.9% (Q2 2019/20)	High	3.1%	Eng 5.9% NW 4.4% Target to narrow gap with comparators
Number of volunteers in Libraries	Quarterly	Education and Children's Services	471 (2018/19)	High	600	Increase based on intended communications around home library service and other volunteer initiatives.
Delivery of LCC's digital strategy (4)	Annual	Chief Executive and Director of Resources	Annual Report – schedule to be confirmed			

- (2) There was a query by members as to whether alternative uses of libraries can be reported, such as IT, learning, health and social inclusion and the outcome of community sessions. The proposal is to include some additional performance indicators in the quarterly corporate performance monitoring report (PNET sessions, events and e-book downloads) and to present a detailed report to CCPI on the subject.
- (3) A query was raised about what further information is available regarding graduates working in Lancashire such as whether there are appropriate jobs available, what is the percentage of graduates and do we have the whole picture regarding graduates in the county. The proposal is to present a detailed report to CCPI on the subject.
- (4) An officer recommendation to include the monitoring of the delivery of the Digital Strategy Delivery Plan. This also links to being the place to prosper and the good use of resources. The proposal is for annual monitoring of the LCC Digital Strategy Delivery Plan by CCPI.

Lancashire will be the place to prosper

Performance Indicator	Frequency	Directorate	Current Performance	Good is	Target	Rationale
Number of Rosebud loans provided to new or existing businesses	Quarterly	Growth, Environment and Transport	£100, 000 – 1 investment (July – Sept 2019)	On target	3 year target is £11.25m covering 150 investments (July 2019 – June 2024).	Profiled targets for each year. Initially £2.25m covering 30 investments (July 2019 – June 2020)
Number of jobs created by Boost (5) (6) (7)	Quarterly	Growth, Environment and Transport	117 jobs (Jan – Sept 2019)	On target	1000 jobs target (Jan 2019 - Dec 2022).	Profiled targets for each quarter & year – gradually increasing to meet 2022 target.

New businesses established	Quarterly	Growth, Environment and Transport	63 new businesses (Jan – Sept 2019)	On target	200 new businesses Jan 2019 - Dec 2022	Profiled targets for each quarter & year – gradually increasing to meet 2022 target.
Sustainable transport and travel (8)	Annual	Growth, Environment and Transport	Annual Report – schedule to be confirmed			

- (5) There was a query as to whether data such as new jobs created and new businesses established is being captured, and whether detail such as innovation, home starts, and self-starters is available. All Boost clients are small or medium sized enterprises and an additional performance indicator relating to the number of businesses established will be included in the corporate performance monitoring report. It is proposed that a detailed report is presented to CCPI on the subject.
- (6) A query was raised regarding the impact of superfast broadband on economic development and flexible working. It is proposed that a detailed report is presented to CCPI on the subject.
- (7) A query was raised about the availability of data on Enterprise Zones, and whether the number of advanced/hi-tech manufacturing/research businesses are available. It is confirmed that such data are available and it is proposed that a detailed report is presented to CCPI on the subject.
- (8) Officer recommendation to include information about sustainable transport and travel, including the development of growth corridors, this will have links to economic development, Lancashire being the place to live and work, and to 'acting responsibly'. It is proposed that a detailed report is presented to CCPI on the subject.

Lancashire will be the place to visit

Performance Indicator	Frequency	Directorate	Current Performance	Target	Rationale
Number of visitors to Lancashire (9)	Annual	Growth, Environment and Transport	Targets being reviewed as part of a new tourism growth strategy. Annual Report – scheduled to be confirmed.		
The economic impact of visitors to Lancashire	Annual	Growth, Environment and Transport			

Full Time Equivalent jobs supported by the visitor economy	Annual	Growth, Environment and Transport	
--	--------	-----------------------------------	--

- (9) There was some discussion about promoting Lancashire to increase visitor numbers. Marketing Lancashire is the agency charged with promoting the county on a national and international stage. It is proposed that three indicators provided by Marketing Lancashire are reported to CCPI (Annually) and that a detailed report is presented by Marketing Lancashire to CCPI.

Lancashire will be the place where everyone acts responsibly

Performance Indicator	Frequency	Directorate	Current Performance	Good is	2020/21 Target	Rationale
Improving our population's health and wellbeing (10)	Annual	Adults Services and Health and Wellbeing	Annual Report – schedule to be confirmed			
Percentage of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services	Quarterly	Adults Services and Health and Wellbeing	83.3% (Q2 2019/20)	High	87.4%	82.4% (Eng) 84% (NW)
Proportion of adults with learning disabilities who live in their own home	Quarterly	Adults Services and Health and Wellbeing	83.2% (Q2 2019/20)	High	86%	77.4% (Eng) 88.6% (NW)
Proportion of adults and older people receiving long term services who are supported in the community	Quarterly	Adults Services and Health and Wellbeing	69.5% (Q2 2019/20)	High	72%	70.3% (Eng) 72.1% (NW)
Permanent admissions to residential and nursing care homes per 100,000 population aged 18-64 during the year	Quarterly	Adults Services and Health and Wellbeing	14.3 (Q2 2019/20)	Low	13.6	13.9 (Eng) 16.6 (NW)
Permanent admissions to residential and nursing care homes per 100,000 population aged 65+ during the year	Quarterly	Adults Services and Health and Wellbeing	697.8 (Q2 2019/20)	Low	600-680	Better Care Fund target. 580 (Eng) 723.5(NW)
Revenue forecast outturn % variance to budget	Quarterly	Chief Executive and Director of Resources	1.5% Favourable	Low	0	

Proportion of budget supported by reserves (11)	Annual	Chief Executive and Director of Resources	Annual Statement – schedule to be confirmed			
Number of working days per full time equivalent lost to sickness absence	Quarterly	Chief Executive and Director of Resources	11.98 day per full time equivalent employee (Nov 18 to Oct 19)	Low	9.83 days per FTE	Target to be review in 2020.
Progress on the apprenticeship levy (12)	Annual	Chief Executive and Director of Resources	Annual Report – schedule to be confirmed			
Audit report (13)	Annual	Chief Executive and Director of Resources	Annual Statement – schedule to be confirmed			
Progress on organisational development (14)	Annual	Chief Executive and Director of Resources	Annual Report – schedule to be confirmed			

- (10) Officer recommendation to include information about the work being done to improve our population's health and wellbeing, including initiatives to reduce levels of obesity and promote greater levels of activity across all age groups. It is recommended that a detailed report is provided to CCPI about public health initiatives and the outcomes being achieved.
- (11) An officer recommendation to include an additional indicator on the use of reserves, to be reported annually.
- (12) An officer recommendation to report on the use of the apprenticeship levy, which when used effectively provides the opportunity to promote skills development within the county council, resulting in a higher skilled workforce and increased employability. It is recommended that a detailed report is provided to CCPI.
- (13) An officer recommendation to include a statement regarding the council's Annual audit report, as favourable assurance will indicate that the council is acting responsibly.
- (14) A recommendation to monitor progress made regarding organisational development in Lancashire County Council.

**Additional detailed 2020/21 annual reports for the Cabinet Committee on Performance Improvement (CCPI)
(list not exhaustive – other reports as/when requested)**

- Use of libraries such as IT, learning, health and social inclusion and the outcome of community sessions
- Graduates working in Lancashire
- Monitoring of the delivery of the Digital Strategy Delivery Plan
- Economic development, including new businesses, superfast broadband and enterprise zones
- Transport and sustainable travel
- Promoting Lancashire to increase visitor numbers
- Population health and wellbeing
- Use of the apprenticeship levy
- Organisational development

Internal Scrutiny Committee

Meeting to be held on Friday, 17 January 2020

Electoral Division affected: (All Divisions);
--

Budget Savings Update

Contact for further information:

Chris Warren, Head of Financial Management (Operational),
chris.warren@lancashire.gov.uk

Executive Summary

This report provides an update as requested by Internal Scrutiny Committee on agreed budget savings.

Recommendation

The Internal Scrutiny Committee is asked to:

- i. Note and comment on the report.
- ii. Consider the requirement for further updates to be included as part of the work programme.

Background and Advice

At the Full Council meeting on 14 February 2019, a series of savings options were approved as part of the County Council's 2019/20 budget and Medium Term Financial Strategy which built on savings agreed in previous years budgets.

The council is committed to the delivery of a significant savings programme (c£127m over the period 2019/20 to 2022/23). There are inherent risks with saving plans of this scale and scope and any significant under-delivery of agreed savings will further increase the funding gap. This has been identified as one of the highest level risks in the council's Risk and Opportunity Register and there are comprehensive arrangements in place to track delivery of financial savings and take corrective actions as required.

A sum of £68.710m was removed from the budget for 2019/20 to reflect agreed savings (both service challenge and previously agreed savings). Forecast delivery of savings for the year is £49.195m, indicating a pressure of £19.515m. Of this pressure, c£5.000m is being offset elsewhere within the budget, which leaves a real pressure of c£14.500m.

This pressure is being covered in the current financial year by treasury management performance (significant income generation in the period taking advantage of market volatility through the sale of government bonds) yielding an underspend c£23.000m

and an underspend which is being achieved as a result of paying pension contributions in advance c£4.000m which contribute to the council's current forecast underspend of c£13.000m.

The list of savings currently identified with undeliverable elements is as per table 1, which constitutes a not insignificant quantum but still a relatively small proportion of the overall savings programme at less than 6%.

The total target saving was for £194.404m, there are undeliverable items as below of £18.300m with over delivery on certain savings initiatives of £6.972m leaving a current gap of £11.328m and delivery of £183.076m or 94.2% of the total savings target.

Of the undeliverable items £11.400m has been built back into the MTFs with services working hard to find alternative solutions for the balance of £6.900m

Table 1

Title	Agreed £m	Forecast £m	Undeliverable £m	Comment
LD&A TUPE Allowances	1.200	1.192	-0.008	Service continuing to monitor
Staff Terms & Conditions	5.000	0.525	-4.475	Currently being fully offset and delivered through staff turnover with the actual vacancy factor being higher than budgeted.
Apprenticeship Levy	0.600	0.160	-0.440	Considered part undelivered
Welfare Rights Service	0.380	0.101	-0.279	Saving was originally agreed subject to consultation with Cabinet subsequently agreeing a lower level of saving.
LCC Contribution to LSCB	0.101	0.073	-0.028	Closed Vacant posts have been dis-established leaving the remaining undeliverable saving and a budget pressure that service is covering.
Conservation and Collection Team	0.278	0.000	-0.278	Cabinet agreement below previous amount.
SEND Transport	1.673	0.281	-1.392	Historic savings deemed unachievable in current form. A service review has identified a number

				of alternative proposals to offset the undeliverable element.
Change of sleep-in rate payment	6.900	4.800	-2.100	Saving was originally agreed subject to consultation with Cabinet subsequently agreeing a lower level of saving with the shortfall built back into the MTFS
Increased Utilisation of In-house Residential Provision	0.996	0.000	-0.996	Built back into MTFS
Transfer of Cases to Children Awaiting Adoption Team	0.197	0.000	-0.197	Built back into MTFS
Increase energy recharged to schools	0.027	0.022	-0.005	Built back into MTFS
Passport to Independence	22.340	17.740	-4.600	Built back into MTFS
Passport to Independence	1.553	0.491	-1.062	Built back into MTFS
Learning Excellence	0.789	0.099	-0.690	Built back into MTFS
Repairs & Maintenance Budget	2.250	2.250	-1.750	Built back into MTFS
		Total	-18.300	

The Internal Scrutiny Committee is asked to note and comment on the position statement and consider the requirement for further updates.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There are no significant implications for this item

Financial

The report is provided as an update on approved savings; the implementation of which is being managed through a series of Finance Monitoring Boards and reported to Corporate Management Team.

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

Paper

N/A

Reason for inclusion in Part II, if appropriate

N/A

Internal Scrutiny Committee

Meeting to be held on Friday, 17 January 2020

Electoral Division affected: (All Divisions);
--

The appointment of a Joint Health Scrutiny Committee for the Lancashire and South Cumbria Integrated Care System (ICS)

(Appendix 'A' refers)

Contact for further information:

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

Executive Summary

A request to appoint a proposed Joint Health Scrutiny Committee for the purpose of reviewing proposals for the reconfiguration of services proposed by the Lancashire and South Cumbria Integrated Care System that will affect the whole population of the Lancashire and South Cumbria area. The proposed terms of reference for the joint committee is set out at Appendix 'A'.

Recommendation

The Internal Scrutiny Committee is asked to agree the proposed Joint Health Scrutiny Committee and its terms of reference.

Background and Advice

In February 2019, the Health Scrutiny Committee agreed in principle to the appointment of a joint health scrutiny committee for the purpose of considering referrals from the Lancashire and South Cumbria Integrated Care System and requested that the Health Scrutiny Steering Group developed and finalised the terms of reference for the joint committee in collaboration with the other relevant authorities for submission to the Internal Scrutiny Committee.

In 2016, NHS organisations and local councils came together to form 44 sustainability and transformation partnerships (STPs) covering the whole of England, and set out their proposals to improve health and care for patients.

In some areas, including Lancashire and South Cumbria these partnerships evolved to form an integrated care system (ICS), where NHS organisations, in partnership with local councils and others, took collective responsibility for managing resources, delivering NHS standards, and improving the health of the population they served. The Lancashire and South Cumbria ICS area spans the administrative boundaries of Blackpool Council, Blackburn with Darwen Council, Cumbria County Council (part)

and Lancashire County Council. Local authority boundaries are not coterminous with NHS boundaries and as such consideration of proposals for service reconfigurations that affect more than one local authority area must be carried out by a joint committee appointed by those authorities affected.

Regulation 30 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013, provides the power to establish joint health scrutiny committees with other local authorities, subject to the responsible person¹ consulting more than one local authority pursuant to Regulation 23 (Consultation by responsible persons).

Most importantly, the regulations provide that, where a health service proposal covers more than one local authority area, the local authorities must form a joint committee to consider it. As the ICS boundaries are not coterminous with the local authority boundaries, any proposal covering the whole ICS area will need to be considered by a joint committee of all four local authorities whose areas are affected.

It's important to note that this joint committee is not a committee of Lancashire County Council, but a joint committee between each of the constituent bodies that will make up the joint committee. Consequently the county council cannot dictate or have full control over the appointment and the development of the terms of reference. The draft terms of reference have therefore been drawn up and agreed in collaboration with the other local authorities and are set out at appendix A.

It is also important to note that it is not envisaged that the joint committee will only meet when it is required to do so, and will not set out a calendar of meetings but will determine timescales for proposals to form the basis of an annual work plan.

The Internal Scrutiny Committee is asked to agree the proposed Joint Health Scrutiny Committee and its terms of reference.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There is a legal requirement to establish a joint health scrutiny committee in certain circumstances as outlined in the report.

¹ "a responsible person" means a relevant NHS body or a relevant health service provider

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

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

None		
------	--	--

Reason for inclusion in Part II, if appropriate - N/A

Joint Health Scrutiny Committee for the Lancashire and South Cumbria Integrated Care System (ICS)

Terms of reference

1. Title

The Committee to be named the Joint Health Scrutiny Committee for the Lancashire and South Cumbria Integrated Care System (ICS).

2. Scope and function

To consider proposed health service changes that will directly affect all four upper tier local authorities within the Lancashire and South Cumbria areas.

To exercise the statutory functions of a health scrutiny committee under the provisions of the National Health Service Act 2006; the Local Government and Public Involvement in Health Act 2007; and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 and to make reports and recommendations to NHS bodies as appropriate in relation to matters which directly affect all four upper tier local authorities within the Lancashire and South Cumbria areas.

The joint committee will establish an annual work plan to determine the specific issues to be addressed for the forthcoming municipal year.

3. Membership

The membership of the joint committee comprises:

- 3 elected voting Members and up to 3 non-voting district council co-opted members from the Lancashire County Council Health Scrutiny Committee
- 3 elected voting Members from the Cumbria County Council Health Scrutiny Committee
- 3 elected voting Members from the Blackburn with Darwen Borough Council People Overview and Scrutiny Committee
- 3 elected voting Members from the Blackpool Council Adult Social Care and Health Scrutiny Committee

Each local authority to appoint on the basis of two members from the administration and one opposition member.

The Joint Committee shall be appointed annually prior to its first meeting in each municipal year.

When selecting individual members to serve on the Joint Committee, each local authority should consider a member's experience, expertise, and interest in health scrutiny; as well as the ability to act impartially, work as part of a group, and the capacity to serve.

4. Substitutes or replacements

Any member of the Joint Committee may be represented at a meeting of the Joint Committee by a substitute or replacement appointed by the appropriate local authority. Local authorities in these circumstances are encouraged to ensure the substitute or replacement member's experience, expertise, and interest in health scrutiny is taken into consideration when appointing either on a temporary or permanent basis; notwithstanding the ability to act impartially, work as part of a group and the capacity to serve. Substitutes will have the same voting rights as the member they replace and count towards the establishment of a quorum.

If any Member ceases to be a Councillor of their local authority or if the local authority notifies of any changes to the membership they shall no longer be a member of the Joint Committee.

5. Chair and Vice Chair

The Chair and the Vice Chair shall be elected by the Joint Committee from among the Committee's voting membership at the first meeting in each municipal year. It is intended that the Chair shall rotate between each local authority for each municipal year. The elected Chair must be a Member of a different local authority to the Vice Chair.

The Chair shall preside at the meetings. In the absence of the Chair, the Vice Chair shall Chair the meeting. In the absence of both the Chair and the Vice Chair, the Joint Committee Members present shall elect a Chair for that meeting from among their number of voting members.

6. Secretary of State Referrals

In the case of contested NHS proposals for substantial service changes or any NHS proposal which the Joint Committee feels has been the subject of inadequate consultation, by majority agreement, the Joint Committee to have delegated authority to directly refer the matter to the relevant Secretary of State.

That in relation to the function described above, any Joint Committee decision on whether or not a referral should be made to the relevant Secretary of State is not required to be approved by the individual Overview and Scrutiny Committees at those local authorities that may be directly affected by the decision.

7. Scrutiny Arrangements

Decisions and recommendations may only be made by the Joint Committee. However task and finish groups may be established if the Joint Committee deem this to be the most appropriate method of scrutiny.

The Joint Committee has the following powers:

- To require the following person/s to attend the Joint Committee to answer questions or supply evidence:
 - a) The Chief Officer (or their representatives) of the Lancashire and South Cumbria Integrated Care System, Partnerships and Neighbourhoods;
 - b) Any relevant Chief Executives (or their representatives) of local NHS bodies;
 - c) The relevant Directors of Public Health, Adult and Children's Social Care from the four Local Authorities within the Integrated Care System area;
 - d) Any relevant Chief Officer of third sector organisations;
- To invite to any meeting of the Joint Committee and permit to participate in discussion and debate, but not to vote, any person not an elected Member appointed to the Joint Committee, whom the Joint Committee considers would assist it in carrying out its functions.
- To co-opt or appoint independent technical advisers as and when necessary and under such terms as the Joint Committee thinks appropriate, persons with appropriate expertise in relevant health matters, without voting rights.
- To invite the Chief Officers (or their representatives) from the four Healthwatch bodies within the Integrated Care System area.
- To request findings and recommendations from any Clinical Senate review relating to a proposal.
- Make reports or recommendations to the relevant health bodies as appropriate.

8. Review of functions, administration arrangements and terms of reference

To review at least annually the functions of, and administration arrangements for meetings of the Joint Committee.

To annually review the Joint Committee's terms of reference.

9. Conduct of Business Meetings

The Clerk to the Joint Committee shall, with the agreement of the Chair and the Vice Chair, arrange meetings of the Joint Committee as and when necessary

(discretionary) or for the purposes of responding to consultation by a Responsible Person (mandatory) in accordance with Regulation 30 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013. An Annual General Meeting will be scheduled each year.

The public are welcome to attend and observe meetings, however, there are no public speaking rights

No meetings of the Joint Committee shall be held during the notice of election period for any elections.

Any scheduled Joint meeting may be cancelled where the Chair and the Vice Chair of the Joint Committee both agree.

Where possible the venue for meetings of the Joint Committee shall be rotated between the local authorities. Secretarial support for the Committee shall be from the local authority from which the Chair of the Joint Committee is a member of.

a) Quorum

The quorum for the Joint Committee shall be five voting members from at least three of the affected upper tier local authorities being present. During any meeting if the chair counts the number of councillors present and declares there is not a quorum present, then the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the chair. If a date is not fixed, the remaining business will be considered at the next meeting.

b) Agendas and Items of business

Agendas for meetings of the Joint Committee shall be circulated at least five working days in advance of the meetings and in accordance with the provisions of legislation relating to Access to Information.

Other than in exceptional circumstances, where agreed by the Chair, the only business to be considered at any meeting will be that which has been notified.

c) Declarations of Interest

Any Member having a non-pecuniary interest must disclose that fact and act accordingly. Those Members declaring a pecuniary interest must leave the room and take no part in the discussion or influence that particular item. Members must give reference to the individual code of conduct of their local authority when declaring an interest.

d) Decisions

The Joint Committee will seek to make decisions and recommendations by consensus whenever possible. In the event of any disagreement, the Chair will seek to resolve any differences.

Where it is not possible to achieve a consensus, voting is by show of hands.

The Chair shall have a second or casting vote.

e) Minutes

The minutes of each Joint meeting shall be submitted for information to the individual Overview and Scrutiny Committees at the respective local authorities.

Internal Scrutiny Committee

Meeting to be held on Friday, 17 January 2020

Electoral Division affected: (All Divisions);
--

Internal Scrutiny Committee Work Programme 2019/20

(Appendix 'A - D' refers)

Contact for further information:

Misbah Mahmood, 01772 530818, Senior Democratic Services Officer,

Misbah.mahmood@lancashire.gov.uk

Executive Summary

The work programme for the Internal Scrutiny Committee is attached at Appendix 'A'. The work programmes for other Scrutiny Committees are set out in Appendices 'B - D'. The External Scrutiny Committee's work programme is currently being revised and will be presented at a future meeting of the Internal Scrutiny Committee.

The topics included were identified at work planning workshops held during June and July 2019.

Recommendation

The Internal Scrutiny Committee is asked to:

- i. Note and comment on the report and work programmes;
- ii. Discuss and confirm any further topics required and reasons for scrutiny.

Background and Advice

A statement of the work to be undertaken and considered by the Internal Scrutiny Committee for the 2019/20 municipal year is set out at Appendix 'A'.

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

The work programme includes topics to be discussed at committee meetings, events, task groups, rapporteur work, briefing notes and training for members.

Members are requested to note and comment on the report and to discuss and confirm any further topics and reasons for scrutiny.

In addition, the Committee are requested to note and comment on the work programme included for other Scrutiny Committees as set out in Appendices 'B' through to 'D' (Children's Services, Education and Health).

The External Scrutiny Committee's work programme is currently being revised, however at its January meeting it will consider a presentation detailing findings from research on Universal Credit, a report from Lancashire Renewables Ltd and the report and recommendations of the Strengthening Flood Risk Management Task and Finish Group. An updated work programme will be presented for External Scrutiny at a future meeting.

Consultations

NA

Implications:

This item has the following implications, as indicated:

Risk management

This report has no significant risk implications.

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

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

NA

Reason for inclusion in Part II, if appropriate

NA

Internal Scrutiny Committee Work Programme 2019/20

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

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

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

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

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

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

Appendix A

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Meeting						
Highway Adoption and the Process Involved	To better understand the processes involved in the adoption of a highway and to understand the criteria involved for a road to be adopted.	Committee meeting	Neil Stevens	27 September 2019	Recommendation 1 of the report be reworded. That Recommendation 2-5 of the report be approved.	
Update on Reducing Single Use Plastics in Lancashire	An update report on the ongoing work to reduce single use plastics within the county council and the development of a strategy to make LCC a SUP free authority where possible and feasible.	Committee meeting	Mike Kirby, Clare Johnson, Steve Scott, William Maxwell, Rachel Tanner, Ginette Unsworth, Ajay Sethi, Nigel Craine, CC Albert Atkinson	27 September 2019	The update to be noted. Further updates to be provided as appropriate.	Bite Size Briefing for Members scheduled for 9 October 2019.
Blue Badges	Details about the changes to criteria following new legislation and the impact this has had.	Committee meeting	Sarah Jenkins/ Ben Zebrowski CC Peter Buckley	17 January 2020		
Corporate Strategy Performance Monitoring Proposals	To consider the suggested targets for the key metric indicators.	Committee Meeting	Donna Talbot/Mike Kirby	17 January 2020		
Budget savings update	Further update to the budget savings impact agreed in	Committee meeting	Richard Hothersall/Neil Kisson	17 January 2020		

Appendix A

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
	2018/19 on services as agreed at the January 2019 meeting.					
Joint Health Scrutiny Committee Meeting	The appointment of a Joint Health Scrutiny Committee for the Lancashire and South Cumbria Integrated Care System (ICS)	Committee Meeting	Gary Halsall	17 January 2020		
Pothole Policy and Repair Methods	Report to inform Members about the policies for pothole repair methods.	Committee Meeting	Ridwan Musa/ John Davies/ Phil Durnell CC Keith Iddon	13 March 2020		
Gully Cleaning Policy and Attendance	Report to inform Members about the policies for gully cleaning and attendance.	Committee Meeting	Paul Binks/ John Davies/ Phil Durnell CC Keith Iddon	13 March 2020		
ICT and the relationship with Members	To consider the following: <ul style="list-style-type: none"> - Digital First Strategy - Provision for Members following the BTLS contract coming to an end in 2021 - Work of the Member Development Working Group - Update on work for Member's kit post elections 2021 	Committee Meeting	Mike Kirby/Glyn Peach and Democratic Services	13 March 2020		

Appendix A

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Local Government Funding and Income Generation Task Group	Further update to committee on progress of recommendations as detailed in the report.	Committee Meeting	Neil Kissock	13 March 2020 or 15 May 2020	To note the update.	
Update on Reducing Single Use Plastics in Lancashire	An update report on the ongoing work to reduce single use plastics within the county council and the development of a strategy to make LCC a SUP free authority where possible and feasible.	Committee Meeting	Mike Kirby, Clare Johnson, Steve Scott, William Maxwell, Rachel Tanner, Ginette Unsworth, Ajay Sethi, Nigel Craine, CC Albert Atkinson	15 May 2020		
Regulation of Investigatory Powers Task Group	To provide an annual update to the committee.	Committee meeting	Laura Sales/Amanda Maxim	15 May 2020	To note the report and update.	Annual update.
Task Group						
Bite Size Briefing						
Reducing Single Use Plastics	Information to all members on the issues of plastic waste and what is being done to address this and what role councillors can play.	Bite Size Briefing	Mike Kirby	9 October 2019		

Appendix A

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Winter Gritting	Information to all members on winter gritting and how councillors can help more.	Bite Size Briefing	Phil Durnell/Ridwan Musa	20 November 2019		
Briefing Note						
Member Grants, CGF and LIF	Impact on third sector and community organisations in relation to the withdrawal of funding.	Briefing note for members	TBC	Mar 2020		

Children's Services Scrutiny Committee Work Programme 2019/20

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

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

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

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

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

Appendix B

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

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

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

Appendix B

Topic	Purpose	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Committee Meetings					
Lancashire SEND Partnership Improvement Plan	Progress update on the Improvement Programme and Plan as requested at the meeting of the committee on 13 May 2019	Sally Richardson Samantha Jones (LPCF) Hilary Fordham (Health) Ajay Sethi	3 July 2019	An update to be provided on the speech and language services, the progress of actions delayed and progress of the 12 areas set out in the WSoA	To be reported to Education Scrutiny Committee at 29 Oct 2019 meeting
Children and Families Partnership Arrangements	Progress update on the review of current partnership arrangements	Dave Carr Rob Dobson (Burnley BC)	3 July 2019	Noted	NA
Youth Offending Team (YOT)	Inspection outcomes and action plan	Head of Fostering, Adoption, Residential and YOT	9 Oct 2019	A briefing note be provided to committee members in March 2020 on the post inspection action plan progress.	Added to work programme

Appendix B

Participation Strategy	Enhancing participation practice – new draft strategic framework	Strategy Lead for Participation Youth Council representative Head of Policy, Information and Commissioning (Start Well)	9 Oct 2019	<p>Details of the network of participation champions when identified be circulated to all councillors to assist with supporting a 'culture of participation'.</p> <p>A progress report be provided to a future meeting of the committee.</p> <p>Information on the questionnaire to schools be circulated to committee members to support generating responses.</p>	
Child Poverty	Holiday hunger and food banks Poverty and knife crime Impact of Universal Credit Housing and housing conditions	Director of Children's Social Care Partners TBC Business Intelligence	15 Jan 2020		
Permanence	Overview of Permanence and the new Permanence plan	Director of Children's Social Care Head of Children's Social Care	15 Jan 2020		
Neglect Strategy	Update on implementation of strategy and partnership working	Director of Children's Social Care	15 Jan 2020		

Appendix B

CAMHS	Timescales and delays in referrals – update on progress of service redesign programme	Sally Nightingale Head of Policy, Information and Commissioning (Start Well)	26 Feb 2020		
Children's Health	Update on current data/trends on children's health including: <ul style="list-style-type: none"> • Childhood obesity trailblazer programme • Childhood immunisations** • Dental health inc Orthodontic Service procurement 	Director of Public Health	24 March 2020		
Area Safeguarding Arrangements	Future focus and plans	Director of Children's Social Care	23 Apr 2020		
Adoption Service	Review of new Regional Adoption Agency – update on implementation plan for new Pan Lancashire arrangements	Head of Fostering, Adoption, Residential and YOT	23 Apr 2020		
Looked After Children	Update on Independent Reviewing Officer (IRO) service annual report priority to improve the quality of IRO challenge in respect of quality of care plans and drift and delay with a focus on improving outcomes for the child. Ensuring that challenge is evident and effective	Head of Safeguarding, Inspection and Audit	23 Apr 2020		

Appendix B

Participation Strategy	Update on progress of the strategy implementation	Strategy Lead for Participation Head of Policy, Information and Commissioning (Start Well)	TBC		
0-19 Healthy Child Programme	Virgin Care contract review of service provision	Health	TBC		
Briefing Notes					
Road Safety	Update on Lancashire road safety data following release of national data	TBC			
Domestic Abuse	Update following conclusion of the cabinet working group	TBC			
Suicide Prevention	Data update at district level and bereavement support work undertaken	Head of Health, Equity, Welfare and Partnerships			
Independent Visitors	Update on recruitment and strategy to increase diversity	TBC			
YOT	Action plan progress post inspection	Barbara Bath			
Proposed Information Sessions (BSB's)					
Inspection outcomes	Inspection outcomes across children's services	Director of Children's Social Care	TBC		

Appendix B

Reports for Review					
LSCB Annual Report					
IRO Annual Report					
LGO Annual Complaints Review					
Lancashire Getting to Good Plan					
Potential topics: <ul style="list-style-type: none"> • Road safety • Independent children's homes • Peer review outcomes 					

Education Scrutiny Committee Work Programme 2019/20

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

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

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

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

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

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

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

Appendix C

Topic	Scrutiny Purpose	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Schools Finance	To receive an update on the schools financial position	Andrew Good	22 July 2019	Noted	NA
Early Education	Overview of service provision and current challenges	Paul Duckworth Mel Foster Kate Dewhurst	22 July 2019	All county councillors be provided with details on the local offer of early year's places for all districts including service planning areas to support the service and parents in the consideration of early year's providers where there is capacity.	
Maintained Nurseries	Update on financial position and the working group	Andrew Good Paul Foster Mel Foster Kate Dewhurst	22 July 2019	Noted	NA
Task group update	Progress on recommendations from Pupils at Special School with Medical Conditions task group	Head of Policy, Information and Commissioning	29 October 2019	The committee be provided with the names of the schools in the Lancashire area to encourage responses to the data gathering exercise questionnaire	Received – only 2 SEMH schools in Lancs where SS nursing services is not provided, therefore response not required.
SEND	Self-assessment ahead of SEND inspection. Focus on inspection preparation	Head of Inclusion	29 October 2019	Noted	

Appendix C

Lancashire Schools - attainment data	Attainment outcomes report	Director of Education and Skills Head of Education, Quality and Performance	5 February 2020		
Schools Causing Concern task group	Final draft report	Chair of task group	5 February 2020		
SEND Provision Development	Progress update on the implementation of principles following August Cabinet report	Head of Inclusion	3 March 2020		
Early Years Strategy	Update on strategy progress with health	Head of Education, Quality and Performance Health representative – TBC	3 March 2020		
SEND Inspection	Outcome of local area inspection	Head of Inclusion Director of Education and Skills	TBC		
NEET (not in education, employment or training)	Update on progress to reduce numbers of NEET in Lancashire	Director of Education and Skills 16-19 Skills Lead	TBC		

Appendix C

Lancashire Breaktime	Proposal for future delivery following review agreed at August Cabinet	Head of Inclusion	TBC		
Outdoor Education Provision	Physical education in schools – grant funding to support PE and sport activities – outcomes and impact	TBC	TBC		
Briefing Notes					
Transitions	Have we got it right? – Work undertaken by steering group? Include children's to adults services and special schools to further education	Transitions steering group - TBC			
Exclusions*	Progress on the strategies to support reduction	Head of Education, Quality and Performance			
Elective Home Education guidance*	Policy updates following release of EHE guidance in April 2019 Data on numbers children withdrawn from school**	Head of Education, Quality and Performance			
Schools causing concern	Annual update	Head of Financial Management (Development and Schools)			

Information Sessions (BSBs)					
School admissions	Locality information sessions on school admissions, place planning process, support and standards	TBC	TBC		

Other potential topics:

Schools transport – SEND transport policy, SEND transport arrangements, PRU consultation outcome

SEN equipment in schools – review of 'fit for purpose' equipment in schools

*Exclusions

Child poverty - effects on education and how pupil premium is making a difference. To include armed forces families mentor funding

Parking at schools

Maintained nurseries (following Cabinet report in January)

Early Help inspection outcome

Health Scrutiny Committee Work Programme 2019/20

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

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

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

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

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

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

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

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

Health Scrutiny Committee work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/organisations	Proposed Date(s)	Recommendations	Progress
Committee					
Healthier Lancashire and South Cumbria Integrated Care System - five year local strategy	Feedback on draft five year strategy	Dr Amanda Doyle, Healthier Lancashire and South Cumbria	24 September 2019 and 4 February 2020	The published five year strategy be presented to the Health Scrutiny Committee at its next scheduled meeting on 5 November 2019.	Deferred
Our Health Our Care Programme	Update on the future of acute services in central Lancashire	Dr Gerry Skailes, Lancashire Teaching Hospitals; Denis Gizzi, Greater Preston and Chorley and South Ribble CCGs and Jason Pawluk, NHS Transformation Unit	24 September and 4 February 2020	The Health Scrutiny Committee at its meeting scheduled on 3 December 2019, receive analysis on: 1. Staffing requirements for all options; 2. Impact on neighbouring Trusts as well as the Royal Preston Hospital site; 3. Mental Health service provision for all options;	In progress

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/organisations	Proposed Date(s)	Recommendations	Progress
Committee					
				4. Financial information on all the options.	
Impact of recruitment of additional Occupational Therapists	Update on the recruitment of additional OTs and impact on waiting times	Tony Pounder, LCC	5 November 2019	<p>That:</p> <ol style="list-style-type: none"> 1. The report be noted. 2. The improvements seen in the performance of the Lancashire County Council Occupational Therapy Service be welcomed. 3. A further report on the differing allocations of Disabled Facilities Grants to district councils in Lancashire with a focus on discretionary grants be 	In progress

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/organisations	Proposed Date(s)	Recommendations	Progress
Committee					
				presented to a future meeting.	
Housing with Care and Support Strategy 2018-2025	Update on the implementation of the strategy	Cabinet Members S Turner and G Gooch, Louise Taylor, Joanne Reed, Craig Frost, Julie Dockerty, LCC	31 March 2020		
Urgent Mental Health Pathway	Improvement journey of LSCFT	Caroline Donovan, Chief Executive, LSCFT (incl. LCC officers)	31 March 2020		
Transforming Care (Calderstones)	Model of care for CCG commissioned learning disability beds To receive a written report and action plan on performance against targets for the trajectory for discharge rates, annual health checks (AHC) and Learning Disabilities Mortality Reviews (LeDeR).	Rachel Snow-Miller, Director for Commissioning for All-age Mental Health, Learning Disabilities and Autism, Healthier Lancashire and South Cumbria	31 March 2020		

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers/organisations	Proposed Date(s)	Recommendations	Progress
Committee					
Social Prescribing	Update on progress with the programme of work	Linda Vernon, Healthier Lancashire and South Cumbria and Michelle Pilling, East Lancs CCG	12 May 2020		
Cessation of the Lancashire Wellbeing Service	Impact of decommissioning the service. Tracking of service users	Dr Sakthi Karunanithi, CC Shaun Turner, LCC	12 May 2020		
Tackling period poverty	To report back on the activities of the Government's joint taskforce on period poverty in the UK	CC Nikki Hennessy (rapporteur)	tbc		

Other topics to be scheduled

- Improved/Better Care Fund – and the transformational impact
- Vascular Service Improvement – New Model of Care for Lancashire and South Cumbria (Joint Committee)
- Pooling health and social care budgets (Joint Committee?)
- Continuing Healthcare Assessments – to be scheduled

Health Scrutiny Steering Group work programme

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers	Proposed Date(s)	Recommendations	Progress
Steering Group					
Work programming workshop	workshop on the priorities of the ICS and work programming for 2019/20	CCs S Turner and G Gooch, and Dr Sakthi Karunanithi, LCC (10:30am), Healthier Lancashire and South Cumbria (11:30am) and Oliver Pearson, Healthwatch	19 June 2019	-	-
Delayed Transfers of Care	Progress update and learning from ECIST event.	Sue Lott, LCC Faith Button and Emma Ince, GPCCG and CSRCCG	17 July 2019 (11:15am)	-	-
Head and Neck	Improving quality and access to head and neck services	Tracy Murray, Healthier Lancashire and South Cumbria, and Sharon Walkden, NHS Midlands and Lancashire Commissioning Support Unit (CSU)	17 July 2019 (12noon)	-	-
Our Health Our Care	Update on the future of acute services in central Lancashire	Jason Pawluk, NHS Transformation Unit	17 July 2019 (10:30am)	-	-

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers	Proposed Date(s)	Recommendations	Progress
Steering Group					
Social Prescribing	Council for Voluntary Services across Lancashire	Linda Vernon, Healthier Lancashire and South Cumbria; with Christine Blythe, BPR CVS, Joe Hannett, Community Futures and Lynne Johnstone, LCC	11 September 2019		
Joint Health Scrutiny Committee for the Lancashire and South Cumbria Integrated Care System (ICS)	Draft Terms of Reference	Gary Halsall, LCC	11 September 2019		
Stroke Programme	Improvement, and the position on Hyper Acute Stroke Services	Gemma Stanion, Healthier Lancashire and South Cumbria and Elaine Day, NHS England	11 September 2019		
Joint Health Scrutiny Committee for the Lancashire and South Cumbria Integrated Care System (ICS)	Draft Terms of Reference	Members and scrutiny support officers from Lancashire, Cumbria, Blackburn and Blackpool Councils	16 October 2019		
Suicide Prevention in Lancashire	Progress report/annual update on outcomes set out in the Logic Model	Dr Sakthi Karunanithi/Clare Platt and Chris Lee, LCC	20 November 2019		

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers	Proposed Date(s)	Recommendations	Progress
Steering Group					
North West Ambulance Service (NWS)	Trust wide rota review	Peter Mulcahy	20 November 2019		
Review of Primary Care Networks and Neighbourhoods	Themed review for 2019/20 - reviewing impact at local level and accessibility of health care services and provision of local facilities (capital and estates strategy – opportunities and constraints)	Peter Tinson, FWCCG and Stephen Gough, NHS England and Dr John Miles, Garstang Medical Practice	18 December 2019		
Review of Primary Care Networks and Neighbourhoods	Themed review for 2019/20		19 February 2020		
Cessation of the Lancashire Wellbeing Service	Exit plan to identify possible mitigating actions for service users	Dr Sakthi Karunanithi, CC Shaun Turner, LCC	19 February 2020		

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers	Proposed Date(s)	Recommendations	Progress
Steering Group					
Review of Primary Care Networks and Neighbourhoods	Themed review for 2019/20		11 March 2020		
NHSE – Quality Surveillance Group	Overview and relationships with scrutiny	Sally Napper, NHSE, Lisa Slack, LCC	11 March 2020 (tbc)		
Review of Primary Care Networks and Neighbourhoods	Themed review for 2019/20		16 April 2020		
Quality Accounts Preparations for responding to NHS Trusts Quality Accounts	Continued focus on Lancashire and South South Cumbria Foundation Trust and Lancashire Teaching Hospitals Foundation Trust	Oliver Pearson, Healthwatch Lancashire	16 April 2020		
Transforming hospital services and care for people in Southport, Formby & West Lancs	Update on the Trust's key targets	Silas Nicholls, Southport and Ormskirk Hospital Trust	27 May 2020		
Review of Primary Care Networks and Neighbourhoods	Themed review for 2019/20		27 May 2020		

Topic	Scrutiny Purpose (objectives, evidence, initial outcomes)	Lead Officers	Proposed Date(s)	Recommendations	Progress
Steering Group					
Health in All Policies Briefing note	Embedding spatial planning and economic determinants	Dr Aidan Kirkpatrick and Andrea Smith, LCC	-		Pending

Other topics to be scheduled:

- Sexual health – commissioning LSCFT and Young Person's Clinics
- Integrated Care Partnerships (ICP) – Central Lancashire; Fylde Coast; Morecambe Bay; Pennine; West Lancashire
- Chorley A&E, GTD Healthcare and CCGs – performance
- Delayed Transfers of Care - Update on performance (Sue Lott, LCC and Faith Button, Ailsa Brotherton, Lancashire Teaching Hospitals, Emma Ince, GPCCG and CSRCCG) 24 June 2020

Standing items:

- Health and Wellbeing Board update
- Lancashire Safeguarding Boards Annual Report
- Adult Social Care annual update; Winter Plan; and Complaints Annual Report

